



CITY COUNCIL AGENDA

NOTICE IS GIVEN THAT THE CITY COUNCIL OF THE CITY OF LAMESA, TEXAS, WILL MEET IN A SPECIAL CALLED MEETING AT 5:30 P.M. ON TUESDAY, FEBRUARY 26, 2019, 601 SOUTH FIRST STREET, FOR THE PURPOSE OF CONSIDERING AND TAKING OFFICIAL ACTION ON THE FOLLOWING ITEMS:

1. CALL TO ORDER:

2. INVOCATION:

3. CONSENT AGENDA: All consent agenda items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda. Information concerning consent agenda items is available for public review.

a. **APPROVAL OF THE MINUTES:** Approval of the minutes of the council meeting held on January 15, 2019 and Special called meeting on February 5, 2019.

b. **BILLS FOR JANUARY 2019:** Approval of the bills paid by the City of Lamesa for the month of January, 2019.

c. APPOINTMENTS

- **APPOINTMENT – LAMESA ECONOMIC DEVELOPMENT CORPORATION MEMBER:** Consider appointing Deedra Cope to the Lamesa Economic Development Corporation, for a two (2) year term ending on December 2020. *(Mrs. Cope has agreed to serve.)*
- **APPOINTMENT – LAMESA ECONOMIC ALLIANCE PROJECT MEMBER:** Consider appointing Deedra Cope to the Lamesa Economic Alliance Project, for a two (2) year term ending on December 2020. *(Mrs. Cope has agreed to serve.)*
- **APPOINTMENT – LAMESA ECONOMIC ALLIANCE PROJECT MEMBER:** Consider appointing Monica Castro to the Lamesa Economic Alliance Project, for a two (2) year term ending on December 2020. *(Mrs. Castro has agreed to serve.)*
- **APPOINTMENT – LAMESA MUNICIPAL GOLF ADVISORY BOARD MEMBER:** Consider appointing Joe Solis to the Lamesa Municipal Golf Advisory Board, to fill the unexpired term of Mario Dimas for one (1) year term ending on December 2019. *(Mr. Dimas's term expires December 2019. Mr. Solis has agreed to serve.)*
- **APPOINTMENT – LAMESA MUNICIPAL GOLF ADVISORY BOARD MEMBER:** Consider appointing Sonja Truitt to the Lamesa Municipal Golf Advisory Board, to fill the unexpired term of Chris Hatchett for two (2) year term ending on December 2020. *(Mr. Hatchett's term expires December 2020. Mrs. Truett has agreed to serve.)*
- **APPOINTMENT – LAMESA MUNICIPAL GOLF ADVISORY BOARD MEMBER:** Consider appointing Mike Tyler to the Lamesa Municipal Golf Advisory Board, to fill the unexpired term of Ronnie Angeley for two (2) year term ending on December 2020. *(Mr. Angeley's term expires December 2020. Mr. Tyler has agreed to serve.)*

4. **TCDBG PROGRAM APPLICATION:** Consider passing a Resolution authorizing the submission of a Texas Community Development Block Grant Program Application to the Texas Department of Agriculture. *(City Manager)*
5. **CITY COUNCIL RESOLUTION SELECTING A DEPOSITORY FOR THE CITY OF LAMESA:** City Council to consider passing a Resolution to award Lamesa National Bank as the depository of the City of Lamesa. *(City Manager & Finance Director)*
6. **2019 GENERAL ELECTION:** City Council to consider passing a resolution and order declaring the unopposed candidate for Mayor for the 2019 City of Lamesa General Election, scheduled to be held on May 4, 2019, elected to office. *(City Secretary)*
7. **ORDER OF CANCELLATION:** City Council to consider cancelling the General Election in accordance with Section 2.053(a) of The Texas Election Code that the following candidate Josh Stevens has been certified as unopposed and hereby elected as Mayor. *(City Secretary)*
8. **2019- SPECIAL ELECTION:** City Council to consider passing a resolution ordering and establishing procedures for the City of Lamesa 2019 Special Election for District 4 to be held on Saturday, May 4, 2019 at Forrest Park Community Center, 814 S. Houston Street, Lamesa, Texas. *(City Secretary)*
9. **RACIAL PROFILING REPORT:** Presentation of the annual racial profiling report from the Police Department. *(Police Chief Dale Alwan)*
10. **APPROVAL OF CONTRACT WITH MVBA FOR THE COLLECTION OF DELINQUENT ACCOUNTS RECEIVABLE:** City Council to consider approving a (3) three-year contract with MVBA for the collection of delinquent accounts receivable. *(City Manager)*
11. **APPROVAL OF CONTRACT WITH MVBA FOR THE COLLECTION OF MUNICIPAL COURT AND FINES:** City Council to consider approving a (3) three-year contract with MVBA for the collection of Municipal court and fines. *(City Manager)*
12. **OPEN AND AWARD CONTRACT FOR LEASE OF CITY FARMLAND:** Consider awarding proposal for contract farming of up to 150 acres for the Water and Wastewater Department. Said contract farmland to be used for raising of alfalfa crops on City owned land, utilizing City supplied effluent water on a crop schedule to be determined by the City. *(City Manager & Finance Director)*
13. **REQUEST FOR ACCESS TO CITY OF LAMESA RIGHT-OF-WAY NORTH OF 602 N. BRYAN AVENUE, LAMESA, TEXAS:** City Council to approve request for access to the City of Lamesa right-of way North of 602 N. Bryan Avenue, Lamesa, Texas authorizing Ranger Environmental working on behalf of TCEQ to place an additional monitor well to the northwest of the site, in the right of way north of 602 N. Bryan Ave on the north side of north 5th Street. *(City Manager)*
14. **REQUEST FOR ACCESS TO CITY OF LAMESA RIGHT-OF-WAY AT 611 N. 4TH STREET AND 701 S. DALLAS:** City Council to approve request for access to the City of Lamesa right-of-way at 611 N. 4th and 701 S. Dallas authorizing X8E Environmental working on behalf of TCEQ to place seven monitor and recovery wells (4 wells at N.4th and 3 wells at S. Dallas). *(City Manager)*

- 15.CIVIC PLUS REDESIGN SERVICE AGREEMENT FOR CITY'S WEBSITE:** Consider approving a contract with Civic Plus for Redesign Services of City's website. *(City Manager)*
- 16.DISCUSSION & POSSIBLE ACTION REGARDING ADDITIONAL PERSONNEL FOR CODE ENFORCEMENT AND MUNICIPAL COURT:** City council to discuss and consider taking action regarding additional personnel for Code Enforcement and Municipal Court. *(City Manager)*
- 17.APPROVE LIBRARY RE-ROOFING:** City Council to approve TIPS contract with RBT construction for \$60,700.00. (Similar to Buy Board) *(City Manager)*
- 18.UTILITIES DIRECTOR REPORT:** Utilities Director to report on the city's recent events.
- 19.CITY STAFF REPORTS:**
- a. **POLICE CHIEF REPORT:** Police Chief to report on the city's recent events.
 - b. **FIRE CHIEF REPORT:** Fire Chief to report on the city's recent events.
 - c. **PARKS, STREETS, SANITATION/LANDFILL REPORT:** Director to report on the city's recent events.
- 20.FINANCIAL REPORT:** Finance Director to report on the city's finances.
- 21.CITY MANAGER REPORT:** City Manager to report on current activities and answer questions from the City Council.
- 22.MAYORS REPORT:** Mayor to report on current activities and to answer questions from City Council.
- 23.ADJOURNMENT:** *The next regularly scheduled meetings of the City Council of the City of Lamesa will be March 19, 2019 at 5:30 P.M.*




Open Meetings Information



CLOSED MEETINGS

The City Council reserves the right to adjourn into closed session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Section 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 551.087 (Economic Development).

PUBLIC PARTICIPATION

 The meeting will be held pursuant to the provisions of the Texas Open Meetings Act (Govt. Code, Chapter 551). Discussion and actions are limited to the agenda items listed above. Persons desiring to address the City Council or express their opinion about a particular item on this agenda should notify the City Secretary before the meeting. Persons desiring to present other business or discuss matters not on this agenda should submit a request in writing to the City Secretary by the end of business hours on the Wednesday before the next meeting in order to be considered for inclusion on that agenda.

MEETING ACCESSIBILITY

Upon request, auxiliary aids and services will be provided to an individual with a disability in order to allow them to effectively participate in the city council meeting. Those requesting auxiliary aids or services should notify the contact person listed below at least twenty-four hours prior to the meeting by mail, telephone or RELAY Texas (1-800-735-2989)

Contact: Betty Conde at 806-872-4322

✉ 601 South First Street, Lamesa, Texas 79331

☎ **Telephone - (806) 872-4322**

📠 **Fax - (806) 872-4338**

CERTIFICATION OF NOTICE



I certify this agenda was posted at the City Hall, 601 South First Street, Lamesa, Texas at **4:45 p.m., February 22**

, **2019** in accordance with Chapter 551.041 of the Government Code.

Betty Conde, City Secretary

City Council Agenda

City of Lamesa, Texas

DATE OF MEETING: February 26, 2019

AGENDA ITEMS: 1 & 2

1. **CALL TO ORDER:** *Announcement by the Mayor.* "This meeting is being held in accordance with the provisions of the Texas Open Meetings Act (Govt. Code, Chapter 551). Discussion and actions are limited to the agenda items as posted. Persons desiring to address the City Council or express their opinion about a particular item on this agenda should complete a request at this time. Persons desiring to present other business or discuss matters not on this agenda should submit a request in writing to the City Secretary in order to be considered for inclusion on the agenda of the next meeting. A quorum being present as evidenced by the presence of ____ members of the City Council, this meeting is hereby called to order."

The following members are present:

JOSH STEVENS	Mayor
BRANT STEWART	Council Member – District 1/MAYOR-PRO-TEM
MARIE A. BRISENO	Council Member – District 2
RICK MORENO	Council Member – District 3
JASON MORENO	Mayor Pro-tem/ - District 4
BOBBY G. GONZALES	Council Member – District 5
DOUG MORRIS	Council Member – District 6

City Staff members present at the meeting:

SHAWNA D. BURKHART	City Manager
BETTY CONDE	City Secretary
RUSSELL CASSELBERRY	City Attorney

Members of the press present at the meeting:

Members of the public present at the meeting:

2. **INVOCATION:**
AND PLEDGE OF ALLEGIANCE.



City Council Agenda

City of Lamesa, Texas

DATE OF MEETING: February 26, 2019

AGENDA ITEM: 3

SUBJECT: CONSENT AGENDA ITEMS
PROCEEDING: Approval
SUBMITTED BY: City Staff

SUMMARY STATEMENT

All consent agenda items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda. Information concerning consent agenda items is available for public review.

- a. **APPROVAL OF THE MINUTES:** Approval of the minutes of the council meeting held on January 15, 2019 and Special called meeting on February 5, 2019.
- b. **BILLS FOR JANUARY 2019:** Approval of the bills paid by the City of Lamesa for the month of January ,2019.
- c. **APPOINTMENTS**
 - **APPOINTMENT – LAMESA ECONOMIC DEVELOPMENT CORPORATION MEMBER:** Consider appointing Deedra Cope to the Lamesa Economic Development Corporation, for a two (2) year term ending on December 2020. *(Mrs. Cope has agreed to serve.)*
 - **APPOINTMENT – LAMESA ECONOMIC ALLIANCE PROJECT MEMBER:** Consider appointing Deedra Cope to the Lamesa Economic Alliance Project, for a two (2) year term ending on December 2020. *(Mrs. Cope has agreed to serve.)*
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COUNCIL ACTION

DISCUSSION _____

Motion by Council Member _____ to approve Item 3 a, b and c. Motion seconded by Council Member _____ and upon being put to a vote the motion _____.

VOTING: "AYE" _____ "NAY" _____ "ABSTAIN" _____

CITY MANAGER'S MEMORANDUM

These items are considered non-controversial but do require formal council approval. If a council member objects to a consent item, it is removed from the list and separate action is taken on the item(s). If a council member questions a consent item, but not so strongly as to require that it be removed from the list, his/her "no" vote or abstention can be entered in the minutes when the consent vote is taken. **Recommend approval.**

THE STATE OF TEXAS }
COUNTY OF DAWSON }
CITY OF LAMESA }

MINUTES OF THE CITY COUNCIL REGULARLY CALLED MEETING:

JANUARY 15, 2019

On this the 16h day of January 2018, at 5:30 P.M., there came on and was held a regularly called meeting of the City Council of the City of Lamesa, Dawson County, Texas. Notice of such meeting having been posted at the City Hall at 601 South First Street in the City of Lamesa, Texas in accordance with the provisions of the Texas Open Meetings Act (Texas Govt. Code, Chapter 551). The following items were listed on the notice and the following proceedings were had, viz.:

CALL TO ORDER: Mayor Stevens announced that the meeting was being held in accordance with the provisions of the Texas Open Meetings Act (Texas Govt. Code, Chapter 551), and that discussion and actions are limited to the agenda items as posted. A quorum being present as evidenced by the presence 6 City Council Members were present:

JOSH STEVENS	Mayor
BRANT STEWART	Council Member – District 1/MAYOR PRO-TEM
MARIE. BRISENO	Council Member – District 2
RICK MORENO	Council Member – District 3 Left@7:00 p.m.
JASON MORENO	Mayor Pro-tem/ - District 4
BOBBY G. GONZALES	Council Member – District 5
DOUG MORRIS	Council Member – District 6 Arrived @ 5:50

City staff members present at the meeting:

SHAWNA D. BURKHART	CITY MANAGER
BETTY CONDE	CITY SECRETARY
RUSSELL CASSELBERRY	CITY ATTORNEY

Members of the press present at the meeting:

Herrel Hallmark

Members of the public present at the meeting:

Cris Norris	Dionicio Garza Jr	Sean Overenyder
Terri Stahl	Dale Alwan	Sandra Adams
Wayne Chapman	Sandy Trevino	Kristy Tyra

INVOCATION: Mayor Josh Stevens

CONSENT AGENDA: All consent agenda items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda. Information concerning consent agenda items is available for public review.

- a. **APPROVAL OF THE MINUTES:** Approval of the minutes of the council meeting held on December 18, 2018.
- b. **BILLS FOR DECEMBER 2018:** Approval of the bills paid by the City of Lamesa for the months of December, 2018.
- c. **RE-APPOINTMENTS: TO BOARDS**
 - **RE-APPOINTMENT –LAMESA MIUNICIPAL AIRPORT:** Consider re-appointing Harold Holladay to the Lamesa-Municipal Airport Board, for a three (3) year term ending on December 2021(City Appointee).
 - **RE-APPOINTMENT –LAMESA MIUNICIPAL AIRPORT:** Consider re-appointing Tommy Reeves to the Lamesa-Municipal Airport Board, for a three (3) year term ending on December 2021(County Appointee).

Motion by Council Member Briseno to approve Item 3 a, b and c. Motion seconded by Council Member Gonzales and upon being put to a vote the motion passed.

VOTING: "AYE" 6 "NAY" "ABSTAIN"

LEDC/LEAP QUARTERLY REPORT: City Council to hear from LEDC/LEAP Executive Director Sean Overeynder regarding LEDC/LEAP Quarterly Report/Year in Review.

CRMWA UPDATE: City Council to hear presentation from Cris Norris on Canadian River Municipal Water Authority future water projects and acquisitions

2019 GENERAL ELECTION: Consider passing a Resolution ordering and establishing procedures for the City of Lamesa General Election to be held on May 4, 2019. (*City Secretary*)

Motion by Council Member Gonzales to pass a Resolution ordering and establishing procedures for the City of Lamesa General Election to be held on May 4, 2019. Motion seconded by Council Member Morris and upon being put to a vote the motion passed.

VOTING: "AYE" 7 "NAY" "ABSTAIN"

Doug Morris arrived @ 5:50

HOSPITAL DISTRICT: Consider passing a resolution approving a Joint Election Agreement between the Lamesa Independent School District, Dawson County Hospital District, and the City of Lamesa to share the use of Forrest Park Community Center at 814 S. Houston, Lamesa, Texas for holding elections on May 4, 2019.

Motion by Council Member Morris to pass a resolution to approve a Joint Election Agreement between the Lamesa Independent School District, Dawson County Hospital District, and the City of Lamesa to share the use of Forrest Park Community Center at 814 S. Houston, Lamesa, Texas for holding elections on May 4, 2019. Motion seconded by Council Member Stewart and upon being put to a vote the motion passed.

"ABSTAIN"

BUDGET AMENDMENT II: Consider amending Ordinance O-14-18 on Second reading with respect to October 1, 2018.

Motion by Council Member Stewart to consider amending Ordinance No.O-14-18 on Second reading with respect to October 1, 2018. Motion seconded by Council Member Jason Moreno and upon being put to a vote the motion passed.

"ABSTAIN"

LISD REQUEST FOR CITY TO VACATE LAND: City Council to consider passing an Ordinance on Second reading that the dedicated public right-of -ways, alleys, roadways and streets described in Exhibit "A" in the body of this Ordinance are no longer needed for the right-of-way purposes and for the public use and it would be beneficial for the public interest to close such dedicated public right-of-way, alleys, roadways and streets and for public use.

Motion by Council Member Jason Moreno to consider passing an Ordinance on Second reading that the dedicated public right-of -ways, alleys, roadways and streets described in Exhibit "A" in the body of this Ordinance are no longer needed for the right-of-way purposes and for the public use and it would be beneficial for the public interest to close such dedicated public right-of-way, alleys, roadways and streets and for public use. Motion seconded by Council Member Stewart and upon being put to a vote the motion passed.

"ABSTAIN"

Motion by Council Member Stewart to call for bids for contract farming of up to 150 acres of land for the Water and Wastewater Department. Said contract farming to include the raising of alfalfa crops on City owned land, utilizing City supplied effluent water on a crop schedule to be determined by the City. Motion seconded by Council Member Briseno and upon being put to a vote the motion passed.

TELECOMMUNICATIONS SERVICES AGREEMENT (MANDRY TECHNOLOGY SOLUTIONS, LLC.): City Council to consider entering into a 36 month Telecommunications Services Agreement with Clarative Communications to provide designated telecommunications services to City Fire Stations, including Broadband Internet, SDWAN and Failover, as managed under Mandry Technology Services at favorable pricing and award contract.

VOTING: "AYE" 7 "NAY" "ABSTAIN"

Motion by Council Member Stewart to approve contract. for Engineering Services for 2018 CDBG Grant. Motion seconded by Council Member Gonzales and upon being put to a vote the motion passed.

VOTING: "AYE" 7 "NAY" "ABSTAIN"

Motion by Council Member Stewart to approve a Resolution awarding Engineering Services contract to Kimbly-Horn for 2018 CDBG Grant. Motion seconded by Council Member Gonzales and upon being put to a vote the motion passed.

VOTING: "AYE" 7 "NAY" "ABSTAIN"

APPROVE PURCHASE OF TWO POLICE VEHICLES: City Council to approve the purchase of two police vehicles from MHQ of New Mexico. (utilizing ESC 19 Purchasing Cooperative)

Motion by Council Member Gonzales to approve the purchase of two police vehicles from MHQ of New Mexico (utilizing ESC 19 Purchasing Cooperative). Motion seconded by Council Member Morris and upon being put to a vote the motion passed.

VOTING: "AYE" 7 "NAY" "ABSTAIN"

BUDGET AMENDMENT III: Consider amending Ordinance O-14-18 on First reading with respect to October 1, 2018.

Motion by Council Member Morris to consider amending Ordinance No.O-14-18 on First reading with respect to October 1, 2018. Motion seconded by Council Member Gonzales and upon being put to a vote the motion passed.

VOTING: "AYE" 7 "NAY" "ABSTAIN"

RESOLUTION REGARDING A FINANCING AGREEMENT WITH GOVERNMENT CAPITAL CORPORATION FOR LEASE PURCHASE OF TWO POLICE VEHICLE: City Council to consider entering into a financing agreement with Government Capital Corporation for the purpose of procuring a “Police Vehicle and Related Equipment.”

Motion by Council Member Morris to enter into a financing agreement with Government Capital Corporation for the purpose of procuring a "Police Vehicle and Related Equipment." Motion seconded by Council Member Stewart and upon being put to a vote the motion passed.

VOTING: "AYE" 7 "NAY" "ABSTAIN"

“CONSIDER/DISCUSS/APPROVE A RESOLUTION ADOPTING NECESSARY CIVIL RIGHTS AND FAIR HOUSING POLICIES”: City council to consider/discuss/approve a Resolution adopting the attached policies in connection with the City of Lamesa, Texas participation in Federally Funded Community Block Grant (CDBG) projects and adherence to the regulations described therein.

Motion by Council Member Gonzales to. Approve a Resolution adopting the attached policies in connection with the City of Lamesa, Texas participation in Federally Funded Community Block Grant (CDBG) projects and adherence to the regulations described therein. Motion seconded by Council Member Jason Moreno and upon being put to a vote the motion passed.

VOTING:

"AYE" 7

"NAY"

"ABSTAIN"

“CONSIDER AND TAKE NECESSARY ACTION TO ADOPT A RESOLUTION DESIGNATING AUTHORIZED SIGNATORIES FOR THE CDBG GRANT”: City Council to adopt a Resolution by the City Council of The City of Lamesa, Texas, designating authorized signatories for contractual documents and documents for requesting funds pertaining to the Texas Community Development Block Grant Program (TxCDBG) contract number 7218280.

Motion by Council Member Morris to adopt a Resolution by the City Council of The City of Lamesa, Texas, designating authorized signatories for contractual documents and documents for requesting funds pertaining to the Texas Community Development Block Grant Program (TxCDBG) contract number 7218280. Motion seconded by Council Member Stewart and upon being put to a vote the motion passed.

VOTING:

"AYE" 7

"NAY"

"ABSTAIN"

CITY STAFF REPORTS:

UTILITIES DIRECTOR REPORT: Utilities Director to report on the city's recent events.

FINANCIAL REPORT: Finance Director to report on the city's finances.

INVESTMENT REPORT: Finance Director to report on City's investments through the 1st quarter of FY 2018/2019.

CITY MANAGER REPORT: City Manager to report on current activities and answer questions from the City Council.

MAYORS REPORT: Mayor to report on current activities and to answer questions from City Council.

CLOSED SESSION: Consider convening into closed Executive Session with the City Council of the City of Lamesa, Texas for the following:

SEC. 551.071. CONSULTATION WITH ATTORNEY; CLOSED MEETING.

A governmental body may not conduct a private consultation with its attorney except:

1. When the governmental body seeks the advice of its attorney about:
 - a. Pending or contemplated litigation; or
 - b. A settlement offer; or
2. On a matter in which the duty of the attorney to the governmental body under Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter.

SEC. 551.072. DELIBERATION REGARDING REAL PROPERTY; CLOSED MEETING. A governmental body may conduct a closed meeting to deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

- a. To discuss the acquisition of real property from the City of Lamesa by the Lamesa Economic Development Corporation and/or the Lamesa Economic Alliance Project for its fair market value.

SEC. 551.087. DELIBERATION REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS; CLOSED MEETING. This chapter does not require a governmental body to conduct an open meeting:

- a. To discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or
- b. To deliberate the offer of a financial or other incentive to a business prospect described by Subdivision (1).

Motion by Council Member Stewart to convene in closed executive session. Motion seconded by Council Member Gonzales and upon being put to a vote the motion passed.

VOTING:

"AYE" 7

"NAY"

"ABSTAIN"

ADJOURNMENT: *The next regularly scheduled meetings of the City Council of the City of Lamesa will be February 19, 2019 at 5:30 P.M.*

Pursuant to the provisions of the Texas Open Meetings Act, the City Council certifies that the items above are a full record of the subject matter of each deliberation and indicates each vote, order, decision or other action taken by the City Council of the City of Lamesa, Texas at the meeting held on the date indicated above. Ratified and approved at the regularly called meeting of the City Council of the City of Lamesa, Texas held on January 15, 2019.

ATTEST:

APPROVED:

Betty Conde
City Secretary

Josh Stevens
Mayor

THE STATE OF TEXAS }
COUNTY OF DAWSON }
CITY OF LAMESA }

MINUTES OF THE CITY COUNCIL SPECIAL CALLED MEETING:

February 5, 2019

On this the 5th day of February, 2019 at 5:30 P.M., there came on and was held a Special called meeting of the City Council of the City of Lamesa, Dawson County, Texas. Notice of such meeting having been posted at the City Hall at 601 South First Street in the City of Lamesa, Texas in accordance with the provisions of the Texas Open Meetings Act (Texas Govt. Code, Chapter 551). The following items were listed on the notice and the following proceedings were had, viz.:

CALL TO ORDER: Mayor Josh Stevens announced that the meeting was being held in accordance with the provisions of the Texas Open Meetings Act (Texas Govt. Code, Chapter 551), and that discussion and actions are limited to the agenda items as posted. A quorum being present as evidenced by the presence 5 the Council Members were present:

JOSH STEVENS	MAYOR
BRANT STEWART	MAYOR/PRO-TEM COUNCIL MEMBER
	DISTRICT 1
MARIE BRISENO	COUNCIL MEMBER – DISTRICT 2
(ABSENT) RICK MORENO	COUNCIL MEMBER– DISTRICT 3
(ABSENT) JASON MORENO	COUNCIL MEMBER – DISTRICT 4
BOBBY G. GONZALES	COUNCIL MEMBER – DISTRICT 5
DOUG MORRIS	COUNCIL DISTRICT 6

City staff members present at the meeting:

SHAWNA D. BURKHART	CITY MANAGER
BETTY CONDE	CITY SECRETARY
RUSSELL CASSELBERRY	CITY ATTORNEY

Members of the press present at the meeting:

Herrel Hallmark

Members of the public present at the meeting:

LEDC- Members	LEAP- Members	
Scott Leonard	Scott Leonard	
Bob Henderson	Bob Henderson	
Ron Smith	Steven D. Benett	Sean Overenyder

REEXECUTIVE SESSION: Consider convening into closed Executive Session with the Boards of the Lamesa Economic Development Corporation and the Lamesa Economic Alliance Project for the following:

SEC. 551.071. CONSULTATION WITH ATTORNEY; CLOSED MEETING.

A governmental body may not conduct a private consultation with its attorney except:

1. When the governmental body seeks the advice of its attorney about:
 - a. Pending or contemplated litigation; or
 - b. A settlement offer; or
2. On a matter in which the duty of the attorney to the governmental body under Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter.

Sec. 551.072. DELIBERATION REGARDING REAL PROPERTY; CLOSED MEETING.

A governmental body may conduct a closed meeting to deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

- a. To discuss the conveyance of City-owned land to the Lamesa Economic Development Corporation and/or the Lamesa Economic Alliance Project.

SEC. 551.087. DELIBERATION REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS; CLOSED MEETING. This chapter does not require a governmental body to conduct an open meeting:

- a. To discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or
- b. To deliberate the offer of a financial or other incentive to a business prospect described by Subdivision (1).

Motion by Council Member Gonzales to enter into executive session. Motion seconded by Council Member Briseno and upon being put to a vote the motion passed.

VOTING:

"AYE" 5

"NAY"

"ABSTAIN"

ADJOURNMENT: *The next regularly scheduled meetings of the City Council of the City of Lamesa will be February 19th, 2019 at 5:30 P.M.*

Pursuant to the provisions of the Texas Open Meetings Act, the City Council certifies that the items above are a full record of the subject matter of each deliberation and indicates each vote, order, decision or other action taken by the City Council of the City of Lamesa, Texas at the meeting held on the date indicated above. Ratified and approved at the regularly called meeting of the City Council of the City of Lamesa, Texas held on February 5, 2019.

ATTEST:

APPROVED:

Betty Conde
City Secretary

Josh Stevens
Mayor

2-14-2019 4:11 PM
 FUND : 01 -GENERAL FUND
 DEPT : M/A

DETAIL LISTING

PAGE: 1

PERIOD TO USE: Jan-2019 THRU Jan-2019

ACCOUNTS: 1001 THRU 100

POST DATE TRAI # REFERENCE PACKET =====DESCRIPTION===== VEND INV/JE # NOTE =====AMOUNT=====BALANCE=====

1001	CASH IN BANK									
1/02/19	1/02	A16101	CHK:	197825	15231	DAWSON CO. LIBRARY	1611		630.00CR	630.00CR
1/02/19	1/02	A16102	CHK:	197826	15231	HENRY MORRIS AGENCY, . IN	3190		1,041.66CR	1,671.66CR
1/02/19	1/02	A16103	CHK:	197827	15231	SOUTH PLAINS PUBLIC HEAL	3730		2,455.22CR	4,126.88CR
1/02/19	1/02	A16104	CHK:	197828	15231	VOLUNTEER FIRE DEPARTMEN	4090		400.00CR	4,526.88CR
1/02/19	1/02	A16105	CHK:	197829	15231	DUYCK LARRY	5777		200.00CR	4,726.88CR
1/02/19	1/02	A16106	CHK:	197830	15231	DALE ALMAN	5983		200.00CR	4,926.88CR
1/02/19	1/02	A16107	CHK:	197831	15231	BOB THOMAS	5984		200.00CR	5,126.88CR
1/02/19	1/02	A16108	CHK:	197832	15231	JASON WILEY	6025		200.00CR	5,326.88CR
1/02/19	1/02	A16109	CHK:	197833	15231	CORBIN SAENZ	6350		200.00CR	5,526.88CR
1/02/19	1/02	A16110	CHK:	197834	15231	STEVE ALEXANDER	6356		200.00CR	5,726.88CR
1/02/19	1/02	A16111	CHK:	197835	15231	JEROMY DAWSON	6457		200.00CR	5,926.88CR
1/02/19	1/02	A16112	CHK:	197836	15231	ERNESTO ENRIQUEZ	6532		200.00CR	6,126.88CR
1/02/19	1/02	A16113	CHK:	197837	15231	FRANCISCO VARGAS SANCHEZ	6549		200.00CR	6,326.88CR
1/02/19	1/02	A16114	CHK:	197838	15231	ASHTIN SUFIENTES	6564		200.00CR	6,526.88CR
1/02/19	1/02	A16115	CHK:	197839	15231	ALEJANDRO ESPARZA	6568		200.00CR	6,726.88CR
1/02/19	1/02	A16116	CHK:	197840	15231	EVARISTO AMBRIZ JR	6706		200.00CR	6,926.88CR
1/02/19	1/02	A16117	CHK:	197841	15232	DAWSON COUNTY APPRAISAL	1605		12,437.45CR	19,364.33CR
1/02/19	1/02	A16118	CHK:	197842	15232	DAWSON CO. WELFARE ASSOC	1610		100.00CR	19,552.33CR
1/02/19	1/02	A16119	CHK:	197843	15235	ADVANCED ANALYSIS, INC	1022		935.00CR	20,487.33CR
1/02/19	1/02	A16120	CHK:	197844	15235	AUTOMOTIVE TECHNOLOGY	1139		673.79CR	21,161.12CR
1/02/19	1/02	A16121	CHK:	197845	15235	DEC INDUSTRIES INC	1570		220.00CR	21,381.12CR
1/02/19	1/02	A16122	CHK:	197846	15235	AFMOS ENERGY	1730		2,050.38CR	23,431.50CR
1/02/19	1/02	A16123	CHK:	197847	15235	TYLER TECHNOLOGIES, INC.	2310		4,015.09CR	27,446.59CR
1/02/19	1/02	A16124	CHK:	197848	15235	SOUTH PLAINS COMMUNICATI	3729		1,039.00CR	28,485.59CR
1/02/19	1/02	A16125	CHK:	197849	15235	STANDARD INSURANCE CO	3782		1,069.82CR	29,555.41CR
1/02/19	1/02	A16126	CHK:	197850	15235	UNIFIRST HOLDINGS, INC	4079		36.70CR	29,594.11CR
1/02/19	1/02	A16127	CHK:	197851	15235	WALMART COMMUNITY/GEORG	4110		592.65CR	30,186.76CR
1/02/19	1/02	A16128	CHK:	197852	15235	WINDSTREAM COMMUNICATION	4460		99.50CR	30,286.26CR
1/02/19	1/02	A16129	CHK:	197853	15235	USABLUEROOK	5100		425.56CR	30,711.82CR
1/02/19	1/02	A16130	CHK:	197854	15235	BENCHMARK SUPPLY CO., INC.	5250		968.60CR	31,680.42CR
1/02/19	1/02	A16131	CHK:	197855	15235	STANDARD COFFEE SERVICE	5275		153.49CR	31,833.91CR
1/02/19	1/02	A16132	CHK:	197856	15235	NORTHERN SAFETY CO., INC	5475		591.35CR	32,425.26CR
1/02/19	1/02	A16133	CHK:	197857	15235	TEXAS PARKS & WILDLIFE	5787		2,100.00CR	34,525.26CR
1/02/19	1/02	A16134	CHK:	197858	15235	NORTHLAND COMMUNICATIONS	5800		80.64CR	34,605.90CR
1/02/19	1/02	A16135	CHK:	197859	15235	CONTROL CONCEPTS, INC.	5901		4,236.38CR	38,844.28CR
1/02/19	1/02	A16136	CHK:	197860	15235	LAMESA COMMUNITY PLAYERS	5934		2,400.00CR	41,244.28CR
1/02/19	1/02	A16137	CHK:	197861	15235	ENC EQUIPMENT FINANCE,LL	5960		584.29CR	41,828.57CR
1/02/19	1/02	A16138	CHK:	197862	15235	TRUCK TOWN	6069		176.73CR	42,005.30CR
1/02/19	1/02	A16139	CHK:	197863	15235	SIERRA SPRINGS	6114		118.04CR	42,123.34CR
1/02/19	1/02	A16140	CHK:	197864	15235	D&N TRANSPORTATION INC.	6228		500.00CR	42,623.34CR
1/02/19	1/02	A16141	CHK:	197865	15235	RELIANT ENERGY	6316		325.68CR	42,949.02CR
1/02/19	1/02	A16142	CHK:	197866	15235	MID AMERICAN RESEARCH CH	6344		631.97CR	43,580.99CR
1/02/19	1/02	A16143	CHK:	197867	15235	TCE EQUIPMENT FINANCE	6448		1,602.93CR	45,183.92CR

2-14-2019 1:11 PM		DETAIL LISTING			PAGE: 2
FUND	: 01 -GENERAL FUND	PERIOD TO USE: Jan-2019 THRU Jan-2019			
DEPT	: N/A	ACCOUNTS: 1001 THRU 1001			
POST	DATE	TRAN #	REFERENCE	PACKET=====DESCRIPTION-----	VEND INV/J5 # NOTE =====AMOUNT===== =BALANCE=====
1001			CASH IN BANK	* (CONTINUED) *	
1/02/19	1/02	A16144	CHK: 197860	15235 DE LAGE LANDEN PUBLIC FI	6511 1,152.96CR 46,336.88CR
1/02/19	1/02	A16145	CHK: 197869	15235 CANON FINANCIAL SERVICES	6580 566.00CR 46,902.88CR
1/02/19	1/02	A16146	CHK: 197870	15235 KUBOTA LEASING	6643 1,207.62CR 48,110.50CR
1/02/19	1/02	A16147	CHK: 197871	15235 VULCAN CONSTRUCTION MATE	6695 5,208.57CR 53,319.07CR
1/02/19	1/02	A16148	CHK: 197872	15235 EASTENAL	6707 119.49CR 53,438.56CR
1/02/19	1/02	A16149	CHK: 197873	15235 CI BRANDING/ CREATIVE IN	6708 253.00CR 53,691.56CR
1/03/19	1/03	A16196	CHK: 197879	15248 ADVANCED ANALYSIS, INC.	1022 575.00CR 54,266.56CR
1/03/19	1/03	A16197	CHK: 197879	15248 AUTOMOTIVE TECHNOLOGY	1139 628.44CR 54,895.00CR
1/03/19	1/03	A16198	CHK: 197880	15248 LAMESA TIRE & BATTERY	2645 4,146.50CR 59,041.50CR
1/03/19	1/03	A16199	CHK: 197881	15248 LYNTGAR ELECTRIC COOPER	2728 246.28CR 59,287.78CR
1/03/19	1/03	A16200	CHK: 197882	15248 MORRISON SUPPLY CO	3085 2,240.76CR 60,528.54CR
1/03/19	1/03	A16201	CHK: 197883	15248 HENRY NORRIS AGENCY, IN	3190 81.00CR 60,609.54CR
1/03/19	1/03	A16202	CHK: 197884	15248 SHARE CORPORATION	3705 846.33CR 61,455.87CR
1/03/19	1/03	A16203	CHK: 197885	15248 SOUTH PLAINS PUBLIC HEAL	3730 280.00CR 61,735.87CR
1/03/19	1/03	A16205	CHK: 197887	15248 UNITED FUND	4081 211.00CR 61,946.87CR
1/03/19	1/03	A16206	CHK: 197888	15248 WALMART COMMUNITY/GEOR	4110 301.71CR 62,248.58CR
1/03/19	1/03	A16207	CHK: 197889	15248 WARREN CAT	4122 635.88CR 62,884.46CR
1/03/19	1/03	A16208	CHK: 197890	15248 SALAZAR JAMITORIAL SERV	4610 900.00CR 63,784.46CR
1/03/19	1/03	A16209	CHK: 197891	15248 LOWE'S	4970 232.36CR 64,016.82CR
1/03/19	1/03	A16210	CHK: 197892	15248 CREATIVE INKS	5035 425.34CR 64,442.16CR
1/03/19	1/03	A16211	CHK: 197893	15248 MANDRY TECHNOLOGY SOLUTI	5160 551.30CR 64,993.46CR
1/03/19	1/03	A16212	CHK: 197894	15248 RUSTY'S WEIGH SCALES & S	5642 390.60CR 65,383.46CR
1/03/19	1/03	A16213	CHK: 197895	15248 E & E TECHNIQUES	5693 1,800.00CR 67,183.46CR
1/03/19	1/03	A16214	CHK: 197896	15248 ADVANCED AUTO REPAIR	6075 479.91CR 67,663.37CR
1/03/19	1/03	A16215	CHK: 197897	15248 DAVIS CHIROPRACTIC	6300 85.00CR 67,748.37CR
1/03/19	1/03	A16216	CHK: 197898	15248 MID AMERICAN RESEARCH CH	6344 575.45CR 68,323.82CR
1/03/19	1/03	A16217	CHK: 197899	15248 ODESSA PUMPS	6378 1,198.00CR 70,121.82CR
1/03/19	1/03	A16218	CHK: 197900	15248 BLUETARP FINANCIAL, INC.	6434 1,154.85CR 71,276.67CR
1/03/19	1/03	A16219	CHK: 197901	15248 ONE STOP AUTOMOTIVE	6442 2,012.42CR 73,289.09CR
1/03/19	1/03	A16221	CHK: 197903	15248 TCF EQUIPMENT FINANCE	6448 668.68CR 73,957.77CR
1/03/19	1/03	A16222	CHK: 197904	15248 SECURE VISION OF AMERICA	6488 1,211.19CR 75,168.96CR
1/03/19	1/03	A16223	CHK: 197905	15248 KANDACE SCOTT	6490 150.00CR 75,318.96CR
1/03/19	1/03	A16224	CHK: 197906	15248 H2O ANALYTICS	6613 198.36CR 75,517.32CR
1/03/19	1/03	A16225	CHK: 197907	15248 CI BRANDING/ CREATIVE IN	6708 1,607.23CR 77,124.55CR
1/03/19	1/03	A16227	CHK: 197874	15247 LAMESA AIRPORT BOARD	1013 12,157.50CR 89,282.05CR
1/03/19	1/03	A16228	CHK: 197875	15247 CONSOLIDATED SPECIAL FUN	1517 12,900.00CR 102,182.05CR
1/03/19	1/03	A16229	CHK: 197876	15247 POSTMASTER	3390 1,500.00CR 103,682.05CR
1/03/19	1/03	A16230	CHK: 197877	15247 JESUS REYNA	6698 2,125.00CR 105,807.05CR
1/03/19	1/07	A16469	CHK: 197914	15259 CLAIBORNE'S THRIFTWAY	1480 435.15CR 106,242.20CR
1/03/19	1/07	A16469	CHK: 197915	15259 STARS PRINTING	2030 502.13CR 106,744.33CR
1/03/19	1/07	A16470	CHK: 197916	15259 LEATHERWOOD PLUMBING	2683 643.98CR 107,388.31CR
1/03/19	1/07	A16471	CHK: 197917	15259 MEDICAL ARTS HOSPITAL	2971 404.00CR 107,792.31CR
1/03/19	1/07	A16472	CHK: 197918	15259 DAYTON PLUMBING INC	3286 1,091.77CR 108,884.08CR
1/03/19	1/07	A16473	CHK: 197919	15259 S & C OIL COMPANY, INC.	3375 44.46CR 108,928.54CR
1/03/19	1/07	A16474	CHK: 197920	15259 TML-IEBP	3843 30,435.09CR 147,363.63CR
1/03/19	1/07	A16475	CHK: 197921	15259 WINDSTREAM COMMUNICATION	4460 653.56CR 148,017.19CR
1/03/19	1/07	A16476	CHK: 197922	15259 AMERICAN EXPRESS	4880 7,377.05CR 155,394.24CR

2-14-2019 4:11 PM
 FUND : 01 -GENERAL FUND
 DEPT : N/A
 PAGE: J
 PERIOD TO USE: Jan-2019 THRU Jan-2019
 ACCOUNTS: 1001 THRU 1001
 POST DATE TRAN # REFERENCE PACKET=====DESCRIPTION===== VEND INV/JE # NOTE -----AMOUNT===== BALANCE=====

160

CASH IN BANK

(CONTINUED)

1/07/19	1/07	AL6479	CHK: 197925	15259	CAVAZOS METAL WORK	4890	928.75CR	156,322.99CR
1/07/19	1/07	AL6480	CHK: 197926	15259	LUBBOCK TRUCK SALES, INC	5085	75.49CR	156,398.48CR
1/07/19	1/07	AL6487	CHK: 197927	15259	TASCOSA OFFICE MACHINES	5115	1,413.66CR	157,812.14CR
1/07/19	1/07	AL6483	CHK: 197929	15259	O'REILLY AUTOMOTIVE, INC	5618	166.26CR	157,978.40CR
1/07/19	1/07	AL6484	CHK: 197930	15259	VERIZON WIRELESS	5969	1,377.37CR	159,355.77CR
1/07/19	1/07	AL6486	CHK: 197932	15259	DAVIS CHIROPRACTIC	6300	85.00CR	159,440.77CR
1/07/19	1/07	AL6487	CHK: 197933	15259	RTC LITE, LLC	6633	210.00CR	159,650.77CR
1/07/19	1/07	AL6488	CHK: 197934	15259	CI BRANDING/ CREATIVE IN	6708	240.00CR	159,890.77CR
1/07/19	1/07	AL6489	CHK: 197909	15258	UNIFIRST HOLDINGS, INC	4079	38.70CR	159,929.47CR
1/07/19	1/07	AL6490	CHK: 197910	15258	TREVINO SANDY	5385	35.19CR	159,964.66CR
1/07/19	1/07	AL6491	CHK: 197911	15258	ELIAS CORTES	6414	114.60CR	160,079.26CR
1/07/19	1/07	AL6492	CHK: 197912	15258	THOMESON HR	6505	886.99CR	160,966.25CR
1/07/19	1/07	AL6493	CHK: 197913	15258	MARTINEZ AUTO SERVICE	6710	65.00CR	161,031.25CR
1/08/19	1/08	AL6510	CHK: 197947	15267	MSB	6234	35.19CR	161,066.44CR
1/08/19	1/08	AL6511	CHK: 197948	15271	ADVANCED ANALYSIS, INC	1022	220.00CR	161,286.44CR
1/08/19	1/08	AL6512	CHK: 197949	15271	USABLUBOOK	5100	129.62CR	161,416.06CR
1/08/19	1/08	AL6513	CHK: 197950	15271	COTTON COUNTRY ELECTRIC	5650	245.36CR	161,661.42CR
1/08/19	1/08	AL6514	CHK: 197951	15271	UTILITY SERVICE CO., INC	5824	29,468.17CR	182,129.59CR
1/08/19	1/08	AL6515	CHK: 197952	15271	FRANKLIN & SON, INC.	5840	306.86CR	182,436.45CR
1/08/19	1/08	AL6516	CHK: 197953	15271	LAMESA RECYCLING	5869	31.32CR	182,467.77CR
1/08/19	1/08	AL6517	CHK: 000000	15269	INTERNAL REVENUE SERVICE	5832	31,490.12CR	214,257.89CR
1/08/19	1/08	AL6518	CHK: 197935	15269	CAPROCK FEDERAL CREDIT U	1390	22,925.72CR	237,183.61CR
1/08/19	1/08	AL6519	CHK: 197936	15269	PAYROLL FUND	3270	68,940.44CR	306,124.05CR
1/08/19	1/08	AL6520	CHK: 197937	15269	TX CHILD SUPPORT SDU	5634	211.39CR	306,335.43CR
1/08/19	1/08	AL6521	CHK: 197938	15269	TX CHILD SUPPORT SDU	5829	115.39CR	306,450.81CR
1/08/19	1/08	AL6522	CHK: 197939	15269	TEXAS CHILD SUPPORT DISB	5859	500.90CR	306,951.71CR
1/08/19	1/08	AL6523	CHK: 197940	15269	TX CHILD SUPPORT SDU	5862	276.92CR	307,228.63CR
1/08/19	1/08	AL6524	CHK: 197941	15269	JAE FITNESS	6023	147.90CR	307,376.53CR
1/08/19	1/08	AL6525	CHK: 197942	15269	TEXAS CHILD SUPPORT DISB	6451	222.00CR	307,598.53CR
1/08/19	1/08	AL6526	CHK: 197943	15269	TEXAS CHILD SUPPORT DISB	6501	372.12CR	307,970.65CR
1/08/19	1/08	AL6527	CHK: 197944	15269	TEXAS CHILD SUPPORT DISB	6566	116.14CR	308,086.79CR
1/08/19	1/08	AL6528	CHK: 197945	15269	TX CHILD SUPPORT SDU	6680	196.15CR	308,282.94CR
1/08/19	1/08	AL6529	CHK: 197946	15269	TX CHILD SUPPORT SDU	6704	212.77CR	308,495.71CR
1/09/19	1/09	AL6567	CHK: 197954	15276	B & J WELDING SUPPLY	1180	181.45CR	308,677.16CR
1/09/19	1/09	AL6568	CHK: 197955	15276	BROCK VETERINARY CLINIC,	1302	180.00CR	308,857.16CR
1/09/19	1/09	AL6569	CHK: 197956	15276	CANADIAN RIVER MUNICIPAL	1385	3,963.13CR	312,820.29CR
1/09/19	1/09	AL6570	CHK: 197957	15276	CHEVRON AND TEXACO RUSTN	1462	157.88CR	312,978.17CR
1/09/19	1/09	AL6571	CHK: 197958	15276	CITY OF LUBBOCK	1470	27,055.10CR	340,033.27CR
1/09/19	1/09	AL6572	CHK: 197959	15276	COPE SAND & GRAVEL	1520	1,094.00CR	341,127.27CR
1/09/19	1/09	AL6573	CHK: 197960	15276	DACO	1580	3,072.69CR	344,199.96CR
1/09/19	1/09	AL6574	CHK: 197961	15276	DAVIS FURNITURE COMPANY	1600	314.83CR	344,514.79CR
1/09/19	1/09	AL6575	CHK: 197962	15276	GERO'S DISTRIBUTING CO.,	2000	1,798.74CR	346,313.53CR
1/09/19	1/09	AL6578	CHK: 197965	15276	FULBRIGHT & CAUSELARRY	2090	186.00CR	346,499.53CR
1/09/19	1/09	AL6579	CHK: 197966	15276	HIGGINBOTHAM'S GENERAL O	2180	1,740.48CR	348,240.01CR
1/09/19	1/09	AL6581	CHK: 197968	15276	LAMESA MAILING & PACKING	2568	240.06CR	348,480.07CR
1/09/19	1/09	AL6582	CHK: 197969	15276	MARGIE'S FLOWERS	2900	78.00CR	348,558.07CR
1/09/19	1/09	AL6583	CHK: 197970	15276	MAYFIELD PAPER COMPANY	2957	1,487.73CR	350,045.80CR

2-14-2019 4:11 PM
FUND : 01 -GENERAL FUND
DEPT : N/A

DETAILED LISTING

PAGE: 4

PERIOD TO USE: Jan-2019 THRU Jan-2019

ACCOUNTS: 1001 THRU 1001

POST DATE TRAN # REFERENCE PACKAGE ***DESCRIPTION*** VENDOR INVOICE # NOTE ***AMOUNT*** - BALANCE ***

1001 CASH IN BANK

{ CONTINUED }

1/09/19	1/09	A16585	CHK: 197972	15276 SOUTH PLAINS COMMUNICAT	3773	3,369.25CR	353,415.05CR
1/09/19	1/09	A16586	CHK: 197973	15276 JURIS PUBLISHING, INC.	5075	72.93CR	353,487.98CR
1/09/19	1/09	A16587	CHK: 197974	15276 STATE RUBBER & ENVIRONME	5315	1,275.00CR	354,762.98CR
1/09/19	1/09	A16588	CHK: 197975	15276 AUTOZONE, INC.	5593	13.56CR	354,776.54CR
1/09/19	1/09	A16589	CHK: 197976	15276 WEATHERMAN CONST. & OVER	5624	1,587.55CR	356,364.09CR
1/09/19	1/09	A16590	CHK: 197977	15276 THE PRODUCTIVITY CENTER	5714	330.00CR	356,694.09CR
1/09/19	1/09	A16591	CHK: 197978	15276 GREAT AMERICA FINANCIAL	5734	195.60CR	356,889.69CR
1/09/19	1/09	A16592	CHK: 197979	15276 NAPA AUTO PARTS	5833	851.62CR	357,741.31CR
1/09/19	1/09	A16594	CHK: 197981	15276 ADVANCED BUSINESS SOLUTI	5870	2,992.00CR	360,735.31CR
1/09/19	1/09	A16595	CHK: 197982	15276 IMPERATIVE INFORMATION G	6224	973.00CR	361,714.31CR
1/09/19	1/09	A16596	CHK: 197983	15276 RELIANT ENERGY	6316	26,547.86CR	388,257.17CR
1/09/19	1/09	A16598	CHK: 197985	15276 ULINE	6377	1,227.52CR	389,484.69CR
1/09/19	1/09	A16599	CHK: 197986	15276 CLARITIVE COMMUNICATIONS	6654	3,200.69CR	392,683.38CR
1/09/19	1/09	A16601	CHK: 197988	15276 CT BRANDING/ CREATIVE IN	6708	55.88CR	392,749.26CR
1/09/19	1/09	A16602	CHK: 197989	15284 CANADIAN RIVER MUNICIPAL	1385	63,017.23CR	455,761.49CR
1/09/19	1/09	A16603	CHK: 197990	15284 ROSALITO MARTINEZ	6612	405.00CR	456,246.49CR
1/09/19	1/09	A16604	CHK: 197991	15284 JESUS REYNA	6698	250.00CR	456,496.49CR
1/09/19	1/09	A16610	CHK: 197992	15292 DACO	1500	5,657.79CR	462,154.28CR
1/10/19	1/26	B61179	Misc 000003	09785 METER POSTAGE		500.00CR	462,654.28CR
1/14/19	1/16	B61174	Misc 000001	09766 TO RECLASSIFY PYMT - PLMB INVEN		174.00CR	463,428.28CR
1/15/19	1/15	A16613	CHK: 197994	15296 TMCCP	4670	25.00CR	463,453.28CR
1/15/19	1/15	A16614	CHK: 197995	15296 WTG FUELS, INC.	6220	13,140.29CR	476,593.57CR
1/15/19	1/15	A16616	CHK: 197997	15296 FRANKLIN DIGITAL SOLUTIO	6391	1,780.00CR	478,373.57CR
1/15/19	1/15	A16617	CHK: 197998	15296 ROSALITO MARTINEZ	6612	1,450.00CR	479,823.57CR
1/15/19	1/15	A16618	CHK: 197999	15297 LAMESA CHAMBER OF COMMER	1457	3,270.00CR	483,093.57CR
1/17/19	1/17	A16642	CHK: 198000	15298 ADVANCED ANALYSIS, INC	1022	940.00CR	483,933.57CR
1/17/19	1/17	A16643	CHK: 198001	15298 DPC INDUSTRIES INC	1570	230.00CR	484,163.57CR
1/17/19	1/17	A16644	CHK: 198002	15298 GARZA, DIONICIO JR	1969	236.32CR	484,399.89CR
1/17/19	1/17	A16645	CHK: 198003	15298 LAMESA BUTANE COMPANY	2500	155.57CR	484,555.46CR
1/17/19	1/17	A16646	CHK: 198004	15298 NTS COMMUNICATIONS	3135	769.90CR	485,325.36CR
1/17/19	1/17	A16647	CHK: 198005	15298 STATE COMPTROLLER	3709	304.00CR	485,629.36CR
1/17/19	1/17	A16648	CHK: 198006	15298 WARREN CAT	4122	66.40CR	485,695.76CR
1/17/19	1/17	A16649	CHK: 198007	15298 TMCCP	4670	24.50CR	485,720.26CR
1/17/19	1/17	A16650	CHK: 198008	15298 LAMESA MASONRY-CONCRETE	5784	9,500.00CR	495,220.26CR
1/17/19	1/17	A16651	CHK: 198009	15298 WYLIE & SON, INC.	5842	77.43CR	495,297.69CR
1/17/19	1/17	A16652	CHK: 198010	15298 TMCEC	5863	200.30CR	495,497.99CR
1/17/19	1/17	A16653	CHK: 198011	15298 ADVANCED BUSINESS SOLUTI	5870	166.98CR	495,664.97CR
1/17/19	1/17	A16654	CHK: 198012	15298 THE PIT STOP AUTO DETAIL	6132	25.00CR	495,689.97CR
1/17/19	1/17	A16655	CHK: 198013	15298 STATE COMPTROLLER	6241	5,124.90CR	500,814.87CR
1/17/19	1/17	A16656	CHK: 198014	15298 MICHAEL LOPEZ	6441	338.08CR	501,152.95CR
1/17/19	1/17	A16657	CHK: 198015	15298 TCF EQUIPMENT FINANCE	6448	1,602.93CR	502,755.88CR
1/17/19	1/17	A16658	CHK: 198016	15298 TRACE ANALYSIS, INC. d/b	6521	66.00CR	502,821.88CR
1/17/19	1/17	A16659	CHK: 198017	15301 USAHLUEBOOK	5100	300.72CR	503,122.60CR
1/17/19	1/17	A16660	CHK: 198018	15301 MANDRY TECHNOLOGY SOLUTI	5160	403.76CR	503,526.36CR
1/17/19	1/17	A16661	CHK: 198019	15301 BENMARK SUPPLY CO., INC.	5250	728.04CR	504,254.40CR
1/17/19	1/17	A16662	CHK: 198020	15301 ADVANCED BUSINESS SOLUTI	5870	419.04CR	504,673.44CR
1/17/19	1/17	A16663	CHK: 198021	15301 ADVANCED AUTO REPAIR	6075	671.16CR	505,344.60CR

2-14-2019 4:11 PM		DETAIL LISTING		PAGE: 5					
FUND : 01 -GENERAL FUND		PERIOD TO USE: Jan-2019 THRU Jan-2019		ACCOUNTS: 1001 THRU 1001					
DEPT : N/A		NOTE		AMOUNT					
POST	DATE	TRAN #	REFERENCE	PACKET=====DESCRIPTION=====	VEND	INV/JE #	NOTE	AMOUNT	BALANCE
1001			CASH IN BANK						
* (CONTINUED) *									
1/17/19	1/17	A16664	CHK: 198022	15301 COSTCO	6265			497.29CR	505,841.59CR
1/18/19	1/18	A16677	CHK: 198024	15312 SEBASTIAN IGLESIAS	1			50.00CR	505,891.59CR
1/18/19	1/18	A16673	CHK: 198025	15312 TIFFANY BRAGON	1			50.00CR	505,941.59CR
1/18/19	1/18	A16674	CHK: 198026	15312 LORINA CARDONA	1			50.00CR	505,991.59CR
1/18/19	1/18	A16675	CHK: 198027	15312 ANGIE SUTTON	1			50.00CR	506,041.59CR
1/18/19	1/18	A16676	CHK: 198028	15312 BENNYE LYBRAND	1			50.00CR	506,091.59CR
1/19/19	1/18	A16677	CHK: 000000	15309 INTERNAL REVENUE SERVICE	5832			14.52CR	506,106.11CR
1/19/19	1/18	A16678	CHK: 198023	15309 PAYROLL FUND	3270			94.84CR	506,200.95CR
1/21/19	1/21	A16679	CHK: 198029	15313 ADVANCED ANALYSIS, INC	1022			355.00CR	506,555.95CR
1/21/19	1/21	A16680	CHK: 198030	15313 WINDSTREAM COMMUNICATION	4460			69.39CR	506,625.34CR
1/21/19	1/21	A16681	CHK: 198031	15313 TREVINO SANDY	5395			746.93CR	507,372.27CR
1/21/19	1/21	A16682	CHK: 198032	15313 MAIL FINANCE	5892			339.09CR	507,711.36CR
1/21/19	1/21	A16683	CHK: 198033	15313 VERTZON WIRELESS	5969			1,476.11CR	509,187.47CR
1/21/19	1/21	A16685	CHK: 198035	15313 DAVIS CHIROPRACTIC	6300			50.00CR	509,237.47CR
1/21/19	1/21	A16686	CHK: 198036	15313 BETTY CONDE	6542			746.93CR	509,984.40CR
1/22/19	1/22	A16689	CHK: 198037	15320 CALISTRO SANCHEZ	6602			293.48CR	510,277.88CR
1/22/19	1/22	A16690	CHK: 198037	15315 UNIFIRST HOLDINGS, INC	4079			38.70CR	510,316.58CR
1/22/19	1/22	A16691	CHK: 198038	15315 R CERVANTES BODY SHOP	5040			225.00CR	510,541.58CR
1/22/19	1/22	A16692	CHK: 198039	15315 NOBBY'S SEW & VAC	5680			9.95CR	510,551.53CR
1/22/19	1/22	A16693	CHK: 198040	15315 EDWARD SCHWARTZ	5987			414.65CR	510,966.18CR
1/22/19	1/22	A16694	CHK: 198041	15315 JAE FITNESS	6023			225.00CR	511,191.18CR
1/22/19	1/22	A16695	CHK: 198042	15315 GONZALES WELDING	6254			600.00CR	511,791.18CR
1/22/19	1/22	A16696	CHK: 198043	15315 JESUS REYNA	6690			125.00CR	511,916.18CR
1/22/19	1/22	A16697	CHK: 198044	15315 CI BRANDING/ CREATIVE IN	6708			40.00CR	511,956.18CR
1/22/19	1/22	A16698	CHK: 000000	15316 INTERNAL REVENUE SERVICE	5832			32,449.82CR	544,406.00CR
1/22/19	1/22	A16699	CHK: 198045	15316 CAPROCK FEDERAL CREDIT U	1390			23,140.27CR	567,546.27CR
1/22/19	1/22	A16700	CHK: 198046	15316 PAYROLL FUND	3270			10,144.42CR	637,690.69CR
1/22/19	1/22	A16701	CHK: 198047	15316 TX CHILD SUPPORT SDU	5634			211.38CR	637,902.07CR
1/22/19	1/22	A16702	CHK: 198048	15316 TX CHILD SUPPORT SDU	5829			115.38CR	638,017.45CR
1/22/19	1/22	A16703	CHK: 198049	15316 TEXAS CHILD SUPPORT DISB	5859			500.90CR	638,518.35CR
1/22/19	1/22	A16704	CHK: 198050	15316 TX CHILD SUPPORT SDU	5882			276.92CR	638,795.27CR
1/22/19	1/22	A16705	CHK: 198051	15316 JAE FITNESS	6023			147.90CR	638,943.17CR
1/22/19	1/22	A16706	CHK: 198052	15316 TEXAS CHILD SUPPORT DISB	6451			222.00CR	639,165.17CR
1/22/19	1/22	A16707	CHK: 198053	15316 TEXAS CHILD SUPPORT DISB	6501			372.12CR	639,537.29CR
1/22/19	1/22	A16708	CHK: 198054	15316 TEXAS CHILD SUPPORT DISB	6566			116.14CR	639,653.43CR
1/22/19	1/22	A16709	CHK: 198055	15316 TX CHILD SUPPORT SDU	6680			196.15CR	639,849.58CR
1/22/19	1/22	A16710	CHK: 198056	15316 TX CHILD SUPPORT SDU	6704			212.77CR	640,062.35CR
1/23/19	1/24	U27570	CHECK 198058	18571 REFUND: NELSON, ROBIN J				68.28CR	640,130.63CR
1/23/19	1/24	U27570	CHECK 198059	18571 REFUND: OROSCO, MARY				7.72CR	640,138.35CR
1/23/19	1/24	U27570	CHECK 198060	18571 REFUND: SANCHEZ, MAYRA				13.36CR	640,151.71CR
1/23/19	1/24	U27570	CHECK 198061	18571 REFUND: DAVIS, JEANNE				16.85CR	640,168.56CR
1/23/19	1/24	U27570	CHECK 198062	18571 REFUND: TREVINO, JOSHUA A				48.10CR	640,216.66CR
1/23/19	1/24	U27570	CHECK 198063	18571 REFUND: ARREDONDO, GILBERT				17.22CR	640,233.88CR
1/23/19	1/24	U27570	CHECK 198064	18571 REFUND: ROBERSON, RONALD E				48.10CR	640,281.98CR
1/23/19	1/24	U27570	CHECK 198065	18571 REFUND: LOPEZ, MIRIAM				12.58CR	640,294.56CR
1/24/19	1/24	A16732	CHK: 198069	15322 LAMESA ECONOMIC DEVELOPM	2555			22,105.82CR	662,400.38CR
1/24/19	1/24	A16733	CHK: 198070	15322 PARKHILL, SMITH & COOPER,	3263			15,150.61CR	677,550.99CR

2-14-2019 4:11 PM D E T A I L L I S T I N G PAGE: 6
 FUND : 01 -GENERAL FUND PERIOD TO USE: Jan-2019 THRU Jan-2019
 DEPT : N/A ACCOUNTS: 1001 THRU 1001
 POST DATE TRAN # REFERENCE PACKET=====DESCRIPTION===== VEND INV/JE # NOTE AMOUNT BALANCE=====

1001 CASH IN BANK * (CONTINUED) *

1/24/19	1/24	A16734	CHK: 198071	15322	TML-TRBP	3843		36,041.56CR	713,592.55CR
1/24/19	1/24	A16735	CHK: 198072	15322	AUSTIN TIRE & TRACTOR	5685		482.14CR	714,074.69CR
1/24/19	1/24	A16736	CHK: 198073	15322	LAMESA ECONOMIC ALLIANCE	5942		22,105.82CR	736,180.51CR
1/24/19	1/24	A16737	CHK: 198074	15322	STERRA SPRINGS	6114		143.47CR	736,323.98CR
1/24/19	1/24	A16739	CHK: 198075	15322	DE LAKE LANDEN PUBLIC FI	6511		1,152.96CR	737,476.94CR
1/24/19	1/24	A16739	CHK: 198076	15326	DPC INDUSTRIES INC	1570		1,765.43CR	739,242.37CR
1/24/19	1/24	A16740	CHK: 198077	15326	CLS SEWER EQUIPMENT CO.,	5922		2,174.36CR	741,416.73CR
1/24/19	1/24	A16741	CHK: 198078	15326	AQUAPLATES, INC	6709		278.50CR	741,695.23CR
1/24/19	1/24	A16742	CHK: 198079	15326	BLACK PEARL ENERGY	6711		48,029.00CR	789,724.23CR
1/25/19	1/25	027577	CHECK 198080	18598	REFUND: MITCHELL, LITLLE			18.12CR	789,742.35CR
1/25/19	1/25	A16743	CHK: 198081	15329	JESUS REYES	6698		575.00CR	790,317.35CR
1/25/19	1/25	A16744	CHK: 198082	15329	RAMIREZ, IRMA	5830		367.72CR	790,685.07CR
1/28/19	1/28	A16747	CHK: 198083	15336	SYLVIA I ORTIZ DAWSON CO	6133		7.50CR	790,692.57CR
1/30/19	1/30	B61312	Misc 000008	09786	LIABILITY CSE G/F TO RISK MGMT	JE# 024761		6,483.08CR	797,175.65CR
1/30/19	1/30	B61317	Misc 000012	09788	HEALIN INS. TSP. - G/P	JE# 024769		30,573.08CR	827,748.73CR
1/30/19	1/30	B61322	Misc 000017	09789	WORKER COMP TSP TO RISK MGMT	JE# 024774		6,448.42CR	834,197.15CR
1/30/19	1/30	A16752	CHK: 198086	15334	JOHNNY ANZALDOA	1		57.00CR	834,254.15CR
1/30/19	1/30	A16753	CHK: 198087	15334	ADVANCED ANALYSIS, INC	1022		220.00CR	834,474.15CR
1/30/19	1/30	A16754	CHK: 198088	15334	MORRISON SUPPLY CO	3085		154.20CR	834,628.35CR
1/30/19	1/30	A16755	CHK: 198089	15334	STANDARD INSURANCE CO	3782		1,099.42CR	835,727.77CR
1/30/19	1/30	A16756	CHK: 198090	15334	WINDSTREAM COMMUNICATION	4460		99.47CR	835,827.24CR
1/30/19	1/30	A16757	CHK: 198091	15334	RELIANT ENERGY	6716		474.23CR	836,301.47CR
1/30/19	1/30	A16758	CHK: 198092	15334	CANON FINANCIAL SERVICES	6560		566.00CR	836,867.47CR
1/30/19	1/30	A16759	CHK: 198093	15334	ONSOLVE, LLC	6586		11,000.00CR	847,867.47CR
1/30/19	1/30	A16760	CHK: 198094	15335	REYNOLDS & REYNOLDS	6443		330.96CR	848,198.43CR
1/30/19	1/30	A16761	CHK: 198095	15335	QUEST & SONS, INC	6702		325.00CR	848,523.43CR
1/31/19	1/31	A16777	CHK: 198099	15343	AELAC INSURANCE	1020		4,782.64CR	853,306.07CR
1/31/19	1/31	A16778	CHK: 198100	15343	CAPROCK FEDERAL CREDIT U	1390		215.44CR	853,521.51CR
1/31/19	1/31	A16779	CHK: 198101	15343	TEXAS MUNICIPAL RETIREME	3973		30,221.72CR	883,743.23CR
1/31/19	1/31	A16785	CHK: 198107	15343	MY BOOT STORE	5717		20.00CR	883,763.23CR
1/31/19	1/31	A16786	CHK: 198108	15343	LEGAL SHIELD	5900		698.18CR	884,461.41CR
1/31/19	1/31	A16787	CHK: 198109	15343	NEW YORK LIFE	5921		351.92CR	884,813.33CR
1/31/19	1/31	A16788	CHK: 198110	15343	GUARDIAN-APPLETON	6141		356.34CR	885,169.67CR
1/31/19	1/31	A16789	CHK: 198096	15342	EULBRIGHT & CASSELBERRY	2090		2,210.20CR	887,379.87CR
1/31/19	1/31	A16790	CHK: 198097	15342	PAYROLL FUND	3270		459.00CR	887,838.87CR
1/31/19	1/31	A16791	CHK: 198098	15342	SENIOR CITIZENS	3615		3,750.00CR	891,588.87CR
1/31/19	1/31	A16792	CHK: 198094	15341	ANDREW CARR	1		500.00CR	891,988.87CR
1/31/19	1/31	A16793	CHK: 198095	15341	GARZA, DIONISIO JR	1969		173.10CR	892,161.97CR
1/31/19	1/31	A16795	CHK: 000000	15330	INTERNAL REVENUE SERVICE	5832		109.12CR	892,271.09CR
1/31/19	1/31	A16796	CHK: 198128	15346	ROLL-OFFS USA, INC.	5612		19,449.00CR	911,720.09CR
1/31/19	1/31	A16798	CHK: 198111	15345	ANALISA MARMOLEJO	1		50.00CR	911,770.09CR
1/31/19	1/31	A16799	CHK: 198112	15345	MATTHEW HERNANDEZ	1		50.00CR	911,820.09CR
1/31/19	1/31	A16800	CHK: 198113	15345	ANGELA FLORES	1		50.00CR	911,870.09CR
1/31/19	1/31	A16801	CHK: 198114	15345	ADVANCED ANALYSIS, INC	1022		180.00CR	912,050.09CR
1/31/19	1/31	A16802	CHK: 198115	15345	EULBRIGHT & CASSELBERRY	2090		354.00CR	912,404.09CR
1/31/19	1/31	A16803	CHK: 198116	15345	PARKHILL, SMITH & COOPER,	3763		2,157.46CR	914,561.55CR
1/31/19	1/31	A16804	CHK: 198117	15345	SOUTH PLAINS COMMUNICATI	3729		948.00CR	915,509.55CR

2-14-2019 4:11 PM

DETAIL LISTING

PAGE: 7

FUND : 01 -GENERAL FUND

PERIOD TO USE: Jan-2019 TERM: Jan-2019

DEPT : N/A

ACCOUNTS: 1601 TERM: 1001

POST DATE TRANS REFERENCE PACKET=====DESCRIPTION===== VENDOR INV/SE # NOTE =====AMOUNT===== BALANCE=====

1601 CASH IN BANK

* (CONTINUED) *

1/31/19	1/31	A16805 CHK: 198118	15345 WATERMASTER IRRIGATION	4129		239.49CR	915,749.04CR
1/31/19	1/31	A16806 CHK: 198119	15345 WINDSTREAM COMMUNICATION	4460		596.72CR	916,345.76CR
1/31/19	1/31	A16807 CHK: 198120	15345 DUYCK LARRY	5777		297.70CR	916,643.46CR
1/31/19	1/31	A16808 CHK: 198121	15345 NORTHLAND COMMUNICATIONS	5600		80.64CR	916,724.10CR
1/31/19	1/31	A16809 CHK: 198122	15345 MICHAEL LOPEZ	6441		395.21CR	917,119.31CR
1/31/19	1/31	A16810 CHK: 198123	15345 TCF EQUIPMENT FINANCE	6448		668.68CR	917,787.99CR
1/31/19	1/31	A16811 CHK: 198124	15345 KUBOTA LEASING	6643		1,207.62CR	916,995.61CR
1/31/19	1/31	A16812 CHK: 198125	15345 CT BRANDING/ CREATIVE IN	6708		99.90CR	919,095.51CR
1/31/19	1/31	A16813 CHK: 198126	15345 GM FINANCIAL	6717		4,061.51CR	923,157.02CR
1/31/19	1/31	A16814 CHK: 198127	15345 ERNEST ENRIQUEZ	6718		300.00CR	923,457.02CR
1/31/19	2/14	B61572 Misc 000021	09806 TO ISF GOV. TAX TO STATE AGENCY	JE# 024807		5,174.92CR	928,631.94CR
1/31/19	2/14	B61582 Misc 000022	09808 SALES & USE TAX - ACH DEBIT	JE# 024812		10,423.47CR	939,055.41CR
1/31/19	2/14	B61589 Misc 000028	09809 TO RECORD DUE TO/FRM	JE# 024819		131.47CR	939,186.88CR
1/31/19	2/14	B61590 Misc 000029	09809 TO RECORD DUE TO/FRM	JE# 024820		175.32CR	939,362.20CR
			JANUARY ACTIVITY DB:	0.00	CR:	939,362.20CR	939,362.20CR

SELECTION CRITERIA

FISCAL YEAR: Oct-2018 / Sep-2019
FUND: Include: 01
PERIOD TO USE: Jan-2019 THRU Jan-2019
TRANSACTIONS: CREDIT

ACCOUNT SELECTION

ACCOUNT RANGE: 1001 THRU 1001
DEPARTMENT RANGE: - THRU -
ACTIVE FUNDS ONLY: NO
ACTIVE ACCOUNT ONLY: NO
INCLUDE RESTRICTED ACCOUNTS: NO
DIGIT SELECTION:

PRINT OPTIONS

DETAIL

OMIT ACCOUNTS WITH NO ACTIVITY: NO
PRINT ENCUMBRANCES: NO
PRINT VENDOR NAME: NO
PRINT PROJECTS: NO
PRINT MONTHLY TOTALS: YES
PRINT GRAND TOTALS: NO
PRINT: INVOICE #
PAGE BREAK BY: NONE

*** END OF REPORT ***

City Council Agenda

City of Lamesa, Texas

DATE OF MEETING: FEBRUARY 26, 2019

AGENDA ITEM:4

SUBJECT: TCDBG PROGRAM APPLICATION

EX Resolution
HIB Action
ITS City Staff
:

PROCEEDING:

SUBMITTED BY:

SUMMARY STATEMENT

Consider passing a Resolution Authorizing the submission of a Texas Community Development Block Grant Program Application to the Texas Department of Agriculture.

COUNCIL ACTION

DISCUSSION _____

Motion by Council Member _____ to approve a Resolution authorizing the submission of a Texas Community Development Block Grant Program Application to the Texas Department of Agriculture.
Motion seconded by Council Member _____ and upon being put to a vote the motion _____.

VOTING: "AYE" _____ "NAY" _____ "ABSTAIN" _____

CITY MANAGER'S MEMORANDUM

Recommend approval.

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF LAMESA, TEXAS, AUTHORIZING THE SUBMISSION OF A TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM APPLICATION TO THE TEXAS DEPARTMENT OF AGRICULTURE FOR THE COMMUNITY DEVELOPMENT FUND; AND AUTHORIZING THE MAYOR TO ACT AS THE CITY'S EXECUTIVE OFFICER AND AUTHORIZED REPRESENTATIVE IN ALL MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

WHEREAS, the City Council of Lamesa desires to develop a viable community, including decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low-to- moderate income; and

WHEREAS, certain conditions exist which represent a threat to the public health and safety; and

WHEREAS, it is necessary and in the best interests of the City of Lamesa to apply for funding under the Texas Community Development Block Grant Program;

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

1. That a Texas Community Development Block Grant Program application for the Community Development Fund is hereby authorized to be filed on behalf of the City with the Texas Department of Agriculture.
2. That the City's application be placed in competition for funding under the Community Development Fund.
3. That the application be for \$ 400,000.00 of grant funds to provide water improvements.
4. That the City Council directs and designates the Mayor as the City's Chief Executive Officer and Authorized Representative to act in all matters in connection with this application and the City's participation in the Texas Community Development Block Grant Program.
5. That all funds will be used in accordance with all applicable federal, state, local and programmatic requirements including but not limited to procurement, environmental review, labor standards, real property acquisition, and civil rights requirements.
6. That it further be stated that the City of Lamesa is committing \$0.00 from its General Fund as a cash contribution toward the construction, engineering, and administration of this water improvements project.

Passed and approved this ____ day of _____, 2019.

Josh Stevens, Mayor
City of Lamesa, Texas

Betty Conde, City Secretary
City of Lamesa, Texas

City Council Agenda

City of Lamesa, Texas

DATE OF MEETING: FEBRUARY 26, 2019

AGENDA ITEM:5

SUBJECT: CITY COUNCIL RESOLUTION SELECTING DEPOSITORY FOR
EXHIBITS: THE CITY OF LAMESA
PROCEEDING: Resolution
SUBMITTED BY: Action
City Staff

SUMMARY STATEMENT

City Council to consider passing a Resolution to award Lamesa National Bank as the depository of the City of Lamesa.

COUNCIL ACTION

DISCUSSION _____

Motion by Council Member _____ to approve a Resolution awarding Lamesa National Bank as the depository of the City of Lamesa. Motion seconded by Council Member _____ and upon being put to a vote the motion _____.

VOTING: "AYE" _____ "NAY" _____ "ABSTAIN" _____

CITY MANAGER'S MEMORANDUM

Recommend approval.

RESOLUTION NUMBER R-
A RESOLUTION SELECTING A DEPOSITORY FOR THE
CITY OF LAMESA, TEXAS.

On this the 26th day of February, 2019, there came on and was held at the regular meeting place, the City Hall, an open meeting of the City Council of the City of Lamesa, Texas held pursuant to the provisions of the Texas Open Meetings Act; there being a quorum present and acting throughout the meeting, the following resolution was formally submitted by motion and duly seconded for the consideration and action of the meeting, to wit:

WHEREAS, the laws of the State of Texas and the Charter of the City of Lamesa, Texas

provided that the City select a depository to maintain custody of the funds of the City; and

WHEREAS, the City Council has called for bids and received applications; and

WHEREAS, the City Treasurer of the City has reviewed said applications and presented them to the City Council for selection; and

WHEREAS, the City Council of the City of Lamesa has deliberated and selected the Lamesa National Bank as the depository of the City of Lamesa; and

WHEREAS, it is in the public interest and welfare that said resolution be passed;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED BY THE CITY COUNCIL OF THE CITY OF LAMESA, TEXAS THAT:

1. The Lamesa National Bank of the City of Lamesa, Texas is hereby selected as the depository for the City of Lamesa, Texas in accordance with the provisions of Chapter 105 of the Local Government Code of the State of Texas; and

2. Said bank shall qualify as a depository in accordance with the provisions of Section

105.031 of the Local Government Code of the State of Texas; shall meet said conditions as contained in Section 105.034 of said Code; and shall maintain collateral for said public funds as provided in Chapter 2257 of the Government Code of the State of Texas; and

3. The City Treasurer of the City of Lamesa, Texas is hereby authorized in accordance with the provisions of Section 105.015 of the Local Government Code of the State of Texas to execute a depository contract with said bank on the City's behalf; and

4. The term of said depository contract shall be for a period of three years from January 1, 2019 through December 31, 2021; and

5. The City Council in accordance with the provisions of Section 105.074(g) of the Local Government Code of the State of Texas hereby designates that the provisions of Article IV, Section 30 of the City Charter of the City of Lamesa, Texas shall govern the payment of funds of the City on deposit with the depository.

Upon being put to a vote, the resolution was **Passed, Approved, and Adopted this 26th day of February, 2019** by a majority vote and ordered to be spread upon the minutes of the City Council of the City of Lamesa, Texas and recorded in the resolution book thereafter.

ATTEST:

Betty Conde
City Secretary

APPROVED:

Josh Stevens
Mayor

City Council Agenda

City of Lamesa, Texas

DATE OF MEETING: FEBRUARY 26, 2019

AGENDA ITEM: 6

SUBJECT: 2019 GENERAL ELECTION
PROCEEDING: Resolution
SUBMITTED BY: City Staff.
EXHIBITS: Certification and Resolution
AUTHORITY: *State Law; Texas Election Code; Section 2.052*

SUMMARY STATEMENT

City Council to consider passing a resolution and order declaring the unopposed candidate for the 2019 City of Lamesa General Election, scheduled to be held on May 4, 2019, elected to office.

COUNCIL ACTION

DISCUSSION:

Motion by Council Member _____ to pass a resolution declaring the unopposed candidate for the 2019 City of Lamesa General Election, to be held on May 4, 2019, Mayor, Josh Stevens. elected to office; Motion seconded by Council Member _____ and upon being put to a vote the motion _____.

VOTING: "AYE" _____ "NAY" _____ "ABSTAIN" _____

CITY MANAGER'S MEMORANDUM

Recommend approval.

CERTIFICATION OF UNOPPOSED CANDIDATES

CERTIFICACIÓN DE CANDIDATOS ÚNICOS

TO: Lamesa City Council and Citizens of Lamesa

Al: Concilio de la Cuidad de Lamesa y Ciudadanos de Lamesa

As the authority responsible for having the official ballot prepared, I hereby certify that the following candidate are unopposed for election to office for the election scheduled to be held on Saturday, May 4, 2019.

Como autoridad a cargo de la preparación de la boleta de votación oficial, por la presente certifico que los siguientes candidaes son candidatos únicos para elección para un cargo en la elección que se llevará a cabo el sábado, 4 día de mayo, 2019.

List offices and names of candidates:

Lista de cargos y nombres de los candidatos:

Offices (Cargos)

Mayor At-Large (*Alcalde*)

Candidates (Candidatos)

Josh Stevens

Signature (*Firma*)

Betty Conde
Printed name (*Nombre en letra de molde*)

City Secretary (Secretario)
Title (*Puesto*)

Date of signing (*Fecha de firma*)

RESOLUTION

A RESOLUTION AND ORDER CERTIFYING THAT THE FOLLOWING CANDIDATE IS UNOPPOSED FOR ELECTION TO OFFICE FOR THE ELECTION SCHEDULED TO BE HELD ON SATURDAY, MAY 4, 2019.

On this the 26th day of February, 2019, there came on and was held at the regular meeting place, the City Hall, an open meeting of the City Council of the City of Lamesa, Texas held pursuant to the provisions of the Texas Open Meetings Act; there being a quorum present and acting throughout the meeting, the following resolution was formally submitted by motion and duly seconded for the consideration and action of the meeting, to wit:

WHEREAS, general city election was called for May 4, 2019, for the purpose of electing Mayor At-Large; and

WHEREAS, the City Secretary has certified in writing that there is no proposition on the ballot, that no person has made a declaration of write-in candidacy, and that the candidate on the ballot is unopposed for election to office; and

WHEREAS, under these circumstances, Subchapter C, Chapter 2, Election Code, authorizes the city council to declare the candidate elected to office and canceling the election.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAMESA, TEXAS;

Section 1. The following candidate, who is unopposed in the May 4, 2019 general city election, is declared elected to office, and shall be issued certificates of election following the time the election would have been canvassed:

MAYOR

JOSH STEVENS

Section 2. The May 4, 2019 Mayor At-Large Member election is canceled, the city secretary is directed to cause a copy of this Resolution to be posted on election day at each polling place that would have been used in the election.

Section 3. It is declared to be the intent of the city council that the phrases, clauses, sentences, paragraphs, and sections of this resolution are severable, and if any phrase, clause, sentence paragraph, or section of this resolution is declared invalid by the judgment or decree of a court of competent jurisdiction, the invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs, or sections of this resolution since the city council would have enacted them without the invalid portion.

Section 4. This resolution shall take effect upon its final passage, and it is so resolved.

Upon being put to a vote the resolution was Passed; Approved, and Adopted this 26th day of February, 2019, by a majority vote and ordered to be spread upon the minutes of the City Council of the City of Lamesa, Texas and recorded in the resolution book thereafter.

ATTEST:

BETTY CONDE,
City Secretary

APPROVED:

Josh Stevens
Mayor

City Council Agenda

City of Lamesa, Texas

DATE OF MEETING: February 26, 2019

AGENDA ITEM: 7

SUBJECT: ORDER OF CANCELLATION:

PROCEEDING: Resolution

SUBMITTED BY: City Staff

EXHIBITS: Resolution

AUTHORITY: State Law; , Texas Election Code Section 2.053 (a)

SUMMARY STATEMENT

City Council to consider cancelling the General Election in accordance with Section 2.053(a) of The Texas Election Code that the following candidate Josh Stevens has been certified as unopposed and hereby elected as Mayor. (*City Secretary*)

COUNCIL ACTION

DISCUSSION _____

Motion by Council Member _____ to consider. cancelling the General Election in accordance with Section 2.053(a) of The Texas Election Code that the following candidate Josh Stevens has been certified as unopposed and hereby elected as Mayor. Motion seconded by Council Member _____ and upon being put to a vote the motion _____.

VOTING: "AYE" _____ "NAY" _____ "ABSTAIN" _____

CITY MANAGER'S MEMORANDUM

Recommend approval.



ORDER OF CANCELLATION
ORDEN DE CANCELACION

The City Council hereby cancels the election scheduled to be on
May 4, 2019 in accordance with Section 2.053(a) of the Texas
Election Code. The following candidates have been certified as unopposed
and are hereby elected as follows:

El concejo municipal por la presente cancela la eleccion que, del lo contrario,
se hubiera celebrado el 4, de Mayo, 2019 de conformidad, con
la Seccion 2.053(a) delCodigo de Elecciones de Texas. Los siguietes
candidatos han sido cetrificados como candidatoses unicossy por la presenta
quedan elegidos como se haya indicado a continuacion:

Candidates (Candidatos) Office Sought (Cargo al que presenta candidature

Mayor -At Large

Josh Stevens

A copy of this order will be posted on Election Day at each polling place that would
have been used in the election.

*El Dia de las Ellecciones se exhibira una copia de esta orden en todas las mesas
electorales que se hubieran utilizado en la eleccion.*

President (*Presidente*)

BETTY CONDE
Secretary (*Secretario*)

(seal) (*sello*)

Date of adoption (*Fecha de adopcion*))

RESOLUTION NO.

A RESOLUTION CANCELLING THE 2019 GENARAL ELECTION

On this the 26th day of February, 2019, there came on and was held at the regular meeting place, the City Hall, an open meeting of the City Council of the City of Lamesa, Texas held pursuant to the provisions of the Texas Open Meetings Act; there being a quorum present and acting throughout the meeting, the following resolution was formally submitted by motion and duly seconded for the consideration and action of the meeting, to wit:

WHEREAS, the General City election was called for May 4, 2019, for the purpose of electing Mayor At-Large

WHEREAS, the City Secretary has certified in writing that there is no proposition on the ballot, that no person has made a declaration of write-in candidacy, and that each candidate on the ballot is unopposed for election to office;

WHEREAS, under these circumstances, Subchapter C, Chapter 2, Election Code, authorizes the City Council to declare the candidate elected to office and cancel the election; now, therefore

NOW, THEREFORE , BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAMESA, TEXAS;

SECTION 1. The following candidate, who is unopposed in the May 4, 2019 General City Election, is declared elected to office, and shall be issued certificates of election following the time the election would have been canvassed:

MAYOR

JOSH STEVENS

SECTION 2. The May 4, 2019 General City Election is canceled, and the City Secretary is directed to cause a copy of this resolution to be posted on Election Day at each polling place that would have been used in the election.

SECTION 3. It is declared to be the intent of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this resolution are severable, and if any phrase, clause, sentence, paragraph, or section of this resolution is declared invalid by the judgment or decree of a court of competent jurisdiction, the invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs, or sections of this resolution since the city council would have enacted them without the invalid portion.

SECTION 4. This resolution shall take effect upon its final passage, and it is so resolved.

Upon being put to a vote the resolution was Passed; Approved, and Adopted this 26th day of February, 2019, by a majority vote and ordered to be spread upon the minutes of the City Council of the City of Lamesa, Texas and recorded in the resolution book thereafter.

ATTEST:

APPROVED:

BETTY CONDE,
City Secretary

Josh Stevens
Mayor

City Council Agenda

City of Lamesa, Texas

DATE OF MEETING: February 26, 2019

AGENDA ITEM: 8

SUBJECT: 2019 SPECIAL ELECTION
PROCEEDING: Resolution
SUBMITTED BY: City Staff
EXHIBITS: Resolution
AUTHORITY: State Law; Chapter 32, Election Code

SUMMARY STATEMENT

City Council to consider passing a resolution ordering and establishing procedures for the City of Lamesa 2019 Special Election for District 4 to be held on Saturday, May 4, 2019 at Forrest Park Community Center, 814 S. Houston Street, Lamesa, Texas.

COUNCIL ACTION

DISCUSSION _____

Motion by Council Member _____ to consider passing a resolution ordering and establishing procedures for the City of Lamesa 2019 Special Election for District 4 to be held on Saturday, May 4, 2019 at Forrest Park Community Center, 814 S. Houston Street, Lamesa, Texas. Motion seconded by Council Member _____ and upon being put to a vote the motion _____.

VOTING: "AYE" _____ "NAY" _____ "ABSTAIN" _____

CITY MANAGER'S MEMORANDUM

Recommend approval.

ORDER OF SPECIAL ELECTION FOR THE CITY OF LAMESA

An election is hereby ordered to be held on May 4, 2019 for the purpose of:

Electing One (1) "Council Member" for District 4

Early voting by personal appearance will be conducted each weekday at

Municipal Building (City Hall)
601 South 1st Street
Lamesa, Texas 79331

Early balloting by personal appearance will be conducted as follows:

Date	Weekday	Times
April 22 thru April 26	(Monday thru Friday)	8 am – 5 pm
April 29 and April 30	(Monday and Tuesday)	7 am – 7 pm

Applications for ballot by mail shall be mailed to:

Betty Conde
Early Voting Clerk
601 South 1st Street
Lamesa, Texas 79331

Applications for ballots by mail must be received no later than the close of business (5:00pm) on
April 23, 2019.

Issued this the 26rd day of February, 2019.

Signature of Mayor

Signature of Councilperson

Signature of Councilperson

Signature of Councilperson

Signature of Councilperson

Signature of Councilperson

Signature of Councilperson

ORDEN DE ELECCION PARA MUNICIPIOS

Por la presente se ordena que se llevará a cabo una elección el 4 de Mayo 2019 con el propósito de:

Elección de 1 un "Concejal" Distrito 4

La votación adelantada en persona se llevará a cabo de lunes a viernes en

Edificio Municipal (Corredor de la Ciudad)
601 Calle Primere al Sur
Lamesa, Tejas 79331

La votacion adelantada en persona l se conducirá sigue:

Fecha	Día de la semana	Horas
22 de Abril – de 26 Abril	(Lunes - Viernes)	8 am – 5 pm
29 de Abril - de 30 Abril	(Lunes y Martes)	7 am – 7 pm

Las solicitudes para boletas que se votarán en ausencia por correo deberán enviarse a:

Betty Conde
Secretario(a) de Votarán Adelantada
601 Calle Primere al Sur
Lamesa, Tejas 79331

Las solicitudes para boletas que se votarán en ausencia por correo deberán recibirse para el fin de las horas de las horas de negocio el:

23 de Abril, 2019.

Emitida este día 26th de Febrero, 2019

Firma del Alcalde

Firma de la Persona del Concilio

Firma de la Persona del Concilio

Firma de la Persona del Concilio

Firma de la Persona del Concilio

Firma de la Persona del Concilio

Firma de la Persona del Concilio

RESOLUTION NO. R

A RESOLUTION AND ORDER ESTABLISHING PROCEDURE FOR THE 2019 CITY OF LAMESA SPECIAL ELECTION.

On this the 26th day of February, 2019, there came on and was held at the regular meeting place, the City Hall, an open meeting of the City Council of the City of Lamesa, Texas held pursuant to the provisions of the Texas Open Meetings Act; there being a quorum present and acting throughout the meeting, the following resolution was formally submitted by motion and duly seconded for the consideration and action of the meeting, to wit:

WHEREAS, the laws of the State of Texas and the Charter of the City of Lamesa, Texas, provide that on May 4, 2019, there shall be elected the following officials for this City:

One (1) "Council Member, District 4"
to fill an unexpired term ending in 2021 and

WHEREAS, the laws of the State of Texas, the Charter of the City of Lamesa, Texas and the terms of the Federal Court Order resolving Civil Action Number CA 5-91-0153 further provide that the Election Code of the State of Texas is applicable to said election, and in order to comply with said Code, a resolution and order should be passed establishing the procedure to be followed in said election, and designating the voting place for said election; and

WHEREAS, it is in the public interest and welfare that said resolution be passed.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED BY THE CITY COUNCIL OF THE CITY OF LAMESA, TEXAS:

That a special election be held on the 4th day of May, 2019 for the purpose of electing:

One (1) "Council Member District 4"
to fill an unexpired term ending in 2021 and

That all independent candidates at said election file their applications to become candidates with the City Secretary at City Hall, 601 South First, Lamesa, Texas on or before five o'clock P.M. on the fortieth day before the election, that day being the 25th day of March, 2019, and that all of said applications shall be on a form as prescribed by Section 141.031 of the Election Code of the State of Texas; and

That the order in which the names of the candidates are to be printed on the ballot shall be determined by a drawing by the City Secretary as provided by Section 52.094 of the Election Code; that drawing to be held at five thirty o'clock P.M. on the 25th day of March, 2019; and

That said election shall be held at the following place in said City:

Forrest Park Community Center
814 South Houston Avenue
Lamesa, Texas; and

That the polling place listed above shall be open from seven o'clock A.M. until seven o'clock P.M. on election day; and

Early voting shall also be conducted at City Hall, 601 South First, Lamesa, Texas in the office of the City Secretary and said place of early voting shall remain open during the hours that the secretary's office is regularly open for business, which is not a Saturday, a Sunday or an official State Holiday. Early voting by personal appearance will be conducted as follows:

<i>Date</i>	<i>Weekday</i>	<i>Times</i>
April 22 thru April 26	(Monday thru Friday)	8 am – 5 pm
April 29 and April 30	(Monday and Tuesday)	7 am – 7 pm

The City of Lamesa will be using the ES&S AutoMARK voter assist terminal. This AutoMARK is an optical scan ballot marking system designed to provide privacy and accessibility to voters who are visually impaired, or have a disability or condition that would make it difficult or impossible to mark a ballot in the usual way. In addition, the technology provides language assistance to voters who are more comfortable speaking an alternative language or who have reading difficulties.

That early voting by personal appearance for said designated election shall be at City Hall, 601 South First, Lamesa, Texas, in the office of the City Secretary and said place of early voting shall remain open during the hours that the secretary's office is regularly open for business, which is not a Saturday, a Sunday, or an official State Holiday, beginning on the 12th day before and continuing through the 4th day preceding the date of said election; and

The applications for ballot by mail shall be mailed to the Office of the City Secretary, 601 South First, Lamesa, Texas 79331. Applications for ballots by mail must be received no later than the close of business on the 23rd day of April, 2019; and

That all early voting ballots cast in said election shall be counted by an Early Voting Ballot Board in accordance with the provisions of Section 87.001 of the Election Code; and that said Early Voting Ballot Board shall be appointed by the city council. The early voting ballots shall be counted separately from the ballots cast in that polling place and a separate set of records be prepared for them; and

That said election shall be held in accordance with the Election Code of this State; and only qualified voters being residents of said City shall be eligible to vote at said election; and

That the Mayor shall give notice of this election in accordance with the terms and provisions of Chapter 4 of the Election Code; said notice shall be published in the Lamesa Press-Reporter, a newspaper of general circulation in the City of Lamesa, Texas, not later than the tenth day before election day and posted in the City Hall at 601 South First not later than the 17th day before election day; and that such notice shall be recorded and preserved in accordance with the provisions of Section 4.005 of the Election Code; and

That the Mayor shall issue all necessary orders and writs for said election and returns of said election shall be made to the Council immediately after the closing of the polls; and

That the canvassing of said election shall take place at the regularly scheduled meeting of the city council on Tuesday, May 14, 2019 at five-thirty p.m.; and that the council shall certify the results of said canvass at that meeting.

That for the purposes of holding the special election for Council Member, District 4 held on May 4th, 2019.

Upon being put to a vote, the resolution was Passed, Approved, and Adopted this 26th day of February, 2019 by a majority vote and ordered to be spread upon the minutes of the City Council of the City of Lamesa, Texas and recorded in the resolution book thereafter.

ATTEST:

APPROVED:

Betty Conde
City Secretary

Josh Stevens
Mayor

City Council Agenda

City of Lamesa, Texas

DATE OF MEETING: FEBRUARY 26, 2019

AGENDA ITEM: 9

**SUBJECT: PRESENTATION OF THE CITY'S RACIAL PROFILING
REPORT**

SUBMITTED BY: City Staff

SUMMARY STATEMENT

Presentation of the annual racial profiling report from the Police Department.

COUNCIL ACTION

No City Council action required.

POLICE DEPARTMENT

City of Lamesa

**601 SOUTH FIRST STREET • PHONE (806) 872-2121 • FAX (806) 872-4367
LAMESA, TEXAS 79331**

February 15, 2019

City of Lamesa Council Members
601 South 1st
Lamesa, Texas 79331

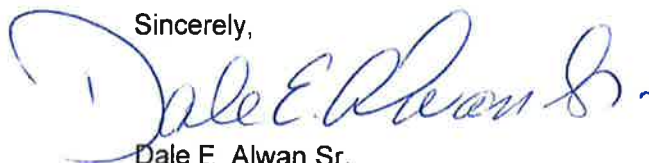
Council Members,

Since January 1, 2002, the Lamesa Police Department in accordance with the Texas Racial Profiling Law (S.B. No. 1074), has been collecting police contact data for the purpose of identify and responding (if necessary) to concerns regarding racial profiling practices. It is my hope that the findings provided in this report will serve as evidence that the Lamesa Police Department continues to strive towards the goal of maintaining strong relations with the community.

In this report, the reader will encounter several sections designed at providing background information on the rationale and objectives of the Texas Racial Profiling Law. Other sections contain information relevant to the institutional policies adopted by the Lamesa Police Department banishing the practice of racial profiling among its officers.

The final components of this report provide statistical data relevant to the public contacts made during the period of 1/1/18 and 12/31/18. This information has been analyzed and compared to the Department of Public Safety data on motorists residing in the Dawson County area. The analysis of the data and recommendations for future areas of research are also included. It is my sincere hope that the channels of communication between community leaders and the Lamesa Police Department continue to strengthen as we move forward to meet the challenges of the near future.

Sincerely,



Dale E. Alwan Sr.
Chief of Police

LAMESA POLICE DEPARTMENT

Title: *Racial Profiling*

Procedure: 7.101

Date Issued: **November 2013**

Revised:

PURPOSE:

The purpose of the policy is to reaffirm the Lamesa Police Department's commitment to unbiased policing in all its encounters between officer and any person; to reinforce procedures that serve to ensure public confidence and mutual trust through the provision of services in a fair and equitable fashion; and to protect our officers from unwarranted accusations of misconduct when they act within the dictates of departmental policy and the law.

POLICY:

It is the policy of this department to police in a proactive manner and to aggressively investigate suspected violations of law. Officers shall actively enforce state and federal laws in a responsible and professional manner without regard to race, ethnicity or national origin. Officers shall conduct themselves in a dignified and respectful manner at all times when dealing with the public. Two of the fundamental rights guaranteed by both the United States and Texas Constitutions are equal protection under the law and freedom from unreasonable searches and seizures by government agents. The rights of all persons to be treated equally and to be free from unreasonable searches and seizures must be respected. Racial profiling is an unacceptable patrol tactic and will not be condoned. This policy shall not preclude officers from offering assistance, such as upon observing a substance leaking from a vehicle, a flat tire, or someone who appears to be ill, lost or confused. Nor does this policy prohibit stopping someone suspected of a crime based upon observed actions and/or information received about the person.

DEFINITIONS:

Racial Profiling – A law enforcement initiated action based on an individual's race, ethnicity, or national origin rather than on the individual's behavior or on information identifying the individual as having engaged in a criminal activity.

Racial profiling pertains to persons who are viewed as suspects or potential suspects of criminal behavior. The term is not relevant as it pertains to witnesses, complainants or other citizen contacts.

The prohibition against racial profiling does not preclude the use of race, ethnicity or national origin in a detention decision. Race, ethnicity or national origin may be legitimate factors in a detention decision when used as part of an actual description of a specific suspect for whom an officer is searching. Detaining an individual and conducting an inquiry into that person's activities simply because of that individual's race, ethnicity or national origin is racial profiling. Examples of racial profiling include but are not limited to the following:

- Citing a driver who is speeding in a stream of traffic where most other drivers are speeding because of the cited driver's race, ethnicity or national origin.
- Detaining the driver of a vehicle based on the determination that a person of that race, ethnicity or national origin is unlikely to own or possess that specific make or model of vehicle.
- Detaining an individual based upon the determination that a person of that race, ethnicity or national origin does not belong in a specific part of town or a specific place.

Race or Ethnicity – Of a particular descent, including Caucasian, African, Hispanic, Asian, or Native American.

Pedestrian Stop – An interaction between a peace officer and an individual who is being detained for the purpose of a criminal investigation in which the individual is not under arrest.

Traffic Stop – A peace officer who stops a motor vehicle for an alleged violation of a law or ordinance regulating traffic.

TRAINING

Officers are responsible to adhere to all Texas Commission on Law Enforcement Officer Standards and Education (TCLEOSE) training and the Law Enforcement Management Institute of Texas (LEMIT) requirements as mandated by law.

All officers shall complete a TCLEOSE training and education program on racial profiling not later than the second anniversary of the date the officer is licensed under Chapter 1701 of the Texas Occupations Code or the date the officer applies for an intermediate proficiency certificate, whichever date is earlier. A person who, on September 1, 2001, held a TCLEOSE intermediate proficiency certificate, or who had held a peace officer license issued by TCLEOSE for at least two years, shall complete a TCLEOSE training and education program on racial profiling not later than September 1, 2003.

The Chief of Police shall complete the LEMIT program on racial profiling established under Subsection (j), Section 96.641, Education Code, as added by this act, not later than September 1, 2003.

COMPLAINT INVESTIGATION

- The department shall accept complaints from any person who believes he or she has been stopped or searched based on racial, ethnic or national origin profiling. No person shall be discouraged, intimidated or coerced from filing a complaint, nor discriminated against because he or she filed such a complaint.

- Any employee who receives an allegation of racial profiling, including the officer who initiated the stop, shall record the person's name, address and telephone number, and forward the complaint information through the department's chain of command. Any employee contacted shall provide to that person a brochure detailing the department's process for filing a complaint. All employees will report any allegation of racial profiling to their supervisor before the end of their shift.
- Investigation of a complaint shall be conducted in a thorough and timely manner. All complaints will be acknowledged in writing to the initiator who will receive disposition regarding said complaint within a reasonable period of time. The investigation shall be reduced to writing and any reviewer's comments or conclusions shall be filed with the Chief of Police.
- If a racial profiling complaint is sustained against an officer, it will result in appropriate corrective and/or disciplinary action, up to and including termination.
- If there is a departmental video or audio recording of the events upon which a complaint of racial profiling is based, upon commencement of an investigation by this department into the complaint and written request of the officer made the subject of the complaint, this department shall promptly provide a copy of the recording to that officer.

PUBLIC EDUCATION

This department will inform the public of its policy against racial profiling and the complaint process. Methods that may be utilized to inform the public are the news media, radio, service or civic presentations, the Internet, as well as Lamesa City Commission meetings. Additionally, information will be made available as appropriate in languages other than English.

CITATION DATA COLLECTION & REPORTING

An officer is required to collect information relating to traffic stops in which a citation is issued. In the citation officers must include:

- The violators race or ethnicity;
- Whether a search was conducted
- Was the search consensual; and
- Arrest for this cited violation or any other violation.

By March of each year, the department shall submit a report to the Lamesa City Commission that includes the information gathered by the citations. The report will include:

- A breakdown of citations by race or ethnicity;
- Number of citations that resulted in a search;
- Number of searches that were consensual; and
- Number of citations that resulted in custodial arrest for this cited violation or any other violation.

Not later than March 1st of each year, this department shall submit a report to the Lamesa City Commission containing this information from the preceding calendar year.

USE OF VIDEO AND AUDIO EQUIPMENT

Each motor vehicle regularly used by this department to make traffic and pedestrian stops is equipped with a video camera and transmitter-activated equipment, and each motorcycle regularly used by this department to make traffic and pedestrian stops is equipped with transmitter-activated equipment; and

Each traffic and pedestrian stop made by an officer of this department that is capable of being recorded by video and audio, or audio, as appropriate, is recorded. This department shall retain the video and audiotapes, or the audiotapes of each traffic and pedestrian stop for at least (90) days after the date of the stop. If a complaint is filed with this department alleging that one of our officers has engaged in racial profiling with respect to a traffic or pedestrian stop, this department shall retain the video and audiotapes, or the audiotape of the stop until final disposition of the complaint. Supervisors will ensure officers of this department are recording their traffic and pedestrian stops. A recording of each officer will be reviewed at least once every (90) days.

- If the equipment used to record audio and/or video of traffic or pedestrian stops is malfunctioning or otherwise not operable, the officer making the stop may properly record and report the information as required.

Racial Profiling Report | Full report

Agency Name:	Lamesa Police Department
Reporting Date:	02/13/2019
TCOLE Agency Number:	115201
Chief Administrator:	Dale E. Alwan Sr.
Agency Contact Information:	
Phone:	N/A
Email:	policechief@ci.lamesa.tx.us
Mailing Address:	601 South 1st Street

This Agency filed a full report

Lamesa Police Department has adopted a detailed written policy on racial profiling. Our policy:

- 1.) clearly defines acts constituting racial profiling;
- 2.) strictly prohibit peace officers employed by the Lamesa Police Department from engaging in racial profiling;
- 3.) implements a process by which an individual may file a complaint with the Lamesa Police Department if the individual believes that a peace officer employed by the Lamesa Police Department has engaged in racial profiling with respect to the individual;
- 4.) provides public education relating to the agency's complaint process;
- 5.) requires appropriate corrective action to be taken against a peace officer employed by the Lamesa Police Department who, after an investigation, is shown to have engaged in racial profiling in violation of the Lamesa Police Department's policy adopted under this article;
- 6.) require collection of information relating to motor vehicle stops in which a citation is issued and to arrests made as a result of those stops, including information relating to:
 - a.) the race or ethnicity of the individual detained;
 - b.) whether a search was conducted and, if so, whether the individual detained consented to the search; and
 - c.) whether the peace officer knew the race or ethnicity of the individual detained before

detaining that individual; and

7.) require the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision(6) to:

a.) the Commission on Law Enforcement; and

b.) the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

Executed by: Dale E. Alwan Sr.

Chief Administrator

Lamesa Police Department

Date: 02/13/2019

Lamesa Police Department Motor Vehicle Racial Profiling Information

Total stops: 1348

Gender

Female: 547

Male: 801

Race or ethnicity

Black: 92

Asian/Pacific Islander: 8

White: 486

Hispanic/Latino: 761

Alaska Native/American Indian: 1

Was race or ethnicity known prior to stop?

Yes: 0

No: 1348

Reason for stop?

Violation of law: 46

Pre existing knowledge: 23

Moving traffic violation: 1047

Vehicule traffic violation: 232

Street address or approximate location of the stop

City street: 1334

US highway: 10

State highway: 1

County road: 3

Private property or other: 0

Was a search conducted?

Yes: 105

No: 1243

Reason for Search?

Consent: 28

Contraband: 0

Probable cause: 25

Inventory: 50

Incident to arrest: 2

Was Contraband discovered?

Yes: 23

No: 82

Description of contraband

Drugs: 14

Currency: 0

Weapons: 0

Alcohol: 2

Stolen property: 0

Other: 7

Result of the stop

Verbal warning: 2

Written warning: 951

Citation: 389

Written warning and arrest: 0

Citation and arrest: 5

Arrest: 1

Arrest based on

Violation of Penal Code: 0

Violation of Traffic Law: 3

Violation of City Ordinance: 0

Outstanding Warrant 3

Was physical force resulting in bodily injury used during stop

Yes: 0

No: 1348

Submitted electronically to the



The Texas Commission on Law Enforcement

Racial Profiling Reporting

Tier 2 (Rev. 2018)

LAMESA POLICE DEPARTMENT

Module(s): Citations

Call Type(s): N/A

Date Range: From 1/1/2018 To 12/31/2018

Gender

547 Female

801 Male

1348 Total

Race or Ethnicity:

92 Black

8 Asian / Pacific Islander

486 White

761 Hispanic / Latino

1 Alaska Native / American Indian

1348 Total

Race or Ethnicity known prior to stop?

0 Yes

1348 No

1348 Total

Reason for stop:

46 Violation of law other than traffic

23 Pre-existing knowledge (i.e. warrant)

1047 Moving Traffic Violation

232 Vehicle Traffic Violation
(Equipment, Inspection or Registration)

1348 Total

Street address or approximate location of the stop:

1331 City Street

10 US Highway

1 County Road

3 State Highway

0 Private Property or Other

Search conducted?

105 Yes

1243 No

1348 Total

Racial Profiling Reporting

Tier 2 (Rev. 2018)

LAMESA POLICE DEPARTMENT

Module(s): Citations

Call Type(s): N/A

Date Range: From 1/1/2018 To 12/31/2018

Reason for search:	28 Consent
	0 Contraband/evidence in plain site
	25 Probable cause or reasonable suspicion
	50 Inventory search performed as result of towing
	2 Incident to arrest/warrant
	105 Total - Must equal Search conducted (Yes)
Contraband discovered?	23 Yes
	82 No
	105 Total - Must equal Search conducted (Yes)
Description of Contraband:	14 Illegal drugs / drug paraphernalia
	0 Currency
	0 Weapons
	2 Alcohol
	0 Stolen property
	7 Other
	23 Total - Must equal Contraband discovered (Yes)
Result of Stop:	2 Verbal Warning
	951 Written Warning
	389 Citation
	0 Written Warning and Arrest
	5 Citation and Arrest
	1 Arrest
	1348 Total
Arrest based on:	0 Violation of the Penal Code
	3 Violation of the Traffic Law
	0 Violation of the City Ordinance
	3 Outstanding Warrant
Was physical force resulting in bodily injury used during stop?	0 Yes
	1348 No

79331							
	AMERICAN INDIAN/ ALASKAN NATIVE	ASIAN/ PACIFIC ISLANDER	BLACK	HISPANIC	WHITE	OTHER	ALL RACES
MALE	16	31	339	1,813	4,099	98	6,396
FEMALE	7	36	253	1,459	3,973	87	5,815
ALL	23	67	592	3,272	8,072	185	12,211

2018 Citations

Month	Citation	Warning
January	46	50
February	46	72
March	60	123
April	45	87
May	38	118
June	62	101
July	30	73
August	29	57
September	26	55
October	27	90
November	67	120
December	34	74
	510	1020

Lamesa Police Department Motor Vehicle Racial Profiling Information

Total stops: 1348

Gender

Female: 547

Male: 801

Race or ethnicity

African: 92

Asian: 8

Caucasian: 486

Hispanic: 761

Middle Eastern: 0

Native American: 1

Was race or ethnicity known prior to stop?

Yes: 0

No: 1348

Violation Type?

Hazardous Traffic: 1

Non Hazardous: 1346

Investigation: 1

Vehicle traffic violation:

Was a search conducted?

Yes:	105
No:	1243

Reason for Search?

Consent:	28
Non-Consent:	77
No Search:	1243

Stop resulted in arrest

Yes:	6
No:	1342

Street address or approximate location of the stop

City street:	1348
US highway:	0
County road:	0
Private property or other:	0

Written warning or a citation as a result of the stop

Yes:	1345
No:	8

City Council Agenda

City of Lamesa, Texas

DATE OF MEETING: FEBRUARY 26, 2019

AGENDA ITEM: 10

**SUBJECT: APPROVAL OF CONTRACT WITH MVBA FOR THE
COLLECTION OF DILINQUENT ACCOUNTS RECEIVABLE**

SUBMITTED BY: City Staff

AUTHORITY: State Law; Local Government Code, Sec. 252.001 et seq.

SUMMARY STATEMENT

City Council to consider approving a (3) three-year contract with MVBA for the collection of delinquent accounts receivable. (*City Manager*)

COUNCIL ACTION

DISCUSSION: _____

Motion by Council Member _____ to approve a (3) three-year contract with MVBA for the collection of delinquent accounts receivable. Motion seconded by Council Member _____ and upon being put to a vote the motion _____.

VOTING: "AYE" _____ "NAY" _____ "ABSTAIN" _____

CITY MANAGER'S MEMORANDUM

Recommend approval.

Wayne Chapman

From: Julie Morgan <Julie.Morgan@mvalaw.com>
Sent: Thursday, January 31, 2019 2:04 PM
To: Wayne Chapman
Cc: Leland Herron
Subject: Sample AR collections contract
Attachments: Lamesa AR Only City Contract 2019.pdf

Good afternoon Mr. Chapman,

Thank you for meeting with Leland today, we're really excited about the prospect of working with you!

Leland asked me to send you sample contracts to review with your City Attorney. Per his instructions, I'm attaching the accounts receivable contract in this email and will send a separate court fines & fees contract to Judge Dimas in a separate email. Please let me know of any changes or modifications that you or your attorney wish to make.

He also indicated there were a few AR questions that I might be able to clarify:

- **How does MVBA take out our fee?** *We send you all funds weekly provided we have collected in that week along with a detailed invoice identifying the customer, account number, amount paid to either us or the City in separate columns, and the fee amount due. The City would only remit our fee back monthly. Statements are generated monthly. We remit to you via ACH deposit or send a paper check, per the City's preferences. ***If you prefer we can net our fee out before sending funds, this works fine with AR because unlike court, there are generally no fees added or balance adjustments. We don't advise this methodology for court fines and fees, we always want to send the court all monies collected. With court, we are able to use a GL report from your Incode court software that allows us to match our fee to the penny ensuring we always match what your system has allocated - ensuring no discrepancies****
- **Do we mail notices?** *Yes, MVBA sends all letters and makes phone calls. All costs associated with the collection process is incurred by MVBA. We work on a contingency basis and do not charge our fee unless money is collected.*
- **Are there any value add services we can provide for AR?** *We're always looking for ways to enhance efficiencies and provide value added services. We pride ourselves on open communication and collaboration with our clients through our personal service business model. In the past we have been able to assist clients by utilizing our telephony technology to get public service announcements out, i.e., water restrictions, we can also help by sending reminder messages on your behalf for delinquent accounts and/or cut-off dates approaching. We're open to any ideas that you might have where we can assist you!*

Again, thank you so much for your time today! Please let me know if you have any questions or need any other information.

My very best~

Julie Morgan | Field Services Manager

P: 512.203.4551

F: 512.323.3210

Email: Julie.morgan@mvalaw.com

mvba Going Further™...

McCready Veselka Bragg & Allen PC Attorneys at Law

If everyone is moving forward together, success takes care of itself.

-Henry Ford

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**CONTRACT FOR THE COLLECTION
OF
DELINQUENT ACCOUNTS RECEIVABLE**

STATE OF TEXAS

§
§
§

COUNTY OF DAWSON

THIS CONTRACT is made and entered into by and between the **CITY OF LAMESA, TEXAS**, acting herein by and through its governing body, hereinafter styled, "**City**", and **MVBA, LLC dba McCREARY, VESELKA, BRAGG AND ALLEN, LLC**, hereinafter styled "**MVBA**".

I.

The City agrees to retain and does hereby retain MVBA to provide services related to the collection of delinquent accounts receivable, including but not limited to delinquent utility bills; and the cost incurred by the City or authorized by the City Code to be imposed by the City to bring any property into compliance with the City Code including, assessments for the mowing of vacant lots, removal of trash and debris from vacant lots, demolition of substandard structures and abatement of other nuisances by the City ("Delinquent Accounts Receivable") pursuant to the terms and conditions described herein. Legal services shall include but not be limited to recommendations and legal advice to the City to take legal enforcement action; representing the City in any dispute or legal challenge to authority to collect such delinquent accounts receivable; defending the City in litigation or challenges of its collection authority; and representing the City in collection interests in bankruptcy matters as determined by MVBA or the City. The City further authorizes MVBA to execute all legal documents that are reasonably necessary to pursue collection of the City's claims in connection with the collection of delinquent accounts receivable that are subject to this contract. This contract supersedes all prior oral and written contracts between the parties regarding delinquent accounts receivable, and can only be amended if done so in writing and signed by all parties. Furthermore, this contract cannot be transferred or assigned by either party without the written consent of all parties.

II.

For purposes of this contract Delinquent Accounts Receivable shall be considered delinquent and referred to MVBA when not timely paid in accordance with any applicable contract, ordinance or statute providing for the payment of the underlying debt.

At least once each month on a date or dates agreed upon by the parties, the City will provide MVBA with copies of, or access to, the information and documentation necessary to collect the Delinquent Accounts Receivable that are subject to this contract. The City shall furnish the information to MVBA by electronic transmission, magnetic medium.

III.

MVBA shall forward to the City copies of any correspondence regarding a disputed debt received from a debtor and the request for verification of the debt. The City will provide to MVBA within ten (10) days of the receipt for the request for verification of the debt, copies of all records which will verify the debt which in turn will be forwarded to the debtor by MVBA. All collection activity will be suspended on any disputed debt until the appropriate verification of the debt is delivered to the debtor.

IV.

Upon consultation and agreement by both parties hereto, MVBA may institute civil legal proceedings, including seeking writs of execution to collect Delinquent Accounts Receivable. The City shall pay in advance of the initiation of any writ of execution or collection lawsuit any filing fees charged by the Court or Clerk of the Court in which the writ of execution is to be issued or the collection lawsuit is to be filed including the costs for service of citation. MVBA may also, after consultation and agreement by both parties, file proofs of claims in the United States Bankruptcy Court on behalf of the City.

V.

MVBA shall forward all cashier checks or money order payments made payable to the City and any correspondence from debtor directly to the City. Cashier checks or money order payments made payable to MVBA will be deposited daily into the MVBA Trust Account. MVBA may also collect the amount due from the debtor by credit card or electronic draft which is deposited directly into the MVBA Trust Account. MVBA may set up payment arrangements and accept partial payments on any delinquent accounts receivable. MVBA shall remit to the City all payments in full received into the MVBA Trust Account weekly, along with an invoice detailing the account number, name of debtor, amount paid to MVBA or City, MVBA fee percentage and fees earned for each account.

VI.

MVBA shall indemnify and hold the City harmless from and against all liabilities, losses and/or costs arising from claims for damages, or suits for losses or damages, including reasonable costs and attorney's fees, which may arise as a result of MVBA's performance of the services described in this Contract. The indemnity provision of this Contract shall have no application to any claim or demand which results from the sole negligence or fault of the City, its officers, agents, employees or contractors. And furthermore, in the event of joint and/or shared negligence or fault of the City and MVBA, responsibility and indemnity, if any, shall be apportioned in accordance with Texas law and without waiving any defenses of either party. The provisions of this paragraph are intended for the sole benefit of the parties hereto and are not intended to create or grant any right, contractual or otherwise, to any other persons or entities.

VII.

For the collection of Delinquent Accounts Receivable in which the data files are transmitted to MVBA by electronic media, the City agrees to pay to MVBA as compensation for services provided, pursuant to this contract, a fee of twenty percent (20%) of the amount of the Delinquent Accounts Receivable collected.

All compensation shall become the property of MVBA at the time of payment. The City shall pay to MVBA said compensation on a monthly basis by check.

VIII.

The City recognizes and acknowledges that MVBA owns all right, title and interest in certain proprietary software that MVBA may utilize in conjunction with performing the services provided in the contract. The City agrees and hereby grants to MVBA the right to use and incorporate any information provided by the City ("account or debtor information") to update the databases in this proprietary software, and, notwithstanding that the case or defendant information has been or shall be used to update the databases in this proprietary software, further stipulates and agrees that the City shall have no rights or ownership whatsoever in and to the software or the data contained therein, except that the City shall be entitled to obtain a copy of such data that directly relates to the City's accounts at any time.

MVBA agrees that it will not share or disclose any specific confidential account or debtor information with any other company, individual, organization or agency, without the prior written consent of the City, except as may be required by law or where such information is otherwise publicly available. It is agreed that MVBA shall have the right to use account or debtor information for internal analysis, improving the proprietary software and database, and generating aggregate data and statistics that may inherently contain account or debtor information. These aggregate statistics are owned solely by MVBA and will generally be used internally, but may be shared with MVBA's affiliates, partners or other third parties for purposes of improving MVBA's software and services.

MVBA reserves the right to return to the City all accounts not collected within one (1) year of referral by the City, or identified as being in bankruptcy. Upon return of these accounts, neither party will have any obligation to the other party to this contract.

IX.

The initial term of this contract is **three years, beginning on the first day of the month following the execution of this contract by both parties**, and shall automatically renew on the anniversary date and continue in full force and effect thereafter from year to year for additional twelve month periods on the same terms and conditions unless either party delivers written "Notice of Termination of Contract" to the other party of its intent to terminate this contract at least sixty (60) days prior to each anniversary date of this contract.

In the event that the City terminates this contract, MVBA shall be entitled to continue its collection activity on all accounts previously referred to MVBA for six (6) months from the date of receipt of the "Notice of Termination of Contract" and to payment of its fee, pursuant to Paragraph VII of this contract for all amounts collected on accounts referred to MVBA. The City may, at its discretion, refer additional accounts to MVBA after notice of termination has been received by MVBA. At the end of the six (6) month period, all accounts shall be returned to the City by MVBA.

Interlocal Agreement

MVBA agrees to extend prices and terms to all entities who have entered or will enter into joint purchasing interlocal cooperation agreement(s) with the City.

X.

For purposes of sending notice under the term of this contract, all notices from the City shall be sent to MVBA by certified United States mail to the following address:

McCreary, Veselka, Bragg & Allen, LLC.
Attention: Harvey M. Allen
P.O. Box 1310
Round Rock, Texas 78680-1310

or delivered by hand or by courier, and addressed to: 700 Jeffrey Way, Suite 100, Round Rock, Texas 78664-2425. All notices to the City shall be sent by certified United States mail or delivered by hand or courier to the following address:

City of Lamesa, Texas
Attention: City Manager
601 S 1st Street
Lamesa, Texas 79331

XI.

This contract is made and is to be interpreted under the laws of the State of Texas. Exclusive venue for any action, lawsuit, claim, dispute or another legal proceeding concerning or arising out of this contract shall be in Dawson County, Texas.

In the event that any provision(s) of this contract shall for any reason be held invalid or unenforceable, the invalidity or unenforceability of that provision(s) shall not affect any other provision(s) of this contract, and it shall further be construed as if the invalid or unenforceable provision(s) had never been a part of this contract.

XII.

In consideration of the terms and compensation herein stated, MVBA hereby agrees to undertake performance of said contract as set forth above.

The City has authorized by order heretofore passed and duly recorded in its minutes the chief executive officer to execute this contract.

This contract may be executed in any number of counterparts, and each counterpart shall be deemed an original for all purposes. Signed facsimiles shall be binding and enforceable.

WITNESS the signatures of all parties hereto this, the ____ day of _____, A.D. 2019.

CITY OF LAMESA, TEXAS

Mayor

MVBA, LLC dba McCREARY, VESELKA, BRAGG & ALLEN, LLC

Harvey M. Allen
Manager

City Council Agenda

City of Lamesa, Texas

DATE OF MEETING: FEBRUARY 26, 2019

AGENDA ITEM: 11

**SUBJECT: APPROVAL OF CONTRACT WITH MVBA FOR THE
COLLECTION OF MUNICIPLE COURT AND FINES**

SUBMITTED BY: City Staff

SUMMARY STATEMENT

City Council to consider approving a (3) three-year contract with MVBA for the collection of Municipal court and fines. (*City Manager*)

COUNCIL ACTION

DISCUSSION: _____

Motion by Council Member _____ to approve a (3) three-year contract with MVBA for the collection of Municipal court and fines. Motion seconded by Council Member _____ and upon being put to a vote the motion _____.

VOTING: "AYE" _____ "NAY" _____ "ABSTAIN" _____

CITY MANAGER'S MEMORANDUM

Recommend approval.

**CONTRACT FOR COLLECTION
OF
DELINQUENT MUNICIPAL COURT FINES AND FEES**

STATE OF TEXAS

§

COUNTY OF DAWSON

§

§

THIS CONTRACT is made and entered into by and between the **CITY OF LAMESA, TEXAS**, acting herein by and through its governing body, hereinafter styled, "**City**", and **McCREARY, VESELKA, BRAGG AND ALLEN, P.C.**, hereinafter styled "**MVBA**".

I.

The City agrees to retain and does hereby retain MVBA to provide specific legal services provided herein and enforce the collection of delinquent municipal court fines, fees, court costs, restitution, debts and accounts receivable and other amounts in accordance with Article 103.0031, Texas Code of Criminal Procedure (hereinafter referred to in the agreement as "Fines and Fees") pursuant to the terms and conditions described herein. Legal services shall include but not be limited to recommendations and legal advice to the City to take legal enforcement action; representing the City in any dispute or legal challenge to authority to collect such court fees and fines; defending the City in litigation or challenges of its collection authority; and representing the City in collection interests in bankruptcy matters as determined by MVBA or the City. The City further authorizes MVBA to execute all legal documents that are reasonably necessary to pursue collection of the City's claims in connection with the collection of fines and fees that are subject to this contract. This contract supersedes all prior oral and written contracts between the parties regarding court fees and fines, and can only be amended if done so in writing and signed by all parties. Furthermore, this contract cannot be transferred or assigned by either party without the written consent of all parties.

II.

For purposes of this contract all Fines and Fees shall be referred to MVBA when determined to be delinquent as provided for in Article 103.0031, Code of Criminal Procedure.

At least once each month on a date or dates agreed upon by the parties, the City will provide MVBA with copies of, or access to, the information and documentation necessary to collect the Fines and Fees that are subject to this contract. The City shall furnish the information to MVBA by electronic transmission or magnetic medium.

III.

MVBA shall forward to the City all cashier's checks or money orders received by MVBA made payable to the City and any correspondence from defendants. Cashier's checks or money orders received by MVBA which are made payable to MVBA will be deposited daily into the MVBA Trust Account. MVBA may collect the amount due from the defendant by credit card or electronic draft which funds shall be deposited into the MVBA Trust Account. MVBA shall remit to the City, weekly, all funds deposited into the MVBA Trust Account which pay the entire balance of a fines and fees account, along with an invoice detailing the docket number, name of defendant, amount paid by the defendant to MVBA or directly to the City and the MVBA fee percentage and fees earned for each case. The remittance from MVBA to the City shall include the fees earned by MVBA on the fines and fees collected. The City shall be responsible for the posting to the records of the City the payment of all fines and fees and accounts receivable collected pursuant to this contract.

IV.

MVBA shall indemnify and hold the City harmless from and against all liabilities, losses and/or costs arising from claims for damages, or suits for losses or damages, including reasonable costs and attorney's fees, which may arise as a result of MVBA's performance of the services described in this Contract. The indemnity provision of this Contract shall have no application to any claim or demand which results from the sole negligence or fault of the City, its officers, agents, employees or contractors. And furthermore, in the event of joint and/or shared negligence or fault of the City and MVBA, responsibility and indemnity, if any, shall be apportioned in accordance with Texas law and without waiving any defenses of either party. The provisions of this paragraph are intended for the sole benefit of the parties hereto and are not intended to create or grant any right, contractual or otherwise, to any other persons or entities.

V.

For the collection of Fines and Fees, the City agrees to pay to MVBA, as compensation for the legal services rendered the following fees:

1. For those Fines and Fees imposed against Unadjudicated Offenses that occurred before June 18, 2003, there is no fee due (0%) MVBA on the amount collected by the Court on those cases.
2. For those Fines and Fees imposed against Adjudicated Offenses regardless of the date of the offense, and against Unadjudicated Offenses that occurred on or after June 18, 2003, a fee of thirty percent (30%) of the amount of the Fines and Fees collected by the Court as provided by Article 103.0031 of the Code of Criminal Procedure.
3. In the event any case is disposed of by acquittal or dismissal, or if the fine, costs and/or fees are discharged through performance of community service, credit for jail time served, the discretionary removal of a collection fee by the Court or pursuant to §45.0491 of the Code of Criminal Procedure, no compensation shall be paid to MVBA by the City.

All compensation due to MVBA shall become the property of MVBA at the time of payment of the fines and fees by the defendant. The City shall pay to MVBA said compensation on a monthly basis by check.

VI.

The City recognizes and acknowledges that MVBA owns all right, title and interest in certain proprietary software that MVBA may utilize in conjunction with performing the services provided in the contract. The City agrees and hereby grants to MVBA the right to use and incorporate any information provided by the City ("case or defendant information") to update the databases in this proprietary software, and, notwithstanding that the case or defendant information has been or shall be used to update the databases in this proprietary software, further stipulates and agrees that the City shall have no rights or ownership whatsoever in and to the software or the data contained therein, except that the City shall be entitled to obtain a copy of such data that directly relates to the City's accounts at any time.

MVBA agrees that it will not share or disclose any specific confidential case or defendant information with any other company, individual, organization or agency, without the prior written consent of the City, except as may be required by law or where such information is otherwise publicly available. It is agreed that MVBA shall have the right to use case or defendant information for internal analysis, improving the proprietary software and database, and generating aggregate data and statistics that may inherently contain case and defendant information. These aggregate statistics are owned solely by MVBA and will generally be used internally, but may be shared with MVBA's affiliates, partners or other third parties for purposes of improving MVBA's software and services.

MVBA reserves the right to return to the City all accounts not collected within one (1) year of referral by the City, or identified as being in bankruptcy. Upon return of these accounts, neither party will have any obligation to the other party to this contract.

VII.

The initial term of this contract is **three years, beginning on the first day of the month following the execution of this contract by both parties**, and shall automatically renew on the anniversary date and continue in full force and effect thereafter from year to year for additional twelve month periods on the same terms and conditions unless either party delivers written "Notice of Termination of Contract" to the other party of its intent to terminate this contract, at least, sixty (60) days prior to each anniversary date of this contract.

In the event that the City terminates this contract, MVBA shall be entitled to continue its collection activity on all accounts previously referred to MVBA for six (6) months from the date of receipt of the "Notice of Termination of Contract" and to payment of its fee, pursuant to Paragraph V of this contract for all amounts collected on accounts referred to MVBA. The City may, at its discretion, refer additional accounts to MVBA after notice of termination has been received by MVBA. At the end of the six (6) month period, all accounts shall be returned to the City by MVBA.

Interlocal Agreement

MVBA agrees to extend prices and terms to all entities who have entered or will enter into joint purchasing interlocal cooperation agreement(s) with the City.

VIII.

For purposes of sending notice under the term of this contract, all notices from the City shall be sent to MVBA by certified United States mail to the following address:

McCreary, Veselka, Bragg & Allen, P.C.
Attention: Harvey M. Allen
P.O. Box 1310
Round Rock, Texas 78680-1310

or delivered by hand or by courier, and addressed to: 700 Jeffrey Way, Suite 100, Round Rock, Texas 78664-2425. All notices to the City shall be sent by certified United States mail or delivered by hand or courier, to the following address:

City of Lamesa, Texas
Attention: City Manager
601 S 1st Street
Lamesa, Texas 79331

IX.

This contract is made and is to be interpreted under the laws of the State of Texas. Exclusive venue for any action, lawsuit, claim, dispute or another legal proceeding concerning or arising out of this contract shall be in Dawson County, Texas.

In the event that any provision(s) of this contract shall for any reason be held invalid or unenforceable, the invalidity or unenforceability of that provision(s) shall not affect any other provision(s) of this contract, and it shall further be construed as if the invalid or unenforceable provision(s) had never been a part of this contract.

X.

In consideration of the terms and compensation herein stated, MVBA hereby agrees to undertake the performance of said contract as set forth above.

The City has authorized by order heretofore passed and duly recorded in its minutes the chief executive officer to execute this contract.

This contract may be executed in any number of counterparts, and each counterpart shall be deemed an original for all purposes. Signed facsimiles shall be binding and enforceable.

WITNESS the signatures of all parties hereto this, the ____ day of _____, A.D. 2019.

CITY OF LAMESA, TEXAS

Mayor

McCREARY, VESELKA, BRAGG & ALLEN, P.C.

Harvey M. Allen
Attorney at Law

City Council Agenda

City of Lamesa, Texas

DATE OF MEETING: FEBRUARY 19, 2019

AGENDA ITEM: 10

SUBJECT: OPEN AND AWARD PROPOSAL FOR LEASE OF CITY FARMLAND
SUBMITTED BY: City Staff
EXHIBITS:
AUTHORITY: State Law; Local Government Code, Sec. 252.001 et seq.

SUMMARY STATEMENT

Consider awarding proposal for contract farming of up to 150 acres of land for the Water and Wastewater Department. Said contract farming to include the raising of alfalfa crops on City owned land, utilizing City supplied effluent water on a crop schedule to be determined by the City.

COUNCIL ACTION

DISCUSSION: _____

Motion by Council Member _____ to award contract to _____ for contract farming of up to 150 acres of land for the Water and Wastewater Department. Said contract farming to include the raising of alfalfa crops on City owned land, utilizing City supplied effluent water on a crop schedule to be determined by the City. Motion seconded by Council Member _____ and upon being put to a vote the motion _____.

VOTING: "AYE" _____ "NAY" _____ "ABSTAIN" _____

CITY MANAGER'S MEMORANDUM

Recommend approval.

City Council Agenda

City of Lamesa, Texas

DATE OF MEETING: FEBRUARY 26, 2019

AGENDA ITEM: 12

SUBJECT: OPEN AND AWARD PROPOSAL FOR LEASE OF CITY FARMLAND

SUBMITTED BY: City Staff

EXHIBITS:

AUTHORITY: State Law; Local Government Code, Sec. 252.001 et seq.

SUMMARY STATEMENT

Consider awarding proposal for contract farming of up to 150 acres of land for the Water and Wastewater Department. Said contract farming to include the raising of alfalfa crops on City owned land, utilizing City supplied effluent water on a crop schedule to be determined by the City.

COUNCIL ACTION

DISCUSSION: _____

Motion by Council Member _____ to award contract to _____ for contract farming of up to 150 acres of land for the Water and Wastewater Department. Said contract farming to include the raising of alfalfa crops on City owned land, utilizing City supplied effluent water on a crop schedule to be determined by the City. Motion seconded by Council Member _____ and upon being put to a vote the motion _____.

VOTING: "AYE" _____ "NAY" _____ "ABSTAIN" _____

CITY MANAGER'S MEMORANDUM

Recommend approval.

City Council Agenda

City of Lamesa, Texas

DATE OF MEETING: FEBRUARY 26, 2019

AGENDA ITEM: 13

SUBJECT **REQUEST FOR ACCESS TO CITY OF LAMESA RIGHT-OF-WAY NORTH OF 602 N. BRYAN AVENUE, LAMESA, TEXAS**

PROCEEDING Approval

SUBMITTED BY: City Staff

SUMMARY STATEMENT

City Council to approve request for access to the City of Lamesa right-of way North of 602 N. Bryan Avenue, Lamesa, Texas authorizing Ranger Environmental working on behalf of TCEQ to place an additional monitor well to the northwest of the site in the right of way North of 602 N. Bryan Ave. on the North side of North 5th Street.

COUNCIL ACTION

DISCUSSION _____

Motion by Council Member _____ to approve request for access to the City of Lamesa right-of way North of 602 N. Bryan Avenue, Lamesa, Texas authorizing Ranger Environmental working on behalf of TCEQ to place an additional monitor well to the northwest of the site in the right of way North of 602 N. Bryan Ave. on the North side of North 5th Street. Motion seconded by Council Member _____ and upon being put to a vote the motion _____.

VOTING: "AYE" _____ "NAY" _____ "ABSTAIN" _____

CITY MANAGER'S MEMORANDUM

Recommend approval.



Ms. Shawna Burkhart
City of Lamesa
601 S. 1st Street
Lamesa, TX 79331

February 1, 2018

Re: **REQUEST FOR ACCESS TO CITY OF LAMESA RIGHT-OF-WAY 602 N. BRYAN AVENUE, LAMESA, TX**

To Whom It May Concern:

Ranger Environmental Services, Inc. (Ranger) is currently under contract with the Texas Commission on Environmental Quality (TCEQ) to conduct site investigation activities in response to a historic gasoline release at the former fueling facility (SITE) listed below:

**Chapa Gulf
411 N. Bryan Avenue
Lamesa, Texas 79331
LPST ID No.: 94305**

As part of the site investigation activities to monitor this release, the TCEQ has requested that Ranger install an additional monitor well to the northwest of the Site, at 602 N. Bryan Ave.. The purpose of the well installation is to collect representative groundwater samples in an attempt to delineate the extent of subsurface groundwater contamination. Attached to this letter is the approved TCEQ Work Order (Task 1) requesting the installation of the additional monitor wells.

If an effort to complete the monitor well installation request, Ranger has attempted to secure private property access to install the monitor well at 510 N. Bryan Ave. However, we were declined access to the private property location. Due to the denial of access, Ranger is respectfully requesting your consent to access the City of Lamesa right-of-way (ROW) in order to install the monitor well in accordance with Proposed Scope of Work listed further below. Please note that all costs associated with the below Proposed Scope of Work will be borne by the TCEQ (i.e. - State of Texas).

The monitor well that Ranger is requesting access to the City of Lamesa ROW would be placed at the following location and approximate latitude/longitude:

Proposed Monitor Well 23 (PMW-23A)

Located approximately 65 feet west of the N. Bryan Avenue and N. 5th Street intersection, along the northern side of N. 5th Street. GPS coordinates are approximately (Latitude/Longitude) 32.735411°, -101.962231°.

Find attached to this letter a Google Earth map which illustrates the following:

- 1) SITE location;
- 2) Proposed location for each monitor well Ranger is requesting in the City of Lamesa ROW;

- 3) Proposed location of the two monitor wells Ranger was able to secure site access from private property owners; and
- 4) One property Ranger was denied private property access.

PROPOSED SCOPE OF WORK

Monitor Well Installation

The presence of petroleum contamination has been documented in the soil and groundwater at the SITE. As part of the corrective action process, the TCEQ requires that the horizontal extent of impacted groundwater be defined.

Prior to any drilling activities, a utility one-call will be performed. In addition, we will meet with you or any of your representatives to ensure that no City of Lamesa utility lines are endangered by the drilling operations. Access to the drilling areas will be cordoned off with safety cones and/or warning tape. Ranger and the subcontracted State of Texas licensed drilling firm will be working under a site-specific health and safety plan. The well installation operations will be conducted in a manner so as to minimize any disruptions to City of Lamesa daily operations. However, Ranger recommends closing North 5th Street while the drilling is performed.

The proposed monitor wells will be drilled to approximately 90 feet below ground surface, and constructed of two-inch diameter schedule 40 PVC pipe. The wells are completed flush to the ground with a metal bolt down man-way cover to allow both pedestrian and vehicular crossings. Attached is a copy of a typical monitoring well construction diagram for the existing wells associated with the SITE as well as photographs of the monitor well installation process and completion.

Upon completion of the well installation process, all soils generated during the drilling process will be containerized in 55-gallon drums and properly disposed of. The area surrounding the wells will be swept to remove any remaining loose soil. The entire monitoring well installation process generally takes approximately 4 to 6 hours (barring no unforeseen issues). Copies of all testing reports, construction diagram and related documents for the wells to be installed will be provided to you upon request.

Groundwater Monitoring

Upon completion of the well installation activities, groundwater samples and water level measurements will be periodically collected from the installed monitoring well, as required by the TCEQ. The TCEQ typically requires monitoring wells to be sampled on a quarterly basis (once every three months) until project closure. Thus, it is presently anticipated that the proposed monitoring wells will be accessed and sampled on a quarterly basis, until such time that the TCEQ issues a closure letter for the remediation project associated with the SITE.

Monitor Well Plugging and Abandonment

Request for Right-of-Way
Chapa Gulf, Lamesa, TX
Page 3 of 3

Upon TCEQ regulatory closure of the SITE leaking petroleum storage tank (LPST) case, the monitor wells in the City of Lamesa ROW will be properly plugged and abandoned by a licensed State of Texas well driller in accordance with the requirements of Texas Administrative Code, Chapter 76. Prior to conducting this activity, we will meet with you or your representative to discuss and schedule the well plugging operations.

Ranger sincerely appreciates your consideration of this request for access to the City of Lamesa ROW. Should you have any questions or need any additional information, please do not hesitate to contact me at 512-335-1785 ext. 129.

Sincerely,

RANGER ENVIRONMENTAL SERVICES, INC.



Todd Standlee, CAPM, PWS
Senior Program Manager

Attachments – Consent for Access to Property
TCEQ Work Order
Proposed Monitor Well Locations Aerial Map
Typical Well Construction Diagram & Monitor Well Log
Photographs of Typical Well Installation Activities

CONSENT FOR ACCESS TO PROPERTY

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY



CONSENT FOR ACCESS TO PROPERTY

Please Print

City of Lamesa 806-872-2124
(Owner of Real Property to be Accessed) (Telephone Number of Real Property Owner)
City Right of Way on N. 5th Street (32.735411, -101.962231)
(Street Number and Street Name of Property to be Accessed)
Lamesa (Dawson County) , Texas
(City and County in Which Property to be Accessed Is Located)

(Name of Occupant or Tenant, if different from Owner) (Telephone Number of Occupant or Tenant)

(Name of Property, if applicable, e.g. a business name, if different from Owner or Occupant/Tenant Name)

I voluntarily consent to agents, contractors, subcontractors, officers, designees, and employees of the Texas Commission on Environmental Quality (TCEQ) entering and having continued access to my property for the following purposes:

- (1) taking such soil, water, and air samples as may be necessary;
- (2) taking other actions related to the investigation of surface or subsurface conditions; and
- (3) taking corrective action ("remediation") necessary to mitigate any threat to human health or the environment.

I acknowledge that these actions by the TCEQ are undertaken pursuant to its authority under the Texas Health and Safety Code and the Texas Water Code, including Section 361.032 of the Texas Health and Safety Code and Section 26.014 of the Texas Water Code.

As applicable, TCEQ and/or its contractors will reasonably restore property, as nearly as practicable, to the conditions that existed before the activities; will exhibit proper credentials when on-site; will notify property owner (or appropriate person) prior to entering the property (with the exception that in emergency situations TCEQ may enter at any time). This form relates solely to access and does not operate as a waiver of any TCEQ rights or causes of action which may exist.

This document provides notice, in accordance with 30 Texas Administrative Code 334.82, that you may be affected by a release and planned corrective action.

(Signature of Property Owner, or Tenant / Occupant) (Date)

TCEQ, Office of Waste, Remediation Division, Petroleum Storage Tank State Lead Program
MC 137, PO Box 13087, Austin TX 78711-3087 Phone: (512) 239-2200
http://www.tceq.texas.gov/remediation/pst_rp/pst.html

TCEQ WORK ORDER

Contract No.: 582-18-80618

W.O. No.: 414-0048

Contract PCR No.: 80618

W.O. PCR No.: 91816

Site No.: 094305

W.O. Amendment No.: 0

Site Name: Chapa Gulf Service

Texas Commission on Environmental Quality

Remediation Division

Work Order Initiation Form Payable

I. WORK ORDER INITIATION

A. Phase: Site Assessment

B. Period of Performance: From: 9/1/18 To: 8/31/19

C. Contractor: RANGER ENVIRONMENTAL SERVICES INC

Contract Type: PST Site Activities

D. Contract Funding: Year: 2019

Fund No.: 6550

PCA: 04412

Previous W.O. Budget: \$0.00

Amount of Amendment or W.O.: \$12,868.07

Current Total for THIS W.O.: \$12,868.07

New Total for ALL WORK ORDERS Obligated in this Contract :
(as of Date 10/18/18)

\$1,061,606.92

Total BUDGET for This Contract:

\$4,000,000.00

E. Index No.: 04451 - PST/DCRP

F. Date of Commission/ED Approval of Contract: 9/1/17

G. TCEQ Project Manager: Jake Halfhill JH 10/18/2018

II. APPROVAL OF WORK ORDER

A. Section Manager Kenneth E. Jarvis

Date 10/18/18 DB 10/18/18

Contract No. 582-18-80618
Contract PCR No. 80618
W.O. No. 414-0048
W.O. PCR No. 91816
Amendment No. 0

WORK ORDER

Phase:	Site Assessment	FY:	2019
Site:	Chapa Gulf Service / LAMESA	Fund:	6550
Site No.:	094305	PCA Code:	04412
Period of Performance:	From: 9/1/18 To: 8/31/19		

GENERAL

This Work Order, which is a Fixed Unit Price Work Order, is entered into as of the date of the last signature on the Work Order Initiation Form by and between the independent contractor RANGER ENVIRONMENTAL SERVICES INC (herein termed the "CONTRACTOR") and the Texas Commission on Environmental Quality (herein termed "TCEQ"). This Work Order is subject to the CONTRACT for Work (herein termed the "CONTRACT") entered into by the CONTRACTOR and the TCEQ as of the effective date of the CONTRACT, and is a part of that CONTRACT and incorporated therein by reference for all purposes. This Work Order is subject to any amendments, modifications, or supplements to the CONTRACT, whether issued before or after this Work Order, and are incorporated as part of this Work Order for all purposes. Exhibits "A" & "B" of the Work Order are attached to this Work Order and incorporated as part of this Work Order for all purposes. Any amendments, modifications, supplements to the Agreement, whether issued before or after this Work Order. Exhibits "A" & "B" are attached to this Work Order and incorporated as part of this Work Order for all purposes. Any amendments, modifications or supplements issued to this Work Order shall be made a part of this Work Order as provided therein.

SCOPE OF SERVICES

The Scope of Services for this Work Order and the associated unit costs and extensions are listed in Exhibit A of this Work Order. The CONTRACTOR shall provide all services and the necessary personnel, materials, equipment, and facilities required to complete the tasks indicated in the Scope of Services according to the Specifications for those tasks which are listed in the CONTRACT.

CONFLICT OF INTEREST

If this is the first Work Order initiated at this site under this contract during the State fiscal year in which this Work Order is issued, then the completed CONFLICT OF INTEREST CERTIFICATION BY PERFORMING PARTY form shall be attached as Exhibit B of this Work Order.

SUBCONTRACTOR UTILIZATION

Each Work Plan for a Work Order or Work Order Amendment shall include a listing of all subcontractor(s) proposed to be utilized for Work. The Contractor shall notify the TCEQ Project Manager of any subcontractor(s) proposed to be utilized which are not on the HUB Subcontracting Plan approved by TCEQ for this CONTRACT.

UNUSED FUNDS

Upon becoming aware that funding for pay items approved in this Work Order will not be used, the Contractor shall immediately notify the TCEQ Project Manager.

WORK ORDER CREATION

Jake Halfhill created the work order on 9/24/18 for facility Chapa Gulf Service with site number 094305 located at 411 N BRYAN, LAMESA.

PURPOSE

This Work Order (WO) provides authorization and funding for the contractor to pursue an offsite access agreement and to conduct two 8-hour mobile dual phase extraction (MDPE) events. The access agreement is necessary for additional site assessment and delineation of the NAPL contaminant plume while the MDPE events will serve to remove NAPL to the maximum extent practicable.

In addition, the contractor will inspect the site during the first scheduled site activity/site visit and document the presence of any former remediation system equipment, any damage or deterioration of active remediation systems, missing monitor wells, damage to monitor well completions, missing monitor well lids or lid bolts, drums that are not scheduled for prompt removal and any other site conditions that need immediate attention by the TCEQ. Upon returning from the field any noted issues will be reported to the TCEQ Project Manager and will include photo documentation and a recommendation for needed actions.

1 - Offsite Access

SCOPE: The contractor shall attempt to obtain an offsite property access agreement where an additional monitor well can be installed in order to delineate the NAPL contaminant plume (see attached map with the location of PMW-23A). Technical Specialist time and mileage are included for travel and to meet with the property owner.

SCHEDULE: Work shall be scheduled upon activation of this WO. Once obtained, a copy of the signed offsite access agreement shall be submitted to the TCEQ project manager.

PAYMENT: Payment for work may be requested once the TCEQ Project Manager has received and accepted the signed offsite access agreement. If a signed offsite access agreement cannot be obtained, a request for payment for work must be accompanied by sufficient documentation of efforts/resources used in an attempt to secure the access agreement. Signed copies of timesheets, complete with description of services performed, are required when invoicing labor hours.

Item	Unit	Unit Price	----Additional----	
			Quantity	Price
24-2	PER HOUR	\$110.00	1	\$110.00
Project Manager (CAPM) - 1 hour to assist with garnering an access agreement				
24-11	PER HOUR	\$87.00	3	\$261.00
Scientist/Technical Specialist - Up to 3 hours to travel and meet with the property owner				
29-1	PER MILE	\$0.58	52	\$30.16
Light Vehicle Mileage - 52 miles round trip to the location of the property owner				
Sub-total:				\$401.16

2 - 8-Hour MDPE Events

SCOPE: Two 8-hour MDPE events shall be conducted. Each event will utilize RW-25 and RW-24 as extraction points. Vapor samples will be collected and analyzed as per contract specifications. If the field data indicates that the hydrocarbon recovery rate is low, the TCEQ Project Manager must be contacted to discuss whether the event should be discontinued. If PID/FID readings steadily decline or drop significantly for four consecutive readings, then the MDPE events must be terminated. The results from each event shall be documented in a MDPE report.

Liquid waste generated during each event will be containerized in a 55-gallon drum and stored onsite until disposal. Note that it is the contractor's responsibility to properly classify and dispose of waste at an appropriate, properly registered facility. Disposal/recycling should be accomplished as soon as laboratory analyses indicate which disposal/recycling facility is appropriate.

SCHEDULE: The first MDPE event shall be scheduled to begin within 30 days after activation of this WO and the second event approximately 90 days later. Each MDPE report shall be completed and submitted to the TCEQ within 45 days of the completion of each MDPE event.

PAYMENT: The contractor may invoice for payment following submittal and acceptance of each MDPE report. Each report must be accurate and complete to be considered acceptable and waste disposal should be documented as part of the required reporting. Signed copies of time sheets, complete with a description of services performed, will be required for invoicing labor hours.

Item	Unit	Unit Price	----Additional----	
			Quantity	Price
18-9	PER EVENT	\$5,175.00	2	\$10,350.00
MDPE (8-Hour)-Oxidizer with Offsite Disposal - 2 events				
24-6	PER HOUR	\$64.00	10	\$640.00
Field Technician - 2.5 hours round trip travel x 2 field techs x 2 events				
29-1	PER MILE	\$0.58	510.4	\$296.03
Light Vehicle Mileage - (127.6 miles round trip to the site [Lubbock to Lamesa] x [1 vehicle to tow generator + 1 vehicle to tow MDPE equipment]) x 2 events = 510.4 miles				

29-6	PER MILE	\$0.95	510.4	\$484.88
Double-Axle Trailer Mileage - (127.6 miles round trip to the site [1 MDPE trailer + 1 generator trailer]) x 2 events = 510.4 miles				
30-2	PER DIEM	\$149.00	4	\$596.00
Meals and Lodging, Western Region - 2 Field Techs x 2 overnight stays				
31-3	REIMBURSABLE	N/A	N/A	\$100.00
Sample Shipping Cost - Estimated				
Sub-total:			\$12,466.91	

Exhibit A - WORK ORDER SCOPE OF SERVICES**W.O. Date:** 9/1/18**W.O. No.:** 414-0048**W.O. PCR No.:** 91816**Contract Number:** 582-18-80618**Contract PCR Number:** 80618**Price List Used:** FY 2019

Item	Unit Price	----Previous----		----Additional----		----Total----	
		Quantity	Price	Quantity	Price	Quantity	Price
18-9	\$5,175.00	0	\$0.00	2	\$10,350.00	2	\$10,350.00
MDPE (8-Hour)-Oxidizer with Offsite Disposal							
24-2	\$110.00	0	\$0.00	1	\$110.00	1	\$110.00
Project Manager (CAPM)							
24-6	\$64.00	0	\$0.00	10	\$640.00	10	\$640.00
Field Technician							
24-11	\$87.00	0	\$0.00	3	\$261.00	3	\$261.00
Scientist/Technical Specialist							
29-1	\$0.58	0	\$0.00	562.4	\$326.19	562.4	\$326.19
Light Vehicle Mileage							
29-6	\$0.95	0	\$0.00	510.4	\$484.88	510.4	\$484.88
Double-Axle Trailer Mileage							
30-2	\$149.00	0	\$0.00	4	\$596.00	4	\$596.00
Meals and Lodging, Western Region							
31-3	N/A	N/A	\$0.00	N/A	\$100.00	N/A	\$100.00
Sample Shipping Cost							
Current W.O. Total:			\$0.00		\$12,868.07		\$12,868.07

Exhibit B
CONFLICT OF INTEREST
CERTIFICATION BY PERFORMING PARTY

Contract No.: 582-18-80618
Contract PCR No.: 80618
W.O. No.: 414-0048
W.O. PCR No.: 91816

Site No.: 094305
Site Name: Chapa Gulf Service
Site County: Dawson
TCEQ PM: Jake Halfhill

In accordance with the Conflict of Interest Article(s) of the above indicated CONTRACT, and 40 C.F.R. § 35.6559(b) where required, the PERFORMING PARTY hereby discloses by signing and submitting this Exhibit B, which is incorporated herein for all purposes:

- 1) information on the status of the PERFORMING PARTY, its parent companies, subsidiaries, affiliates, and subcontractors as potentially responsible parties at the above indicated Site; and
- 2) information on any past, present, or future services performed or anticipated to be performed at the above indicated Site by the PERFORMING PARTY, its parent companies, subsidiaries, affiliates, subcontractors or other agents or associates for any and all potentially responsible parties, or their parent companies, subsidiaries, affiliates, subcontractors and current clients or attorneys and agents; and
- 3) information on the past, present, or anticipated financial, legal, and business relationships (including services related to any proposed or pending litigation) of the PERFORMING PARTY, its parent companies, subsidiaries, affiliates, subcontractors or other agents or associates with any and all potentially responsible parties at the above Site, or their parent companies subsidiaries, affiliates, subcontractors and current clients or attorneys and agents.

The PERFORMING PARTY hereby certifies that to the best of its knowledge and belief, by signing and submitting this Exhibit B, all such conflict of interest information relating to the above described Site has been either:

- 1) disclosed in Attachment A by completing, signing and submitting Attachment A with this Exhibit B, or
- 2) certified that no such information exists by initialing the signature block line titled NONE, and completing, signing and submitting this Exhibit B.

The PERFORMING PARTY hereby further certifies that it will provide continuing disclosure of any such conflict of interest or potential conflict of interest information. Should there be a change in circumstance which would modify the information supplied herein, the PERFORMING PARTY shall modify such information in writing as a supplement to Attachment A to this Exhibit B and submitting such supplement within 10 days of such change.

NONE: _____
(initials)

Please Choose:

Primary Contractor: YES / NO
Lower Tier Subcontractor: YES / NO

COMPANY NAME

By: _____
(Signature)

Title: _____
(Principal or Officer)

Date: _____

Attachment A to Exhibit B
CONFLICT OF INTEREST
CERTIFICATION BY PERFORMING PARTY

Contract No.: 582-18-80618
Contract PCR No.: 80618
W.O. No.: 414-0048
W.O. PCR No.: 91816

Site No.: 094305
Site Name: Chapa Gulf Service
Site County: Dawson
TCEQ PM: Jake Halfhill

In accordance with Conflict of Interest Article(s), of the above indicated CONTRACT, the PERFORMING PARTY, by listing such information below, hereby certifies that to the best of its knowledge and belief, all conflict of interest information relating to the above indicated Site has been disclosed in Attachment A to this exhibit as shown below:

- 1) _____
- 2) _____
- 3) _____
- 4) _____
- 5) _____

(attach additional sheets if necessary)

COMPANY NAME

By: _____
(Signature)

Title: _____
(Principal or Officer)

Date: _____

In accordance with the Conflict of Interest Article(s) of the above indicated CONTRACT, the PERFORMING PARTY shall acknowledge receipt of the above indicated Work Order by following the instructions provided below:

- 1) Complete and sign (blue ink) one copy of this CONFLICT OF INTEREST CERTIFICATION FORM;
- 2) Using a high resolution color scanner, scan the completed and signed FORM as a PDF format file; and
- 3) Within 10 calendar days upon receipt of the above indicated Work Order, return the PDF file of the completed and signed FORM to TCEQ via email to: RMDWO@tceq.texas.gov, with subject line formatted as shown below and indicating "Contract No./WO No./COI". [Example: 582-11-99999/299-0016/COI]

If access to a high resolution color scanner is not available, then **PRINT, COMPLETE AND SIGN** (blue ink) one copy of this CONFLICT OF INTEREST CERTIFICATION FORM and return the signed FORM to the TCEQ, using any method of physical transmittal which will ensure delivery as soon as practical, and within 10 calendar days following receipt of the above indicated Work Order, to the following address:

TCEQ Remediation Division
Fiscal, Administrative & Contract Support Section
Attn: RMDWO
MC 102
PO Box 13087
Austin, TX 78711-3087

**PROPOSED MONITOR WELL
LOCATIONS AERIAL MAP**

Chapa Gulf

Proposed MW Locations (1/31/19)
411 N. Bryan Ave.
Lamesa, Texas

Denied Access by
property owner

Amador Aguilar
1016 N. 4th St.
Lamesa, TX
(Site Access Granted)

Swift Stop 4
1100 Seminole Rd.
Lamesa, Texas
(Site Access Denied)

PMW-4A

PMW-22A

(Site Access Granted)

Yesway #1061
1111 Seminole Rd
Lamesa, Texas

- Proposed Monitor Well Locations

Google Earth

© 2016 Google

400 ft

N

N Avenue I

N 4th St

N 4th St

Seminole Rd (180)

137

SITE

**TYPICAL WELL CONSTRUCTION DIAGRAM
& MONITOR WELL LOG**

RANGER ENVIRONMENTAL SERVICES, INC.

LOG OF SOIL BORING / MONITOR WELL NO. MW-11R

DEPTH	STRATIGRAPHY	USCS SYMBOL	LITHOLOGIC DESCRIPTION	ODOR	VISIBLE	PID/OVM	SUBMITTED FOR ANALYSIS	MONITOR WELL COMPLETION		
5		SM	CLAYEY SILTY SAND, very fine to fine grained, caliche inclusions, tan to reddish-brown, dry	N	N	0		5		
10					N	N		0	10	
15					N	N		0	15	
20					- Abundant caliche	N		N	0	20
25						N		N	0	25
30						N		N	0	30
35						N		N	0	35
40						N		N	0	40
45						N		N	0	45
50					- Abundant caliche	N		N	0	50
55				N	N	0	55			
60				N	N	0	60			
65				N	N	0	65			
70			- Moist at 70' and below	N	N	0	70			
75				N	N	0.3	75			
80		SW	GRAVELLY SILTY SAND, fine to coarse grained, moist, brown	N	N	0.1	80			
85				N	N	0	85			
90		SM	SILTY SAND, fine to coarse grained, caliche inclusions, tan to reddish-brown, moist	N	N	0.2	90			
95				N	N	0	95			
100			Total Depth = 97 feet							
105										
110										
115										
120										

Client: TCEQ

GPS: 32.73148° N, 101.94913° W

Project Location: S&C Oil Co.
211 S. Dallas, Ave, Lamesa, Texas

Date: 5/31/2016

Project Number: 51-102

Drilling Method: Air Rotary

Total Depth in feet: 97
Well Depth - 90.5'
Boring Depth - 97

Driller: Peterson Drilling & Testing

* This Log should not be used separate from the attached report.

STATE OF TEXAS WELL REPORT for Tracking #424541

Owner:	T.C.E.Q.	Owner Well #:	MW-11R
Address:	P.O. Box 13087 Austin, TX 78711	Grid #:	28-17-2
Well Location:	211 S. Dallas Ave. Lamesa, TX 79331	Latitude:	32° 43' 53.28" N
Well County:	Dawson	Longitude:	101° 56' 56.94" W
		Elevation:	No Data
Type of Work:	New Well	Proposed Use:	Monitor

Drilling Start Date: **5/31/2016** Drilling End Date: **5/31/2016**

	<i>Diameter (in.)</i>	<i>Top Depth (ft.)</i>	<i>Bottom Depth (ft.)</i>			
Borehole:	6	0	97			
Drilling Method:	Air Rotary					
Borehole Completion:	Filter Packed					
	<i>Top Depth (ft.)</i>	<i>Bottom Depth (ft.)</i>	<i>Filter Material</i>	<i>Size</i>		
Filter Pack Intervals:	58	97	Sand	8/16		
	<i>Top Depth (ft.)</i>	<i>Bottom Depth (ft.)</i>	<i>Description (number of sacks & material)</i>			
Annular Seal Data:	0	2	Cement 1 Bags/Sacks			
	2	58	Bentonite 23 Bags/Sacks			
Seal Method:	Tremie	Distance to Property Line (ft.): No Data				
Sealed By:	Driller	Distance to Septic Field or other concentrated contamination (ft.): No Data				
		Distance to Septic Tank (ft.): No Data				
		Method of Verification: No Data				
Surface Completion:	Surface Slab Installed	Surface Completion by Driller				

Water Level: **No Data**

Packers: **No Data**

Type of Pump: **No Data**

Well Tests: **No Test Data Specified**

Water Quality:	Strata Depth (ft.) No Data	Water Type No Data
----------------	--------------------------------------	------------------------------

Chemical Analysis Made: **No**

Did the driller knowingly penetrate any strata which contained injurious constituents?: **No**

Certification Data: The driller certified that the driller drilled this well (or the well was drilled under the driller's direct supervision) and that each and all of the statements herein are true and correct. The driller understood that failure to complete the required items will result in the report(s) being returned for completion and resubmittal.

Company Information: **Peterson Drilling & Testing, Inc.**
P.O. Box 30699
Amarillo, TX 79120

Driller Name: **Lee Peterson** License Number: **3045**

Comments: **No Data**

Lithology:			Casing:					
DESCRIPTION & COLOR OF FORMATION MATERIAL			BLANK PIPE & WELL SCREEN DATA					
Top (ft.)	Bottom (ft.)	Description	DI (in.)	Type	Material	Sch /Gage	Top (ft.)	Bottom (ft.)
0	75	Tan to Reddish Brown Clayey Silty Sand	2	Blank	New Plastic (PVC)	40	0	60
75	85	Brown Gravelly Silty Sand	2	Screen	New Plastic (PVC)	40 0.010	60	90
85	97	Tan to Reddish Brown Silty Sand	2	End Cap	New Plastic (PVC)	40	90	90.5

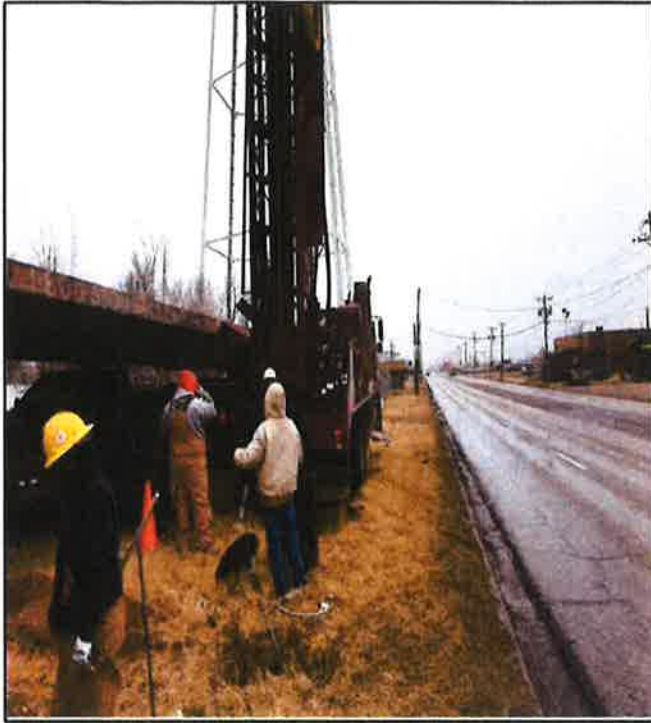
IMPORTANT NOTICE FOR PERSONS HAVING WELLS DRILLED CONCERNING CONFIDENTIALITY

TEX. OCC. CODE Title 12, Chapter 1901.251, authorizes the owner (owner or the person for whom the well was drilled) to keep information in Well Reports confidential. The Department shall hold the contents of the well log confidential and not a matter of public record if it receives, by certified mail, a written request to do so from the owner.

Please include the report's Tracking Number on your written request.

Texas Department of Licensing and Regulation
P.O. Box 12157
Austin, TX 78711
(512) 463-7880

**PHOTOGRAPHS OF WELL INSTALLATION
ACTIVITIES**



Typical drill rig drilling a soil boring/monitor well.



Typical well pipe installation process.



Typical well surface completion in dirt/grassy area.



Typical well surface completion in asphalt/concreted area.

City Council Agenda

City of Lamesa, Texas

DATE OF MEETING: FEBRUARY 26, 2019

AGENDA ITEM: 14

**SUBJECT REQUEST FOR ACCESS TO CITY OF LAMESA RIGHT-
OF-WAY AT 611 N. 4TH STREET AND 701 S. DALLAS**

PROCEEDING: Approval
SUBMITTED BY: City Staff

SUMMARY STATEMENT

City Council to approve request for access to the City of Lamesa right-of-way at 611 N. 4th and 701 S. Dallas authorizing X8E Environmental working on behalf of TCEQ to place seven monitor and recovery wells (4 wells at N.4th and 3 wells at S. Dallas).

COUNCIL ACTION

DISCUSSION _____

Motion by Council Member _____ to approve request for access to the City of Lamesa right-of way. 611 N. 4th and 701 S. Dallas authorizing X8E Environmental working on behalf of TCEQ to place seven monitor and recovery wells (4 wells at N.4th and 3 wells at S. Dallas). Motion seconded by Council Member _____ and upon being put to a vote the motion _____.

VOTING: "AYE" _____ "NAY" _____ "ABSTAIN" _____

CITY MANAGER'S MEMORANDUM

Recommend approval.



20 February 2019

Ms. Shawna Burkhart
City Manager, City of Lamesa
601 S. 1st Street
Lamesa, Texas 79331

RE: Request for Access to City of Lamesa Right-of-Way

Dear Ms. Burkhart:

X8 Environmental (X8e), a direct contractor to the Texas Commission on Environmental Quality (TCEQ), has been instructed to install seven new monitor and recovery wells in the City of Lamesa. Some of these wells will be in City right-of-way, and I recently learned of a City requirement that a formal request must be filed with the City Manager and approved by the City Council. This letter provides some site background, explains the proposed work, and formally requests approval from the City of Lamesa for right-of-way access where needed.

Historical Background

Under our contract with the TCEQ, X8e is assigned as the remediation contractor at two sites in Lamesa - J&M Shamrock, 611 N. 4th Street (TCEQ LPST #092553) and McCormick Oil (Paula's Quick Mart), 701 S. Dallas (TCEQ LPST #096331). These sites are former retail gasoline stations where historical gasoline and/or diesel fuel releases occurred, with resulting impacts to soil and groundwater beneath the site. X8e is currently operating soil and groundwater remediation systems in an effort to remove the soil and groundwater impacts.

As a result of historical and ongoing investigation, remediation, and monitoring activities at these sites, a number of groundwater monitor and recovery wells have been installed on and around each site. Twenty-nine (29) monitor and recovery wells have been installed on and around the J&M site, 17 of which have since been abandoned leaving 12 monitor and recovery wells in place. Twenty-one (21) monitor and recovery wells have been installed on and around the McCormick site, one of which has since been destroyed, leaving 20 monitor and recovery wells in place. Site Maps for each site are enclosed.

Proposed Action

The TCEQ has now instructed X8e to install three new monitor wells – MW-9R (R=replacement), MW14R, and MW-26 - at the J&M site, and four new monitor and recovery wells - RW-3R, MW-5R, MW-7R, and MW-8R - at the McCormick site. These wells are necessary because the existing wells have gone dry due to a dropping groundwater table. Several of the wells will be installed on private property, but several wells will be located in City of Lamesa right-of-way due to private access issues, utility locations, or hydrogeologic issues. Specifically, the following wells will be installed:

"Helping our Clients Manage Environmental and Engineering Risks"

1110 N. Avenue T
Office: 806.939.0033

X8e.us

Lubbock, Texas 79415
Fax: 866.899.7063

MW-9R (J&M site) – South side of N 4th Street, approximately 165 feet east of Avenue F (32 degrees, 44 minutes, 7.95 seconds W; 101 degrees, 57 minutes, 20.74 degrees west)

MW-14R (J&M site) – West side of Avenue F, approximately 95 feet north of N 3rd Street (32 degrees, 44 minutes, 5.28 seconds W; 101 degrees, 57 minutes, 22.67 degrees west)

MW-26 (J&M site) – North side of N 4th Street, east corner of Thriftway parking lot (32 degrees, 44 minutes, 8.35 seconds W; 101 degrees, 57 minutes, 24.01 degrees west)

RW-3R (McCormick site) – Central portion of 701 S. Dallas, north of building (32 degrees, 43 minutes, 38.04 seconds north; 101 degrees, 56 minutes, 54.17 seconds west)

MW-5R (McCormick site) – Southeastern corner of 701 S. Dallas, east of building (32 degrees, 43 minutes, 37.41 seconds north; 101 degrees, 56 minutes, 53.39 seconds west)

MW-7R (McCormick site) – North side of S. 6th Street, approximately 50 feet east of S. Dallas (32 degrees, 43 minutes, 38.87 seconds north; 101 degrees, 56 minutes, 54.70 seconds west)

MW-8R (McCormick site) – South side of S. 6th Street, approximately 20 feet west of S. Lynn (32 degrees, 43 minutes, 38.92 seconds north; 101 degrees, 56 minutes, 51.58 seconds west)

In addition, 11 monitor and recovery wells will be plugged at the McCormick site – MW-1, RW-3, MW-4, MW-5, MW-7, MW-8, MW-13, RW-15, RW-16, RW-17, and MW-20.

Prior to mobilization, X8e will submit a utility locate request with Texas 811 and, should the City of Lamesa not be listed as a notified party, X8e will contact Mr. Dionicio Garza, City of Lamesa Utilities Director, to inform him of the planned activities. X8e will then mobilize with a subcontracted driller to install the wells. At each location, a hole approximately nine inches in diameter by 90 feet deep will be installed. The holes will be drilled with an air rotary drill rig, which will be accompanied by several support vehicles. Soil cuttings will be drummed and stored on the LPST site until disposal can be arranged. A PVC monitor or recovery well will then be installed in the hole, and the space around the casing (well annulus) will be filled with sand and bentonite. The well will be finished with a steel flush-mounted well cover in a concrete foundation, and will be finished low enough to allow for mowing over it in the affected areas. The well will then be registered with the Texas Water Development Board.

The wells will be periodically accessed by X8e staff to collect groundwater samples, and the wells will remain in place until such time as the TCEQ determines that the site meets closure requirements and the case is closed. At that time, X8e will be instructed to permanently plug and abandon the wells, which will include removal of the surface features.

Each well installation is being done at the expense of the TCEQ, as will the eventual well closure. As long as the wells are not intentionally damaged by property owners or City personnel, the wells will be maintained at TCEQ expense. Also, should a well ever be in the way of a planned activity, the City of Lamesa can notify X8e, and we will work with the TCEQ and the City of Lamesa to act as necessary to assist.

A copy of the TCEQ Work Orders authorizing this work and Proposed Monitor Well Maps for each site are enclosed.

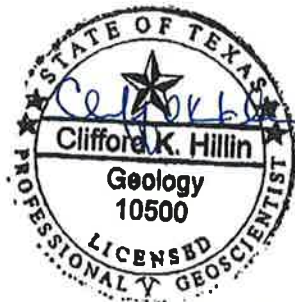
Conclusion

X8e respectfully requests approval from the City of Lamesa to install the aforementioned wells. If you have any questions or concerns, please call me at (806) 939-0033, or email me at chillin@x8e.us.

Sincerely,



Clifford K Hillin, P.G.
Senior Geoscientist
X8 Environmental



02/20/2019

TCEQ Corrective Action Specialist #CS0000135
TDLR-licensed Monitor Well Driller #58267M

Enclosures TCEQ Work Orders (x2)
Proposed Monitor Well Maps (x2)

LEGEND

✕

P&A/DESTROYED MONITORING WELL

⊙

MONITORING WELL

●

RECOVERY WELL

•

SOIL BORING

•

POWER POLE

⊠

INJECTION WELL

⊙

AIR SPARGE WELL

⊙

DOMESTIC WELL

—

STORM SEWER LINE

—

SEWER LINE

—

GAS LINE

—

WATER LINE

—

OVERHEAD TELEPHONE LINE

—

UNDERGROUND TELE LINE

—

UNDERGROUND POWER LINE

—

OVERHEAD POWER LINE

—

FENCE LINE

—

PROPERTY LINE


Site Map

LPST #92553

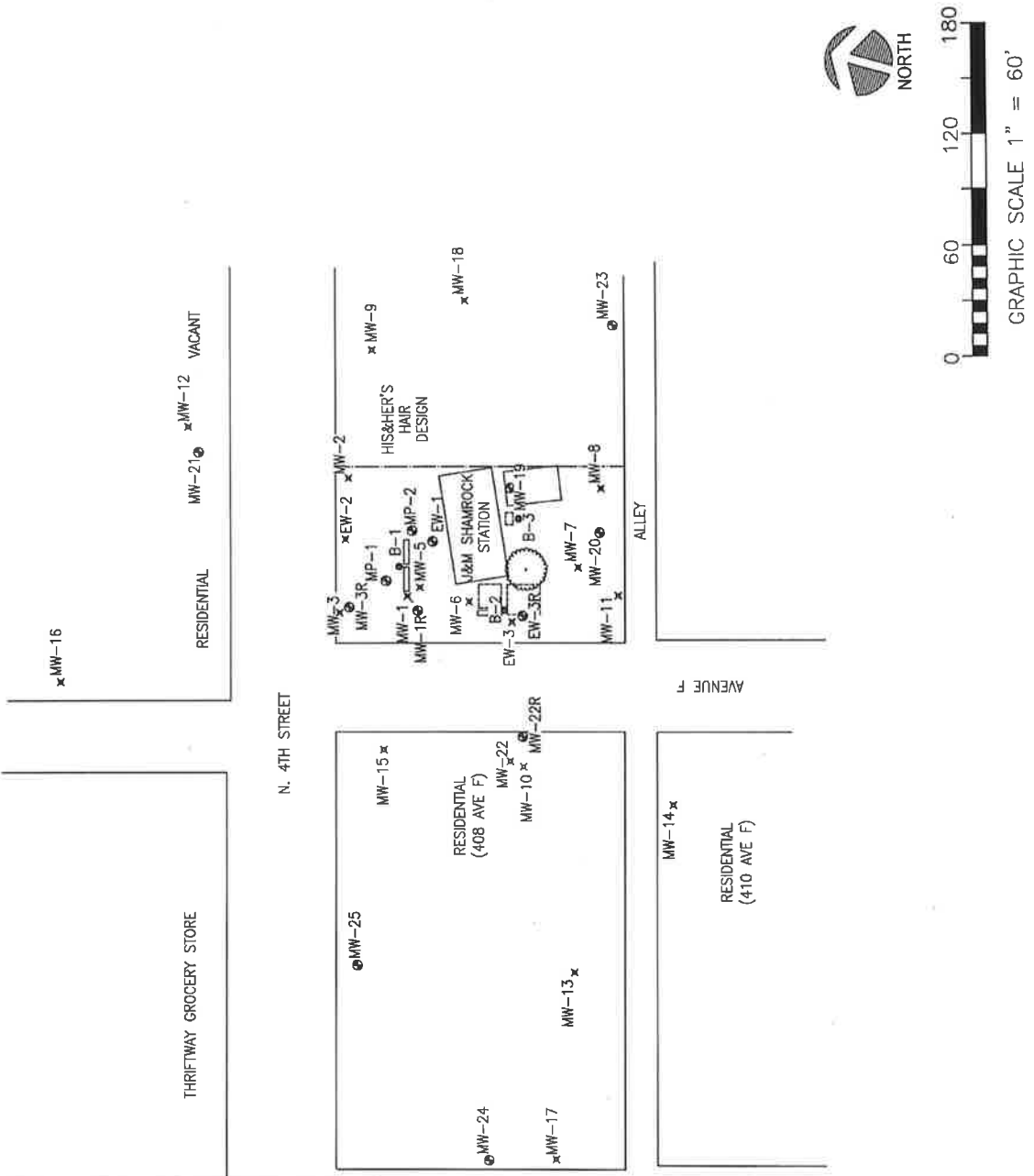
S&C Oil Company 611
North 4th Street
Lamesa, Texas

Date: 08/02/18

Drawn By: KWB
Reviewed by: CH



Environmental, Inc.
1110 N. Ave T
Lubbock Texas 79415 806-939-0033



Site Map

LPST #096331

MCS Mini Mart 701
S Dallas Lamesa
Texas

Date: 03/22/17

Drawn By:
KWB

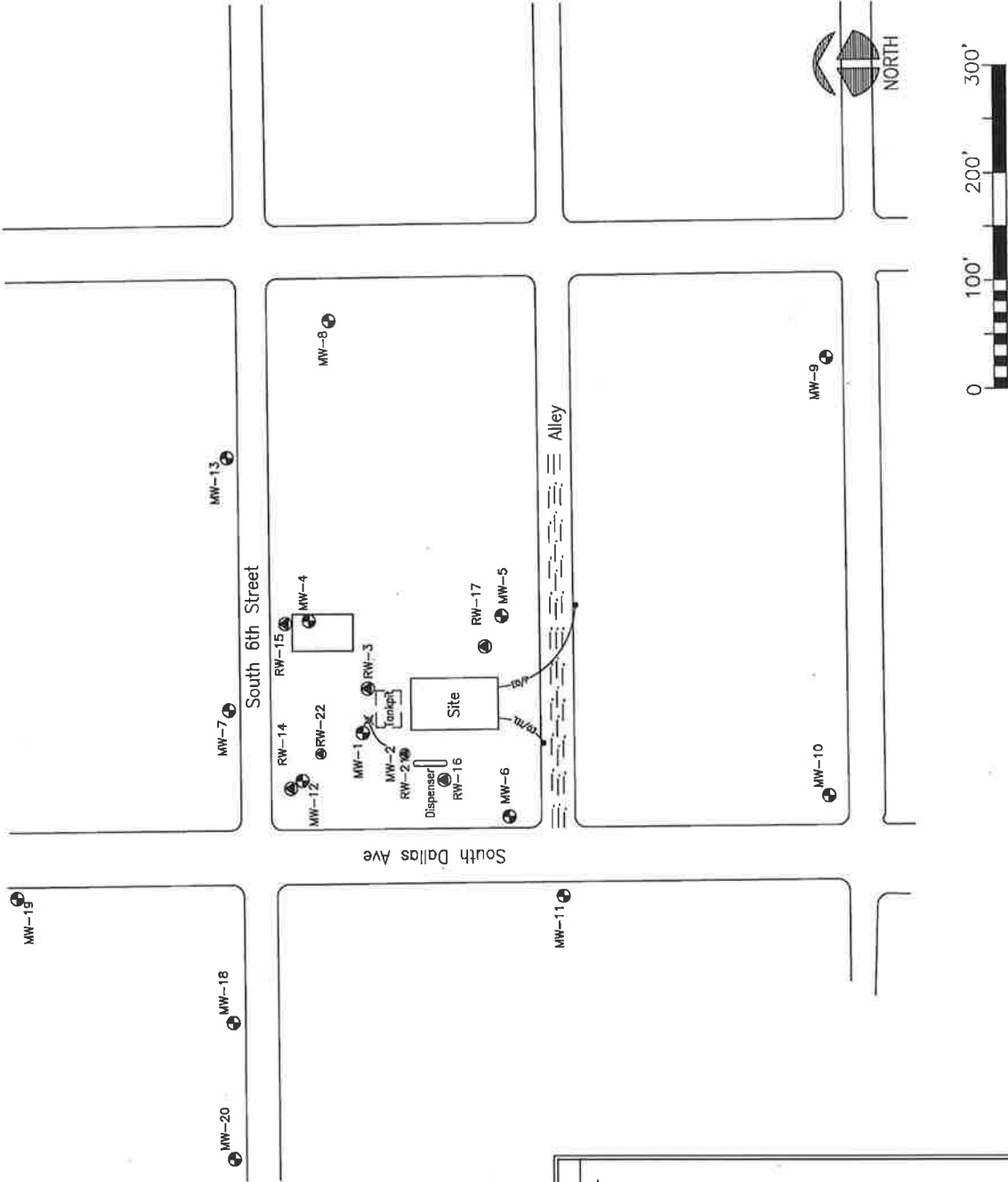
Reviewed by:
CH



Environmental, Inc.

1110 N Ave T

Lubbock Texas 79415 806-939-0033



LEGEND	
✕	DESTROYED MONITORING WELL
⊙	MONITORING WELL
⊕	RECOVERY WELL
•	SOIL BORING
•	POWER POLE
⊗	INJECTION WELL
⊙	AIR SPARGE WELL
⊕	DOMESTIC WELL
---	STORM SEWER LINE
---	SEWER LINE
---	GAS LINE
---	WATER LINE
---	OVERHEAD TELEPHONE LINE
---	UNDERGROUND TELE LINE
---	UNDERGROUND POWER LINE
---	OVERHEAD POWER LINE
---	FENCE LINE
---	PROPERTY LINE

NOTE: SOME OR ALL MAY NOT APPEAR ON THIS PLAN

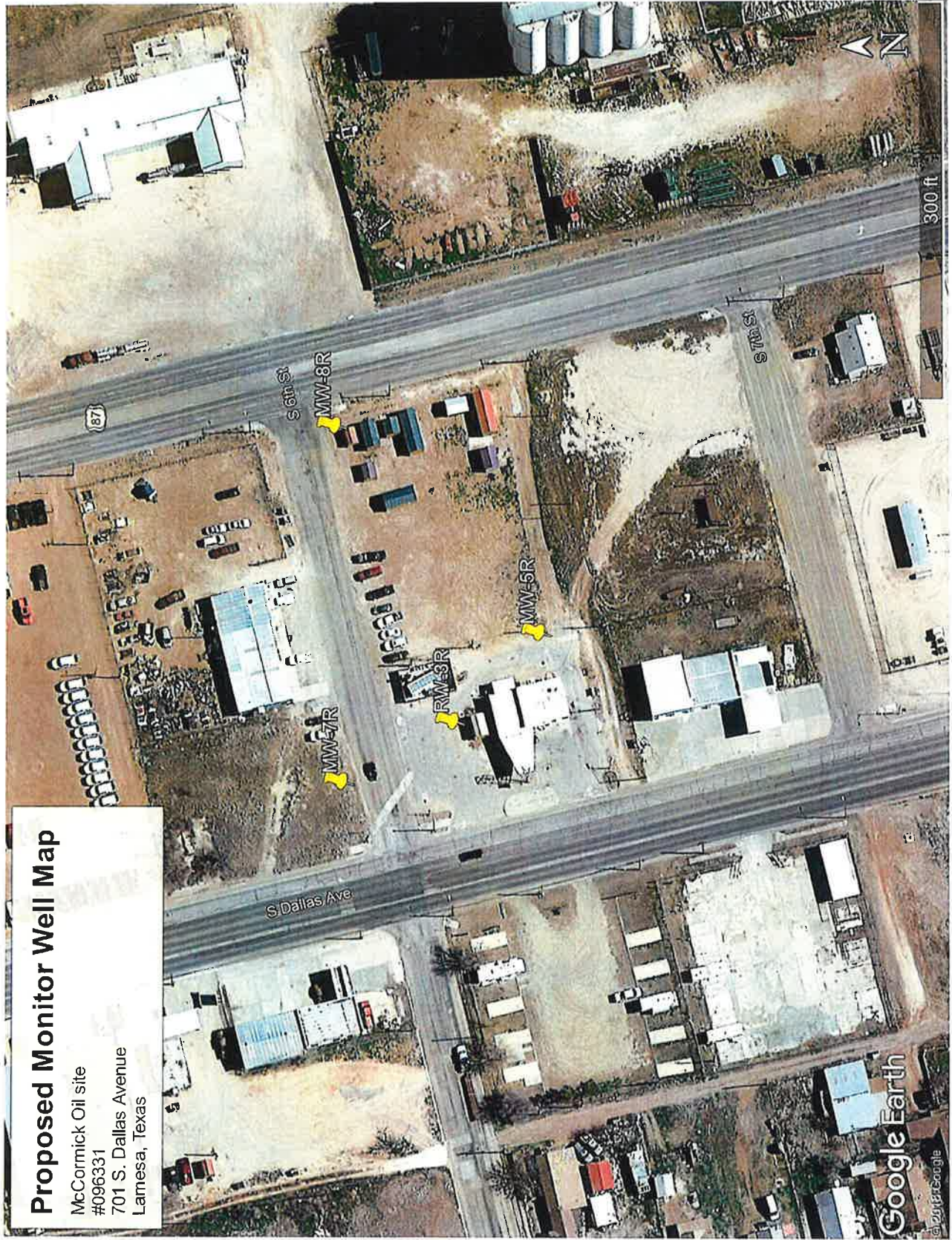
Proposed Monitor Well Map

J&M Shamrock site
#092553
611 N. 4th Street
Lamesa, Texas



Proposed Monitor Well Map

McCormick Oil site
#096331
701 S. Dallas Avenue
Lamesa, Texas



Shawna Burkhart

From: Clifford Hillin <chillin@x8e.us>
Sent: Wednesday, February 20, 2019 11:30 AM
To: Shawna Burkhart
Cc: Clifford Hillin
Subject: Right-of-Way Access Request - 611 N. 4th and 701 S. Dallas, Lamesa, Texas
Attachments: ROW Access Ltr - City of Lamesa 092553 - 02202019.pdf

Good morning, Ms. Burkhart.

X8 Environmental requests access to City of Lamesa right-of-way for the purpose of installing several monitor wells at two different sites in Lamesa – 611 N. 4th Street and 701 S. Dallas Avenue. These wells are being installed at the direction of, and are being paid for by, the Texas Commission on Environmental Quality. The attached letter includes maps showing the proposed locations, which are in part based upon utility locations.

I have also included maps showing the location of previously installed wells at both sites. This is intended to assist the City in identifying other wells in its jurisdiction.

As we discussed, the wells for which access is requested are actually being installed this week. When I contacted Dionicio Garza prior to drilling (as I had in the past), I was unaware of the additional requirement (as I believe Mr. Garza was). By the time that I realized we needed to have approval, the drill crew was onsite.

Thank you for your assistance in helping our projects to move forward! If you have any questions or need additional information, please contact me. If you have any onsite questions, our onsite geologist is Shez Budhwani – (806) 787-1826.

Clifford K. Hillin, P.G.
Vice President, Principal Hydrogeologist
X8 Environmental
TBPG Firm #50309

chillin@x8e.us



Office: 806.939.0033
Direct: 806.777.4024
Fax: 866.899.7063
1110 N. Avenue T
Lubbock, TX 79415

TBPG Firm #50309
TX Registered Corrective Action Specialist Firm #CS0000135

Helping our Clients manage environmental and engineering risks

Our Mission is to secure talented professionals in their respective fields of expertise and foster an environment in which they work together to provide the optimal outcome to our Clients, our Stakeholders, and our Selves through

- Integrity – Earn and maintain the trust of each other, our Clients, our vendors, and our stakeholders.
- Professionalism – Strive to exceed the standards of our respective professions.
- Advocacy – Serve as the voice for and advisor to our Clients.

- Innovation – Provide Client-focused solutions through creative design and technical excellence.
- Service – To serve our Clients and our Community.

Confidentiality Notice: The documents accompanying this electronic transmission contain confidential information which is legally privileged. This information is intended solely for the use of the recipient named above. If you have received this electronic transmission in error, please immediately notify us by telephone to arrange for the return of the original documents. You are hereby notified that any disclosure, copying, distribution or the taking of any action in reliance on the contents of this electronic information is strictly prohibited.

City Council Agenda

City of Lamesa, Texas

DATE OF MEETING: FEBRUARY 26, 2019

AGENDA ITEM: 15

**SUBJECT: CIVIC PLUS REDESIGN SERVICE AGREEMENT FOR
CITY'S WEBSITE**

SUBMITTED BY: City Staff

EXHIBITS:

AUTHORITY:

SUMMARY STATEMENT

Consider approving a contract with Civic Plus for Redesign Services of City's website.

COUNCIL ACTION

DISCUSSION: _____

Motion by Council Member _____ to approve a contract with Civic Plus for Redesign Services of City's website. Motion seconded by Council Member _____ and upon being put to a vote the motion _____.

VOTING: "AYE" _____ "NAY" _____ "ABSTAIN" _____

CITY MANAGER'S MEMORANDUM

Recommend approval.



Redesign Service Agreement for Lamesa, TX

CivicPlus Redesign Project Deliverables

CivicPlus Project Development Services & Scope of Services for Website Redesign		
All Quotes are in US Dollars and Valid until 2/28/2019		
Design & Project Overview	Annual Fee	One Time Fee
<ul style="list-style-type: none"> • Design <ul style="list-style-type: none"> ○ New design for website layout and theme. ○ Content styling is updated to match theme. ○ Redesign of graphic button icons. • Project Management • Content <ul style="list-style-type: none"> ○ Migration of all existing content ○ Spelling and broken links will be checked and updated by content team where possible. Additional report will be provided to client. ○ Content will not be rewritten, reformatted or broken up. ○ New pages will not be created. • Training <ul style="list-style-type: none"> ○ Two (2) four (4) hour block virtual training for 2 people with a preset agenda that will be scheduled during the project. • CivicPlus Recurring Redesign <ul style="list-style-type: none"> ○ With our recurring redesign option, you are eligible to receive a basic website redesign with no further out-of-pocket expense at the end of every fourth year of continuous service. 	\$0	\$5,625
Annual Increase	\$0	
Total One-Time Fee		\$5,625
Total Fees	\$5,625	

Controlling Documents

- Performance under this Redesign Sales Form is subject to the terms and conditions of the original Agreement between CivicPlus and Lamesa, Texas.
 - In the event a conflict of terms exists between any of the foregoing documents, the MSA's terms shall control, followed by the terms in the original Agreement.

Billing and Payments

- The Total Fees for Year 1 will be invoiced upon agreement signing, subject to proration for the Annual Fee which will be prorated from the date of signing to the date the original website SOW is currently invoiced and subject to the terms of the original Agreement.
- After initiation of this CP Website Redesign Package contract, Client will begin building eligibility for a CP Website Redesign. After 48 months under the terms of this contract and associated pricing, Client will be fully eligible for a CP Website Redesign.

Acceptance

We, the undersigned, agreeing to the conditions specified in this document, understand and authorize the provision of services outlined in this Sales Form

Client Signature

Date

CivicPlus

Date

Sign and E-mail the entire contract with exhibits to:

Contracts@CivicPlus.com

We will e-mail a counter-signed copy of the contract back to you so we can begin your project.

CivicPlus does not require a physical copy of the contract, however, if you would like a physical copy of the contract, mail one (1) copy of the contract with original signature to:

CivicPlus Contract Manager
302 S. 4th Street, Suite 500
Manhattan, KS 66502

Upon receipt of signed original, we will counter-sign and return the copy for your files.

Addendum to the Redesign Sales Form - Annual Support, Maintenance and Hosting Services

Annual Support, Maintenance & Hosting Service Include the Following:		
Support	Maintenance of CivicPlus Application & Modules	Hosting
7 a.m. – 7 p.m. (CST) Monday – Friday (excluding holidays) 24/7 Emergency Support Dedicated Support Personnel 4-hour Response During Normal Hours Usability Improvements Integration of System Enhancements Proactive Support for Updates & Fixes Online Training Manuals Monthly Newsletters Routine Follow-up Check-ins CivicPlus Connection	Install Service Patches for OS System Enhancements Fixes Improvements Integration Testing Development Usage License	Shared Web/SQL Server DNS Consulting & Maintenance Monitor Bandwidth-Router Traffic Redundant ISP Redundant Cooling Diesel Powered Generator Daily Tape Backup Intrusion Detection & Prevention Antivirus Protection Upgrade Hardware

City Council Agenda

City of Lamesa, Texas

DATE OF MEETING: FEBRUARY 19, 2019

AGENDA ITEM: 15

**SUBJECT: DISCUSSION & POSSIBLE ACTION REGARDING
ADDITIONAL PERSONNEL FOR CODE ENFORCEMENT
AND MUNICIPAL COURT**

SUBMITTED BY: City Staff

EXHIBITS:

AUTHORITY:

SUMMARY STATEMENT

City council to discuss and consider taking action regarding additional personnel for Code Enforcement and Municipal Court.

COUNCIL ACTION

DISCUSSION: _____

Motion by Council Member _____ to discuss and consider taking action regarding additional personnel for Code Enforcement and Municipal Court. Motion seconded by Council Member _____ and upon being put to a vote the motion _____.

VOTING: "AYE" _____ "NAY" _____ "ABSTAIN" _____

CITY MANAGER'S MEMORANDUM

Recommend approval.

City Council Agenda

City of Lamesa, Texas

DATE OF MEETING: FEBRUARY 26, 2019

AGENDA ITEM: 16

**SUBJECT: DISCUSSION & POSSIBLE ACTION REGARDING
ADDITIONAL PERSONNEL FOR CODE ENFORCEMENT
AND MUNICIPAL COURT**

SUBMITTED BY: City Staff

EXHIBITS:

AUTHORITY:

SUMMARY STATEMENT

City council to discuss and consider taking action regarding additional personnel for Code Enforcement and Municipal Court.

COUNCIL ACTION

DISCUSSION: _____

Motion by Council Member _____ to discuss and consider taking action regarding additional personnel for Code Enforcement and Municipal Court. Motion seconded by Council Member _____ and upon being put to a vote the motion _____.

VOTING: "AYE" _____ "NAY" _____ "ABSTAIN" _____

CITY MANAGER'S MEMORANDUM

Recommend approval.

City Council Agenda

City of Lamesa, Texas

DATE OF MEETING: FEBRUARY 26, 2019

AGENDA ITEM: 17

SUBJECT: APPROVE LIBRARY RE-ROOFING

SUBMITTED BY: City Staff

EXHIBITS:

AUTHORITY:

SUMMARY STATEMENT

City Council to approve TIPS contract with RBT construction for \$60,700.00. (Similar to Buy Board)
(City Manager)

COUNCIL ACTION

DISCUSSION: _____

Motion by Council Member _____ to approve TIPS contract with RBT construction for \$60,700.00 with Motion seconded by Council Member _____ and upon being put to a vote the motion _____.

VOTING: "AYE" _____ "NAY" _____ "ABSTAIN" _____

CITY MANAGER'S MEMORANDUM

Recommend approval.

12/11/2018

Dawson County Library

511 N 3rd St. Lamesa, TX 79331



1944 CLEAR SPRINGS RD.
TEXARKANA, TX 75501
903-691-0931

- **Dawson County Library**
- **Remove all loose gravel from rooftop and haul off.**
- **Mechanically attach a layer of ¼" Dens Deck coverboard over top of the embedded gravel per manufacturers recommendations.**
- **Install new, white, 68 mil Duro-Last fleece back PVC membrane by fully adhering.**
- **Membrane will be terminated with 2 piece compression metal.**
- **Install prefabricated pitch pans, pipe boots and curbs on all through roof penetrations.**
- **Remove and replace gutters and downspouts.**
- **Clean up and haul off all waste generated from construction.**
- **Will furnish a 20-year NDL warranty from Duro-Last and a two year contractor's warranty.**
- **Will supply all equipment, supervision, and man power to complete job in a safe and timely manner.**

Project Bid Price: \$ 60,700.00

Additional Pricing:

- **Replace southernmost roof section following a similar scope of work as listed above if completed in conjunction with main roof section: \$ 9,792.00**


Approved By

Date

Title of Approver



Caleb Davis - Project Estimator



Date

***** If there are any questions regarding proposal, please call Caleb Davis at 903-691-0931. *****

Dawson County Library

511 N 3rd St. Lamesa, TX 79331



Dawson County Library

- **Remove all loose gravel from rooftop and haul off.**
- **Mechanically attach a layer of ¼" Dens Deck coverboard over top of the embedded gravel per manufacturers recommendations.**
- **Install new, white, 68 mil Duro-Last fleece back PVC membrane by fully adhering.**
- **Membrane will be terminated with 2 piece compression metal.**
- **Install prefabricated pitch pans, pipe boots and curbs on all through roof penetrations.**
- **Remove and replace gutters and downspouts.**
- **Clean up and haul off all waste generated from construction.**
- **Will furnish a 20-year NDL warranty from Duro-Last and a two year contractor's warranty.**
- **Will supply all equipment, supervision, and man power to complete job in a safe and timely manner.**

Project Bid Price: \$ 9,792.00

Approved By

Date

Title of Approver



Caleb Davis - Project Estimator

2-4-19

Date

***** If there are any questions regarding proposal, please call Caleb Davis at 903-691-0931. *****

City Council Agenda

City of Lamesa, Texas

DATE OF MEETING: FEBRUARY 26, 2019

AGENDA ITEM:18

SUBJECT: UTILITIES DIRECTOR REPORT
SUBMITTED BY: Utilities Director
EXHIBITS: Utility Reports

SUMMARY STATEMENT

Utility Director to report on the city's recent events

COUNCIL ACTION

No City Council action required.

CITY MANAGER'S MEMORANDUM

Recommend approval.

City Council Agenda

City of Lamesa, Texas

DATE OF MEETING: FEBRUARY 26, 2019

AGENDA ITEM: 19

SUBJECT: CITY STAFF REPORTS
SUBMITTED BY: City Staff
EXHIBITS: Reports

SUMMARY STATEMENT

- a. POLICE CHIEF REPORT:** Police Chief to report on the city's recent events
- b. FIRE CHIEF REPORT:** Fire Chief to report on the city's recent events
- c. PARKS, STREETS, SANITATION/LANDFILL REPORT:** Director to report on the city's recent events.

COUNCIL ACTION

No City Council action required.

CITY MANAGER'S MEMORANDUM

City Staff will provide reports at City Council meeting.

City Council Agenda

City of Lamesa, Texas

DATE OF MEETING: FEBRUARY 26, 2019

AGENDA ITEM: 20

SUBJECT: FINANCIAL REPORT
SUBMITTED BY: Finance Director
EXHIBITS: Financial Reports

SUMMARY STATEMENT

Financial reports for January 2019 for City Council review and discussion.

COUNCIL ACTION

No City Council action required.

CITY MANAGER'S MEMORANDUM

Wayne Chapman, Finance Director, will present an overview of the City's Financial reports.

CITY OF LANES
FINANCIAL STATEMENT
AS OF: JANUARY 31ST, 2019

62 -WATER & WASTEWATER ENTER.
FINANCIAL SUMMARY

33.13% OF YEAR COMP.

ACCT#	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY						
11	OPERATING REVENUES	4,523,210.00	360,216.41	1,482,406.51	32.80	3,039,803.49
12	NON-OPERATING REVENUES	194,291.00	98.20	9,975.48	5.13	184,315.52
TOTAL REVENUES		4,717,501.00	360,314.61	1,492,381.99	31.66	3,224,119.01
EXPENDITURE SUMMARY						
	WATER PRODUCTION SERVICES	1,689,231.00	142,453.03	501,303.56	29.68	1,187,927.44
	WATER DIST/WASTEWATER SER	1,968,156.00	245,508.64	764,586.20	38.85	1,203,569.80
	WASTEWATER TREATMENT SERV	890,592.00	30,210.85	362,041.72	40.65	528,550.28
	ENGINEERING SERVICES	91,832.00	1,121.73	4,379.80	4.77	87,452.20
	TECHNICAL SERVICES	81,863.00	4,030.70	17,667.08	21.58	64,195.92
	UTILITY BILLING/COLLECT	354,716.00	22,752.27	128,231.31	36.15	226,484.69
	INSPECTION SERVICES	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		5,076,390.00	446,077.22	1,778,209.67	35.03	3,298,180.33
REVENUES OVER/(UNDER) EXPENDITURES		(358,889.00)	(85,762.61)	(284,827.68)	79.36	(74,061.32)
OTHER SOURCES (USES)		0.00	0.00	0.00	0.00	0.00
REVENUES & OTHER SOURCES OVER (UNDER) EXPENDITURES & OTHER (USES)		(358,889.00)	(85,762.61)	(284,827.68)	79.36	(74,061.32)

CITY OF TAMPA
FINANCIAL STATEMENT
AS OF: JANUARY 31ST, 2019

03 -SOLID WASTE ENTERPRISE
FINANCIAL SUMMARY

31.33% OF YEAR COMP.

ACCT#	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY						
05-RECREATIONAL AND PENTA		0.00	0.00	0.00	0.00	0.00
21-OPERATING REVENUES		1,029,262.00	146,039.54	606,758.75	33.17	1,222,563.25
22-NON-OPERATING REVENUES		77,300.00	5,445.00	7,599.10	9.83	69,700.90
TOTAL REVENUES		1,906,562.00	151,484.54	614,357.85	32.22	1,292,264.15
EXPENDITURE SUMMARY						
SOLID WASTE COLLECTION SV		1,026,600.00	78,482.63	208,992.05	28.15	717,617.95
SANITARY LANDFILL SERVICE		908,276.00	37,355.63	178,876.80	19.69	729,399.12
SPECIALIZED COLLECTION SV		150,012.00	7,590.41	32,847.34	21.90	117,164.66
ENVIRONMENTAL HEALTH SERV		88,989.00	5,945.46	23,452.86	26.38	65,436.14
TOTAL EXPENDITURES		2,173,777.00	129,374.13	524,159.13	24.11	1,649,617.87
REVENUES OVER/(UNDER) EXPENDITURES		(267,215.00)	22,110.41	90,198.72	33.76-	(357,413.72)
OTHER SOURCES (USES)		0.00	0.00	0.00	0.00	0.00
REVENUES & OTHER SOURCES OVER (UNDER) EXPENDITURES & OTHER (USES)		(267,215.00)	22,110.41	90,198.72	33.76-	(357,413.72)

CITY OF LAMESA
FINANCIAL STATEMENT
AS OF: JANUARY 31ST, 2019

18 -MUNICIPAL GOLF COURSE
FINANCIAL SUMMARY

33.33% OF YEAR COMP.

ACCT#	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY						
09-MISCELLANEOUS REVENUES		0.00	0.00	0.00	0.00	0.00
31-FEES AND DUES		210,600.00	47,916.75	79,775.25	37.88	130,824.75
TOTAL REVENUES		210,600.00	47,916.75	79,775.25	37.88	130,824.75
EXPENDITURE SUMMARY						
MUNICIPAL GOLF COURSE		210,600.00	18,185.68	73,354.03	34.83	137,245.97
TOTAL EXPENDITURES		210,600.00	18,185.68	73,354.03	34.83	137,245.97
REVENUES OVER/(UNDER) EXPENDITURES		0.00	29,731.07	6,421.22	0.00	(6,421.22)
REVENUES & OTHER SOURCES OVER (UNDER) EXPENDITURES & OTHER (USES)		0.00	29,731.07	6,421.22	0.00	(6,421.22)



City of Lamesa
Balance Sheet Summary
As of : January 31st, 2019

General Fund (1)

Assets	\$	4,738,426.24
Liabilities	\$	679,388.59

Water & Wastewater Fund (2)

Assets	\$	16,655,863.76
Liabilities	\$	13,017,698.80

Solid Waste Fund (3)

Assets	\$	3,704,231.90
Liabilities	\$	1,164,809.53

Golf Course Fund (18)

Assets	\$	274,391.63
Liabilities	\$	257,011.28

BALANCE SHEET

AS OF: JANUARY 31ST, 2019

01 - GENERAL FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
ASSETS		
01-1001	CASH IN BANK	2,262,790.52
01-1002	PETTY CASH	0.00
01-1003	RETURNED CHECKS	859.37
01-1004	TAXES RECEIVABLE-DELINQUENT	194,414.90
01-1005	TAXES RECEIVABLE CURRENT	74,644.74
01-1006	PROV. FOR UNCOLLECT TAXES	142,943.71
01-1007	MISC ACCT. RECEIVABLE	2,536.30
01-1009	PROV. UNCOLLEC. ACCT/REC	184.11
01-1009	PAVING LEIN RECEIVABLE	157,357.00
01-1010	UNCOLLECTABLE PAVING LEIN	100,387.00
01-1011	A/R LUBBOCK TASK FORCE	0.00
01-1012	A/R TNRCC	0.00
01-1013	OFFICE SUPPLIES INVENTORY	2,139.59
01-1014	DUE FROM DAWSON COUNTY	0.40
01-1015	CASH IN BANK - PAYROLL	148,431
01-1016	DUE FROM DEBT SERVICE	0.00
01-1017	FUEL TAX C.D.	0.00
01-1018	DUE TO/FROM 1997 TAN	0.00
01-1019	DUE TO/FROM SOLID WASTE FUND	0.00
01-1020	DUE FROM INVESTMENT FUND	1,386,571.35
01-1021	CAPITAL EQUIPMENT RESERVE	0.00
01-1022	BUILDING & COMPUTER RESERVE	0.00
01-1023	DUE FROM FIRE DEPT. GRANTS	0.00
01-1024	DUE FROM JUSTICE GRANT	0.00
01-1025	DUE TO/ FROM STATE AGENCY	0.00
01-1026	DUE FROM OTHER GOVERNMENTS	0.00
01-1028	DUE TO/FROM CAPITAL PROJECT	0.00
01-1028	SALES TAX RECEIVABLE	6,851.50
01-1029	DUE TO/FROM DEBT SERVICE	0.00
01-1030	DUE FROM HOTEL TAX FUND	0.00
01-1031	DUE TO/FROM SPECIAL REV. FUND	0.00
01-1032	DUE FROM INVESTMENT-CIVIC CTR.	0.00
01-1033	ACCOUNTS RECEIVABLE	0.00
01-1034	SALES TAX REC./TX COMPTROLLER	278,570.22
01-1035	DUE FROM IMS FLEX ACCT.	6,819.54
01-1036	FRANCHISE TAX RECEIVABLE	90,808.95
01-1040	TAN IS RESERVE	0.00
01-1044	CIP - F PARK LIGHT PROJECT	0.25
01-1045	CITY OF LAMESA - CTS FESTIVAL	4,969.11
01-1046	CRIME LINE	2,675.10
01-1050	DUE TO/FROM RISK MGMT & SAFE	0.00
01-1055	DUE FROM INVESTMENT FUND	0.00
01-1056	DUE FROM TEXSTAR POOL	301,845.16
01-1060	DUE FROM ECONOMIC DEVELO	30,030.50
01-1061	DUE FROM BUILDING SECURITY	0.00
01-1062	DUE FROM PES FUND	0.00
01-1063	DUE FROM POLICE DONATION FUND	0.00
01-1064	DUE FROM TECHNOLOGY FUND	0.00
01-1065	DUE FROM ECONOMIC DEV. AUDITOR	13,792.01

BALANCE SHEET

AS OF JANUARY 31ST, 2019

01 -GENERAL FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
01-1066	DUE FROM S.W.A.T FUND	0.00
01-1070	DUE FROM FORESTED TRUST	0.00
01-1074	DUE FROM WW2-LAND PURCHASE	0.00
01-1072	DUE TO/FROM GOLF COURSE	0.00
01-1080	D.A.R.E.	0.00
01-1085	DUE FROM HOUSING AUTHORITY	0.00
01-1030	REFR FOR RETIREMENT/C.O.	0.00
01-1035	DUE FROM LEAP	0.00
		4,738,426.24
TOTAL ASSETS		4,738,426.24

LIABILITIES

01-2013	PAYING LIEN REFUND PAYABLE	0.00
01-2014	SALES TAX PAYABLE	0.00
01-2015	VOUCHERS PAYABLE	293,614.34
01-2016	COMMUNITY BLDG. DEPOSITS	20,124.00
01-2017	REFUND OF CASH DEPOSITS	591.00
01-2018	WAGES PAYABLE	0.00
01-2019	GROUP INSURANCE PAYABLE	0.00
01-2020	WITHOLDING TAX PAYABLE	0.00
01-2021	SOCIAL SECURITY PAYABLE	0.00
01-2022	T.M.R.S. PAYABLE	0.00
01-2023	AUTO ALLOWANCE PAYABLE	0.00
01-2024	BONDS	0.00
01-2025	REDUCTIONS PAYABLE	0.00
01-2026	WORKERS COMPENSATION	25,000
01-2027	AIRPORT	0.00
01-2028	OPTIONAL LIFE PAYABLE	7,084.04
01-2029	DUE TO SMM	0.00
01-2030	GOVERNOR'S TAX PAYABLE	0.00
01-2031	TRANS. FOR RET. BONDS	0.00
01-2032	DUE TO STATE AGENCY	0.00
01-2033	C.O.B.G.	0.00
01-2034	DUE TO LAMESA HOUSING	0.00
01-2035	TRANS. FROM DEVELOP. FUND	0.00
01-2036	TEEN COURT ADMIN FEE	150.00
01-2037	DUE TO RISK MGT & SAFETY	0.00
01-2038	DUE TO/FROM WATER FUND	0.00
01-2039	WARRANTS PAYABLE	0.00
01-2040	UNITED FUND	38.00
01-2041	SALES TX DUE TO LRDC -TX COMPT	46,428.37
01-2042	DUE TO LEAP -SALES TAX	46,428.37
01-2043	TMRS EMPLOYEE BACK PAY	385.49
01-2044	FLEX SPENDING ACCT. (FSA)	1,121.07
01-2045	PROV. FOR COMP. ABSENCES	0.13
01-2048	1992 C.O. DEBT-PRINCIPAL	0.00
01-2049	1993 C.O. DEBT	0.00
01-2050	ICMA-RC PAYABLE	0.00
01-2051	COURT BONDS PAYABLE	0.00

01 - GENERAL FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
01-2052	COURT BUILDING SECURITY FUND	0.00
01-2053	COURT TECHNOLOGY FEE	0.00
01-2055	TAN I&S PRINCIPAL	0.00
01-2056	TAN I&S INTEREST	0.00
01-2057	NORTHLAND PEG FEES	742.74
01-2058	NTS PEG FEES	0.00
01-2070	GROUP INS. PRE-TAX	4,647.42
01-2075	EMPLOYEE RETIR. SICK LEAVE	0.00
01-2086	DEFERRED REVENUE-PAVING	0.00
01-2081	DEFERRED REVENUE-TAXES	126,115.95
01-2082	DEFERRED REVENUE-MISC. POLICE	0.14
01-2083	DEFERRED REVENUE REVITAL GRANT	0.00
01-2084	DEFERRED REVENUE- CIVIC CENTER	0.00
01-2085	AYLAC PRE-TAX	1,436.97
01-2086	DEFERRED REV.-POLICE DONATIONS	0.00
01-2087	DEFERRED REV.-COURTHOUSE PROJ.	0.00
01-2088	DEFERRED REVENUE-SWAT DONATION	0.00
01-2089	DEFERRED REVENUE/FIRE PROTECTI	0.00
01-2090	AYLAC POST TAX	636.94
01-2091	DEFERRED REV.-I.T.S.D. BUYMONE	3,736.50
01-2092	AIR MED CARE	0.00
01-2094	NEW YORK LIFE INS. PAYABLE	0.00
01-2095	VISION INS. PAYABLE	125.68
01-2096	EMPLOYEE LEGAL SERV. PAYABLE	181.30
01-2097	WORK BOOTS PAYABLE	1,545.66
01-2098	DEFERRED REV. - SPORTS COMPLEX	56,970.00
01-2099	JAC FITNESS PAYABLE	745.03
01-2150	ACCRUED PAYABLES	0.00
01-2160	ACCRUED PAYROLL LIABILITY	81,934.35
01-2999	PROFIT & LOSS	0.00
	TOTAL LIABILITIES	679,368.59
EQUITY		
01-3001	FUND BALANCE	3,029,018.57
01-3002	RESERVE-CAPITAL EQUIPMENT	0.00
01-3003	RESERVE-BUILDING & COMPUTER	0.00
01-3010	C.O. INTEREST	0.00
01-3011	C.O. PRINCIPAL	0.00
01-3012	TAN INTEREST	0.00
01-3013	TAN PRINCIPAL	0.00
01-3014	OTHER PRINCIPAL	0.00
01-3015	OTHER INTEREST	0.00
	TOTAL BEGINNING EQUITY	3,029,018.57
	TOTAL REVENUE	2,426,388.31
	TOTAL EXPENSES	1,396,369.23
	TOTAL REVENUE OVER/(UNDER) EXPENSES	1,030,019.08
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.	4,059,037.65
	TOTAL LIABILITIES, EQUITY & REV. OVER/(UNDER) EXP.	4,738,426.24

02 -WATER & WASTEWATER ENTER.

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
ASSETS		
02-1001	CASH IN BANK	488,358.39
02-1002	CASH IN DRAWER	0.00
02-1003	DUE FROM INVESTMENTS/WATER DEP	29,766.50
02-1004	CAPITAL EQUIPMENT RESERVE	486,989.99
02-1005	W.S.G. CHGS. RECEIVABLE	180,941.39
02-10051	REFUNDS PAYABLE	241.04
02-10052	UTILITY A/R SUSPENSE	0.00
02-10054	UNAPPLIED US REVENUE	16,614.89
02-10054	US GL RECON REPORT	0.00
02-10059	UNBILLED REVENUE RECEIVABLE	0.00
02-1006	PROV. FOR UNCOLLECT. ACCTS	43,882.52
02-1007	INVENTORY SUPPLIES	186,046.70
02-1008	WW TRMT PLNT REG. INVESTMENTS	92,550.06
02-1009	UTILITY SYSTEM IMPROV RESERVE	0.00
02-1010	UNAMORTIZED TAN ISSUE COSTS	0.00
02-1011	AMORT. OF DISC. & PREMIUMS	0.00
02-1012	WATER SYSTEM LAND	33,460.11
02-1013	WATER RIGHTS PURCHASED	6,680,247.00
02-1014	WALKS, DRIVES & FENCES	10,223,647.26
02-1015	BUILDINGS	149,063.00
02-1016	WELLS & WELL HOUSES	0.00
02-1017	BOOSTER STAT. AND STORAGE	0.00
02-1018	WATER LINES, VALVES & FITT	0.00
02-1019	WATER TAPS AND METERS	6,816,494.00
02-1020	AUTOMOTIVE & MISC. EQUIP.	2,163,119.39
02-1021	FIRE HYDRANTS	0.00
02-1022	WATER SYST. DEPRECIATION	11,579,223.48
02-1023	SEWER SYSTEM-LAND & LAGOON	95,540.50
02-1024	SEWAGE LIFT STATIONS	0.00
02-1025	DISPOSAL PLANT	0.00
02-1026	SEWER LINES	0.00
02-1027	SEWER SYS. DEPRECIATION	0.00
02-1028	DUE TO/FROM SOLID WASTE	0.00
02-1028	ELECTRICAL INVENTORY	0.00
02-1030	WW LIFTSTATION/LUBBOCK HWY.	403.11
02-1031	ACCOUNTS REC. - TRRA	0.00
02-1032	06 TAN ISSUANCE COSTS	27,120.24
02-1033	06 TAN AMORTIZATION	43,915.00
02-1035	DUE FROM TCDP GRANT	0.00
02-1036	DUE FROM INV. FUND-TX NOTE 06	18,319.68
02-1037	DUE TO INV. - WELLS & TOWER	395,161.73
02-1039	WATER TREATMENT PLANT	0.00
02-1040	WW TRMT PLANT RES.	0.00
02-1050	CASH IN BANK-TRMT PLANT	0.00
02-1060	CIP - NEW WATER WELL PROJECT	18,501.29
02-1065	CIP - LUBBOCK HWY LIFTSTATION	0.16
02-1070	CIP - ELEVATED STORAGE TANK	0.24
02-1075	CIP - WATER MAIN IMP, HWY 87	0.48
02-1080	NET PENSION ASSET (LIABILITY)	30,921.00

02 -WATER & WASTEWATER ENTER.

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
02-1001	DEFERRED OUTFLOW-PENSION CONTR	21,005.00
02-1002	DEFERRED OUTFLOW-PENSION INV E	173,541.00
02-1003	L.E.D.C. PRISON TOWER REC.	0.00
		15,655,963.76

TOTAL ASSETS

16,655,863.76

LIABILITIES

02-2010	DUE TO LAMESA EDC	0.00
02-2013		0.00
02-2025	REVENUE RECOVERY LIABILITY	236.77
02-2026	REVENUE RECOVERY FEES	2,744.45
02-2027	UNDEPOSITED METER DEPOSIT	0.00
02-2028	WATER DEPOSITS	261,433.98
02-2029	P.M.R.S. PAYABLE	0.00
02-2030	F.I.C.A. PAYABLE	0.00
02-2031	VOUCHERS PAYABLE	0.00
02-2032	BONDS PAYABLE-PRISON	0.00
02-2033	CONTRIBUTED BY DEVELOPERS	255,845.00
02-2034	CONTRIBUTED BY U.S. GOV'T	236,975.33
02-2035	RES. RETIRE. OF BONDS & INT	0.00
02-2036	EARNED SURPLUS INVESTED	0.00
02-2037	EARNED SURPLUS UNAPPROPR.	0.00
02-2038	INT. ON B.F. INVESTMENT	0.00
02-2039	TRANS. FOR RET. OF BONDS	0.00
02-2040	OPERATING TRANSFER	0.00
02-2041	BOND INTEREST EXPENSE	0.00
02-2042	HANDLING FEES	0.00
02-2043	CAPITAL PROJECT FUNDS	440,420.21
02-2045	PROV. COMPENSATED ABSENCES	41,251.02
02-2046	DUE TO/FROM GENERAL FUND	0.00
02-2047	DUE TO SOLID WASTE	0.00
02-2048	DUE TO RISK MGT & SAFETY	0.00
02-2049	1992 C.O. DEBT NON CURRENT	0.00
02-2050	NOTE PAYABLE- 2006 TAX NOTES	0.00
02-2051	NOTE PAYABLE-CAT FINANCE	0.00
02-2052	LEASE PAYABLE-RAATG(NON-CURRENT)	4,640,416.00
02-2053	NOTES PAYABLE-WSR (NONCURRENT)	0.40
02-2054	BONDS PAYABLE - USDA	4,331,000.00
02-2055	CONTRIBUTED CAPITAL-TCDF	364,480.00
02-2056	CONTRIBUTED CAPITAL-TDCJ	133,567.10
02-2057	DUE TO G/F - LAND PURCHASE	0.00
02-2058	DUE TO SMMF - LAND PURCHASE	75,000.00
02-2059	DUE TO CAP. PROJ.-LAND PURCHAS	0.00
02-2060	AFIAC PRE-TAX	0.00
02-2061	DUE TO/FROM GOLF COURSE FUND	0.00
02-2070	GROUP INS. PRE-TAX	0.00
02-2085	AFIAC PRE-TAX	0.00
02-2090	AFIAC POST TAX	0.00
02-2095	VISION INS. PAYABLE	0.42

BALANCE SHEET

AS OF: JANUARY 31ST, 2019

02 - WATER & WASTEWATER ENTER.

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
02-2160	ACCUMULATED PAYROLL LIABILITY	31,603.93
02-2900	CURRENT PORTION 91 C.O.'S	0.00
02-2901	CURRENT PORTION - USDA	80,000.00
02-2902	CURRENT PORTION-2006 TAN	0.00
02-2903	CURRENT PORTION-CAT FINANCE	0.00
02-2904	LEASE PAYABLE-AAIG (CURRENT)	124,636.00
02-2905	NOTES PAYABLE-WEB (CURRENT)	0.33
02-2906	NOTES PAYABLE-SOUTH PLAINS COM	0.00
02-2909	TAX NOTE 2013 - ST	0.00
02-2910	TAX NOTE 2013 L-T	210,000.00
02-2911	CURRENT PORTION COMP ABSE	11,634.80
02-2912	TAX NOTE 2013-A L-T	307,000.00
02-2913	TAX NOTE 2013A - S-T	0.00
02-2914	TAX NOTE 2014 L-T	103,535.00
02-2915	TAX NOTE 2014 S-T	12,040.00
02-2920	DEFERRED REV-LIFTSTATION PROJ.	0.00
02-2925	CONJ. USE SERIES 2011-NONCURRE	1,338,703.00
02-2926	CONJ USE SERIES 2011-CURRENT	78,536.00
02-2927	REFUNDING 2010 - NON CURRENT	40,718.00
02-2928	REFUNDING SERIES 2010-CURRENT	15,023.00
02-2929	RECLAMATION 2010 - NON CURRENT	0.00
02-2930	RECLAMATION 2010 - CURRENT	165,330.00
02-2931	GROUNDWATER 2009-NON CURRENT	102,845.00
02-2932	GROUNDWATER 2009 - CURRENT	20,846.00
02-2933	GROUNDWATER 2008 - NONCURRENT	0.00
02-2934	GROUNDWATER 2009 - CUPRENT	0.00
02-2935	GROUNDWATER 2005-NONCURRENT	0.00
02-2936	GROUNDWATER 2005 - CURRENT	0.00
02-2937	GROUNDWATER 2012-NONCURRENT	868,538.00
02-2938	GROUNDWATER 2012-CURRENT	27,130.00
02-2939	2014 BOND (2005) ST	32,519.00
02-2940	2014 BOND (2005) LT	123,590.00
02-2941	2014 PREMIUM (2005)	18,159.00
02-2942	2014 BOND (2006) ST	40,564.00
02-2943	2014 BOND (2006) LT	527,462.00
02-2944	2014 PREMIUM (2006)	32,224.00
02-2945	2017 BACKHOE LOADER LT	11,077.00
02-2946	2017 BACKHOE LOADER ST	16,415.00
02-2950	DEFERRED OUTFLOW-PENSION	25,006.00
02-2999	PROFIT & LOSS	0.00
	TOTAL LIABILITIES	13,017,698.80
EQUITY		
02-3001	FUND BALANCE	3,922,992.64
02-3002	RESERVE-UTILITY SYSTEM IMPROV	0.00
02-3010	C.O. INTEREST	0.00
02-3012	TAN INTEREST	0.00
	TOTAL BEGINNING EQUITY	3,922,992.64

02 -WATER & WASTEWATER ENTER.

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<hr/>		
TOTAL REVENUE		7,433,361.89
TOTAL EXPENSES		1,778,209.67
TOTAL REVENUE OVER/(UNDER) EXPENSES		5,655,152.22
TOTAL ASSETS		16,555,847.76
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.		16,555,847.76

BALANCE SHEET

AS OF: JANUARY 31ST, 2019

03 -SOLID WASTE ENTERPRISE

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
ASSETS		
03-1001	CASH IN BANK	983,206.10
03-1002	CASH IN BANK - DEBT SERVICE	0.00
03-1003	CASH IN BANK - CAPITAL RESERVE	0.00
03-1004	DUE FROM GENERAL FUND	0.00
03-1005	DUE FROM WASTEWATER	0.00
03-10059	UNBILLED REVENUE RECEIVABLE	98,852.45
03-1006	DUE FROM WWF- LAND PURCHASE	75,000.00
03-1007	DUE FROM INVESTMENTS-DEBT SERV	0.00
03-1008	DUE FROM INV.-CAPITAL RESERVE	119,901.85
03-1010	UNAMORTIZED TAN ISSUE COSTS	0.00
03-1011	GARBAGE CHG. RECEIVABLE	91,503.14
03-1012	UNCOLLECTIBLE GARB.CHGS.	31,288.41
03-1019	GRANT PROCEEDS RECEIVABLE	0.00
03-1014	LAND	143,957.00
03-1015	BUILDINGS	2,386,652.61
03-1019	AUTOMOTIVE & MISC.EQUIP.	4,858,192.77
03-1020	DUE FROM INVESTMENT FUND	0.00
03-1021	CAPITAL EQUIPMENT RESERVE	46,067.05
03-1022	POST CLOSURE RESERVE	621,432.44
03-1023	ENVIRONMENTAL OPER CENTER RES	0.00
03-1024	RESERVE FOR TAN IAS	0.00
03-1027	05 TAN ISSUANCE COSTS	0.00
03-1028	ACCUM. AMORT-ISSUANCE COSTS	0.27
03-1030	CIP - NEW LANDFILL CELL #4	0.45
03-1050	ACCUMULATED DEPRECIATION	5,786,120.38
03-1080	NET PENSION ASSET (LIABILITY)	27,113.00
03-1081	DEFERRED OUTFLOW-PENSION CONTR	11,667.00
03-1082	DEFERRED OUTFLOW-PENSION INV	96,382.00
		3,764,231.90
TOTAL ASSETS		3,764,231.90
LIABILITIES		
03-2010	DUE TO/FROM GENERAL FUND	0.00
03-2013		0.00
03-2020	DUE TO/FROM WASTE WATER	0.00
03-2021	POSTCLOSURE RESERVE	0.00
03-2022	DUE TO RISK MGT & SAFETY	0.00
03-2030	CONTRIBUTED CAPITAL - SCALE	41,191.00
03-2040	TAN INTEREST EXPENSE	0.00
03-2041	BOND INTEREST EXPENSE	0.00
03-2042	LOSS ON EQUIPMENT	0.00
03-2044	COR.PROV FOR COMP.ABSENCE	5,464.47
03-2045	PROV-COMPENSATED ABSENCE	20,789.84
03-2049	1992 C.O. DEBT NON-CURRENT	0.00
03-2050	N/P - CATAPILLAR (DOZER)	0.25
03-2051	ESTABLISH.LANDFILL CLOSURE	320,411.09
03-2052	OUTSOURCE LEASE-MAD VAC C-T	0.00

03 -SOLID WASTE ENTERPRISE

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
03-2053	CATERPILLAR LEASE - S-T	0.15
03-2054	2005 TAX NOTE -CURRENT PORTION	0.00
03-2055	N/P CATERPILLAR (BULLDOZER)	0.311
03-2056	TAN IS INTEREST	0.00
03-2060	AFLAC PRE-TAX	0.00
03-2065	N/P KSB - GARBAGE TRUCK	0.00
03-2070	GROUP INS. PRE-TAX	0.00
03-2085	AFLAC PRE-TAX	0.00
03-2090	AFLAC POST TAX	0.00
03-2095	VISION INS. PAYABLE	0.00
03-2096	N/P-CATERPILLAR 930H - LT	0.00
03-2097	N/P - CATERPILLAR 930H - ST	23,714.00
03-2098	N/P CATERPILLAR (BACKHOE) ST	0.00
03-2160	ACCURED PAYROLL LIABILITY	15,013.54
03-2165	N/P MACK TRUCK W/ SIDELOAD -LT	0.00
03-2166	N/P MACK TRUCK W/ SIDELOAD -ST	0.00
03-2901	CURRENT PORTION 92 C.O.'S	0.00
03-2902	CURRENT PORTION-1997 TAN	0.00
03-2903	OUTSOURCE LEASE- MAD VAC L-T	0.00
03-2904	CATERPILLAR LEASE - L-T	0.00
03-2905	2005 TAX NOTE (LT)	0.00
03-2906	ST-CATERPILLAR LOADER 2015	11,122.00
03-2907	LT - CATERPILLAR LOADER 2015	112,540.00
03-2908	ST-CATERPILLAR BULL DOZER 2015	39,435.00
03-2909	LT-CATERPILLAR BULL DOZER 2015	82,154.00
03-2910	TAX NOTE 2012 - LT	145,700.00
03-2911	TAX NOTE 2012 - ST	0.00
03-2912	2016 MACK DUMP TRUCK - LT	89,703.00
03-2913	2016 MACK DUMP TRUCK - ST	42,905.00
03-2450	DEFERRED INFLOW-PENSION	14,266.00
	TOTAL LIABILITIES	1,164,809.53
EQUITY		
03-1001	FUND BALANCE	2,341,995.47
03-3002	INVESTMENT IN PROPERTY	0.00
03-3003	UNRESERVED FUND BALANCE	0.00
03-3004	POSTCLOSURE RESERVE	107,220.18
03-3005	RESERVE ENVIRONMENTAL OPER CNTR	0.00
03-3010	C.O. INTEREST	0.00
03-3012	TAN INTEREST	0.00
	TOTAL BEGINNING EQUITY	2,449,215.65
	TOTAL REVENUE	614,357.85
	TOTAL EXPENSES	524,159.13
	TOTAL REVENUE OVER/(UNDER) EXPENSES	90,198.72
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.	2,539,422.37
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.	3,704,231.90

18 -MUNICIPAL GOLF COURSE

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
ASSETS		
18-1001	CASH	14,905.26
18-1005	GOLF FEES RECEIVABLE	47,110.69
18-1006	ALLOWANCE FOR BAD DEBTS	25,136.20
18-1020	LAND IMPROVEMENTS	79,362.32
18-1021	EQUIPMENT	316,363.09
18-1022	DEPRECIATION	165,019.00
18-1023	BUILDINGS & IMPROVEMENTS	12,143.00
18-1028	SALES TAX RECEIVABLE	0.00
18-1030	DUE TO/FROM WATER FUND	0.00
18-1080	NET PENSION ASSET (LIABILITY)	4,625.00
18-1081	DEFERRED OUTFLOW-PENSION CONTR	3,142.00
18-1082	DEFERRED OUTFLOW-PENSION INV.	25,956.00
		274,391.63
TOTAL ASSETS		274,391.63
LIABILITIES		
18-2010	DUE TO/FROM GENERAL FUND	0.00
18-2013	NOTES PAYABLE-OUTSOURCE/CURR.	0.00
18-2014	SALES TAX PAYABLE	0.00
18-2015	NOTE PAYABLE-WELLS FARGO-CURREN	0.00
18-2016	DUE TO RISK MGMT.	96,624.00
18-2017	NOTES PAYABLE	0.00
18-2018	NOTES PAYABLE - OUTSOURCE	0.00
18-2044	COMP. ABSENCES - CURRENT	2,762.21
18-2045	COMP. ABSENCES - LONG TERM	9,791.11
18-2160	ACCRUED PAYROLL LIABILITY	3,880.96
18-2902	RANGE BALL SERVER -ST PORTION	0.00
18-2903	PNC GOLF CAR LEASE - LT	72,524.00
18-2904	PNC GOLF CAR LEASE - ST	10,579.00
18-2906	RANGE BALL SERVER- LT PORTION	12,216.00
18-2907	TORO MOWER LT	44,792.00
18-2950	DEFERRED INFLOW-PENSION	3,842.00
	TOTAL LIABILITIES	257,011.28
EQUITY		
18-3001	FUND BALANCE	10,959.13
	TOTAL BEGINNING EQUITY	10,959.13
	TOTAL REVENUE	79,775.25
	TOTAL EXPENSES	75,354.03
	TOTAL REVENUE OVER/(UNDER) EXPENSES	6,421.22
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.	17,380.35
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.	274,391.63

City Council Agenda

City of Lamesa, Texas

DATE OF MEETING: FEBRUARY 26, 2019

AGENDA ITEM: 21

SUBJECT: CITY MANAGER REPORT

SUBMITTED BY: City Manager

SUMMARY STATEMENT

COUNCIL ACTION

No City Council action required.

City Council Agenda

City of Lamesa, Texas

DATE OF MEETING: FEBRUARY 26, 2019

AGENDA ITEM: 22

SUBJECT: MAYORS REPORT

SUBMITTED BY: Mayor

SUMMARY STATEMENT

Mayor to report on current activities and to answer questions from City Council.

COUNCIL ACTION

No City Council action required.

City Council Agenda

City of Lamesa, Texas

DATE OF MEETING: FEBRUARY 26, 2019

AGENDA ITEM: 23

ADJOURNMENT: *Announcement by the Mayor* – “The next regular meeting of the City Council of the City of Lamesa, Texas will be held at 5:30 p.m., on **Tuesday, March 19, 2019** at City Hall, 601 South First Street. Persons desiring to present business to the City Council at that meeting are directed to submit a request in writing to the city secretary by **Wednesday, March 13, 2019**, in order to be included on the agenda. There being no other business, the meeting is hereby adjourned.”