

Nick Krueger, Councilmember  
Charlotte Moore, Councilmember  
James Clark, Councilmember



Chrissa Hartle, Councilmember  
Jim Tate, Councilmember

**Alan Woodall, Mayor**

**CITY OF JUSTIN  
CITY COUNCIL AGENDA  
MONDAY, NOVEMBER 30, 2020  
415 N. COLLEGE AVE.  
(Conducted via teleconference)  
6:00 P.M.**

One or more members of the City Council may participate in this meeting remotely in compliance with the Texas Open Meetings Act or under the provisions provided by the Governor of Texas in conjunction with the Declaration of Disaster enacted March 13, 2020.

In accordance with Order of the Office of the Governor issued March 16, 2020 and March 19, 2020, the Justin City Council will conduct the meeting scheduled at 6:00 p.m. on Monday, November 30, 2020 by telephone conference in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of the Coronavirus (COVID-19). There will be no public access to the location described above. A recording of the meeting will be made and will be available to the public.

The public dial in number to participate in the telephonic meeting is: 1 (346) 248-7799 or 1 (253) 215-8782

Webinar ID: 869 2549 8494  
Passcode: 666952

The Zoom meeting may also be joined by clicking the following link:  
<https://us02web.zoom.us/j/86925498494?pwd=b0NVdXB5ak1ZMWhjaUN6SkF0SXJlZz09>

Webinar ID: 869 2549 8494  
Passcode:666952

**CALL TO ORDER**

Convene into session:  
Roll Call:

**WORKSHOP SESSION**

1. Presentation and Discussion from NewGen Strategies & Solutions regarding Water and Sanitary Sewer Rate study.
2. Discussion regarding calling for a public hearing on January 11, 2021 regarding Water and Sanitary Sewer Rates.
3. Discussion regarding amendments to the Master Thoroughfare Plan.
4. Discussion regarding authorizing vehicle lease purchases for Fire Department, Parks, and Water Departments.
5. Discussion regarding authorizing Justin Youth Sports Association to use City Hall gym facility for indoor recreational winter sports.
6. Discussion regarding the Food Pantry located at 405 W. 3<sup>rd</sup> St.
7. Discussion regarding capital improvement schedule.

### **STAFF/BOARD UPDATES**

- Monthly Financials

### **CONVENE INTO REGULAR SESSION- Immediately Following Workshop Session**

### **CALL TO ORDER**

Convene into Session:  
Invocation and Pledge of Allegiance  
American Flag

Texas Flag:

*“Honor the Texas Flag; I pledge allegiance to thee, Texas, one state, under God, one and indivisible”*

### **PUBLIC COMMENT**

In an effort to allow the public the ability to participate in the public comment portion and not attend the meeting in person, the City will allow the following: The public may email their comment to the City Secretary by 5:00 pm on Monday, November 30, 2020 at [bandrews@cityofjustin.com](mailto:bandrews@cityofjustin.com). The City Secretary will read the email to Council during the public comment portion of the meeting. Please make sure to include your name and address, along with your comment pertaining to an item on the agenda, in the body of the email.

### **POSSIBLE ACTION ITEMS**

8. Consider and take appropriate action to call for a public hearing on January 11, 2021 regarding Water and Sanitary Sewer Rates.

9. Consider and take appropriate action on amendments to the Master Thoroughfare Plan.
10. Consider and take appropriate action to authorize vehicle lease purchases for Fire Department, Parks, and Water Departments.
11. Consider and take appropriate action authorizing Justin Youth Sports Association to use City Hall gym facility for indoor recreational winter sports.
12. Consider and take appropriate action regarding the Food Pantry located at 405 W. 3<sup>rd</sup> St.

## **CONSENT**

### ***Any Council Member may request an item on the Consent Agenda to be taken up for individual consideration***

13. Consider and take appropriate action to approve City Council minutes dated September 14, 2020, October 16, 2020, and October 26, 2020.
14. Consider and take appropriate action regarding a Landscape Maintenance Agreement between the Texas Department of Transportation and City of Justin regarding ongoing maintenance of landscaping improvements to be installed as part of the upcoming Green Ribbon project.

## **EXECUTIVE SESSION**

Any item on this posted agenda could be discussed in Executive Session as long as it is within one of the permitted categories under sections 551.071 through 551.076 and Section 551.087 of the Texas Government Code.

- Under Section 551.071, to conduct private consultation with the City Attorney regarding:
  - Appellate Docket No. 06-17-00054-CV – City of Justin v. Town of Northlake;
  - State Supreme Court Case No. 18-0651 – Town of Northlake v. City of Justin;
  - Denton County Municipal Utility District No. 10 and/or the Texas Commission on Environmental Quality’s Executive Director’s action in granting approval for the creation of Denton County Municipal Utility District No. 10

Convene into executive session.

Adjourn into open meeting.

15. Discuss, consider, and act on items discussed in Executive Session.

## **FUTURE AGENDA ITEMS**

## ADJOURN

I, the undersigned authority, do hereby certify that the above notice of the meeting of the City Council of the City of Justin, Texas, is a true and correct copy of the said notice that I posted on the official bulletin board at Justin Municipal Complex, 415 North College Street, Justin, Texas, a place of convenience and readily accessible to the general public at all times, and said notice posted this 27<sup>th</sup> day of November 2020 by 6:00 p.m., at least 72 hours preceding the scheduled meeting time.

*Brittany Andrews*

Brittany Andrews, City Secretary

City Council Meeting

November 30, 2020

Justin City Hall, 415 North College Street

City Council Cover Sheet

Agenda Item: #1 (Workshop/ Presentation) & #2 (Workshop) / #8 (Action)

Title: Presentation and Discussion from NewGen regarding Water and Sanitary Sewer Rate study.

Department: Administration

Contact: City Manager, Cori Reaume

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**Recommendation: Item #1:** Hear presentation from NewGen and provide any feedback related to recommended rate changes or structural changes.

Item #2/Action **Item #8:** Call for a public hearing on January 11, 2021 at 7:00pm to consider an amendment to the master fee schedule related to utility rate changes.

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**Background:** Earlier this year, the City Council approved an agreement with NewGen Strategies & Solutions to complete an analysis of the City's water and sewer rates. This involves a thorough review of the operational costs of water and sewer, as well as the necessary capital improvement projects over the coming years.

In addition to just recommending a rate study as part of best practices, there were a few goals of the analysis requested/highlighted by staff during the process.

- 1) Wastewater has routinely been subsidized by water. While these two departments are consolidated into one fund, the rates should be addressed to cover water expenses with water revenues, as well as wastewater expenses with wastewater revenues.
- 2) The water/sewer fund does not have 90 days "cash on hand" fund balance. While the City's general fund has made great progress on increasing fund balance, the utility fund has not been as successful. Unfortunately, due to many unanticipated expenses in utilities over the past years (to address failing infrastructure), the minimal fund balance has been depleted. In the current year's budget, the remaining fund balance is recommended to be utilized in order to pay for much-needed improvements to the utility system, including major upgrades to the lift stations. Staff asked the consultants to consider increasing the fund's fund balance over the next 3-5 years in order to hit the minimum 90-day balance.

- 3) Finally, staff requested the consultants consider a recommendation that involved a transition to a “winter average” method of wastewater utility billing. While some cities utilize the method currently used by Justin (water gallons used = wastewater gallons charged, up to a max. of 12,000 gallons), it is increasingly more common for utility providers to consider a “winter average” of water used during three low months in the winter in order to set the maximum amount for wastewater billing throughout the remainder of the year. This prevents residents from paying wastewater charges for water often used more in the summer – irrigation systems, pools, and other water that does not get treated by the wastewater plant.

Unfortunately, that is not a transition that can happen overnight without major fluctuations on certain customers. While some (those who are heavier water users in the summer) would see relief, it would unfortunately be burdensome on those who use less water, which are inherently more likely to include those on fixed incomes. This analysis will consider a change to the winter average over a period of time.

The NewGen team will provide a presentation on Monday night and we will jointly work to provide answers to any questions. It is recommended at this time to call for a public hearing regarding the utility rates on January 11, 2021, at which point in time the Council would consider an amendment to the master fee schedule.

Following the Nov. 30<sup>th</sup> Council meeting, staff will work with the consultants and put together a number of scenarios in easy-to-understand graphics to inform residents of the anticipated changes to their bills up for consideration at the public hearing.

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City Attorney Review: N/A

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Attachments:

NONE – presentation will be given during the meeting.

City Council Meeting

November 30, 2020

Justin City Hall, 415 North College Street

City Council Cover Sheet

Agenda Item: # 3 (Workshop) & 9 (Possible Action)

Title: Discussion regarding amendment to the City's Master Thoroughfare Plan.

Department: Public Works / Administration

Contact: City Manager, Cori Reaume; City Engineer, Chris Cha

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Recommendation: Approve amendments to the City's master thoroughfare plan, as presented.

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Background: In September of this year, staff brought forth recommendations for amendments to the City's Master Thoroughfare Plan. After discussion with the Council about the possible changes, staff were directed to bring back a master thoroughfare map with the changes previously discussed.

The recommended changes are as follows:

- A small correction (in the area of Tally Blvd/FM 156) to move the location of the road over by one lot
- A change to John Wiley/future connection of FM 1171 from a divided to a non-divided roadway, as the existing Reatta Ridge & Legacy Ranch subdivisions do not adequately allow for expansion to a divided roadway in the future. This change also allows for a lessened impact to the Justin Crossing residential subdivision as TXDOT's design engineers continue to move forward with design of the anticipated FM 1171 intersection with FM 156/John Wiley Rd.
- The incorporation of FM 407's realignment as recommended by TXDOT's feasibility study group in July of this year. Because the consultants have recommended a preferred route and there are no longer other routes under consideration, it is recommended that the change be written into the City's master thoroughfare plan in an effort to protect the corridor from any future development that may result in negative impacts to homeowners.

This thoroughfare plan serves as a guideline to protect future roadway routes as additional development occurs in Justin. This document will continue to be amended from time to time as additional development occurs in or around Justin.

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Attachments:

Draft Master Thoroughfare Plan (with amendments)

City Council Meeting

November 30, 2020

Justin City Hall, 415 North College Street

City Council Cover Sheet

Agenda Item: # 4(Workshop) # 10(Possible Action)

Title: Consider and take appropriate action authorizing vehicle lease purchases for Fire Department, Parks, and Water Departments.

Department: Administration

Contact: City Manager, Cori Reaume

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Recommendation: Authorize the lease-purchase of 3 additional vehicles from Enterprise as presented in attached quotes and authorize the City Manager to sign all necessary documents.

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Background: The current fiscal year budget included the addition of multiple vehicles to accommodate additional staff, as well as a new vehicle for the fire department's use. The fire department has requested an additional F-250, very similar to what was provided in the last budget year for use by Chief Mitchell and others in the department. The up-front portion of the aftermarket upgrades (camper topper, lights, other equipment), as well as the additional monthly cost of the vehicle has been budgeted in the current year's budget, and the quote is reasonably within the estimated cost.

The second quote, for public works, is for a half-ton pickup, similar to what is used throughout public works today. The budget included one additional vehicle in the parks department to accommodate the additional parks staffing and allow for separation of the parks crews, as well as a vehicle in the water department for use by the newly-hired meter tech. These vehicles were both budgeted as half-ton pickups, and the pricing is well within what was budgeted for each of those departments. The aftermarket is minimal on these pickups (lights, headache rack, and toolbox), so no up-front aftermarket payment is required.

As a reminder, all vehicles in our Enterprise fleet management program are lease-purchases, with the option to buy after one year. The lease-purchase model allows for great pricing, as well as flexibility of replacing vehicles when it makes the most financial sense, and the management by Enterprise staff of the recalls, registrations, analysis of new vehicle options considering total cost of ownership, fuel usage analysis, etc.



City Attorney Review: N/A

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Attachments:

1. Enterprise quote for fire department F-250
2. Enterprise quote for Chevrolet 1500 (2 requested for water & parks departments)

**Prepared For:** City of Justin - Fire  
Little, Josh

**Date** 11/25/2020  
**AE/AM** J5B/UFP

**Unit #**

**Year** 2021 **Make** Ford **Model** F-250  
**Series** XL 4x4 SD Crew Cab 6.75 ft. box 160 in. WB SRW

**Vehicle Order Type** Ordered **Term** 60 **State** TX **Customer#** 589343

\$ 45,960.00	Capitalized Price of Vehicle <sup>1</sup>
\$ 2,063.69 *	License and Certain Other Charges <u>6.2500%</u> State TX
\$ 158.50 *	Initial License Fee
\$ 0.00	Registration Fee
\$ 325.00	Other: (See Page 2)
\$ 6,000.00 *	Capitalized Price Reduction
\$ 0.00 *	Tax on Capitalized Price Reduction
\$ 0.00	Gain Applied From Prior Unit
\$ 0.00 *	Tax on Gain On Prior
\$ 0.00 *	Security Deposit
\$ 0.00 *	Tax on Incentive ( Taxable Incentive Total : \$0.00 )

**All language and acknowledgments contained in the signed quote apply to all vehicles that are ordered under this signed quote.**

**Order Information**

<b>Driver Name</b>	
<b>Exterior Color</b> (0 P) Race Red	
<b>Interior Color</b> (0 I) Medium Earth Gray w/Cloth 40/Mini-Conso	
<b>Lic. Plate Type</b> Exempt	
<b>GVWR</b> 0	

\$ 40,285.00	Total Capitalized Amount (Delivered Price)
\$ 503.56	Depreciation Reserve @ <u>1.2500%</u>
\$ 125.70	Monthly Lease Charge (Based on Interest Rate - Subject to a Floor) <sup>2</sup>
<b>\$ 629.26</b>	<b>Total Monthly Rental Excluding Additional Services</b>

**Additional Fleet Management**

	Master Policy Enrollment Fees
\$ 0.00	Commercial Automobile Liability Enrollment
	Liability Limit <u>\$0.00</u>

\$ 0.00	Physical Damage Management	Comp/Coll Deductible	<u>0 / 0</u>
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\$ 45.32	Full Maintenance Program <sup>3</sup> Contract Miles <u>50,000</u>	OverMileage Charge	<u>\$ 0.0550</u> Per Mile
	Incl: # Brake Sets (1 set = 1 Axle) <u>0</u>	# Tires <u>0</u>	Loaner Vehicle Not Included

**\$ 45.32 Additional Services SubTotal**

\$ 0.00	Use Tax <u>0.0000%</u>	<b>State</b>
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**\$ 674.58 Total Monthly Rental Including Additional Services**

\$ 10,071.40	Reduced Book Value at <u>60</u> Months
\$ 395.00	Service Charge Due at Lease Termination

Quote based on estimated annual mileage of 10,000  
(Current market and vehicle conditions may also affect value of vehicle)  
(Quote is Subject to Customer's Credit Approval)

**Notes**

Enterprise FM Trust will be the owner of the vehicle covered by this Quote. Enterprise FM Trust (not Enterprise Fleet Management) will be the Lessor of such vehicle under the Master Open - End (Equity) Lease Agreement and shall have all rights and obligations of the Lessor under the Master Open - End (Equity) Lease Agreement with respect to such vehicle. Lessee must maintain insurance coverage on the vehicle as set forth in Section 11 of the Master Open-End (Equity) Lease Agreement until the vehicle is sold.

**ALL TAX AND LICENSE FEES TO BE BILLED TO LESSEE AS THEY OCCUR.**

Lessee hereby authorizes this vehicle order, agrees to lease the vehicle on the terms set forth herein and in the Master Equity Lease Agreement and agrees that Lessor shall have the right to collect damages in the event Lessee fails or refuses to accept delivery of the ordered vehicle. Lessee certifies that it intends that more than 50% of the use of the vehicle is to be in a trade or business of the Lessee.

**LESSEE** City of Justin - Fire

**BY** \_\_\_\_\_ **TITLE**

**DATE**

\* INDICATES ITEMS TO BE BILLED ON DELIVERY.

<sup>1</sup> Capitalized Price of Vehicle May be Adjusted to Reflect Final Manufacturer's Invoice. Lessee Hereby Assigns to Lessor any Manufacturer Rebates And/Or Manufacturer Incentives Intended for the Lessee, Which Rebates And/Or Incentives Have Been Used By Lessor to Reduce the Capitalized Price of the Vehicle.

<sup>2</sup> Monthly Lease Charge Will Be Adjusted to Reflect the Interest Rate on the Delivery Date (Subject to a Floor).

<sup>3</sup> The inclusion herein of references to maintenance fees/services are solely for the administrative convenience of Lessee. Notwithstanding the inclusion of such references in this [Invoice/Schedule/Quote], all such maintenance services are to be performed by Enterprise Fleet Management, Inc., and all such maintenance fees are payable by Lessee solely for the account of Enterprise Fleet Management, Inc., pursuant to that certain separate [Maintenance Agreement] entered into by and between Lessee and Enterprise Fleet Management, Inc.; provided that such maintenance fees are being billed by Enterprise FM Trust, and are payable at the direction of Enterprise FM Trust, solely as an authorized agent for collection on behalf of Enterprise Fleet Management, Inc.

**Aftermarket Equipment Total**

Description	(B)illed or (C)apped	Price
Estimate from Defender	C	\$ 12,000.00
<b>Total Aftermarket Equipment Billed</b>		\$ 0.00
<b>Total Aftermarket Equipment Capitalized</b>		\$ 12,000.00
<b>Aftermarket Equipment Total</b>		\$ 12,000.00

**Other Totals**

Description	(B)illed or (C)apped	Price
Pricing Plan Delivery Charge	C	\$ 125.00
Courtesy Delivery Fee	C	\$ 200.00
<b>Total Other Charges Billed</b>		\$ 0.00
<b>Total Other Charges Capitalized</b>		\$ 325.00
<b>Other Charges Total</b>		\$ 325.00

**VEHICLE INFORMATION:**

2021 Ford F-250 XL 4x4 SD Crew Cab 6.75 ft. box 160 in. WB SRW - US

Series ID: W2B

**Pricing Summary:**

	<b>INVOICE</b>	<b>MSRP</b>
Base Vehicle	\$38,588	\$40,620.00
Total Options	\$2,217.00	\$3,385.00
Destination Charge	\$1,695.00	\$1,695.00
<b>Total Price</b>	<b>\$42,500.00</b>	<b>\$45,700.00</b>

**SELECTED COLOR:**

Exterior: PQ-(0 P) Race Red  
 Interior: 4S-(0 I) Medium Earth Gray w/Cloth 40/Mini-Console/40 Front Seat (Fleet)

**SELECTED OPTIONS:**

<b>CODE</b>	<b>DESCRIPTION</b>	<b>INVOICE</b>	<b>MSRP</b>
160WB	160" Wheelbase	STD	STD
18B	Platform Running Boards	\$405.00	\$445.00
4	Cloth 40/Mini-Console/40 Front Seat (Fleet)	\$559.00	\$615.00
425	50-State Emissions System	STD	STD
43C	110V/400W Outlet	\$160.00	\$175.00
44S	Transmission: TorqShift-G 6-Spd Auto w/SelectShift	Included	Included
4S_01	(0 I) Medium Earth Gray w/Cloth 40/Mini-Console/40 Front Seat (Fleet)	NC	NC
525	Steering Wheel-Mounted Cruise Control (LPO)	\$214.00	\$235.00
546	Trailer Tow Mirrors w/Power Heated Glass	Included	Included
587	Radio: AM/FM Stereo w/MP3 Player	Included	Included
600A	Order Code 600A	NC	NC
64A	Wheels: 17" Argent Painted Steel	Included	Included
67D	200 Amp Alternator	Included	Included
76R	Reverse Sensing System (Fleet)	\$223.00	\$245.00
85S	Tough Bed Spray-In Bedliner	\$542.00	\$595.00
90L	Power Equipment Group	\$979.00	\$1,075.00
90LACD	Accessory Delay	Included	Included
90LASP	Advanced Security Pack	Included	Included
90LPLK	Power Locks	Included	Included
90LPTL	Power Tailgate Lock	Included	Included
90LPWN	Power Front & Rear Seat Windows	Included	Included
90LRKE	Remote Keyless Entry	Included	Included
996	Engine: 6.2L 2-Valve SOHC EFI NA V8 Flex-Fuel	Included	Included
FLADCR	Fleet Advertising Credit	-\$865.00	\$0.00
PAINT	Monotone Paint Application	STD	STD
PQ_01	(0 P) Race Red	NC	NC
STDGV	GVWR: 10,000 lb Payload Package	Included	Included
SYNC	SYNC Communications & Entertainment System	Included	Included
TD8	Tires: LT245/75Rx17E BSW A/S (4)	Included	Included
X37	3.73 Axle Ratio	Included	Included

## CONFIGURED FEATURES:

### Body Exterior Features:

Number Of Doors: 4  
Rear Cargo Door Type: tailgate  
Driver And Passenger Mirror: power remote heated manual folding side-view door mirrors with turn signal indicator  
Convex Driver Mirror: convex driver and passenger mirror  
Mirror Type: manual extendable trailer mirrors  
Running Boards: running boards  
Door Handles: black  
Front And Rear Bumpers: black front and rear bumpers with black rub strip  
Rear Step Bumper: rear step bumper  
Front Tow Hooks: 2 front tow hooks  
Bed Liner: bed liner  
Box Style: regular  
Body Material: aluminum body material  
: class V trailering with harness, hitch  
Grille: black grille

### Convenience Features:

Air Conditioning: manual air conditioning  
Air Filter: air filter  
Cruise Control: cruise control with steering wheel controls  
Power Windows: power windows with driver and passenger 1-touch down  
Remote Keyless Entry: keyfob (all doors) remote keyless entry  
Illuminated Entry: illuminated entry  
Integrated Key Remote: integrated key/remote  
Remote Engine Start: remote engine start - smart device only  
Steering Wheel: steering wheel with manual tilting, manual telescoping  
Day-Night Rearview Mirror: day-night rearview mirror  
Emergency SOS: emergency communication system  
Front Cupholder: front and rear cupholders  
Floor Console: partial floor console with box  
Overhead Console: full overhead console with storage  
Glove Box: illuminated locking glove box  
Driver Door Bin: driver and passenger door bins  
Rear Door Bins: rear door bins  
Dashboard Storage: dashboard storage  
IP Storage: covered bin instrument-panel storage  
Retained Accessory Power: retained accessory power  
Power Accessory Outlet: 2 12V DC power outlets  
AC Power Outlet: 1 AC power outlet

### Entertainment Features:

radio: AM/FM stereo with seek-scan  
Voice Activated Radio: voice activated radio  
Steering Wheel Radio Controls: steering-wheel mounted audio controls  
Speakers: 4 speakers  
Internet Access: FordPass Connect 4G internet access  
1st Row LCD: 2 1st row LCD monitor  
Wireless Connectivity: wireless phone connectivity  
Antenna: fixed antenna

### Lighting, Visibility and Instrumentation Features:

Headlamp Type: delay-off aero-composite halogen headlamps  
Cab Clearance Lights: cargo bed light  
Underhood Light: underhood light  
Front Wipers: variable intermittent wipers  
Tinted Windows: light-tinted windows  
Dome Light: dome light with fade  
Front Reading Lights: front and rear reading lights

Variable IP Lighting: variable instrument panel lighting  
Display Type: analog display  
Tachometer: tachometer  
Compass: compass  
Exterior Temp: outside-temperature display  
Low Tire Pressure Warning: tire specific low-tire-pressure warning  
Park Distance Control: rear parking sensors  
Trip Computer: trip computer  
Trip Odometer: trip odometer  
Oil Pressure Gauge: oil pressure gauge  
Water Temp Gauge: water temp. gauge  
Transmission Oil Temp Gauge: transmission oil temp. gauge  
Engine Hour Meter: engine hour meter  
Clock: in-radio display clock  
Systems Monitor: systems monitor  
Rear Vision Camera: rear vision camera  
Oil Pressure Warning: oil-pressure warning  
Water Temp Warning: water-temp. warning  
Battery Warning: battery warning  
Lights On Warning: lights-on warning  
Key in Ignition Warning: key-in-ignition warning  
Low Fuel Warning: low-fuel warning  
Door Ajar Warning: door-ajar warning  
Brake Fluid Warning: brake-fluid warning

#### Safety And Security:

ABS four-wheel ABS brakes  
Number of ABS Channels: 4 ABS channels  
Brake Assistance: brake assist  
Brake Type: four-wheel disc brakes  
Vented Disc Brakes: front and rear ventilated disc brakes  
Daytime Running Lights: daytime running lights  
Spare Tire Type: full-size spare tire  
Spare Tire Mount: underbody mounted spare tire w/crankdown  
Driver Front Impact Airbag: driver and passenger front-impact airbags  
Driver Side Airbag: seat-mounted driver and passenger side-impact airbags  
Overhead Airbag: Safety Canopy System curtain 1st and 2nd row overhead airbag  
Height Adjustable Seatbelts: height adjustable front seatbelts  
3Point Rear Centre Seatbelt: 3 point rear centre seatbelt  
Side Impact Bars: side-impact bars  
Perimeter Under Vehicle Lights: remote activated perimeter/approach lights  
Tailgate/Rear Door Lock Type: tailgate/rear door lock included with power door locks  
Ignition Disable: SecuriLock immobilizer  
Security System: security system  
Panic Alarm: panic alarm  
Electronic Stability: AdvanceTrac w/Roll Stability Control electronic stability stability control with anti-roll  
Traction Control: ABS and driveline traction control  
Front and Rear Headrests: manual adjustable front head restraints  
Rear Headrest Control: 3 rear head restraints

#### Seats And Trim:

Seating Capacity max. seating capacity of 5  
Front Bucket Seats: front bucket seats  
Number of Driver Seat Adjustments: 4-way driver and passenger seat adjustments  
Reclining Driver Seat: manual reclining driver and passenger seats  
Driver Lumbar: manual driver and passenger lumbar support  
Driver Fore/Aft: manual driver and passenger fore/aft adjustment  
Rear Seat Type: rear 60-40 split-bench seat  
Rear Folding Position: rear seat fold-up cushion  
Leather Upholstery: cloth front and rear seat upholstery  
Headliner Material: full cloth headliner

Floor Covering: full vinyl/rubber floor covering

Shift Knob Trim: urethane shift knob

Interior Accents: chrome interior accents

Standard Engine:

Engine 385-hp, 6.2-liter V-8 (regular gas)

Standard Transmission:

Transmission 6-speed automatic w/ OD and PowerShift automatic

**Prepared For:** City of Justin - Public Works  
Little, Josh

**Date** 11/25/2020  
**AE/AM** J5B/UFP

**Unit #**

**Year** 2021 **Make** Chevrolet **Model** Silverado 1500  
**Series** Work Truck 4x2 Double Cab 6.6 ft. box 147.4 in. WB

**Vehicle Order Type** Ordered **Term** 60 **State** TX **Customer#** 589341

\$ 25,002.65	Capitalized Price of Vehicle <sup>1</sup>
\$ 1,388.79 *	License and Certain Other Charges <u>6.2500%</u> <b>State TX</b>
\$ 158.50 *	Initial License Fee
\$ 0.00	Registration Fee
\$ 325.00	Other: (See Page 2)
\$ 0.00	Capitalized Price Reduction
\$ 0.00 *	Tax on Capitalized Price Reduction
\$ 0.00	Gain Applied From Prior Unit
\$ 0.00 *	Tax on Gain On Prior
\$ 0.00 *	Security Deposit
\$ 0.00 *	Tax on Incentive ( Taxable Incentive Total : \$0.00 )

**All language and acknowledgments contained in the signed quote apply to all vehicles that are ordered under this signed quote.**

**Order Information**

<b>Driver Name</b>	
<b>Exterior Color</b> (0 P) Summit White	
<b>Interior Color</b> (0 I) Jet Black w/Vinyl Seat Trim	
<b>Lic. Plate Type</b> Exempt	
<b>GVWR</b> 0	

\$ 25,327.65	Total Capitalized Amount (Delivered Price)
\$ 316.60	Depreciation Reserve @ <u>1.2500%</u>
\$ 75.71	Monthly Lease Charge (Based on Interest Rate - Subject to a Floor) <sup>2</sup>
<b>\$ 392.31</b>	<b>Total Monthly Rental Excluding Additional Services</b>

**Additional Fleet Management**

	Master Policy Enrollment Fees
\$ 0.00	Commercial Automobile Liability Enrollment
	Liability Limit <u>\$0.00</u>

\$ 0.00	Physical Damage Management	Comp/Coll Deductible	<u>0 / 0</u>
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\$ 39.92	Full Maintenance Program <sup>3</sup> Contract Miles <u>50,000</u>	OverMileage Charge	<u>\$ 0.0500</u> Per Mile
	Incl: # Brake Sets (1 set = 1 Axle) <u>0</u>	# Tires <u>0</u>	Loaner Vehicle Not Included

**\$ 39.92 Additional Services SubTotal**

\$ 0.00	Use Tax <u>0.0000%</u>	<b>State</b>
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**\$ 432.23 Total Monthly Rental Including Additional Services**

\$ 6,331.65	Reduced Book Value at <u>60</u> Months
\$ 395.00	Service Charge Due at Lease Termination

Quote based on estimated annual mileage of 10,000  
(Current market and vehicle conditions may also affect value of vehicle)  
(Quote is Subject to Customer's Credit Approval)

**Notes**

Enterprise FM Trust will be the owner of the vehicle covered by this Quote. Enterprise FM Trust (not Enterprise Fleet Management) will be the Lessor of such vehicle under the Master Open - End (Equity) Lease Agreement and shall have all rights and obligations of the Lessor under the Master Open - End (Equity) Lease Agreement with respect to such vehicle. Lessee must maintain insurance coverage on the vehicle as set forth in Section 11 of the Master Open-End (Equity) Lease Agreement until the vehicle is sold.

**ALL TAX AND LICENSE FEES TO BE BILLED TO LESSEE AS THEY OCCUR.**

Lessee hereby authorizes this vehicle order, agrees to lease the vehicle on the terms set forth herein and in the Master Equity Lease Agreement and agrees that Lessor shall have the right to collect damages in the event Lessee fails or refuses to accept delivery of the ordered vehicle. Lessee certifies that it intends that more than 50% of the use of the vehicle is to be in a trade or business of the Lessee.

**LESSEE** City of Justin - Public Works

**BY** \_\_\_\_\_ **TITLE** \_\_\_\_\_ **DATE** \_\_\_\_\_

\* INDICATES ITEMS TO BE BILLED ON DELIVERY.

<sup>1</sup> Capitalized Price of Vehicle May be Adjusted to Reflect Final Manufacturer's Invoice. Lessee Hereby Assigns to Lessor any Manufacturer Rebates And/Or Manufacturer Incentives Intended for the Lessee, Which Rebates And/Or Incentives Have Been Used By Lessor to Reduce the Capitalized Price of the Vehicle.

<sup>2</sup> Monthly Lease Charge Will Be Adjusted to Reflect the Interest Rate on the Delivery Date (Subject to a Floor).

<sup>3</sup> The inclusion herein of references to maintenance fees/services are solely for the administrative convenience of Lessee. Notwithstanding the inclusion of such references in this [Invoice/Schedule/Quote], all such maintenance services are to be performed by Enterprise Fleet Management, Inc., and all such maintenance fees are payable by Lessee solely for the account of Enterprise Fleet Management, Inc., pursuant to that certain separate [Maintenance Agreement] entered into by and between Lessee and Enterprise Fleet Management, Inc.; provided that such maintenance fees are being billed by Enterprise FM Trust, and are payable at the direction of Enterprise FM Trust, solely as an authorized agent for collection on behalf of Enterprise Fleet Management, Inc.



**Aftermarket Equipment Total**

Description	(B)illed or (C)apped	Price
Estimated AME	C	\$ 800.00
<b>Total Aftermarket Equipment Billed</b>		\$ 0.00
<b>Total Aftermarket Equipment Capitalized</b>		\$ 800.00
<b>Aftermarket Equipment Total</b>		\$ 800.00

**Other Totals**

Description	(B)illed or (C)apped	Price
Pricing Plan Delivery Charge	C	\$ 125.00
Courtesy Delivery Fee	C	\$ 200.00
<b>Total Other Charges Billed</b>		\$ 0.00
<b>Total Other Charges Capitalized</b>		\$ 325.00
<b>Other Charges Total</b>		\$ 325.00

**VEHICLE INFORMATION:**

2021 Chevrolet Silverado 1500 Work Truck 4x2 Double Cab 6.6 ft. box 147.4 in. WB - US

Series ID: CC10753

**Pricing Summary:**

	<b>INVOICE</b>	<b>MSRP</b>
Base Vehicle	\$31,232.5	\$32,500.00
Total Options	\$1,515.15	\$1,665.00
Destination Charge	\$1,595.00	\$1,595.00
<b>Total Price</b>	<b>\$34,342.65</b>	<b>\$35,760.00</b>

**SELECTED COLOR:**

Exterior: GAZ-(0 P) Summit White  
 Interior: H2G-(0 I) Jet Black w/Vinyl Seat Trim

**SELECTED OPTIONS:**

<b>CODE</b>	<b>DESCRIPTION</b>	<b>INVOICE</b>	<b>MSRP</b>
1WT	Preferred Equipment Group 1WT	NC	NC
A68	Rear 60/40 Folding Bench Seat (Folds Up)	Included	Included
AE7	40/20/40 Front Split Bench Seat	Included	Included
AKO	Deep-Tinted Glass	Included	Included
AQQ	Remote Keyless Entry	Included	Included
AU3	Power Door Locks	Included	Included
AXG	Power Front Windows w/Driver Express Up/Down	Included	Included
BG9	Rubberized-Vinyl Floor Covering	Included	Included
BLUE	Bluetooth For Phone	Included	Included
C49	Electric Rear-Window Defogger	Included	Included
C5U	GVWR: 6,800 lbs (3,084 kgs)	STD	STD
CGN	Chevytec Spray-On Black Bedliner	\$495.95	\$545.00
DLF	Heated Power-Adjustable Outside Mirrors	Included	Included
GAZ_01	(0 P) Summit White	NC	NC
GRILL	Black Grille	Included	Included
GU6	3.42 Rear Axle Ratio	STD	STD
H2G_01	(0 I) Jet Black w/Vinyl Seat Trim	NC	NC
IOR	Radio: Chevrolet Infotainment 3 System	STD	STD
K34	Electronic Cruise Control	Included	Included
KW7	170 Amp Alternator	Included	Included
LV3	Engine: 4.3L EcoTec3 V6	Included	Included
MYC	Transmission: Electronic 6-Speed Automatic w/OD	STD	STD
N33	Manual Tilt Wheel Steering Column	Included	Included
PAINT	Solid Paint	STD	STD
PCV	WT Convenience Package	\$1,019.20	\$1,120.00
QBN	Tires: 255/70R17 AS BW	Included	Included
QBR	255/70R17 AS BW Spare Tire	Included	Included
QT5	EZ Lift Power Lock & Release Tailgate	Included	Included
RD6	Wheels: 17" x 8" Ultra Silver Painted Steel	Included	Included
STDSU	Heavy Duty Suspension	STD	STD
STDTM	Vinyl Seat Trim	Included	Included
UDC	3.5" Diagonal Monochromatic Display	Included	Included
VH6	Black (Semi-Gloss) Front Bumper	Included	Included

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<b>CODE</b>	<b>DESCRIPTION</b>	<b>INVOICE</b>	<b>MSRP</b>
VJG	Black (Semi-Gloss) Rear Bumper	Included	Included

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## CONFIGURED FEATURES:

### Body Exterior Features:

Number Of Doors: 4  
Rear Cargo Door Type: tailgate  
Driver And Passenger Mirror: power remote heated manual folding side-view door mirrors  
Door Handles: black  
Front And Rear Bumpers: black front and rear bumpers with black rub strip  
Rear Step Bumper: rear step bumper  
Bed Liner: bed liner  
Box Style: regular  
Body Material: galvanized steel/aluminum body material  
Grille: black grille

### Convenience Features:

Air Conditioning: manual air conditioning  
Console Ducts: console ducts  
Cruise Control: cruise control with steering wheel controls  
Power Windows: power windows with front and rear 1-touch down  
Remote Keyless Entry: keyfob (all doors) remote keyless entry  
Integrated Key Remote: integrated key/remote  
Auto Locking: auto-locking doors  
Trunk FOB Controls: keyfob trunk/hatch/door release  
Steering Wheel: steering wheel with manual tilting  
Day-Night Rearview Mirror: day-night rearview mirror  
Front Cupholder: front cupholder  
Overhead Console: mini overhead console with storage  
Glove Box: locking glove box  
Driver Door Bin: driver and passenger door bins  
Rear Door Bins: rear door bins  
Seatback Storage Pockets: 2 seatback storage pockets  
Dashboard Storage: dashboard storage  
IP Storage: covered bin instrument-panel storage  
Driver Footrest: driver's footrest  
Retained Accessory Power: retained accessory power  
Power Accessory Outlet: 1 12V DC power outlet

### Entertainment Features:

radio: SiriusXM AM/FM stereo with seek-scan  
Radio Data System: radio data system  
Audio Theft Deterrent: TheftLock  
Speakers: 6 speakers  
1st Row LCD: 1 1st row LCD monitor  
Wireless Connectivity: wireless phone connectivity  
Antenna: fixed antenna

### Lighting, Visibility and Instrumentation Features:

Headlamp Type: delay-off aero-composite halogen headlamps  
Auto-levelling Headlights: auto-leveling headlights  
Cab Clearance Lights: cargo bed light  
Front Wipers: variable intermittent wipers  
Rear Window Defroster: rear window defroster  
Tinted Windows: deep-tinted windows  
Dome Light: dome light with fade  
Front Reading Lights: front and rear reading lights  
Variable IP Lighting: variable instrument panel lighting  
Display Type: analog display  
Tachometer: tachometer  
Voltmeter: voltmeter  
Exterior Temp: outside-temperature display  
Low Tire Pressure Warning: tire specific low-tire-pressure warning

Trip Computer: trip computer  
Trip Odometer: trip odometer  
Oil Pressure Gauge: oil pressure gauge  
Water Temp Gauge: water temp. gauge  
Engine Hour Meter: engine hour meter  
Clock: in-radio display clock  
Systems Monitor: systems monitor  
Check Control: redundant digital speedometer  
Rear Vision Camera: rear vision camera  
Oil Pressure Warning: oil-pressure warning  
Water Temp Warning: water-temp. warning  
Battery Warning: battery warning  
Low Oil Level Warning: low-oil-level warning  
Low Coolant Warning: low-coolant warning  
Lights On Warning: lights-on warning  
Key in Ignition Warning: key-in-ignition warning  
Low Fuel Warning: low-fuel warning  
Low Washer Fluid Warning: low-washer-fluid warning  
Door Ajar Warning: door-ajar warning  
Brake Fluid Warning: brake-fluid warning  
Turn Signal On Warning: turn-signal-on warning  
Transmission Fluid Temperature Warning: transmission-fluid-temperature warning  
Brake Pad Wear: brake pad wear

#### Safety And Security:

ABS four-wheel ABS brakes  
Number of ABS Channels: 4 ABS channels  
Brake Assistance: brake assist  
Brake Type: four-wheel disc brakes  
Vented Disc Brakes: front and rear ventilated disc brakes  
Daytime Running Lights: daytime running lights  
Spare Tire Type: full-size spare tire  
Spare Tire Mount: underbody mounted spare tire w/crankdown  
Driver Front Impact Airbag: driver and passenger front-impact airbags  
Driver Side Airbag: seat-mounted driver and passenger side-impact airbags  
Overhead Airbag: curtain 1st and 2nd row overhead airbag  
Occupancy Sensor: front passenger airbag occupancy sensor  
Seatbelt Pretensioners: front seatbelt pre-tensioners  
3Point Rear Centre Seatbelt: 3 point rear centre seatbelt  
Side Impact Bars: side-impact bars  
Perimeter Under Vehicle Lights: remote activated perimeter/approach lights  
Tailgate/Rear Door Lock Type: tailgate/rear door lock included with power door locks  
Rear Child Safety Locks: rear child safety locks  
Ignition Disable: immobilizer  
Panic Alarm: panic alarm  
Electronic Stability: StabiliTrak w/Proactive Roll Avoidance electronic stability stability control with anti-roll  
Traction Control: ABS and driveline traction control  
Front and Rear Headrests: manual adjustable front head restraints  
Rear Headrest Control: 2 rear head restraints

#### Seats And Trim:

Seating Capacity max. seating capacity of 6  
Front Bucket Seats: front split-bench 40-20-40 seats  
Number of Driver Seat Adjustments: 4-way driver and passenger seat adjustments  
Reclining Driver Seat: manual reclining driver and passenger seats  
Driver Fore/Aft: manual driver and passenger fore/aft adjustment  
Front Centre Armrest Storage: front centre armrest with storage  
Rear Seat Type: rear 60-40 split-bench seat  
Rear Folding Position: rear seat fold-up cushion  
Leather Upholstery: vinyl front and rear seat upholstery  
Door Trim Insert: vinyl door panel trim

Headliner Material: full cloth headliner

Floor Covering: full vinyl/rubber floor covering

Cabback Insulator: cabback insulator

Dashboard Console Insert, Door Panel Insert Combination: metal-look instrument panel insert, door panel insert, console insert

Shift Knob Trim: urethane shift knob

Interior Accents: chrome interior accents

Standard Engine:

Engine 285-hp, 4.3-liter V-6 (regular gas)

Standard Transmission:

Transmission 6-speed automatic w/ OD and auto-manual

City Council Meeting

November 30, 2020

Justin City Hall, 415 North College Street

City Council Cover Sheet

Agenda Item: # 5 (Workshop) # 11 (Possible Action)

Title: Consider and take appropriate action to authorize Justin Youth Sports Association to use City Hall gym facility for indoor recreational fall sports.

Department: Administration

Contact: Finance Director, Josh Armstrong

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Recommendation:

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Background: Justin Youth Sports Association recently requested the use of the City Hall gym for the winter basketball league. The current proposed schedule is November 30, 2020- March 6, 2021. This would include practices from 6pm-9pm Monday through Friday, and games on Saturdays. There is no fee in the city's current agreement that outlines the gym use in this way, so an action from the City Council is necessary at this time.

JYSA indicated that in prior seasons, there was a cost of approximately \$400 per team paid to other cities, though the facilities used are in much better shape. Additionally, JYSA is attempting a different type of play this year with less players per team. JYSA board president has suggested similar fees that are used during the baseball season of \$25 per player.

There are many staff concerns related to group gatherings, maintenance, and delay of planned reconstruction, and we would request a robust discussion by the Council related to your preference for/against an agreement with JYSA for gym usage.

City Attorney Review:

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Attachments:  
NONE

City Council Meeting

November 30, 2020

Justin City Hall, 415 North College Street

City Council Cover Sheet

Agenda Item: #6 (Workshop) #12 (Possible Action)

Title: Discussion regarding the Food Pantry located at 405 W. 3<sup>rd</sup> St.

Department: Administration

Contact: City Manager, Cori Reaume

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Recommendation: Discuss and provide direction to staff

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Background: A specific use permit was authorized on September 21, 2020 related to the use of the property located at 405 W. 3<sup>rd</sup> Street in Old Town for the purpose of providing food pantry services (Justin Community Food Pantry).

There were many conditions of approval, as well as a commitment from the City for some improvements (removal of some asphalt parking in the front yard, as well as drainage improvements).

While the City has obtained pricing for the parking area removal, and has awarded the contract to the lowest bidder, the City has been unable to complete this work due to additional renovations necessary by the food pantry in order to transition the method of food deliver to the rear of the building (to deliver to vehicles in the Justin UMC parking lot with access from 2<sup>nd</sup> Street).

There have been some questions/concerns related to the timing of the required changes/upgrades, as well as a complaint regarding a temporary food-service route through the alleyway and a yard for the vehicle route last Tuesday.

This item is on the agenda for discussion and provision of any updates by staff or Council.

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City Attorney Review: N/A

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Attachments:  
NONE



City Council Meeting

November 30, 2020

Justin City Hall, 415 North College Street

City Council Cover Sheet

Agenda Item: # 7 (Workshop)

Title: Discussion regarding capital improvement project schedule update.

Department: Public Works / Administration

Contact: City Manager, Cori Reaume; Public Works Director, Josh Little

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Recommendation: Discussion only

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Background: The City's CIP calendar is available on the City's website for your review at the following direct link:

<http://cityofjustin.com/assets/CIP/CIP-Schedule-REV-09-15-2020.pdf>

Staff will be available to answer any questions about particular items in the calendar.

Attachments:

CIP Calendar



# City of Justin - CIP Schedule

Task Name	Duration	Start	Finish	2020												2021						
				Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	
<b>Reatta EST Repairs</b>	<b>272 days</b>	<b>Sat 11/30/19</b>	<b>Tue 12/15/20</b>	[Gantt bar from Dec 2019 to Dec 2020]																		
Design Work	0 days	Sat 11/30/19	Sat 11/30/19	▶ 11/30																		
Open for Bids	12 days	Mon 1/20/20	Tue 2/4/20	[Blue bar from Jan 20 to Feb 4]																		
Award Bid	0 days	Mon 2/10/20	Mon 2/10/20	◆ 2/10																		
Construction Period	44 days	Thu 10/15/20	Tue 12/15/20	[Blue bar from Oct 15 to Dec 15]																		
<b>Pafford and Leuty Reconstruction</b>	<b>275 days</b>	<b>Mon 12/2/19</b>	<b>Fri 12/18/20</b>	[Gantt bar from Dec 2019 to Dec 2020]																		
Design Work	45 days	Mon 12/2/19	Fri 1/31/20	[Blue bar from Dec 2 to Jan 31]																		
Open for Bids	14 days	Fri 5/8/20	Wed 5/27/20	[Blue bar from May 8 to May 27]																		
Award Bid	0 days	Mon 6/1/20	Mon 6/1/20	◆ 6/1																		
Construction Period	60 days	Mon 9/28/20	Fri 12/18/20	[Blue bar from Sep 28 to Dec 18]																		
<b>Concrete Street Maintenance Program 2020</b>	<b>210 days</b>	<b>Mon 1/6/20</b>	<b>Fri 10/23/20</b>	[Gantt bar from Jan 2020 to Oct 2020]																		
Design Work	40 days	Mon 1/6/20	Fri 2/28/20	[Light blue bar from Jan 6 to Feb 28]																		
Open for Bids	16 days	Fri 5/1/20	Fri 5/22/20	[Blue bar from May 1 to May 22]																		
Award Bid	0 days	Mon 6/1/20	Mon 6/1/20	◆ 6/1																		
Construction Period	50 days	Mon 8/17/20	Fri 10/23/20	[Blue bar from Aug 17 to Oct 23]																		
<b>Asphalt Street Overlay and Maintenance Program 2020</b>	<b>197 days</b>	<b>Mon 1/6/20</b>	<b>Tue 10/6/20</b>	[Gantt bar from Jan 2020 to Oct 2020]																		
Design Work	40 days	Mon 1/6/20	Fri 2/28/20	[Blue bar from Jan 6 to Feb 28]																		
Open for Bids	16 days	Fri 5/1/20	Fri 5/22/20	[Blue bar from May 1 to May 22]																		
Award Bid	0 days	Mon 6/1/20	Mon 6/1/20	◆ 6/1																		
Construction Period	35 days	Wed 8/19/20	Tue 10/6/20	[Blue bar from Aug 19 to Oct 6]																		
<b>FM 156 Water and Wastewater Extension South of John Wiley</b>	<b>221 days</b>	<b>Mon 2/10/20</b>	<b>Mon 12/14/20</b>	[Gantt bar from Feb 2020 to Dec 2020]																		
Design Work	50 days	Mon 2/10/20	Fri 4/17/20	[Blue bar from Feb 10 to Apr 17]																		
Open for Bids	15 days	Fri 5/1/20	Thu 5/21/20	[Blue bar from May 1 to May 21]																		
Award Contract	0 days	Tue 7/28/20	Tue 7/28/20	◆ 7/28																		
Construction Period	80 days	Tue 8/25/20	Mon 12/14/20	[Blue bar from Aug 25 to Dec 14]																		
<b>Completed</b>	<b>194 days</b>	<b>Tue 12/31/19</b>	<b>Mon 9/28/20</b>	[Gantt bar from Dec 2019 to Sep 2020]																		
<b>4th Street (OT-GB) Drainage Improvements</b>	0 days	Mon 8/24/20	Mon 8/24/20	◆ 8/24																		
<b>Roadway Improvements for Wilkerson, Wallace, and Tally</b>	0 days	Mon 9/7/20	Mon 9/7/20	◆ 9/7																		
<b>Well 3 Plugging and Removal</b>	0 days	Tue 12/31/19	Tue 12/31/19	◆ 12/31																		
<b>SWIFT Water Improvements Phase 1 - Part 2</b>	0 days	Tue 9/1/20	Tue 9/1/20	◆ 9/1																		
<b>Downtown Parking</b>	0 days	Mon 9/28/20	Mon 9/28/20	◆ 9/28																		
<b>S. Jackson and Barrett Drive Reconstruction</b>	0 days	Mon 8/17/20	Mon 8/17/20	◆ 8/17																		

Date: Wed 9/16/20

Task	[Blue bar]	Project Summary	[Grey bar]	Manual Task	[Light blue bar]	Start-only	[C]	Deadline	[Green arrow]
Split	[Dotted bar]	Inactive Task	[White bar]	Duration-only	[Dark blue bar]	Finish-only	[C]	Progress	[Blue bar]
Milestone	◆	Inactive Milestone	◆	Manual Summary Rollup	[Dark blue bar]	External Tasks	[Grey bar]	Manual Progress	[Blue bar]
Summary	[Thick blue bar]	Inactive Summary	[Thick grey bar]	Manual Summary	[Thick dark blue bar]	External Milestone	◆		

City Council Meeting

November 30, 2020

Justin City Hall, 415 North College Street

City Council Cover Sheet

Agenda Item: #13(Consent)

Title: Consent Items

Department: Administration

Contact: City Secretary, Brittany Andrews

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Recommendation: Approve consent Items

Consider and take appropriate action to approve City Council minutes dated September 14, 2020, October 16, 2020, and October 26, 2020.

Consider and take appropriate action on Landscape Maintenance Agreement between TXDOT & City of Justin regarding the maintenance of landscaping improvements for the Green Ribbon project.

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Background:

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City Attorney Review:

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Attachments: 1. September 14, 2020 minutes  
2. October 16, 2020 minutes  
3. October 26, 2020 minutes

John Mounce, Councilmember  
Charlotte Moore, Councilmember  
Nick Krueger, Councilmember



Lynn Crites, Mayor Pro Tem  
Brad Rieger, Councilmember

Alan Woodall, Mayor

## **MINUTES**

**State of Texas  
County of Denton  
City of Justin**

### **Justin City Council Regular Session Meeting- September 14, 2020**

One or more members of the City Council may participate in this meeting remotely in compliance with the Texas Open Meetings Act or under the provisions provided by the Governor of Texas in conjunction with the Declaration of Disaster enacted March 13, 2020.

In accordance with Order of the Office of the Governor issued March 16, 2020 and March 19, 2020, the Justin City Council will conduct the meeting scheduled at 5:00 p.m. on Monday, September 14, 2020 by telephone conference in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of the Coronavirus (COVID-19). There will be no public access to the location described above. A recording of the telephonic meeting will be made, and will be available to the public.

## **CALL TO ORDER**

Convene into session: Mayor Woodall called the Workshop Meeting to order at 5:00PM

Roll Call: Mayor Woodall, Mayor Pro Tem, Crites, Councilman Mounce, Councilman Rieger, Councilwoman Moore.

Staff Present: City Manager, Cori Reaume, Public Works Director, Josh Little, Police Chief, Alex Coss, Building Official, Chuck Sellers, Finance Director, Josh Armstrong, Assistant to the City Manager, Abbey Reece, Director of Planning and Development Services, Darrell Gentry, City Secretary, Brittany Andrews, and City Attorney, Matthew Boyle, City Engineer, Chris Cha.

## **WORKSHOP SESSION**

1. Discussion regarding appointments to and membership of the Economic Development Corporation.
2. Discussion regarding Ordinance 679-20 Implementing State law--HB 2439 affecting materials used in construction or renovation of residential and non-residential buildings.
3. Discussion regarding the approval of Speed Limits along FM 156 within the City Limits of Justin by Ordinance 680-20.

4. Discussion regarding depository services.
5. Discussion regarding capital improvement schedule update.

**Discussion was held for items 1-5.**

### **STAFF/BOARD UPDATES**

- Quarterly Investment Report

### **CONVENE INTO REGULAR SESSION- Immediately Following Workshop Session**

### **CALL TO ORDER – Mayor Woodall convened into Regular Session at 6:08PM.**

Invocation: Mayor Pro Tem, Crites gave the Invocation.

### **PUBLIC COMMENT**

In an effort to allow the public the ability to participate in the public comment portion and not attend the meeting in person, the City will allow the following: The public may email their comment to the City Secretary by 5:00 pm on Monday, September 14 at [bandrews@cityofjustin.com](mailto:bandrews@cityofjustin.com). The City Secretary will read the email to Council during the public comment portion of the meeting. Please make sure to include your name and address, along with your comment pertaining to an item on the agenda, in the body of the email.

No Comments

### **PRESENTATION**

- Presentation from Sally Aldridge, President of the Northwest Metroport Chamber of Commerce. (7:00pm)

### **PUBLIC HEARING**

Though the meeting will occur remotely through the Zoom link above in the agenda, public comments related to the proposed fiscal year 2020-2021 budget and the proposed tax rate can be provided either through email to [BAndrews@cityofjustin.com](mailto:BAndrews@cityofjustin.com) OR in person at 415 N. College Ave. Justin, TX 76247 at 7:00pm. Commenters may come in person to provide live comments during the meeting.

6. **PUBLIC HEARING (7:00 P.M.)** : Conduct a Public Hearing on the proposed FY 2020-2021 budget.
  - a. Open public hearing at **7:00pm**
  - b. Close public hearing at **7:02pm**

7. **PUBLIC HEARING (7:00 P.M.)** : Conduct a public hearing on a proposed tax rate of .650000 per \$100 of taxable value.

"A tax rate of \$ .650000 per \$100 valuation has been proposed for adoption by the governing body of the City of Justin. This rate exceeds the lower of the effective or rollback tax rate, and state law requires that two public hearings be held by the governing body before adopting the proposed tax rate. The City Council will vote on the proposed tax rate and the FY 2020-2021 budget on September 21, 2020, at 7:00 p.m. in the City Council Chambers, Justin City Hall, 415 North College Avenue, Justin, Texas.

- c. Open public hearing at **7:03pm**
- d. Close public hearing at **7:04pm**

### **POSSIBLE ACTION ITEMS**

8. Consider and take appropriate action to approve appointments to and membership of the Economic Development Corporation.

**Mayor Pro Tem, Crites made the motion to appoint Bailey Acosta into Place 5 on the Economic Development Corporation.**

**Seconded by: Councilwoman Moore**

**Aye: Councilmembers Crites, Krueger, Mounce, Moore, and Rieger**

**Nay: 0**

**Motion carries**

9. Consider and take appropriate action to approve Ordinance 679-20 Implementing State law--HB 2439 affecting materials used in construction or renovation of residential and non-residential buildings.

**Councilman Mounce made the motion to approve Ordinance 679-20 as presented.**

**Seconded by: Mayor Pro Tem, Crites**

**Aye: Councilmembers Crites, Krueger, Mounce, Moore, and Rieger**

**Nay: 0**

**Motion carries**

10. Consider and take appropriate action on the approval of Speed Limits along FM 156 within the City Limits of Justin by Ordinance 680-20.

**Councilman Rieger made the motion to approve Ordinance 680-20 as presented.**

**Seconded by: Mayor Pro Tem, Crites**

**Aye: Councilmembers Crites, Krueger, Mounce, Moore, and Rieger**

**Nay: 0**

**Motion carries**

11. Consider and take appropriate action to approve depository services.

**No Action**

## **CONSENT**

**Any Council Member may request an item on the Consent Agenda to be taken up for individual consideration**

12. Consider and take appropriate action on resolution 537-20 authorizing continued participation with the Atmos Cities Steering Committee and matters related thereto.

**Mayor Pro Tem, Crites made the motion to approve Resolution 537-20 as presented.**

**Seconded by: Councilman Mounce**

**Aye: Councilmembers Crites, Krueger, Mounce, Moore, and Rieger**

**Nay: 0**

**Motion carries**

13. Consider and take appropriate action to approve City Council Minutes dated August 31, 2020.

**Councilman Rieger made the motion to approve City Council Minutes dated August 31, 2020.**

**Seconded by: Mayor Pro Tem, Crites**

**Aye: Councilmembers Crites, Krueger, Mounce, Moore, and Rieger**

**Nay: 0**

**Motion carries**

## **EXECUTIVE SESSION**

Any item on this posted agenda could be discussed in Executive Session as long as it is within one of the permitted categories under sections 551.071 through 551.076 and Section 551.087 of the Texas Government Code.

- Under Section 551.071, to conduct private consultation with the City Attorney regarding:
  - Appellate Docket No. 06-17-00054-CV – City of Justin v. Town of Northlake;
  - State Supreme Court Case No. 18-0651 – Town of Northlake v. City of Justin;
  - Denton County Municipal Utility District No. 10 and/or the Texas Commission on Environmental Quality’s Executive Director’s action in granting approval for the creation of Denton County Municipal Utility District No. 10

Convene into executive session.

Adjourn into open meeting.

14. Discuss, consider, and act on items discussed in Executive Session.

**FUTURE AGENDA ITEMS**

- **Invite Pastor to come and give invocation during meetings.**
- **CIP update- punch list for downtown parking**
- **Have form of video for viewing when in-person meetings start back.**
- **Public Works update**
- **Recycling Service, and solid waste agreement**

**ADJOURN**

**With there being no further business the meeting was adjourned at 7:05PM**

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Brittany Andrews, City Secretary

Seal:



John Mounce, Councilmember  
Charlotte Moore, Councilmember  
Nick Krueger, Councilmember



Lynn Crites, Mayor Pro Tem  
Brad Rieger, Councilmember

Alan Woodall, Mayor

## **MINUTES**

**State of Texas  
County of Denton  
City of Justin**

### **Justin City Council Regular Session Meeting October 12, 2020**

One or more members of the City Council may participate in this meeting remotely in compliance with the Texas Open Meetings Act or under the provisions provided by the Governor of Texas in conjunction with the Declaration of Disaster enacted March 13, 2020.

In accordance with Order of the Office of the Governor issued March 16, 2020 and March 19, 2020, the Justin City Council will conduct the meeting scheduled at 5:00 p.m. on Monday, October 12, 2020 by telephone conference in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of the Coronavirus (COVID-19). There will be no public access to the location described above. A recording of the telephonic meeting will be made, and will be available to the public.

The Zoom meeting may also be viewed by clicking the following link:

[https://us02web.zoom.us/rec/share/gEISu3siu7-bfckI2rP7\\_FXWfXam7SRYP3u45CAHQ-8ACLjk-j2bUf94\\_bLTODxs.ODkOauqaOvP9so8A?startTime=1602538290000](https://us02web.zoom.us/rec/share/gEISu3siu7-bfckI2rP7_FXWfXam7SRYP3u45CAHQ-8ACLjk-j2bUf94_bLTODxs.ODkOauqaOvP9so8A?startTime=1602538290000)

## **CALL TO ORDER**

Convene into session: Mayor Woodall convened the City Council Workshop meeting at 5:02pm

Roll Call: Mayor Woodall, Mayor Pro Tem, Crites, Councilman Mounce, Councilman Krueger, Councilman Rieger, and Councilwoman Moore.

Staff Present: City Manager, Cori Reaume, Public Works Director, Josh Little, Police Chief, Alex Coss, Building Official, Chuck Sellers, Finance Director, Josh Armstrong, Assistant to the City Manager, Abbey Reece, Director of Planning and Development Services, Darrell Gentry, City Secretary, Brittany Andrews, City Attorney, Matthew Boyle, and City Engineer, Chris Cha.

## **PRESENTATION**

- Presentation from Ryder Warren, Northwest ISD Superintendent.

## **WORKSHOP SESSION**

1. Discussion regarding appointments to and membership of the Parks and Recreation Advisory Board.

2. Discussion regarding appointments to and membership of the Planning and Zoning Commission.
3. Discussion regarding City's willingness to accept water Certificate of Convenience and Necessity (CCN) for approximately 196 acres generally located at the southwest corner of FM 407 West and Boss Range Road and all matters related thereto.
4. Discussion regarding authorization of a task order with Pacheco Koch to update the City of Justin's Water Model to evaluate capacity and assist with planning for infrastructure upgrades.
5. Discussion regarding local business owners' request for consideration of an outdoor Christmas event to be held December 12<sup>th</sup> 2020 in Old Town.
6. Discussion regarding approval of quotes for fencing at public works facility and Old Town elevated storage tower site.
7. Discussion regarding screening and other requirements related to light industrial area and other options for aesthetic enhancement.
8. Discussion regarding gate(s) on Hillside Drive to prevent traffic flow between Timberbrook and Ridgeview subdivisions, and clarification regarding future roadway connections as property develops.
9. Discussion regarding capital improvement schedule.

Discussions were held on items 1-9.

### **STAFF/ BOARD UPDATES**

10. Public Works presentation – Public Works Director, Josh Little presented updates from his departments to Council.

### **CONVENE INTO REGULAR SESSION- Immediately Following Workshop Session**

### **CALL TO ORDER**

Invocation and pledge.

### **PUBLIC COMMENT**

In an effort to allow the public the ability to participate in the public comment portion and not attend the meeting in person, the City will allow the following: The public may email their comment to the City Secretary by 5:00 pm on Monday, October 12, 2020 at [bandrews@cityofjustin.com](mailto:bandrews@cityofjustin.com). The City Secretary will read the email to Council during the public comment portion of the meeting. Please make sure to include your name and

address, along with your comment pertaining to an item on the agenda, in the body of the email.

Public Comments can be found by clicking on the following link.

<http://cityofjustin.com/assets/Public-Comments-for-City-Council-Meetings/Public-Comments-10.12.20.docx>

### **POSSIBLE ACTION ITEMS**

11. Consider and take appropriate action for appointments to and membership of the Parks and Recreation Advisory Board.

**Councilman Rieger made the motion to appoint Michelle Wasik into Place 1 on the Parks and Recreation Board.**

**Seconded by: Mayor Pro Tem, Crites**

**Aye: Councilmembers Crites, Krueger, Mounce, Moore, and Rieger**

**Nay:0**

**Motion carries**

12. Consider and take appropriate action for appointments to and membership of the Planning and Zoning Commission.

**Mayor Pro tem, Crites Made the motion to appoint Bob Heygster to Place 4 on the Planning and Zoning Commission with term to expire**

**Seconded by: Councilman Rieger**

**Aye: Councilmembers Crites, Krueger, Mounce, Moore, and Rieger**

**Nay:0**

**Motion carries**

13. Consider and take appropriate action on City's willingness to accept water Certificate of Convenience and Necessity (CCN) for approximately 196 acres generally located at the southwest corner of FM 407 West and Boss Range Road and all matters related thereto.

**Councilman Mounce made the motion to Approve all necessary filings with the Public Utility Commission related to the acceptance of the water CCN for approximately 196 acres generally located at the southwest corner of FM 407 West and Boss Range Road, in the City's extraterritorial jurisdiction.**

**Seconded by: Mayor Pro Tem, Crites**

**Aye: Councilmembers Crites, Krueger, Mounce, Moore, and Rieger**

**Nay:0**

**Motion carries**

14. Consider and take appropriate action authorization of a task order with Pacheco Koch to update the City of Justin's Water Model to evaluate capacity and assist with planning for infrastructure upgrades.

**Mayor Pro Tem, Crites made the motion to Approve Scope of work for Pacheco Koch to complete an updated water model for the City of Justin in an amount not to exceed \$50,000**

**Seconded by: Councilman Mounce**

**Aye: Councilmembers Crites, Krueger, Mounce, Moore, and Rieger**

**Nay:0**

**Motion carries**

15. Consider and take appropriate action regarding local business owners' request for consideration of an outdoor Christmas event to be held December 12<sup>th</sup> 2020 in Old Town.

**Mayor Pro Tem, Crites made the motion to proceed with the Christmas event that the volunteers are willing to put on.**

**Seconded by: Councilman Mounce**

**Aye: Councilmembers Crites, Krueger, Mounce, Moore, and Rieger**

**Nay:0**

**Motion carries**

16. Consider and take appropriate action to approve quotes for fencing at public works facility and Old Town elevated storage tower site.

**Mayor Pro Tem, Crites made the motion to with Anchor outdoors for fencing in old town and public works facility site as stated in packet, and staff get quotes for screening at a later time.**

**Seconded by: Councilman Rieger**

**Aye: Councilmembers Crites, Krueger, Mounce, Moore, and Rieger**

**Nay:0**

**Motion carries**

17. Consider and take appropriate action regarding screening and other requirements related to light industrial area and other options for aesthetic enhancement.

**No Action**

18. Consider and take appropriate action regarding gate(s) on Hillside Drive to prevent traffic flow between Timberbrook and Ridgeview subdivisions, and clarification regarding future roadway connections as property develops.

**No Action**

## **CONSENT**

***Any Council Member may request an item on the Consent Agenda to be taken up for individual consideration***

19. Consider and take appropriate action to approve the Interlocal Cooperation Agreement for Library Services between the City of Justin and Denton County.
20. Consider and take appropriate action to approve the Interlocal Cooperation Contract for Failure to Appear (FTA) Program, between the Department of Public Safety of the State of Texas, and the Court of the City of Justin.

**Mayor Pro Tem, Crites made the motion to approve all consent items as presented.**

**Seconded by: Councilwoman Moore**

**Aye: Councilmembers Crites, Krueger, Mounce, Moore, and Rieger**

**Nay: 0**

**Motion Carries**

### **EXECUTIVE SESSION**

Any item on this posted agenda could be discussed in Executive Session as long as it is within one of the permitted categories under sections 551.071 through 551.076 and Section 551.087 of the Texas Government Code.

- Under Section 551.071, to conduct private consultation with the City Attorney regarding:
  - Appellate Docket No. 06-17-00054-CV – City of Justin v. Town of Northlake;
  - State Supreme Court Case No. 18-0651 – Town of Northlake v. City of Justin;
  - Denton County Municipal Utility District No. 10 and/or the Texas Commission on Environmental Quality’s Executive Director’s action in granting approval for the creation of Denton County Municipal Utility District No. 10

Convene into executive session.

Adjourn into open meeting.

21. Discuss, consider, and act on items discussed in Executive Session.

### **FUTURE AGENDA ITEMS**

- **Presentation from Coss regarding security at polling location that laws are followed and safety precautions are in place.**
- **Discussion update on options for lawsuit against Northlake. (What if scenario)**
- **Social media policy for councilmembers.**

### **ADJOURN**

**With there being no further business the meeting was adjourned at 8:25PM by Mayor Pro Tem- Crites.**

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Brittany Andrews, City Secretary

Seal:

John Mounce, Councilmember  
Charlotte Moore, Councilmember  
Nick Krueger, Councilmember



Lynn Crites, Mayor Pro Tem  
Brad Rieger, Councilmember

Alan Woodall, Mayor

## **MINUTES**

**State of Texas  
County of Denton  
City of Justin**

### **Justin City Council Regular Session Meeting- October 26, 2020**

One or more members of the City Council may participate in this meeting remotely in compliance with the Texas Open Meetings Act or under the provisions provided by the Governor of Texas in conjunction with the Declaration of Disaster enacted March 13, 2020.

In accordance with Order of the Office of the Governor issued March 16, 2020 and March 19, 2020, the Justin City Council will conduct the meeting scheduled at 7:00 p.m. on Monday, October 26, 2020 by telephone conference in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of the Coronavirus (COVID-19). There will be no public access to the location described above. A recording of the telephonic meeting will be made, and will be available to the public.

Zoom meeting minutes can be found at the following link:

### **CALL TO ORDER**

Convene into session: Mayor Woodall called the Workshop Meeting to order at 7:01PM

Roll Call: Mayor Woodall, Mayor Pro Tem, Crites, Councilman Mounce, Councilman Rieger, Councilwoman Moore.

Staff Present: City Manager, Cori Reaume, Public Works Director, Josh Little, Police Chief, Alex Coss, Finance Director, Josh Armstrong, Assistant to the City Manager, Abbey Reece, Director of Planning and Development Services, Darrell Gentry, City Secretary, Brittany Andrews, and City Attorney, Matthew Boyle, City Engineer, Chris Cha.

### **WORKSHOP SESSION**

1. Discussion regarding a public hearing for a Specific Use Permit (SUP 20-01) application located at 213 E. 7<sup>th</sup> Street, A1127A Roberts, TR 4A, 1.2 Acres. This is a Specific Use Permit request by Tres Bolillos, LLC dba Silver Spur Storage to use and operate an outdoor storage yard for cars, trailers, RV, boats and light trucks in the Light Industrial, Old Town (LI-OT) Zoning District.
2. Discuss all matters incident and related to the issuance and sale of "City of Justin, Texas, Combination Tax and Surplus Revenue Certificates of Obligation, Series

2020”, including the adoption of an ordinance authorizing the issuance of such certificates of obligation.

3. Discussion regarding retail water service agreement for Legacy Ranch.
4. Discussion regarding capital improvement schedule.

Discussion was held on workshop items 1-4.

### **STAFF/BOARD UPDATES**

- Quarterly Investment Report

### **CONVENE INTO REGULAR SESSION- Immediately Following Workshop Session**

### **CALL TO ORDER – Mayor Woodall called the Regular Session to order at 7:58PM**

Invocation: Invocation and Pledge of Allegiance was given by Mayor Woodall.

### **PUBLIC COMMENT**

In an effort to allow the public the ability to participate in the public comment portion and not attend the meeting in person, the City will allow the following: The public may email their comment to the City Secretary by 5:00 pm on Monday, October 26, 2020 at [bandrews@cityofjustin.com](mailto:bandrews@cityofjustin.com). The City Secretary will read the email to Council during the public comment portion of the meeting. Please make sure to include your name and address, along with your comment pertaining to an item on the agenda, in the body of the email.

**No comments**

### **PUBLIC HEARING**

5. **PUBLIC HEARING (7:00 P.M.):** Conduct a public hearing for a Specific Use Permit (SUP 20-01) application located at 213 E. 7<sup>th</sup> Street, A1127A Roberts, TR 4A, 1.2 Acres. This is a Specific Use Permit request by Tres Bolillos, LLC dba Silver Spur Storage to use and operate an outdoor storage yard for cars, trailers, RV, boats and light trucks in the Light Industrial, Old Town (LI-OT) Zoning District.

- a. Open public hearing at **8:02pm**

#### **Comments for, or against:**

**Greg Scott – in favor of setback to help drainage on Gulf, and sees the only challenge to be fire truck access.**

- b. Close public hearing at **8:05pm**
- c. Consider and take appropriate action



**Mayor Woodall reopened the public hearing at 8:07pm and moved to continue the public hearing to the 16<sup>th</sup> of November at 7:00PM.**

**Motion: So moved, by Councilman Mounce**

**Seconded by: Mayor Pro Tem, Crites**

**Aye: Councilmembers Crites, Krueger, Mounce, Moore, and Rieger**

**Nay:0**

**Motion carries**

### **POSSIBLE ACTION ITEMS**

6. Consider and take appropriate action for all matters incident and related to the issuance and sale of “City of Justin, Texas, Combination Tax and Surplus Revenue Certificates of Obligation, Series 2020”, including the adoption of an ordinance authorizing the issuance of such certificates of obligation.

**Councilman Mounce made the motion to approve ordinance authorizing issuance of certificates of obligation as presented, with an amendment to allow Mayor Pro Tem to sign in the Mayor’s absence.**

**Motion and amendment seconded by: Mayor Pro Tem, Crites**

**Aye: Councilmembers Crites, Krueger, Mounce, Moore, and Rieger**

**Nay: 0**

**Motion carries**

7. Consider and take appropriate action regarding a retail water service agreement for Legacy Ranch.

**Councilwoman Moore made the motion to approve retail water service agreement, as presented.**

**Seconded by: Mayor Pro Tem, Crites**

**Aye: Councilmembers Crites, Krueger, Mounce, Moore, and Rieger**

**Nay: 0**

**Motion carries**

### **CONSENT**

**Any Council Member may request an item on the Consent Agenda to be taken up for individual consideration**

8. Consider and take appropriate action to approve Denton Record Chronicle as the City’s newspaper of record.

**Councilwoman Moore made the motion to approve consent item.**

**Seconded by: Councilman**

**Aye: Councilmembers Crites, Krueger, Mounce, Moore, and Rieger**

**Nay: 0**

**Motion carries**

### **EXECUTIVE SESSION**

Any item on this posted agenda could be discussed in Executive Session as long as it is within one of the permitted categories under sections 551.071 through 551.076 and Section 551.087 of the Texas Government Code.

- Under Section 551.071, to conduct private consultation with the City Attorney regarding:
  - Appellate Docket No. 06-17-00054-CV – City of Justin v. Town of Northlake;
  - State Supreme Court Case No. 18-0651 – Town of Northlake v. City of Justin;
  - Denton County Municipal Utility District No. 10 and/or the Texas Commission on Environmental Quality’s Executive Director’s action in granting approval for the creation of Denton County Municipal Utility District No. 10

Convene into executive session.

Adjourn into open meeting.

9. Discuss, consider, and act on items discussed in Executive Session.

### **FUTURE AGENDA ITEMS**

- Administer Oath and Canvass November 3, 2020 Election results
- Meeting minutes’ content
- Workshop with Neugen on water/wastewater rates and structure changes
- Master Thoroughfare Plan update
- Lease purchase agreement with Enterprise

### **ADJOURN**

**With there being no further business the meeting was adjourned at 8:17PM**

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Brittany Andrews, City Secretary

Seal:

# LANDSCAPE MAINTENANCE AGREEMENT

Form 2043  
(Rev. 10/18)  
Page 1 of 3

**THE STATE OF TEXAS**

**THE COUNTY OF TRAVIS**

This AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between the Texas Department of Transportation, hereinafter referred to as the "State," and the City of Justin, Denton County, Texas, acting by and through its duly authorized officers, hereinafter called the "City".

## **WITNESSETH**

**WHEREAS**, Chapter 311 of the Transportation Code gives the City exclusive dominion, control, and jurisdiction over and under the public streets within its corporate limits and authorizes the City to enter into agreements with the State to fix responsibilities for maintenance, control, supervision, and regulation of State highways within and through its corporate limits; and

**WHEREAS**, Section 221.002 of the Transportation Code authorizes the State, at its discretion, to enter into agreements with cities to fix responsibilities for maintenance, control, supervision, and regulation of State highways within and through the corporate limits of such cities; and

**WHEREAS**, the State and the City have entered into a Municipal Maintenance Agreement dated August 10, 1994, **the provisions of which are incorporated herein by reference**, and wherein the City has agreed to retain all functions and responsibilities for maintenance and operations which are not specifically described as the responsibility of the department; and

**WHEREAS**, the State has existing and proposed landscape improvements, such as, but not limited to, the installation of tree, shrub, and turf plantings, irrigation systems, and other aesthetic elements for areas within the right of way of state highway routes within the City as shown on Attachment "A"; and

**WHEREAS**, the State will provide such landscape improvements, provided that the City agrees to be responsible for all required maintenance of the landscape improvements.

## AGREEMENT

**NOW, THEREFORE**, in consideration of the premises and of the mutual covenants and agreements of the parties hereto to be by them respectively kept and performed, it is agreed as follows:

### **Contract Period**

This Agreement becomes effective upon the date of final execution by the State, and shall remain in effect until terminated or modified as hereinafter provided.

### **Coverage**

This agreement prescribes the responsibilities of the State and the City relating to the maintenance of the landscape improvements project which is located on FM 156 non-controlled access state highway, as defined in the Municipal Maintenance Agreement. The maintenance is further described in Attachment A, the location map for this project, and limited to the portions along (IHxx, FMxx, SHxx) FM 156 from North o to South o.

### **Amendment**

The parties agree that this agreement may be amended. Such amendments, to be effective, must be in writing and signed by both parties.

### **State's Responsibilities**

The State shall install landscape elements including but not limited to trees, shrubs, grasses, sidewalks, irrigation systems, and hardscape features through its employees or duly appointed agents.

### **City's Responsibilities**

The City may install landscape elements including but not limited to trees, shrubs, grasses, sidewalks, irrigation systems, and hardscape features through its employees or duly appointed agents. Any installations shall be performed in accordance with Texas Department of Transportation specifications and standards, and must be approved by the State in writing prior to any work being performed.

The City shall maintain all landscape elements within the limits of the right of way including all median and island areas but excluding paved areas intended for vehicular travel. Landscape maintenance shall include but not be limited to plant maintenance, plant replacement, mowing and trimming, hardscape element maintenance, and irrigation system operation and maintenance. The City will be responsible for all utility costs associated with maintaining landscape elements. All landscape elements must be maintained in a functional and aesthetically pleasing condition.

**TERMINATION**

It is understood and agreed between the parties hereto that should either party fail to properly fulfill its obligations as herein outlined, the other party may terminate this agreement upon thirty days written notice. Additionally, this agreement may be terminated by mutual agreement and consent of both parties.

Should the City terminate this agreement, as prescribed here above, the City shall, at the option of the State, reimburse any reasonable costs incurred by the State.

**IN WITNESS WHEREOF**, the parties have hereunto affixed their signatures, the City of \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, year \_\_\_\_\_, and the Texas Department of Transportation, on the \_\_\_\_\_ day of \_\_\_\_\_, year \_\_\_\_\_.

**ATTEST:**

**THE STATE OF TEXAS**

\_\_\_\_\_  
CITY OF **Justin**

By **City Mayor**  
(Title of Signing Official)

Executed for the Executive Director and approved for the Texas Transportation Commission for the purpose and effect of activating and/or carrying out the orders, and the established policies or work programs heretofore approved and authorized by the Texas Transportation Commission.

By \_\_\_\_\_  
District Engineer

[Contact/Help](#)

# ATTACHMENT A

## PROJECT LOCATION MAP

CSJ 0817-01-027



CITY OF JUSTIN, TEXAS

FUNDING SOURCE: GREEN RIBBON PROGRAM FY2021

PROJECT DESCRIPTION: LANDSCAPE ENHANCEMENTS AND IMPROVEMENTS TO INCLUDE TREES, SHRUBS, GROUNDCOVERS AND IRRIGATION

### **PROJECT LIMITS:**

ON FM 156

BEGINNING AT NORTH OF 5<sup>TH</sup> STREET

ENDING AT SOUTH OF HARDEMAN BLVD