

**AGENDA
NOTICE OF REGULAR MEETING
OF THE CITY COUNCIL OF
CUMBY, TEXAS**

This notice is posted pursuant to the Texas Open Meetings Act. Notice hereby given that the City Council of the City of Cumby, Texas will conduct a Regular Meeting on November 15, 2022, at 7:00 p.m., at 100 East Main Street, Cumby, Texas, City Council Chambers.

If the public desires to speak during a specific agenda item, they must email secretary@cityofcumby.com by 4:00 pm on the day of the meeting. The email must contain the person's name, address, phone number, and the agenda item(s) for which comments will be made. You may also communicate and send your comments to the City Councilmembers directly by emailing; Alderman1@cityofcumby.com, Alderman2@cityofcumby.com; Alderman4@cityofcumby.com and Alderman5@cityofcumby.com .

The meeting agenda is posted online at www.cumbytx.com website.

The meeting packet will be posted on www.cumbytx.com website as soon as it is complete and issued to council.

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE AND INVOCATION

3. ROLL CALL & QUORUM REPORT

4. PRESENTATION BY CITIZENS

The City Council welcomes "Presentation by Citizens." If you wish to speak, you must follow these guidelines. **As a courtesy to your fellow citizens and out of respect to our fellow citizens, we request that if you wish to speak that you follow guidelines posted at the bottom of this Agenda.**

5. CITY COUNCIL COMMENTS

Pursuant to TEX. GOV'T CODE 551.0415, the Mayor, a City Council member and Staff may report on the following items of community interest:(1) expression of thanks, congratulations or condolences (2) information about holiday schedules (3) recognition of individuals (4) reminders about upcoming events organized or sponsored by the City Council (5) Information about community events and (6) announcements involving imminent threat to public health and safety. Additionally, pursuant to TEX. GOV'T CODE 551.042, the Mayor or Council members may request that items be placed on future City Council agendas.

November 24-25, 2022 – Closed in observance of Thanksgiving

6. CONSENT AGENDA & DEPARTMENT REPORTS

All matters listed under this item are considered routine by the City Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired by any Alderman on any item, that item will be removed from the consent agenda and will be considered separately.

6.1. Approval – City Council Minutes, Regular Meeting, October 11, 2022

6.2. Approval – 2022 October Financials (P&L)

6.3. Approval – Fiscal 2022-2023 P&L

6.4. Approval – 2021-2022 Vendor Balance Summary

6.4.1. Recap of October 2022 billing (over \$2500) (if any)

6.5. Approval - Public Works Department Activity Report

6.6. Approval – Utility / Maintenance Work Order Update Report

6.7. Approval - Police Department Activity Report

6.8. Approval - Municipal Court Activity Report – Dismissal of Municipal Court Clerk; requested to move from Consent Agenda to Open Session by terminated employee

6.9. Approval - Building Permit Activity Report

6.10. Fire Department Activity Report

7. NEW BUSINESS

7.1. Discussion/Action: Appoint Alderman 1 due to vacancy.

7.2. Discussion/Action: Appointment of Mayor Pro Tem

8. EXECUTIVE SESSION – In accordance with Texas Government Code, Section 551.001, et seq., the City Council will recess into Executive Session (closed meeting) to discuss the following:

- a) § 551.071(1): Consultation with the Attorney Texas Municipal League Intergovernmental Risk Pool on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act regarding pending or contemplated litigation, Cause CV45171, Bryony Hollan, individually and on behalf of the Estate of Donald Hollan and as next friend for D.H.Jr., C.H., and H.H., Plaintiffs, v The City of Cumby, Texas; and Jonathan S. Painter, Defendants.
- b) § 551.071(1): Consultation with the City Attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act regarding: (i) Jeff Hundley; Police Chief and (ii) Review of employment status for Rita Graham, Municipal Court Clerk.
- c) §551.074: (a) to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, or to hear a complaint or charge against an officer or employee: i) Jeff Hundley; Police Chief and (ii) Review of employment status for Rita Graham, Municipal Court Clerk.

9. RECONVENE INTO OPEN SESSION - In accordance with Texas Government Code, Chapter 551, the City Council will reconvene into Open Session to consider action, if any, on matters discussed in Executive Session.

10. NEW BUSINESS Cont'd

10.1. Discussion/Action: Municipal Court Clerk terminated 11/01/2022, report to council per Employee Handbook Policy under Consent Agenda. Terminated employee requested open session discussion/action.

11. ADJOURNMENT

Executive Sessions Authorized – The City Council for the City of Cumby reserves right to adjourn into executive session at any time during the course of this meeting to discuss any matter authorized by Texas Government Code Sections 551.071 (Consultation with Attorney); 551.072 (Deliberations related to Real Property); 551.073 (Deliberations related to prospective gifts or donations); Section 551.074 (Personnel Matter); 551.076 (Deliberations regarding the deployment of security devices or the implementation of security policy); and 551.087 (Deliberations regarding Economic Development negotiations).

Attendance by Other Elected or Appointed Officials – NOTICE OF POTENTIAL QUORUM: It is anticipated that members of City Council or other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commission and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also notices as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

Presentation by Citizens Guidelines:

- The Mayor will recognize those citizens who have signed up prior to the start of the meeting.
- Pursuant to Resolution No. 2020-12 Citizens are given three minutes (3:00) to speak during "Presentation by Citizens."
- Members of the public may only speak once and cannot pass the individual's time allotment to someone else.
- Direct your comments to the entire Council, not to an individual member.
- Show the Council members the same respect and courtesy that you expect to be shown to you.
- The Mayor will rule any disruptive behavior, including shouting or derogatory statements or comments, out of order. Continuation of this type of behavior could result in a request by the Mayor that the individual leave the meeting, and if refused, an order of removal. In compliance with the Texas Open Meetings Act, no member of City Council may deliberate on citizen comments for items not on the agenda. (Attorney General Opinion – JC 0169)

CERTIFICATE:

I hereby certify that the above Notice of Meeting was posted on the City Hall bulletin board on the November 10, 2022, at a place convenient and readily accessible to the general public at all times, and to the city's website, <https://www.cumbytx.com>, in compliance with Chapter 551, Texas Government Code.


Betty Jo Hardman, City Secretary



**MINUTES
OF REGULAR MEETING
OF THE CITY COUNCIL OF
CUMBY, TEXAS
October 11, 2022**

(The full and complete meeting is recorded and included on Cumbytx.com website)

- 1. CALL MEETING TO ORDER:** Mayor Simmerman called the meeting to order @ 6:30pm
- 2. PLEDGE OF ALLEGIANCE AND INVOCATION:** Pledge was led by Mayor Douglas Simmerman and the Invocation was led by Deidra Maples
- 3. ROLL CALL & QUORUM REPORT:** Mayor Douglas Simmerman called the roll, and the following Aldermen were present, and a quorum was established:

| | |
|------------------------------|-----------------------|
| Mayor Douglas Simmerman | |
| Alderman Place 1 Amber Hardy | Place 3, Wayne Mobley |
| Place 2, Kathrine Flinn | Place 4, Aly Crocker |

Not Present:
Place 5, Ryan Horne, in a holdover until replaced

4. PRESENTATION BY CITIZENS

The City Council welcomes "Presentation by Citizens." If you wish to speak, you must follow these guidelines. **As a courtesy to your fellow citizens and out of respect to our fellow citizens, we request that if you wish to speak that you follow guidelines posted at the bottom of this Agenda.'**

- Mr. Jerry Jeter addressed the Council
- Mr. Michael Barrow addressed the Council
- Mrs. Sheryl Lackey indicated she would wait until specific Ordinances were discussed to address
- Mr. Monty Lackey addressed the Council
- Ms. Angela Lee addressed the Council

5. CITY COUNCIL COMMENTS

Pursuant to TEX. GOV'T CODE 551.0415, the Mayor, a City Council member and Staff may report on the following items of community interest:(1) expression of thanks, congratulations or condolences (2) information about holiday schedules (3) recognition of individuals (4) reminders about upcoming events organized or sponsored by the City Council (5) Information about community events and (6) announcements involving imminent threat to public health and safety. Additionally, pursuant to TEX. GOV'T CODE 551.042, the Mayor or Council members may request that items be placed on future City Council agendas.

- Mayor Douglas Simmerman: This will be my last meeting to lead. I've spent 3-1/2 years as Mayor and almost 10 years as part of council and have learned a lot. Hope I'm leaving the City better and wish new Mayor, Amber Hardy, and council members luck.
 - Alderman Aly Crocker thanked Mayor Simmerman for his services as did all Alderman present and sitting on council 10/11/2022
 - Mr. Michael Barrow thanked Mayor Simmerman for his services
- November 11, 2022 – City Hall will be closed in observation of Veterans Day
- Change November Regular City Council meeting from 2nd to 3rd Tuesday.
 - It will be held on November 15, 2022, due to voting on November 8th and council chambers will be occupied
- Discuss staff holiday gatherings (Thanksgiving / Christmas): November 18, 2022, a pot-luck luncheon will be held at City Hall. We will wait to address Christmas holiday gathering until next meeting

6. CONSENT AGENDA & DEPARTMENT REPORTS

- Alderman Aly Crocker made the motion to approve the Consent Agenda and all Department Reports
- Alderman Wayne Mobley 2nd the motion
- 4/4 – motion carried unanimously

7. EXECUTIVE SESSION – it was recommended and agreed to move the Executive Session to the end of the meeting.

8. OLD BUSINESS

8.1. Discussion / Action: Repeal Ordinance No. 72-6 An Ordinance providing for Filling the Office of Judge of the Municipal Court by Appointment as Authorized by Law; and replace with Ordinance O-2022-09-022 – City Council of City of Cumby **appointment** of Presiding Municipal Judge for Cumby Municipal Court (runs concurrently with Mayoral election). (Mayor)

- The candidate to interview as Presiding Municipal Judge was ill and will attend the November 2022 meeting. Will remove this item from Executive Session.

8.2. Discussion / Action: Alderman 5, Vacant (Ryan Horne in holdover until filled). Filling vacancy by

- Appointment per Local Government Code §22.010, filling vacancy on governing body or in other municipal office (Mayor)
- Discussion was held
- Alderman Amber Hardy made motion and nominated Ms. Rosina Duckworth to fill the vacancy as per Local Government Code §22.010.
- Alderman Wayne Mobley 2nd the motion.
- 4/4 motion passed unanimously
- Mayor Douglas Simmerman swore in and presented the Oath of Office to Ms. Rosina Duckworth. She completed the Statement of Officer, Forms 2201 and 2204 accordingly.
- Ms Rosina Duckworth was seated as Alderman Place 5, City Council City of Cumby Texas

8.3. Discussion / Action: Appointment of Mayor Pro Tem (Council)

- Alderman Amby Hardy asked that this item be stricken from this month's agenda and moved to November 2022 meeting, Old Business.

8.4. Discussion / Action: Ordinance and Resolution Committee report and committee recommendation for Action by Council regarding repealing / replacing outdated ordinances and/or resolutions. (Alderman Aly Crocker)

- Committee Chair Alderman Crocker handed out a listing of Ordinances and Resolutions with recommendations of how to proceed stating there are some that are still a “work in progress” and marked as such on the material provided.
- No “action” at this time; give council time to digest recommendations and bring to specifics to future council

8.5. Discussion / Action: Remove policy requirement for 2nd signature when cash received at Municipal Court and/or other places of business within City Hall (Mayor)

- Ms. Rita Graham (Municipal Court Clerk) spoke to this issue
- Mayor Simmerman spoke to the issue
- City Secretary stated that we also have staff bonded at City Hall
- Alderman Amber Hardy made the motion to remove policy requiring 2nd signature when cash received at Municipal Court and/or any other places of business within City Hall

- Alderman Aly Crocker 2nd the motion
- 5/5 motion passed unanimously

8.6. Discussion: Any Ordinance or Resolution with a dollar fine must be published in Sulphur Springs News Telegram as well as posted on city's website.

- Discussion was held: As required by Local Government Code Title 2, Subtitle D, Subchapter B. Publication of Ordinances, Section 52.011. TYPE A GENERAL-LAW MUNICIPALITY. a) If a Type A general-law municipality adopts an ordinance that imposes a penalty, fine, or forfeiture, the ordinance or a caption that summarizes the purpose of the ordinance and the penalty for violating the ordinance, shall be published in: 1) every issue of the official newspaper for two days; or 2) one issue of the newspaper if the official newspaper is a weekly paper.

9. NEW BUSINESS

9.1. Discussion/Action: Ordinance No. 2012-6 is no longer in effect with regard to Curfew for Minors; discussion to renew this ordinance for three (3) years; this does not automatically renew. (Alderman Amber Hardy)

- Discussion was held. Stats are needed from county and local PD. Reports of vehicle break-ins resulting in some thefts of weapons reported. No longer gang-related activities are present today and stated in Ordinance No. 2012-6.
- Concern by Citizen regarding daughter's responsibilities and working with the family's business.
- There is a section of existing Ordinance that covers Section C DEFENSES.
- HOLD on this until stats are available and can be presented to Public

9.2. Discussion / Action: Ordinance O-2022-10-023 – Texas Statute Section 2051.043 & 044, Adopt the Sulphur Springs News Telegram as the official city newspaper. (Mayor)

- As required by Local Government Code Title 2, Subtitle D, Chapter 52.004, (a) As soon as practicable after the beginning of each municipal year, the governing body of the municipality shall contract, as determined by ordinance or resolution, with a public newspaper of the municipality to be the municipality's official newspaper until another newspaper is selected. b) The governing body shall publish in the municipality's official newspaper each ordinance, notice, or other matter required by law or ordinance to be published.
- Alderman Amber Hardy made the Motion to adopt Ordinance O-2022-10-023 adoption of Sulphur Springs News Telegram as the official city newspaper.
- Alderman Wayne Mobley 2nd the motion
- 5/0 motion carried unanimously

9.3. Discussion / Action: Resolution R-2022-10-1030 - Use of ARPA funds for emergency action, not to exceed \$50,000, with approval by mayor or mayor pro tem.

- Discussion was held and
- Alderman Amber Hardy made the Motion to pass Resolution R-2022-10-1030, use of ARPA funds for emergency action, not to exceed \$50,000, with approval by Mayor or Mayor Pro Tem
- Alderman Aly Crocker 2nd the motion
- 5/0 motion carried unanimously.

10. EXECUTIVE SESSION – it was determined to move the Executive Session to the end of the meeting and @ 7:16pm the Council broke for Executive Session.

10.1. In accordance with Texas Government Code, Section 551.001, et seq., the City Council will recess into Executive Session (closed meeting) to discuss the following:

10.1.1.1. Discussion / Action: §551.074: (a) to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, or to hear a complaint or charge against an officer or employee: Annual Review of staff members (all) (Mayor Simmerman/Alderman Crocker)

10.1.1.2. Discussion / Action: §551.074: a) to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, or to hear a complaint or charge against an officer or employee: *Interview & Meet Presiding Municipal Judge Candidate* (Mayor)

10.1.1.3. Discussion / Action: § 551.089 (2) network security information as described by Section 2059.055 (Restricted Information)(b); Cyber Security Audit conducted by BIT Support. (Mayor)

10.1.1.3.1. A meeting will be scheduled by the City Council to proceed with this issue outside regular city council meeting as it will take 60-90 minutes.

11. RECONVENE INTO OPEN SESSION at 8:29pm

11.1. In accordance with Texas Government Code, Chapter 551, the City Council will *reconvene into Regular Session to consider action, if any, on matters discussed in Executive Session.*

NO ACTION

12. ADJOURNMENT – There being no further business, the meeting adjourned at 8:31pm

Amber Hardy

ATTEST:

Betty Jo Hardman, City Secretary

City of Cumby
Profit & Loss
 October 2022

| | Oct 22 |
|---------------------------------------|-----------|
| Ordinary Income/Expense | |
| Income | |
| Subdivision Fees - PD | 150.00 |
| Fines | 21,540.70 |
| License & Permits | 115.00 |
| Misc Revenues - Utility | 1,094.06 |
| Tax & Franchise Fees | |
| Property Reduction Sales Tax | -429.14 |
| Sales Tax | 11,068.86 |
| Tax & Franchise Fees - Other | 6,624.07 |
| Total Tax & Franchise Fees | 17,263.79 |
| Water - Sewer | |
| Water Transfer Fee | 35.00 |
| Garbage Revenue | 4,717.64 |
| Late Fee | 479.09 |
| Sales Tax Collected | 368.84 |
| Sewer Revenue | 4,804.63 |
| Water Revenue | 8,333.94 |
| Total Water - Sewer | 18,739.14 |
| Total Income | 58,902.69 |
| Gross Profit | 58,902.69 |
| Expense | |
| Building Inspector | 76.92 |
| Administration | |
| Fire Dpt utilities | 115.95 |
| Late Fees & Interest | 1,684.94 |
| Office Expense | 57.71 |
| Insurance | 8,098.20 |
| Legal Fees | -3,857.00 |
| Mayor/Council Expenses | 225.00 |
| Membership | 239.98 |
| Office Supplies | 82.46 |
| Postage | 29.30 |
| Professional Fees | 500.00 |
| Software | 37.65 |
| Technology | 415.55 |
| Telephone | 295.45 |
| Utilities | 133.82 |
| Total Administration | 8,059.01 |
| Mayor & Council | |
| Mayor & Council Expense | 320.12 |
| Mayor & Council - Other | 225.00 |
| Total Mayor & Council | 545.12 |
| Municipal Court | |
| Collection Service Fee | 13,379.59 |
| Legal Fees | 84.00 |
| Security | 75.00 |
| State Fees | 482.63 |
| Technology | 540.52 |
| Telephone | 199.26 |
| Utilities | 133.82 |
| Municipal Court - Other | 35.99 |
| Total Municipal Court | 14,930.81 |
| Park Improvements | |
| Utilities | 10.18 |

City of Cumby
Profit & Loss
 October 2022

| | Oct 22 |
|----------------------------|------------|
| Total Park Improvements | 10.18 |
| Payroll Expenses | |
| Medical Assistance Expense | 564.80 |
| PENSION EXPENSE | 2,833.84 |
| Payroll Expenses - Other | 51,083.04 |
| Total Payroll Expenses | 54,481.68 |
| Public Safety | |
| Police Department | |
| Postage | 15.75 |
| Technology | 1,501.60 |
| Auto Repair & Maintenance | 353.30 |
| Equipment | 775.00 |
| Equipment Repairs | 43.00 |
| Fuel | 2,707.80 |
| License & Support | 1,200.00 |
| Maintenance | 12.00 |
| Office Supplies | 59.87 |
| Telephone | 548.73 |
| Uniforms | 8.99 |
| Utilities | 160.02 |
| Police Department - Other | 28.67 |
| Total Police Department | 7,414.73 |
| Total Public Safety | 7,414.73 |
| Public Works | |
| Street Lights | 1,156.22 |
| Total Public Works | 1,156.22 |
| Water Deposit Refund | 100.00 |
| Water/Sewer | |
| ARPA Project Expense | 2,598.23 |
| Technology | 377.06 |
| Membership | 226.00 |
| Automobile Repairs | 398.90 |
| Deposit Refund | 100.00 |
| Garbage Collection Fee | 4,378.23 |
| Legal Fee | 517.00 |
| Maintenance | 2,832.17 |
| Mileage | 37.50 |
| Office Supplies | 196.22 |
| Operating Supplies | 1,571.30 |
| Permit | 1,250.00 |
| Postage | 590.20 |
| Sales Tax Paid | 1,842.13 |
| Software | 1,109.00 |
| Telephone | 337.22 |
| Tools & Equipment | 41.51 |
| Utilities | 3,042.70 |
| Total Water/Sewer | 21,445.37 |
| Total Expense | 108,220.04 |
| Net Ordinary Income | -49,317.35 |
| Net Income | -49,317.35 |

City of Cumby
Unpaid Bills Detail
 As of October 31, 2022

| Type | Date | Num | Due Date | Aging | Open Balance |
|--|------------|------------|------------|-------|--------------|
| 7-H Construction Company | | | | | |
| Bill Pmt -Check | 04/26/2021 | 1003 | | | -44,059.00 |
| Bill Pmt -Check | 04/28/2021 | 1007 | | | -5,000.00 |
| Bill Pmt -Check | 06/02/2021 | 1008 | | | -30,316.50 |
| Bill Pmt -Check | 08/20/2021 | 1010 | | | -126,179.00 |
| Bill Pmt -Check | 08/31/2021 | 1012 | | | -3,545.50 |
| Bill | 04/26/2021 | M&R ... | 05/06/2021 | 543 | 44,059.00 |
| Bill | 04/28/2021 | M&R ... | 05/08/2021 | 541 | 5,000.00 |
| Bill | 06/02/2021 | M&R ... | 06/12/2021 | 506 | 30,316.50 |
| Bill | 08/20/2021 | M&R ... | 08/30/2021 | 427 | 126,179.00 |
| Bill | 08/31/2021 | Lift St... | 09/10/2021 | 416 | 3,545.50 |
| Total 7-H Construction Company | | | | | 0.00 |
| AVR, Inc. | | | | | |
| Bill | 10/31/2022 | Inv 04... | 11/30/2022 | | 109.00 |
| Total AVR, Inc. | | | | | 109.00 |
| Bobkat Enterprises, Inc. | | | | | |
| Bill Pmt -Check | 07/13/2021 | 1205 | | | -0.02 |
| Bill | 09/02/2022 | Inv 22... | 09/17/2022 | 44 | 37.96 |
| Bill | 10/02/2022 | Inv 22... | 10/17/2022 | 14 | 22.97 |
| Bill | 10/21/2022 | Inv 22... | 11/05/2022 | | 33.48 |
| Bill | 10/26/2022 | Inv 22... | 11/10/2022 | | 41.51 |
| Bill | 10/28/2022 | Inv 22... | 11/12/2022 | | 15.77 |
| Total Bobkat Enterprises, Inc. | | | | | 151.67 |
| Bureau Veritas North America Inc. | | | | | |
| Bill | 10/25/2022 | Inv RI ... | 11/24/2022 | | 76.92 |
| Total Bureau Veritas North America Inc. | | | | | 76.92 |
| Buyers Barricades | | | | | |
| Bill | 10/06/2022 | | 10/16/2022 | 15 | 1,997.50 |
| Total Buyers Barricades | | | | | 1,997.50 |
| Card Service Center | | | | | |
| Bill Pmt -Check | 09/01/2022 | 1447 | | | -2,100.00 |
| Bill | 09/26/2022 | 8/27-9... | 10/11/2022 | 20 | 2,021.06 |
| Bill | 10/31/2022 | 2077-... | 11/15/2022 | | 1,984.94 |
| Total Card Service Center | | | | | 1,906.00 |
| Constellation Energy | | | | | |
| Bill Pmt -Check | 02/25/2022 | 28289 | | | -5,365.32 |
| Bill | 02/25/2022 | 02/22-... | 02/25/2022 | 248 | 2,121.69 |
| Bill | 02/28/2022 | 2020 ... | 02/28/2022 | 245 | 16,579.08 |
| Bill | 10/28/2022 | 63738... | 11/12/2022 | | 2,429.91 |
| Total Constellation Energy | | | | | 15,765.36 |
| D & E Discount Auto Supply | | | | | |
| Bill Pmt -Check | 10/20/2022 | 28648 | | | -710.04 |
| Bill | 10/13/2022 | Unit 1... | 10/23/2022 | 8 | 180.92 |
| Bill | 10/19/2022 | 14807... | 10/29/2022 | 2 | 172.38 |
| Total D & E Discount Auto Supply | | | | | -356.74 |
| ELLEN BAILEY | | | | | |
| Bill Pmt -Check | 08/15/2019 | 25854 | | | -278.00 |
| Total ELLEN BAILEY | | | | | -278.00 |
| Extreme Canopy | | | | | |
| Bill | 10/31/2022 | REF: ... | 11/10/2022 | | 775.00 |
| Total Extreme Canopy | | | | | 775.00 |
| GALLS PARENT HOLDINGS, LLC | | | | | |

City of Cumby
Unpaid Bills Detail
As of October 31, 2022

| Type | Date | Num | Due Date | Aging | Open Balance |
|----------------------------------|------------|-------------|------------|-------|--------------|
| Bill Pmt -Check | 09/23/2022 | 28608 | | | -427.53 |
| Total GALLS PARENT HOLDINGS, LLC | | | | | -427.53 |
| Hall Oil Company | | | | | |
| Bill | 10/19/2022 | Inv 18... | 11/03/2022 | | 1,405.80 |
| Total Hall Oil Company | | | | | 1,405.80 |
| i3-Bearcat, LLC | | | | | |
| Bill | 10/31/2022 | 10/01-... | 11/15/2022 | | 4,185.72 |
| Total i3-Bearcat, LLC | | | | | 4,185.72 |
| IRS | | | | | |
| Bill | 11/15/2021 | 12/31/... | 05/21/2022 | 163 | 2,479.44 |
| Total IRS | | | | | 2,479.44 |
| J&M Tire Shop | | | | | |
| Bill | 10/28/2022 | Inv 18... | 10/28/2022 | 3 | 43.00 |
| Total J&M Tire Shop | | | | | 43.00 |
| Matheson Tri-Gas, Inc. | | | | | |
| Bill | 09/30/2022 | Inv 00... | 10/30/2022 | 1 | 72.36 |
| Total Matheson Tri-Gas, Inc. | | | | | 72.36 |
| Messer Fort McDonald | | | | | |
| Credit | 10/17/2022 | CRED... | | | -5,000.00 |
| Bill | 05/19/2022 | april '2... | 05/29/2022 | 155 | 7,319.50 |
| Bill | 06/09/2022 | Inv 16... | 07/09/2022 | 114 | 2,000.00 |
| Bill | 07/27/2022 | Cumb... | 08/26/2022 | 66 | 1,485.02 |
| Bill | 08/23/2022 | JULY ... | 09/22/2022 | 39 | 5,194.33 |
| Bill | 09/16/2022 | Aug 2... | 10/16/2022 | 15 | 9,862.00 |
| Bill | 10/17/2022 | Sept 2... | 11/16/2022 | | 1,744.00 |
| Total Messer Fort McDonald | | | | | 22,604.85 |
| Napa Auto Parts | | | | | |
| Bill Pmt -Check | 10/20/2022 | 5775 | | | -171.51 |
| Total Napa Auto Parts | | | | | -171.51 |
| Northeast Texas Disposal | | | | | |
| Bill | 11/27/2018 | 18800 | 12/27/2018 | 1404 | 3,060.00 |
| Bill | 12/04/2018 | 18641 | 01/03/2019 | 1397 | 2,470.00 |
| Bill | 12/05/2018 | 17233 | 01/04/2019 | 1396 | 420.00 |
| Bill | 12/11/2018 | 18801 | 01/10/2019 | 1390 | 3,415.00 |
| Bill | 12/21/2018 | 18804 | 01/20/2019 | 1380 | 4,020.00 |
| Bill | 01/02/2019 | 21086 | 02/01/2019 | 1368 | 2,900.00 |
| Total Northeast Texas Disposal | | | | | 16,285.00 |
| O'Reilly Auto Parts | | | | | |
| Credit | 11/05/2020 | 0372-... | | | -7.63 |
| Credit | 11/20/2020 | 03723... | | | -6.79 |
| Bill | 05/27/2022 | 0372-... | 06/26/2022 | 127 | 39.99 |
| Bill | 07/03/2022 | Inv 03... | 08/02/2022 | 90 | 81.00 |
| Bill | 09/14/2022 | 0372-... | 10/14/2022 | 17 | 414.58 |
| Total O'Reilly Auto Parts | | | | | 521.15 |
| Public Management, INC | | | | | |
| Bill Pmt -Check | 04/26/2021 | 1004 | | | -6,000.00 |
| Bill Pmt -Check | 03/10/2022 | 1014 | | | -6,000.00 |
| Bill | 04/26/2021 | 72909... | 05/06/2021 | 543 | 6,000.00 |
| Total Public Management, INC | | | | | -6,000.00 |
| Quill Corporation | | | | | |

City of Cumby
Unpaid Bills Detail
As of October 31, 2022

| Type | Date | Num | Due Date | Aging | Open Balance |
|--|------------|------------|------------|-------|------------------|
| Bill | 09/24/2022 | Inv 27... | 10/24/2022 | 7 | 269.35 |
| Bill | 10/28/2022 | Inv 28... | 11/27/2022 | | 136.92 |
| Bill | 10/28/2022 | Inv 28... | 11/27/2022 | | 57.71 |
| Bill | 10/28/2022 | Inv 28... | 11/27/2022 | | 13.22 |
| Bill | 10/29/2022 | Inv 28... | 11/28/2022 | | 69.99 |
| Total Quill Corporation | | | | | 547.19 |
| Republic Services | | | | | |
| Bill | 10/26/2022 | 0795-... | 11/05/2022 | | 4,378.23 |
| Total Republic Services | | | | | 4,378.23 |
| The C T Brannon Corporation | | | | | |
| Bill Pmt -Check | 04/27/2021 | 1005 | | | -5,450.00 |
| Bill Pmt -Check | 06/02/2021 | 1009 | | | -2,050.00 |
| Bill Pmt -Check | 08/20/2021 | 1011 | | | -4,100.00 |
| Bill Pmt -Check | 03/10/2022 | 1015 | | | -3,525.00 |
| Bill | 04/21/2021 | Lift St... | 05/01/2021 | 548 | 5,450.00 |
| Bill | 06/02/2021 | LIFT S... | 06/12/2021 | 506 | 2,050.00 |
| Bill | 08/20/2021 | LIFT S... | 08/30/2021 | 427 | 4,100.00 |
| Bill | 03/10/2022 | LIFT S... | 03/20/2022 | 225 | 3,525.00 |
| Total The C T Brannon Corporation | | | | | 0.00 |
| Underground Utility Supply | | | | | |
| Credit | 02/15/2022 | CR 24... | | | -1,692.39 |
| Credit | 09/13/2022 | Inv 25... | | | -13.38 |
| Bill | 06/21/2022 | TO CL... | 07/21/2022 | 102 | 1,692.00 |
| Bill | 10/24/2022 | Inv 25... | 11/23/2022 | | 667.16 |
| Bill | 10/24/2022 | Inv 25... | 11/23/2022 | | 65.50 |
| Bill | 10/25/2022 | Inv 25... | 11/24/2022 | | 65.50 |
| Total Underground Utility Supply | | | | | 784.39 |
| TOTAL | | | | | 66,854.80 |

City of Cumby
A/P Aging Summary
As of October 31, 2022

| | Current | 1 - 30 | 31 - 60 | 61 - 90 | > 90 | TOTAL |
|---|------------------|------------------|-----------------|-----------------|------------------|------------------|
| 7-H Construction Company | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| ARK-TEX | 0.00 | 155.00 | 0.00 | 0.00 | 0.00 | 155.00 |
| AT&T Mobility | 214.35 | 0.00 | 0.00 | 0.00 | 0.00 | 214.35 |
| Atmos Energy | 0.00 | 198.44 | 0.00 | 0.00 | 0.00 | 198.44 |
| AVR, Inc. | 109.00 | 108.25 | 0.00 | 0.00 | 0.00 | 217.25 |
| Bobkat Enterprises, Inc. | 90.76 | 22.97 | 37.96 | 0.00 | -0.02 | 151.67 |
| Bureau Veritas North America Inc. | 76.92 | 0.00 | 0.00 | 0.00 | 0.00 | 76.92 |
| Business IT Service Corps | 0.00 | 2,745.67 | 0.00 | 0.00 | 0.00 | 2,745.67 |
| Buyers Barricades | 0.00 | 1,997.50 | 0.00 | 0.00 | 0.00 | 1,997.50 |
| Card Service Center | 1,984.94 | 2,021.06 | -2,100.00 | 0.00 | 0.00 | 1,906.00 |
| Constellation Energy | 4,554.27 | 5,788.33 | 0.00 | 0.00 | 13,335.45 | 23,678.05 |
| D & E Discount Auto Supply | 0.00 | 10.16 | 0.00 | 0.00 | 0.00 | 10.16 |
| DataMax Leasing | 0.00 | 244.45 | 0.00 | 0.00 | 0.00 | 244.45 |
| ELLEN BAILEY | 0.00 | 0.00 | 0.00 | 0.00 | -278.00 | -278.00 |
| Extreme Canopy | 775.00 | 0.00 | 0.00 | 0.00 | 0.00 | 775.00 |
| Farmers Electric Cooperative | 0.00 | 0.00 | -6.09 | 0.00 | 0.00 | -6.09 |
| GALLS PARENT HOLDINGS, LLC | 0.00 | 0.00 | -427.53 | 0.00 | 0.00 | -427.53 |
| Hall Oil Company | 1,405.80 | 2,540.00 | 0.00 | 0.00 | 0.00 | 3,945.80 |
| i3-Bearcat, LLC | 4,185.72 | 0.00 | 0.00 | 0.00 | 0.00 | 4,185.72 |
| IRS | 0.00 | 0.00 | 0.00 | 0.00 | 2,479.44 | 2,479.44 |
| J&M Tire Shop | 0.00 | 43.00 | 25.00 | 0.00 | 0.00 | 68.00 |
| Matheson Tri-Gas, Inc. | 0.00 | 72.36 | 0.00 | 0.00 | 0.00 | 72.36 |
| Messer Fort McDonald | 1,744.00 | 4,862.00 | 5,194.33 | 1,485.02 | 9,319.50 | 22,604.85 |
| Napa Auto Parts | 0.00 | -171.51 | 0.00 | 0.00 | 0.00 | -171.51 |
| Northeast Texas Disposal | 0.00 | 0.00 | 0.00 | 0.00 | 16,285.00 | 16,285.00 |
| O'Reilly Auto Parts | 0.00 | 419.57 | 0.00 | 126.54 | 150.60 | 696.71 |
| Pitney Bowes | 83.97 | 0.00 | 0.00 | 0.00 | 0.00 | 83.97 |
| Public Management, INC | 0.00 | 0.00 | 0.00 | 0.00 | -6,000.00 | -6,000.00 |
| Purchase Power | 155.99 | 0.00 | 0.00 | 0.00 | 0.00 | 155.99 |
| Quill Corporation | 277.84 | 269.35 | 0.00 | 0.00 | 0.00 | 547.19 |
| Republic Services | 4,378.23 | 0.00 | 0.00 | 0.00 | 0.00 | 4,378.23 |
| RG3 Meter Company | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| Texas Commission On Environmental Quality | 1,250.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,250.00 |
| The C T Brannon Corporation | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Underground Utility Supply | 798.16 | 0.00 | -13.38 | 0.00 | -0.39 | 784.39 |
| TOTAL | 23,084.95 | 21,326.60 | 2,710.29 | 1,611.56 | 35,291.58 | 84,024.98 |

Public Works Oct 5 to Nov 7th

Routine

Read wells pumps Chlorine Residuals document
For state
Check WWTP Lift stations clean Bar SCREEN
Document for state

Water.

Dig up Repair 6 leaks or Breaks Re Tap
Main on Dorelton for 307 + 309. They were
Tapped in to ~~the~~ Flush Valve Lines?
216. green st. Telephone + the Fiber Drops were
finally Located on 11-3-22.
well # 2 finally on Line
working on leak 107 Dorelton Turned out to
be Push ON 90. will install M. J. 90 with
Megg Lugs.
Try to get small Tank Drained for Texas Tanks
to do P.M. have on more Flow where we cant
shut DOWN.???

waste water

Ran 4 Lines with sewer machine
cleared lines on Odom Twice with in 1 week.
Continues Project on 1st + FRISCO state
at with progress being made. manhole is
next Step.

work orders

16 work orders issued by City Hall
25 - City is maintenance issued work orders
2 in main behind school Lowered an put back
in service 1.9 Residual.
Also Dug up main in 2-3 places behind
school so May the quit hitting it.
Hired New guy. 10-26-22.

October

| Date | W.O. # | Reason | Solution | Date Completed |
|------------|--------|--|---|----------------|
| 9/22/2022 | 323 | Water leak on Main running into ditch. Cannot mow. | Repaired leak. | 10/28/2022 |
| 10/4/2022 | 333 | Customer moving from Depot St. needs water turned off on 10/7. | Water turned off. | 10/7/2022 |
| 10/5/2022 | 335 | Please turn water off customer moving from Green St. | Water turned off. | 10/7/2022 |
| 10/5/2022 | 336 | Customer states meter not working. | Performed consumption read. Showed customer meter is working. Customer not happy. | 10/5/2022 |
| 10/5/2022 | 337 | Customer has very low water pressure. | Meter was only 1/2 way on, Turned valve all the way on. | 10/5/2022 |
| 10/6/2022 | 339 | Customer complained bill too high. Did not use over 3,000 gal. | Did consumption read. Meter working. | 10/7/2022 |
| 10/7/2022 | 340 | Cust reporting bad leak on Donelton. Water stays in ditch. | Leak repaired. | 10/28/2022 |
| 10/10/2022 | 341 | Customer reported water in ditch on FM 4120. | | |

| | | | | |
|------------|-----|--|---|------------|
| 10/10/2022 | 342 | Atmos needs water & sewer locates. | Located water & sewer lines. Called customer. | 10/10/2022 |
| 10/11/2022 | 343 | Customer would like consumption read. Water bill too high. | Performed consumption read. Explained usage to customer. | 10/11/2022 |
| 10/11/2022 | 344 | Emergency locates called in for HMI. | Situation resolved. | 10/11/2022 |
| 10/13/2022 | 345 | Customer on Commerce states sewer water backed up in yard. | Customer hit sewer line while trenching water line. Will repair 10/14/22. | 10/14/2022 |
| 10/20/2022 | 349 | Large leak in curve of Denton & Line. | Leak repaired. | 10/21/2022 |
| 10/7/2022 | 423 | Flush well #2 | Spoke about Fire compression test. Will get #2 back on line. Put mosquito brick in ditch on Donelton. | 10/7/2022 |
| 10/10/2022 | 424 | Leak on Mill St. Need locates. | Flush valve on well #2. | 10/10/2022 |
| 10/11/2022 | 425 | Need to flush well #2. Check samples take to Greenville. | Instructed John on what to weed eat. Had disagreement with John. John quit. | 10/11/2022 |
| 10/12/2022 | 426 | Need to pull Bacteria test for public & well water. Locate on Barker .Need to flush well #2. | Checked WWTP. Discuss water budget /w Doug. Locate not done on Green St. | 10/12/2022 |
| 10/19/2022 | 431 | Need to flush well #2. Check bacteria sample for state. | Perform consumption read on Tarrant. | 10/19/2022 |

| | | | | |
|------------|------|--|--|------------|
| 10/21/2022 | 433 | Parts delivered for Donelton. Investigate leak on Smith St. Pump #2 leaking. Meter leak on Denton. | Waiting on Hydrovac for gas locate. Pick up parts in S. S. Fixed leak. | 10/20/2022 |
| 10/22/2022 | 434 | Put Pump #2 back together at WTP. Test for leaks. | Cleaned up & secured well #2. | 10/22/2022 |
| 10/24/2022 | 435 | Manual & radio reads due. Customer on Grove Rd. out of water. | Turned water back on for customer. Leak on their service line. | 10/24/2022 |
| 10/26/2022 | 436 | Replace meter for customer. Dug up disabled meter box. 2" water main break behind school. | Replaced customer's meter. Replaced 140 ft. main break, flush and tie back in. Test hydrants at school. Sewer line stopped up on Depot St. Will run line in morning. | 10/26/2022 |
| 10/26/2022 | 1027 | Customer called to say sewer water bubbling up behind house on Main St. | Customer had dug up line located where old clean out was, Cust said they would run line & call back if needed, Called Lisa & checked manholes, Ran 150 ft. sewer line & unlogged it. | 10/26/2022 |
| 10/27/2022 | 437 | Need to locate leak on Donelton. Weed eat tio locate valve, | Located valve ready to repair for Friday morning. Notify select houses that will have low pressure. | 10/27/2022 |
| 10/27/2022 | 1028 | Customer on Donelton upset because had to hire plumber to unclog pipes again. | Ran line 53ft. In manhole in front of house, Waiting to see if plumber used camera/video. Was not called back. | |

| | | | |
|------------|-------|---|------------|
| 10/28/2022 | 1029 | Truck at school ran over 2" line. Water everywhere. | 10/28/2022 |
| 10/31/2022 | 10311 | Sewer leak in front of house. Seems to be coming out of clean out. | 10/31/2022 |
| | | Repaired main break behind school. Ran sewer mains at First & Odom. Also ran clean out at Austin & Odom, Main is cleared. Put bleach on line to kill smell. Cleaned up debris on ground. | |



Cumby Police Department October 2022 Activity Report

| | |
|-------------------------------|------------|
| Calls for Service | 664 |
| Warning Citations | 97 |
| Citations | 75 |
| Total Traffic Contacts | 173 |
| Crash Reports | 3 |
| Incident Reports | 2 |
| Offense Reports | 2 |
| Arrests | 7 |

- Coffee, Cops & Cars will be held at the City Park on December 10th. It has become a big success each month we do this, with several participants and citizens stopping by and most stay the entire 3-4 hours.
 - Santa will be available to visit with kids & Adults!
 - This event will be later than normal
 - Noon until 4pm
 - Adding Hot Cocoa to the free menu
 - Baked goods will be available as well
 - City tree lighting event will follow at dark

- Great Community event
 - Would like to see City employees and/or Council attend
 - We are truly making a difference with our citizens!
 - We are making this a monthly event (when possible) on a Saturday morning, weather permitting, to increase our community involvement and interactions with the public and our first responders.
- Cumby PD and Newly elected Mayor Amber Hardy setup in front of City Hall and handed out candy to trick or treaters on Halloween
 - Was a great turnout
 - Lots of community involvement and interaction
 - We are looking into grants for new patrol cars as well as new equipment
 - We are at 80% in regard to full police staffing.
 - Cumby Police Department still has one Police Officer opening that remains frozen at this time.

Should anyone have any questions, comments, or concerns regarding the Police Department, please visit with Chief Hundley directly to avoid any hearsay and/or rumor control. Thank you.

City of Cumby (Texas)

**Reserve Police Officer(s)
2021-2022 Volunteer Hours**

| | NUMBER | PERSONNEL | RANK | APPARATUS | HOURS YTD |
|--|---------------|--------------------|----------------|------------------|------------------|
| | | Mitchell Singleton | Police Officer | Police Vehicle | 60 hours |

The Faculty and Staff of the

**BILL BLACKWOOD LAW ENFORCEMENT
MANAGEMENT INSTITUTE OF TEXAS**

do hereby certify that

Jeff Hundley

under the auspices of the

**SAM HOUSTON STATE UNIVERSITY
CRIMINAL JUSTICE CENTER**

has successfully completed the program

Texas Police Chief Leadership Series

TCOLE # 3740

September 12-16, 2022



Jeff Hundley

Dean and Director, College of Criminal Justice

Alison White

Executive Director, Law Enforcement Management Institute

Alison White

President, Sam Houston State University

COFFEE, CARS & COPS



DATE: 12-10-2022

TIME: 12PM-4PM

CUMBY CITY PARK

(WEATHER PERMITTING)



**Come see Chief Hundley,
Cumby officers, & other 1st
Responders in a relaxed
come & go atmosphere!**

**Play a game of cornhole or
visit with locals...**

**Enjoy a FREE cup of coffee,
Hot Coco and Donuts
(While supplies last)**

Santa will be there!

**Bring any questions, comments,
concerns, or issues involving the
Police Dept. or other local issues
and discuss in a relaxed setting**



CUMBY MUNICIPAL COURT DEPOSIT REPORT

DEPOSIT DATE October DATE RANGE 9.27 | 10.31 - 2022
Monthly

| | | |
|----------------------------|-------------------------|-----------------|
| TOTAL OF ONLINE PAYMENTS = | TOTAL OF MONEY ORDERS = | TOTAL PAYMENTS= |
| 26,493.60 | 10,864.52 | 37,358.12 |
| - GHS | - SECURITY | |
| 4,185.72 | 519.42 | |
| - STATE | - TECHNOLOGY | |
| 10,455.36 | 467.99 | |
| - OMNI | - TRUANCY FUND | |
| 221.93 | 443.50 | |
| - CHILD SEATBELT FINE | - JURY FUND | |
| 50.00 | 8.81 | |
| | | |
| = TRANSFERABLE TO GENERAL | = DEPOSIT TO GENERAL | TOTAL DEPOSIT= |
| 11,580.59 | 9,424.80 | 21,005.39 |
| | = % | |

PROCESSED BY R. Bratalee

DATE 11.1.2022

NOTES: - 8107.10 Chargeback

CITY OF CUMBY
BUILDING PERMIT REPORT
November 15, 2022
(Reporting October 2022 Activity)

1. Commercial Building Permit:

- a. A Great Outdoor RV Center, Cumby is moving along and will install fencing soon
 - i. Concerns from residents regarding Bamboo Road have been researched; AGORV is following the confirmed survey they had prior to purchasing the property and are setting up on their property – they are not coming into the easement for Bamboo Road.
 - ii. Question from the abutting property owner are being resolved between the two owners: AGORV and abutting property owner.
- b. Motor Cycle Shop requested a COO (Certificate of Occupation); they have a small amount to complete according to our 3rd company Inspection team and will reapply.

2. Residential Permit:

- a. Building Permit issued:
 - i. Permits for several Solar installations have been applied for and are underway
- b. Question received regarding window and door upgrade received. No permit yet.

Building Inspections are occurring on completed projects and payments have been made to City of Cumby; in turn, City of Cumby will make payments to Bureau Veritas for inspection services.

CUMBY VOLUNTEER FIRE DEPARTMENT

2021-2022 - YEAR END DATA

| MONTH | CITY | COUNTY | ACREAGE | GRASS FIRE | CAR FIRE | STRUCTURE FIRE | MEDICAL | MVA | INVESTIGATION / STAND | WATER USAGE | MAN/HOURS |
|-------|------|--------|---------|------------|----------|----------------|---------|-----|-----------------------|-------------|-----------|
| JAN | 11 | 25 | 34.5 | 11 | 1 | 4 | 13 | 3 | 4 | 3150 | 150.43 |
| FEB | 13 | 38 | 32.1 | 10 | 1 | 5 | 10 | 8 | 17 | 3849 | 151.37 |
| MAR | 10 | 30 | 71.75 | 15 | 0 | 4 | 11 | 8 | 2 | 9120 | 151.58 |
| APR | 7 | 10 | 0 | 2 | 0 | 2 | 9 | 4 | 0 | 0 | 42.47 |
| MAY | 4 | 26 | 4.1 | 5 | 3 | 2 | 9 | 9 | 2 | 850 | 71.60 |
| JUN | 7 | 23 | 5.75 | 6 | 2 | 1 | 13 | 5 | 3 | 600 | 68.62 |
| JULY | 5 | 47 | 109.35 | 16 | 1 | 1 | 20 | 8 | 6 | 6600 | 147.40 |
| AUG | 8 | 29 | 23 | 5 | 1 | 0 | 15 | 6 | 10 | 3600 | 80.57 |
| SEPT | 3 | 34 | 1 | 10 | 3 | 3 | 12 | 8 | 1 | 300 | 103.25 |
| OCT | 8 | 26 | 15.25 | 4 | 0 | 1 | 21 | 7 | 1 | 20000 | 96.68 |
| NOV | 1 | 1 | 0 | 0 | 0 | 0 | 1 | 1 | 0 | 0 | 10.57 |
| DEC | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00 |
| YTD | 77 | 289 | 296.8 | 84 | 12 | 23 | 134 | 67 | 46 | 48069 | 1074.53 |

City of Cumby (Texas)

Volunteer Fire Department
2021-2022 Volunteer Hours

| | NUMBER | PERSONNEL | RANK | CALLS YTD | APPARATUS | CALLS YTD |
|----|--------|-------------------|-----------------------|-----------|----------------------|-----------|
| 1 | 1105 | JIMMY EVANS | FIREFIGHTER | 47 | ENGINE-11 | 83 |
| 2 | 1106 | HEATH MCCRAW | CHIEF | 20 | RESCUE-11 | 160 |
| 3 | 1126 | MONTY LACKEY | ASST CHIEF | 81 | BRUSH-11 | 72 |
| 4 | 1121 | DUSTIN MILLER | FIREFIGHTER | 11 | ATTACK-11 | 79 |
| 5 | 1104 | RUBEN SARAGOSA | FIREFIGHTER | 47 | BRUSH-111 (BRASHEAR) | 153 |
| 6 | 1153 | DAVID WEATHERBEE | CHAPLAIN | 11 | ENGINE-111(BRASHEAR) | 70 |
| 7 | 1127 | JIMMY HELFFERICH | CAPTAIN | 267 | FUTURE 1 | 0 |
| 8 | 1110 | JORDAN STRICKLAND | FIREFIGHTER/PARAMEDIC | 4 | FUTURE 2 | 0 |
| 9 | 1148 | BRADLEY CAUDLE | FIREFIGHTER/EMT | 97 | | |
| 10 | 1146 | BRYAN CAUDLE | FIREFIGHTER/EMT | 49 | | |
| 11 | 1149 | RODNEY CAUDLE | CAPTAIN | 45 | | |
| 12 | 1123 | RYAN HORNE | TREASURER | 44 | | |
| 13 | 1124 | COLTON MCDONALD | FIREFIGHTER | 81 | | |
| 14 | 1128 | TERRY MCARTHER | FIREFIGHTER | 45 | | |
| 15 | 1147 | RUSSELL LESTER | FIREFIGHTER | 46 | | |
| 16 | 1135 | TREY LESTER | FIREFIGHTER | 96 | | |
| 17 | 1141 | BRENNAN KEARNS | FIREFIGHTER/EMT | 26 | | |
| 18 | 0 | FUTURE 1 | | 0 | | 6 |
| 19 | 0 | FUTURE 2 | | 0 | | 0 |
| 20 | 0 | FUTURE 3 | | 0 | | 0 |
| 21 | 0 | FUTURE 4 | | 0 | | 0 |
| 22 | 0 | FUTURE 5 | | 0 | | 0 |
| 23 | 0 | FUTURE 6 | | 0 | | 0 |
| 24 | 0 | FUTURE 7 | | 0 | | 0 |
| 25 | 0 | FUTURE 8 | | 0 | | 0 |

Shift employees are nonexempt employees who follow a work schedule that is outside of the typical 8 a.m. to 5 p.m. business day. Ask your supervisor if you are unsure of your status as a shift or non-shift employee.

4.7 ANNUAL PERFORMANCE REVIEW

All employees of the City of Cumby will be evaluated on an annual basis. The performance evaluation period will commence on March 1st of each calendar year and ends on the last day of February of each calendar year. The process for employee evaluation is as follows:

- a. Supervisor and employee will meet in March of each year to review the *Performance Appraisal Form*. The form will outline evaluation criteria and job expectations established for the position occupied by the incumbent. Supervisor and employee will sign the *Performance Appraisal Form*.
- b. Department Directors will review and approve the *Performance Appraisal Form*.
- c. Final approval of the City Council is required.
- d. During the evaluation period, supervisor and employee will periodically review work performance and outline areas of satisfactory and unsatisfactory performance.
- e. During the final month of the evaluation period the supervisor will complete the final performance evaluation for review by the Department Director. If the employee disagrees with the final evaluation, the employee may discuss the evaluation with the Department Director.

All records maintained by the City Secretary in connection with the performance of individual employees shall be considered confidential. Access to performance records is limited to the employee, his/her immediate supervisors, Mayor and City Council.

4.8 PROMOTION/DEMOTION/REASSIGNMENT/TRANSFERS

Dependent on the staffing plan and on available positions, promotions, demotions, reassignments and reclassifications will be made based on skills, abilities and demonstrated performance of City employees.

4.8.1. Promotion. Promotion of all employees will be accomplished after careful consideration and thorough review of an employee's qualifications, performance appraisals, work history, and demonstrated abilities. A promotion shall take effect with as little undue disruption of departmental operation as possible. Promoted employees shall serve a ninety (90) day evaluation period effective the date of promotion. Employees who fail to complete the evaluation period shall have their promotion revoked and returned to a position equal to the one held prior to the promotion where possible. All promoted employees shall receive all rights, privileges, benefits and responsibilities attendant to the position. Employees are not eligible for promotion during the evaluation period without special approval from the City Council.

4.8.2. Demotion. Demotion of all employees may be accomplished at any time an employee fails to meet performance standards for his/her position. Before demotion, an employee must be informed of and understand the standards by which he/she is being judged. Before demotion, an employee, if possible, may be counseled and given sufficient time to correct any existing deficiencies.

4.8.3. Reassignment. Voluntary reassignments may be requested by an employee. Lateral reassignments may be initiated by a Department Director when the best interest of the City is served by such action.

4.8.4. Transfers. To provide maximum opportunity for advancement to all employees and to promote optimum staffing, the City will encourage the transfer of employees between City departments. No acts of discrimination shall result from transfer requests. All employees are eligible to apply for transfers to currently vacant positions.

4.9. SEPARATIONS/EXIT PROCESS

A Department Director may recommend the termination of an employee for cause and must furnish the Mayor with an explanation for the recommendation of dismissal. The Mayor may terminate the employee based on the provided recommendation. The Mayor must report the termination to the City Council during its next regular meeting. The City Council has the final decision regarding terminations of employees. However, approval of the

termination by the City Council will be included on the Consent Agenda, unless the terminated employee requests a hearing on the matter. Hearings shall be governed by the Local Government Code and all applicable laws.

Resignations. An employee who chooses to resign must submit a resignation in writing to the Department Director at least ten (10) working days before the effective date of the resignation. An employee who gives less than ten (10) working days' notice may forfeit eligibility for rehire and unused annual leave. After approval by the Department Director, the resignation will be forwarded to the Mayor with any other appropriate documentation.

Exit Process. The exit process consists of the following steps:

1. Inform your supervisor in writing of intent to separate employment with the City; and
2. Department Director/supervisor is to ensure that all City property issued to the employee is returned, including but not limited to, all City identification badges and uniforms; and
3. The Department Director/supervisor will schedule a meeting with the City Secretary and Mayor, or in his/her absence Mayor Pro-Tem and the resigning employee; and

In cases where City equipment is not returned the City may recover cost through payroll deduction or legal process.

Exit Interview – regardless of the reason for the separation of employment with the City of Cumby, the employee is required to complete an exit interview. The exit interview will be conducted by the City Secretary and Mayor, or in his/her absence Mayor Pro-Tem. Separating employees will complete the *Exit Interview Form*. After the interview, the City Secretary will be required to complete a report that outlines the discussions held during the exit briefing and that report is to be sent to the Mayor for presentment to the City Council.

The purpose of the exit interview is to finalize all compensation due to the employee, return city equipment, provide explanation of any continuing benefits (such as contact information for employee retirement), to review time employed and give the employee the opportunity to provide feedback.