
AGENDA

WORK SESSION & COUNCIL MEETING

Tuesday October 19, 2021

7:00PM at City Hall

1. Call to Order and Declaration of Quorum

Time: _____

2. Invocation

3. Pledge of Allegiance to the United States of America

4. Greeting of Visitors

5. Items of Community Interest

6. Public comment

Citizens are invited to address the City Council with public comments. Comments regarding items for which notice has not been given will be limited to three minutes, prior to discussion of agenda items, and Council responses shall be in accordance with Sec. 551.042 of the Texas Government Code. Comments regarding an item on the agenda may be given before or during discussion of that item. Comments that incite a breach of the peace are prohibited.

7. Approval of previous meeting's minutes, or notes.

- a. October 4, 2021, Minutes

8. Reports:

- a. City Secretary Report
- b. City Clerk Report
- c. Council Representative to Community ISD
- d. Mayor Pro Tem report
- e. Mayor's Report/Status:

9. Work Session - No vote

Review and discuss agenda items.

Input from staff or counsel; only as requested by Mayor / Council or if asked to be recognized for points of order.

- a. Review: Ray Smith, CPA to go over year end accounting for 2020-2021, actual vs estimates.
- b. Review: Ray Smith Update on Audit, and recommendations.
- c. Review: Community Corners replat 9.849 acres into One 7.838-acre lot and one 2.011-acre lot. The 2-acre tract is cut out for family.
- d. Review: Elevon Final Plat Phase 2. - 4.307 acres in Nevada ETJ
- e. Review: Resolution 21-02 - JP Court. Citations due to code enforcement.
- f. Review: Waiver/Temporary CO for 202 FM 6 Provisions, Joe Cleveland
- g. Review: CISD Annexation Agreement – This is the agreement between the City of Nevada and CISD to annex a portion/tract of the CISD property that will facilitate the city's annexation of the Lexington Heights Development (CR595).

10. Business Session

Agenda documents and supporting material from the preceding Work Session agenda

Input from staff or counsel; only as requested by Mayor / Council or if asked to be recognized for points of order.

- a. Discuss/Take Action: Ray Smith, CPA to go over year end accounting for 2020-2021 totals actual vs estimates.
- b. Discuss/Take Action: Ray Smith recommendations for Audit.
- c. Discuss/Take Action: Community Corners replat 9.849 acres into One 7.838-acre lot and one 2.011-acre lot. The 2-acre tract is cut out for family.
- d. Discuss/Take Action: Elevon Final Plat Phase 2. - 4.307 acres in Nevada ETJ
- e. Discuss/Take Action: Resolution 21-02 - JP Court. Citations due to code enforcement.

- f. Discuss/Take Action: Temporary CO for 202 FM 6, Provisions, Joe Cleveland
- g. Discuss/Take Action: CISD Annexation Agreement – This is the agreement between the City of Nevada and CISD to annex a portion/tract of the CISD property that will facilitate the city’s annexation of the Lexington Heights Development (CR595).

11. Future Agenda Items

Future agenda items shall be designated by the Mayor. In addition, a motion and a second from any two Councilpersons shall be sufficient to add an agenda item for a future meeting. Staff and counsel shall have prior consent of the Mayor to add an agenda item for a future meeting.

12. Executive Session - Time: _____

Pursuant to the provisions of Chapter 551, Texas Government Code, Vernon’s Texas Codes Annotated, the Town Council may hold a closed meeting. Government code 551.071-Confidential legal advice regarding any of the agenda items on the open session agenda, and as follows:

13. Regular Session: Reconvene from Executive Session - Time: _____

14. If required, act on items reviewed in Executive Session.

15. Adjournment / Closing

Time: _____

I, Judy Hill, City Secretary, certify that the Agenda of the City of Nevada Council Regular Meeting to be held on October 19, 2021, was posted at City Hall on October 15, 2021.

NOTE: The City of Nevada, Texas, City Council meets regularly on the first and third Tuesday of each month at 7:00 P.M. The Council adheres to the printed Agenda for official action. Any individuals desiring official action on a matter should submit a request for the item to be considered for inclusion on a future Agenda to the office of the City Secretary not later than fourteen (14) days prior to the Council Meeting.

	A	B	C	D	E	F	G	AD	AE	AF	AG	AJ
1	City of Nevada - General Fund											
2	2020-2021 Actual vs. Budget Financial Report											
3	For the twelve months ended September 30, 2021											
4	(Not Final Pending Year-End Adjustments)											
6								September 2021 Actuals	Current YTD Actuals	Budget		% of Budget
7	Revenue											
8				City Sales Taxes		7,706		92,532		90,000		102.81%
9				Franchise Fees								
10				Electric Franchise Fee				49,432		60,000		82.39%
11				Gas Franchise Fee				3,148		4,000		78.71%
12				Telephone Franchise Fee				1,029		1,000		102.92%
13				Trash Service Franchise Fee		543		5,537		4,000		138.43%
14				Franchise Fees - Other				-				
15				Total Franchise Fees		543		59,146		69,000		85.72%
16				Other Revenue								
17				Interest Income				63		-		100.0%
18				Miscellaneous Income				129				100.0%
19				Property Taxes								
20				General Property Taxes		143		226,764		214,038		105.95%
21				Total Property Taxes		143		226,764		214,038		105.95%
22				Total Revenue from Administration		8,392		378,634		373,038		101.5%
24				Permit Fees								
25				Building Permit Fees		15,987		40,302		33,000		122.13%
26				Health/Food Permit Fees				210		500		42.0%
27				Subdivision/Development Fees				116,189		3,000		3,872.96%
28				Septic Permit Fees				570		6,200		9.19%
29				Permit Fees - Other		25		1,735		2,500		69.4%
30				Total Permit Fees		16,012		159,006		45,200		351.78%
32				Code and Traffic Enforcement								
33				Property Code Enforcement				-		-		0.0%
34				Traffic Violations				-		-		0.0%
35				Total Code and Traffic Enforcement				-		-		0.0%
37				Total Revenue from City Services		16,012		159,006		45,200		351.78%
39				Total Revenue		24,404		537,640		418,238		128.55%

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1	City of Nevada - General Fund											
2	2020-2021 Actual vs. Budget Financial Report											
3	For the twelve months ended September 30, 2021											
4	(Not Final Pending Year-End Adjustments)											
6												
40												
41	Expenses											
42	City Administration Expenses											
43	City Council Expenses											
44				Consultant Fees				-	-			0.0%
45				Council Meeting Supplies		50		50	-			100.0%
46				Dues and Memberships				591	600			98.5%
47				Election Fees and Supplies				1,650	6,000			27.5%
48				Legal Services				-	-			0.0%
49				Training/Seminars				-	-			0.0%
50				Total City Council Expenses		50		2,291	6,600			34.71%
51												
52	City Government Expenses											
53				Accounting Services		2,753		19,160	-			100.0%
54				Advertising & Notices				-	500			0.0%
55				Animal Control				3,125	4,000			78.13%
56				Bond(s)				-	-			0.0%
57				Central Appraisal Dist budget				1,455	1,500			97.0%
58				City Property Maintenance		555		7,770	5,000			155.4%
59				Contingency				-	1,225			0.0%
60				Contracted Services				-	2,000			0.0%
61				Dues and Subscriptions				-	3,000			0.0%
62				Electricity		1,734		10,541	10,000			105.41%
63				Equipment and Furniture				1,035	750			138.0%
64				Financial Audit				1,607	7,500			21.43%
65				Insurance				-	3,500			0.0%
66				Internet		60		131	800			16.42%
67				Legal Fees				65,021	30,000			216.74%
68				Legal Notices				2,212	1,000			221.16%
69				Miscellaneous Expense				48				
70				Mileage				-	-			0.0%
71				NSF Return Check				350	-			100.0%
72				Office Supplies		80		1,287	1,500			85.8%
73				Postage		98		205	500			40.94%
74				Property Tax Collection Fees				555	1,500			37.0%
75				Software/Cloud Services		37		4,064	5,000			81.28%
76				Technical/Legal Books				-	1,500			0.0%
77				Telephone		116		1,406	2,000			70.31%
78				Training/Seminars				-	-			0.0%
79				Travel & Lodging Expenses				-	-			0.0%
80				Water				385	350			110.07%
81				Website				-	500			0.0%
82				Total City Government Expenses		5,431		120,358	83,625			143.93%

	A	B	C	D	E	F	G	AD	AE	AF	AG	AJ
1	City of Nevada - General Fund											
2	2020-2021 Actual vs. Budget Financial Report											
3	For the twelve months ended September 30, 2021											
4	(Not Final Pending Year-End Adjustments)											
6						September 2021 Actuals	Current YTD Actuals	Budget		% of Budget		
84				Payroll Expenses								
85				Salaries		7,645	105,513	95,760		110.19%		
86				Payroll Taxes		566	7,832	8,000		97.9%		
87				Unemployment Taxes			324	800		40.5%		
88				Employee Health Insurance		745	7,386	20,000		36.93%		
89				Payroll Processing Fees		149	1,747	1,000		174.68%		
90				Total Payroll Expenses		9,105	122,802	125,560		97.8%		
92				Public Safety								
93				Ambulance Service			21,390	12,000		178.25%		
94				Fire Department Service			30,000	30,000		100.0%		
95				Police Services		37,500	181,250	150,000		120.83%		
96				Total Public Safety		37,500	232,640	192,000		121.17%		
98				Streets and Roads								
99				Ditch and culvert upkeep			-	5,000		0.0%		
100				Signs			645	4,000		16.13%		
101				Street Repairs		2,500	58,132	60,000		96.89%		
102				Trim bushes/trees			-	12,500		0.0%		
103				Total Streets and Roads		2,500	58,777	81,500		72.12%		
105				Inspections and P&D Expenses								
106				Building Inspections			29,318	10,000		293.18%		
107				Health/Food Inspections			1,050	2,000		52.5%		
108				Subdivision/Dev. Inspections			-	-		0.0%		
109				Planning and Development		3,033	39,778	20,000		198.89%		
110				Engineering Fees			36,913	25,000		147.65%		
111				Other Inspections			6,407	5,000		128.14%		
112				Total Inspections/P&D Expenses		3,033	113,466	62,000		183.01%		
114				Municipal Court & Code Enforcement								
115				Clean up of Properties			-	3,000		0.0%		
116				Code Enforcement - Other			1,583	2,500		63.31%		
117				Judge Fees			-	3,000		0.0%		
118				Contract Fees			-	1,000		0.0%		
119				Deputy/Police Services			897	3,000		29.88%		
120				City Attorney Fees			-	8,000		0.0%		
121				Mileage Reimbursement			-	515		0.0%		
122				Total Municipal Court Code Enf Exp		-	2,479	21,015		11.8%		
124				Total City Expenses		57,619	652,814	572,300		114.07%		
126				Surplus / (Deficit)		(33,215)	(115,174)	(154,062)		74.76%		
128				Transfer from fund balance		33,215	115,174	154,062		74.76%		
130				Budget Balance		-	-	-				

	A	B	C	D	E	F	G	AD	AE	AF	AG	AJ
1	City of Nevada - Economic Development Corporation											
2	2020-2021 Actual vs. Budget Financial Report											
3	For the twelve months ended September 30, 2021											
4												
5					September 2021 Actuals	Current YTD Actuals	Budget	% of Budget				
6	Revenue											
7	City Sales Taxes				3,853	46,268	-	100.0%				
8	Other Revenue											
9	Interest Income				4	25	-	100.0%				
10	Total Revenue from Administration				3,858	46,293	-	100.0%				
11												
12												
13	Total EDC Revenue				3,858	46,293	-	100.0%				
14	Transfer from fund balance					-		0.0%				
15	Budget Balance				3,858	46,293	-	100.0%				

**City of Nevada - ARPA Special Fund
 2020-2021 Actual vs. Budget Financial Report
 For the twelve months ended September 30, 2021**

	September 2021 Actuals	Current YTD Actuals	Budget	% of Budget
Revenue				
ARPA Grant Revenue	155,733	155,733	-	100.0%
Total Revenue	155,733	155,733	-	100.0%
Total ARPA Fund Revenue	155,733	155,733	-	100.0%
Budget Balance	155,733	155,733	-	100.0%

	A	B	C	D	E	F	G	H	I	J	K	L
1	City of Nevada											
2	Bank Balance Report											
3	As of September 30, 2021											
4												
5												
6	Bank Account Balances				General Fund	EDC Fund	Road Dev Account	ARPA Special Fund				
7												
8	Bank Account Balance				\$1,063,761	\$182,235	\$2,852	\$0				
9	Undeposited Funds				\$0	\$0	\$0	\$0				
10	Pending Sales Tax Transfer - FY 2020				-\$50,357	\$50,357						
11	Pending Sales Tax Transfer - FY 2021				-\$46,268	\$46,268						
12	Pending Transfer of ARPA Funds - FY 2021				-\$155,733			\$155,733				
13	Working Balance				\$811,403	\$278,860	\$2,852	\$155,733				



Ben Ponce, Mayor
City of Nevada
424 FM 6
Nevada, TX 75173

October 11, 2021

RE: Community Corners Tract 14 Replat
HEI Job Number 385001-86.11

Dear Mayor Ponce,

Hayter Engineering has reviewed the Community Corners Tract 14 Replat. Our review was for general conformance and shall not relieve the developer or the developer's surveyor or design engineer of full responsibility for the adequacy and integrity of the survey and design, or for conformance to Local, State, and Federal codes.

Construction plans and specifications were not submitted and as such Hayter Engineering's review was of the replat only. Typically, construction plans, and specifications shall be submitted, reviewed, and approved prior to any construction activities.

Below is a list of items that need to be addressed and/or clarified prior to the acceptance of this submittal. If you have any questions, please do not hesitate to call (903.785.0303) or email (cdonnan@haytereng.com).

Final Plat Requirements

1. Per the City's Subdivision Ordinance Section 18(a), the final plat shall bear all the information specified for preliminary plats:
 - a. Per the City's Subdivision Ordinance Section 17(1)(b), show the location of...and other important features".
 - i. Please show the drainageway originating at the southwest corner of the pond, then running east across Tract 14-1 and 14-2 before turning south near the eastern boundary of Tract 14-2 and finally crossing under CR 596.
 - ii. Please show existing pond adjacent to Tract 14-2.
 - iii. Please show existing buildings and driveways.
 - b. Per the City's Subdivision Ordinance Section 17(1)c, show existing sewer mains, water mains, drainage culverts, or other underground structures and utilities within the tract and immediately adjacent thereto with pipe size and locations indicated.
 - i. Based on aerial photography, there appears to be a large culvert under CR 596 and two or three possible driveway culverts.
 - ii. If no such features exist, please provide an email stating as much.
 - c. Per the City's Subdivision Ordinance Section 17(1)d, show contours with intervals of two feet or less, referred to mean sea level datum by actual field survey.

Practical Infrastructure Solutions

4445 SE Loop 286 | Paris, TX 75460 | haytereng.com

PHONE: 972.280.1100 | FAX: 972.280.1101 | EMAIL: info@haytereng.com | www.haytereng.com

- d. Per the City's Subdivision Ordinance Section 17(3), provide a plan of the proposed water mains, sanitary sewer mains, and proposed drainage facilities, including drainage areas, location of inlets, culverts, bridges, provisions for discharging onto and crossing adjacent properties, and calculated runoff and points of concentration.
 - i. Please ensure the drainage plan includes drainageway mentioned above.
2. Per the City's Subdivision Ordinance Section 18(a), ...and the construction plans prepared by a registered professional civil engineer... The final plat and construction plans will be considered as one proposal... Plats will include, at a minimum, construction of roads, drainage, retainage, and detention ponds as required, water and sewer lines as required, and all other public utilities and easement provide for.
 - a. It is recommended that a drainage plan be provided to the City.
3. Per the City's Subdivision Ordinance Section 18(5)g, "Recommended for Approval" signature block will be required.

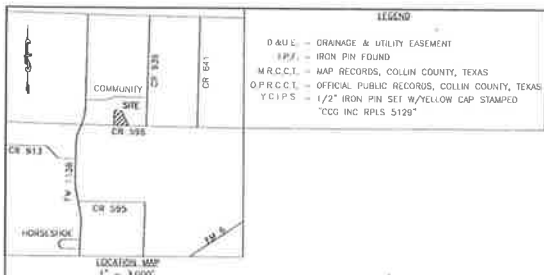
Sincerely,

HAYTER ENGINEERING, INC.



Christopher M. Donnan, P.E., CFM
Project Manager





The undersigned, the City Secretary of the City of Nevada, Texas, hereby certifies that the foregoing plat of COMMUNITY CORNERS TRACT 14 as shown to Collin County, Texas was submitted to the City Council on the _____ day of _____, 20____, and the Council, by formal action, then and there accepted the dedication of streets, alleys, parks, easements, public places, and water and sewer lines as shown and set forth in and upon said plat and said Council further authorized the Mayor to note the acceptance thereof by signing his name as hereinabove subscribed.

Witness my hand this _____ day of _____, A.D., 20____.

City Secretary
City of Nevada, Texas

- NOTES:**
1. Selling a portion of this addition by metes and bounds is a violation of City ordinance and State law, and is subject to fines and withholding of utilities and building permits.
 2. Bearings based on Community Corners recorded in Cabinet F, Page 544, Map Records, Collin County, Texas.

SURVEYOR'S CERTIFICATE

I, James Barton Carroll, do hereby certify that I prepared this plat from an actual and accurate survey of the land and that the corner monuments shown hereon were properly placed under my personal supervision, in accordance with the subdivision regulations of the City of Nevada, Texas.

Preliminary; this document shall not be recorded for any purpose and shall not be used or viewed or relied upon as a final survey document.

James Barton Carroll
Texas Registered Professional Land Surveyor No. 5129

STATE OF TEXAS
COUNTY OF COLLIN

BEFORE ME, the undersigned authority, a Notary Public in and for the State of Texas on this date personally appeared James Barton Carroll, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and considerations therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, THIS _____ DAY OF _____, 2021.

Notary Public for the State of Texas
My Commission expires: _____

OWNER'S CERTIFICATE

STATE OF TEXAS
COUNTY OF COLLIN

Whereas, John R. Burrows, is the owner of a tract of land situated in the J. McKinn Survey, Assessor's Map No. 544, Collin County, Texas, and being part of Tract 14, of Community Corners, an addition to Collin County, Texas, according to the plat thereof recorded in Cabinet F, Page 544, Map Records, Collin County, Texas, and as certified by John R. Burrows in instrument No. 20180705000199933, Official Public Records, Collin County, Texas, and being more particularly described as follows:

Beginning at a 5/8" capped iron pin found stamped "PDS&J INC." at the southwest corner of Lot 8B-R of Lots 7A-R & 8A-R of Community Corners, an addition to Collin County, Texas, according to the plat thereof recorded in Volume 2017, Page 285, Map Records, Collin County, Texas, and being on the north right-of-way line of County Road 596 (120' R.O.W.);

thence North 88°27'01" West, along the south line of said Lot 14 and the north right-of-way line of County Road 596 (120' R.O.W.), a distance of 850.55 feet to a 1/2" iron pin set with yellow cap stamped "CCO INC RPLS 5129" being the southwest corner of said Lot 14 and the southeast corner of Lot 13 of said addition;

thence North 01°23'00" East, along the west line of said Lot 14 and the east line of said Lot 13, a distance of 694.76 feet to a 5/8" iron pin found for the northwest corner of said Lot 14, the northeast corner of said Lot 13 and on the south line of Lot 10 of said addition;

thence South 88°49'59" East, along the north line of said Lot 14 and the south line of said Lot 10, a distance of 371.78 feet to a point for corner being the northeast corner of said Lot 14, the northeast corner of said Lot 6B-R and a southeast corner of said Lot 10;

thence South 33°36'23" East, along the east line of said Lot 14 and the west line of said Lot 8B-R, a distance of 852.40 feet to the Point of Beginning and containing 429,023 square feet or 9.849 acres of land.

NOW, THEREFORE KNOW ALL MEN BY THESE PRESENTS:

That, John R. Burrows, does hereby adopt this plat as COMMUNITY CORNERS TRACT 14, an Addition to Collin County, Texas and does hereby dedicate to the public use forever the roads and easements shown hereon (if any) for the mutual use and accommodation of any public utility desiring the use of using same for the purpose of construction, maintaining, extending or renewing any or all of their respective systems located thereon.

WITNESS my hand this the _____ day of _____, 2021.

John R. Burrows, Owner

By _____

STATE OF TEXAS
COUNTY OF COLLIN

BEFORE ME, the undersigned authority, a Notary Public in and for the State of Texas on this date personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and considerations therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, THIS _____ DAY OF _____, 2021.

Notary Public for the State of Texas
My Commission expires: _____

"Not Approved"

Chairman, Planning and Zoning Commission Date _____

"Recommended for Approval"

Chairman, Planning and Zoning Commission Date _____

"Approved for Preparation of Final Plat"

Mayor, City of Nevada, Texas Date _____



REPLAT
COMMUNITY CORNERS
TRACT 14
9.849 ACRES OF LAND AND
BEING PART OF TRACT 14 OF
COMMUNITY CORNERS
CAB. F, PG. 544
CITY OF NEVADA E.T.J.
COLLIN COUNTY, TEXAS

CARROLL CONSULTING GROUP, INC. P.O. BOX 11 LAVON, TEXAS 75168 972-742-4411 TEXAS FIRM REGISTRATION NO.: 10007200			
JOB NO.	SCALE	DATE PREPARED	DRAWN BY
2948-21	1"=60'	OCTOBER 8, 2021	SC



Ben Ponce, Mayor
City of Nevada
424 FM 6
Nevada, TX 75173

October 6, 2021

RE: Elevon, Phase 2A Final Plat
HEI Job Number 385001-86T

Dear Mayor Ponce,

Hayter Engineering, Inc. (HEI) has reviewed the Elevon, Phase 2A Final Plat and Construction Plans. Our review was for general conformance to the City's Subdivision Ordinance and shall not relieve the developer or the developer's surveyor or design engineer of full responsibility for the adequacy and integrity of the survey and design, or for conformance to Local, State, and Federal codes.

After review, Hayter Engineering has determined that the Final Plat and Construction Plans meet the City's requirements. Assuming all necessary fees have been paid to the City, it is our recommendation that the City of Nevada approve the Final Plat and Construction Plans with the following conditions:

1. Per the City's Subdivision Ordinance (Section 18.g), please include the appropriate final plat signature block.
 - a. Please remove any statements regarding the preliminary nature of this plat.
2. Per the City's Subdivision Ordinance (Section 18.e.3), the Final Plat shall not be endorsed or recorded until after all public improvements have been installed in a manner satisfactory to the City.

If you have any questions regarding the Final Plat and/or Construction Plans, please do not hesitate to call (903.785.0303) or email (cdonnan@haytereng.com).

Sincerely,

HAYTER ENGINEERING, INC.

A handwritten signature in blue ink that reads "Christopher M. Donnan".

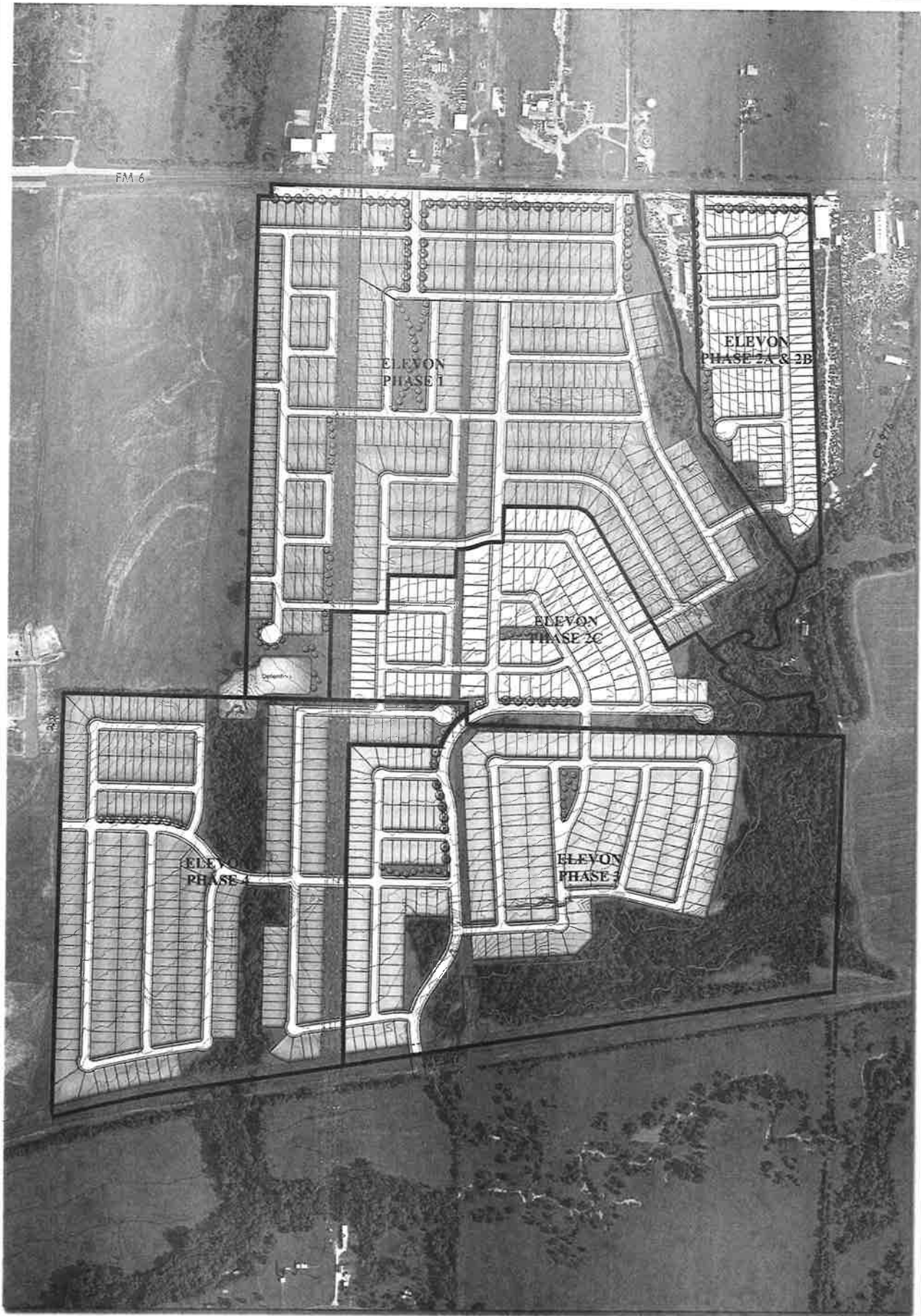
Christopher M. Donnan, P.E., CFM
Principal/Project Manager



Practical Infrastructure Solutions

4445 SE Loop 286 | Paris, TX 75460 | haytereng.com

HOUSTON, TEXAS | DALLAS, TEXAS | AUSTIN, TEXAS | SAN ANTONIO, TEXAS | FORT WORTH, TEXAS | EL PASO, TEXAS | DENVER, COLORADO | PHOENIX, ARIZONA | LOS ANGELES, CALIFORNIA



M

MA PARTNERS

0 100 200 400 N AUG 24, 2021
1"=200' MAT031

ELEVON

PHASING PLAN
COLLIN COUNTY, TEXAS **JB**
PARTNERS