

**MEETING OF THE MINEOLA CITY COUNCIL**  
**5:30 P.M. Monday, September 21, 2020**  
300 Greenville Hwy, Mineola TX 75773

**AGENDA**

Call to order and confirmation of quorum

___ Kevin White, Mayor	___ Mitchell Tuck
___ Sue Jones, Mayor Pro Tem	___ Polly Jones
___ Jayne Lankford	___ Greg Hollen
___ Cassandra Sampson	___ Mercy Rushing, City Manager
___ Cindy Karch, City Secretary	___ Blake Armstrong, City Attorney

Invocation and Pledge of Allegiance

Citizen Comment

*"Pursuant to Texas Government Code section 551.007, members of the public may speak on an agenda item during the public communication section of the meeting or at the time the agenda item is called for discussion by the Mayor. Speakers shall be given three (3) minutes to speak. A speaker needing a translator and/or interpreter may be given six (6) minutes to speak. Members of the public wishing to address the Council on non-agenda items may do so pursuant to the same time constraints as agenda items. The Council will not comment on items not on the agenda; however, the Council may refer the item to City Staff for research, resolution or referral of the matter to the Council as a future agenda item."*

Notice Regarding Public Participation

*Governor Greg Abbot has granted a temporary suspension of certain rules to allow for telephone or videoconference public meetings in an effort to reduce in-person meetings that assemble large groups of people, due to the COVID-19 (coronavirus) public health emergency.*

*In an effort to reduce the spread of the virus, the public will be able to address the Council via telephone conference call for the meeting.*

**To participate in the telephone conference call, please call 1-346-248-7799 and enter Meeting ID 810 3161 5489. Password is 879438, or you may login to**

**<https://us02web.zoom.us/j/81031615489?pwd=Yjk2UU82SVV5Uko2MmVlHMTJpZ29NZz09>**

Consent Agenda

*All of the following items on the Consent Agenda are considered to be routine and self-explanatory by the Council and will be enacted with one motion. There will be no separate discussion of these items unless a Council Member requests to do so. The item may subsequently be removed from the Consent Agenda to be considered separately.*

1. Consider approval of minutes of the Regular City Council Meeting and Workshop on July 27, 2020 and the Special Council Meeting and Workshop on August 10, 2020.
2. Consider approval of the Monthly Department Head Reports for the month of August 2020. (Building Inspections, Code Enforcement, Fire, Police, Main Street, Marketing, Street, Water, Wastewater)
3. Consider approval of an Interlocal Agreement with East Texas Council of Governments (ETCOG) for 911 Database maintenance for FY 2020-2021 in the amount of \$3,023.30.

Discussion on Action Items, Public Hearings, Presentations, and Announcements.

4. Hold a public hearing on a replat of Lot 1 Block 1 Maddox Addition, located on Sycamore Street.
5. Discuss and consider action on a replat of Lot 1 Block 1 Maddox Addition, located on Sycamore Street.
6. Discuss and consider action to solicit bids on city owned property, located on Private Road 6304, Mineola Tx, Property ID 14904.
7. Discuss acceptance of high bid received for resale city property, Lot J, A of Lot I Block 34-1, Hart Street.
8. Discuss and consider action to give an easement to Peoples Communications for fiber optic lines to extend from Loop 564 to Blackmon Meadows on city right of way on FM 1254.
9. Discuss 2020 parades and downtown events.
10. Discuss and consider action on a street closure request from the Mineola Chamber of Commerce to close streets for the Hometown Christmas Market & Parade on Saturday, December 5, 2020.
11. Discuss and consider action on a street closure request from the Mineola Chamber of Commerce to close streets for the Trunk-or-Treat Halloween event on Saturday, October 31<sup>st</sup>.
12. Discuss and consider action on a request from the Parks Board concerning Grand Opening and events planned for the new Disc Golf Course.
13. Mayor Comments – regarding matters appearing on the agenda; recognition of community members, city employees, and upcoming events; inquiry of staff regarding specific factual information or existing policies.
14. City Manager Briefing and Announcements

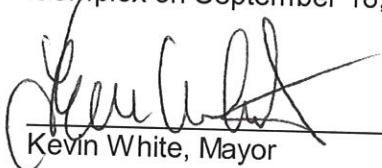
#### Adjournment

The City Council reserves the right to meet in closed session on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code (the Texas open meeting laws).

In compliance with the Americans with Disabilities Act, the City of Mineola will provide for reasonable accommodations for persons attending public meetings. To better serve attendees, requests should be received 48 hours prior to the meeting. Please contact the office of the City Secretary at 903-569-6183.

#### **CERTIFICATION**

I certify that the above notice of meeting was posted on the bulletin board at the Mineola Municipal Complex on September 18, 2020.

  
\_\_\_\_\_  
Kevin White, Mayor

**MINEOLA CITY COUNCIL MINUTES  
REGULAR MEETING - MINEOLA CITY HALL  
AUGUST 24, 2020, 5:30 P.M.**

**MEMBERS PRESENT**     **In person:** Mayor Kevin White, Mayor Pro Tem Sue Jones, Council Member Jayne Lankford **Via video/phone conference:** Council Members Cassandra Sampson, Polly Jones and Greg Hollen

**MEMBERS ABSENT**     Mitchell Tuck

**STAFF PRESENT**     **In Person:** Mercy Rushing, Cindy Karch, William Crump, David Madsen, Charles Bittner, Lynn Kitchens and Doris Newman

**OTHERS PRESENT**     Jason Herring, CowBurners; Amy Hagen; Yvonne Maddox; Phil Major, Wood County Monitor

**CALL TO ORDER**     Mayor White called the meeting to order at 5:30 p.m. and confirmed a quorum of the council was present.

Invocation and Pledge of Allegiance led by Kevin White

**CITIZEN COMMENT** – None

**CONSENT AGENDA**

1. Consider approval of minutes of the Regular City Council Meeting and Workshop on July 27, 2020 and the Special Council Meeting and Workshop on August 10, 2020.
2. Consider approval of the Financial Statement for the month of July 2020.
3. Consider approval of the Monthly Investment Report for the month of July 2020.
4. Consider approval of the Monthly Department Head Reports for the month of July 2020. (Building Inspections, Code Enforcement, Fire, Police, Main Street, Marketing, Street, Water, Wastewater)

Councilmember Sue Jones made the motion to approve the consent agenda. The motion was seconded by Councilmember Jayne Lankford and carried by a unanimous roll-call vote.

**DISCUSSION ON ACTION ITEMS, PUBLIC HEARINGS, PRESENTATIONS AND ANNOUNCEMENTS**

5. **Consider approval of street closure request from Jason Herring, CowBurners to close the alley on Johnson St. for a charity event.**

Jason Herring and Amy Hagen addressed the council regarding the event. The event is a Pub Crawl is to raise funds for the Chiari Foundation, a foundation dedicated to helping people with Chiari disease. Mrs. Hagen has the disease and normally participates in their annual fundraising walks. The walk was cancelled this year due to COVID-19. All proceeds from the Pub Crawl will go toward that research.

Councilmember Greg Hollen made the motion to approve the street closure request with the amendment to close the street from the alley to Broad Street. The motion was seconded by Councilmember Polly Jones and carried by a unanimous roll-call vote.

**6. Discuss and consider action on award of bid for Blackmon Meadows Lift Station and Force Main, Project MN.171. Low bid amount \$196,249.09 to SGL Utility Contractors.**

Councilmember Sue Jones made the motion to accept the bid. The motion was seconded by Councilmember Cassandra Sampson and carried by a unanimous roll-call vote. At this time Councilmember Mitchell Tuck joined the meeting via phone and voted in favor of this item.

**7. Discuss and consider action on a replat of Lot 9 pt. Block 19 Ham Addition, located on Sycamore St.**

Fire Marshall David Madsen informed the council that Planning & Zoning recommended approval of the replat. Councilmember Jayne Lankford made the motion to approve the replat. The motion was seconded by Councilmember Sue Jones and carried by a unanimous roll-call vote.

**8. Discuss and consider action on an ordinance regarding the Texas Municipal Retirement System “Updated Service Credits” and to increase the rate of deposits to the Texas Municipal Retirement System by the employees.**

Finance Director Cindy Karch said that this change will go into effect October 1<sup>st</sup>. Employee deposit rate will be increased from 5% to 7% and they will see this on their paychecks. The City will continue to match these contributions 2:1. This additional expense is included in the FY 2021 budget. The Updated Service Credit will be effective on January 1, 2021. Mrs. Rushing said that cities and counties in our area all have a 7% retirement rate and that makes it more difficult to attract and retain employees. Due to this increase in the budget raises are not included in this budget. The city will now have a 90% funded retirement liability instead of the 101%. It will take several years to get back up to 95%-97% which is the target funding level.

Councilmember Greg Hollen made the motion to adopt the ordinance. The motion was seconded by Councilmember Sue Jones and carried by a unanimous roll-call vote.

**9. Discuss and consider action on bid acceptance for Application and Preparation and Administrative Services for the 2021-2022 Community Development Fund, award to Traylor & Associates, Inc.**

The city sent three requests for qualifications to state approved grant writing firms. Only one RFQ was received. Councilmember Polly Jones made the motion to accept the bid. The motion was seconded by Councilmember Mitchell Tuck and carried by a unanimous roll-call vote.

**10. Mayor Comments – regarding matters appearing on the agenda; recognition of community members, city employees, and upcoming events; inquiry of staff regarding specific factual information or existing policies.**

Mayor White reminded the council to check the dates of the upcoming public hearings and special meetings for the budget. A quorum of the council is required for each meeting.

**11. City Manager Briefing and Announcements**

City Manager Mercy Rushing showed photos of the new leaf machine purchased with Meredith Funds.

**ADJOURNMENT**

There being no further items for consideration, a motion to adjourn was made and the meeting adjourned.

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Kevin White, Mayor

ATTEST:

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Cindy Karch, City Secretary

**MINEOLA CITY COUNCIL MINUTES  
SPECIAL COUNCIL MEETING - MINEOLA CITY HALL  
SEPTEMBER 10, 2020, 5:30 P.M.**

**MEMBERS PRESENT**    **In Person:** Mayor Kevin White **Via video/phone conference:** Councilmembers Sue Jones, Mitchell Tuck, Greg Hollen, Cassandra Sampson and Polly Jones

**MEMBERS ABSENT**    Jayne Lankford

**STAFF PRESENT**        Mercy Rushing, Cindy Karch, and Charles Bittner

**OTHERS PRESENT**      **Via Video/Phone Conference:** Phil Major, Wood County Monitor

**CALL TO ORDER**

Mayor Kevin White called the meeting to order at 5:30 p.m. and confirmed a quorum of the council was present.

Invocation and pledges lead by Mayor White

**CITIZEN COMMENT**

None.

**DISCUSSION ON ACTION ITEMS, PUBLIC HEARINGS, PRESENTATIONS AND ANNOUNCEMENTS**

- 1. Hold a public hearing on the proposed budget for fiscal year beginning October 1, 2020 and ending September 30, 2021.**

Mayor White opened the hearing. No citizens were present for comment and the hearing was closed. Mayor White noted that the proposed tax rate for the new budget is 0.532. This is the no-new-revenue tax rate.

- 2. Discuss and consider action to set the date to adopt the 2020-2021 budget on September 14<sup>th</sup> 2020.**

Councilmember Greg Hollen made the motion to set the date to adopt the budget to September 14, 2020. The motion was seconded by Councilmember Sue Jones and carried by a unanimous roll-call vote.

- 3. Mayors Comments– regarding matters appearing on the agenda; recognition of community members, city employees, and upcoming events; inquiry of staff regarding specific factual information or existing policies.**

Mayor White let the council know that Governor Abbot requested all Texans observe a moment of silence on September 11 at 7:46 am in memory of the tragedy of the attacks on 9/11/2001.

- 4. City Manager Briefing and Announcements**

The Ministerial Alliance will be providing pizza tomorrow at 11:30 for all police and first responders. She also addressed the passing of Judge Larry Jones and gave service information.

**ADJOURNMENT**

There being no further items for consideration, a motion to adjourn was made and the meeting adjourned.

\_\_\_\_\_  
Kevin White, Mayor

ATTEST: \_\_\_\_\_  
Cindy Karch, City Secretary

**MINEOLA CITY COUNCIL MINUTES  
SPECIAL COUNCIL MEETING - MINEOLA CITY HALL  
SEPTEMBER 14, 2020, 5:30 P.M.**

**MEMBERS PRESENT**    **In Person:** Mayor Kevin White and Councilmember Jayne Lankford **Via video/phone conference:** Councilmembers Sue Jones, Mitchell Tuck, Greg Hollen, and Cassandra Sampson

**MEMBERS ABSENT**    Polly Jones

**STAFF PRESENT**        Mercy Rushing, Cindy Karch, William Crump and Charles Bittner

**OTHERS PRESENT**    **Via Video/Phone Conference:** Phil Major, Wood County Monitor; Jon Watson, BrooksWatson PLLC.

**CALL TO ORDER**

Mayor Kevin White called the meeting to order at 5:30 p.m. and confirmed a quorum of the council was present.

Invocation and pledges lead by Mayor White

**CITIZEN COMMENT**

None.

**PRESENTATIONS AND PROCLAMATIONS**

- 1. Presentation of a proclamation naming the week of September 17 through September 23 as Constitution Week in the City of Mineola.**

Mayor White presented the proclamation to Vera Spencer, Ellen Jackson and Karen Pilgrim of DAR

- 2. Presentation of the 2019 Audit by BrooksWatson & Co., PLLC**

Jon Watson from BrooksWatson & Co gave the presentation. The city received an Unmodified opinion which means there were no significant findings in the audit.

**DISCUSSION ON ACTION ITEMS, PUBLIC HEARINGS, PRESENTATIONS AND ANNOUNCEMENTS**

- 3. Discuss and consider action to approve the FY 18-19 Annual Audit performed by BrooksWatson & Co. PLLC.**

Councilmember Greg Hollen made the motion to approve the audit. The motion was seconded by Councilmember Sue Jones and carried by a unanimous roll-call vote.

- 4. Hold a public hearing to receive comments on the 2020-2021 Tax Rate.**

Mayor White opened the public hearing. No citizens were present for comment and the hearing was closed.

- 5. Discuss and consider action on an ordinance approving the proposed budget for fiscal year beginning October 1, 2020 and ending September 30, 2021.**

Councilmember Jayne Lankford made the motion to adopt the budget. The motion was seconded by Councilmember Sue Jones and carried by a unanimous roll-call vote.

- 6. Discuss and consider ratifying the tax rate for fiscal year beginning October 1, 2020 and ending September 30, 2021.**

Councilmember Sue Jones made the motion to ratify the no-new-revenue tax rate at 0.532% for fiscal year 2020-2021. The motion was seconded by Councilmember Mitchell Tuck and carried by a unanimous roll-call vote.

**7. Discuss and consider action on an ordinance levying the tax rate for fiscal year beginning October 1, 2020 and ending September 30, 2021.**

Councilmember Cassandra Sampson made the motion to levy the no-new-revenue tax rate of 0.532% for the fiscal year 2020-2021. The motion was seconded by Councilmember Jayne Lankford. Those voting aye were Sue Jones, Jayne Lankford, Cassandra Sampson, Mitchell Tuck and Greg Hollen. Councilmember Polly Jones was absent and not voting.

**8. Mayors Comments– regarding matters appearing on the agenda; recognition of community members, city employees, and upcoming events; inquiry of staff regarding specific factual information or existing policies.**

Mayor White let the council know there will be a meeting on the 21<sup>st</sup> for regular city business.

**9. City Manager Briefing and Announcements**

Mrs. Rushing let the council know that Doris Newman, Main Street Manager, submitted an application for awards to the Main Street District. Mineola is a finalist for the 2021 Presidents award for the Best New Construction in cities with a population of 50,000 or less for Tommy Warren’s new building on 421 E. Broad Street. She read a Thank You note from a citizen to the staff in the front office for always being so polite and helpful. Then she read a Thank You note from Phil Major and wife Laura for the plant.

**ADJOURNMENT**

There being no further items for consideration, a motion to adjourn was made and the meeting adjourned.

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Kevin White, Mayor

ATTEST:

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Cindy Karch, City Secretary



CITY OF MINEOLA  
Average & Total Using Reading History Report

Service Code	Route Number	Resident Count	Address Count	Number of Units	Average Consumption	Total Consumption	Total Demand Consumption
WT	1	313	312	312	4,523	1,415,600	0
	2	289	284	284	4,173	1,213,100	0
	3	191	189	189	6,367	1,217,600	0
	4	345	341	341	4,986	1,720,200	0
	5	367	362	385	10,832	3,975,200	0
	6	382	382	490	6,540	2,498,200	0
	7	195	190	190	3,544	691,100	0
	8	160	158	158	6,257,352	1,001,183,300	0
	9	66	65	65	4,824	318,400	0
	10	168	168	176	3,138	527,200	0
	11	64	62	62	2,469	158,000	0
	50	198	197	197	10,170	2,013,600	0
Service WT	Totals:	2,738	2,710	2,849	371,408	1,016,931,500	0
Grand Totals		2,738	2,710	2,849	371,408	1,016,931,500	0

\*\*\* End of Report \*\*\*

Cycle number (blank for all)	
Route and/or account number	
Street name (blank for all)	
Userid created (blank for all)	
Beginning requested date	
Ending requested date	
Beginning completed date	08/01/2020
Ending completed date	08/31/2020
Work order code (blank for all)	SB
Completed, incomplete, or both	Complete
Sort by	Requested Date
Print field comments	Yes
Print instructions	Yes
Meter Readers Initials	*ALL
Person assigned to	*ALL
Work Order Group	*ALL

ubawotr  
bjames

CITY OF MINEOLA  
Work Order Tracking Report By Requested Date  
Completed From: 08/01/2020 To: 08/31/2020

09/08/20  
13:46

Page: 1

Account Number	S T	Customer Name/Address Desc	Work Order Number	Work Order Description	Date/Time Issued	Date/Time Requested	Date/Time Completed	Units	Meter Reading	Read Date	Meter Number	Special Meter ID	Special Meter Id 2
010-0008290-000	A	EAGLE FUEL & OIL LP 115 W. FRONT	13757	Sewer Back Up Instructions: hurst plumbing called said they are having stoppage from city side. cleanout on johnson Field Comment: dug up and fix collapsed sewer line	07/30/20-10:55	07/30/20-10:55	08/03/20-11:12	1		08/03/20	9281101	10321998	
010-0000500-003	A	KINDNESS KOTTAGE 316 E. BROAD	13767	Sewer Back Up Instructions: Field Comment: Unable to clear main due to line being collapsed. Called out pump truck to pump sewage from manhole to manhole. Called out by dispatch. RM	08/03/20-13:58	08/01/20-13:58	08/01/20-13:59	1		08/01/20	9957383	10207478	
004-0021200-002	A	GODWIN MARK H 415 PEACHTREE DR.	13771	Sewer Back Up Instructions: Field Comment: No stoppage found. Customer to call a plumber. RO	08/04/20-08:52	08/04/20-08:52	08/04/20-13:53	1		08/04/20	8719911	10265498	
001-0001200-006	A	WALKER MICHAEL S 107 STONE	13793	Sewer Back Up Instructions: Field Comment: Ran city main to clear stoppage. Called out by dispatch. MM	08/10/20-07:37	08/09/20-14:44	08/09/20-15:33	1		08/09/20	10474171	10916400	
005-0001100-004	A	WILLIAMS BARBARA 906 N. JOHNSON	13816	Sewer Back Up Instructions: Field Comment: ran cleanout and unstopped	08/12/20-15:57	08/12/20-15:57	08/13/20-12:00	1		08/13/20	8672265	10261950	
003-0001300-002	A	JONES SUE 502 N. JOHNSON	13824	Sewer Back Up Instructions: Field Comment: ran city main & cleared stoppage	08/13/20-10:37	08/13/20-10:37	08/13/20-14:39	1		08/13/20	9588106	12099508	
002-0004300-011	A	DANIELS SHEENA 608 HOGG	13842	Sewer Back Up Instructions: Field Comment: Ran customer line to clear stoppage. FZ	08/17/20-14:49	08/17/20-14:49	08/17/20-15:18	1		08/17/20	10474243	10915720	
002-0023600-002	A	PRUITT HAYES GAY 1628 W. BROAD	13855	Sewer Back Up Instructions: sewer backup - plumber says problem on city side, already had house line cleaned out - 903-363-2048 please call. Recurring problem Field Comment: no problem on city main, to call a plumber	08/20/20-13:06	08/20/20-13:06	08/20/20-14:25	1		08/20/20	10474118	10923221	
010-0006200-004	A	KAREN'S KORNER 102 S. JOHNSON	13862	Sewer Back Up Instructions: Field Comment: rain main, customer problem	08/21/20-13:41	08/21/20-13:41	08/24/20-16:12	1		08/24/20	9574635	10259282	

Number of work orders: 9 Units: 9 Completed: 9 Not Completed: 0

Cycle number (blank for all)	
Route and/or account number	
Street name (blank for all)	
Userid created (blank for all)	
Beginning requested date	
Ending requested date	
Beginning completed date	08/01/2020
Ending completed date	08/31/2020
Work order code (blank for all)	MI
Completed, incomplete, or both	Complete
Sort by	Requested Date
Print field comments	Yes
Print instructions	Yes
Meter Readers Initials	*ALL
Person assigned to	*ALL
Work Order Group	*ALL

CITY OF MINEOLA

Work Order Tracking Report By Requested Date

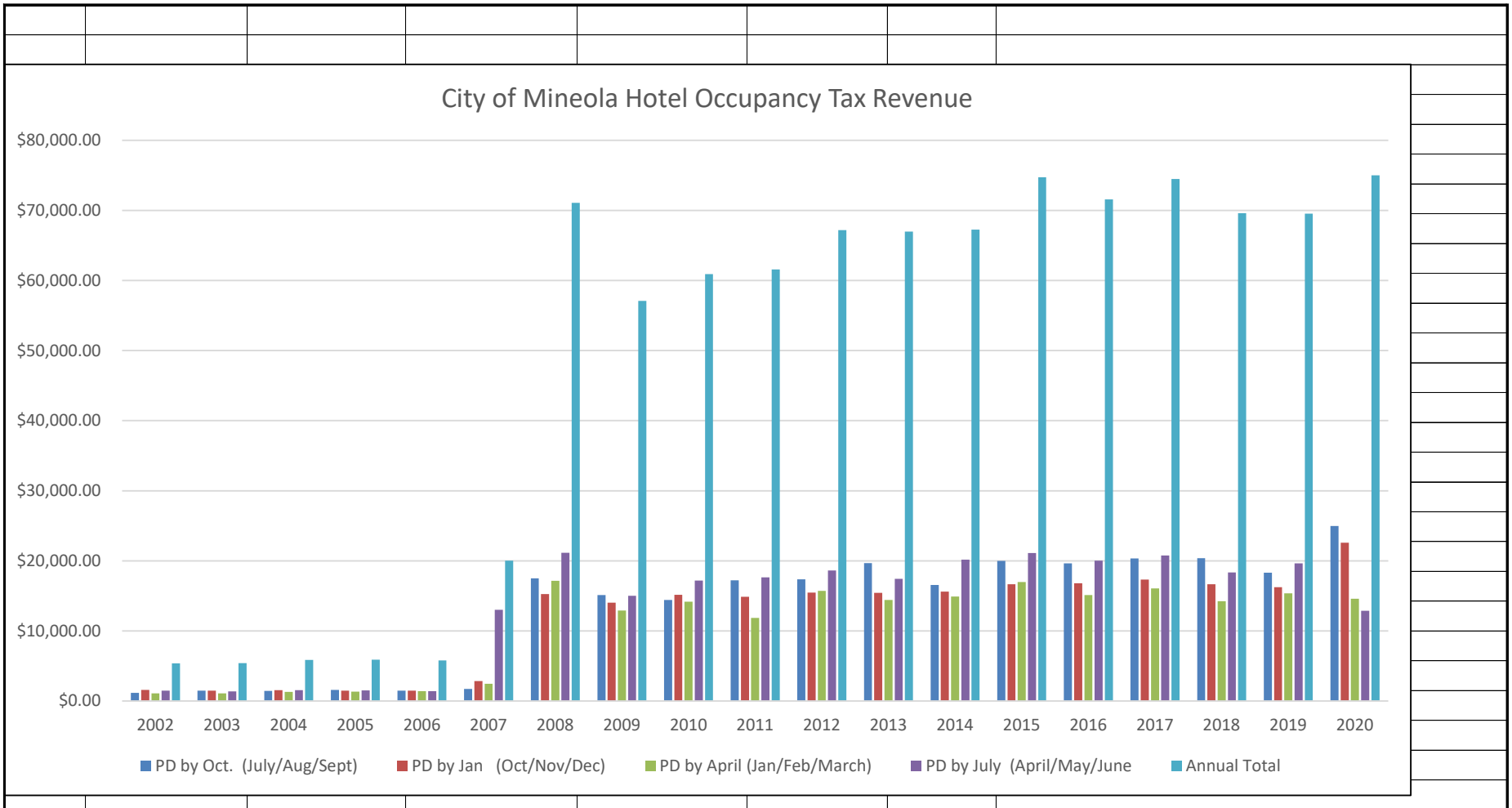
Completed From: 08/01/2020 To: 08/31/2020

Account Number	S T	Customer Name/Address Desc	Work Order Number	Work Order Description	Date/Time Issued	Date/Time Requested	Date/Time Completed	Units	Meter Reading	Read Date	Meter Number	Special Meter ID	Special Meter Id 2
004-0005700-002	I	SHIREY SANDRA 714 WIGLEY STREET	13669	Miscellaneous Instructions: Customer wants us to camera her sewer line, plumber only able to run 75'. Has a sink hole and believes line is broken. Call her @ 832.544.0024 when we are able to go & she will meet you there. Field Comment: Replaced broken clay tile sewer line in back yard with PVC pipe. FZ	07/15/20-15:27	07/16/20-15:27	08/11/20-07:33	1		08/11/20	9281155	12097443	
006-0003100-000	A	MILLER GRACE 1513 ROBIN	13769	Miscellaneous Instructions: check reading. Customer re-did plumbing. meter has not activity. Field Comment: used 300 gals	08/03/20-14:16	08/03/20-14:16	08/04/20-15:23	1		08/04/20	10071024	10184106	
004-0023300-000	A	NEWMAN DORIS 906 RYAN STREET	13786	Miscellaneous Instructions: complaining that they have mowed and trimmed back as much as they can but it needs more work I guess from the city. Also they the road needs some leveling cause there is some ruts in it. Field Comment: trimmed	08/06/20-11:10	08/06/20-11:10	08/11/20-13:01	1		08/11/20	9956821	10207584	
008-0011900-015	A	MCKNIGHT TERRY 710 S. NEWSOM	13789	Miscellaneous Instructions: reconnect service today ASAP Field Comment: on	08/06/20-16:00	08/06/20-16:00	08/07/20-11:36	1		08/07/20	7771250	12095876	
001-0004600-003	A	PUNCHES DIXIE 515 W. KILPATRICK	13790	Miscellaneous Instructions: Customer called and said that the alley, that belongs to the City is washing out. They are requesting repairs Field Comment: put asphalt	08/06/20-16:17	08/06/20-16:17	08/17/20-10:07	1		08/17/20	9955456	10153523	
002-0005800-000	A	MANN JUDY 810 SECOND #3	13792	Miscellaneous Instructions: Culvert collapse on the East side of Second, 33 ft south from the center line of Boudain St. Field Comment: pulled out a section	08/07/20-10:25	08/07/20-10:25	08/25/20-10:47	1		08/25/20	9957199	12091447	
005-0005800-000	A	HINSON NELL 109 MAXINE	13820	Miscellaneous Instructions: tall grass on the edge of the street. City side. She said we trimmed before for her. Field Comment: skip, ramsey, randall	08/13/20-09:47	08/13/20-09:47	08/18/20-10:25	1		08/18/20	10070659	10189251	
005-0021600-001	F	WHITTINGTON DILLARD 122 E. LOOP 564	13839	Miscellaneous Instructions: UNLOCK and TURN on at 9 for inspection, will call to turn off when complete Field Comment:	08/17/20-10:35	08/18/20-10:35	08/18/20-16:12	1		08/18/20	8398440	10299402	
Number of work orders:		8	Units:	8	Completed:	8	Not Completed:	0					

**HOT Funds Revenue Report  
City of Mineola**

<b>Budget</b>							
<b>Year</b>	<b>PD by Oct.</b>	<b>PD by Jan</b>	<b>PD by April</b>	<b>PD by July</b>	<b>Annual Total</b>	<b>Annual Change</b>	<b>Notes:</b>
	<u>(July/Aug/Sept)</u>	<u>(Oct/Nov/Dec)</u>	<u>(Jan/Feb/March)</u>	<u>(April/May/June)</u>			
2002	\$1,168.46	\$1,599.44	\$1,108.01	\$1,488.32	<b>\$5,364.23</b>		
2003	\$1,482.51	\$1,473.56	\$1,108.99	\$1,355.83	<b>\$5,420.89</b>	1.056%	
2004	\$1,455.62	\$1,541.86	\$1,317.95	\$1,547.15	<b>\$5,862.58</b>	8.148%	
2005	\$1,578.08	\$1,461.48	\$1,344.89	\$1,525.00	<b>\$5,909.45</b>	0.799%	
2006	\$1,489.81	\$1,461.48	\$1,417.24	\$1,409.37	<b>\$5,777.90</b>	-2.226%	*Raised HOT Funds fm 4% to 7%
2007	\$1,709.47	\$2,846.28	\$2,459.08	\$12,998.68	<b>\$20,013.51</b>	246.380%	<b>** June 11 First Best Western Report</b>
2008	\$17,486.45	\$15,272.47	\$17,151.12	\$21,160.90	<b>\$71,070.94</b>	255.120%	<b>** First Full year Best Western Reporting</b>
2009	\$15,117.96	\$14,025.78	\$12,915.36	\$15,026.24	<b>\$57,085.34</b>	-19.678%	<b>** We lost 3 B&amp;B Operations</b>
2010	\$14,405.56	\$15,165.62	\$14,161.72	\$17,182.58	<b>\$60,915.48</b>	6.709%	
2011	\$17,223.55	\$14,879.34	\$11,843.15	\$17,632.82	<b>\$61,578.86</b>	1.089%	
2012	\$17,362.41	\$15,480.56	\$15,721.93	\$18,615.02	<b>\$67,179.92</b>	9.095%	
2013	\$19,685.98	\$15,449.66	\$14,422.78	\$17,419.85	<b>\$66,978.27</b>	-0.300%	
2014	\$16,557.60	\$15,623.98	\$14,910.11	\$20,162.07	<b>\$67,253.76</b>	0.411%	
2015	\$19,982.84	\$16,668.58	\$16,966.68	<b>\$21,118.39</b>	<b>\$74,736.49</b>	11.126%	<b>Note: May-Toyota Bass Tourn</b>
2016	<b>\$19,639.60</b>	\$16,798.77	\$15,120.50	\$20,016.21	<b>\$71,575.08</b>	-4.230%	<b>Hometown Hang - Sept. 2015-2016</b>
2017	\$20,344.60	\$17,334.20	\$16,068.11	\$20,746.59	<b>\$74,493.50</b>	4.077%	Nov/Dec 2016 - Shop Local Campaign/Championship
2018	\$20,371.86	<b>\$16,661.20</b>	\$14,247.76	\$18,330.81	<b>\$69,611.63</b>	-6.553%	<b>Note: Decline - Munzesheimer rooms reduced to one</b>
2019	\$18,322.34	\$16,226.77	\$15,370.86	\$19,628.71	<b>\$69,548.68</b>	-0.090%	Nov/Dec 2018 -Shop Local Campaign
<b>2020</b>	<b>\$24,956.38</b>	\$22,589.12	\$14,592.06	<b>\$12,873.97</b>	<b>\$75,011.53</b>	<b>7.86%</b>	<b>July 2019 State Tball tourny - Largest QRT EVER</b>
<b>2021</b>							
	<b>\$250,341.08</b>	<b>\$222,560.15</b>	<b>\$202,248.30</b>	<b>\$260,238.51</b>	<b>\$935,388.04</b>		<b>GRAND TOTAL since 2002</b>
*Local Hotel/Motel Tax Raised from 4% to 7% -collection started Oct. 2006							
<b>** Best Western Hotel Opened for Business April 5, 2007</b>							
<b>** 2008 we had 9 Lodging Facilities (6 B&amp;B's)</b>							
<b>** 2016 we had 7 Lodging Facilities.</b>							
<b>** 2019 we have 6 Lodging Facilities (3 B&amp;B)</b>							
<b>** 2020 COVID19 Pandemic beginning March   2nd Qrt affected: down 34.41% from 2019   Finished yr up 7.86%</b>							
							Updated July 27 2020 -- LK

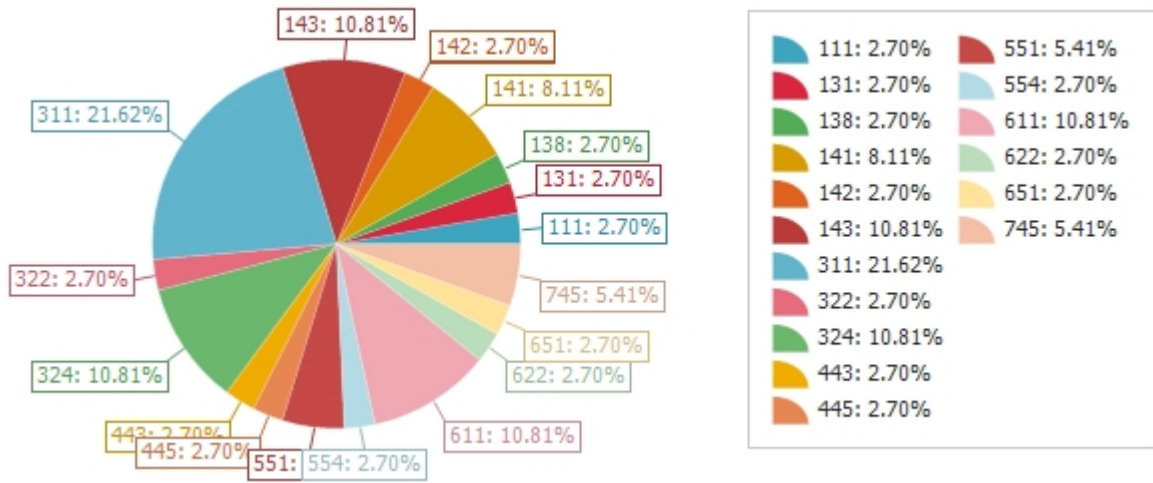
**HOT Funds Revenue Report  
City of Mineola**





## MINEOLA FIRE DEPARTMENT INCIDENT RESPONSE REPORT

### Incident Reports By Incident Type, Summary



Incident Type	Total Incidents	Percent
111 - Building fire	1	2.70%
131 - Passenger vehicle fire	1	2.70%
138 - Off-road vehicle or heavy equipment fire	1	2.70%
141 - Forest, woods or wildland fire	3	8.11%
142 - Brush or brush-and-grass mixture fire	1	2.70%
143 - Grass fire	4	10.81%
311 - Medical assist, assist EMS crew	8	21.62%
322 - Motor vehicle accident with injuries	1	2.70%
324 - Motor vehicle accident with no injuries.	4	10.81%
443 - Breakdown of light ballast	1	2.70%
445 - Arcing, shorted electrical equipment	1	2.70%
551 - Assist police or other governmental agency	2	5.41%
554 - Assist invalid	1	2.70%
611 - Dispatched & canceled en route	4	10.81%
622 - No incident found on arrival at dispatch address	1	2.70%
651 - Smoke scare, odor of smoke	1	2.70%
745 - Alarm system activation, no fire - unintentional	2	5.41%



<b>Incident Type</b>	<b>Total Incidents</b>	<b>Percent</b>
----------------------	------------------------	----------------

<b>Total Number of Incidents:</b>	<b>37</b>	
-----------------------------------	-----------	--

<b>Total Number of Incident Types:</b>	<b>17</b>	
--	-----------	--

**Incident Type**

**Total Incidents**

**Percent**

**Report Filter Settings**

**Report File Name:** Incident Reports by Incident Type, Summary

**Filter Name:** Last Calendar Month

**Filter Expression:** [AlarmDateTime] is between '8/1/2020 00:00' and '8/31/2020 23:59'

# \*Monthly Permits Totals only - Prev Month

Run Date: 09/01/2020 8:00 AM

Amount Charged	Amount Paid	Case Type	Contractor	Reference No	Address 1	First Name	Last Name
\$50.00	\$50.00	Electrical Permit	TT & L ENTERPRISES	<a href="#">P003331-080420</a>	104 E Patten	Donald	Phillips
\$150.00	\$150.00	Building Permit	TRINITY VALLEY POOLS & SPAS INC	<a href="#">P003332-080520</a>	235 SUE LN		MCCARTNEY CHARLES N & PAMELA L
\$50.00	\$50.00	Roofing Permit	Cover 3 Roofing	<a href="#">P003333-080620</a>	430 PAMELA DR		LAY DON
\$50.00	\$50.00	Roofing Permit	Cover 3 Roofing	<a href="#">P003334-080620</a>	1704 BROAD	Timothy	Wilson
\$25.00	\$25.00	Sign Permit	Sign Mart	<a href="#">P003335-080620</a>	344 NW loop 564		
\$50.00	\$50.00	Electrical Permit	East Texas Electric	<a href="#">P003336-080720</a>	1120 N NEWSOME		CANDELARIO SEVERIANO & BLANCA
\$50.00	\$50.00	Plumbing Permit	Hurst Plumbing	<a href="#">P003337-081120</a>	1014 N PACIFIC	Lyndsay	Lindholm
\$70.10	\$70.10	Plumbing Permit	Hurst Plumbing	<a href="#">P003338-081120</a>	519 PEACHTREE	John	Witt
\$125.00	\$125.00	Electrical Permit	KEE Electric Inc	<a href="#">P003339-081120</a>	235 SUE LN		MCCARTNEY CHARLES N & PAMELA L
\$50.00	\$50.00	Mechanical Permit	ADAMS AIR	<a href="#">P003340-081320</a>	310 PAMELA DR		YOUNG DIRON RANDAL
\$50.00		Electrical Permit	East Texas Electric	<a href="#">P003341-081720</a>	401 JOHNSON	Margret	Quintana
\$50.00		Concrete Permit		<a href="#">P003342-081820</a>	311 E BUCHANAN	Juan	Marquez
\$50.00		Mechanical Permit	ADAMS AIR	<a href="#">P003343-081920</a>	219 MOLLY LN		BROTHERTON BETTY FAYE REV LIV TR
\$50.00		Irrigation Permit	Threese Shovles	<a href="#">P003344-082020</a>	1407 KENNY DR		GRAVLEY JOYCE
\$50.00		Roofing Permit	BODDIE ROOFING	<a href="#">P003345-082420</a>	1838 PARK PL		LONG GENE A
\$50.00		Roofing Permit	BODDIE ROOFING	<a href="#">P003346-082420</a>	105 BRETT LN		DAY THOMAS R & BILLIE M
\$50.00		Building Permit	HOME OWNER	<a href="#">P003347-082620</a>	408 GOOD		MILLER ELIZA GRACE
<b>1020.1</b>	<b>670.1</b>			<b>17</b>			

# MINEOLA WATER UTILITIES

## MONTHLY ACTIVITY REPORT

MONTH OF: August, 2020

### WATER:

Bacteriological Analysis.....	06
Pump Station Inspections.....	124 Hrs.
Customer Water Connections.....	35
Customer Water Disconnections.....	36
Turn water off for leak .....	07
Reread .....	02
Water Leaks Reported.....	13
Paid turn water back on .....	13
Locate Water Lines for Others.....	04
O & M Water Production & Distribution System (hours).....	372 hrs.
Miscellaneous .....	08
Pulled meter logs .....	01
Number of water Meters Read.....	2,710
Number of active accounts.....	2,462 29 city acct.
Disconnects for Non-Payment.....	35
Change meter register .....	04
Set Meter .....	02
Repairs complete turn water on.....	01
Lock Meters.....	06
<b>PRODUCTION &amp; TREATMENT</b>	
Water Produced in Million Gallons.....	20.924 M.G.
Average Usage per Day.....	0.674 M.G.
Highest Usage per Day.....	1.359 M.G.
Pounds of Disinfectant Used.....	723 lbs.
Average Pounds of Disinfectant Used per Day.....	23.3 lbs.
Pounds. Of Sequestering Agent Used.....	191 .00 lbs.
Average Pounds of Sequestering agent used per Day.....	6.1 lbs.
Pounds of Fluoride Used.....	275 lbs.
Average pounds of Fluoride Used .....	8.8 lbs.

# MINEOLA WATER UTILITY MONTHLY ACTIVITY REPORT

## WASTEWATER:

Sewer Stoppages Reported.....09  
Lift Station Inspections Performed..... 062 hrs.  
Sewer Taps Installed ----- 0  
O & M of Wastewater Collection System (hours)..... 372 hrs.  
Number of Feet of sewer Main cleared..... 1,350 ft.

## UTILITY MAINTENANCE:

Vehicle Maintenance.....checked daily  
Older trucks check for mechanical problems and returned to service.  
  
Equipment Maintenance..... 124 hrs. EST.

Submitted by: Rolando Ortega

Water: Dept

Date: 9/04/2020

Sorted by Work Order Code

WO Code	Description	Completed	Outstanding	New
CFL	Check for Leak	13	0	0
CFS	Check for stop meter	1	0	0
COR	Change Out Register	4	0	0
CP	Check Water Pressure	0	0	1
FR	Final Read	36	0	3
LK	TURN WATER OFF FOR LEAK/REPAIR	7	0	0
LKM	Leak at Meter	1	0	1
LL	Locate Lines	4	2	0
LM	Lock Meter	6	0	0
MI	Miscellaneous	8	6	0
PD	Paid Turn Water Back On	13	0	0
PML	Pull Meter Log	1	0	1
RR	Re-Read	2	0	0
SB	Sewer Back Up	9	0	0
SM	Set Meter	2	0	0
SR	Start Read	35	0	1
STR	Street Repairs Requested	0	5	1
TWO	Repairs Complete Turn Water On	1	0	0

Report Total: 143 13 8

Active Water accounts: 2462  
Total meter read: 2710

Note: Totals reflect only accounts billed.							
Serv Code	Description	Charge Billed	Active Accounts Billed	Finald Accounts Billed	Consumption Billed	Sales Tax Amount	Demand Charge
DCM	Comm Compactor	1,542.71	2	0	0	127.27	
DM2	2 Yrd Comm Dump	1,340.68	19	0	0	93.47	
DM3	3 Yrd Comm Dump	1,270.03	13	0	0	104.76	
DM4	4 Yrd Comm Dump	3,964.96	30	0	0	251.06	
DM6	6 Yrd Comm Dump	4,197.10	23	0	0	291.77	
DM8	8 Yrd Comm Dump	11,007.70	36	0	0	832.97	
DML	Comm Dump Lock	100.00	20	0	0	6.97	
DMS	Dump Stone Bria	220.64	7	0	0	18.20	
DMX	Comm Dump Extra	997.78	14	0	0	51.62	
DSC	Disconnect Fee	575.00	0	23	0		
RF	Garbage	36,138.37	2226	22	0	2,912.56	
SW	Sewer	75,950.85	2433	23	15,704,800		
TX	Tax	4,690.65	2007	22	0		
WT	Water	164,824.64	2462	23	16,324,500		
Grand Totals ==>		306,821.11			32,029,300	4,690.65	
***End of Report***							

## Street Department –August

Lay asphalt at the end of Guy St 16 tons, patched on Broad St 16 tons, overlay part of Inwood 96 tons, 400' on Kings Ln 126 tons, patch on Line @ Johnson 4 tons, patch on Kenny 13 tons, at the end of Sycamore 8 tons, on Kilpatrick behind Dairy Queen 3 tons, around the basketball court 115 tons and patch pot holes 2 tons.

Replaced two stop signs on South @ Krause, one on South @ Padgget, and one on S. Newsome @ Giraud.

Pour a slab of concrete for the drinking water fountain at the basketball court.

Mow hills and ditches with the skid steer 24 man hours.

Trimmed trees 96 man hours.



**DEPARTMENT HEAD REPORT  
WASTEWATER TREATMENT PLANT**

	<b>August 2019</b>	<b>August 2020</b>
GALLONS TREATED	15.749 MG	16.296 MG
AVERAGE GALLONS TREATED	0.508 MGD	.526 MGD
LABORATORY TESTS PERFORMED	328	328
MONTHLY REPORTS	01	01
RAIN FALL	3.51 INCHES	3.36 INCHES
RAIN FALL TO DATE	39.74 INCHES	36.89 INCHES

	<b>PERMIT PARAMETERS</b>	<b>REPORTED</b>
CBOD5/avg	10.0 mg/L	2.00
CBOD5/max	25.0 mg/L	2.00
CBOD5/lbs/day	167.0	9.01
TSS/avg	15.0 mg/L	1.75
TSS/max	40.0 mg/L	2.00
TSS/lbs/day	250.0	7.88
NH3-N/avg	2.0 mg/L	0.100
NH3-N/max	7.0 mg/L	0.100
NH3-N/lbs/day	33.0	0.450
D.O. minimum	4.0 mg/L	6.30
pH minimum	6.0 standard units	7.07
pH maximum	9.0 standard units	7.27
E. coli avg	126 colonies per 100 mil	0.438
E. coli 7dy/avg	394 colonies per 100 mil	1.21
2 Hour Peak Flow	4167 gpm	802 gpm
Copper/avg		20.2 ug/L



3800 Stone Road  
Kilgore, Texas 75662 - 903-218-6400 - Fax 903-983-1440

Serving a Fourteen County Region

September 1, 2020

Mayor Kevin White  
CITY OF MINEOLA  
P.O. Box 179  
Mineola, Texas 75773

Subject: Database Maintenance FY 2021

Dear Mayor White,

In 2005, the City of Mineola entered into a contract to allow ETCOG to provide 9-1-1 addresses to your citizens. The deliverables outlined in the contract includes providing mapping services and maintenance of the 9-1-1 Database. ETCOG greatly appreciates the opportunity to provide these support services. Because you have maintained this service, ETCOG has reduced the cost to you by 30% of the base cost. Today, the cost for this service is \$3,023.30.

ETCOG proposes to continue this effort on behalf of the City of Mineola. With that in mind, we are mailing you two copies of the contract and an invoice. Please sign both contracts and mail them back along with your payment. Once both contracts are received, including a check, we will route them for signature by our Executive Director. At that time one original contract will be returned to you for your files. The contract period will begin **October 1, 2020 and ends on September 30, 2021.**

Please contact me at (903) 218-6461 with any questions you may have concerning these documents. We look forward to continuing this service for the City of Mineola.

Sincerely,

Stephanie Heffner  
Director of Public Safety

SH/sv  
Enclosures

cc: David A. Cleveland, Executive Director



3800 Stone Road  
Kilgore, Texas 75662 - 903-218-6400 - Fax 903-983-1440

Serving a Fourteen County Region

**PUBLIC SAFETY DEPARTMENT**

**Invoice # MINEOLADBМ-FY21**

**9-1-1 PROGRAM**

**PROGRAM CONTACTS: Database Maintenance FY 2021**

STEPHANIE HEFFNER 903 218 6461

STEFFANY VERCHER 903 218 6430

**To: CITY OF MINEOLA**

**Date: 9/1/2020**

**Database Maintenance:**  
1 YEAR AGREEMENT FOR 911 ADDRESSING

**PLEASE ATTACH A COPY WITH PAYMENT**

**TOTAL AMOUNT DUE:**

**\$3,023.30**

## EAST TEXAS COUNCIL OF GOVERNMENTS

### INTERLOCAL CONTRACT FOR CITY 9-1-1 DATABASE MAINTENANCE

#### **Article 1: Parties and Purpose**

1.1. The East Texas Council of Governments (ETCOG) is a regional planning commission and political subdivision of the State of Texas organized and operating under the Texas Regional Planning Act of 1965, as amended, chapter 391 of the Local Government Code. ETCOG has developed a *Strategic Plan* to establish and maintain 9-1-1 emergency telephone services in State Planning Region 06, and the Texas Commission on State Emergency Communications (CSEC) has approved its current *Plan*.

1.2. The **CITY OF MINEOLA** ("The City"), in the County of **WOOD**, is a Texas municipality that has completed the physical addressing process as defined by County Addressing Standards and is a member government of ETCOG.

1.3 This contract is entered into between ETCOG and **CITY OF MINEOLA** under chapter 791 of the Government Code so that ETCOG can maintain the physical addresses assigned in the City and assign new growth addresses in the City.

#### **Article 2: Goods and Services**

2.1 ETCOG agrees to:

- (1) Perform tasks listed in *Attachment A, Scope of Work; and*
- (2) Protect the confidentiality of addressing databases furnished by telecommunications providers.

#### **Article 3: Contract Price and Payment Terms**

3.1. After the effective date of this contract ETCOG agrees to conduct all assigned services for the amount listed in *Attachment B, Cost of Services*. The cost of services are to be prepaid and are due immediately and in advance of services to be rendered.

#### **Article 4: Effective Date and Term of Contract**

4.1. This agreement shall be in effect **October 1, 2020 to September 30, 2021**, unless sooner terminated under Article 10.

#### **Article 5: Performance Reports**

5.1 No performance reports are required under this contract.

**Article 6: Compliance with Applicable Law and Policy**

6.1. ETCOG agrees to comply with all applicable law and policy in carrying out this contract. Applicable law and policy includes but are not limited to the State Administration of Emergency Communications Act, chapter 771, Texas Health and Safety Code; rules implementing the Act contained in title I, part XII, Texas Administrative Code; the *Uniform Grant Management Standards* (Governor's Office of Budget and Planning, Jan. 1998); Texas Advisory Commission on State Emergency Communications, *9-1-1 PROGRAMS Policies and Procedures*.

**Article 7: Independent Contractor, Assignment and Subcontracting**

7.1. ETCOG is not an employee or agent of the city but furnishes goods and services under this contract solely as an independent contractor.

7.2. ETCOG may not assign its rights or subcontract its duties under this contract without the prior written consent of the city. An attempted assignment or subcontract in violation of this paragraph is void.

7.3. If the CITY OF MINEOLA consents to subcontracting, each subcontract is subject to all of the terms and conditions of this contract, and ETCOG agrees to furnish a copy of this contract to each of its subcontractors.

**Article 8: Records and Monitoring**

8.1. ETCOG agrees to maintain financial, statistical, costs, and receipts under this contract. ETCOG agrees to maintain these records at their offices.

8.2. Subject to the additional requirement of paragraph 8.3, ETCOG agrees to preserve the records for three years after receiving its final payment under this contract.

8.3. If an audit of or information in the records is disputed or the subject of litigation, ETCOG agrees to preserve the records until the dispute or litigation is finally concluded, regardless of the expiration or early termination of this contract.

8.4. The CITY OF MINEOLA is entitled to inspect and copy, during normal business hours at ETCOG's office, the records maintained under this contract for as long as they are preserved. The city is also entitled to visit ETCOG's offices, talk to its personnel, and audit its records, all during normal business hours, to assist in evaluating its performance under this contract.

8.5. The CITY OF MINEOLA agrees to notify ETCOG at least 24 hours in advance of any intended visit for the purposes described in paragraph 8.4. Upon receipt of the city's notice, ETCOG agrees to notify the appropriate department(s) specified in the notice.

8.6. The CSEC and the Texas State Auditor have the same inspection, copying, and visitation rights as the city.

**Article 9: Nondiscrimination and Equal Opportunity**

9.1. ETCOG shall not exclude anyone from participating under this contract, deny anyone benefits under this contract, or otherwise unlawfully discriminate against anyone in carrying out this contract because of race, color, religion, sex, age, disability, handicap, or national origin.

**Article 10: Suspension and Early Termination of Contract**

10.1. If the city or ETCOG breaches a material provision of this contract, the other may notify the breaching party describing the breach and demanding corrective action. The breaching party has five business days from its receipt of the notice to correct the breach, or to begin and continue with reasonable diligence and in good faith to correct the breach. If the breach cannot be corrected within a reasonable time, despite the breaching party's reasonable diligence and good faith effort to do so, the parties may agree to terminate the contract or either party may invoke the dispute resolution process of Article 12.

10.2. Termination for breach under paragraph 10.1 does not waive either party's claim for damages resulting from the breach, and both the **CITY OF MINEOLA** and ETCOG among other remedies may withhold from compensation owed the other an amount necessary to satisfy its claim against the other.

10.3. The ending of this contract under Article 4 or its early termination under this Article 10 does not affect ETCOG's duty:

- (1) to repay the **CITY OF MINEOLA** for expenditures made in violation of applicable law or policy in accordance with Article 6; and
- (2) to preserve its records and permit inspection, copying, and auditing of its records and visitation of its premises and personnel under Article 8.

**Article 11: City Responsibilities**

11.1 The city agrees to notify ETCOG of any changes in their city limit boundaries (annexation or de-annexations). The notification of the changes shall be made in writing with the supporting documentation to ETCOG at least 15 days prior to the change.

**Article 12: Dispute Resolution**

12.1. The parties desire to resolve disputes arising under this contract without litigation. Accordingly, if a dispute arises, the parties agree to attempt in good faith to resolve the dispute between them. To this end, the parties agree not to sue one another, except to enforce compliance with Article 12, until they have exhausted the procedures set out in this Article.

12.2. At the written request of either party, each party shall appoint one non-lawyer representative to negotiate informally and in good faith to resolve any dispute arising under this contract. The representatives appointed shall determine the location, format, frequency, and duration of the negotiations.

12.3. If the representatives cannot resolve the dispute within 30 calendar days after the first negotiation meeting, the parties agree to refer the dispute to the Dispute Resolution Center of Austin for mediation in accordance with the Center's mediation procedures by a single mediator assigned by the Center. Each party shall pay half the cost of the Center's mediation services.

12.4. The parties agree to continue performing their duties under this contract, which are unaffected by the dispute, during the negotiation and mediation process.

**Article 13: Notices to Parties**

13.1 Notice to be effective under this contract must be in writing and received by the party against whom it is to operate. Notice is received by a party: (1) when it is delivered to the party personally; (2) on the date shown on the return receipt if mailed by registered or certified mail, return receipt requested, to the party's address specified in paragraph 13.2 and signed on behalf of the party; or (3) three business days after its deposit in the United States mail, with first-class postage affixed, addressed to the party's address specified in paragraph 13.2.

13.2. ETCOG's address is:  
3800 Stone Road  
Kilgore, TX 75662  
Attention: Executive Director

**CITY OF MINEOLA'S** address is:  
CITY HALL, P.O. Box 179  
Mineola, Texas 75773  
Attention: Mayor Kevin White

13.3 A party may change its address by providing notice of the change in accordance with paragraph 13.1.

**Article 14: Miscellaneous**

14.1. Each individual signing this contract on behalf of a party warrants that he or she is legally authorized to do so and that the party is legally authorized to perform the obligations undertaken.

14.2. This contract states the entire agreement of the parties, and an amendment to it is not effective unless in writing and signed by all parties.

14.3. The following Attachments are part of this contract:

Attachment A	Scope of Work
Attachment B	Cost of Services

14.4. This contract is binding on and insures to the benefit of the parties' successors in interest.

14.5. This contract is executed in duplicate originals.

14.6. This contract replaces all previous contracts and/or amendments in effect for the purpose of provisioning 9-1-1 database maintenance for the city.

**CITY OF MINEOLA**, TEXAS

EAST TEXAS COUNCIL OF GOVERNMENTS

By: \_\_\_\_\_  
Kevin White  
Mayor

By: \_\_\_\_\_  
David A. Cleveland  
Executive Director

Date: \_\_\_\_\_

Date: \_\_\_\_\_



## **Attachment A Scope of Work**

### ***Appendix A – Scope of Work***

#### ***Inventory***

- Current Materials
- Base Map
- Edit Sheets
- County Databases
- Contact information for US Post Office Address Management System
- Local Points of Contact

#### ***Procedures***

1. All activities are to be completed and documented, tracking new requests for addresses.
  - Example:
    - Call comes in to ETCOG.
    - Individual information is recorded on a work order sheet.
    - Physical Location is found on map.
    - Address is assigned based upon standard scheme.
    - New address is given to the owner
    - Map edits and database update is completed
    - Quality Analysis is performed
    - Address verification letter is mailed and/or emailed to the owner
    - USPS Address Management System is notified of new assignment.
1. Will follow the established guidelines for mapping database and software
  - Use ESRI products as directed for mapping maintenance
  - Use 9-1-1 Geodatabase design
  - Use 9-1-1 USPS Circular C for Master Street Address Guide (MSAG) Road Name Creation
2. Will perform all corrections, additions, and deletions to 9-1-1 Database as needed:
  - extend, correct, create or resolve conflicts within the MSAGs maintained by and for county due to but not limited to the following:
    - Changes in Fire Response Zones
    - Changes in EMS Response Zones
    - Changes in Law Enforcement Response Zones
    - Changes in Public Safety Answering Point Boundaries
  - correct, create, or resolve conflicts within the Telephone Number (TN) database which may be due to the following:
    - Error reports created by Telco submitted data
    - Changes due to re-addressing
    - Changes in Fire Response Zones
    - Changes in EMS Response Zones
    - Changes in Law Enforcement Response Zones
    - Changes due to Public Safety Answering Point Boundaries

## Attachment B Cost of Services

- Cost is based on **2016** population data projection of **4,719** citizens
- Cost annually is \$100 for the first 500 population
- Cost is \$1.00 per population above the base \$100
- Less 30% for continued service
- Total costs to the city are: **\$3,023.30**
- Cost is to be paid in advance of receipt of services, invoice is attached.

FY21 ETCOG Interlocal Database Maintenance Agreements with Cities							
City	2016 Population Data	Base Cost	Remainder Population	\$1 Per	Total	30% Discount	To Be Paid (with 30% off)
		1st 500 people		Person	Amount (1st year)	(after 1st year)	
Alba	516	\$100.00	16	\$16.00	\$116.00	\$34.80	\$81.20
Big Sandy	1382	\$100.00	882	\$882.00	\$982.00	\$294.60	\$687.40
Canton	3836	\$100.00	3336	\$3,336.00	\$3,436.00	\$1,030.80	\$2,405.20
Clarksville City	895	\$100.00	395	\$395.00	\$495.00	\$148.50	\$346.50
East Mountain	823	\$100.00	323	\$323.00	\$423.00	\$126.90	\$296.10
East Tawakoni	925	\$100.00	425	\$425.00	\$525.00	\$157.50	\$367.50
Easton	497	\$100.00	0	\$0.00	\$100.00	\$30.00	\$70.00
Edom	383	\$100.00	0	\$0.00	\$100.00	\$30.00	\$70.00
Elkhart	1321	\$100.00	821	\$821.00	\$921.00	\$276.30	\$644.70
Emory	1292	\$100.00	792	\$792.00	\$892.00	\$267.60	\$624.40
Frankston	1203	\$100.00	703	\$703.00	\$803.00	\$240.90	\$562.10
Gilmer	5216	\$100.00	4716	\$4,716.00	\$4,816.00	\$1,444.80	\$3,371.20
Gladewater	6427	\$100.00	5927	\$5,927.00	\$6,027.00	\$1,808.10	\$4,218.90
Grand Saline	3149	\$100.00	2649	\$2,649.00	\$2,749.00	\$824.70	\$1,924.30
Hawkins	1299	\$100.00	799	\$799.00	\$899.00	\$269.70	\$629.30
Jefferson	2043	\$100.00	1543	\$1,543.00	\$1,643.00	\$492.90	\$1,150.10
Mineola	4719	\$100.00	4219	\$4,219.00	\$4,319.00	\$1,295.70	\$3,023.30
Ore City	1204	\$100.00	704	\$704.00	\$804.00	\$241.20	\$562.80
Pittsburg	4707	\$100.00	4207	\$4,207.00	\$4,307.00	\$1,292.10	\$3,014.90
Point	858	\$100.00	358	\$358.00	\$458.00	\$137.40	\$320.60
Quitman	1843	\$100.00	1343	\$1,343.00	\$1,443.00	\$432.90	\$1,010.10
Van	2729	\$100.00	2229	\$2,229.00	\$2,329.00	\$698.70	\$1,630.30
White Oak	6364	\$100.00	5864	\$5,864.00	\$5,964.00	\$1,789.20	\$4,174.80
Wills Point	3608	\$100.00	3108	\$3,108.00	\$3,208.00	\$962.40	\$2,245.60
Winnsboro	3343	\$100.00	2843	\$2,843.00	\$2,943.00	\$882.90	\$2,060.10
					<b>\$50,702.00</b>	\$15,210.60	<b>\$35,491.40</b>

## MEMORANDUM

**DATE:** August 11, 2020

**TO:** Mayor & City Council  
**CC:** Mercy Rushing, City Manager

**FROM:** David Madsen

**SUBJECT:** **Council Meeting Agenda Item:** Public Hearing for a Specific Use Permit.

**Background Information:** in August the city Council approved a replat of property on Sycamore Street which is now known as **Lot 1 Block 1 Maddox Addition**. The owners wish to build a house on the property and a small Accessory Dwelling as well. The Accessory Dwelling will be used for a “Mother-in-Law” dwelling and is limited to 500 square feet per the Zoning ordinance. Twenty seven notices were sent out to surrounding property owners. We had one response with opposition to the request. There is a copy of the letter concerning the opposition. The owners will be in attendance via zoom or in person. This requires a Specific Use Permit.


**Recommendation:** Planning & Zoning recommends approval of the request. .

**Final Disposition:**

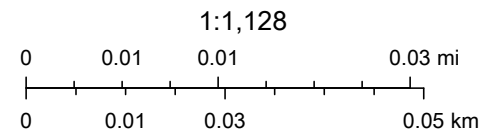
# Wood CAD Web Map



7/30/2020, 2:21:46 PM

 Abstracts

 Parcels

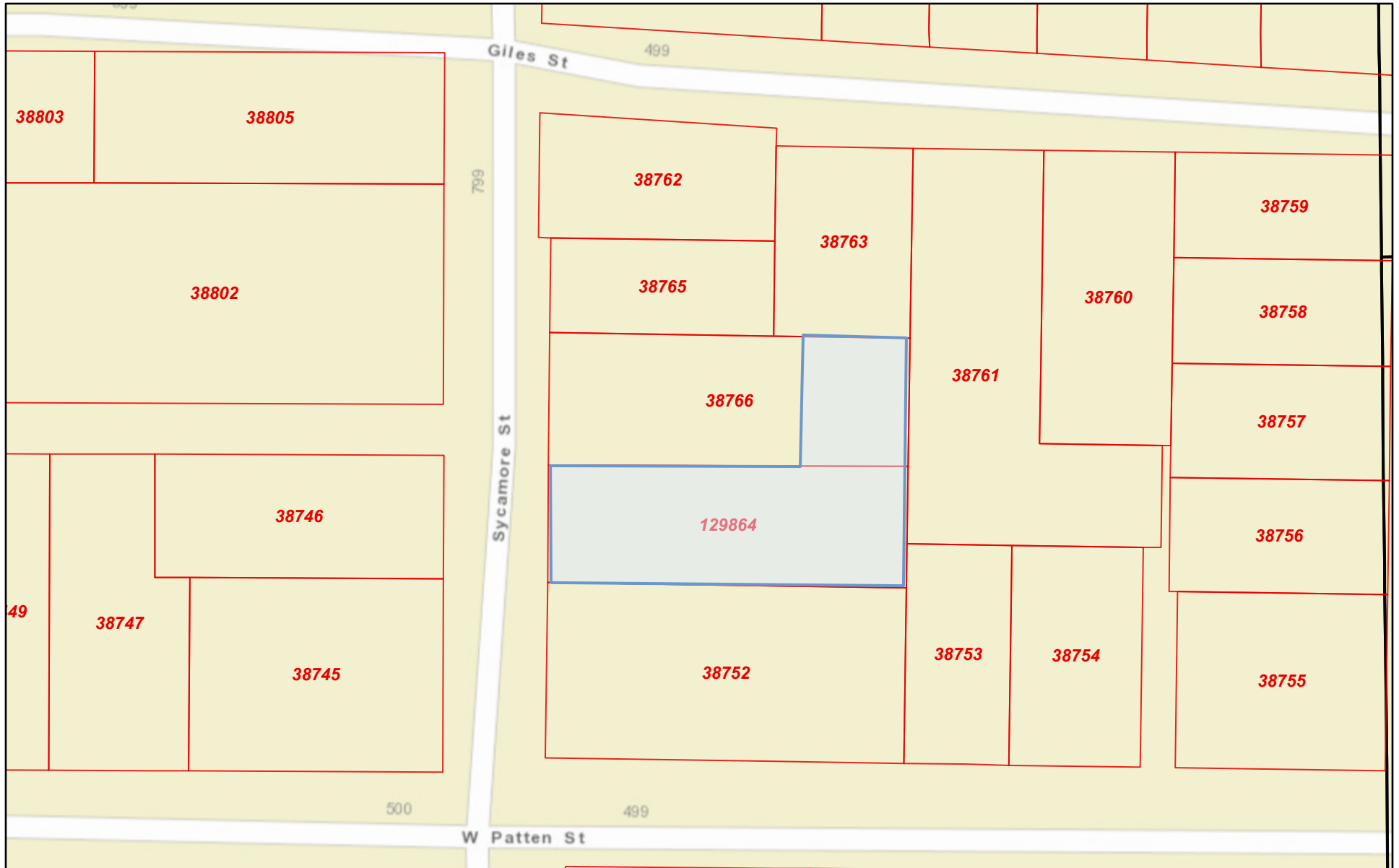


© OpenStreetMap (and) contributors, CC-BY-SA



Wood County Appraisal District, BIS Consulting - [www.bisconsulting.com](http://www.bisconsulting.com)

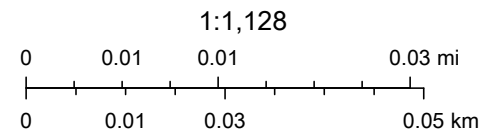
Disclaimer: This product is for informational purposes only and has not been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of boundaries.

# Wood CAD Web Map



7/30/2020, 2:19:24 PM

-  Abstracts
-  Parcels



Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan,

Wood County Appraisal District, BIS Consulting - [www.bisconsulting.com](http://www.bisconsulting.com)

Disclaimer: This product is for informational purposes only and has not been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of boundaries.

City of Minersdale, Planning + Zoning Comm.

8-31-20

Thank you for sending notice of Public Hearing to be held 9-8-20. And thank God we live in a free country that we can express our opinions! I live directly across the street at 707 Sycamore Street. I am a senior citizen and due to the present COVID-19 and restrictions in public places I will voice my answer through this letter.

When I set out enjoying my front porch I don't want to see dual buildings across the street, they would be a distraction to our neighborhood and a deterrence in selling my home. (My house did not sell in 2014 when it was up for sale - location + surroundings do matter!)

NO - SPECIFIC USE PERMIT to build an Accessory Dwelling on Lot 9pt Block 19 Ham addition!

Sincerely,

May A. Johnson

707 Sycamore Street

Minersdale, Texas 75773

PHONE # 903-569-9004



**LEGEND**

- CM CONTROLLING MONUMENT
- 1/2" IRON ROD FOUND
- 1/2" IRON ROD SET (BY-LINE)
- POINT FOR CORNER
- 1/2" IRON PIPE FOUND
- POWER POLE
- A/C AIR CONDITIONING
- WATER METER
- CONCRETE R.O.W. MARK
- ROD NAIL FOUND IN
- 1/2" IRON PIPE
- UNDERGROUND ELECTRIC
- FH FIRE HYDRANT
- GAS METER
- WATER VALVE
- CONCRETE
- WOOD
- COVERED CABLE: POULCH, BECK, ETC.
- ONT - OVERHEAD TELEPHONE
- OWP - OVERHEAD ELECTRIC
- PPF FENCE
- WPA FENCE
- WOOD FENCE
- BARBED WIRE FENCE
- CHARLHURK FENCE
- OVERHEAD ELECTRIC
- QUY WIRE
- ELECTRIC PEDESTAL
- TELEPHONE PEDESTAL
- CLEARCUT
- SEPPIC TANK
- ASPHALT PAVING
- GRAVEL/ROCK
- ROAD OR DRIVE



CALLLED 0.392 ACRES, TRACT TWO  
ROAD EASEMENT  
SCOTT & TRACY ELLISON  
(VOL. 1615, P. 414 R.P.R.W.C.T.)

CALLLED 12,549 ACRES  
BILLY J. & SHIRLEN G. CROWLEY  
(VOL. 1602, P. 559 R.P.R.W.C.T.)

CM  
NOZ 25'42" W 223.27'

CM: 3/8" IRF  
NO1°54'31"W 117.21'  
(CALL NO0°15'E 117.57')

1/2" IRF BEARS  
S88°01'33"W 0.67'

CALLLED 1.990 ACRES  
JOHN TIMOTHY CAGLE, ET UX  
(VOL. 797, P. 199 D.R.W.C.T.)

(CALL S89°45'E 371.60')  
N87°51'36"E 367.06'

VACANT LOT  
**0.993 ACRES**  
CALLLED 1 ACRE  
CITY OF MINEOLA  
(VOL. 764, P. 883 D.R.W.C.T.)

CALLLED 1 ACRE, FIRST TRACT  
JOHNNY R. PERKINS, ET UX  
(VOL. 833, P. 258 D.R.W.C.T.)

0347.78' 3/8" IRF 0.30'  
TO THE RIGHT OF THE  
PROPERTY LINE

034.70' 3/8" IRF 0.50'  
TO THE LEFT OF THE  
PROPERTY LINE

(CALL S00°05'E 117.57')

S02°02'51"E 118.27'

15.33'

CALLLED 1.000 ACRE  
PAUL RAY &  
MYLINDA SHAW  
(VOL. 768, P. 397  
D.R.W.C.T.)

NO RECORDING  
INFO. FOUND

POINT OF  
BEGINNING

CALLLED 1 ACRE, TRACT I  
DAVID W. WILSON  
(VOL. 1139, P. 273  
R.P.R.W.C.T.)

**LEGAL DESCRIPTION**

Being a 0.993 acre tract or parcel of land situated in the Daniel Fuller Survey, Abstract No. 207, Wood County, Texas, and being all of that certain called 1 acre tract of land conveyed from James W. Hibbitt, et al to the City of Mineola, by Warranty Deed, as recorded in Volume 764, Page 883, Deed Records, Wood County, Texas, and being more particularly described by metes and bounds as follows:

**BEGINNING** at a point at or near the centerline of Private Road 6304, at the Northwest corner of a called 1 acre tract of land, described as Tract I, conveyed to David W. Wilson, by Warranty Deed, as recorded in Volume 1139, Page 273, Real Property Records, Wood County, Texas, at the Northeast corner of a called 1 acre tract of land, described as First Tract, conveyed to Johnny R. Perkins, et ux, by Warranty Deed, as recorded in Volume 833, Page 258, Deed Records, Wood County, Texas, and at the Southeast corner of said City of Mineola tract;

**THENCE** South 88 degrees 01 minutes 33 seconds West, with the North line of said Perkins tract and with the South line of said City of Mineola tract, passing at 15.33 feet a 1/2" iron rod found, passing at 34.70 feet a 3/8 inch iron rod found 0.50 feet to the left of the property line, continuing for a total distance of 367.35 feet to a point at the Northwest corner of said Perkins tract, in the East line of a called 0.392 acre Road Easement, described as Tract Two, conveyed to Scott and Tracy Ellison, by Cash Warranty Deed, as recorded in Volume 1615, Page 414, Real Property Records, Wood County, Texas, and at the Southwest corner of said City of Mineola tract;

**THENCE** North 01 degrees 54 minutes 31 seconds West, with the East line of said 0.392 acre tract and with the West line of said City of Mineola tract, a distance of 117.21 feet to a 3/8" iron rod found at the Southwest corner of a called 1.990 acre tract of land conveyed to John Timothy Cagle, et ux, by deed, as recorded in Volume 797, Page 199, Deed Records, Wood County, Texas and at the Northwest corner of said City of Mineola tract, from which a 1/2" iron rod found at the Northeast corner of said 0.392 acre tract and at the Northwest corner of said 1.990 acre tract bears North 02 degrees 25 minutes 42 seconds West, a distance of 223.27 feet;

**THENCE** North 87 degrees 51 minutes 36 seconds East, with the South line of said 1.990 acre tract and with the North line of said City of Mineola tract, passing at 347.78 feet a 3/8 inch iron rod found 0.30 feet to the right of the property line, continuing in all a total distance of 367.06 feet to a 600 nail found inside a 1/2" iron pipe at the Southeast corner of said 1.990 acre tract, at the Southwest corner of a called 1.000 acre tract of land conveyed to Paul Ray and Mylinda Shaw, by Warranty Deed with Vendor's Lien, as recorded in Volume 768, Page 397, Deed Records, Wood County, Texas, at the Northeast corner of said City of Mineola tract and at or near the centerline of Private Road 6304;

**THENCE** South 02 degrees 02 minutes 51 seconds East, generally along the centerline of Private Road 6304 and with the East line of said City of Mineola tract, a distance of 118.27 feet to the POINT OF BEGINNING AND CONTAINING 0.993 acres of land.

I, Tina Ballard RPLS No. 6746, do hereby certify that the Plot of Survey shown hereon is a correct, and accurate representation of the property lines, and dimensions are as indicated; and EXCEPT AS SHOWN, all improvements are located within the boundaries, and there are no visible, and apparent encroachments or protrusions on the ground. Use of this survey by any other parties and/or for other purposes shall be at user's own risk, and any loss resulting from other use shall not be the responsibility of the undersigned.

By: *Tina Ballard*  
TINA BALLARD  
REGISTERED PROFESSIONAL LAND SURVEYOR  
STATE OF TEXAS NO. 6746



- SURVEYOR'S NOTES:**
- 1) BEARINGS ARE BASED ON NAD 83, TEXAS NORTH CENTRAL 4202, AS OBSERVED BY GPS.
  - 2) CALL BEARINGS AND DISTANCES ARE PER RECORDED DEED UNLESS OTHERWISE SPECIFIED.
  - 3) NO EASEMENT RECORD SEARCH WAS MADE BY THIS OFFICE CONCERNING THIS PROPERTY.
  - 4) THIS SURVEY WAS MADE WITHOUT THE BENEFIT OF A CURRENT TITLE COMMITMENT, AND MAY BE SUBJECT TO RECORD EVIDENCE WHICH IS NOT AVAILABLE FOR CONSIDERATION AT THE TIME OF THIS SURVEY.
  - 5) NO FLOOD INFORMATION WAS RESEARCHED REGARDING THIS TRACT.

PRIVATE ROAD 6304 MINEOLA, TEXAS		 <b>BY-LINE SURVEYING LLC</b> P.O. BOX 834 Emory, Tx 75440 Ph: (903) 473-5150 Firm No: 10194233 <a href="http://www.bylinesurveying.com">www.bylinesurveying.com</a>
DATE:	8/24/2020	
SCALE:	1" = 50'	
JOB NO.:	2020-1326	
CLIENT:	CITY OF MINEOLA	
TECHNICIAN:	AMN	

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THENCE South 02 degrees 02 minutes 51 seconds East, generally along the centerline of Private Road 6304 and with the East line of said City of Mineola tract, a distance of 118.27 feet to the POINT OF BEGINNING and CONTAINING 0.993 acres of land.





Texas Communities Group, LLC



P.O. Box 792  
Lubbock, TX 79401

## BID ANALYSIS

Cause #: T-4225

Previous Owner: Lee Butler, Deceased R35813

**Bid Amount: \$ 800.00**

**Property Value today: \$ 710.00**

Bidding closed: 2/9/2020

Bidders Name: Jonathan Pichardo Blanco

Bidders Address: 8313 Miami Spring Dr  
Fort Worth, Texas 76123

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### ALL COSTS

Court Costs	\$ 0.00	Wood County District Clerk
Publication/Deed/Research Fee:	\$ 0.00	Perdue Law Firm

TOTAL COSTS: \$ 0.00

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### PROPOSED TAX DISTRIBUTION – R35813

Bid Amount: \$ 800.00

Costs: \$ 0.00

Net to Distribute: \$ 800.00

#### TAX ENTITY

Mineola ISD	\$392.00	49%
City of Mineola	\$200.00	25%
Wood County	\$200.00	25%
Upper Sabine Water District	\$8.00	1%

(These amounts are contingent on verification of cost)

**TOTAL DISTRIBUTION: \$ 800.00**

Texas Communities Group, LLC  
806-texascg, 806.839.2724

“NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OF THE FOLLOWING INFORMATION FROM THIS INSTRUMENT BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER’S LICENSE NUMBER.”

**TAX DEED**

STATE OF TEXAS                   §  
   §  
  
COUNTY OF WOOD               §

WHEREAS, by a Warrant issued out of the 402<sup>nd</sup> Judicial District Court of Wood County, Texas; in Cause No. T-4225 styled City of Mineola, et al, vs. Owners of Various Properties Located within the City Limits of Mineola, Wood County, Texas, and delivered to the Sheriff directing him to seize, levy upon and sell the hereinafter described property to satisfy the amount of all delinquent taxes, penalties, interest and costs which were secured by a warrant rendered in said cause in favor of the Plaintiffs.

WHEREAS, in obedience to said Warrant, the Sheriff did seize and levy on the hereinafter described property and all the estate, right, title and interest or claims which said Defendants so had, in and to, and since that time had of, in and to, the hereinafter described real property; and as prescribed by law for Sheriff's sales, did offer to sell such real property at public auction.

WHEREAS, at said sale no bid being received which was equal to the adjudged value of said real property as fixed by said court or the aggregate amount of said warrant established therein, the title to said real property pursuant to said warrant and Section 34.01 of the Texas Property Tax Code was struck off in trust for the use and benefit of each taxing district having been by said warrant adjudged to have valid tax liens against such real property, and

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS that the taxing entities set forth in the warrant in said cause, pursuant to the provisions of Section 34.05 of the Texas Property Tax Code, for and in consideration of the sum of **EIGHT HUNDRED DOLLARS AND 00/100 (\$800.00)**, said amount being the highest and best offer received from **Jonathan Pichardo Blanco, 8313 Miami Spring Dr., Fort Worth, TX 76123**, receipt of which is hereby acknowledged, and by these presents do convey, expressly subject to the right of redemption by the Defendants in said tax suit as provided by Section 34.21 of the Texas Property Tax Code, and further subject to all presently recorded and validly existing restrictions, reservations, covenants, conditions, easements, oil and gas leases, mineral interests, and water interests outstanding in persons other than Grantor, and other instruments, other than conveyances of the surface fee estate, that affect the Property, all the right, title and interest as was acquired by the taxing entities through foreclosure the certain tract of land described as follows:

**Lot J, A of Lot I, in Block Thirty-four-one (34-1), to the City of Mineola, Wood County, Texas, (R35813)**

TO HAVE AND TO HOLD the above described property unto the named purchaser Jonathan Pichardo Blanco, his/her heirs, successors and assigns forever, free and clear of all liens for ad valorem taxes against such property delinquent at the time of warrant in the above referred tax suit to all taxing units which were a party of said suit and as fully and absolutely as the entities named below can convey the above described real property by virtue of said warrant and Order of Sale and said Section 34.05 of the Texas Property Tax Code.

GRANTEE IS TAKING THE PROPERTY IN AN ARM’S-LENGTH AGREEMENT BETWEEN THE PARTIES. THE CONSIDERATION WAS BARGAINED ON THE BASIS OF AN “AS IS, WHERE IS” TRANSACTION AND REFLECTS THE AGREEMENT OF THE PARTIES THAT THERE ARE NO REPRESENTATIONS OR EXPRESS OR IMPLIED WARRANTIES. GRANTEE HAS NOT RELIED ON ANY INFORMATION OTHER THAN GRANTEE’S INSPECTION.

GRANTEE RELEASES GRANTOR FROM LIABILITY FOR ENVIRONMENTAL PROBLEMS AFFECTING THE PROPERTY, INCLUDING LIABILITY (1) UNDER THE COMPREHENSIVE ENVIRONMENTAL RESPONSE, COMPENSATION, AND LIABILITY ACT (CERCLA), THE RESOURCE CONSERVATION AND RECOVERY ACT (RCRA), THE TEXAS SOLID WASTE DISPOSAL ACT, AND THE TEXAS WATER CODE; OR (2) ARISING AS THE RESULT OF THEORIES OF PRODUCT LIABILITY AND STRICT LIABILITY, OR UNDER NEW LAWS OR CHANGES TO EXISTING LAWS ENACTED AFTER THE EFFECTIVE DATE OF THE PURCHASE CONTRACT THAT WOULD OTHERWISE IMPOSE ON GRANTORS IN THIS TYPE OF TRANSACTION NEW LIABILITIES FOR ENVIRONMENTAL PROBLEMS AFFECTING THE PROPERTY. THIS RELEASE APPLIES EVEN WHEN THE ENVIRONMENTAL PROBLEMS AFFECTING THE PROPERTY RESULT FROM GRANTOR’S OWN NEGLIGENCE OR THE NEGLIGENCE OF GRANTOR’S REPRESENTATIVE.

This tax deed may be executed in one or more counterparts, each one of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

EXECUTED this \_\_\_ day of \_\_\_\_\_, 2020.

**CITY OF MINEOLA**

By: \_\_\_\_\_  
Kevin White, Mayor

ATTEST:

\_\_\_\_\_  
City Secretary

This instrument was acknowledged before me on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by Kevin White, Mayor, on behalf of CITY OF MINEOLA in its capacity therein stated.

\_\_\_\_\_  
Notary Public, State of Texas

**WOOD COUNTY**

By: \_\_\_\_\_  
Lucy Hebron, County Judge

ATTEST:

\_\_\_\_\_  
County Clerk

This instrument was acknowledged before me on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by  
Lucy Hebron, County Judge, on behalf of WOOD COUNTY in its capacity therein stated.

\_\_\_\_\_  
Notary Public, State of Texas

~~~~~

**MINEOLA INDEPENDENT SCHOOL DISTRICT**

By: \_\_\_\_\_  
Dr. John Abbott, Board President

ATTEST:

\_\_\_\_\_  
Board Secretary

This instrument was acknowledged before me on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by Dr. John Abbott, Board President, on behalf of MINEOLA INDEPENDENT SCHOOL DISTRICT in its capacity therein stated.

\_\_\_\_\_  
Notary Public, State of Texas

~~~~~

**UPPER SABINE VALLEY SOLID WASTE MANAGEMENT DISTRICT**

By: \_\_\_\_\_  
Execute Director

ATTEST:

\_\_\_\_\_  
Board Secretary

This instrument was acknowledged before me on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by  
Execute Director, on behalf of UPPER SABINE VALLEY SOLID WASTE MANAGEMENT  
DISTRICT in its capacity therein stated.

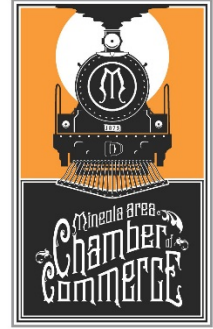
\_\_\_\_\_  
Notary Public, State of Texas

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# Mineola Area Chamber of Commerce

---

101 E. Broad  
Mineola, Texas 75773  
903-569-2087  
www.MineolaChamber.org  
chamber@mineola.com



Dear Mayor and City Council,

The Mineola Chamber of Commerce would like to host a Christmas event. The Hometown Christmas Market & Parade will take place in downtown Mineola on Saturday, December 5, 2020 from 10:00am to 6:00pm, with the parade to follow. We are requesting street closure of North Johnson from Kilpatrick to Broad, South Johnson from Broad to Commerce, and Commerce from Pacific to Line.

Our safety practices encourage all participating to follow best practices recommended by the CDC. In addition, we will have:

- 1) Hand sanitizer stations placed throughout the event area.
- 2) Street vendors placed on North Johnson, South Johnson, and Commerce, with a minimum of 6 feet between each registered spot.
- 3) The annual Christmas Parade route will be longer by including Commerce Street as part of the route to provide more space for proper social distancing for spectators. See attached map of the proposed route.

We want to make this a fun and safe event for all parties. Anyone with a family member that is ill or symptomatic will be asked to abstain from attending the event.

Thank you,

Mineola Chamber of Commerce

*“The best business network for the Mineola area since 1945”*





City of Mineola

Kevin White

Mayor

300 Greenville Hwy

Mineola, TX 75773

903-569-6183

Per Governor Greg Abbott's Executive Order No. GA-28, any outdoor gathering, inside the city limits, of more than 10 people in the City of Mineola must be approved by City of Mineola Mayor Kevin White. This request form must be submitted within two business days prior to the event to allow time for review and approval by Mayor White. Approval will be granted upon the knowledge that the venue owners, vendors, event planners and guests will follow CDC guidelines, including cleaning and preparation recommendations, which can be found here: <https://www.cdc.gov/coronavirus>.

\*\*\*Event holders, along with vendors and attendees, assume all responsibility for any illnesses or circumstances as a result of either. Once approved, a copy of this notice must be posted in an area visible to attendees during the event.

Name of event holder: Mineola Chamber of Commerce

Point of contact for event: Barbara Stewart

Point of contact phone number: (903) 569-2087

Exact address/location of event: Downtown Mineola

Type of event: festival / market

Date of event: 12/5/2020

Submit this form either in person at Mineola City Hall at 300 Greenville Hwy., or by email to the mayor at [mayor@mineola.com](mailto:mayor@mineola.com)

Approved by Mayor: \_\_\_\_\_



# City of Mineola

## Street Closure Request

Name: Mineola Chamber of Commerce  
Address: 101 E. Broad St City, State, Zip: Mineola, TX 75773  
Phone number: (903) 569-2087 email address: chamber@mineola.com  
Name of organization: \_\_\_\_\_  
Event: \_\_\_\_\_ Date & time of closure: 12/5/2020 8AM-3pm

Streets/Location of area to be closed:

N. Johnson - from W. Kilpatrick to Broad  
S Johnson - from Broad on  
Commerce - from Line Pacific St

\*\*Please include a map detailing the area(s) requesting to be closed

Event coordinators are responsible for trash collection and removal after the event. Please contact City Hall for additional assistance with trash cleanup.

You are required to alert the building owner/operators in the street closure area of the street closure either a minimum two weeks before the event or once the council has approved the request. This includes the Historic District sidewalk walking district.

Do you have insurance coverage for the event?  No  Yes (if yes, please include copy of the policy)

Return form to City Secretary at Mineola City Hall, 300 Greenville Highway, Mineola, TX 75773, fax 903-569-6551, or [ckarch@mineola.com](mailto:ckarch@mineola.com).

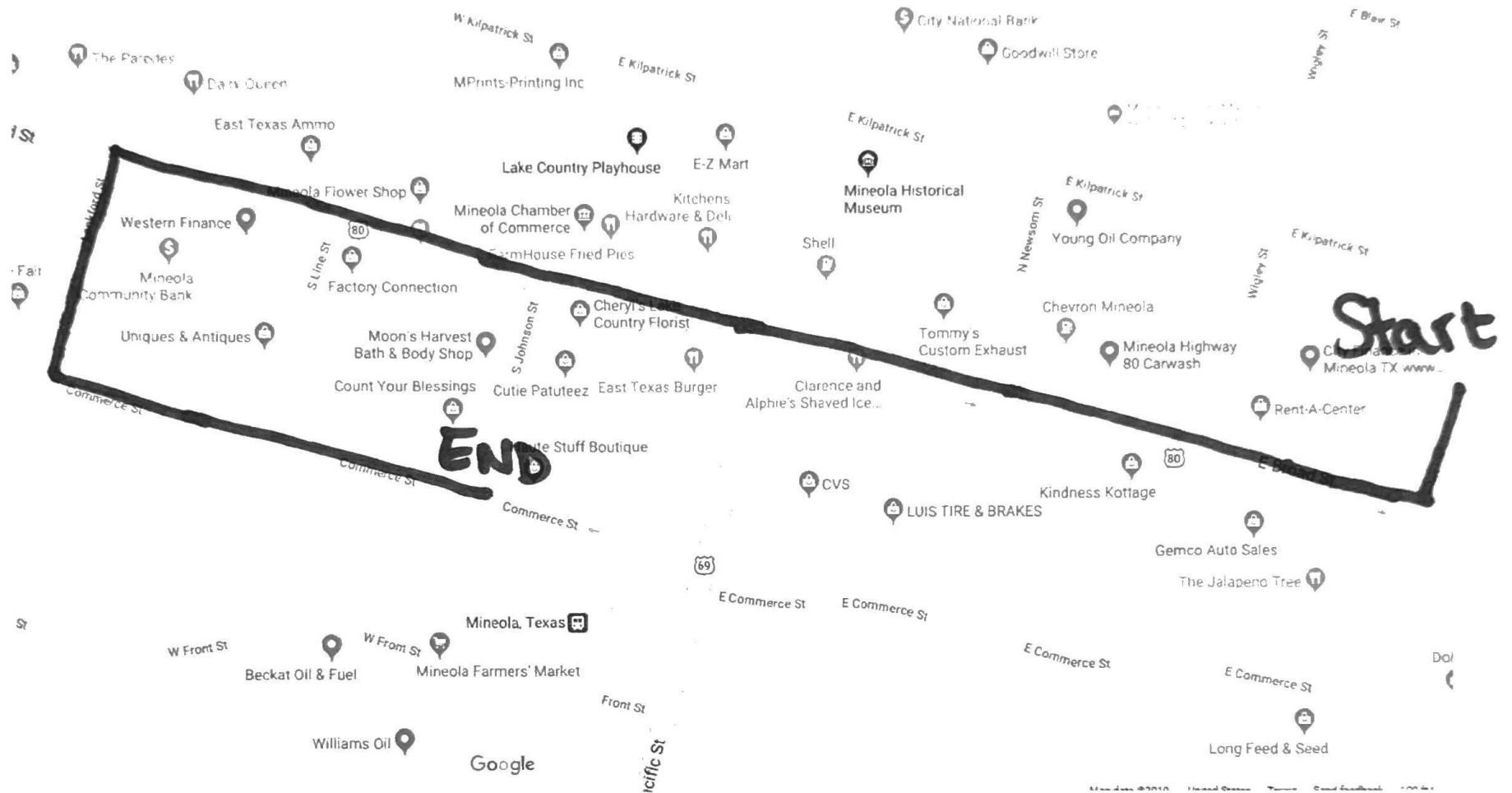
Mineola market & Christmas Parade

Saturday, December 5th 2020 8 am - 3pm



Mineola Hometown market & Christmas Parade

Saturday, December 5th 2020 8 am – 3pm



Parade

# Mineola Area Chamber of Commerce

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101 E. Broad  
Mineola, Texas 75773  
903-569-2087  
www.MineolaChamber.org  
chamber@mineola.com



Dear Mayor and City Council,

The Mineola Chamber of Commerce would like to sponsor the annual Halloween Trunk-or-Treat in downtown Mineola on Saturday, October 31, 2020 starting from 5:00pm until 8:00pm. We are requesting street closure of South Johnson and Commerce Street.

Our safety practices encourage all participating to follow best practices recommended by the CDC, and wear mask. In addition, we will have:

- 1) Hand sanitizer stations placed throughout the event area.
- 2) Trunk-or-treat cars will be spaced in every other parking spot.
- 3) Groups handing out candy and not in a car will be required to maintain 6 feet between the end of their display and the one next to them.
- 4) Encourage all groups handing out candy to wear gloves & masks and offer hand sanitizer at their locations.

We want to make this a fun and safe event for all parties. Anyone with a family member that is ill or symptomatic will be asked to abstain from attending the event. We will also request anyone handing out candy to donate a portion of their candy to make a small number of "goodie bags" for people that don't want to attend the event, but still want their kids to be able to participate safely.

Thank you,

Mineola Chamber of Commerce

*"The best business network for the Mineola area since 1945"*



## City of Mineola

Kevin White

Mayor

300 Greenville Hwy

Mineola, TX 75773

903-569-6183

Per Governor Greg Abbott's Executive Order No. GA-28, any outdoor gathering, inside the city limits, of more than 10 people in the City of Mineola must be approved by City of Mineola Mayor Kevin White. This request form must be submitted within two business days prior to the event to allow time for review and approval by Mayor White. Approval will be granted upon the knowledge that the venue owners, vendors, event planners and guests will follow CDC guidelines, including cleaning and preparation recommendations, which can be found here: <https://www.cdc.gov/coronavirus>.

\*\*\*Event holders, along with vendors and attendees, assume all responsibility for any illnesses or circumstances as a result of either. Once approved, a copy of this notice must be posted in an area visible to attendees during the event.

Name of event holder: Chamber of Commerce

Point of contact for event: Chamber of Commerce - Barbara Stewart

Point of contact phone number: 903-569-2087

Exact address/location of event: Downtown - Commerce St  
N #5 Johnson  
Mill Patrick

Type of event: Trunk or Treat

Date of event: October 31, 2020

Submit this form either in person at Mineola City Hall at 300 Greenville Hwy., or by email to the mayor at [mayor@mineola.com](mailto:mayor@mineola.com)

Approved by Mayor: \_\_\_\_\_



# City of Mineola

## Street Closure Request

Name: Barbara Stewart  
Address: 101 E. Broad St. City, State, Zip: Mineola TX 75773  
Phone number: 903-569-2089 email address: Chambers@mineola.com  
Name of organization: Chambers of Commerce  
Event: Trunk or Treat Date & time of closure: 10/31/2020  
4:30 pm -  
Streets/Location of area to be closed:

Commerce, N & S Johnson, Kilpatrick

\*\*Please include a map detailing the area(s) requesting to be closed

Event coordinators are responsible for trash collection and removal after the event. Please contact City Hall for additional assistance with trash cleanup.

You are required to alert the building owner/operators in the street closure area of the street closure either a minimum two weeks before the event or once the council has approved the request. This includes the Historic District sidewalk walking district.

Do you have insurance coverage for the event?  No  Yes (if yes, please include copy of the policy)

Return form to City Secretary at Mineola City Hall, 300 Greenville Highway, Mineola, TX 75773, fax 903-569-6551, or [ckarch@mineola.com](mailto:ckarch@mineola.com).





**WHAT:** Disc Golf Event

**WHERE:** Mineola Nature Preserve

**WHEN:** Saturday, November 21, 2020  
9:00am – 5:00pm (tentative)

**WHY:** Grand Opening for Disc Golf Course  
Highlight Sponsors  
Fundraiser for Disc Golf Course  
Profitable for Local Businesses



**DESCRIPTION:**

- Carnival-style disc golf challenges/games to win prizes
- Regional disc golf vendors on site
- Local food/drink vendors on site

**TARGET AUDIENCE**

- Disc golf enthusiasts (and families) from surrounding areas
- FYI - Disc golf courses in area (one hour or less away)
  - Tyler (6 courses)
  - Longview (3 courses)
  - Canton (2 courses)
  - Mount Vernon (4 courses)
  - Sulphur Springs
  - Commerce
  - Greenville
  - Rockwall
  - Gun Barrel City
  - Athens
  - Henderson

Early Voting will be held at the Wood County Annex Building - 200 W Bermuda Street, Quitman, TX 75783.

- October 13-16, 2020 ..... 8:00am to 5:00pm
- October 17, 2020..... 8:00am to 5:00pm (Saturday)
- October 19-23, 2020 ..... 8:00am to 5:00pm
- October 24, 2020 ..... 8:00am to 5:00pm (Saturday)
- October 26-29, 2020 ..... 7:00am to 7:00pm
- October 30, 2020 ..... 8:00am to 5:00pm

Location of Election Day Polling Places:

- Carroll Green Civic Center  
602 McAllister St Quitman, TX 75783
- Harold Simmons Community Center  
5921 FM 779 Golden, TX 75444
- Methodist Ministries Center  
612 N Newsom St Mineola, TX 75773
- Mineola City Hall  
300 Greenville Hwy Mineola, TX 75773
- Quitman Public Library  
202 E Goode St Quitman, TX 75783
- Holly Lake Ranch VFD  
126 PR 7869 Holly Lake Ranch, TX 75765
- Hawkins Community Center  
301 Lynch St Hawkins, TX 75765

FOR ALL POLITICAL SUBDIVISIONS EXCEPT COUNTIES

NOTICE OF GENERAL ELECTION  
(AVISO DE ELECCION GENERAL)

To the registered voters of Mineola, Texas:

(A los votantes registrados Mineola, Texas)

Notice is hereby given that the polling places listed below will be open from 7:00 a.m. to 7:00 p.m., on Nov. 3, 2020, for voting in a general election to elect two School Board Trustees.

(Notifíquese, por las presente, que las casillas electorales sitados abajo se abrirán desde las 7:00 a.m. hasta las 7:00 p.m. el 3 de noviembre de 20 20 para votar en la Elección General para elegir dos miembros de la junta escolar.)

On Election Day, voters must vote in their precinct where registered to vote.  
(El Día de Elección, los votantes deberán votar en su precinto donde están inscritos para votar.)

| Location of Election Day Polling Places<br>Include Name of Building and Address<br>(Ubicación de las casillas electorales el Día de Elección)<br>(Incluir Nombre del Edificio y Dirección) | Precinct Number(s)<br>(Número de precinto) |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|
| (SEE ATTACHED LIST)                                                                                                                                                                        |                                            |
|                                                                                                                                                                                            |                                            |
|                                                                                                                                                                                            |                                            |
|                                                                                                                                                                                            |                                            |
|                                                                                                                                                                                            |                                            |

For early voting, a voter may vote at any of the locations listed below:  
(Para Votación Adelantada, los votantes podrán votar en cualquiera de las ubicaciones nombradas abajo.)

| Locations for Early Voting Polling Places<br>Include Name of Building and Address<br>(Ubicación de las casillas electorales de votación adelantada)<br>(Incluir Nombre del Edificio y Dirección) | Days and Hours of Operation<br>(Días y Horas Hábiles) |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|
| (SEE ATTACHED LIST)                                                                                                                                                                              |                                                       |
|                                                                                                                                                                                                  |                                                       |
|                                                                                                                                                                                                  |                                                       |
|                                                                                                                                                                                                  |                                                       |

Applications for ballot by mail shall be mailed to:  
(Las solicitudes para boletas de votación adelantada por correo deberán enviarse a:)


Laura Wise  
(Name of Early Voting Clerk)  
(Nombre del Secretario de la Votación Adelantada)

PO Box 970  
(Address) (Dirección)

Quitman, TX 75783  
(City) (Ciudad) (Zip Code) (Código Postal)

Applications for ballots by mail must be received no later than the close of business on: Oct. 23, 2020  
(Las solicitudes para boletas de votación adelantada por correo deberán recibirse para el fin de las horas de negocio el:     )

Issued this the 13 day of January, 20 20.  
(Emitida este día 13 de enero, 20 20.)

  
Signature of Presiding Officer (Firma del Oficial que Prestide)









Do Not Let The  
Turkeys (ok so I can  
not spell turkeys!)  
Get You Down!!

Thanks again,  
J.W. & Yvonne  
Witt

Just a note to say how  
much we appreciate Minnola  
Law Enforcement! You are  
always ready to assist in  
any situation - never too  
big or too small! We know  
you take a lot of abuse &  
face a lot of dangerous  
situations! Just know the majority  
of citizens think you do a great  
job!!

8-2020

TO: Minnola PD