

Steve Presley, Mayor
Larissa R. Loveless, Council District #1
Mitchell Jordan, Council District #2
Vickey L. Chivers, Council District #3
Joe Baxter, Council District #4
Dana Goolsby, Council District #5
Ann Connor, Council District #6



Teresa Herrera, Interim
City Manager/City Secretary
Gary Landers, City Attorney

**NOTICE OF MEETING
CITY COUNCIL AGENDA
October 26, 2020
Work Session at 3:30 p.m.
Regular Meeting at 5:30 p.m.
City Council Chambers
504 N. Queen Street
Palestine, Texas**

Notice is hereby given in accordance with Order of the Governor issued March 16, 2020, the Palestine City Council will conduct its meeting by telephone/video conference in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of the COVID-19. There will be public access to the location described above. All attendees are required to wear a face covering.

Zoom Link Work Session 3:30 PM:

<https://us02web.zoom.us/j/89653768064?pwd=TnNIUEpxTCtHNzNRWVikRmxtQU9Cdz09>

Meeting ID: 896 5376 8064

Passcode: 225095

One tap mobile

+13462487799,,89653768064#,,,,,0#,,225095# US

Zoom Link Regular Meeting 5:30 PM:

<https://us02web.zoom.us/j/86592865448?pwd=UjJtQWpNaXVIRnR3QVVmbmF1L1VPQT09>

Meeting ID: 865 9286 5448

Passcode: 446605

One tap mobile

+13462487799,,86592865448#,,,,,0#,,446605# US

*Note: when you are joining a Zoom meeting by phone, you can use your phone's dial pad to enter the commands *6 for toggling mute/unmute and *9 to "raise your hand." [Learn more here.](#)*

Follow us live at: facebook.com/palestinetx/

The public will be permitted to submit public comments electronically as provided by the agenda and as permitted by the presiding officer during the meeting.

WORK SESSION

1. First Reading of a Resolution-SCC Development Palestine Partners, LLC. Lisa Denton, EDC Director
2. Discuss operation of Farmer's Market. Lisa Denton, EDC Director
3. Discuss Coronavirus Relief Funds. City Council

REGULAR MEETING

A. CALL TO ORDER

B. INVOCATION AND PLEDGE OF ALLEGIANCE

C. PROPOSED CHANGES OF AGENDA ITEMS

D. PUBLIC COMMENTS, PUBLIC RECOGNITION, AND ANNOUNCEMENTS

Members of the public may submit their comments by completing the required Request to Speak form by using the weblink below. All comments submitted by 5:00 p.m., the day of the meeting will be read during the meeting. All comments must be no more than five minutes in length.

<http://cityofpalestinetx.com/government/city-secretary/policies-forms/request-to-speak/>

It is not the intention of the City of Palestine to provide a public forum for the embarrassment or demeaning of an individual or group. Neither is it the intention of the Council to allow a member of the public to slur the performance, honesty and/or integrity of any person or threaten any person. Accordingly, profane, insulting, or threatening language will not be read aloud at the meeting.

E. CONFLICT OF INTEREST DISCLOSURES

F. MAYOR'S REPORT

G. ITEMS FROM COUNCIL

H. CITY MANAGER'S REPORT

1. City of Palestine - Report on Delinquent Property Tax Collections. Robert Meyers, MVBA
2. September 2020 Development Services Report
3. September 2020 Police Department Stats, CID, and PLACE Team
4. September 2020 Financial Report
5. September 2020 Economic Development Department Report

I. CONSENT AGENDA

The following items may be acted upon in one motion. No separate discussion or action is necessary unless requested by the Mayor or a Council Member, in which event those items will be pulled for separate consideration. Approval of the consent agenda authorizes the City Manager to implement each item in accordance with staff recommendations.

1. Consider approval of invoices over \$25,000. Andy Sibai, Interim Finance Director
2. Consider approval of the Third Quarter Investment Report. Andy Sibai, Interim Finance Director
3. Consider awarding Bid RFP 2020-017 Highland Drive Sewer line replacement to Duplichain Contractors for \$88,320.00. Felipe Garcia, Utilities Director
4. Consider awarding Bid RFP 2020-016 Highland Drive Waterline Replacement to Duplichain Contractors for \$91,230.00. Felipe Garcia, Utilities Director
5. Consider awarding Bid RFP 2020-018 Link Street waterline replacement to Duplichain Contractors for \$174,800.00. Felipe Garcia, Utilities Director

6. Consider awarding Bid RFP 2020-021 Parts only - Lamar Street sewer line replacement to Core & Main for \$19,780.45. Felipe Garcia, Utilities Director
7. Consider awarding Bid RFP 2020-025 Lamar Street sewer line replacement to Duplichain Contractors for \$119,850.00. Felipe Garcia, Utilities Director
8. Consider awarding Bid RFP 2020-020 Parts only - Link Street waterline replacement to Ferguson Waterworks in the amount of \$82,441.16. Felipe Garcia, Utilities Director
9. Consider awarding Bid RFP 2020-027 Parts only Lamar Street waterline replacement to Ferguson Waterworks in the amount of \$50,252.41. Felipe Garcia, Utilities Director
10. Consider awarding Bid RFP 2020-026 to Lamar Street waterline replacement to Duplichain Contractors for \$115,796.00. Felipe Garcia, Utilities Director
11. Consider awarding Bid RFP 2020-023 Parts Only - Highland Drive Sewer line replacement to Johnson Lab and Supply, Inc. in the amount of \$10,625.61. Felipe Garcia, Utilities Director
12. Consider awarding Bid RFP 2020-022 Parts Only - Highland Drive Waterline Replacement to Ferguson Waterworks for \$30,909.64. Felipe Garcia, Utilities Director
13. Consider approval of an ordinance amending the budget for Fiscal Year 2020-2021: \$351,300.74 from Fund Balance to Legal Settlements. Andy Sibai, Interim Finance Director

J. **REGULAR AGENDA**

1. Discussion and possible action of disposal of city-owned property, metal bleachers located at Palestine Athletic Complex. Teresa Herrera, Interim City Manager
2. Discussion and possible action of the water, sewer, and trash account for Anderson County Veterans Benefits located at 2000 S. Loop 256 Unit 36. Teresa Herrera, Interim City Manager
3. Second Reading and possible action of a Resolution-SCC Palestine Partners, LLC. Lisa Denton, EDC Director
4. Discussion and possible action on Coronavirus Relief Funds. City Council

K. **CLOSED SESSION**

Council will go into Closed Session pursuant to Texas Government Code, Chapter 551, Subchapter D.

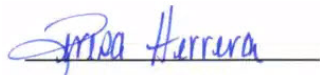
1. Section 551.071 consultation with attorney: pending or contemplated litigation or a settlement offer including but limited to the Baze Chemical, Lone Star Equipment, Laza, UPRR, Kennedy, Steven, Ivy lawsuits, and other pending claims.
2. Section 551.074 personnel matters: to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee including the city manager.

L. **RECONVENE IN REGULAR SESSION**

1. Take any action necessary regarding pending or contemplated litigation or a settlement offer including but limited to the Baze Chemical, Lone Star Equipment, Laza, UPRR, Kennedy, Steven, Ivy lawsuits, and other pending claims.
2. Take any action necessary regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee including the city manager.
3. Discussion and possible action on the organizational structure of Municipal Court. Mitchell Jordan, Council Member

M. **ADJOURNMENT**

I certify that the above Notice of Meeting was posted on the outdoor bulletin board at the main entrance to City Hall, 504 N. Queen Street, Palestine, Texas, in compliance with Chapter 551 of the Texas Government Code on **Friday, October 23, 2020, at 2:15 p.m.**

A handwritten signature in blue ink, reading "Teresa Herrera", is written over a horizontal line.

Teresa Herrera, Interim City Manager/City Secretary

IN ACCORDANCE WITH THE PROVISIONS OF THE AMERICANS WITH DISABILITIES ACT (ADA) PERSONS IN NEED OF SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHALL, CONTACT THE CITY SECRETARY'S OFFICE VIA EMAIL AT therrera@palestine-tx.org or 903-731-8414.



Agenda Date: October 26, 2020
To: City Council
From: Lisa Denton, Economic Development Director
Agenda Item: First Reading of a Resolution-SCC Development Palestine Partners, LLC
Date Submitted: 10/23/2020

SUMMARY:

First Reading of a Resolution-SCC Development Palestine Partners, LLC

RECOMMENDED ACTION:

First Reading of a Resolution-SCC Development Palestine Partners, LLC

*As this is a Type B project, it does require two readings of a Resolution before approval by Council.

CITY MANAGER APPROVAL:

First Reading of a Resolution-SCC Development Palestine Partners, LLC

Attachments

Resolution-SCC

RESOLUTION NO. R-____-20

A RESOLUTION OF THE CITY OF PALESTINE, TEXAS, APPROVING A PROJECT OF THE PALESTINE ECONOMIC DEVELOPMENT CORPORATION, TO WIT: A INFRASTRUCTURE GRANT OF UP TO \$50,000.00 IN SALES TAX REBATES TO SCC PALESTINE PARTNERS, LLC IN CONSIDERATION OF SCC PALESTINE PARTNERS, LLC MAKING CAPITAL INVESTMENTS, CREATING EMPLOYMENT OPPORTUNITIES, AND GENERATING TAX REVENUE; COMPLYING WITH SECTION 505.158, TEXAS LOCAL GOVERNMENT CODE; PROVIDING FOR TWO SEPARATE READINGS; OPEN MEETING READING AND ADOPTION, AND AN EFFECTIVE DATE

WHEREAS, Section 505.158 of the Texas Local Government Code requires that a Type B Corporation authorized by a city with a population of 20,000 or less that approves a project requiring an expenditure of \$10,000 or more may not undertake the project until the governing body of the city adopts a resolution authorizing the project after giving the resolution two separate readings; and

WHEREAS, on **October 22, 2020**, 2020, the Board of Directors of the Palestine Economic Development Corporation (“PEDC”), a Type B Economic Development Corporation, approved a Project through a performance agreement with SCC Palestine Partners, LLC (“SCC”), wherein SCC agrees to (1) make a significant capital investments to a proposed multi-tenant commercial Project to be located **at 2210, 2214 and 2218 S Loop 256** within the city limits of the City of Palestine (“the City”); (2) create and maintain approximately forty (40) full-time equivalent jobs; and (3) generate certain minimum amounts of tax revenue benefitting the City; and

WHEREAS, in consideration of SCC creating such economic activity, the PEDC agreed to provide SCC with an infrastructure grant not to exceed at total of \$50,000 (the “Incentive”); and

WHEREAS, the City Council finds that the Incentive will promote the development and diversification of the economy of the state, elimination of unemployment or underemployment in the state, and development and expansion of commerce in the state and the City of Palestine; and

WHEREAS, the action authorized by this Resolution is in furtherance of the public interest, for the good government, peace, order, trade and commerce of the City and necessary and proper for carrying out of the authority granted by law to the City and PEDC;

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

1. The City Council hereby finds that the statements set forth in the recitals of this Resolution are true and correct, and the Council hereby incorporates such recitals as a part of this Resolution.

2. The project approved by the Board of Directors of the Palestine EDC, as more fully described in the performance agreement between SCC and PEDC, attached hereto as Exhibit "A," being the payment of incentive rebates up to \$50,000 to SCC in return for the production of employment opportunities and economic activity, as described above, is hereby in all things approved and authorized.

3. This Resolution shall take effect immediately from and after its passage at a second separate reading.

4. This Resolution is read and adopted at meetings that were open to the public and notice of the time, place and purpose of said meetings was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

READ AND APPROVED by the City Council of the City of Palestine, Texas at first reading on the _____ day of _____, 2020.

READ AND ADOPTED by the City Council of the City of Palestine, Texas at second reading on the _____ day of _____, 2020.

CITY OF PALESTINE, TEXAS

Steve Presley, Mayor

ATTEST:

Teresa Herrera, City Secretary

EXHIBIT “A”

[Performance Agreement]



Agenda Date: October 26, 2020
To: City Council
From: Mary Raum, Tourism Marketing Manager
Agenda Item: Farmers Market RFP Disposition
Date Submitted: 10/23/2020

SUMMARY:

Staff would like to request that council review the Farmers Market RFP and provide direction on next steps for the program.

RECOMMENDED ACTION:

Staff would like to request that council review the Farmers Market RFP and provide direction on next steps for the program.

CITY MANAGER APPROVAL:

Attachments

Farmers Market RFP



Notice is published in Palestine Herald-Press in the Saturday, September 26, 2020, and Saturday, October 3, 2020, editions.

CITY OF PALESTINE REQUEST FOR PROPOSALS (RFP)

for

FARMERS MARKET MANAGEMENT SERVICES

September 2020

City of Palestine

504 N. Queen St.

Palestine, TX 75801



FARMERS MARKET MANAGEMENT SERVICES

I. REQUEST SUMMARY

The City of Palestine is seeking proposals from persons and firms to provide comprehensive management services for a farmers market in Downtown Palestine. The selected manager will be responsible for providing services in accordance with the Scope of Services outlined in Section V below.

II. SERVICES REQUIRED

The market manager (“Manager”) is responsible for all aspects of the Market’s management, including vendor selection, vendor space assignment, setup and breakdown supervision, marketing and promotion, coordination, security, invoice preparation, revenue collection, and other duties as required by Market functions and operations or as assigned by the City. The City Council recently directed staff to issue a Request for Proposals (“RFP”) to ensure the Management for fiscal year 2020/2021 is selected through a competitive and comparative process. Dependent upon when contract is awarded a prorated contract will be issued through the balance of the fiscal year, September 30, 2021 and will be reviewed on an annual basis beginning in July of each fiscal year.

III. BACKGROUND

The City of Palestine is a home rule City located in Anderson County and has a population of approximately 18,306 per the 2017 U.S. Census estimate. The City operates under a Council-Manager form of government with a Mayor, six (6) Council Members, and a City Manager. The Council Members are elected from single member districts, with the Mayor elected at large. The City Manager is the Chief Executive Officer of the City. It is the City Manager’s duty to execute and implement policies as established by the City Council.

IV. SUBMISSION OF RESPONSE

Delivery: Proposals must be sealed. Proposals may be mailed or hand-delivered to the City of Palestine, City Secretary. Sealed proposals for Farmers Market Management are due to the City Secretary’s Office by **3:00 p.m. on Monday, October 12, 2020.**

Proposals are required to include nine (9) copies of the Statement of Qualifications.

Please include on the sealed bid envelope:

“SEALED RFP 2020-015 - TO BE OPENED: MONDAY, October 12, 2020 at 5:30 P.M.”

Proposals received after this time will be returned unopened. The City reserves the right to reject any and all proposals, to request additional information concerning any proposal for purposes of clarification, and to waive any irregularities and informalities in the submittal and evaluation process. This RFP does not obligate the City to pay any cost incurred by respondents in the preparation of the proposal. Furthermore, this RFP does not obligate the City to accept or contract for any implied services.



Mailing Address and Hand Delivery Address:

Teresa Herrera, City Secretary

ATTN – SEALED RFP 2020-015 - TO BE OPENED: 10/12/2020 AT 5:30 P.M.

504 N. Queen Street

Palestine, TX 75801

Your proposal shall be governed by the following schedule:

Monday, October 12, 2020 at 3:00 p.m., CST

Sealed, written proposals due at Palestine City Secretary's Office. Proposals received after this time will not be considered.

Thursday, October 8, 2020 at 5:00 p.m., Central Standard Time ("CST")

Deadline for inquiries, questions, requests for information, or pre-proposal conference with the City Manager and staff. All questions must be submitted in writing.

Pre-Proposal Conference:

The City Manager and staff will meet with any respondent prior to 5:00 p.m. on Thursday, October 8, 2020, to provide any additional information. Proposers must schedule an appointment by contacting the City Manager's office at 903-731-8415 to schedule the pre-proposal conference.

Monday, October 12, 2020 at 5:30 p.m., CST

Opening of sealed RFPs during the Palestine City Council meeting. To be considered for this engagement you must meet the qualifications and satisfy the requirements set forth in this RFP.

Communications: All communications regarding the submission of your proposal are to be in writing directly through the City Secretary.

V. PROPOSAL REQUIREMENTS

Services provided will include but are not limited to:

The City of Palestine intends to obtain the services of a qualified manager to oversee all aspects of the Market as defined in Section B below. The Manager shall utilize best industry practices and/or best management practices, which may require additional services not explicitly enumerated. Proposers shall identify any additional services required, price them, and explain them in their response.

A. Standard Operating Procedures (SOP)

1. The mission of the Palestine Farmers Market is to provide a safe, community centered environment for local farmers and artisans to prosper.



Standard Operating Procedures (cont'd)

2. The Proposer will not be compensated by the City of Palestine for management of the Farmers Market and all services as detailed in the Scope of Services and elsewhere within this RFP will be the Proposer's responsibility.
3. The income from the Farmers Market will belong to the selected Manager and all costs other than utilities and general facility maintenance will be the responsibility of the Manager.
4. Unless pre-approved by the City, all out-of-pocket expenses for Management services will be the responsibility of the Manager. Invoices may be submitted monthly and will be paid within thirty (30) days of receipt by the City.
5. Equipment costs for normal operation of the Market may be invoiced as line item expenses upon pre-approval of the City.
6. The Farmers Market facility will be provided at no cost to the Manager for the first 12 months of the contract. After that time has lapsed, the Manager will pay the City a rental fee for the facility which is required to be outlined in the proposal.

B. Project Requirements

The Manager's responsibilities shall include, but not be limited to the following:

General:

1. Curate a Farmers Market that provides quality items desired by the Palestine community in accordance with all State, County and City of Palestine requirements and regulations immediately after assuming the role as Manager.
2. Obtain, complete, and maintain all permits and supporting documentation to satisfy all permitting requirements of Anderson County, the State of Texas, and the City of Palestine.
3. Abide by all Federal, State, and local laws, rules and regulations, and all City policies and directions.
4. Keep, update, and maintain weekly records of vendors, sales and revenue in an orderly fashion to be presented to City Council on a quarterly basis.
5. Adhere to specific security measures as denoted by the Palestine Police Department ("PPD"), the Palestine Fire Department ("PFD"), and the City's Development Services Department ("DSD") staff.
7. Track Market attendance and provide quarterly reports.
8. Prevent unauthorized vendors and/or local merchants from participation in market without prior specific approval of City's market administrator.

Market Specific:

1. The Market shall include up to approximately 30 vendors, of which 75 percent sell produce and 25 percent sell handmade, homemade or home grown goods, services, and prepared foods. The Manager shall provide the City with a list of vendors and their contact information on a quarterly basis to ensure compliance with the required threshold proportions.
2. Review and establish days and hours of operation of the Farmers Market and post publicly.



Market Specific (cont'd)

3. Special events where street closures are approved, close streets and turning lanes not less than one (1) hour prior to Market operation time using appropriate signage and physical mechanisms as prescribed by the prevailing authorities. Two weeks advanced approval will be required through the City of Palestine Streets Department to close any streets and turning lanes.
4. As needed, open all streets and passageways, including the removal of signage and physical mechanisms, no later than two (2) hours after the close of each Market event.
5. Use designated parking areas for parking of vendor commercial and oversize vehicles.
6. Direct all vendor passenger and non-commercial vehicles to City parking lot for parking during market operations.
7. Ensure trip guards are used with all cables, cords, wires and conduits placed upon or running over ground.
8. Perform all janitorial duties including collection/disposal of trash during and after each Market operation day/event.
9. Please see Addendum A for the City of Palestine guidelines that will be required in the Vendor Handbook.
10. Create and implement a marketing and promotional program.

VI. EVALUATION PROCESS

The City of Palestine reserves the right to accept or reject any and all submissions in the best interest of the City. Proposals will remain in effect for 90 days. Proposals cannot be altered or amended after the submission deadline. Any interlineations, alterations, or erasures made before bid opening must be initialed by the signor of the proposal, guaranteeing authenticity. In connection with the evaluation, the City may invite one (1) or more applicants to make an oral presentation to the City Council. The following information will be taken into consideration during the evaluation process: 1. Meets qualifications identified in the Request for Proposal. 2. Complete and clear responses to requested information. 3. Familiarity with laws and regulations governing Texas municipalities and operating procedures relative to conduct City business. 4. Ability to provide the full range of services requested. 5. Demonstrates sound judgment, integrity, and reliability as determined by the references provided. 6. Cost of providing basic and hourly services as per the submitted rate schedule. 7. Results of an oral presentation to Council (if required). 8. Preference will be given to firms located within 75 miles of Palestine. Proposal packages will be available on Monday, September 14, 2020 at 8:00 a.m., from the City Secretary's Office, 504 North Queen Street, Palestine, TX or on the City of Palestine's webpage: www.cityofpalestinetx.com. For a copy of the RFP package, access the City Web Site: www.cityofpalestinetx.com or phone Teresa Herrera, City Secretary at 903-731-8414 or e-mail: therrera@palestine-tx.org. Notice: Any notice provided by this RFP or required by law to be given to the respondents by City of Palestine shall be deemed to have been given and received on the next business day after such written notice was deposited in the U.S. Postal Service mail facility in City of Palestine, Texas by registered or certified mail addressed to the respondent at the address provided in the sealed respondent. Any interpretation, corrections, or changes to this Request for Proposals will be made by addenda. The sole issuing authority of addenda shall be the City of Palestine City Secretary. Addenda will



be mailed to all who are known to have received a copy of this Request for Proposals. Bidders shall acknowledge receipt of all addenda.

VII. CONTRACT TERMS

Contract Term: The City will require the selected respondent to sign a separate, formal contract that fully incorporates all provisions of this solicitation. The City reserves the right to modify terms and conditions of any proposed contract during negotiations with the respondent.

Assignment: The selected respondent shall not sell, assign, transfer, or convey any resulting contract in whole or in part without the prior consent from the City Council.

Termination of Contract: The City of Palestine reserves the right to terminate the contract immediately in the event the successful respondent:

1. Fails to meet delivery schedules.
2. Defaults in the payment of any fees.
3. Otherwise fails to perform in accordance with this contract.
4. Becomes insolvent and/or files for protection from bankruptcy law.

Termination of Convenience: The termination of the contract may be terminated without penalty, by either party by providing thirty (30) day's written notice to the other party, or under any other provisions provided by City Charter.

INSURANCE

1. The Contractor shall procure and maintain at its sole cost and expense for the duration of the Agreement insurance against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the work hereunder by the Contractor, its agents, representatives, volunteers, employees or subcontractors. The Contractor's insurance coverage shall be primary insurance with respect to the City, its officials, employees and volunteers. Any insurance or self-insurance maintained by the City, its officials, employees or volunteers shall be considered in excess of the Contractor's insurance and shall not contribute to it. Further, the Contractor shall include the City as an additional insured under its policy. All coverages for subcontractors shall be subject to all of the requirements stated herein. Certificates of Insurance and endorsements shall be furnished to the City and approved by the City before management of the market commences.

2. Standard Insurance Policies Required:

(a) Commercial General Liability Policy

3. General Requirements Applicable to All Policies:

(a) General Liability shall be written by a carrier with a A:VIII or better rating in accordance with the current Best Key Rating Guide.



(b) Only Insurance Carriers licensed and admitted to conduct business in the State of Texas will be accepted.

(c) Deductibles shall be listed on the Certificate of Insurance and are acceptable only on a per occurrence basis for property damage only.

(d) "Claims Made" policies will not be accepted.

(e) The City of Palestine, its officials, employees and volunteers, are to be added as "Additional Insured" to the General Liability policy. The coverage shall contain no special limitations on the scope of protection afforded to the City, its officials, employees or volunteers.

(f) Each insurance policy shall be endorsed to state that coverage shall not be suspended, voided, canceled, reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City of Palestine.

(g) Upon request, certified copies of insurance policies shall be furnished to the City of Palestine.

4. Commercial General liability

(a) Minimum Combined Single Limit of \$1,000,000.00 per occurrence for bodily injury and property damage.

(b) No coverage shall be deleted from the standard policy without notification of individual exclusions being attached for review and acceptance.

5. Certificates of Insurance shall be prepared and executed by the insurance company or its authorized agent, and shall contain the following provisions and warranties:

(a) The company is licensed and admitted to conduct business in the State of Texas.

(b) The insurance policies provided by the insurance company are underwritten on forms that have been provided by the Texas State Board of Insurance or ISO.

(c) All endorsements and insurance coverage according to requirements and instructions contained herein.

(d) The form of the notice of cancellation, termination, or change in coverage provisions to the City of Palestine.

(e) Original endorsements affecting coverage required by this section shall be furnished with the certificates of insurance.

VIII. INQUIRIES

Any questions relating to this Request for Proposals must be submitted in writing to:

City of Palestine, Attn: Teresa Herrera, City Secretary, 504 North Queen Street, Palestine, TX 75801 or Email: therrera@palestine-tx.org



Addendum A

City of Palestine Vendor Minimum Rules & Requirements to be included in proposal:

1. Vendors must furnish their own display equipment in designated stall area. Produce, displays, and signage must remain in your designated area and not block another vendor's space or the drive-thru area.
2. Vendors must present their products in a professional and clean manner. Vendor spaces must be kept free from safety hazards. Produce unfit for human consumption should be properly disposed of and never displayed to the public.
3. Children will not be allowed at the market at any time, with exception of children 10 and up who may be assisting the vendor.
4. Trash containers located at the market should be emptied daily if the vendors are using the containers to dispose of produce. It is the vendor's responsibility to ensure their space is free of any produce waste that would attract varmints. All boxes must be broken down and placed in the dumpster.
5. Vendors shall maintain a courteous and professional manner at the market. All profane, abusive, and discourteous language is prohibited and shall be grounds for termination of selling privileges. No hawking of items is allowed. At no time may vendors encourage consumers away from other vendors in any manner, verbally or otherwise.
6. It is the responsibility of each vendor to abide by all state and federal regulations which govern the production, harvest, preparation, preservation, labeling, and/or safety of products offered for sale at the market. Vendors are liable for their own produce. Additionally, any required licenses must be placed in plain view of the consumers.
7. Vendors must be properly dressed. Shirts and shoes must be worn at all times.
8. Vendors may park in the area behind their stall on the street side if they have rented a space on either Spring St. or Main St. Please be courteous to other vendors when parking.
9. No spitting, smoking, fighting, or profanity is allowed at the Farmers Market.
10. No loitering or any other activity that disrupts the buying or selling at the market.
11. No running, riding bicycles, skateboarding, or skates allowed at the Farmers Market.
12. Vendors are allowed to sell wholesale or trade with other vendors.
13. Sale or giveaway of live animals is not permitted anywhere on the property. Vendors are to refrain from bringing personal pets to the market.
14. The City of Palestine reserves the right to do farm visits if necessary.
15. Alcoholic consumption and firearms are not allowed at the market.



16. Vendors contribute to accessibility at the market by clearing an ADA pathway within their booth spaces and clearing a fire lane.

17. Discrimination or harassment in any form is prohibited. Discrimination or harassment is the treatment or consideration of, or making a distinction in favor or against, a person based on the group, class, or category to which that person belongs, including but not limited to race, color, national origin, age, disability, economic class, sex, gender expression or sexual orientation. As a vendor for the Palestine Farmers Market, the vendor agrees to comply with all local, state and federal laws applicable which includes but is not limited to vendors compliance with Title VII, Civil Rights Act of 1964, as amended, the Texas Labor Code, the Drug Free Workplace Act of 1988, and the Americans with Disabilities Act, as well as Applicant's refraining from discrimination of persons based on race, color, religion, sex (including pregnancy, childbirth, and related medical conditions; sexual orientation), national origin, disability, age, citizenship status, genetic information, political affiliation or participation in civil rights activities. Furthermore, while the City of Palestine fully supports the exercise of freedom of speech, the City of Palestine will not financially support or allow events on City property that incorporate or promote ideas of hate or which are intended to vilify, humiliate, or incite hatred against a group or a class of persons on the basis of race, religion, skin color, sexual identity, gender identity, ethnicity, disability or national origin. Manager and vendors are expected and required to abide by this policy.

18. Vendors must submit monthly sales totals to the Market Manager via email or text. Vendor sales will be used to determine the effectiveness of the market and allow management to present data to City Council quarterly.

19. Any organization wishing to do cooking or healthy eating habit demonstrations will be approved and scheduled accordingly by the Market Manager.

30. All vendors, without exception, must sign the Manager's Farmers Market Handbook agreement before they can sell at the market.



Agenda Date: October 26, 2020
To: City Council
From: Teresa Herrera, City Secretary
Agenda Item: City of Palestine - Report on Delinquent Property Tax Collections
Date Submitted:

SUMMARY:

City of Palestine - Report on Delinquent Property Tax Collections. Robert Meyers, MVBA

Attachments

Annual Property Tax Report



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

The Solution To All Your Collection Needs™

Attorneys at Law

REPORT ON DELINQUENT PROPERTY TAX COLLECTIONS

for the

CITY OF PALESTINE



October 26, 2020

Robert L. Meyers
Attorney at Law

Martha Thompson
Jo Wiggins
Legal Assistants

703 N. Mallard, Suite 104A
Palestine, Texas 75801

www.mvbalaw.com



MCCREARY, VESELKA, BRAGG & ALLEN, P. C.
The Solution to all Your Collection Needs™ Attorneys at Law

October 26, 2020

Honorable Steve Presley
Mayor, City of Palestine
504 Queen Street
Palestine, Texas 75801

Re: City of Palestine - Report on Delinquent Property Tax Collections

Dear Mayor Presley:

I am enclosing for you and the City Council copies of our latest Report on the Collection of Delinquent Property Taxes. Our report details our activities undertaken to collect the delinquent taxes due to the City of Palestine. The report also explains the procedures we follow to ensure that each property owner is notified of their tax delinquency, and the legal steps that will be taken when prompt payment of the taxes is not made.

We believe that our collection procedures provide the City with maximum recovery of its delinquent taxes in the shortest period of time possible. In addition to our collection activities, we will advise the City on any ad valorem tax matter.

We appreciate the opportunity to represent the City of Palestine in the collection of its delinquent taxes and invite your questions and comments in order that we may better serve your needs.

Sincerely,

A handwritten signature in black ink, appearing to read 'Robert L. Meyers', written in a cursive style.

Robert L. Meyers

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

ATTORNEYS AT LAW

“The Solution To All Your Collection Needs™”

The goal of our tax collection program is to collect the greatest amount of tax in the shortest period of time. **McCreary, Veselka, Bragg & Allen** believes it has met this goal for the **City of Palestine**.

Tax Collections generally fall into two categories, current tax collections, the collection of the current levy of taxes within the fiscal year in which they are assessed, and delinquent tax collections, taxes that are unpaid and referred to a law firm for collection. It is our belief that an effective delinquent tax collection program will not only result in the quick recovery of delinquent taxes, but will also enhance current collections. When the taxpaying public is aware that the **City** aggressively, but fairly, pursues unpaid taxes, there is more incentive for a property owner to timely pay their current taxes.

The following are some of the significant points contained in our report.

CURRENT TAX COLLECTIONS

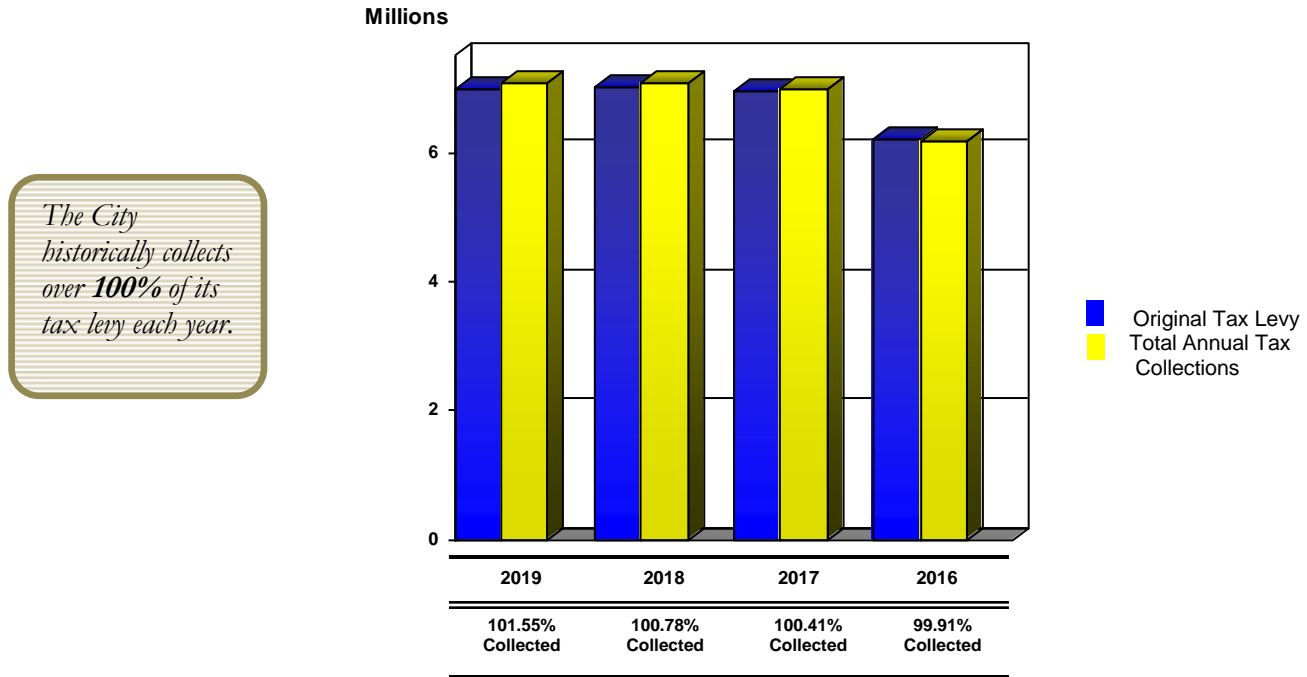
- ❑ In three of the last four years the **City’s** Total Annual Tax Collections (*current and delinquent taxes, penalties and interest*) actually **exceeded** the amount of taxes that had been levied. (Chart Page 2)
- ❑ As of the date of this report, the **City** has collected **98.21% to 99.16%** of the taxes that were levied for each of the last four years. (Chart Page 3).

DELINQUENT TAX COLLECTIONS

- ❑ We have collected **42.47%** of the taxes referred to us in July 2020, **67.87%** of the taxes referred to us in July 2019, and **72.95%** of the taxes referred in July 2018. The balance of these taxes is being quickly and efficiently collected. (Charts Pages 4-5).
- ❑ In order to collect the **City’s** delinquent taxes during this report period we have:
 - Sent over **3,782** Delinquent Tax Notices
 - Filed **93** Delinquent Tax Suits
 - Recovered **43** Judgments, and
 - Posted for sale **69** properties

TOTAL ANNUAL TAX COLLECTIONS

In three of the last four years, the City's Total Annual Tax Collections ***actually exceeded the amount of taxes that were levied.*** The City has collected **101.55%**, **100.78%**, and **100.41%** for tax years 2019, 2018, 2017. For 2016 the tax collections were reduced by a refund in the amount of \$32,221, which statistically lowered the City's historical collection percentage to 99.91%.



Typically, the City's total collection percentage exceeds 100% when adding the amount of Current Tax collections to the Delinquent Taxes, Penalties and Interest also collected for a tax year. The same was true for 2016 however, because of a refund due to an appraisal district correction the City's 2016 Total Collection Tax Rate was 99.91%.

(The amounts listed have been adjusted for tax office corrections.)

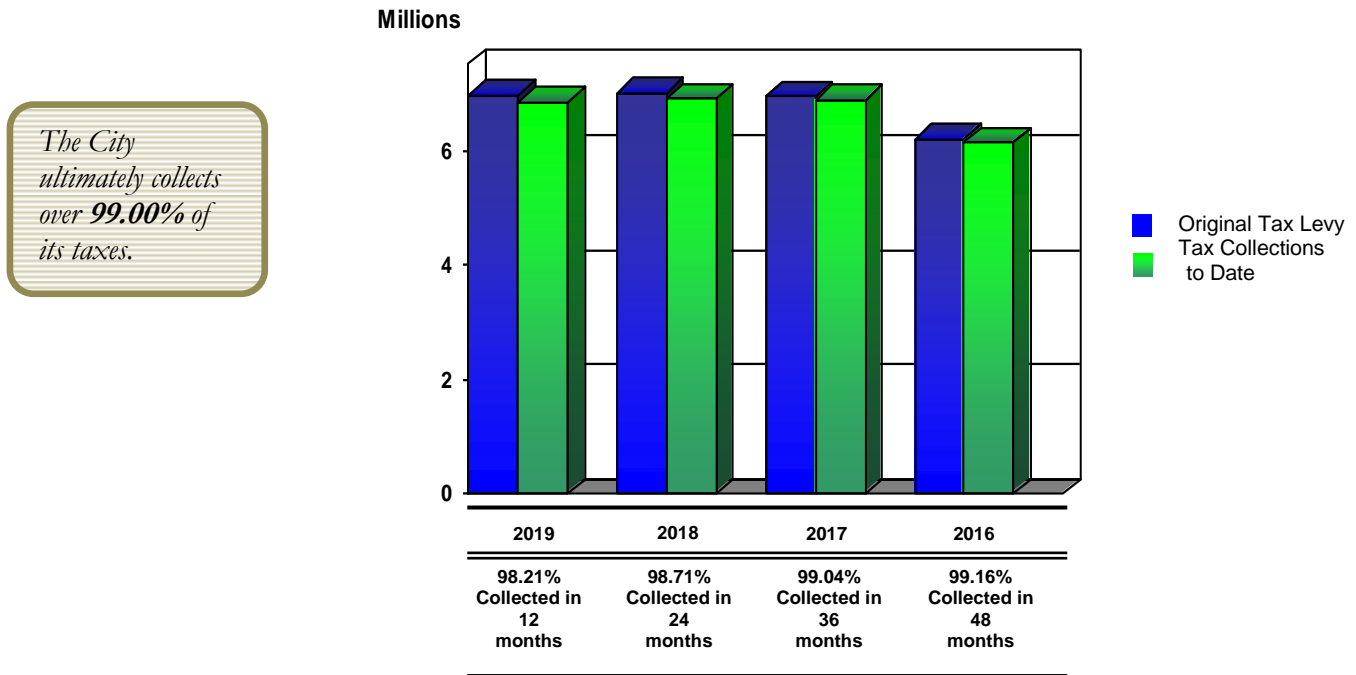
TOTAL ANNUAL TAX COLLECTIONS (OCTOBER 1 THROUGH SEPTEMBER 30)

Tax Year	Original Tax Levy (Adjusted)	Total Annual Tax Collections	Percent Collected
2019	\$6,971,730	\$7,080,016	101.55%
2018	\$7,003,780	\$7,058,307	100.78%
2017	\$6,952,604	\$6,981,182	100.41%
2016*	\$6,187,442	\$6,182,040	99.91%

*The City's tax collections for 2016 were reduced by a refund

COLLECTION OF TAX LEVY

Ultimately over 99% of the City's taxes are collected. Listed below are the last four tax years. As of September 30, 2020, **98.21%** to **99.16%** of the taxes levied for the tax years 2019 through 2016 have been recovered. For each of the tax years prior to 2016, the City has collected over 99.00% of the taxes that were levied.



This Chart above and the Table below list the actual amount of taxes levied for the past four years and the amount and percentage of each year's tax levy that have been collected. The amounts included are original tax amounts only *and do not include penalties and interest that have also been collected.*

It is a historical reality that a small percentage of each year's tax levy will be uncollectable due to a number of reasons such as insolvent business personal property accounts, bankruptcies, tax deferrals, medical hardships, and the fact that some property owners are judgment proof. Therefore, the cumulative percent collected, while extremely high, will never be one hundred percent.

COLLECTION OF TAX LEVY (TAX COLLECTIONS FROM OCTOBER 1 OF EACH TAX YEAR THROUGH SEPTEMBER 30, 2020)

Tax Year	Original Tax Levy (Adjusted)	Tax Collected to Date	Percent Collected	Number of Months of Collection
2019	\$6,971,730	\$6,846,705	98.21%	12
2018	\$7,003,780	\$6,913,094	98.71%	24
2017	\$6,952,604	\$6,885,942	99.04%	36
2016	\$6,187,442	\$6,135,325	99.16%	48

COLLECTION STATUS OF DELINQUENT TAXES

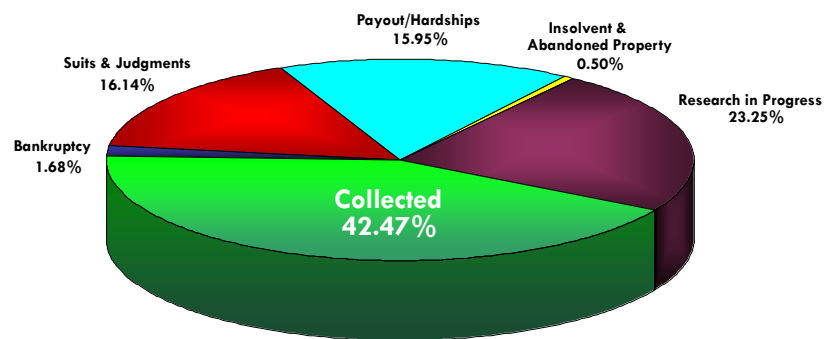
Each July 1, the City refers its unpaid delinquent taxes from the prior year to us for collection. The following charts depict the success we have had in collecting the taxes referred to us. As of September 30, 2020, we have collected:

- **42.47%** of the 2019 taxes that were referred to us on July 1, 2020 (3 months)
- **67.87%** of the 2018 taxes that were referred to us on July 1, 2019 (15 months)
- **72.95%** of the 2017 taxes that were referred to us on July 1, 2018 (27 months)

While we are collecting a very high percentage of the delinquent taxes, there are still taxes remaining unpaid. We are diligently continuing to conduct title, ownership and address research on the remaining tax accounts.

COLLECTION STATUS OF 2019 DELINQUENT TAXES

MVBA has collected **42.47%** of the 2019 taxes that were referred to us.

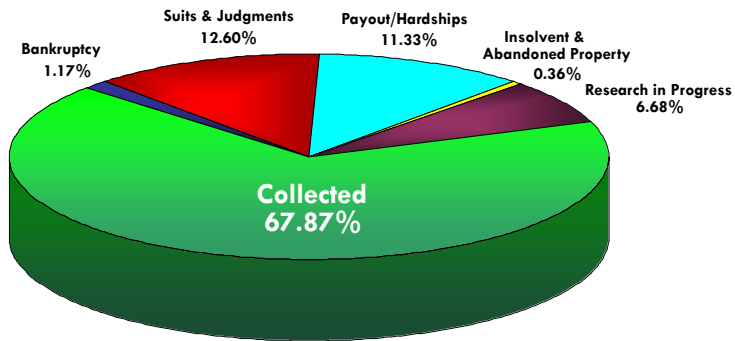


Delinquent Taxes Collected: \$107,760

Category	Total Due (7/1/20)	Collected	Bankruptcy	Suits & Judgments	Payout & Hardships	Insolvent & Abandoned Property	Research in Progress
Amount	\$253,705	\$107,760	\$4,254	\$40,960	\$40,479	\$1,265	\$58,987
Percent		42.47%	1.68%	16.14%	15.95%	0.50%	23.25%

COLLECTION STATUS OF 2018 DELINQUENT TAXES

MVBA has collected **67.87%** of the 2018 taxes that were referred to us.

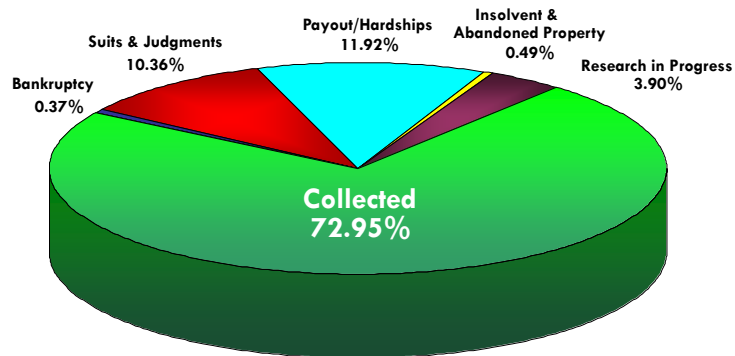


Delinquent Taxes Collected: \$191,527

Category	Total Due (7/1/19)	Collected	Bankruptcy	Suits & Judgments	Payout & Hardships	Insolvent & Abandoned Property	Research in Progress
Amount	\$282,215	\$191,527	\$3,300	\$35,559	\$31,961	\$1,021	\$18,847
Percent		67.87%	1.17%	12.60%	11.33%	0.36%	6.68%

COLLECTION STATUS OF 2017 DELINQUENT TAXES

MVBA has collected **72.95%** of the 2017 taxes that were referred to us.



Delinquent Taxes Collected: \$179,822

Category	Total Due (7/1/18)	Collected	Bankruptcy	Suits & Judgments	Payout & Hardships	Insolvent & Abandoned Property	Research in Progress
Amount	\$246,484	\$179,822	\$902	\$25,543	\$29,377	\$1,215	\$9,625
Percent		72.95%	0.37%	10.36%	11.92%	0.49%	3.90%

THIS OUTSTANDING LEVEL OF COLLECTIONS DID NOT SIMPLY HAPPEN.

We have worked diligently collecting these taxes. MVBA has conducted a comprehensive delinquent tax collection program, which provides for:

- Regular and systematic mailing of delinquent tax notices to delinquent property owners.
- Thorough title examinations and ownership verification on selected delinquent tax accounts.
- Pre-litigation notices to all property owners and lienholders on each delinquent tract of real property; and
- The filing and prosecuting of delinquent tax suits to judgment and the final sale of the property to satisfy the tax delinquency if payment arrangements were not satisfactory made.

We believe that these charts graphically depict the results of MVBA's aggressive delinquent tax collection program.

DEFINITIONS AND COMMENTS REGARDING CHARTS ON PAGES 3, 4 & 5

Lawsuits/Judgments

MVBA files delinquent tax suits for the collection of delinquent taxes. Often property owners enter into payment arrangements subsequent to the filing of suit. Further prosecution of these delinquent tax suits is abated as long as the taxpayer complies with the payout agreement. If the property owner makes no effort to pay after suit is filed and citation is served, or if the taxpayer defaults on a payout agreement, judgment is sought. If taxes remain unpaid, subsequent to judgment, an order of sale is issued and the property is posted for sale.

Bankruptcy

When a property owner files bankruptcy collection activity is prohibited under the United States Bankruptcy Code. MVBA monitors the progress of bankruptcy cases and filed appropriate motions and objections with the Bankruptcy Court to insure that the tax claims and the tax liens are accorded the highest possible priority. The amount of the claims that will ultimately be paid, particularly in Chapter 7 cases, cannot be estimated.

Insolvent Personal & Abandoned Real Property

Tax accounts on which delinquent notices mailed by MVBA have been returned to us by the U. S. Postal Service as undeliverable or accounts for which the Appraisal District or Tax Office has been unable to determine an address. MVBA is engaged in an extensive address research program. When new addresses are

found, notices are promptly sent. However, without an accurate address personal property delinquent taxes are, as a practical matter, uncollectable. Some of these accounts represent mobile homes that are no longer in the County. In most cases, the Appraisal District has no knowledge of the whereabouts of the owners of these mobile homes. These accounts are uncollectable because collection activity against the owners is effectively precluded. There are numerous business personal accounts where the business is no longer operating. When a business ceases operation, often the owner leaves the County and/or State. Even if the owners of the business can be located, they are usually “judgment proof”. Many of these businesses were corporations which are either defunct or have no assets. The whereabouts of the owners of a few real property accounts are unknown. These are unimproved lots or vacant acreage tracts making it extremely difficult to locate the owners. In some cases, the record owners are deceased and their heirs are unknown or cannot be located. The owners of these vacant and abandoned properties will be served with citation by publication and the properties sold at tax sales.

Pre-Litigation Payouts/Deferrals & Hardships

Property owners enter into written installment payment agreements pursuant to §33.02 of the Property Tax Code prior to suit being filed. These payment agreements are tailored to the individual taxpayer’s ability to pay based on their particular financial problems. As a result of the payout agreements, a steady flow of tax payments is received.

There are also, taxpayers who have claimed the over-65 deferral provided by the Tax Code, which prevents the collection of the delinquent taxes assessed against their homesteads. In addition, a few property owners have been designated as hardship cases. Hardship cases are those in which the property owners have documented severe medical conditions or acute financial problems that warrant unusual consideration. Designation as a hardship merely delays collection but does allow for the eventual collection of the taxes.

Research in Progress

This segment refers to those accounts, which do not have any known impediment to the collection process or specific collection activity pending. MVBA has sent several notices of delinquency on each account. We are continuing to place additional accounts under litigation. However, we stress that there may be circumstances which may preclude the collection of some of these taxes. These may include bankruptcies, insolvent or closed businesses, hardship cases, and/or incorrect addresses which are unknown. Nevertheless, MVBA will continue to use all appropriate efforts to collect the delinquent taxes that are due.

DELINQUENT PROPERTY TAX COLLECTION ACTIVITY

(October 1, 2019 through September 30, 2020)

TAXPAYER NOTIFICATION

Our experience has proven that the right notice to the right person at the right time results in the payment of taxes to our client. For this reason, *McCreary, Veselka, Bragg & Allen* sends a series of letters to property owners both before and after we have filed a delinquent tax suit against a property owner and the property. Listed below are various types of notices sent by MVBA to property owners notifying them of their tax delinquency and the status of legal action taken by MVBA to collect the taxes.

Many delinquent accounts are collected as a result of giving the property attention to finding the correct address of a property owner. Delinquent accounts with unknown or incorrect addresses are researched by MVBA through the use of Texas Motor Vehicle registration information, internet databases, telephone directories, city directories, utility records, voter registration records, assumed name files and the records of the Secretary of State. When MVBA obtains new addresses, notices are immediately sent informing the property owner of their tax, and we notify the Tax Office of the new address so that the tax records can be updated.

<i>Type of Notices</i>	<i>Number of Notices</i>
Initial Notices are polite, but pointed, notices designed to remind the delinquent property owner of their tax liability and urging voluntary payment of the taxes due.	1,463
Delinquent Notices are more insistent notices requiring payment of the delinquent taxes and inform the property owner that a tax lien has attached to their property and they are personally liable for the tax.	1,139
Demand Notices are sent on selected accounts giving notice that if the taxes are not paid, a delinquent tax suit will be filed against the property owner and the property.	1,180
TOTAL NOTICES	3,782



LITIGATION

MVBA files delinquent tax suits when property owners and all other parties whom MVBA has determined to have an interest in the property fail to respond to the notices sent to them. Delinquent tax suits filed by MVBA seek a personal judgment against the property owner and foreclosure and sale of the property to satisfy the tax delinquency. When all delinquent taxes, penalties and interest have been paid to the taxing jurisdiction, and all costs of court have been paid in the lawsuit, the lawsuit is dismissed against both the property owner and the property.

<i>Number of Suits</i>	<i>Number of Properties</i>	<i>Amount Due</i>
93	125	\$120,869

JUDGMENTS

When the property owner and all parties who have an interest in the property have been served with citation, MVBA notifies the property owner and all other defendants in the lawsuit of the date at which a hearing will be held in District Court to seek a judgment against the property owner and the property. MVBA recovers judgments against the property owner and the property, authorizing sale of the property in order to recover the delinquent taxes, penalties and interest owed. If the property owner pays the total amount of taxes, penalties, interest and costs after judgment has been rendered by the District Court, the judgment is released against both the property owner and the property

<i>Number of Judgments</i>	<i>Number of Properties</i>	<i>Amount Due</i>
43	63	\$64,071

TAX SALES

Should the property owner fail to respond to the notice of judgment, MVBA proceeds with a Sheriff's Sale of the property. MVBA publishes a Notice of Sale in the local newspaper and sends copies to the property owner and all other defendants in the delinquent tax suit, as required by law. In many instances, the property owner either pays the taxes prior to sale or enters into satisfactory arrangements for the payment of the taxes, in which case the property is withdrawn from the Sheriff's Sale. Properties offered for sale are either conveyed to purchasers, or if no acceptable bid is made on the property, conveyed to the taxing units in lieu of payment of taxes. MVBA assists the Sheriff in conducting the sale and prepares the deeds to the purchasers, finalizes the sale papers and supervises the distribution of the sale proceeds to the taxing authorities in order to satisfy the tax delinquency.

<i>Date of Sale</i>	<i>Properties Posted for Sale</i>	<i>Properties Paid/Payout</i>	<i>Properties Sold/Conveyed into Trust</i>	<i>Amount Due</i>
12/3/2019	28	15	13	\$20,244
3/3/2020	23	10	13	\$24,342
9/1/2020	18	1	17	\$24,083
TOTAL	69	26	43	\$68,669

In addition, **43** properties that had previously been foreclosed on were resold.

BANKRUPTCY LITIGATION

McCreary, Veselka, Bragg & Allen's bankruptcy department closely supervises those individuals and corporations that file for protection under the bankruptcy laws who owe taxes. Through our fully computerized bankruptcy tracking system, MVBA files and monitors all claims for taxes owed by the bankrupt debtor. Proofs of Claim are filed by MVBA to assert the amount of tax, penalty and interest due when the bankruptcy is filed. Administrative claims are filed to seek recovery of taxes that arise after the debtor has filed bankruptcy. Our attorneys review all Motions and Plans for Reorganization filed by the debtor or any other creditor with the Bankruptcy Court, aggressively assert the tax claims, and defend the tax liens of our clients to the fullest extent allowed under the Bankruptcy Code.

<i>Type</i>	<i>Number of Bankruptcies</i>	<i>Number of Properties</i>	<i>Amount Due</i>
Proofs of Claim	6	12	\$17,963

*All of our
collection
services are
provided at no
cost to the City*

FEE FOR SERVICES

MVBA provides all legal representation for a contingent fee of the delinquent taxes, penalties and interest collected. Our attorney fees are paid entirely by the delinquent property owners upon payment of the delinquent taxes as an additional penalty pursuant to the Texas Tax Code.



Agenda Date: October 26, 2020
To: City Council
From: Mark Miears, Development Services Director
Agenda Item: Development Services Monthly Report
Date Submitted: 10/20/2020

SUMMARY:

Development Services September Monthly Report

Attachments

Dev Services Monthly

DEPARTMENT BUDGET EXPENDITURES

Fiscal Year	Budgeted Amount	Expenses to Date	% of Year Completed	% of Budgeted Amount Spent
2020-2020	\$361,349	\$323,716	100%	90 %

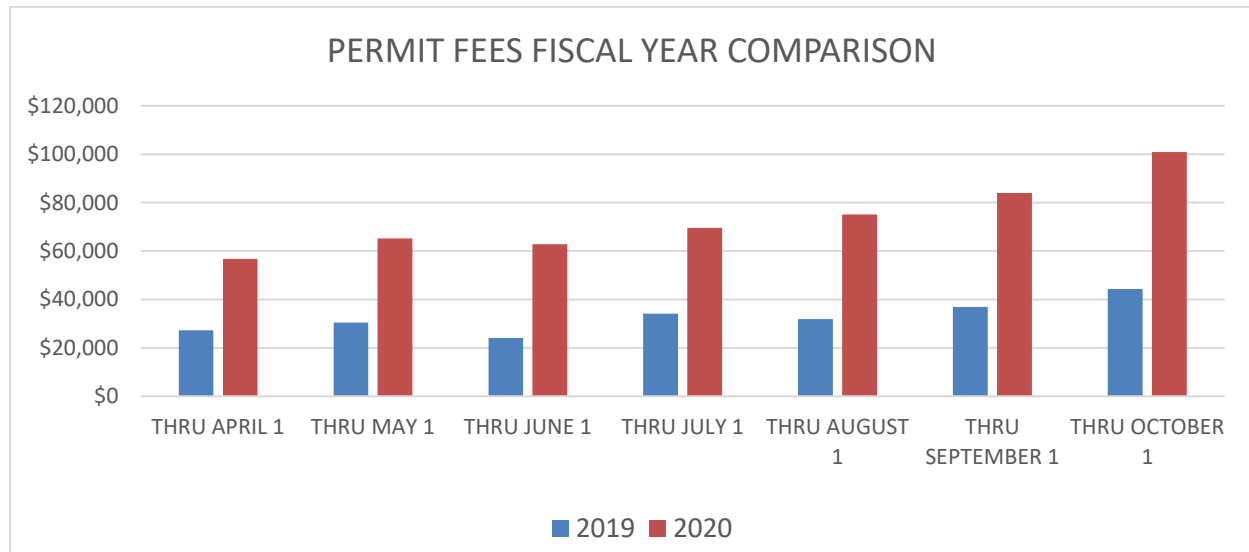
PERMITTING TOTALS

BUILDING and LICENSE PERMITS

Permit Type	September Permit Count	September Permit Fees	Permit Count / Fiscal Year	Permit Fees / Fiscal Year
BUILDING PERMIT	9	\$9,129	143	\$60,207
CERTIFICATE OF OCCUPANCY	2	\$80	47	\$2,000
DRIVEWAY	5	\$250	30	\$1,400
FENCE	1	\$50	35	\$1,725
ROOFING	10	\$250	128	\$3,700
DEMOLITION	0	\$0	4	\$200
GRADING	1	\$50	4	\$200
COMMERCIAL ELECTRICAL	4	\$190	28	\$3,284
RESIDENTIAL ELECTRICAL	4	\$120	75	\$3,285
FIRE SUPPRESSION SYSTEM	0	\$0	0	\$0
MECHANICAL	4	\$850	49	\$8,688
GAS TEST	1	\$36	91	\$2,198
GAS PIPING	0	\$0	37	\$222
PLUMBING	12	\$540	137	\$4,461
LAWN SPRINKLER SYSTEM	0	\$0	1	\$25
SIGN	2	\$150	44	\$3,675
CONTRACTOR LICENSE	3	\$375	45	\$5,625
Totals:	58	\$12,070	898	\$100,895

CEMETERY PLOT SALES

Cemetery	Plots Sold September 2020	Plot Fees September 2020	Plots Sold / Fiscal Year	Plot Fees / Fiscal Year
Memorial Addition	0	\$0	12	\$9,750
Middle Addition	0	\$0	3	\$3,750
Totals	0	\$	15	\$13,500



PERMITTING PROJECTS / NEW BUSINESS OCCUPANCIES

RESIDENTIAL CONSTRUCTION IN PROGRESS

Address	Square Feet	Estimated Value
108 Woodgate	3036	\$300,000
1735 E. Murchison	1800	\$175,000
112 Wesley	2080	\$170,000
803 Coronaca	672	\$11,000
2710 Venture View	2,683	\$250,000
311 Ohio St.	420	\$4,000



DEVELOPMENT SERVICES DEPARTMENT
MONTHLY ACTIVITIES REPORT
SEPTEMBER 2020

CERTIFICATES OF OCCUPANCY ISSUED

Name	Address	Description
Beauty Equips	207 W. Oak St.	Beauty Accessories Sales
Satelite Source	300 N. Church St.	Satelite TV Service

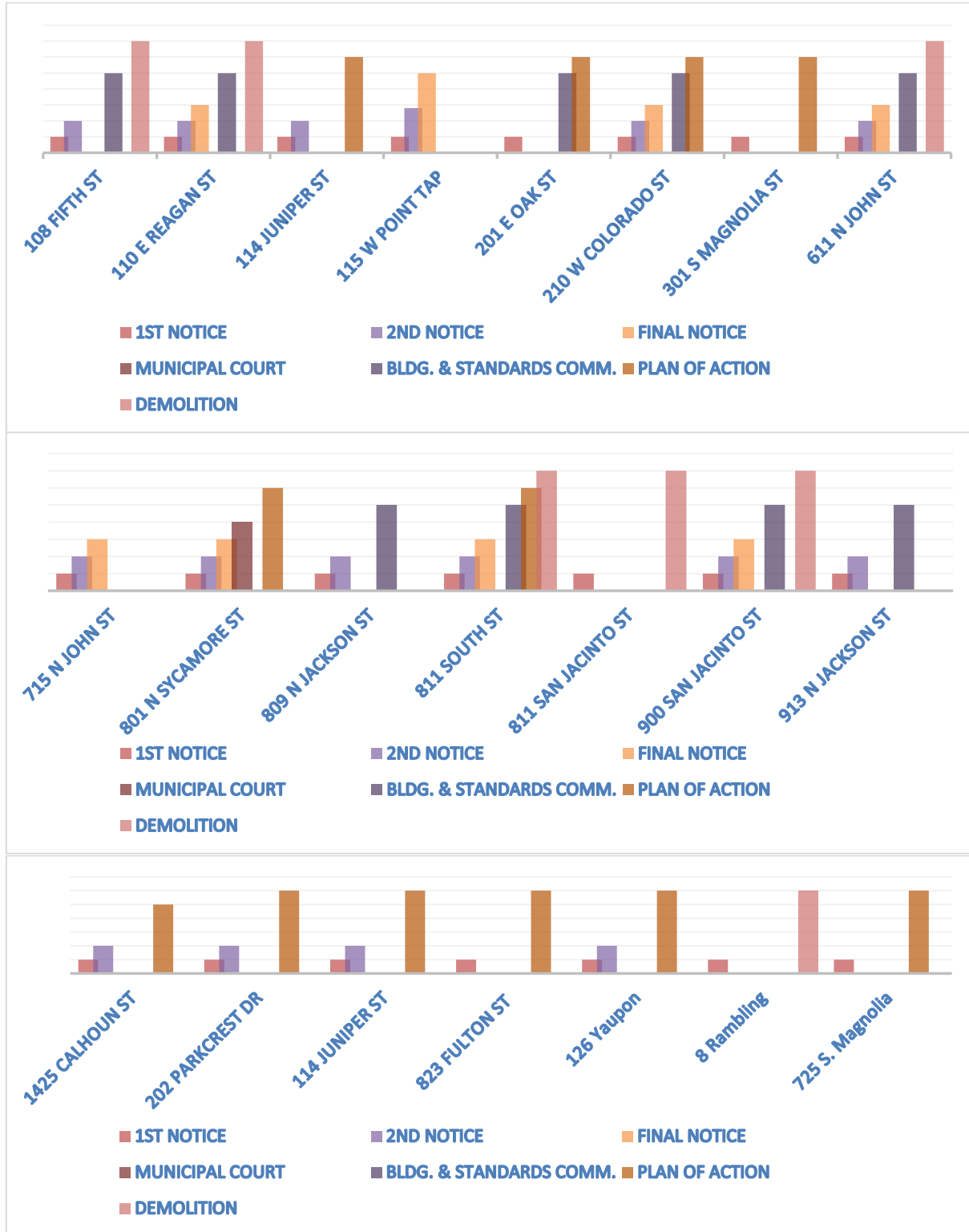
COMMERCIAL CONSTRUCTION IN PROGRESS

Name	Address	Description
Texas Department of Health and Human Services	550 Willow Creek Pkwy.	Business Offices
Herrington Land of Memories	100 Vista Ridge	Commercial Addition
Palestine High School Athletic	1600 S. Loop 256	Complex
Chick Fila	1940 Loop 256	Restaurant
Palestine ISD	203 Ben Milam Rd.	Vocational Training Bldg.
Southside Bank Renovation	3310 S. Loop 256	Bank Renovation
Kevin Furr	101 W. Oak	Multi-Family
Cartmel Lakes Senior Living	100 Cartmel Dr.	Senior Independent Living Facility

COMMERCIAL CONSTRUCTION UNDER REVIEW

Name	Address	Description
Panda Express	2214 S. Loop 256	Restaurant
Cartmel Lakes Senior Living	100 Cartmel Drive	Senior Independent Living Facility
Overlook Apartments	100 Overlook Way	Apartment Complex
Auto Collision Experts	1610 S. Loop 256	Commercial Addition

SUBSTANDARD STRUCTURE CASES





Agenda Date: October 26, 2020
To: City Council
From: Mark Harcrow, Interim Chief of Police
Agenda Item: Police Department Monthly Reports
Date Submitted: 10/21/2020

SUMMARY:

Monthly reports for the Police Department stats, CID and PLACE team.

RECOMMENDED ACTION:

Report only.

CITY MANAGER APPROVAL:

Attachments

PPD September 2020 Stats
CID September 2020 Report
P.L.A.C.E. Team Sept. 2020 Report

Palestine Police Department Activity Report

Date Reported: 09/01/2020 - 09/30/2020



Palestine Police Department
504 N Queen St
Palestine, TX 75801
(903) 729-2254

MONTH

YEAR TO DATE

Reported Offenses

	September 2020	September 2019	% Diff	September 2020	September 2019	% Diff
Crimes Against Persons	68	47	45%	438	406	8%
Crimes Against Property	49	63	22%	551	579	5%
Drugs Offenses	58	31	87%	262	214	22%
Miscellaneous Offenses	53	68	22%	482	606	20%
Offense Totals	228	209	9%	1733	1805	4%

Arrests

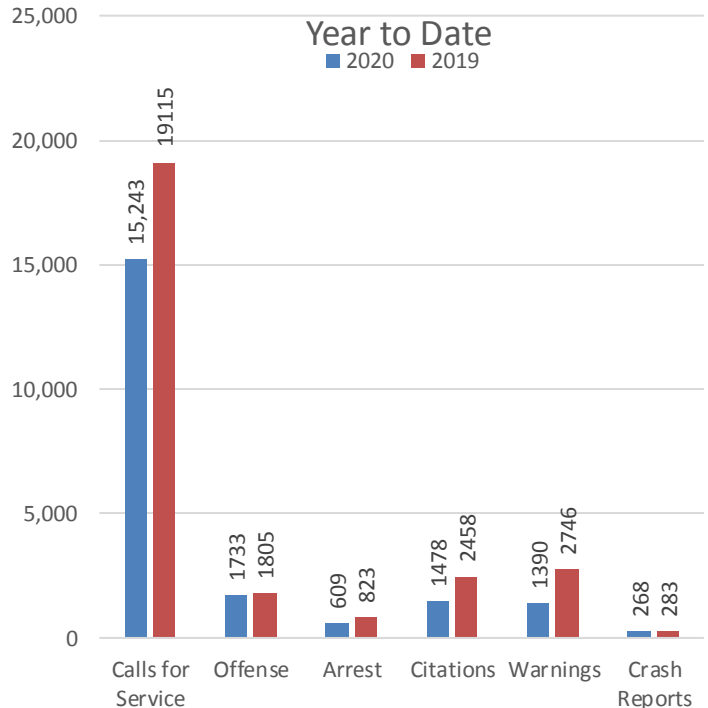
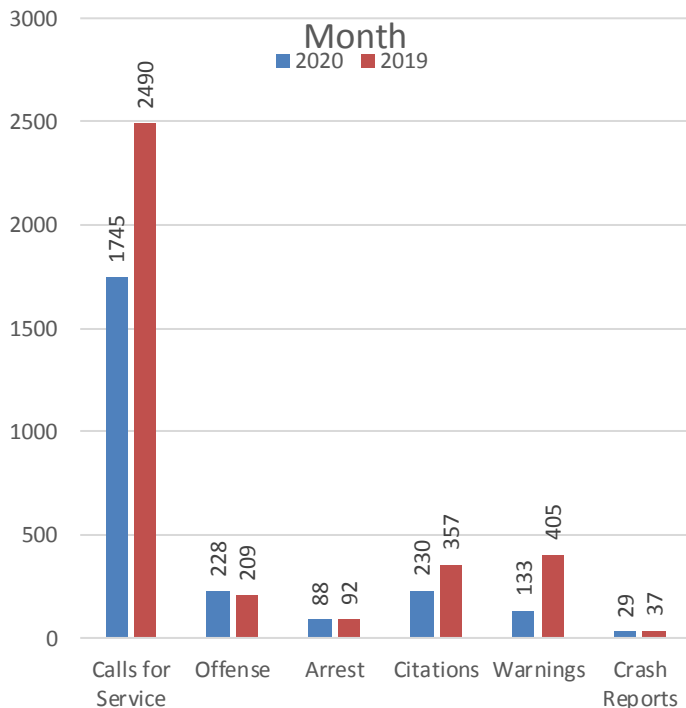
(by offense)	September 2020	September 2019	% Diff	September 2020	September 2019	% Diff
Crimes Against Persons	14	10	40%	90	73	23%
Crimes Against Property	8	9	11%	119	109	9%
Drugs Offenses	19	25	24%	178	184	3%
Miscellaneous Offenses	47	48	2%	312	457	32%
Arrest Totals	88	92	4%	609	823	26%

Calls for Service

	September 2020	September 2019	% Diff	September 2020	September 2019	% Diff
Calls for Service	1745	2490	30%	15243	19115	20%

Traffic

	September 2020	September 2019	% Diff	September 2020	September 2019	% Diff
Crash Reports	29	37	22%	268	283	5%
Citations	230	357	36%	1478	2458	40%
Warnings	133	405	67%	1390	2746	49%



Criminal Investigations Division Activity Report

September 2020

Date Reported: 9-1-2020-9-30-2020



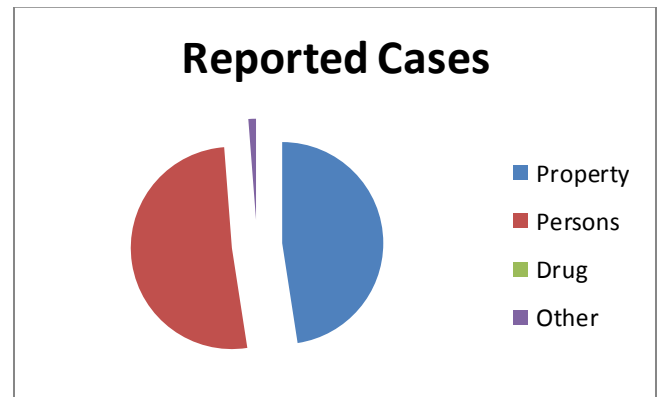
Reported cases: 82

Property: 39

Persons: 42

Drug: 0

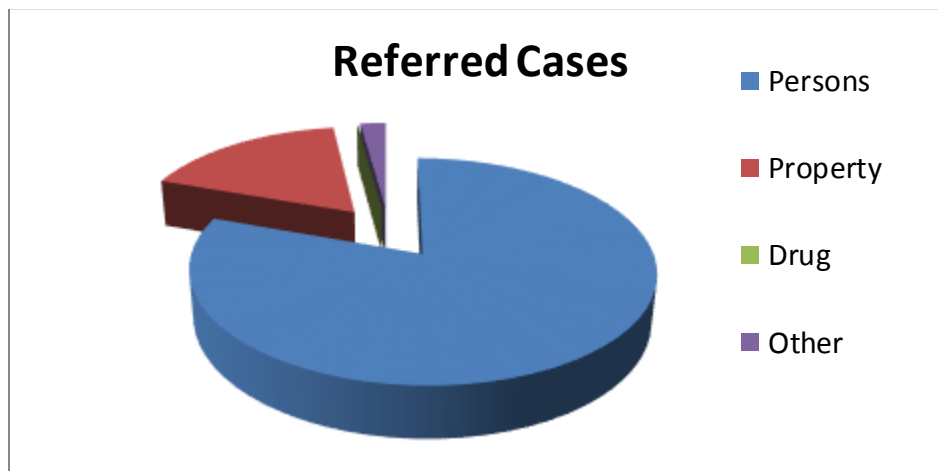
Other: 1



Cases Referred for Prosecution

	Misdemeanor	Felony	Closed
Persons:	11	26	4
Property:	6	2	5
Drug:	0	0	0
Other:	0	1	0

Total Cases to District Attorney's Office: 46



P.L.A.C.E TEAM
2020 Monthly Activity

September	<u>2020</u>
Zones Completed	<u>2</u>
Lots Inspected	<u>741</u>
10 Day Notices Issued	<u>27</u>
Citations	<u>0</u>
Compliance	<u>22</u>
Extensions	<u>5</u>
Volunteer Activity	<u>0</u>
Other	<u>1</u>

Comments:

Out of Zone Activity:

calls by phone/email/person : 40

Letters sent: 59

Illegal dumping cases sent to DA's Office : 0

Illegal dump sites: 13 with an estimated 2300 pounds in total.

Out of zone citations/summons: 1



Agenda Date: October 26, 2020
To: City Council
From: Andrew Sibai, Interim Finance Director
Agenda Item: September 2020 Financial Report
Date Submitted: 10/21/2020

SUMMARY:

Attached please find the September 2020 Financial Report for the City of Palestine

Attachments

Sept 2020 Monthly Financial Report



Date: October 21, 2020
To: Mayor and City Council
Teresa Herrera, Interim City Manager
From: Andrew Sibai, Interim Finance Director
Subject: September 2020 Monthly Financial Report

Attached are the September 2020 financial reports for the major funds, General Fund and the Utility Fund, for your review. Summaries of other Special Revenue, Capital Project and other minor Enterprise funds are attached as well for your review.

Overall, the collection of revenues for the General Fund are on target and have increased over the collections from the prior year. Staff is also doing a good job of keeping expenditures far below budgeted numbers. We are expecting to add approximately \$2,000,000 to the general fund balance. Staff has done well in keeping costs low and continuing to provide service while short staffed.

The Water and Sewer Utility Fund for August 2020 reflects revenue collections tracking well for this period at 100.5% of the budgeted amount received. More revenue will be applied to this fiscal year at the end of October and push the revenue up another \$500,000 (estimated). A big thanks to Utility personnel, they have maintained expenditures below the targeted budget amount for this fiscal year.

Overall, the financial health of Palestine remains stable.

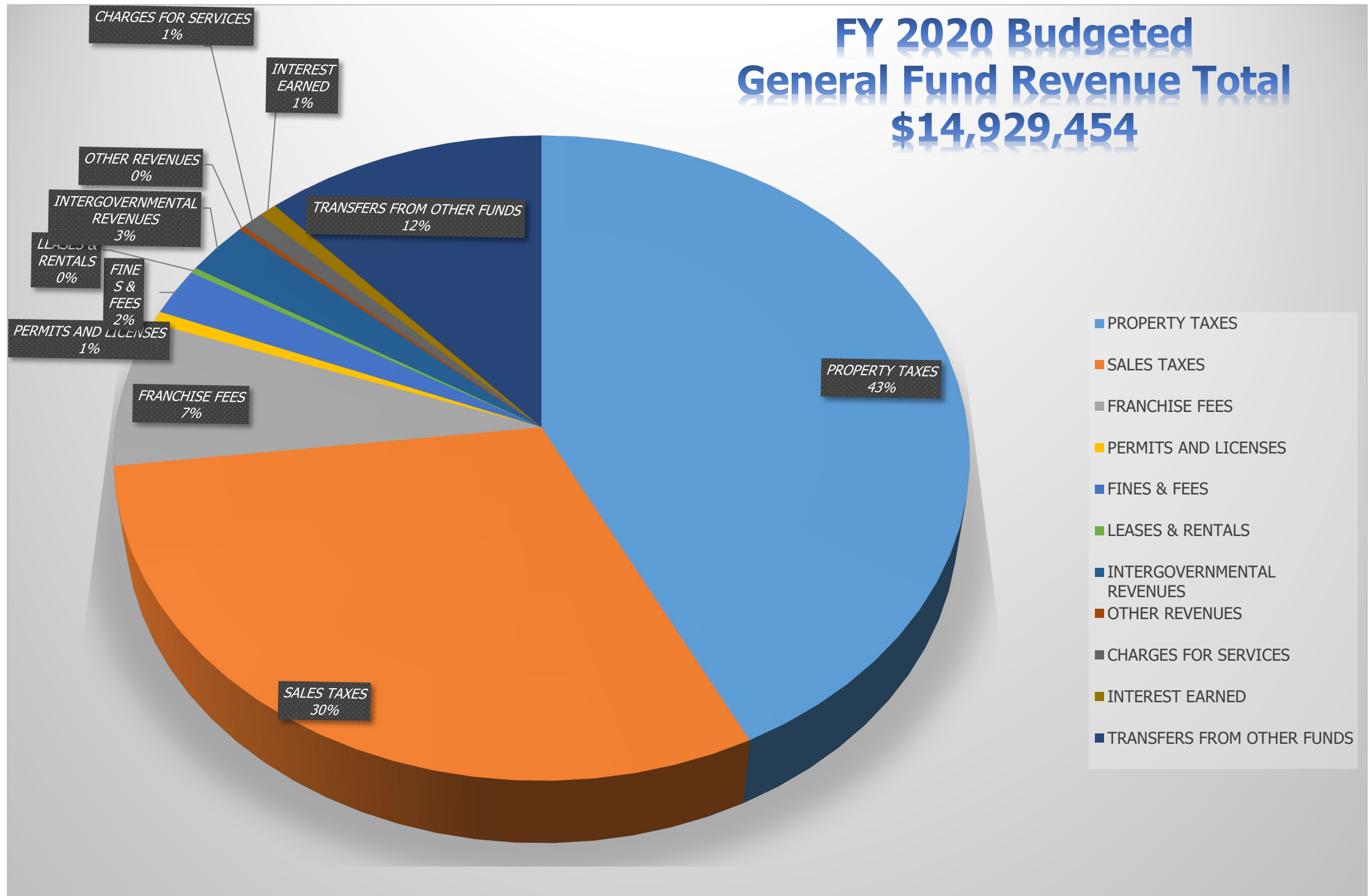


Revenues and Expenditures-Unaudited
FY 2020 (October 1, 2019 thru Sept 30, 2020)
MONTHLY FINANCIAL REPORT

100% YEAR TO DATE TARGET

MONTHLY FINANCIAL REPORT					2020 YEAR TO DATE TARGET		
		Current Months	Actuals YTD	Remaining	Actuals		Prior Year
	Revised Budget	Actuals	Amount	Budget Balance	Spent YTD %	Prior Year Actuals	Actuals %
				(Over)/Under Budget			of Budget
REVENUES							
Beginning Fund Balance	\$2,854,978	\$2,854,978	\$2,854,978			\$2,022,357	
PROPERTY TAXES	6,364,119	35,092	6,274,682	89,437	98.6%	5,539,309	96%
SALES TAXES	4,548,100	740,623	4,351,020	197,080	95.7%	4,540,213	102%
FRANCHISE FEES	1,098,730	-	714,687	384,043	65.0%	1,064,524	94%
PERMITS AND LICENSES	96,200	12,695	137,177	(40,977)	142.6%	98,964	104%
FINES & FEES	351,934	33,103	399,513	(47,579)	113.5%	362,881	114%
LEASES & RENTALS	44,900	2,680	28,361	16,539	63.2%	40,767	80%
INTERGOVERNMENTAL REVENUES	396,366	45,180	386,248	10,118	97.4%	462,356	102%
OTHER REVENUES	35,000	1,005	289,530	(254,530)	827.2%	60,620	289%
CHARGES FOR SERVICES	138,040	15,665	123,202	14,838	89.3%	133,043	97%
INTEREST EARNED	110,000	668	79,699	30,301	72.5%	117,869	295%
TRANSFERS FROM OTHER FUNDS	1,746,065	143,945	1,768,160	(22,095)	101.3%	1,276,667	100%
TOTAL REVENUES	\$ 14,929,454	\$ 1,030,655	\$ 14,552,279	\$ 377,175	97.5%	\$ 13,697,213	100%
EXPENDITURES				(Over)/Under Budget			
COUNCIL	35,059	(1,622)	24,807	10,252	70.8%	25,604	74%
CITY ADMINISTRATION	961,868	198,640	821,731	140,137	85.4%	795,006	99%
FINANCIAL SERVICES	767,129	21,875	694,173	72,956	90.5%	625,689	88%
MUNICIPAL COURT	354,683	27,064	303,035	51,648	85.4%	326,137	104%
POLICE	4,510,093	441,144	4,233,140	276,953	93.9%	4,106,964	89%
FIRE	3,317,104	294,662	2,909,233	407,871	87.7%	2,841,791	96%
PUBLIC WORKS & FACILITIES	2,136,519	216,880	1,931,022	205,497	90.4%	1,668,235	99%
PARKS & RECREATION	1,215,588	95,375	821,869	393,719	67.6%	811,472	81%
LIBRARY	646,370	24,477	440,379	205,991	68.1%	508,204	92%
BUSINESS & DEVELOPMENT SERVICES	657,289	55,222	507,316	149,973	77.2%	604,497	96%
NON-DEPARTMENTAL	327,753	775	357,650	(29,897)	109.1%	292,009	66%
OPERATING EXPENDITURES	\$ 14,929,455	\$ 1,374,492	\$ 13,044,356	\$ 1,885,099	87.4%	\$ 12,605,608	92%
Revenue Over/(Under) Expenditures	\$ (1)	\$ (343,837)	\$ 1,507,923			\$ 1,091,605	
Ending Fund Balance	\$2,854,977	\$2,511,141	\$4,362,901			\$3,113,961	
% of Fund Balance in excess of Expenditures	19%		29%				
# Days Coverage	69.8		106.7				
* This Report is missing one month of Sales Tax Revenue (estimating \$350,000) and 1 quarter of franchise fees (estimating \$275,000) that will be received in November 2020							

FY 2020 Budgeted General Fund Revenue Total \$14,929,454



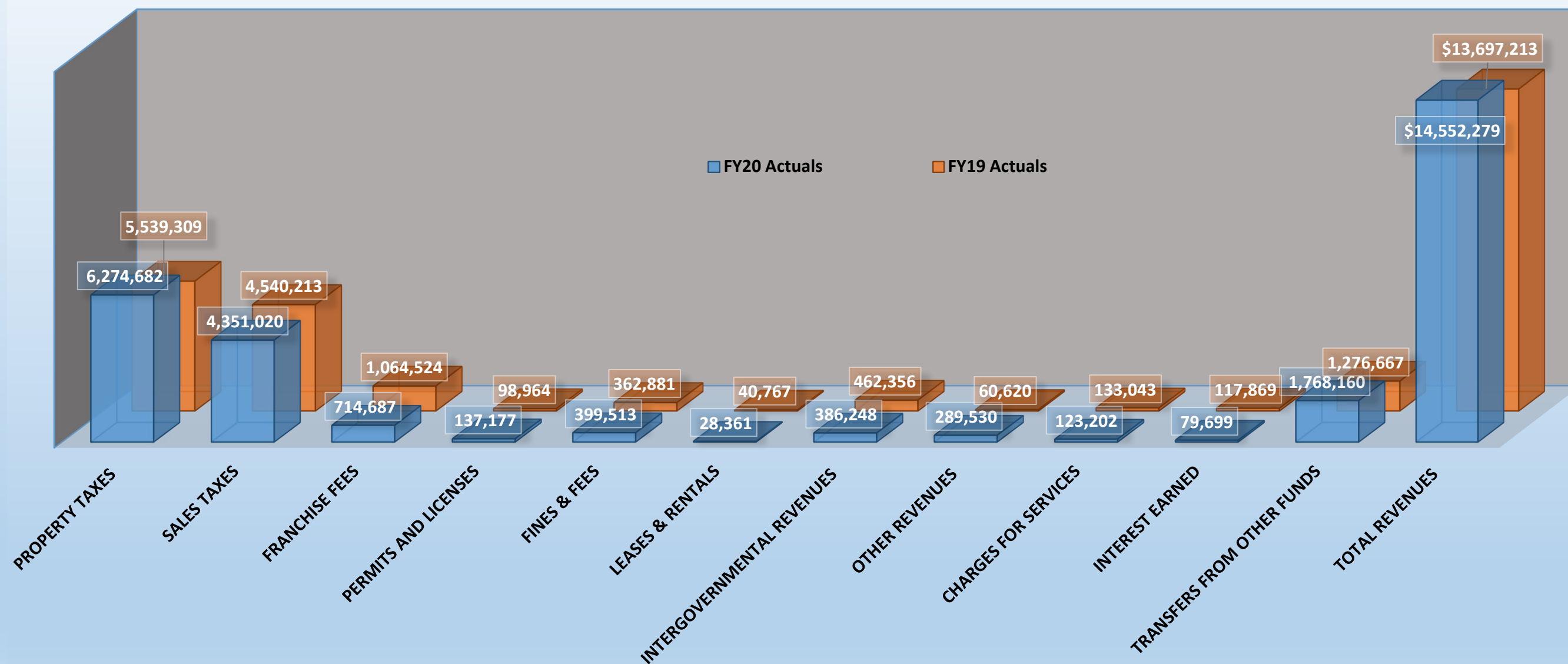


GENERAL FUND REVENUES-SEP

CURRENT FY 2020 ACTUALS

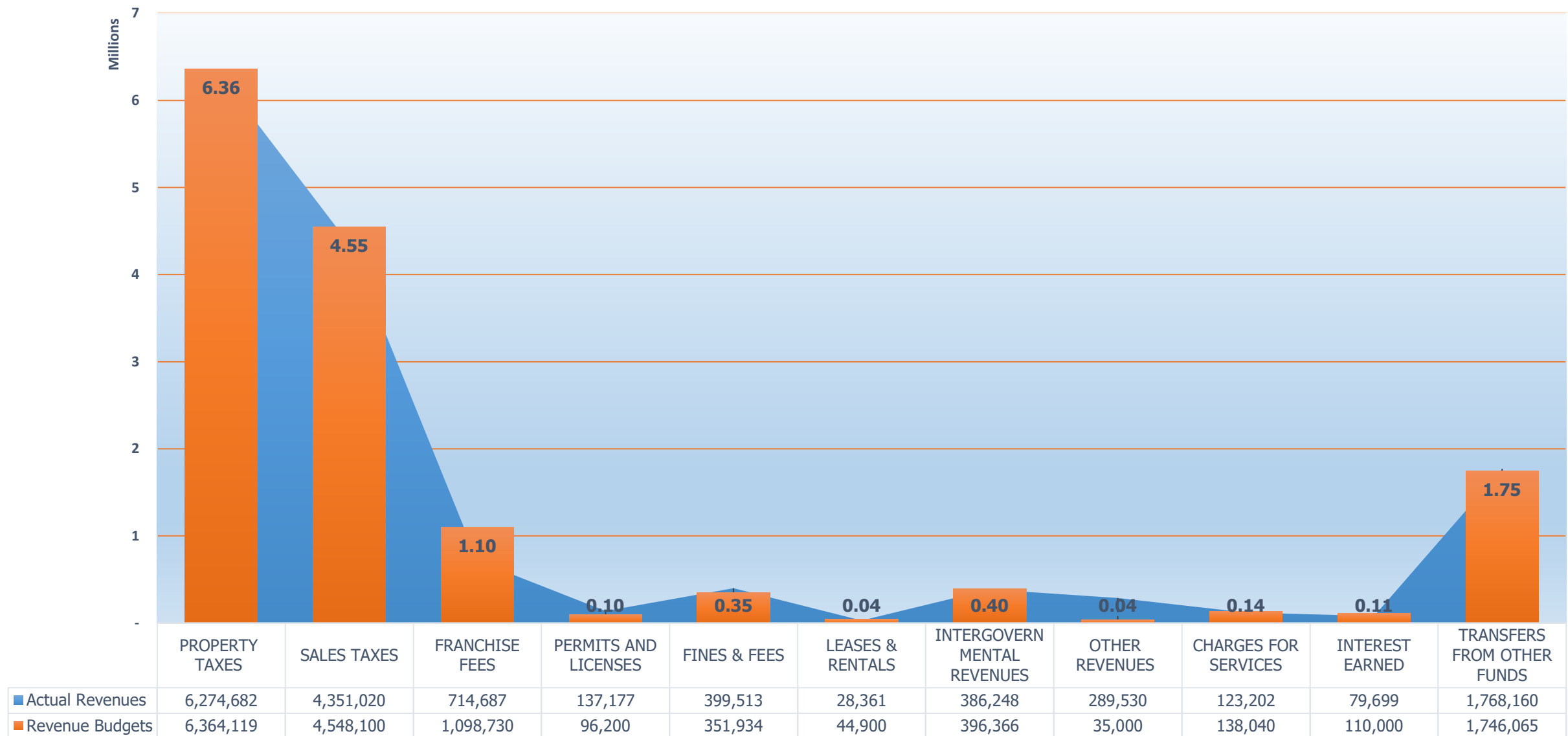
VS.

PRIOR YEAR 2019 ACTUALS



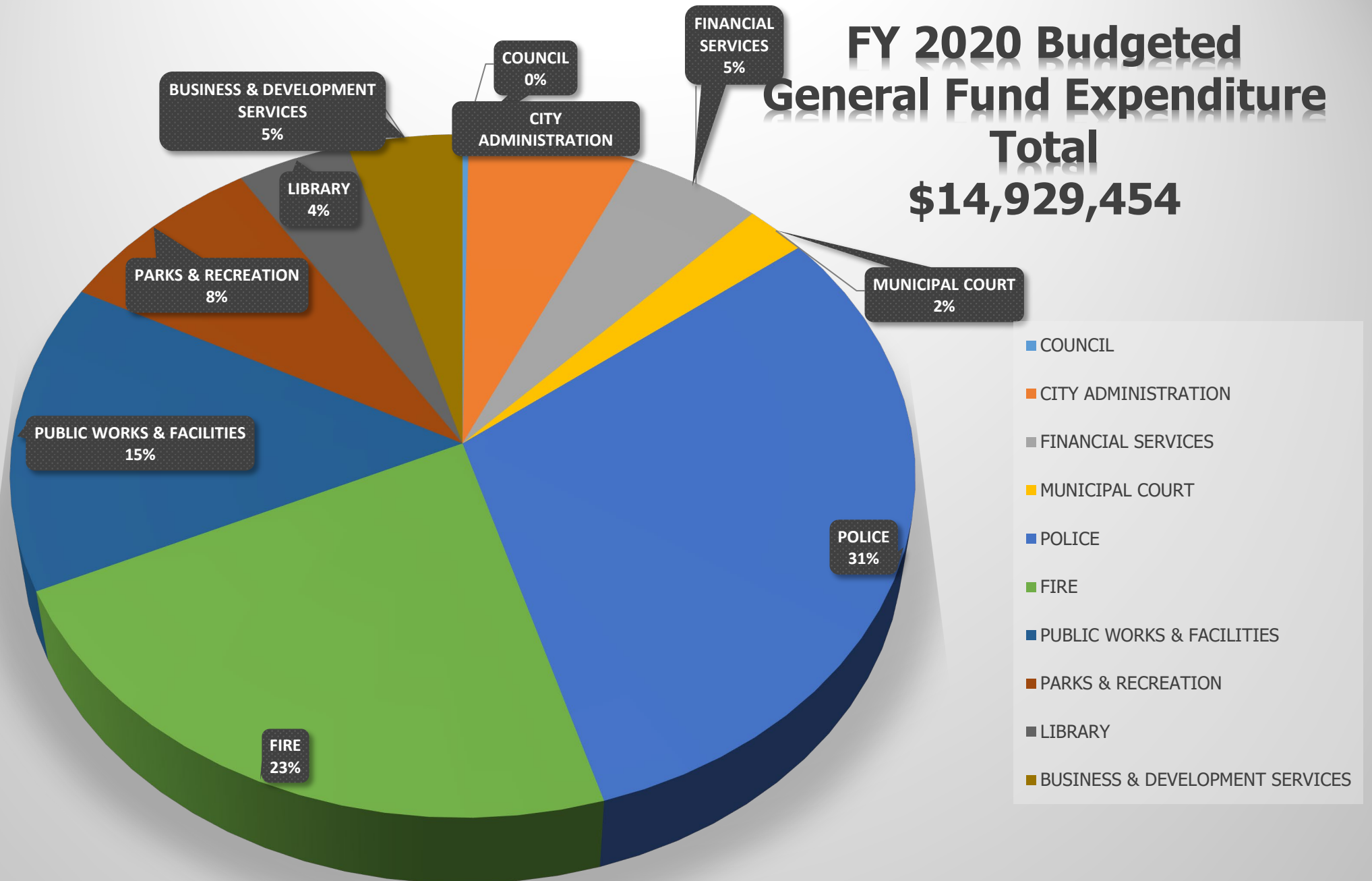


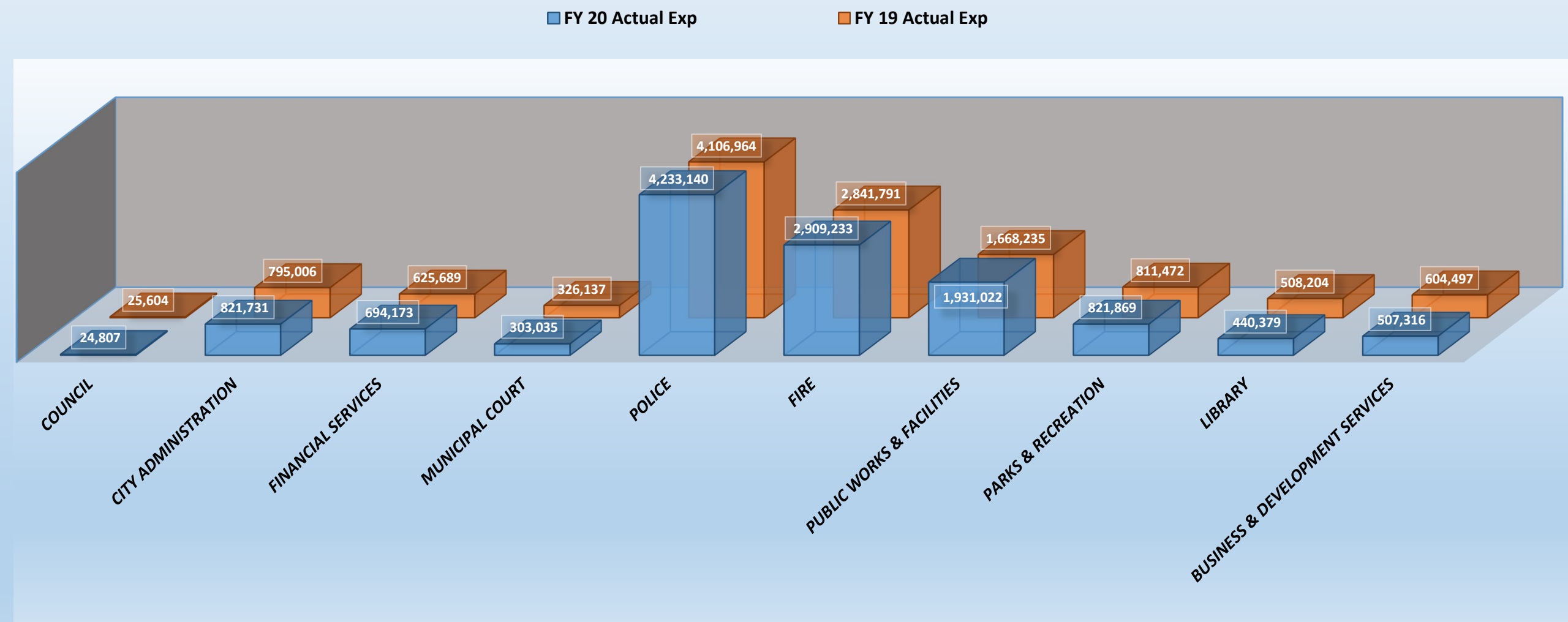
General Fund
Budgeted vs. Actual Revenues By Type
Sept - FY 2020
Total Actuals of \$14,552,279





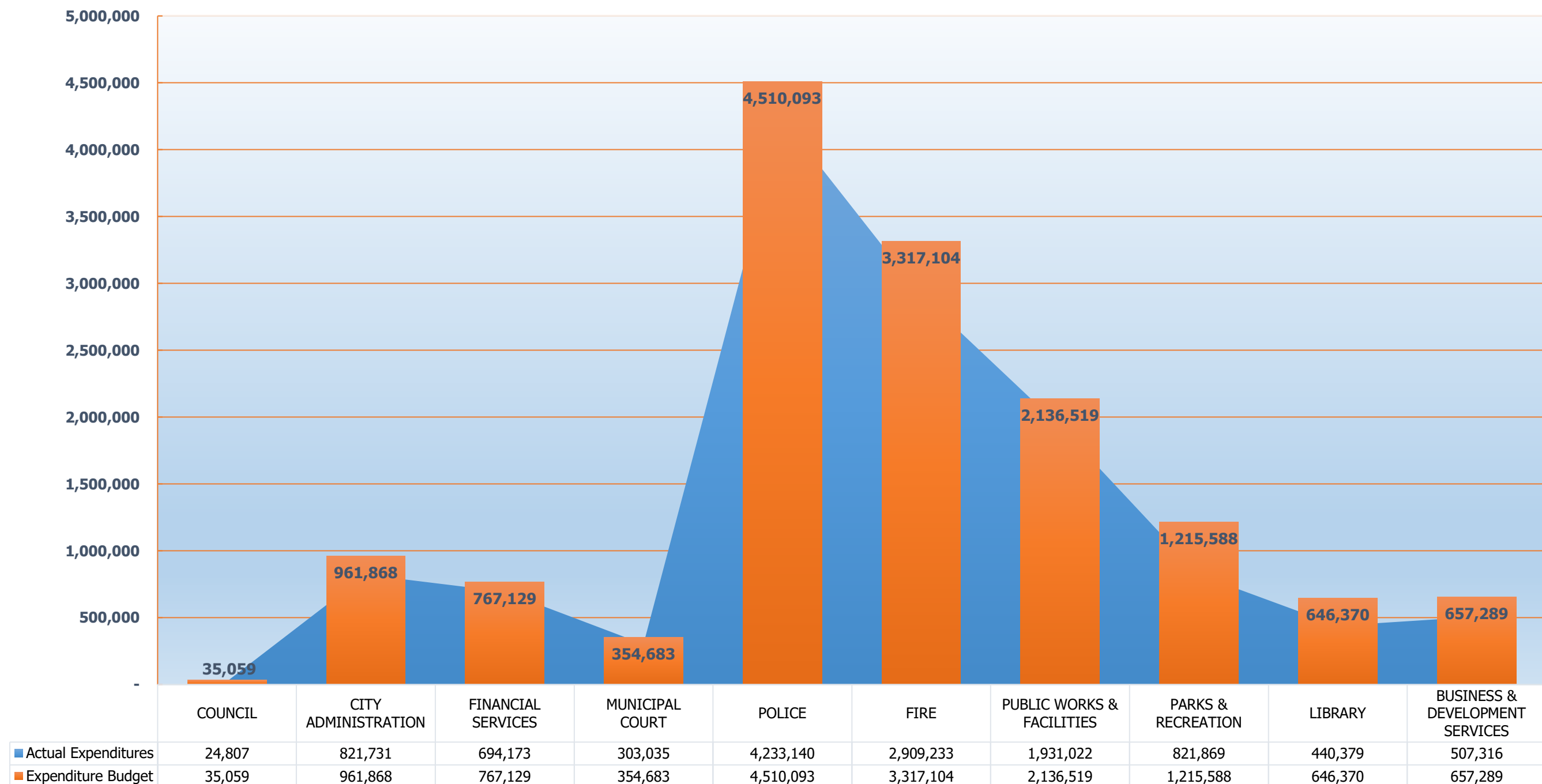
FY 2020 Budgeted General Fund Expenditure Total \$14,929,454







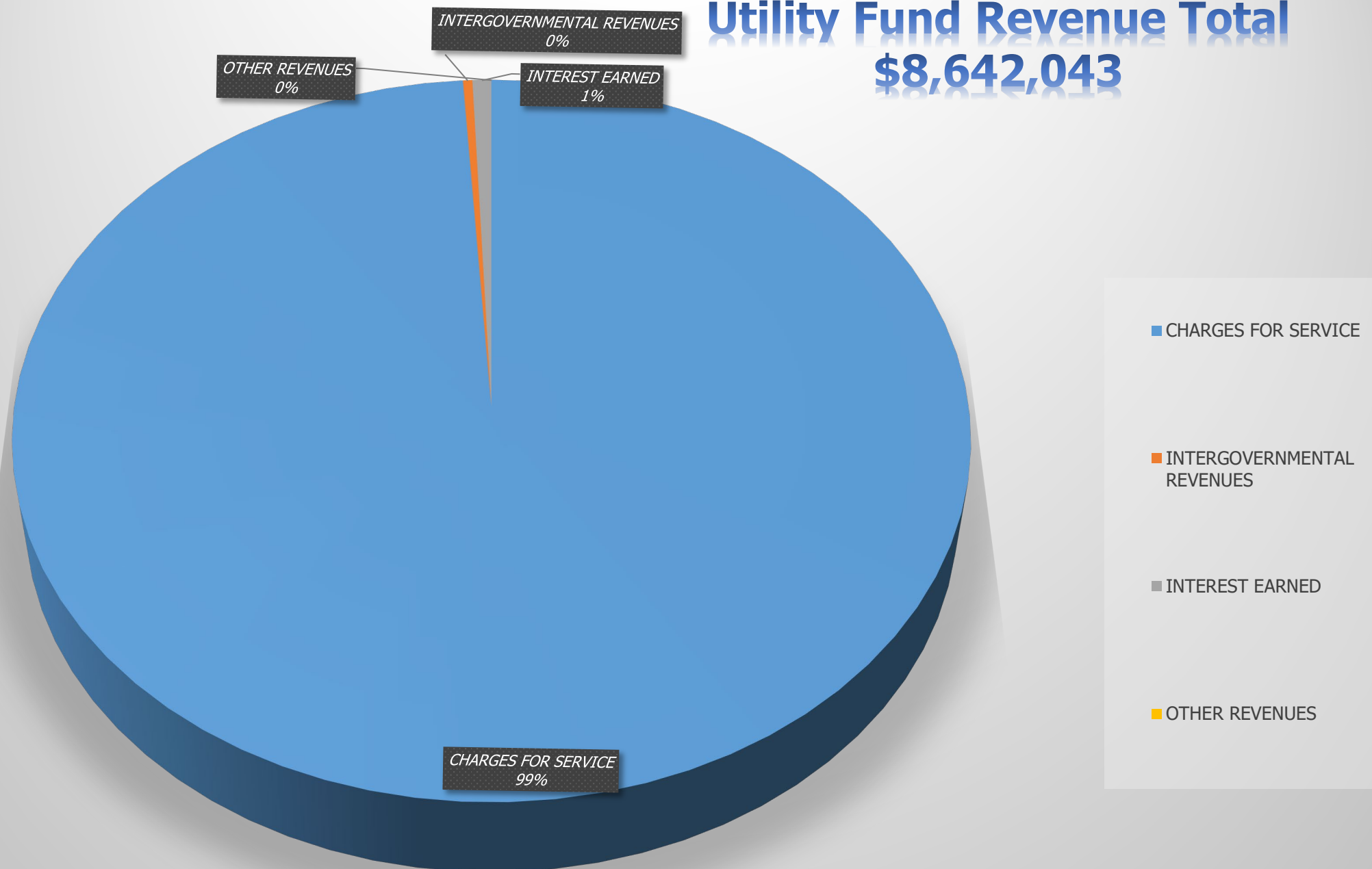
General Fund Budgeted vs. Actual Expenditures By Department Sept - FY 2020 Total Actuals of \$13,044,356





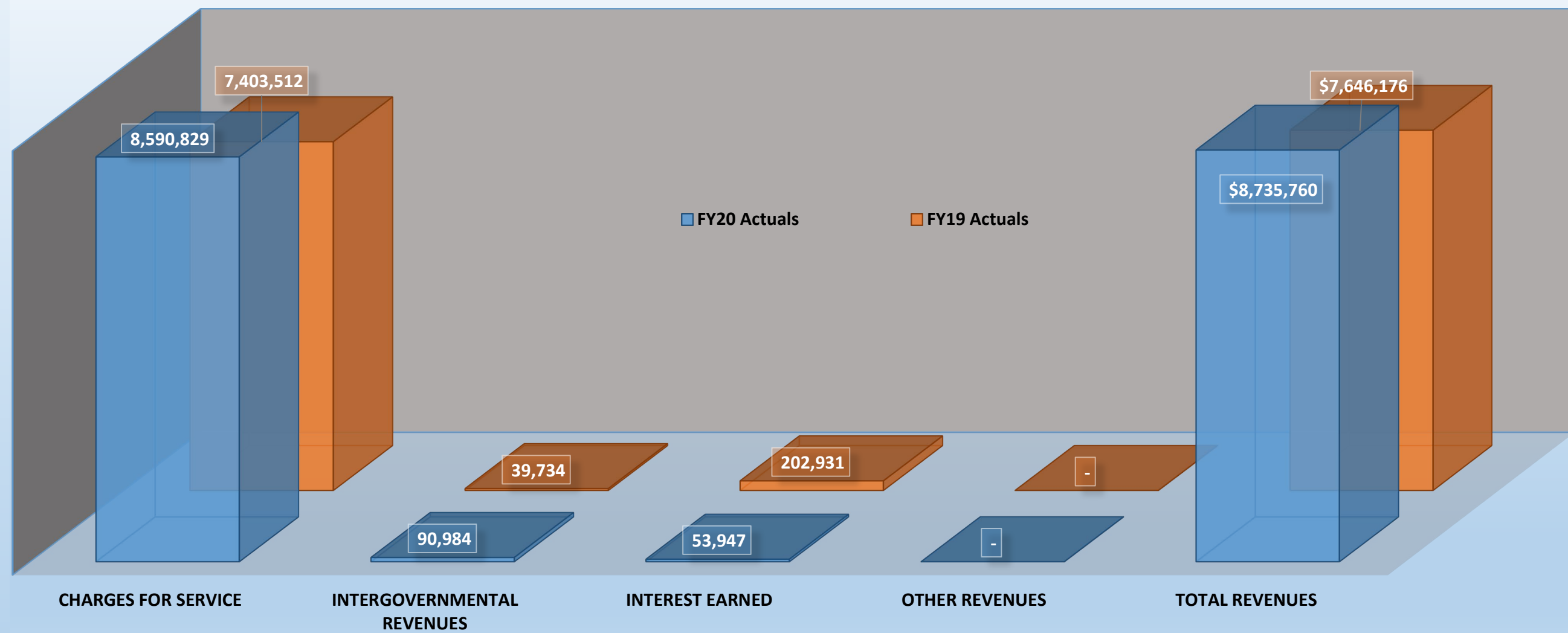
					Actuals Received/ Spent YTD % of Budget	Prior Year Actuals	Prior Year Actuals % of Budget
	Revised Budget	Current Months Actuals	Actuals YTD Amount	Remaining Budget Balance			
REVENUES				(Over)/Under Budget			
Beginning Fund Balance	\$3,549,119	\$3,549,119	\$3,549,119			\$3,431,064	
CHARGES FOR SERVICE	8,552,043	865,885	8,590,829	(38,786)	100.5%	7,403,512	98%
INTERGOVERNMENTAL REVENUES	30,000	-	90,984	(60,984)	303.3%	39,734	128%
INTEREST EARNED	60,000	4,103	53,947	6,053	89.9%	202,931	156%
OTHER REVENUES	-	-	-	-	--	-	--
TOTAL REVENUES	\$ 8,642,043	\$ 869,988	\$ 8,735,760	\$ (93,717)	101.1%	\$ 7,646,176	99%
EXPENDITURES							
				(Over)/Under Budget			
ADMINISTRATION & ENGINEERING	296,421	31,091	114,765	181,656	38.7%	299,647	86%
WWW OPERATIONS	5,635,341	538,128	5,407,648	227,693	96.0%	5,662,047	95%
CUSTOMER SERVICE	213,423	29,495	218,451	(5,028)	102.4%	313,073	87%
DEBT SERVICES	1,099,226	-	1,065,152	34,075	96.9%	195,821	18%
NON-DEPARTMENTAL	1,500,000	-	1,500,000	-	100.0%		0%
OPERATING EXPENDITURES	\$ 8,744,411	\$ 598,713	\$ 8,306,015	\$ 438,396	95.0%	\$ 6,470,589	84%
Revenue Over/(Under) Expenditures \$ (102,368) \$ 271,275 \$ 429,745 \$ 1,175,587							
Ending Fund Balance	\$3,446,751	\$3,820,394	\$3,978,864			\$4,606,651	
% of Fund Balance in excess of Expenditures	39%		48%				
# Days Coverage	143.9		174.8				
* Charges For Service will end the year higher than reported here, expecting an addition \$500,000 to charges for service once October collections for September have been completed							

FY 2020 Budgeted Utility Fund Revenue Total \$8,642,043



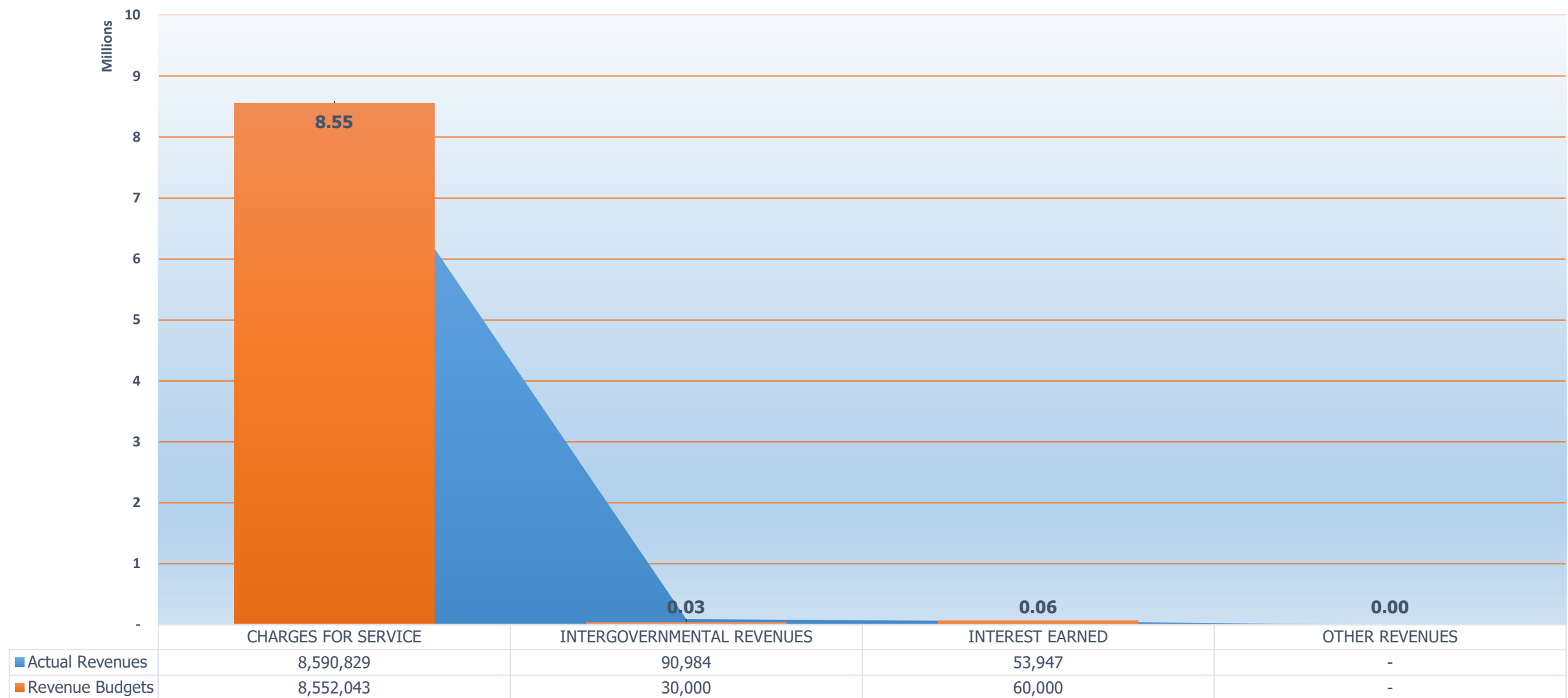
UTILITY FUND REVENUES-AUG

CURRENT FY 2020 ACTUALS VS. PRIOR YEAR 2019 ACTUALS



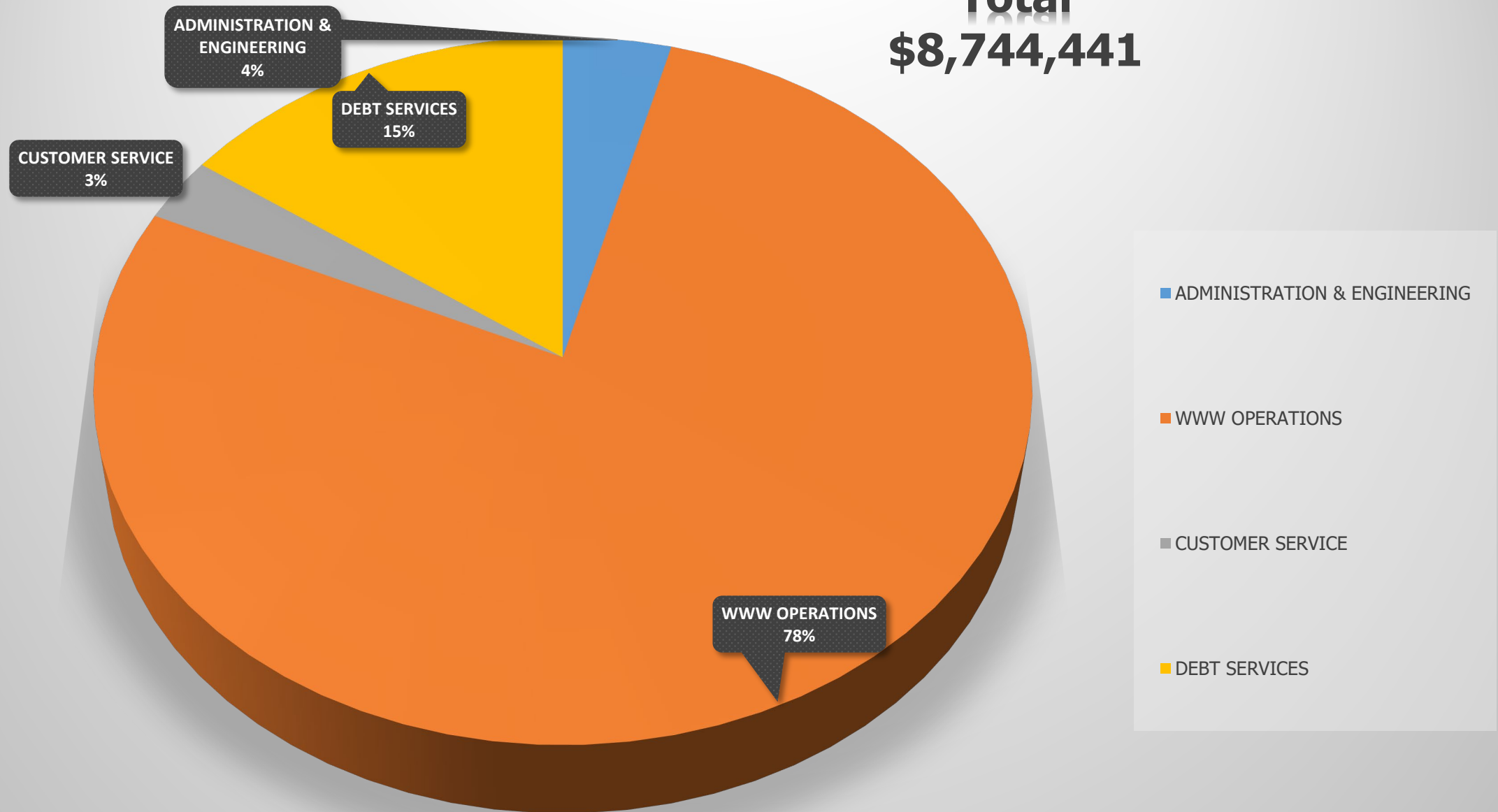


Utility Fund
Budgeted vs. Actual Revenues By Type
Sept - FY 2020
Total Actuals of \$8,735,760





FY 2020 Budgeted Utility Fund Expenditure Total \$8,744,441



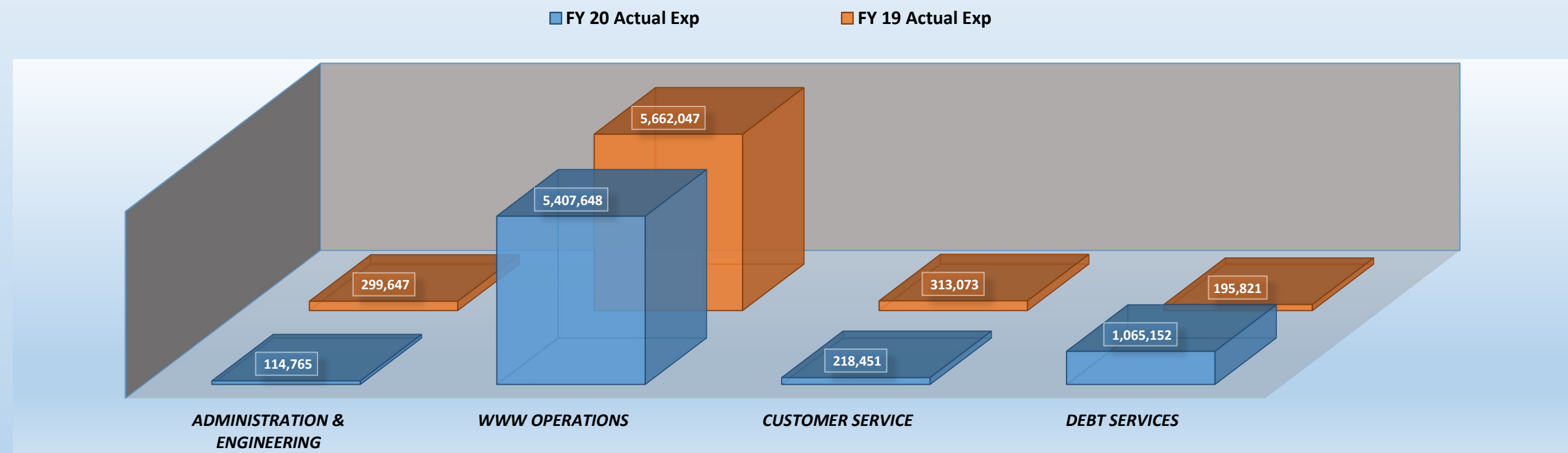


UTILITY FUND EXPENDITURES-AUG

CURRENT FY 2020 ACTUALS

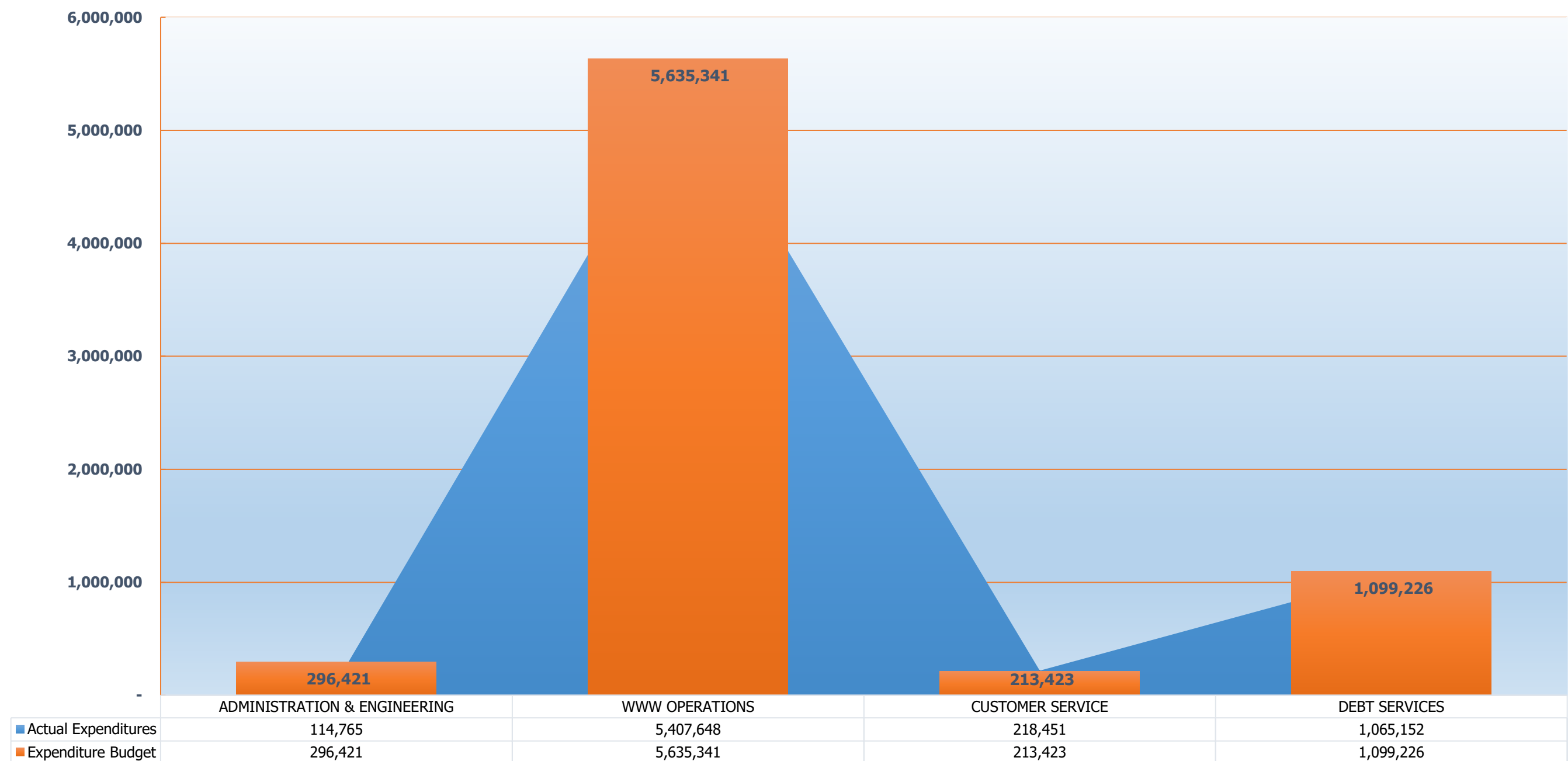
VS.

PRIOR YEAR 2019 ACTUALS





Utility Fund
Budgeted vs. Actual Expenditures By Department
Sept - FY 2020
Total Actuals of \$8,306,015





City of Palestine, TX

Financial Report

Special Revenue Group Summary-Unaudited

For Fiscal: 2019-2020 Period Ending: 9/30/2020

100% YEAR TO DATE TARGET

SPECIAL REVENUE FUNDS	Beginning Fund Balance	Original Total Budget	Sept Activity	Fiscal YTD Activity	Variance Favorable (Unfavorable)	Percent of Budget Remaining	Ending Fund Balance
Fund: 11 - Community Forest Fund							
Revenue		\$0	\$207,885	\$207,865	-\$207,865	--	
Expense		14,699	5,000	10,000	4,699	32%	
Fund 11 - Community Forest Fund Rev Over/(Under) Exp.:	\$ 14,699	(\$14,699)	\$202,885	\$197,865	(\$203,166)	1382%	\$ 212,564
Fund: 60 - Library Memorial Fund							
Revenue		0	12	832	(832)	--	
Expense		12,550	0	486	12,064	96%	
Fund 60 - Library Memorial Fund Rev Over/(Under) Exp.:	\$ 12,648	(\$12,550)	\$12	\$346			\$ 12,994
Fund: 80 - Fire Donation Fund							
Revenue		0	10	10,344	(10,344)	--	
Expense		8,055	0	7,164	891	11%	
Fund 80 - Fire Donation Rev Over/(Under) Exp.:	\$ 7,156	(\$8,055)	\$10	\$3,180			\$ 10,336
Fund: 150 - Hotel Occupancy Tax Fund							
Revenue		510,000	28,271	459,648	50,352	10%	
Expense		669,170	29,903	367,885	301,285	45%	
Fund 150 - HOT Rev Over/(Under) Exp.:	\$ 803,901	(\$159,170)	(\$1,632)	\$91,763			\$ 895,664
Fund: 210 - Loop 256 Tree Project Fund							
Revenue		0	0	0	0	--	
Expense		44	0	44	0	1%	
Fund 210 - Loop 256 Tree Project Rev Over/(Under) Exp.:	\$ 44	(\$44)	\$0	(\$44)			\$ 0

SPECIAL REVENUE FUNDS		Beginning Fund Balance	Original Total Budget	Sept Activity	Fiscal YTD Activity	Variance Favorable (Unfavorable)	Percent of Budget Remaining	Ending Fund Balance
Fund: 215 - Economic Development Corp. Fund								
Revenue			1,264,616	184,578	1,174,030	90,586	7%	
Expense			2,044,469	276,908	1,211,537	832,932	41%	
Fund 215 - Economic Development Corp. Rev Over/(Under) Exp.:		\$ 1,450,687	(\$779,853)	(\$92,331)	(\$37,507)			\$ 1,413,180
Fund: 240 - Airport Fund								
Revenue			0	0	16,002	(16,002)	--	
Expense			0	1,766	35,719	(35,719)	--	
Fund 240 - Airport Rev Over/(Under) Exp.:		\$ (25)	\$0	(\$1,766)	(\$19,718)			\$ (19,743)
Fund: 250 - Municipal Court-Bldg. Security Fund								
Revenue			5,500	857	9,618	(4,118)	-75%	
Expense			38,000	0	426	37,574	99%	
Fund 250 - MC Bldg Security Rev Over/(Under) Exp.:		\$ 39,910	(\$32,500)	\$857	\$9,192			\$ 49,102
Fund: 260 - Municipal Court-Technology Fund								
Revenue			7,500	762	10,072	(2,572)	-34%	
Expense			36,000	0	10,374	25,626	71%	
Fund 260 - MC Technology Rev Over/(Under) Exp.:		\$ 38,850	(\$28,500)	\$762	(\$302)			\$ 38,548
Fund: 265 - Child Safety Fees								
Revenue			900	0	10,076	(9,176)	-1020%	
Expense			4,400	0	1,314	3,086	70%	
Fund 265 - Child Safety Fees Over/(Under) Exp.:		\$ 6,844	(\$3,500)	\$0	\$8,762			\$ 15,606
Fund: 360 - PD Forfeiture/Seizure Fund								
Revenue			60,000	0	31,421	28,579	48%	
Expense			60,000	1,385	19,409	40,591	68%	
Fund 360 - PD Forfeiture/Seizure Rev Over/(Under) Exp.:		\$ 40,936	\$0	(\$1,385)	\$12,012			\$ 52,948

SPECIAL REVENUE FUNDS		Beginning Fund Balance	Original Total Budget	Sept Activity	Fiscal YTD Activity	Variance Favorable (Unfavorable)	Percent of Budget Remaining	Ending Fund Balance
Fund: 400 - Perpetual Cemetary Fund								
Revenue			10,000	1,500	23,616	(13,616)	-136%	
Expense			10,000	0	2,300	7,700	77%	
Fund 400 - Perpetual Cemetary Rev Over/(Under) Exp.:		\$ 187,753	\$0	\$1,500	\$21,316			\$ 209,069
Fund: 504 - PD Grants Fund								
Revenue			0	0	32,353	(32,353)	--	
Expense			0	0	60,318	(60,318)	--	
Fund 504 - PD Grants Rev Over/(Under) Exp.:		\$ 9,903	\$0	\$0	(\$27,964)			\$ (18,061)
Fund: 505 - PD LEOSE Grant Fund								
Revenue			0	0	0	0	--	
Expense			8,481	0	0	8,481	100%	
Fund 505- PD LEOSE Grant Rev Over/(Under) Exp.:		\$ 8,481	(\$8,481)	\$0	\$0			\$ 8,481
Fund: 506 - PD-JAG Grant Fund								
Revenue			0	0	0	0	--	
Expense			196	0	196	(0)	0%	
Fund 506- PD JAG Grant Rev Over/(Under) Exp.:		\$ 196	(\$196)	\$0	(\$196)			\$ (0)
Fund: 530 - Health Insurance Fund								
Revenue			25,200	3,369	41,235	(16,035)	-64%	
Expense			25,200	669	96,302	(71,102)	-282%	
Fund 530 - Health Insurance Rev Over/(Under) Exp.:		\$ (172,364)	\$0	\$2,701	(\$55,067)			\$ (227,431)
Fund: 561 - Unemployment Fund								
Revenue			0	0	0	0	--	
Expense			131,396	0	128,684	2,712	2%	
Fund 561 - Unemployment Rev Over/(Under) Exp.:		\$ 133,145	(\$131,396)	\$0	(\$128,684)			\$ 4,461

SPECIAL REVENUE FUNDS		Beginning Fund Balance	Original Total Budget	Sept Activity	Fiscal YTD Activity	Variance Favorable (Unfavorable)	Percent of Budget Remaining	Ending Fund Balance
Fund: 635 - Restr Donation Special Events Fund								
Revenue			48,000	15,693	91,312	(43,312)	-90%	
Expense			64,661	4,081	79,284	(14,623)	-23%	
Fund 635 - Restr Donation Special Events Rev Over/(Under) Exp.:		\$ 21,420	(\$16,661)	\$11,612	\$12,028			\$ 33,448
Fund: 819 - Emergency Fund								
Revenue			0	0	229,618	(229,618)	--	
Expense			0	(29,648)	128,438	(128,438)	--	
Fund 819 - Emergency Rev Over/(Under) Exp.:		\$ -	\$0	\$29,648	\$101,180			\$ 101,180



City of Palestine, TX

Financial Report

Capital Project Group Summary-Unaudited

For Fiscal: 2019-2020 Period Ending: 9/30/2020

100% YEAR TO DATE TARGET

DEBT SERVICE & CAPITAL PROJECT FUNDS		Beginning Fund Balance	Original Total Budget	Sept Activity	Fiscal YTD Activity	Variance Favorable (Unfavorable)	Percent of Budget Remaining	Ending Fund Balance
Fund: 310 - Debt Service Fund								
Revenue			\$1,335,359	\$49,341	\$1,327,927	\$7,432	1%	
Expense			1,521,353	14,865	1,540,063	(18,710)	-1%	
Fund 310 - Debt Service Rev Over/(Under) Exp.:		\$ 524,126	(\$185,994)	\$34,476	(\$212,136)			\$ 311,990
Fund: 502 - 2014 Tax Notes-Street Fund (LITIGATION)								
Revenue			0	11	489	(489)	#DIV/0!	
Expense			528,699	0	0	528,699	100%	
Fund 502 -2014 Tax Notes-Street Rev Over/(Under) Exp.:		\$ 528,699	(\$528,699)	\$11	\$489			\$ 529,188
Fund: 520-Sales Tax Street Fund								
Revenue			521,885	82,291	480,879	41,006	8%	
Expense			600,000	49,894	625,101	(25,101)	-4%	
Fund 520 -Sales Tax Street Fund Rev Over/(Under) Exp.:		\$ 223,390	(\$78,115)	\$32,397	(\$144,222)			\$ 79,168
Fund: 540 - Equipment Replacement Fund								
Revenue			509,816	48,071	531,447	(21,631)	-4%	
Expense			428,375	21,908	559,644	(131,269)	-31%	
Fund 540 - Equipment Replacement Rev Over/(Under) Exp.:		\$ (84,029)	\$81,441	\$26,163	(\$28,197)			\$ (112,226)
Fund: 673 - Library CIP Fund								
Revenue			0	34	416	(416)	#DIV/0!	
Expense			41,359	0	0	41,359	100%	
Fund 673 -Library CIP Rev Over/(Under) Exp.:		\$ 41,428	(\$41,359)	\$34	\$416			\$ 41,844

DEBT SERVICE & CAPITAL PROJECT FUNDS		Beginning Fund Balance	Original Total Budget	Sept Activity	Fiscal YTD Activity	Variance Favorable (Unfavorable)	Percent of Budget Remaining	Ending Fund Balance
Fund: 690 -WWW Utility CIP Fund								
Revenue			1,500,000	200,170	2,884,592	(1,384,592)	-92%	
Expense			1,500,000	275,090	1,048,210	451,790	30%	
Fund 690 - WWW Utility CIP Rev Over/(Under) Exp.:		\$ 3,783	\$0	(\$74,920)	\$1,836,383			\$ 1,840,166
Fund: 771 - TWDB-BNY Grit Removal Project Fund								
Revenue			0	2	272	(272)	#DIV/0!	
Expense			218,913	0	0	218,913	100%	
Fund 771 - TWDB Rev Over/(Under) Exp.:		\$ 219,979	(\$218,913)	\$2	\$272			\$ 220,251



City of Palestine, TX

Financial Report

Other Enterprise Group Summary-Unaudited

For Fiscal: 2019-2020 Period Ending: 9/30/2020

100% YEAR TO DATE TARGET

OTHER ENTERPRISE FUNDS		Beginning Fund Balance	Original Total Budget	Sept Activity	Fiscal YTD Activity	Variance Favorable (Unfavorable)	Percent of Budget Remaining	Ending Fund Balance
Fund: 620 - Sanitation Fund								
Revenue			2,980,579	347,164	3,497,405	(516,826)	-17%	
Expense			3,573,234	329,196	3,705,208	(131,974)	-4%	
Fund 620 -Sanitation Fund Rev Over/(Under) Exp.:		\$ 949,280	(\$592,655)	\$17,968	(\$207,803)			\$ 741,478
Fund: 625-Retail Mall Fund								
Revenue			472,371	87,162	692,358	(219,987)	-47%	
Expense			472,371	37,774	565,626	(93,255)	-20%	
Fund 625 -Retail Mall Rev Over/(Under) Exp.:		\$ 506,479	\$0	\$49,387	\$126,732			\$ 633,212



Agenda Date: October 26, 2020
To: City Council
From: Lisa Denton, Economic Development Director
Agenda Item: September 2020 Economic Development Department Report
Date Submitted: 10/22/2020

SUMMARY:

September 2020 Economic Development Department Report

Attachments

Eco Dev Sept 20 Report
Sept 2020 Tourism Report



Economic Development Activities-September 2020

Business Climate

- ▶ Broadband research and provider meetings
- ▶ Closed out 2 downtown grants on completed projects/2 remaining
- ▶ Researched potential land sites for RFP submissions
- ▶ TIRZ opportunity research for city
- ▶ Main Street Code Enforcement Meeting

New Investment

- ▶ Joint Resolution with PEDC & City for SCC Development Palestine
- ▶ Joint Resolution with PEDC & City for Tahwahkaro Distilling Co
- ▶ EDPA and Chapter 380 Agreement Approval for Overlook Apartments; continued work on Chapter 381 for County
- ▶ Files Wholesale abatement amendments for City and County
- ▶ Meeting and discussions with mall developer
- ▶ Meeting with property management firm for mall developer
- ▶ Chick-Fil-A Groundbreaking

Administration

- ▶ Continuing Education:
 - Industrial & Logistics Seminar
 - Rural Resurgence Rebooted
 - Community Marketing
 - Corporate Location in Today's Changing Environment
 - 5 Proven Strategies to Drive Traffic to Your ED Website
- ▶ Budget
- ▶ Participated in the following meetings:
 - East Texas Regional Development Company Board Meeting
 - Budget workshops
 - PEDC Board Meetings
- ▶ Moderated PGR panel for TEDC annual conference:
 - Small Staff EDOs-Maximizing Volunteers and Resources
- ▶ Revisions to PEDC website/Updates

RESULTS

PEDC active leads

2 attraction

0 expansion

0 start up

No. of projects by industry:

2 manufacturing

Source of Leads

1 state

1 site selector

Attended regular meetings of the City of Palestine Senior Staff, City Council Work Sessions & Council Meetings, Main Street Advisory Board, Tourism Advisory board, E D Staff

Contact: Mary Raum
City of Palestine
Phone: (903) 723-3014
Cell: (818) 943-8626

825 W. Spring St.
Palestine, TX 75801
mraum@palestine-tx.org



TOURISM REPORT – SEPTEMBER 2020

HOTEL INCOME COLLECTED

Tax Collected

September	\$ 43,052.76	- 7.1 %	2017/18	\$ 42,482.00	+ 1.3 %
Fiscal YTD	\$ 442,009.22	- 20.4 %			

These numbers are a reflection of the collections made per month/quarter, not the actual month/quarter the revenue was incurred by occupancy in the hotels.

	September	YTD
Occupancy	+ 12.5 %	- 13.2 %
ADR	+ 2.0 %	- 8.5 %
RevPAR	+ 14.7 %	- 20.6 %
Revenue	+ 14.7 %	- 20.9 %

*Census includes 9 hotels, 638 rooms representing 77.6% of our market offering. (9 of 12 hotels)

VISITOR CENTER & WEBSITE TRAFFIC

Visitor Center traffic for the month of September was down 65.5% from the previous year and down 66.7% from September 2018.
VisitPalestine.com – September 2020

New Users	16,180	+ 314.8 %
Page Views	29,472	+ 115.8 %
Sessions	18,067	+ 250.2 %

RETURN TO TRAVEL REVIEW

Findings from Destination Analysts on travel sentiment for week 31 (through 10/12/2020)

- American travelers' concerns about the virus increased this week after a decline last week however, consumer aspiration and demand for travel continues to express itself
- Travel clearly took a large brunt of the fears about the coronavirus in the early period of the pandemic, but Americans look to be easing strong perceptions of travel as unsafe and shifting their mindset towards travel readiness
- Don't forget: Safety is still essential to how people think about and consider travel While American travelers will most prioritize spending their disposable income on food, there has been a net positive change in prioritizing leisure travel spending in the next 3 months.
- While American travelers will most prioritize spending their disposable income on food, there has been a net positive change in prioritizing leisure travel spending in the next 3 months.
- With the holiday season soon approaching, spending priorities on gifts for family and friends has grown and spending time with loved ones is the top priority relative to other travel experiences.
- Although American travelers most want to visit large cities in the next 12 months, visiting urban centers in the remainder of 2020 is the least prioritized experience, likely due to holiday travel being at the forefront of travelers' minds.
- Requiring a negative COVID test would result in an increase in travel and travel related behaviors, although quite modestly
- When asked how important certain COVID-19 protocols potentially instituted by the airlines would be to getting them to take a flight in the next six months, the strong majority of American travelers place a notable degree of importance on them These protocols are especially important for motivating those more hesitant about travel to consider traveling by air again
- More American travelers than ever during the pandemic period are now able to recall recent travel advertising and, more importantly, there has also been a 10% increase in the last three months of the number of American travelers who say the most recent travel ad they saw made them "very happy".

- Americans are seeking honesty but friendliness in their travel advertising; something that strikes an authoritative tone is largely seen as a turn-off.
- 70% feel positive or very positive about seeing travelers with facemasks in travel ads, less than 10% have a negative response.
- In looking at trust to provide the information needed to travel safely, in addition to their friends and relatives, traveling Americans are placing the relatively highest degrees of trust in official tourism organizations, including state tourism offices and local convention & visitors bureaus.

ACCOMPLISHMENTS & SUCCESSES

- Attended Discussing Diversity in Tourism Marketing Webinar
- Hosted Tourism Advisory Board Meeting
- Supported POI with edits/recommendations for 2 posts (7 the previous week)
- Supported Chamber of Commerce Board with details on event commitments made by Chamber President including Christmas in Palestine and Hot Pepper Festival
- Reviewed Main Street Budget and notified Director of missing data
- Reviewed HOT Budget and notified Director of updates and requests needed
- Met with Parks & Recreation to review the Holiday decorations and discuss placement and repair
- Attended TSRA Board Meeting

Marketing:

- Updated and verified all Christmas in Palestine events and updated visitpalestine.com/Christmas landing page for all marketing campaigns
- Submitted content for Virtual Destination Days at the State Fair
- Designed and submitted ads for Texas Highways Magazine (November)
- Finalized and Launched Standard Display ads for Christmas Programmatic Campaign – 24 ads designed and submitted
- Committed for NETTC annual Event Guide
- Reviewed and edited outline for the Programmatic Native Article
- Call with David Dunham – Owner/Publisher/Sr. Editor – Ride Texas Magazine – will be submitting content for editorial over the next few weeks pending distillery relocation
- Edited Visit Palestine Facebook page name to Visit Palestine, Texas
- Submitted Palestine content to be featured on RediscoverAmerica.com
- Submitted information for Business of the Day request from the Chamber of Commerce
- Researched spotlight inquiry for Texas Highways article feature
- Added Visit Widget to Visit Palestine FB as an admin user for Facebook API Integration

Visitor Center

- Sprinkler System is now programmed and all heads are operable – Parks & Recreation completed
- Requested that the restroom paper towel dispenser be lowered to ADA standards
- Submitted consolidated window repair bids and images for approval
- Pulled leads from Tour Texas, Texas Highways, Texas Monthly and the Texas State Travel Guide

Heritage/Main Street:

- Updated Main Street Strategic Plan
- Completed Farmers Market RFP and submitted to Director for review
- Partnered with Main Street to build out and plan Wine Swirl 2020
- Supported Main Street Coordinator at Code Enforcement Meeting



Agenda Date: October 26, 2020
To: City Council
From: Chris Mahoney, Accounts Payable Clerk
Agenda Item: Approval of invoices over 25K
Date Submitted: 10/20/2020

SUMMARY:

Current Purchasing policy requires City Council approval for expenditures over \$25,000. The following expenditures have been reviewed and approved by Department Head(s) and City Manager:

- [Cook Saw Shop - \\$31,102.10](#)
- [Oldcastle Materials Texas DBA Texasbit- \\$27,437.98](#)
- [Tyler Technologies- \\$81,563.19](#)
- [Utility Services Co.- \\$125,770.28](#)
- [TML Intergovernmental Risk Pool- \\$349,211.44](#)
- [Abilene Plumbing DBA APSCO Inc. - \\$82,027.099](#)
- [Angelina & Neches River Authority - \\$33,621.66](#)
- [Threlkeld Benefit Partners - \\$28080.00](#)
- [Athens Contractors - \\$69,950.00](#)

RECOMMENDED ACTION:

Review and approve invoices as presented.

CITY MANAGER APPROVAL:

Attachments

Invoices over 25K

City of Palestine - 504 North Queen Street - Palestine TX 75801

196237

01-04462 ** OLDCASTLE MATERIALS TEXAS, INC **

10/09/2020

DATE	I.D.	PO #	DESCRIPTION	AMOUNT
09/15/2020	200903934		OLDCASTLE MATERIALS TEXAS, INC	4,195.88
	ASPHALT FOR YARD			
09/24/2020	200905681		OLDCASTLE MATERIALS TEXAS, INC	6,350.10
	COLD MIX FOR YARD/POTHOLE & UTILITY CUTS			
09/28/2020	200906700		OLDCASTLE MATERIALS TEXAS, INC	16,892.00
	ASPHALT FOR W POINT TAP			

CHECK TOTAL 27,437.98

PLEASE DETACH STUB BEFORE DEPOSITING

THE FACE OF THIS DOCUMENT HAS A COLORED BACKGROUND ON WHITE PAPER



City Of Palestine
504 North Queen Street
Palestine, Texas 75801
General Operating Account

Prosperity Bank
1015 North Church Street
Palestine, Texas 75801
113122655

196237

DATE 10/09/2020 AMOUNT \$***27,437.98
VOID AFTER 90 DAYS

PAY ---- TWENTY SEVEN THOUSAND FOUR HUNDRED THIRTY SEVEN & 98/100 DOLLARS ----

TO THE ORDER OF ** OLDCASTLE MATERIALS TEXAS, INC **
dba TEXASBIT
1320 ARROW POINT DR SUITE 307
CEDAR PARK, TX 78613

Proa Herrera
Andy Geron

THE BACK OF THIS DOCUMENT CONTAINS CHECK SECURITY WATERMARK AND COIN REACTIVE INK

196237

01-04462 ** OLDCASTLE MATERIALS TEXAS, INC **

10/09/2020

DATE	I.D.	PO #	DESCRIPTION	AMOUNT
09/15/2020	200903934		OLDCASTLE MATERIALS TEXAS, INC	4,195.88
	ASPHALT FOR YARD			
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09/28/2020	200906700		OLDCASTLE MATERIALS TEXAS, INC	16,892.00
	ASPHALT FOR W POINT TAP			

** OLDCASTLE MATERIALS TEXAS, INC **
dba TEXASBIT
1320 ARROW POINT DR SUITE 307
CEDAR PARK, TX 78613

CHECK TOTAL 27,437.98



A CRH COMPANY
420 Decker Drive
Irving, TX 75062

Return Service Requested

Customer No: 250858
Invoice No: 200903934
Inv Date: 09/15/20
Page: Page 1 of 1
Customer PO: Asphalt 2019-010
Customer Job: Q521767



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CITY OF PALESTINE
FINANCE DEPT. - ACCOUNTS PAYABLE
504 N. QUEEN ST.
PALESTINE TX 75801-2733

SEP 28 2020

Texas Materials Group, Inc.
420 Decker Drive
Irving, TX 75062
214-741-3531

Delivered To: Annual Bid FOB Palestine TX 75801 Hauled by Titan

Date	Ticket#	Truck#	Product#	Description	QTY	UM	Unit Price	Haul QTY	Haul Rate	Matl Total	Haul Total	Tax	Total
Plant: 04273 Asphalt - Palestine													
MATERIAL: COLD MIX TYPE D													
09/15/20	47319408	T1769	224215	COLD MIX TYPE D	23.53	TON	84.00	23.53	5.35	1,976.52	125.89	0.00	2,102.41
09/15/20	47319409	T1769	224215	COLD MIX TYPE D	23.43	TON	84.00	23.43	5.35	1,968.12	125.35	0.00	2,093.47
Total: COLD MIX TYPE D					46.96			TON		3,944.64	251.24	0.00	4,195.88
Total: Material COLD MIX TYPE D					46.96					3,944.64	251.24	0.00	4,195.88
Total Invoice:					46.96					3,944.64	251.24	0.00	4,195.88

You can now access your invoices and make payments through our customer portal. Register now by clicking on <https://mytexasmaterialsgroup.com/#/login>. Please note that the new remit to suite number has been changed to # 307.

PAYMENT AUTHORIZATION	
PO # _____	Partial <input type="checkbox"/> Complete <input type="checkbox"/>
Acct #: 520-5-100-4020	\$4,195.88
Acct #: _____	\$ _____
Acct #: _____	\$ _____
Describe: Asphalt for yard	
DPT DIR: _____	Terms: Net 30
FINC DIR: _____	10/17/2020
CTY MNR: _____	6/17/2020

Invoice Amount: 4,195.88

Amount Paid: _____

Customer Name: City of Palestine
Customer No: 250858
Invoice #: 200903934
Date: 09/15/20
Customer Job: Q521767
Customer PO: Asphalt 2019-010
Due Date: 10/15/20

If you have any questions about your invoice please call 214-741-3531

Remit Payment To: Texas Materials Group, Inc.
1320 Arrow Point Drive Suite 307
DBA TexasBit a CRH Company
Cedar Park, TX 78613

Please provide your email address below if you would like to start receiving your invoices via email



A CRH COMPANY
420 Decker Drive
Irving, TX 75062

SEP 29 2020

Return Service Requested

Customer No: 250858
Invoice No: 200905681
Inv Date: 09/24/20
Page: Page 1 of 1
Customer PO: Asphalt 2019-010
Customer Job: Q521767



8234000008 PRESORT PBPS001 <>



CITY OF PALESTINE
FINANCE DEPT.- ACCOUNTS PAYABLE
504 N. QUEEN ST.
PALESTINE TX 75801-2733

Texas Materials Group, Inc.

420 Decker Drive
Irving, TX 75062
214-741-3531

Delivered To: Annual Bid FOB Palestine TX 75801

Date	Ticket#	Truck#	Product#	Description	QTY	UM	Unit Price	Haul QTY	Haul Rate	Matl Total	Haul Total	Tax	Total
Plant: 04273 Asphalt - Palestine													
MATERIAL: COLD MIX TYPE D													
09/24/20	47319478	T1769	224215	COLD MIX TYPE D	23.74	TON	84.00	23.74	5.35	1,994.16	127.01	0.00	2,121.17
09/24/20	47319479	T1769	224215	COLD MIX TYPE D	23.95	TON	84.00	23.95	5.35	2,011.80	128.13	0.00	2,139.93
09/24/20	47319481	T1769	224215	COLD MIX TYPE D	23.38	TON	84.00	23.38	5.35	1,963.92	125.08	0.00	2,089.00
Total : COLD MIX TYPE D					71.07			TON		5,969.88	380.22	0.00	6,350.10
Total : Material COLD MIX TYPE D					71.07					5,969.88	380.22	0.00	6,350.10
Total Invoice:					71.07					5,969.88	380.22	0.00	6,350.10

You can now access your invoices and make payments through our customer portal. Register now by clicking on <https://mytexasmaterialsgroup.com/#/login>. Please note that the new remit to suite number has been changed to # 307.

PAYMENT AUTHORIZATION	
PO # _____	Partial <input type="checkbox"/> Complete <input type="checkbox"/>
Acct #: <u>520-5-100-4020</u>	\$ <u>6,350.10</u>
Acct #: _____	\$ _____
Acct #: _____	\$ _____
Terms: Net 80.	
Describe: <u>Cold mix for yard / Pothole and utility cuts</u>	
DPT DIR: <u>May 1st 2020</u>	<input type="checkbox"/> 10/17/2020
FINC DIR: <u>July 1st 2020</u>	<input type="checkbox"/> 10/17/2020
CTY MNR: _____	<input type="checkbox"/> _____

Invoice Amount: 6,350.10

Amount Paid: _____

Customer Name: City of Palestine
Customer No: 250858
Invoice #: 200905681
Date: 09/24/20
Customer Job: Q521767
Customer PO: Asphalt 2019-010
Due Date: 10/24/20

If you have any questions about your invoice please call 214-741-3531

Remit Payment To: Texas Materials Group, Inc.
1320 Arrow Point Drive Suite 307
DBA TexasBit a CRH Company
Cedar Park, TX 78613

Please provide your email address below if you would like to start receiving your invoices via email



A CRH COMPANY
420 Decker Drive
Irving, TX 75062

OCT 05 2020

Return Service Requested

Customer No: 250858
Invoice No: 200906700
Inv Date: 09/28/20
Page: Page 1 of 2
Customer PO: Asphalt 2019-010
Customer Job: Q521767



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CITY OF PALESTINE
FINANCE DEPT.- ACCOUNTS PAYABLE
504 N. QUEEN ST.
PALESTINE TX 75801-2733

Texas Materials Group, Inc.
420 Decker Drive
Irving, TX 75062
214-741-3531

Delivered To: Annual Bid FOB Palestine TX 75801

Date	Ticket#	Product#	Description	QTY	UM	Unit Price	Haul QTY	Haul Rate	Matl Total	Haul Total	Tax	Total
Plant: 04273 Asphalt - Palestine												
MATERIAL: TYPE D HOT MIX												
09/28/20	47319498 ✓	211840	TYPE D HOT MIX	9.02	TON	82.00	0.00	0.00	739.64	0.00	0.00	739.64
09/28/20	47319499 ✓	211840	TYPE D HOT MIX	9.51	TON	82.00	0.00	0.00	779.82	0.00	0.00	779.82
09/28/20	47319500 ✓	211840	TYPE D HOT MIX	14.96	TON	82.00	0.00	0.00	1,226.72	0.00	0.00	1,226.72
09/28/20	47319501 ✓	211840	TYPE D HOT MIX	9.65	TON	82.00	0.00	0.00	791.30	0.00	0.00	791.30
09/28/20	47319502 ✓	211840	TYPE D HOT MIX	10.52	TON	82.00	0.00	0.00	862.64	0.00	0.00	862.64
09/28/20	47319503 ✓	211840	TYPE D HOT MIX	16.43	TON	82.00	0.00	0.00	1,347.26	0.00	0.00	1,347.26
09/28/20	47319505 ✓	211840	TYPE D HOT MIX	10.34	TON	82.00	0.00	0.00	847.88	0.00	0.00	847.88
09/28/20	47319506 ✓	211840	TYPE D HOT MIX	15.00	TON	82.00	0.00	0.00	1,230.00	0.00	0.00	1,230.00
09/28/20	47319511 ✓	211840	TYPE D HOT MIX	9.18	TON	82.00	0.00	0.00	752.76	0.00	0.00	752.76
09/28/20	47319513 ✓	211840	TYPE D HOT MIX	15.63	TON	82.00	0.00	0.00	1,281.66	0.00	0.00	1,281.66
09/28/20	47319515 ✓	211840	TYPE D HOT MIX	10.28	TON	82.00	0.00	0.00	842.96	0.00	0.00	842.96
09/28/20	47319516 ✓	211840	TYPE D HOT MIX	14.96	TON	82.00	0.00	0.00	1,226.72	0.00	0.00	1,226.72
09/28/20	47319517 ✓	211840	TYPE D HOT MIX	10.16	TON	82.00	0.00	0.00	833.12	0.00	0.00	833.12
09/28/20	47319519 ✓	211840	TYPE D HOT MIX	15.28	TON	82.00	0.00	0.00	1,252.96	0.00	0.00	1,252.96
09/28/20	47319521 ✓	211840	TYPE D HOT MIX	10.70	TON	82.00	0.00	0.00	877.40	0.00	0.00	877.40
09/28/20	47319523 ✓	211840	TYPE D HOT MIX	16.01	TON	82.00	0.00	0.00	1,312.82	0.00	0.00	1,312.82
09/28/20	47319524 ✓	211840	TYPE D HOT MIX	8.37	TON	82.00	0.00	0.00	686.34	0.00	0.00	686.34
Total : TYPE D HOT MIX				206.00			TON		16,892.00	0.00	0.00	16,892.00
Total : Material TYPE D HOT MIX				206.00					16,892.00	0.00	0.00	16,892.00
									16,892.00	0.00	0.00	16,892.00

PAYMENT AUTHORIZATION

Total Invoice: 206.00

PO # ☐ Partial ☐ Complete

You can now access your invoices and make payments through our customer portal. Register now by clicking on <https://mytexasmaterialsgroup.com/#login>. Please note that the new remit to suite number has been changed to # 307.

Acct #: 520-5-100-4020 \$16,892.00

Acct #: \$

Describe: Asphalt for W. Point Tap Rd.

DPT DIR: [Signature] 10/8/2020

FINC DIR: [Signature] 10/8/2020

CTY MNR: [Signature] 10/8/2020

Project 019

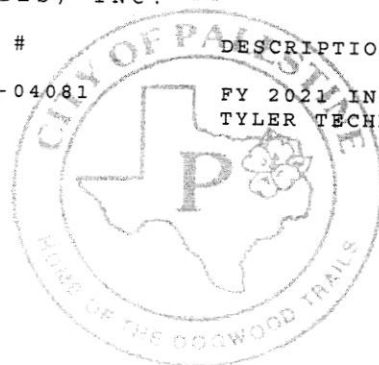
City of Palestine - 504 North Queen Street - Palestine TX 75801

196248

01-01751 ** TYLER TECHNOLOGIES, INC. **

10/09/2020

DATE	I.D.	PO #	DESCRIPTION	AMOUNT
10/08/2020	025-306995	20-04081	FY 2021 INCODE	80,725.64
10/01/2020	130-16415		TYLER TECHNOLOGIES, INC.	837.55
	PD SAFETY SUITE			



CHECK TOTAL 81,563.19

PLEASE DETACH STUB BEFORE DEPOSITING

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City Of Palestine
504 North Queen Street
Palestine, Texas 75801
General Operating Account

Prosperity Bank
1015 North Church Street
Palestine, Texas 75801
113122655

196248

DATE	AMOUNT
10/09/2020	\$***81,563.19

VOID AFTER 90 DAYS

PAY ---- EIGHTY ONE THOUSAND FIVE HUNDRED SIXTY THREE & 19/100 DOLLARS ----

TO THE ORDER OF
** TYLER TECHNOLOGIES, INC. **
INCODE DIVISION
PO BOX 203556
DALLAS, TX 75320-3556

RUB RED IMAGE
FACES WITH HEAT

[Signature]
[Signature]

THE BACK OF THIS DOCUMENT CONTAINS CHECK SECURITY WATERMARK AND COIN REACTIVE INK

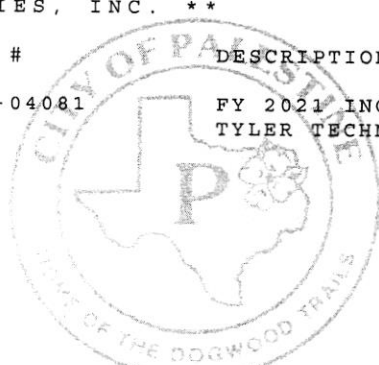
||

196248

01-01751 ** TYLER TECHNOLOGIES, INC. **

10/09/2020

DATE	I.D.	PO #	DESCRIPTION	AMOUNT
10/08/2020	025-306995	20-04081	FY 2021 INCODE	80,725.64
10/01/2020	130-16415		TYLER TECHNOLOGIES, INC.	837.55
	PD SAFETY SUITE			



** TYLER TECHNOLOGIES, INC. **
INCODE DIVISION
PO BOX 203556
DALLAS, TX 75320-3556

CHECK TOTAL 81,563.19



Remittance:
Tyler Technologies, Inc.
(FEIN 75-2303920)
P.O. Box 203556
Dallas, TX 75320-3556

Invoice

Invoice No	Date	Page
130-16415	10/01/2020	1 of 1

SEP 21 2020

Questions:

Tyler Technologies - Public Safety
Phone: 1-800-772-2260 Press 2, then 5
Email: ar@tylertech.com



Bill To: City of Palestine
504 North Queen Street
Palestine, TX 75801

Ship To: City of Palestine
504 North Queen Street
Palestine, TX 75801

Cust No.-BillTo-ShipTo	Ord No	PO Number	Currency	Terms	Due Date
44166 - MAIN - MAIN	11786		USD	NET30	10/31/2020

Date	Description	Units	Rate	Extended Price
Contract No.: Palestine, TX, City of Public Safety Suite - LEADRS Interface Maintenance Maintenance Start: 01/Nov/2020, End: 31/Oct/2021		1	837.55	837.55

PAYMENT AUTHORIZATION

Due Date: _____ Vendor # _____

PO # _____ Partial ☐ Complete ☐

Acct #: 010-5-260-402 \$ 837.55 762.75

Acct #: 010-1-0026 \$ 69.80

Description: PD Safety Suite

DPT DIR: _____ D: 09/21/2020

FINC DIR: _____ D: _____

CTY MNR: _____ D: _____

ATTENTION

Order your checks and forms from
Tyler Business Forms at 877-749-2090 or
tylerbusinessforms.com to guarantee
100% compliance with your software.

Subtotal	837.55
Sales Tax	0.00
Invoice Total	837.55

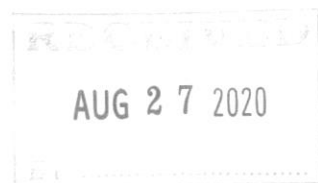


Remittance:
Tyler Technologies, Inc.
(FEIN 75-2303920)
P.O. Box 203556
Dallas, TX 75320-3556

Invoice

Invoice No	Date	Page
025-306995	09/01/2020	1 of 3

10/1/2020



Questions:

Tyler Technologies - Local Government
Phone: 1-800-772-2260 Press 2, then 2
Email: ar@tylertech.com



Bill To: City of Palestine
504 North Queen Street
Palestine, TX 75801

Ship To: City of Palestine
504 North Queen Street
Palestine, TX 75801

Cust No.-BillTo-ShipTo	Ord No	PO Number	Currency	Terms	Due Date
44166 - MAIN - MAIN	130832		USD	NET30	10/01/2020

Date	Description	Units	Rate	Extended Price
Contract No.: Palestine, TX, City of				
	Core Financials	1	7,985.59	7,985.59
	Maintenance: Start: 01/Oct/2020, End: 30/Sep/2021			
	GASB Module	1	4,362.19	4,362.19
	Maintenance: Start: 01/Oct/2020, End: 30/Sep/2021			
	Purchase Orders	1	2,970.87	2,970.87
	Maintenance: Start: 01/Oct/2020, End: 30/Sep/2021			
	Fixed Assets	1	1,236.60	1,236.60
	Maintenance: Start: 01/Oct/2020, End: 30/Sep/2021			
	Inventory Control	1	2,120.81	2,120.81
	Maintenance: Start: 01/Oct/2020, End: 30/Sep/2021			
	Project Accounting	1	2,358.60	2,358.60
	Maintenance: Start: 01/Oct/2020, End: 30/Sep/2021			
	Payroll/Personnel	1	4,455.44	4,455.44
	Maintenance: Start: 01/Oct/2020, End: 30/Sep/2021			
	Court Case Management	1	6,536.76	6,536.76
	Maintenance: Start: 01/Oct/2020, End: 30/Sep/2021			
	Utility CIS System	1	7,426.30	7,426.30
	Maintenance: Start: 01/Oct/2020, End: 30/Sep/2021			
	Utility Handheld Meter-Reader Interface	1	990.30	990.30
	Maintenance: Start: 01/Oct/2020, End: 30/Sep/2021			
	Central Cash Collection	1	2,970.87	2,970.87
	Maintenance: Start: 01/Oct/2020, End: 30/Sep/2021			
	Accounts Receivable	1	2,476.56	2,476.56
	Maintenance: Start: 01/Oct/2020, End: 30/Sep/2021			
	Call Center	1	2,970.87	2,970.87
	Maintenance: Start: 01/Oct/2020, End: 30/Sep/2021			
	Cemetery Records	1	873.41	873.41
	Maintenance: Start: 01/Oct/2020, End: 30/Sep/2021			
	Building Projects	1	2,226.86	2,226.86
	Maintenance: Start: 01/Oct/2020, End: 30/Sep/2021			
	CRM Mobile Server Software	1	247.99	247.99
	Maintenance: Start: 01/Oct/2020, End: 30/Sep/2021			
	Service Order Mobile Interface	1	744.02	744.02
	Maintenance: Start: 01/Oct/2020, End: 30/Sep/2021			
	Custom Form Overlay	1	236.20	236.20
	Maintenance: Start: 01/Oct/2020, End: 30/Sep/2021			



Remittance:
Tyler Technologies, Inc.
(FEIN 75-2303920)
P.O. Box 203556
Dallas, TX 75320-3556

Invoice

Invoice No	Date	Page
025-306995	09/01/2020	2 of 3

Questions:
Tyler Technologies - Local Government
Phone: 1-800-772-2260 Press 2, then 2
Email: ar@tylertech.com

Bill To: City of Palestine
504 North Queen Street
Palestine, TX 75801

Ship To: City of Palestine
504 North Queen Street
Palestine, TX 75801

Cust No.-BillTo-ShipTo	Ord No	PO Number	Currency	Terms	Due Date
44166 - MAIN - MAIN	130832		USD	NET30	10/01/2020

Date	Description	Units	Rate	Extended Price
	Secure Signatures	1	472.40	472.40
	Maintenance: Start: 01/Oct/2020, End: 30/Sep/2021			
	AcuCorp AcuServer	1	933.36	933.36
	Maintenance: Start: 01/Oct/2020, End: 30/Sep/2021			
	AcuCorp Accu4GL	1	1,176.07	1,176.07
	Maintenance: Start: 01/Oct/2020, End: 30/Sep/2021			
	Accu ODBC	1	449.57	449.57
	Maintenance: Start: 01/Oct/2020, End: 30/Sep/2021			
	Basic Network Support Services	1	1,132.09	1,132.09
	Maintenance: Start: 01/Oct/2020, End: 30/Sep/2021			
	Citation Issuing Device Interface	1	1,176.70	1,176.70
	Maintenance: Start: 01/Oct/2020, End: 30/Sep/2021			
	Citation Issuing Device XML Warrant Interface	1	940.71	940.71
	Maintenance: Start: 01/Oct/2020, End: 30/Sep/2021			
	Additional AP Forms Overlay	1	107.75	107.75
	Maintenance: Start: 01/Oct/2020, End: 30/Sep/2021			
	TylerU	1	3,127.00	3,127.00
	Maintenance: Start: 01/Oct/2020, End: 30/Sep/2021			
	Forms Overlay Additional AP Forms	1	203.61	203.61
	Maintenance: Start: 01/Oct/2020, End: 30/Sep/2021			
	Incode Customer Relationship Suite - Maintenance (Positive Pay)	1	1,791.79	1,791.79
	Maintenance Start: 01/Oct/2020, End: 30/Sep/2021			
	Additional AP Forms - Maintenance	1	97.77	97.77
	Maintenance Start: 01/Oct/2020, End: 30/Sep/2021			
	ITRON Utility Meter-Reader Interface - Maintenance	1	812.58	812.58
	Maintenance Start: 01/Oct/2020, End: 30/Sep/2021			
	Incode Content/Document Management Suite - Maintenance	1	1,160.86	1,160.86
	Maintenance Start: 01/Oct/2020, End: 30/Sep/2021			
	Tyler Content Manager Enterprise - Maintenance	1	6,331.95	6,331.95
	Maintenance Start: 01/Oct/2020, End: 30/Sep/2021			
	Business License - Maintenance	1	1,625.21	1,625.21
	Maintenance Start: 01/Oct/2020, End: 30/Sep/2021			
	Incode Financial Suite - Maintenance	1	184.96	184.96
	Maintenance Start: 01/Oct/2020, End: 30/Sep/2021			
	System Software - Maintenance	1	100.00	100.00
	Maintenance Start: 01/Oct/2020, End: 30/Sep/2021			
	Epson TM-H6000IV Thermal Receipt Printer - Black, USB NEW - Maintenance	1	326.93	326.93



Remittance:
Tyler Technologies, Inc.
(FEIN 75-2303920)
P.O. Box 203556
Dallas, TX 75320-3556

Invoice

Invoice No	Date	Page
025-306995	09/01/2020	3 of 3

Questions:
Tyler Technologies - Local Government
Phone: 1-800-772-2260 Press 2, then 2
Email: ar@tylertech.com

Bill To: City of Palestine
504 North Queen Street
Palestine, TX 75801

Ship To: City of Palestine
504 North Queen Street
Palestine, TX 75801

Cust No.-BillTo-ShipTo	Ord No	PO Number	Currency	Terms	Due Date
44166 - MAIN - MAIN	130832		USD	NET30	10/01/2020

Date	Description	Units	Rate	Extended Price
Maintenance Start: 01/Oct/2020, End: 30/Sep/2021				
	Incode Financial Management Suite: Positive Pay - Maintenance	1	836.27	836.27
Maintenance Start: 01/Oct/2020, End: 30/Sep/2021				
	HR Base Package - Maintenance	1	3,031.88	3,031.88
Maintenance Start: 01/Oct/2020, End: 30/Sep/2021				
	Court/Police (non-Incode) Interface Maintenance	1	1,515.94	1,515.94
Maintenance Start: 01/Oct/2020, End: 30/Sep/2021				
	Tyler Output Processor Server - Maintenance	1	0.00	0.00
Maintenance Start: 01/Oct/2020, End: 30/Sep/2021				
	Forms Overlay - Maintenance	1	0.00	0.00
Maintenance Start: 01/Oct/2020, End: 30/Sep/2021				

****ATTENTION****

Order your checks and forms from
Tyler Business Forms at 877-749-2090 or
tylerbusinessforms.com to guarantee
100% compliance with your software.

Subtotal	80,725.64
Sales Tax	0.00
Invoice Total	80,725.64



City of Palestine
504 North Queen Street
Palestine TX 75801

PURCHASE ORDER

PO Number: 20-04081


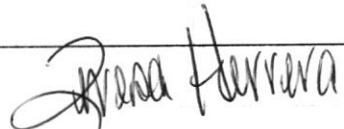
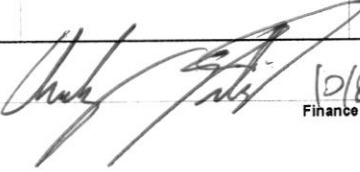
Date: 10/08/2020

Request #: 20-04140

Vendor #: 01-01751

ISSUED TO: TYLER TECHNOLOGIES, INC.
INCODE DIVISION
PO BOX 203556
DALLAS, TX 75320-3556

SHIP TO: CITY OF PALESTINE
504 NORTH QUEEN ST
PALESTINE, TX 75801

ITEM	UNITS	DESCRIPTION	G/L ACCOUNT	PROJ	PRICE	AMOUNT
1	0.00	FY 2021 INCODE FY 2021 INCODE	010-5-260-4520		0.00	80,725.64
						
 10/8/20 City Manager						
 10/8/2020 Finance Director						
TOTAL						80,725.64

Purchasing Agent

1. Original invoice plus one copy must be sent to: City of Palestine, Accounts Payable Dept, 504 N Queen St, Palestine TX 75801-2733.
2. Payment may be expected within 30 days of receipt of goods, unless otherwise stated.
3. C.O.D. shipment will not be accepted.
4. Purchase Order numbers must appear on all shipping containers, packing slips and invoices. Failure to comply with the above request may delay payment.
5. All goods are to be shipped F.O.B. Destination unless otherwise stated.
6. All materials and services are subject to approval based on the description on the face of the purchase order or appendages thereof. Substitutions are not permitted without approval of the Requesting Department. Material not approved will be returned at no cost to the City.
7. All goods and equipment must meet or exceed all necessary city, state and federal standards and regulations.
8. Vendor or manufacturer bears risk of loss or damage until property received and/or installed.
9. Seller acknowledges that buyer is an equal opportunity employer. Seller will comply with all equal opportunity laws and regulations that are applicable to it as a supplier of the buyer.
10. The City is exempt from all federal excise and state tax - ID# 75-6000632

Purchasing Dept. (903) 731-8441 Fax (903) 731-8486

City of Palestine – Requisition

Date 10/8/2020	Requested By Andrew Sibai	Exempt From Bidding <input type="checkbox"/> Emergency <input checked="" type="checkbox"/> Sole Source <input type="checkbox"/> Interlocal Agreement <input type="checkbox"/> Other (Explain Below)	Tyler Technologies Po Box 203556 Dallas, Tx 75320-3556			
Ship To City of Palestine 504 N Queen St Palestine, TX 75801		Software is exempt from bidding requirements				
Order To Be Placed By Requester <input checked="" type="checkbox"/> Purchasing Agent <input type="checkbox"/>						
Account Number 010-5-260-4520						

Description	Quantity/Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
FY 2021 Incode	1	\$80,725.64	\$80,725.64				
Shipping Charges			\$0.00				
		Total	\$80,725.64	Total		Total	

Awardee: <u>Tyler Technologies</u>	Department Head Signature: <u></u>
------------------------------------	---

City of Palestine - 504 North Queen Street - Palestine TX 75801

196251

01-04858 ** UTILITY SERVICES CO., INC **

10/09/2020

DATE	I.D.	PO #	DESCRIPTION	AMOUNT
09/01/2020	516142		UTILITY SERVICES CO., INC	1,057.75
	150,000 ELEVATED N JACKSON			
09/01/2020	516143		UTILITY SERVICES CO., INC	1,219.66
	1,000,000 STANDPIPE S SYCAMORE BIG			
09/01/2020	516144		UTILITY SERVICES CO., INC	1,255.16
	750,000 GST N JACKSON BIG GROUND			
09/01/2020	516145		UTILITY SERVICES CO., INC	1,051.33
	550,000 STANDPIPE N JACKSON SMALL			
09/01/2020	516146		UTILITY SERVICES CO., INC	821.58
	100,000 ELEVATED FILTER WASH			
09/01/2020	516147		UTILITY SERVICES CO., INC	2,319.66
	1,000,000 GST STEEL CLEARWELL			

STUB TOTAL 7,725.14
CHECK TOTAL 125,770.28

PLEASE DETACH STUB BEFORE DEPOSITING

THE FACE OF THIS DOCUMENT HAS A COLORED BACKGROUND ON WHITE PAPER



City Of Palestine
504 North Queen Street
Palestine, Texas 75801
General Operating Account

Prosperity Bank
1015 North Church Street
Palestine, Texas 75801
113122655

196251

DATE 10/09/2020 AMOUNT \$**125,770.28
VOID AFTER 90 DAYS

PAY ---- ONE HUNDRED TWENTY FIVE THOUSAND SEVEN HUNDRED SEVENTY & 28/100 DOLLARS ----

TO THE ORDER OF ** UTILITY SERVICES CO., INC **
PO BOX 207362
DALLAS, TX 75320-7362

FOR RED IMAGE
FADING WITH HEAT

Rosa Herrera
[Signature]

THE BACK OF THIS DOCUMENT CONTAINS CHECK SECURITY WATERMARK AND COIN REACTIVE INK

196251

01-04858 ** UTILITY SERVICES CO., INC **

10/09/2020

DATE	I.D.	PO #	DESCRIPTION	AMOUNT
09/01/2020	516142		UTILITY SERVICES CO., INC	1,057.75
	150,000 ELEVATED N JACKSON			
09/01/2020	516143		UTILITY SERVICES CO., INC	1,219.66
	1,000,000 STANDPIPE S SYCAMORE BIG			
09/01/2020	516144		UTILITY SERVICES CO., INC	1,255.16
	750,000 GST N JACKSON BIG GROUND			
09/01/2020	516145		UTILITY SERVICES CO., INC	1,051.33
	550,000 STANDPIPE N JACKSON SMALL			
09/01/2020	516146		UTILITY SERVICES CO., INC	821.58
	100,000 ELEVATED FILTER WASH			
09/01/2020	516147		UTILITY SERVICES CO., INC	2,319.66
	1,000,000 GST STEEL CLEARWELL			

** UTILITY SERVICES CO., INC **
PO BOX 207362
DALLAS, TX 75320-7362

STUB TOTAL 7,725.14
CHECK TOTAL 125,770.28

City of Palestine - 504 North Queen Street - Palestine TX 75801

196251

01-04858 ** UTILITY SERVICES CO., INC **

10/09/2020

DATE	I.D.	PO #	DESCRIPTION	AMOUNT
CONTINUED				
09/01/2020	516148		UTILITY SERVICES CO., INC	1,027.50
	520,000 STANDPIPE S SYCAMORE SMALL			
09/01/2020	516688		UTILITY SERVICES CO., INC	70,241.00
	1,000,000 CONCRETE PLANT CLEARWELL			
10/01/2020	518677		UTILITY SERVICES CO., INC	1,057.75
	150,000 ELEVATED N JACKSON			
10/01/2020	518678		UTILITY SERVICES CO., INC	1,219.66
	1,000,000 STANDPIPE SOUTH SYCAMORE			
10/01/2020	518679		UTILITY SERVICES CO., INC	1,255.16
	750,000 GST N JACKSON BIG GROUND			
10/01/2020	518680		UTILITY SERVICES CO., INC	1,051.33

STUB TOTAL 75,852.40

PLEASE DETACH STUB BEFORE DEPOSITING

THE FACE OF THIS DOCUMENT HAS A COLORED BACKGROUND ON WHITE PAPER



City Of Palestine
504 North Queen Street
Palestine, Texas 75801
General Operating Account

Prosperity Bank
1015 North Church Street
Palestine, Texas 75801
113122655

196251

DATE 10/09/2020 AMOUNT ***** VOID *****
VOID AFTER 90 DAYS

PAY **VOID**VOID**VOID**VOID**VOID**VOID**VOID**VOID

TO THE ORDER OF ** UTILITY SERVICES CO., INC **
PO BOX 207362
DALLAS, TX 75320-7362

RUB RED IMAGE
FADES WITH HEAT

VOID

THE BACK OF THIS DOCUMENT CONTAINS CHECK SECURITY WATERMARK AND COIN REACTIVE INK

196251

01-04858 ** UTILITY SERVICES CO., INC **

10/09/2020

DATE	I.D.	PO #	DESCRIPTION	AMOUNT
CONTINUED				
09/01/2020	516148		UTILITY SERVICES CO., INC	1,027.50
	520,000 STANDPIPE S SYCAMORE SMALL			
09/01/2020	516688		UTILITY SERVICES CO., INC	70,241.00
	1,000,000 CONCRETE PLANT CLEARWELL			
10/01/2020	518677		UTILITY SERVICES CO., INC	1,057.75
	150,000 ELEVATED N JACKSON			
10/01/2020	518678		UTILITY SERVICES CO., INC	1,219.66
	1,000,000 STANDPIPE SOUTH SYCAMORE			
10/01/2020	518679		UTILITY SERVICES CO., INC	1,255.16
	750,000 GST N JACKSON BIG GROUND			
10/01/2020	518680		UTILITY SERVICES CO., INC	1,051.33

** UTILITY SERVICES CO., INC **
PO BOX 207362
DALLAS, TX 75320-7362

STUB TOTAL 75,852.40

City of Palestine - 504 North Queen Street - Palestine TX 75801

196251

01-04858 ** UTILITY SERVICES CO., INC **

10/09/2020

DATE	I.D.	PO #	DESCRIPTION	AMOUNT
CONTINUED				
10/01/2020	518681		550,000 STANDPIPE N JACKSON SMALL UTILITY SERVICES CO., INC	821.58
10/01/2020	518682		100,000 ELEVATED FILTER WASH UTILITY SERVICES CO., INC	2,319.66
10/01/2020	518683		1,000,000 GST STEEL CLEARWELL UTILITY SERVICES CO., INC	1,027.50
10/01/2020	519293		520,000 STANDPIPE S SYCAMORE SMALL UTILITY SERVICES CO., INC	38,024.00
			1,000,000 ELEVATED WILLOW CREEK	

STUB TOTAL 42,192.74

PLEASE DETACH STUB BEFORE DEPOSITING

THE FACE OF THIS DOCUMENT HAS A COLORED BACKGROUND ON WHITE PAPER



City Of Palestine
504 North Queen Street
Palestine, Texas 75801
General Operating Account

Prosperity Bank
1015 North Church Street
Palestine, Texas 75801
113122655

196251

DATE	AMOUNT
10/09/2020	**** VOID ****
	VOID AFTER 90 DAYS

PAY **VOID**VOID**VOID**VOID**VOID**VOID**VOID**VOID

TO THE ORDER OF ** UTILITY SERVICES CO., INC **
PO BOX 207362
DALLAS, TX 75320-7362

RUB RED IMAGE
FADES WITH HEAT



THE BACK OF THIS DOCUMENT CONTAINS CHECK SECURITY WATERMARK AND COIN REACTIVE INK

196251

01-04858 ** UTILITY SERVICES CO., INC **

10/09/2020

DATE	I.D.	PO #	DESCRIPTION	AMOUNT
CONTINUED				
10/01/2020	518681		550,000 STANDPIPE N JACKSON SMALL UTILITY SERVICES CO., INC	821.58
10/01/2020	518682		100,000 ELEVATED FILTER WASH UTILITY SERVICES CO., INC	2,319.66
10/01/2020	518683		1,000,000 GST STEEL CLEARWELL UTILITY SERVICES CO., INC	1,027.50
10/01/2020	519293		520,000 STANDPIPE S SYCAMORE SMALL UTILITY SERVICES CO., INC	38,024.00
			1,000,000 ELEVATED WILLOW CREEK	

** UTILITY SERVICES CO., INC **
PO BOX 207362
DALLAS, TX 75320-7362

STUB TOTAL 42,192.74



Correspondence Only:

UTILITY SERVICE CO., INC.
P. O. Box 1350
Perry, Georgia 31069
(478) 987-0303

BILL TO

CITY OF PALESTINE, TX
1620 WEST PALESTINE AVE
PALESTINE, TX 75801

INVOICE

Mail Payments to:

UTILITY SERVICE CO., INC.
P. O. Box 207362
DALLAS, TX 75320-7362
(478) 987-0303

SHIP TO

CITY OF PALESTINE, TX
2020 NORTH JACKSON
2020 NORTH JACKSON
150,000 ELEVATED
NORTH JACKSON ELEVATED TANK
PALESTINE, TX 75801

PLEASE INCLUDE THE INVOICE NUMBER ON PAYMENT

Customer Number: 37208

DUE UPON RECEIPT

INV. #	INV. DATE	DESCRIPTION	AMOUNT	TAX	TOTAL
516142	01-SEP-20	150,000 ELEVATED NORTH JACKSON ELEVATED TANK-Monthly	\$1,057.75	\$0.00	\$1,057.75

**TOTAL DUE TO
UTILITY SERVICE CO., INC.**

\$1,057.75

PAYMENT AUTHORIZATION

PO # _____

Acct #: 610-5-570-3331 Partial ☐ Complete ☒

Acct #: _____ \$ 1,057.75

Acct #: _____ \$ _____

Describe: Sept. N. Jackson E. Elevated

DPT DIR: _____ 75 ☒ 9/1/2020

FINC DIR: [Signature] ☐ 2/8/2020

CTY MNR: _____ ☐ _____

Thank You For Your Business

A 1.5% PER MONTH **FINANCE CHARGE** MAY BE CHARGED FOR ALL PAST DUE INVOICES.



Correspondence Only:

UTILITY SERVICE CO., INC.
P. O. Box 1350
Perry, Georgia 31069
(478) 987-0303

BILL TO

CITY OF PALESTINE, TX
1620 WEST PALESTINE AVE
PALESTINE, TX 75801

INVOICE

Mail Payments to:

UTILITY SERVICE CO., INC.
P. O. Box 207362
DALLAS, TX 75320-7362
(478) 987-0303

SHIP TO

CITY OF PALESTINE, TX
SOUTH SYCAMORE AND PERSHING
1,000,000 STANDPIPE
SOUTH SYCAMORE BIG STANDPIPE TANK
PALESTINE, TX 75801

PLEASE INCLUDE THE INVOICE NUMBER ON PAYMENT

Customer Number: 37208

DUE UPON RECEIPT

INV. #	INV DATE	DESCRIPTION	AMOUNT	TAX	TOTAL
516143	01-SEP-20	1,000,000 STANDPIPE SOUTH SYCAMORE BIG STANDPIPE TANK-Monthly	\$1,219.66	\$0.00	\$1,219.66

TOTAL DUE TO
UTILITY SERVICE CO., INC.

\$1,219.66

PAYMENT AUTHORIZATION

PO # _____ Partial ☐ Complete ☒

Acct #: 610-5-570-3331 \$ 1,219.66

Acct #: _____ \$ _____

Acct #: _____ \$ _____

Describe: Sept. S. Sycamore Big Tank

DPT DIR: 75 9/1/2020

FINC DIR: [Signature] 10/8/2020

CTY MNR: _____

Thank You For Your Business

A 1.5% PER MONTH FINANCE CHARGE MAY BE CHARGED FOR ALL PAST DUE INVOICES.



Correspondence Only:

UTILITY SERVICE CO., INC.
P. O. Box 1350
Perry, Georgia 31069
(478) 987-0303

BILL TO

CITY OF PALESTINE, TX
1620 WEST PALESTINE AVE
PALESTINE, TX 75801

INVOICE

Mail Payments to:

UTILITY SERVICE CO., INC.
P. O. Box 207362
DALLAS, TX 75320-7362
(478) 987-0303

SHIP TO

CITY OF PALESTINE, TX
2020 NORTH JACKSON
2020 NORTH JACKSON
750,000 GROUND STORAGE
NORTH JACKSON BIG GROUND TANK
PALESTINE, TX 75801

PLEASE INCLUDE THE INVOICE NUMBER ON PAYMENT

Customer Number: 37208

DUE UPON RECEIPT

INV. #	INV. DATE	DESCRIPTION	AMOUNT	TAX	TOTAL
516144	01-SEP-20	750,000 GST NORTH JACKSON BIG GROUND TANK- Monthly	\$1,255.16	\$0.00	\$1,255.16

**TOTAL DUE TO
UTILITY SERVICE CO., INC.**

\$1,255.16

PAYMENT AUTHORIZATION

PO # _____

Acct #: 610-5-570-3331 Partial ☐ Complete ☒

Acct #: _____ \$ 1,255.16

Acct #: _____ \$ _____

Describe: Sept. N. Jackson Big Tank

DPT DIR: _____

FINC DIR: [Signature] ☒ 9/1/2020

CTY MNR: _____ ☐ 10/8/2020

Thank You For Your Business

A 1.5% PER MONTH FINANCE CHARGE MAY BE CHARGED FOR ALL PAST DUE INVOICES.



Correspondence Only:

UTILITY SERVICE CO., INC.
P. O. Box 1350
Perry, Georgia 31069
(478) 987-0303

INVOICE

Mail Payments to:

UTILITY SERVICE CO., INC.
P. O. Box 207362
DALLAS, TX 75320-7362
(478) 987-0303

BILL TO

CITY OF PALESTINE, TX
1620 WEST PALESTINE AVE
PALESTINE, TX 75801

SHIP TO

CITY OF PALESTINE, TX
2020 NORTH JACKSON
2020 NORTH JACKSON
600,000 STANDPIPE
NORTH JACKSON SMALL TANK
PALESTINE, TX 75801

PLEASE INCLUDE THE INVOICE NUMBER ON PAYMENT

Customer Number: 37208

DUE UPON RECEIPT

INV. #	INV. DATE	DESCRIPTION	AMOUNT	TAX	TOTAL
516145	01-SEP-20	550,000 STANDPIPE NORTH JACKSON SMALL TANK-Monthly	\$1,051.33	\$0.00	\$1,051.33

**TOTAL DUE TO
UTILITY SERVICE CO., INC.**

\$1,051.33

PAYMENT AUTHORIZATION

PO # _____ Partial ☐ Complete ☒

Acct #: 610-5-570-3331 \$ 1,051.33

Acct #: _____ \$ _____

Acct #: _____ \$ _____

Describe: Sept. N. Jackson small Tank

DPT DIR: _____ RS ☒ 9/1/2020

FINC DIR: _____ ☐ 01/8/2020

CTY MNR: _____ ☐ _____

Thank You For Your Business

A 1.5% PER MONTH **FINANCE CHARGE** MAY BE CHARGED FOR ALL PAST DUE INVOICES.



Correspondence Only:

UTILITY SERVICE CO., INC.
P. O. Box 1350
Perry, Georgia 31069
(478) 987-0303

INVOICE

Mail Payments to:

UTILITY SERVICE CO., INC.
P. O. Box 207362
DALLAS, TX 75320-7362
(478) 987-0303

BILL TO

CITY OF PALESTINE, TX
1620 WEST PALESTINE AVE
PALESTINE, TX 75801

SHIP TO

CITY OF PALESTINE, TX
COUNTY ROAD 367 AND COUNTY ROAD 372
100,000 ELEVATED
ELEVATED FILTER WASH TANK
PALESTINE, TX 75801

PLEASE INCLUDE THE INVOICE NUMBER ON PAYMENT

Customer Number: 37208

DUE UPON RECEIPT

INV. #	INV DATE	DESCRIPTION	AMOUNT	TAX	TOTAL
516146	01-SEP-20	100,000 ELEVATED ELEVATED FILTER WASH TANK-Monthly	\$821.58	\$0.00	\$821.58

TOTAL DUE TO
UTILITY SERVICE CO., INC.

\$821.58

PAYMENT AUTHORIZATION

PO # _____

Acct #: 610-5-570-3331 Partial ☐ Complete ☒

Acct #: _____ \$ 821.58

Acct #: _____ \$ _____

Describe: Sept. Backwash Tank

DPT DIR: 75 9/11/2020

FINC DIR: [Signature] 10/8/2020

CTY MNR: _____

Thank You For Your Business

A 1.5% PER MONTH FINANCE CHARGE MAY BE CHARGED FOR ALL PAST DUE INVOICES.



Correspondence Only:

UTILITY SERVICE CO., INC.
P. O. Box 1350
Perry, Georgia 31069
(478) 987-0303

BILL TO

CITY OF PALESTINE, TX
1620 WEST PALESTINE AVE
PALESTINE, TX 75801

INVOICE

Mail Payments to:

UTILITY SERVICE CO., INC.
P. O. Box 207362
DALLAS, TX 75320-7362
(478) 987-0303

SHIP TO

CITY OF PALESTINE, TX
COUNTY ROAD 367 AND COUNTY ROAD 372
1,000,000 GROUND STORAGE
STEEL CLEARWELL TANK
PALESTINE, TX 75801

PLEASE INCLUDE THE INVOICE NUMBER ON PAYMENT

Customer Number: 37208

DUE UPON RECEIPT

<u>INV. #</u>	<u>INV DATE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>TAX</u>	<u>TOTAL</u>
516147	01-SEP-20	1,000,000 GST STEEL CLEARWELL TANK-Monthly	\$2,319.66	\$0.00	\$2,319.66

**TOTAL DUE TO
UTILITY SERVICE CO., INC.**

\$2,319.66

PAYMENT AUTHORIZATION

PO # _____

Acct #: 610-5-570331 Partial ☐ Complete ☒

Acct #: _____ \$ 2,319.66

Acct #: _____ \$ _____

Describe: Sept. Steel Clearwell

DPT DIR: _____

FINC DIR: [Signature] 9/1/2020

CTY MNR: _____ 10/28/2020

Thank You For Your Business

A 1.5% PER MONTH **FINANCE CHARGE** MAY BE CHARGED FOR ALL PAST DUE INVOICES.



Correspondence Only:

UTILITY SERVICE CO., INC.
P. O. Box 1350
Perry, Georgia 31069
(478) 987-0303

INVOICE

Mail Payments to:

UTILITY SERVICE CO., INC.
P. O. Box 207362
DALLAS, TX 75320-7362
(478) 987-0303

BILL TO

CITY OF PALESTINE, TX
1620 WEST PALESTINE AVE
PALESTINE, TX 75801

SHIP TO

CITY OF PALESTINE, TX
SOUTH SYCAMORE AND PERSHING
500,000 STANDPIPE
SOUTH SYCAMORE SMALL TANK
PALESTINE, TX 75801

PLEASE INCLUDE THE INVOICE NUMBER ON PAYMENT

Customer Number: 37208

DUE UPON RECEIPT

INV. #	INV DATE	DESCRIPTION	AMOUNT	TAX	TOTAL
516148	01-SEP-20	520,000 STANDPIPE SOUTH SYCAMORE SMALL TANK-Monthly	\$1,027.50	\$0.00	\$1,027.50

TOTAL DUE TO
UTILITY SERVICE CO., INC.

\$1,027.50

PAYMENT AUTHORIZATION

PO # _____

Acct #: 610-5-570-3331 Partial ☐ Complete ☒

Acct #: _____ \$ 1,027.50

Acct #: _____ \$ _____

Describe: S. Sycamore Small Tank

DPT DIR: _____ ☒ 9/1/2020

FINC DIR: [Signature] ☒ 10/8/2020

CTY MNR: _____ ☐ _____

Thank You For Your Business

A 1.5% PER MONTH **FINANCE CHARGE** MAY BE CHARGED FOR ALL PAST DUE INVOICES.



Correspondence Only:

UTILITY SERVICE CO., INC.
P. O. Box 1350
Perry, Georgia 31069
(478) 987-0303

BILL TO

CITY OF PALESTINE, TX
1620 WEST PALESTINE AVE
PALESTINE, TX 75801

INVOICE

Mail Payments to:

UTILITY SERVICE CO., INC.
P. O. Box 207362
DALLAS, TX 75320-7362
(478) 987-0303

SHIP TO

CITY OF PALESTINE, TX
800 ACR 3722
1,000,000 CONCRETE
PLANT CLEARWELL TANK
PALESTINE, TX 75801

PLEASE INCLUDE THE INVOICE NUMBER ON PAYMENT

Customer Number: 37208

DUE UPON RECEIPT

INV. #	INV DATE	DESCRIPTION	AMOUNT	TAX	TOTAL
516688	01-SEP-20	1,000,000 CONCRETE PLANT CLEARWELL TANK- Annual	\$70,241.00	\$0.00	\$70,241.00

TOTAL DUE TO
UTILITY SERVICE CO., INC.

\$70,241.00

PAYMENT AUTHORIZATION	
PO # _____	Partial <input type="checkbox"/> Complete <input checked="" type="checkbox"/>
Acct #: <u>610-5-570-3331</u>	\$ <u>70,241.00</u>
Acct #: _____	\$ _____
Acct #: _____	\$ _____
Describe: <u>Concrete Clearwell rehab</u>	
DPT DIR: _____	<input checked="" type="checkbox"/> <u>9/1/2020</u>
FINC DIR: _____	<input type="checkbox"/> <u>10/19/20</u>
CTY MNR: <u>Alvarez</u>	<input type="checkbox"/> <u>10/18/20</u>

Thank You For Your Business

A 1.5% PER MONTH FINANCE CHARGE MAY BE CHARGED FOR ALL PAST DUE INVOICES.



Correspondence Only:

UTILITY SERVICE CO., INC.
P. O. Box 1350
Perry, Georgia 31069
(478) 987-0303

INVOICE

Mail Payments to:

UTILITY SERVICE CO., INC.
P. O. Box 207362
DALLAS, TX 75320-7362
(478) 987-0303

BILL TO

CITY OF PALESTINE, TX
1620 WEST PALESTINE AVE
PALESTINE, TX 75801

SHIP TO

CITY OF PALESTINE, TX
2020 NORTH JACKSON
2020 NORTH JACKSON
150,000 ELEVATED
NORTH JACKSON ELEVATED TANK
PALESTINE, TX 75801

PLEASE INCLUDE THE INVOICE NUMBER ON PAYMENT

Customer Number: 37208

DUE UPON RECEIPT

INV. #	INV DATE	DESCRIPTION	AMOUNT	TAX	TOTAL
518677	01-OCT-20	150,000 ELEVATED NORTH JACKSON ELEVATED TANK-Monthly	\$1,057.75	\$0.00	\$1,057.75

**TOTAL DUE TO
UTILITY SERVICE CO., INC.**

\$1,057.75

PAYMENT AUTHORIZATION	
PO # _____	Partial <input type="checkbox"/> Complete <input checked="" type="checkbox"/>
Acct #: <u>610-5-570-3331</u>	\$ <u>1,057.75</u>
Acct #: _____	\$ _____
Acct #: _____	\$ _____
Describe: <u>October N-Jackson Elevated</u>	
DPT DIR: _____	<input checked="" type="checkbox"/> <u>10/7/2020</u>
FINC DIR: _____	<input type="checkbox"/> <u>10/7/2020</u>
CTY MNR: _____	<input type="checkbox"/> _____

Thank You For Your Business

A 1.5% PER MONTH FINANCE CHARGE MAY BE CHARGED FOR ALL PAST DUE INVOICES.



Correspondence Only:

UTILITY SERVICE CO., INC.
P. O. Box 1350
Perry, Georgia 31069
(478) 987-0303

INVOICE

Mail Payments to:

UTILITY SERVICE CO., INC.
P. O. Box 207362
DALLAS, TX 75320-7362
(478) 987-0303

BILL TO

CITY OF PALESTINE, TX
1620 WEST PALESTINE AVE
PALESTINE, TX 75801

SHIP TO

CITY OF PALESTINE, TX
SOUTH SYCAMORE AND PERSHING
1,000,000 STANDPIPE
SOUTH SYCAMORE BIG STANDPIPE TANK
PALESTINE, TX 75801

PLEASE INCLUDE THE INVOICE NUMBER ON PAYMENT

Customer Number: 37208

DUE UPON RECEIPT

INV. #	INV DATE	DESCRIPTION	AMOUNT	TAX	TOTAL
518678	01-OCT-20	1,000,000 STANDPIPE SOUTH SYCAMORE BIG STANDPIPE TANK-Monthly	\$1,219.66	\$0.00	\$1,219.66

TOTAL DUE TO
UTILITY SERVICE CO., INC.

\$1,219.66

PAYMENT AUTHORIZATION	
PO # _____	Partial <input type="checkbox"/> Complete <input checked="" type="checkbox"/>
Acct #: <u>610-5-570-3331</u>	\$ <u>1,219.66</u>
Acct #: _____	\$ _____
Acct #: _____	\$ _____
Describe: <u>October S. Sycamore Big Tank</u>	
DPT DIR: _____	<u>78</u> <input checked="" type="checkbox"/> 10/7/2020
FINC DIR: <u>Charles [Signature]</u>	<input type="checkbox"/> 10/7/2020
CTY MNR: _____	<input type="checkbox"/> _____

Thank You For Your Business

A 1.5% PER MONTH FINANCE CHARGE MAY BE CHARGED FOR ALL PAST DUE INVOICES.



Correspondence Only:

UTILITY SERVICE CO., INC.
P. O. Box 1350
Perry, Georgia 31069
(478) 987-0303

BILL TO

CITY OF PALESTINE, TX
1620 WEST PALESTINE AVE
PALESTINE, TX 75801

INVOICE

Mail Payments to:

UTILITY SERVICE CO., INC.
P. O. Box 207362
DALLAS, TX 75320-7362
(478) 987-0303

SHIP TO

CITY OF PALESTINE, TX
2020 NORTH JACKSON
2020 NORTH JACKSON
750,000 GROUND STORAGE
NORTH JACKSON BIG GROUND TANK
PALESTINE, TX 75801

PLEASE INCLUDE THE INVOICE NUMBER ON PAYMENT

Customer Number: 37208

DUE UPON RECEIPT

<u>INV. #</u>	<u>INV DATE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>TAX</u>	<u>TOTAL</u>
518679	01-OCT-20	750,000 GST NORTH JACKSON BIG GROUND TANK- Monthly	\$1,255.16	\$0.00	\$1,255.16

**TOTAL DUE TO
UTILITY SERVICE CO., INC.**

\$1,255.16

PAYMENT AUTHORIZATION

PO # _____

Acct #: 610-5-570-3331 Partial ☐ Complete ☒

Acct #: _____ \$ 1,255.16

Acct #: _____ \$ _____

Describe: October N. Jackson Big Tank

DPT DIR: _____ ☒ 10/7/2020

FINC DIR: [Signature] ☐ 10/7/2020

CTY MNR: _____ ☐ _____

Thank You For Your Business

A 1.5% PER MONTH FINANCE CHARGE MAY BE CHARGED FOR ALL PAST DUE INVOICES.



Correspondence Only:

UTILITY SERVICE CO., INC.
P. O. Box 1350
Perry, Georgia 31069
(478) 987-0303

INVOICE

Mail Payments to:

UTILITY SERVICE CO., INC.
P. O. Box 207362
DALLAS, TX 75320-7362
(478) 987-0303

BILL TO

CITY OF PALESTINE, TX
1620 WEST PALESTINE AVE
PALESTINE, TX 75801

SHIP TO

CITY OF PALESTINE, TX
2020 NORTH JACKSON
2020 NORTH JACKSON
600,000 STANDPIPE
NORTH JACKSON SMALL TANK
PALESTINE, TX 75801

PLEASE INCLUDE THE INVOICE NUMBER ON PAYMENT

Customer Number: 37208

DUE UPON RECEIPT

INV. #	INV DATE	DESCRIPTION	AMOUNT	TAX	TOTAL
518680	01-OCT-20	550,000 STANDPIPE NORTH JACKSON SMALL TANK-Monthly	\$1,051.33	\$0.00	\$1,051.33

TOTAL DUE TO
UTILITY SERVICE CO., INC.

\$1,051.33

PAYMENT AUTHORIZATION

PO # _____

Acct #: 610-5-570-3331 Partial ☐ Complete ☒

Acct #: _____ \$ 1,051.33

Acct #: _____ \$ _____

Describe: October N. Jackson small Tank

DPT DIR: _____ ☒ 10/7/2020

FINC DIR: [Signature] ☐ 10/7/2020

CTY MNR: _____ ☐ _____

Thank You For Your Business

A 1.5% PER MONTH FINANCE CHARGE MAY BE CHARGED FOR ALL PAST DUE INVOICES.



Correspondence Only:

UTILITY SERVICE CO., INC.
P. O. Box 1350
Perry, Georgia 31069
(478) 987-0303

INVOICE

Mail Payments to:

UTILITY SERVICE CO., INC.
P. O. Box 207362
DALLAS, TX 75320-7362
(478) 987-0303

BILL TO

CITY OF PALESTINE, TX
1620 WEST PALESTINE AVE
PALESTINE, TX 75801

SHIP TO

CITY OF PALESTINE, TX
COUNTY ROAD 367 AND COUNTY ROAD 372
100,000 ELEVATED
ELEVATED FILTER WASH TANK
PALESTINE, TX 75801

PLEASE INCLUDE THE INVOICE NUMBER ON PAYMENT

Customer Number: 37208

DUE UPON RECEIPT

INV. #	INV DATE	DESCRIPTION	AMOUNT	TAX	TOTAL
518681	01-OCT-20	100,000 ELEVATED ELEVATED FILTER WASH TANK-Monthly	\$821.58	\$0.00	\$821.58

TOTAL DUE TO
UTILITY SERVICE CO., INC.

\$821.58

PAYMENT AUTHORIZATION	
PO # _____	Partial <input type="checkbox"/> Complete <input checked="" type="checkbox"/>
Acct #: <u>610-5-570-3331</u>	\$ <u>821.58</u>
Acct #: _____	\$ _____
Acct #: _____	\$ _____
Describe: <u>October Backwash Tank</u>	
DPT DIR: _____	<u>JS</u> <input checked="" type="checkbox"/> <u>10/7/2020</u>
FINC DIR: _____	<input type="checkbox"/> _____
CTY MNR: _____	<input type="checkbox"/> _____

Thank You For Your Business

A 1.5% PER MONTH FINANCE CHARGE MAY BE CHARGED FOR ALL PAST DUE INVOICES.



Correspondence Only:

UTILITY SERVICE CO., INC.
P. O. Box 1350
Perry, Georgia 31069
(478) 987-0303

INVOICE

Mail Payments to:

UTILITY SERVICE CO., INC.
P. O. Box 207362
DALLAS, TX 75320-7362
(478) 987-0303

BILL TO

CITY OF PALESTINE, TX
1620 WEST PALESTINE AVE
PALESTINE, TX 75801

SHIP TO

CITY OF PALESTINE, TX
COUNTY ROAD 367 AND COUNTY ROAD 372
1,000,000 GROUND STORAGE
STEEL CLEARWELL TANK
PALESTINE, TX 75801

PLEASE INCLUDE THE INVOICE NUMBER ON PAYMENT

Customer Number: 37208

DUE UPON RECEIPT

<u>INV. #</u>	<u>INV DATE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>TAX</u>	<u>TOTAL</u>
518682	01-OCT-20	1,000,000 GST STEEL CLEARWELL TANK-Monthly	\$2,319.66	\$0.00	\$2,319.66
TOTAL DUE TO UTILITY SERVICE CO., INC.					\$2,319.66

PAYMENT AUTHORIZATION	
PO # _____	Partial <input type="checkbox"/> Complete <input checked="" type="checkbox"/>
Acct #: <u>610-5-570-3331</u>	\$ <u>2,319.66</u>
Acct #: _____	\$ _____
Acct #: _____	\$ _____
Describe: <u>October steel clearwell</u>	
DPT DIR: _____	<u>75</u> <input checked="" type="checkbox"/> <u>10/7/2020</u>
FINC DIR: <u>[Signature]</u>	<input type="checkbox"/> <u>10/7/2020</u>
CTY MNR: _____	<input type="checkbox"/> _____

Thank You For Your Business

A 1.5% PER MONTH FINANCE CHARGE MAY BE CHARGED FOR ALL PAST DUE INVOICES.



Correspondence Only:

UTILITY SERVICE CO., INC.
P. O. Box 1350
Perry, Georgia 31069
(478) 987-0303

INVOICE

Mail Payments to:

UTILITY SERVICE CO., INC.
P. O. Box 207362
DALLAS, TX 75320-7362
(478) 987-0303

BILL TO

CITY OF PALESTINE, TX
1620 WEST PALESTINE AVE
PALESTINE, TX 75801

SHIP TO

CITY OF PALESTINE, TX
SOUTH SYCAMORE AND PERSHING
500,000 STANDPIPE
SOUTH SYCAMORE SMALL TANK
PALESTINE, TX 75801

PLEASE INCLUDE THE INVOICE NUMBER ON PAYMENT

Customer Number: 37208

DUE UPON RECEIPT

INV. #	INV DATE	DESCRIPTION	AMOUNT	TAX	TOTAL
518683	01-OCT-20	520,000 STANDPIPE SOUTH SYCAMORE SMALL TANK-Monthly	\$1,027.50	\$0.00	\$1,027.50

TOTAL DUE TO
UTILITY SERVICE CO., INC.

\$1,027.50

PAYMENT AUTHORIZATION	
PO # _____	Partial <input type="checkbox"/> Complete <input checked="" type="checkbox"/>
Acct #: <u>610-5570-3331</u>	\$ <u>1,027.50</u>
Acct #: _____	\$ _____
Acct #: _____	\$ _____
Describe: <u>October S. Sycamore Small Tank</u>	
DPT DIR: _____	<input checked="" type="checkbox"/> 10/7/2020
FINC DIR: <u>[Signature]</u>	<input type="checkbox"/> 10/7/2020
CTY MNR: _____	<input type="checkbox"/> _____

Thank You For Your Business

A 1.5% PER MONTH **FINANCE CHARGE** MAY BE CHARGED FOR ALL PAST DUE INVOICES.



Correspondence Only:

UTILITY SERVICE CO., INC.
P. O. Box 1350
Perry, Georgia 31069
(478) 987-0303

INVOICE

Mail Payments to:

UTILITY SERVICE CO., INC.
P. O. Box 207362
DALLAS, TX 75320-7362
(478) 987-0303

BILL TO

CITY OF PALESTINE, TX
1620 WEST PALESTINE AVE
PALESTINE, TX 75801

SHIP TO

CITY OF PALESTINE, TX
777 WILLOW CREEK PKWY
1,000,000 ELEVATED
WILLOW CREEK TANK
PALESTINE, TX 75801

PLEASE INCLUDE THE INVOICE NUMBER ON PAYMENT

Customer Number: 37208

DUE UPON RECEIPT

<u>INV. #</u>	<u>INV DATE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>TAX</u>	<u>TOTAL</u>
519293	01-OCT-20	1,000,000 ELEVATED WILLOW CREEK TANK-Annual	\$38,024.00	\$0.00	\$38,024.00
TOTAL DUE TO UTILITY SERVICE CO., INC.					\$38,024.00

PAYMENT AUTHORIZATION	
PO # _____	Partial <input type="checkbox"/> Complete <input checked="" type="checkbox"/>
Acct #: <u>610-5-570-3331</u>	\$ <u>38,024.00</u>
Acct #: _____	\$ _____
Acct #: _____	\$ _____
Describe: <u>Annual Willow Creek Tank</u>	
DPT DIR: _____	<input checked="" type="checkbox"/> <u>10/7/2020</u>
FINC DIR: _____	<input type="checkbox"/> <u>12/7/2020</u>
CTY MNR: <u>Wood Furniture</u>	<input type="checkbox"/> <u>10/8/20</u>

Thank You For Your Business

A 1.5% PER MONTH FINANCE CHARGE MAY BE CHARGED FOR ALL PAST DUE INVOICES.

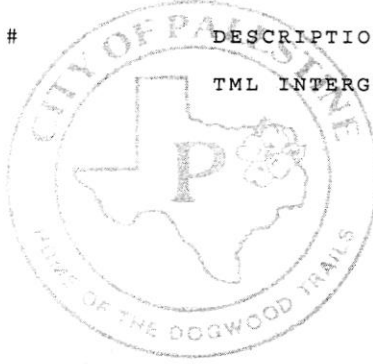
City of Palestine - 504 North Queen Street - Palestine TX 75801

196241

01-01143 ** TML INTERGOVERNMENTAL RISK POOL **

10/09/2020

DATE	I.D.	PO #	DESCRIPTION	AMOUNT
10/01/2020	5815	10/1/2020	TML INTERGOVERNMENTAL RISK POO	349,211.44
TML INSURANCE				



CHECK TOTAL 349,211.44

PLEASE DETACH STUB BEFORE DEPOSITING

THE FACE OF THIS DOCUMENT HAS A COLORED BACKGROUND ON WHITE PAPER



City Of Palestine
504 North Queen Street
Palestine, Texas 75801
General Operating Account

Prosperity Bank
1015 North Church Street
Palestine, Texas 75801
113122655

196241

DATE	AMOUNT
10/09/2020	\$**349,211.44
VOID AFTER 90 DAYS	

PAY ----- THREE HUNDRED FORTY NINE THOUSAND TWO HUNDRED ELEVEN & 44/100 DOLLARS -----

TO THE ORDER OF ** TML INTERGOVERNMENTAL RISK POOL **
TML INTERGOVERNMENTAL RISK POOL
PO BOX 388
SAN ANTONIO, TX 78292-0388

RUB RED IMAGE
FADERS WITH HEAT

Rosa Herrera
Cheryl Galt

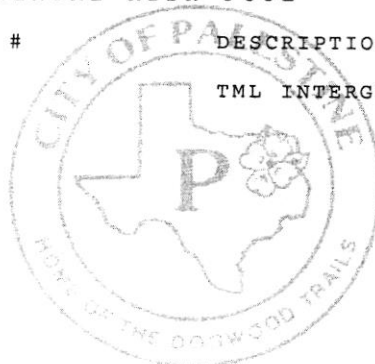
THE BACK OF THIS DOCUMENT CONTAINS CHECK SECURITY WATERMARK AND COIN REACTIVE INK

196241

01-01143 ** TML INTERGOVERNMENTAL RISK POOL **

10/09/2020

DATE	I.D.	PO #	DESCRIPTION	AMOUNT
10/01/2020	5815	10/1/2020	TML INTERGOVERNMENTAL RISK POO	349,211.44
TML INSURANCE				



** TML INTERGOVERNMENTAL RISK POOL **
TML INTERGOVERNMENTAL RISK POO
PO BOX 388
SAN ANTONIO, TX 78292-0388

CHECK TOTAL 349,211.44

BILLING STATEMENT
Questions? Please contact Carol Platt at
cplatt@tmlirp.org or extension 2415

Texas Municipal League
Intergovernmental Risk Pool
1821 Rutherford Lane, First Floor
Austin, Texas 78754
(512) 491-2300 • (800) 537-6655

OCT 05 2020

City of Palestine
Attn: Jim Mahoney
504 N Queen St
Palestine, Texas 75801-2733

Statement Date 10/01/2020
Due Date **DUE UPON RECEIPT**
Contract Number 5815

New Charges Detail

10/01/2020	Workers' Comp	\$140,797.00
10/01/2020	Aviation Liability	\$4,289.00
10/01/2020	Errors & Omissions Liability	\$16,076.00
10/01/2020	Sewage Backup	\$4,425.00
10/01/2020	Automobile Liability	\$31,721.00
10/01/2020	Auto Physical Damage	\$39,470.00
10/01/2020	Law Enforcement Liability	\$20,164.00
10/01/2020	General Liability	\$9,941.00
10/01/2020	Crime Coverage	\$2,135.00
10/01/2020	Real & Personal Property	\$88,952.00
10/01/2020	Mobile Equipment	\$8,305.00
Subtotal - Contribution Installment		\$366,275.00
10/01/2020	Workers' Comp	\$153.00
Subtotal - Contribution Changes		\$153.00
09/10/2020	Return of Equity - Liability	(\$2,043.00)
09/10/2020	Return of Equity - Workers' Comp	(\$7,845.00)
10/01/2020	Pre-Payment Discount - Sewage Backup	(\$88.50)
10/01/2020	Pre-Payment Discount - Aviation Liability	(\$85.78)
10/01/2020	Pre-Payment Discount - Mobile Equipment	(\$166.10)
10/01/2020	Pre-Payment Discount - Crime Coverage	(\$42.70)
10/01/2020	Pre-Payment Discount - Errors and Omissions Liability	(\$321.52)

Account Recap

Balance from Previous Statement:	\$0.00
Total Payments Received:	\$0.00
Total New Charges / (Credits):	\$349,211.44
Balance:	\$349,211.44

CONTINUED ON NEXT PAGE...

01143

PAYMENT AUTHORIZATION

Due Date: _____ Vendor # 04939

PO # _____ Partial ☐ Complete ☐

Acct #: 01-5-99-380 \$208,414.44

Acct #: 01-1-2015 \$140,797.00

Description: TML Insurance

DPT DIR: _____ D: _____

FINC DIR: _____ D: 10/7/2020

CTY MNR: _____ D: 10/7/2020

Texas Municipal League
Intergovernmental Risk Pool
1821 Rutherford Lane, First Floor
Austin, Texas 78754
(512) 491-2300 • (800) 537-6655

Statement Date	10/01/2020
Due Date	DUE UPON RECEIPT
Contract Number	5815

10/01/2020	Pre-Payment Discount - Automobile Liability	(634.42)
10/01/2020	Pre-Payment Discount - Real and Personal Property	(1,779.04)
10/01/2020	Pre-Payment Discount - Auto Physical Damage	(789.40)
10/01/2020	Pre-Payment Discount - Law Enforcement Liability	(403.28)
10/01/2020	Pre-Payment Discount - Workers' Comp	(2,819.00)
10/01/2020	Pre-Payment Discount - General Liability	(198.82)
Subtotal - Other Charges / (Credits)		(17,216.56)
Grand Total - New Charges / (Credits)		\$349,211.44

RETURN THIS PORTION WITH YOUR PAYMENT[illegible]

TML Intergovernmental Risk Pool
PO Box 388
San Antonio, TX 78292-0388

City of Palestine - 504 North Queen Street - Palestine TX 75801

196177

01-05042 ** ABILENE PLUMBING SUPPLY CO **

10/09/2020

DATE	I.D.	PO #	DESCRIPTION	AMOUNT
10/08/2020	S1231410.001	20-04076	WATERLINE REPLACEMENT PAR	71,302.30
09/28/2020	S1235511.001		ABILENE PLUMBING SUPPLY CO	1,398.60
	6 PALLETS OF CONCRETE			
09/30/2020	S1236668.001		ABILENE PLUMBING SUPPLY CO	375.00
	TAPPING SADDLE			
10/08/2020	S1237540.001	20-04073	TILE FACTORY WATERLINE	8,952.09

CHECK TOTAL 82,027.99

PLEASE DETACH STUB BEFORE DEPOSITING

THE FACE OF THIS DOCUMENT HAS A COLORED BACKGROUND ON WHITE PAPER



City Of Palestine
504 North Queen Street
Palestine, Texas 75801
General Operating Account

Prosperity Bank
1015 North Church Street
Palestine, Texas 75801
113122655

196177

DATE	AMOUNT
10/09/2020	\$ *** 82,027.99
VOID AFTER 90 DAYS	

PAY ---- EIGHTY TWO THOUSAND TWENTY SEVEN & 99/100 DOLLARS ----

TO THE ORDER OF ** ABILENE PLUMBING SUPPLY CO **
DBA APS CO INC
PO BOX 125
ABILENE, TX 79604

RUB RED INK
FADING WITH HEAT

Rosa Herrera
Cheryl Gentry

THE BACK OF THIS DOCUMENT CONTAINS CHECK SECURITY WATERMARK AND COIN REACTIVE INK

196177

01-05042 ** ABILENE PLUMBING SUPPLY CO **

10/09/2020

DATE	I.D.	PO #	DESCRIPTION	AMOUNT
10/08/2020	S1231410.001	20-04076	WATERLINE REPLACEMENT PAR	71,302.30
09/28/2020	S1235511.001		ABILENE PLUMBING SUPPLY CO	1,398.60
	6 PALLETS OF CONCRETE			
09/30/2020	S1236668.001		ABILENE PLUMBING SUPPLY CO	375.00
	TAPPING SADDLE			
10/08/2020	S1237540.001	20-04073	TILE FACTORY WATERLINE	8,952.09

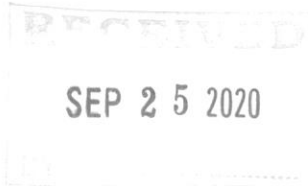
** ABILENE PLUMBING SUPPLY CO **
DBA APS CO INC
PO BOX 125
ABILENE, TX 79604

CHECK TOTAL 82,027.99



serving the plumbing and waterworks industries

APSCO KAUFMAN
3458 US 175
KAUFMAN, TX 75142
Phone 469.595.0243
Fax 325.672.0949



Invoice

INVOICE DATE	INVOICE NUMBER
09/28/2020	S1235511.001
REMIT TO: APSCO, INC. PO BOX 125 ABILENE, TX 79604	
PAGE NO. 1 of 1	

BILL TO:

CITY OF PALESTINE
504 N QUEEN STREET
PALESTINE, TX 75801

SHIP TO:

CITY OF PALESTINE
504 N QUEEN STREET
PALESTINE, TX 75801

CUSTOMER NUMBER		CUSTOMER PO NUMBER		JOB NAME / RELEASE NUMBER		SALESPERSON		
5456						CHRIS 403		
WRITER			SHIP VIA		TERMS		SHIP DATE	ORDER DATE
DANIEL 401			PICK UP		Net Due 30th		09/28/2020	09/21/2020
ORDER QTY	SHIP QTY	DESCRIPTION					UNIT PRICE	EXT PRICE
252ea	252ea	SC 80LB BAG SACK CRETE / CONCRETE MIX ***** 6 PALLETS <i>J, L 10-5-20</i>					5.550/ea	1398.60
<div><div>PAYMENT AUTHORIZATION</div><div>PO # _____ Partial <input type="checkbox"/> Complete <input checked="" type="checkbox"/></div><div>Acct #: <u>610-5-580-410</u> \$ <u>1398.60</u></div><div>Acct #: _____ \$ _____</div><div>Acct #: _____ \$ _____</div><div>Describe: <u>6 Pallets of concrete</u></div><div>DPT DIR: _____ <input checked="" type="checkbox"/>: <u>10/5/2020</u></div><div>FINC DIR: <u><i>[Signature]</i></u> <input type="checkbox"/>: <u>10/07/2020</u></div><div>CTY MNR: _____ <input type="checkbox"/>: _____</div></div>								

Invoice is due by 10/28/2020

Past Due invoices may be subject to 2% late charge.

Subtotal	1398.60
S&H Charges	0.00
Tax	0.00
Payments	0.00
Amount Due	1398.60



serving the plumbing and waterworks industries

APSCO KAUFMAN
3458 US 175
KAUFMAN, TX 75142
Phone 469.595.0243
Fax 325.672.0949

OCT 02 2020



Invoice

INVOICE DATE	INVOICE NUMBER
09/30/2020	S1236668.001
REMIT TO: APSCO, INC. PO BOX 125 ABILENE, TX 79604	PAGE NO. 1 of 1

BILL TO:

SHIP TO:

CITY OF PALESTINE
504 N QUEEN STREET
PALESTINE, TX 75801

CITY OF PALESTINE
504 N QUEEN STREET
PALESTINE, TX 75801

CUSTOMER NUMBER		CUSTOMER PO NUMBER		JOB NAME / RELEASE NUMBER		SALESPERSON		
5456						CHRIS 403		
WRITER			SHIP VIA		TERMS		SHIP DATE	ORDER DATE
RYAN 404			PICK UP		Net Due 30th		09/30/2020	09/29/2020
ORDER QTY	SHIP QTY	DESCRIPTION					UNIT PRICE	EXT PRICE
1ea	1ea	286-X168072 ROMAC 202N-16.80 X 2 IP, BODY ONLY OD RANGE 15.30-16.80 <i>JL 10-5-20</i>					375.000/ea	375.00
<div><div><div><div><div>PAYMENT AUTHORIZATION</div><div>PO # _____</div><div>Acct #: <u>610-5-571-4220</u></div><div>Acct #: _____</div><div>Acct #: _____</div><div>Describe: <u>Taping Saddle</u></div><div>DPT DIR: _____ <u>FS</u> <input checked="" type="checkbox"/> <u>10/5/2020</u></div><div>FINC DIR: _____ <input type="checkbox"/> _____</div><div>CTY MNR: _____ <input type="checkbox"/> _____</div></div><div><div>Partial <input type="checkbox"/> Complete <input checked="" type="checkbox"/></div><div>\$ <u>375.00</u></div><div>\$ _____</div><div>\$ _____</div></div></div></div></div>								

Invoice is due by 10/30/2020

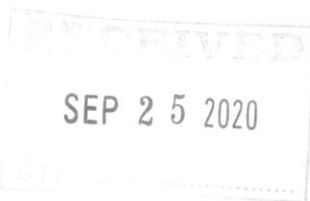
Past Due invoices may be subject to 2% late charge.

Subtotal	375.00
S&H Charges	0.00
Tax	0.00
Payments	0.00
Amount Due	375.00



serving the plumbing and waterworks industries

APSCO KAUFMAN
3458 US 175
KAUFMAN, TX 75142
Phone 469.595.0243
Fax 325.672.0949



Invoice

INVOICE DATE	INVOICE NUMBER
09/28/2020	S1231410.001
REMIT TO: APSCO, INC. PO BOX 125 ABILENE, TX 79604	PAGE NO. 1 of 2

BILL TO:

CITY OF PALESTINE
504 N QUEEN STREET
PALESTINE, TX 75801

SHIP TO:

CITY OF PALESTINE
504 N QUEEN STREET
PALESTINE, TX 75801

CUSTOMER NUMBER	CUSTOMER PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON	
5456	RFP 2020-011		CHRIS 403	
WRITER	SHIP VIA	TERMS	SHIP DATE	ORDER DATE
KEITH 406	PICK UP	Net Due 30th	09/28/2020	08/23/2020
ORDER QTY	SHIP QTY	DESCRIPTION	UNIT PRICE	EXT PRICE
11000ft	11000ft	6C900 6 X 20' PVC C900 GASKET PIPE DR18	3.990/ft	43890.00
5ea	5ea	A27804SILSTORZ 4' AVK HYDRANT SILVER WITH 5" STORZ	1823.469/ea	9117.35
6ea	6ea	6MJSWT 6 MJ X SWIVEL TEE	82.347/ea	494.08
11ea	11ea	A6MJ.MJGV AVK 6" MJ X MJ GATE VALVE	419.520/ea	4614.72
50ea	50ea	SLCE6 6" WEDGE RESTRAINT FOR PVC PIPE	31.940/ea	1597.00
50ea	50ea	6MBG 6 MECHANICAL JOINT BOLT AND GASKET SET LESS GLAND	0.000/ea	0.00
1ea	1ea	6MJ90 6" MECHANICAL JOINT 90	60.307/ea	60.31
14ea	14ea	6MJ45 6 MJ 45 IMPORT	84.694/ea	1185.71
1ea	1ea	DMB645 6.2MJIPPLUG 6 MJ PLUG WITH 2 IP TAP	38.938/ea	38.94
1ea	1ea	A6MJ.FLGGV AVK 6" MJ X FLG GATE VALVE 65-150-3X	443.220/ea	443.22
8ea	8ea	6.13SWAD 6 X 13 SOLID X SWIVEL ADAPTER	82.268/ea	658.14
1ea	1ea	6MJCAP 6 MJ CAP	24.605/ea	24.61
1ea	1ea	10MJCAP 10 MJ CAP	44.408/ea	44.41
1ea	1ea	SLCE10 10" WEDGE RESTRAINT FOR PVC PIPE	58.479/ea	58.48
1ea	1ea	10MBG 10 MJ BOLT AND GASKET KIT ***SPECIAL ORDER ITEM***	21.438/ea	21.44
12ea	12ea	6.1CC317 6" X 1" CC SMITH BLAIR 317 TAPPING SADDLE 317-00076009-000	61.620/ea	739.44

** Continued on Next Page **



Invoice

INVOICE DATE	INVOICE NUMBER	PAGE NO.
09/28/2020	S1231410.001	2 of 2

ORDER QTY	SHIP QTY	DESCRIPTION	UNIT PRICE	EXT PRICE
12ea	12ea	F1000-4GNL 1" CC X CTS G NUT CORP STOP	41.330/ea	495.96
1ea	1ea	1.100CTSBLK 1" X 100' ROLL CTS POLY DR-9 200 PSI	42.377/ea	42.38
50ea	50ea	1SDR9S 1 STAINLESS STIFFENER FOR SDR9 POLY	1.565/ea	78.24
10ea	10ea	A74642BG3/4 5/8 X 3/4 MR X CTS ANGLE STOP	41.339/ea	413.39
2ea	2ea	BA43-444WGNL 1" ANGLE VALVE CTS GJ/MTR NUT	108.166/ea	216.33
12ea	12ea	DFW1200.3.LID SOLID PLASTIC BLUE LID	6.250/ea	75.00
12ea	12ea	DFW1300BO DFW 1300 BOX ONLY 13"X 18"X 12"	9.492/ea	113.90
2ea	2ea	6TBC421 6 TWO BOLT COUPLING EXTENDED RANGE 6.56-7.60 OD	194.674/ea	389.35
1ea	1ea	2TBC421 2 TWO BOLT COUPLING EXTENDED RANGE 2.13-2.95 OD	90.469/ea	90.47
11000ea	11000ea	14G BLUE TRACER WIRE	0.090/ea	990.00
6ea	6ea	1GPPLUBE GALLON PVC PIPE LUBRICANT	10.029/ea	60.18
11ea	11ea	1562s 24-36 adj vavle box w/lid	45.440/ea	499.84
140lf	140lf	10.250BC 10" X .250 WALL STEEL BORE CASING ***SPECIAL ORDER ITEM***	18.000/ea	2520.00
20ea	20ea	14UG 14' UTILITY GATE ***SPECIAL ORDER ITEM***	116.471/ea	2329.41

Invoice is due by 10/28/2020

Past Due invoices may be subject to 2% late charge.

Subtotal	71302.30
S&H Charges	0.00
Tax	0.00
Payments	0.00
Amount Due	71302.30



City of Palestine
504 North Queen Street
Palestine TX 75801

PURCHASE ORDER

PO Number: 20-04076


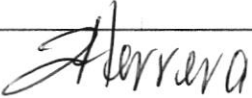

Date: 10/05/2020

Request #: 20-04131

Vendor #: 01-05042

ISSUED TO: ABILENE PLUMBING SUPPLY CO
DBA APS CO INC
PO BOX 125
ABILENE, TX 79604

SHIP TO: WATER PLANT CITY OF PALESTINE
800 ACR 3722
PALESTINE, TX 75801
PLANT OPERATOR

ITEM	UNITS	DESCRIPTION	G/L ACCOUNT	PROJ	PRICE	AMOUNT
1	0.00	WATERLINE REPLACEMENT PAR WATERLINE REPLACEMENT PARTS (AIRPORT WATERLINE) RFP 2020-011	690-5-110-7440.012		0.00	71,302.30
						
  10-7-20 City Manager					TOTAL	71,302.30

Purchasing Agent

Finance Director

1. Original invoice plus one copy must be sent to: City of Palestine, Accounts Payable Dept, 504 N Queen St, Palestine TX 75801-2733.
2. Payment may be expected within 30 days of receipt of goods, unless otherwise stated.
3. C.O.D. shipment will not be accepted.
4. Purchase Order numbers must appear on all shipping containers, packing slips and invoices. Failure to comply with the above request may delay payment.
5. All goods are to be shipped F.O.B. Destination unless otherwise stated.
6. All materials and services are subject to approval based on the description on the face of the purchase order or appendages thereof. Substitutions are not permitted without approval of the Requesting Department. Material not approved will be returned at no cost to the City.
7. All goods and equipment must meet or exceed all necessary city, state and federal standards and regulations.
8. Vendor or manufacturer bears risk of loss or damage until property received and/or installed.
9. Seller acknowledges that buyer is an equal opportunity employer. Seller will comply with all equal opportunity laws and regulations that are applicable to it as a supplier of the buyer.
10. The City is exempt from all federal excise and state tax - ID# 75-6000632

Purchasing Dept. (903) 731-8441 Fax (903) 731-8486

City of Palestine – Requisition

Date 10/1/2020	Requested By: Felipe Garcia	Exempt From Bidding: RFP 2020-011		APSCO Kaufman 3458 US 175 Kaufman, TX 75142					
Ship To 1620 W. Palestine Palestine, TX 75801		<input type="checkbox"/> Emergency <input type="checkbox"/> Sole Source <input type="checkbox"/> Interlocal Agreement <input type="checkbox"/> Other (explain below)							
Order to be Replaced By: Requestor <input checked="" type="checkbox"/> Purchasing Agent <input type="checkbox"/>									
Account Number 690-5-110-7440-012									
Description		Quantity/Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	
Waterline replacement Parts (Airport Waterline) RFP 2020-011		1	1	\$71,302.30					
Shipping Charges									
			Total	\$71,302.30	Total		Total		
Awardee: <u>APSCO</u>		Dept. Head Signature: <u>F. Garcia</u>		City Manager Signature: _____					

**CITY OF PALESTINE – PUBLIC WORKS
TABULATION
PARTS FOR WATER LINE REPLACEMENT
RFP 2020-011**

VENDOR	APSCO KAUFMAN 3458 US 175 KAUFMAN, TX 75142 PH: 469-595-0243 FAX: 325-672-0949	MILFORD – S. TEXAS 7607 W. INDUSTRIAL AVENUE MIDLAND, TX 79706 PH: 210-526- 6710	CORE AND MAIN 1907 KURTH DRIVE LUFKIN, TX 75904	JOHNSON LAB & SUPPLY INC 415 N. TENNESSEE ST. PALESTINE, TX 75801 PH: 903-729- 3111	UNDERGROUND UTILITY SUPPLY 6501 HWY 271 TYLER, TX 75708 PH: 903-787-8840	BID AWARDED
PARTS DESCRIPTION	SEE ATTACHED LIST OF PARTS	SEE ATTACHED LIST OF PARTS	SEE ATTACHED LIST OF PARTS	SEE ATTACHED LIST OF PARTS	SEE ATTACHED LIST OF PARTS	
BID PROPOSAL AMOUNT	\$71,302.30	\$86,808.81	\$74,621.49	\$71,057.38 VENDOR DISQUALIFIED DUE TO INCOMPLETE BID	\$77,878.81 VENDOR DISQUALIFIED DUE TO INCOMPLETE BID	APSCO KAUFMAN \$71,302.30



APSCO KAUFMAN
3458 US 175
KAUFMAN, TX 75142
409 595 0243
Fax 325 672 0949

QUOTE TO

CITY OF PALESTINE
504 N QUEEN STREET
PALESTINE, TX 75801



Quotation

EXPIRATION DATE	QUOTE NUMBER
08/22/2020	S1231410
APSCO KAUFMAN 3458 US 175 KAUFMAN, TX 75142 409 595 0243 Fax 325 672 0949	
PAGE NO.	
1 of 2	

SHIP TO

CITY OF PALESTINE
504 N QUEEN STREET
PALESTINE, TX 75801

CUSTOMER NUMBER	CUSTOMER PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON	
5456	RFP 2020-011		CHRIS 403	
WRITER	SHIP VIA	TERMS	SHIP DATE	FREIGHT ALLOWED
DANIEL 401	PICK UP	Net Due 30th	08/23/2020	No
ORDER QTY	DESCRIPTION	UNIT PRICE	EXT PRICE	
11000ft	6C900 6 X 20' PVC C900 GASKET PIPE DR18	3.990/ft	43890.00	
5ea	A27804SILSTORZ 4' AVK HYDRANT SILVER WITH 5" STORZ	1823.469/ea	9117.35	
6ea	6MJSWT 6 MJ X SWIVEL TEE	82.347/ea	494.08	
11ea	A6MJ.MJGV AVK 6" MJ X MJ GATE VALVE	419.520/ea	4614.72	
50ea	114260 TY 6" MJ TUFGRIP PACK FOR PVC PIPE W/ ACCESSORIES N71-6696	31.194/ea	1559.70	
1ea	6MJ90 6" MECHANICAL JOINT 90	60.307/ea	60.31	
14ea	6MJ45 6 MJ 45 DMB645	84.694/ea	1185.71	
1ea	6 2MJIPPLUG 6 MJ PLUG WITH 2 IP TAP	38.938/ea	38.94	
1ea	A6MJ FLGGV AVK 6" MJ X FLG GATE VALVE 65-150-3X	435.513/ea	435.51	
8ea	6 13SWAD 6 X 13 SOLID X SWIVEL ADAPTER	82.268/ea	658.14	
1ea	6MJCAP 6 MJ CAP	24.605/ea	24.61	
1ea	10MJCAP 10 MJ CAP	44.408/ea	44.41	
1ea	SLCE10 10" WEDGE RESTRAINT FOR PVC PIPE	58.479/ea	58.48	
1ea	10MBG 10 MJ BOLT AND GASKET KIT ***SPECIAL ORDER ITEM***	21.438/ea	21.44	
12ea	6 1CC317 6" X 1" CC SMITH BLAIR 317 TAPPING SADDLE 317-00076009-000	61.619/ea	739.43	
12ea	A4701G1 1" CC X CTS CORP STOP	45.077/ea	540.92	
1ea	1 100CTSBK 1" X 100' ROLL CTS POLY DR-9 200 PSI	42.377/ea	42.38	
50ea	1SDR9S 1 STAINLESS STIFFENER FOR SDR9 POLY	1.565/ea	78.24	
10ea	A74642BG3/4 5/8 X 3/4 MR X CTS ANGLE STOP	41.339/ea	413.39	
2ea	BA43-444WGNL 1" ANGLE VALVE CTS GJ/MTR NUT	108.166/ea	216.33	

** Continued on Next Page *

Subtotal
S&H Charges
Estimated Tax

Amount Due



APSCO KAUFMAN
3453 US 175
KAUFMAN, TX 75142
469 595 0243
Fax 325 672 0949



Quotation

EXPIRATION DATE	QUOTE NUMBER
08/22/2020	S1231410
APSCO KAUFMAN 3453 US 175 KAUFMAN, TX 75142 469 595 0243 Fax 325 672 0949	PAGE NO
	2 of 2

QUOTE TO

SHIP TO

CITY OF PALESTINE
504 N QUEEN STREET
PALESTINE, TX 75801

CITY OF PALESTINE
504 N QUEEN STREET
PALESTINE, TX 75801

CUSTOMER NUMBER	CUSTOMER PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON		
5456	RFP 2020-011		CHRIS 403		
WRITER		SHIP VIA	TERMS	SHIP DATE	FREIGHT ALLOWED
DANIEL 401		PICK UP	Net Due 30th	08/23/2020	No
ORDER QTY	DESCRIPTION		UNIT PRICE	EXT PRICE	
12ea	DFW1200.3.LID SOLID PLASTIC BLUE LID		6.250/ea	75.00	
12ea	DFW1300BO DFW 1300 BOX ONLY 13"X 18"X 12"		9.492/ea	113.90	
2ea	6TBC421 6 TWO BOLT COUPLING EXTENDED RANGE 6.56-7.60 OD		194.674/ea	389.35	
1ea	2TBC421 2 TWO BOLT COUPLING EXTENDED RANGE 2 13-2.95 OD		90.469/ea	90.47	
11000ea	14G BLUE TRACER WIRE		0.090/ea	990.00	
6ea	1GPPLUBE GALLON PVC PIPE LUBRICANT		10.029/ea	60.18	
11ea	562-S STANDARD ADJUSTABLE CAST IRON VALVE BOX ONLY		35.446/ea	389.90	
11ea	ADJVBLID 5-1/4 ADJUSTABLE VALVE BOX LID WATER		10.000/ea	110.00	
140lf	10.250BC 10" X .250 WALL STEEL BORE CASING ***SPECIAL ORDER ITEM***		18.000/ea	2520.00	
20ea	14UG 14' UTILITY GATE ***SPECIAL ORDER ITEM***		116.471/ea	2329.41	
			Subtotal	71302.30	
			S&H Charges	0.00	
			Estimated Tax	0.00	
			Amount Due	71302.30	



serving the plumbing and waterworks industries

APSCO KAUFMAN
3458 US 175
KAUFMAN, TX 75142
Phone 469.595.0243
Fax 325.672.0949



Invoice

INVOICE DATE	INVOICE NUMBER
10/07/2020	S1237540.001
REMIT TO: APSCO, INC. PO BOX 125 ABILENE, TX 79604	PAGE NO.
	1 of 1

BILL TO:

CITY OF PALESTINE
504 N QUEEN STREET
PALESTINE, TX 75801

SHIP TO:

CITY OF PALESTINE
504 N QUEEN STREET
PALESTINE, TX 75801

OCT 08 2020

CUSTOMER NUMBER	CUSTOMER PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON	
5456			CHRIS 403	
WRITER	SHIP VIA	TERMS	SHIP DATE	ORDER DATE
DANIEL 401	PICK UP	Net Due 30th	10/07/2020	10/05/2020
ORDER QTY	SHIP QTY	DESCRIPTION	UNIT PRICE	EXT PRICE
500ft	500ft	8C900 8 X 20' PVC C900 DR18 GASKET PIPE	7.830/ft	3915.00
20ft	20ft	3GE 3 X 20' GASKET / BELL END PVC PIPE SDR21	1.010/ea	20.20
1ea	1ea	2.100CTSBLK 2" X 100' ROLL DR 9 CTS POLY 200PSI	184.720/ea	184.72
2ea	2ea	8.6MJSWT 8 X 6 MJ X SWIVEL TEE	120.360/ea	240.72
2ea	2ea	A8MJ.MJGV AVK 8" MJ X MJ GATE VALVE 65-200-0X	788.500/ea	1577.00
3ea	3ea	A6MJ.MJGV AVK 6" MJ X MJ GATE VALVE	479.800/ea	1439.40
1ea	1ea	6.3MJRED 6 X 3 MJ REDUCER	41.480/ea	41.48
4ea	4ea	UFR1500-ZA-3I	33.240/ea	132.96
		3" FORD RESTRAINT KIT WITH SO EASY GASKET FOR WIDE RANGE		
20ea	20ea	SLCE8 WEDGE RESTRAINT FOR PVC PIPE	41.960/ea	839.20
20ea	20ea	8MBG 8 MECHANICAL JOINT BOLT AND GASKET SET LESS GLAND	16.190/ea	323.80
1ea	1ea	8.2MJPCAP 8 MJ CAP WITH 2IP TAP	72.920/ea	72.92
1000ea	1000ea	14G BLUE TRACER WIRE	0.100/ea	100.00
1ea	1ea	GLP1 1 GALLON BLUE LUBE	20.190/ea	20.19
2ea	2ea	3ZF ZF2C3 3" DI ZIP FLANGE ZF2-C3	22.250/ea	44.50

Invoice is due by 11/06/2020

Past Due invoices may be subject to 2% late charge.

Subtotal	8952.09
S&H Charges	0.00
Tax	0.00
Payments	0.00
Amount Due	8952.09



City of Palestine
504 North Queen Street
Palestine TX 75801

PURCHASE ORDER

PO Number: 20-04073


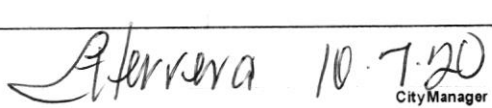

Date: 10/05/2020

Request #: 20-04137

Vendor #: 01-05042

ISSUED TO: ABILENE PLUMBING SUPPLY CO
DBA APS CO INC
PO BOX 125
ABILENE, TX 79604

SHIP TO: WATER PLANT CITY OF PALESTINE
800 ACR 3722
PALESTINE, TX 75801
PLANT OPERATOR

ITEM	UNITS	DESCRIPTION	G/L ACCOUNT	PROJ	PRICE	AMOUNT
1	0.00	TILE FACTORY WATERLINE WATERLINE REPLACEMENT FOR TILE FACTORY PARTS ONLY	690-5-110-7440.012		0.00	8,952.09
						
 A. Herrera 10-7-20 City Manager						
 Finance Director						
TOTAL						8,952.09

Purchasing Agent

1. Original invoice plus one copy must be sent to: City of Palestine, Accounts Payable Dept, 504 N Queen St, Palestine TX 75801-2733.
2. Payment may be expected within 30 days of receipt of goods, unless otherwise stated.
3. C.O.D. shipment will not be accepted.
4. Purchase Order numbers must appear on all shipping containers, packing slips and invoices. Failure to comply with the above request may delay payment.
5. All goods are to be shipped F.O.B. Destination unless otherwise stated.
6. All materials and services are subject to approval based on the description on the face of the purchase order or appendages thereof. Substitutions are not permitted without approval of the Requesting Department. Material not approved will be returned at no cost to the City.
7. All goods and equipment must meet or exceed all necessary city, state and federal standards and regulations.
8. Vendor or manufacturer bears risk of loss or damage until property received and/or installed.
9. Seller acknowledges that buyer is an equal opportunity employer. Seller will comply with all equal opportunity laws and regulations that are applicable to it as a supplier of the buyer.
10. The City is exempt from all federal excise and state tax - ID# 75-600632

Purchasing Dept. (903) 731-8441 Fax (903) 731-8486

City of Palestine – Requisition

Date 10-5-2020	Requested By: Jason Shelton	Exempt From Bidding:	APSCO Kaufman Tx	Core and Main 1907 Kurth Dr. Lufkin Tx	Johnson Lab 415 N. Tennessee Palestine Tx.			
Ship To 1620 W Palestine Ave.		<input type="checkbox"/> Emergency <input type="checkbox"/> Sole Source <input type="checkbox"/> Interlocal Agreement <input type="checkbox"/> Other (explain below)						
Order to be Replaced By: Requestor <input checked="" type="checkbox"/> Purchasing Agent <input type="checkbox"/>								
Account Number 690-5-110-7440								
Description		Quantity/Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
Water line replacement for Tile Factory				8952.09		7562.67		9031.10
Shipping Charges								
			Total	8952.09	Total	7562.67	Total	9031.10
Awardee: APSCO Dept. Head Signature: <u><i>F. Garcia</i></u> City Manager Signature: <u><i>Maria Herrera</i></u> <div style="text-align: right;">10/3/20</div>								



APSCO KAUFMAN
3458 US 175
KAUFMAN, TX 75142
469.595.0243
Fax 325.672.0949



Quotation

EXPIRATION DATE	QUOTE NUMBER
11/04/2020	S1237540
APSCO KAUFMAN 3458 US 175 KAUFMAN, TX 75142 469.595.0243 Fax 325.672.0949	PAGE NO.
	1 of 1

QUOTE TO:

SHIP TO:

CITY OF PALESTINE
504 N QUEEN STREET
PALESTINE, TX 75801

CITY OF PALESTINE
504 N QUEEN STREET
PALESTINE, TX 75801

CUSTOMER NUMBER	CUSTOMER PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON		
5456			CHRIS 403		
WRITER		SHIP VIA	TERMS	SHIP DATE	FREIGHT ALLOWED
DANIEL 401		PICK UP	Net Due 30th	10/05/2020	No
ORDER QTY	DESCRIPTION		UNIT PRICE	EXT PRICE	
500ft	8C900 8 X 20' PVC C900 DR18 GASKET PIPE		7.830/ft	3915.00	
20ft	3GE 3 X 20' GASKET / BELL END PVC PIPE SDR21		1.010/ea	20.20	
1ea	2.100CTSBK 2" X 100' ROLL DR 9 CTS POLY 200PSI		184.720/ea	184.72	
2ea	8.6MJSWT 8 X 6 MJ X SWIVEL TEE		120.360/ea	240.72	
2ea	A8MJ.MJGV AVK 8" MJ X MJ GATE VALVE 65-200-0X		788.500/ea	1577.00	
3ea	A6MJ.MJGV AVK 6" MJ X MJ GATE VALVE		479.800/ea	1439.40	
1ea	6.3MJRED 6 X 3 MJ REDUCER		41.480/ea	41.48	
4ea	UFR1500-ZA-3I		33.240/ea	132.96	
	3" FORD RESTRAINT KIT WITH SO EASY GASKET FOR WIDE RANGE				
20ea	SLCE8 WEDGE RESTRAINT FOR PVC PIPE		41.960/ea	839.20	
20ea	8MBG 8 MECHANICAL JOINT BOLT AND GASKET SET LESS GLAND		16.190/ea	323.80	
1ea	8.2MJIPCAP 8 MJ CAP WITH 2IP TAP		72.920/ea	72.92	
1000ea	14G BLUE TRACER WIRE		0.100/ea	100.00	
1ea	GLP1 1 GALLON BLUE LUBE		20.190/ea	20.19	
2ea	3ZF ZF2C3 3" DI ZIP FLANGE ZF2-C3		22.250/ea	44.50	
			Subtotal	8952.09	
			S&H Charges	0.00	
			Estimated Tax	0.00	
			Amount Due	8952.09	



Bid Proposal for CITY OF PALESTINE (10/05/20)

CITY OF PALESTINE

Bid Date: 10/31/2020 11:30 a.m.

Core & Main 1515689

Core & Main

1907 Kurth Dr

Lufkin, TX 75904

Phone: 936-639-2341

Fax: 936-632-7834

Seq#	Qty	Description	Units	Price	Ext Price
10	500	8 C900 DR18 PVC PIPE (G) 20' PC235	FT	6.47	3,235.00
20	20	3 PVC SDR21 PR200 PIPE (G)	FT	0.94	18.80
30	100	2X100' CTS PE TUBING 200PSI PE3408 NSF SDR-9 D2737	FT	0.96	96.00
40	2	8X6 MJ ANCH TEE C153 IMP	EA	99.33	198.66
50	2	8 AFC 2508MM MJ RW GV OL L/ACC DI BODY	EA	715.15	1,430.30
60	3	6 AFC 2506MM MJ RW GV OL L/ACC DI BODY	EA	452.84	1,358.52
70	1	6X3 MJ RED C153 IMP	EA	37.73	37.73
80	4	3 PVC 4003PT STARGRIP RESTRAIN W/ACC F/IPS PIPE - PVC PKT4003	EA	22.31	89.24
90	20	8 PVC 4008P STARGRIP RESTRAINT W/ACC C900-PVCPK4008	EA	40.51	810.20
100	1	8X2 MJ TAPT PLUG C153 IMP	EA	49.52	49.52
110	1	8X13 MJ ANCH CPLG C153 IMP	EA	100.22	100.22
120	1000	14GA COPPER WIRE (FT) STRANDED	FT	0.10	100.00
130	1	LUBE 1 GAL F/WTR/SWR PIPE	EA	0.00	0.00
140	2	3 E-Z FLANGE ADAPTER 1003 WITH MJ GASKET ()	EA	19.24	38.48
Sub Total					7,562.67
Tax					0.00
Total					7,562.67

Branch Terms:

UNLESS OTHERWISE SPECIFIED HEREIN, PRICES QUOTED ARE VALID IF ACCEPTED BY CUSTOMER AND PRODUCTS ARE RELEASED BY CUSTOMER FOR MANUFACTURE WITHIN THIRTY (30) CALENDAR DAYS FROM THE DATE OF THIS QUOTATION. CORE & MAIN LP RESERVES THE RIGHT TO INCREASE PRICES UPON THIRTY (30) CALENDAR DAYS' NOTICE TO ADDRESS FACTORS, INCLUDING BUT NOT LIMITED TO, GOVERNMENT REGULATIONS, TARIFFS, TRANSPORTATION, FUEL AND RAW MATERIAL COSTS. DELIVERY WILL COMMENCE BASED UPON MANUFACTURER LEAD TIMES. ANY MATERIAL DELIVERIES DELAYED BEYOND MANUFACTURER LEAD TIMES MAY BE SUBJECT TO PRICE INCREASES AND/OR APPLICABLE STORAGE FEES. THIS BID PROPOSAL IS CONTINGENT UPON BUYER'S ACCEPTANCE OF SELLER'S TERMS AND CONDITIONS OF SALE, AS MODIFIED FROM TIME TO TIME, WHICH CAN BE FOUND AT: <https://coreandmain.com/TandC/>



Johnson Lab & Supply Inc.

415 N. Tennessee St.
Palestine, TX 75801
Phone: 903-729-3111
Fax: 903-729-3355

INVOICE

Invoice No.: **235159-000**
Date: **10/05/2020**
Page: **1**

Sold To:

PALESTINE, CITY OF
504 NORTH QUEEN STREET
ATT: FINANCE DEPT. ACCOUNTS PAYABLE
PALESTINE, TX 75801

Ship To:

PALESTINE, CITY OF
201 E. CORONACA
PALESTINE, TX 75801

P.O. No.: **tile factory rd**

Terms	Order No./Rel.	Customer No.	SalesRep	Ship Via	Req. Date	Reference
NET/30 DAYS	235159-000	116680	MIKE	CUST PU	10/05/2020	

Product No./Description	Ordered	Shipped	Unit Of Measure	Unit Price	Unit Discount	Extension
PR1808 8 CL 150 C 900 PVC PIPE	500	500	FEET	8.72		4,360.00
PR2003 3 CL 200 R/R PVC PIPE	20	20	FEET	.99		19.80
PE29C 2 BLACK PE SDR-9 200PSI CTS POLY PIPE	100	100	FEET	1.89		189.00
*MJCSH0806 8 X 6 MJ X SWIVEL TEE	2	2	EACH	117.22		234.44
V157108 8" MJ RW GATE VALVE LESS ACC PACKS	2	2	EACH	706.02		1,412.04
V157106 6" MJ RW GATE VALVE LESS ACC PACKS	3	3	EACH	450.10		1,350.30
DMT0603 6 X 3 MJ DI TEE LESS ACC. PACKS	1	1	EACH	62.59		62.59
UFR1500RZA3 3" 1500 RAPID INSTALL RESTRAIN GLAND PACK W/ SOEZ	4	4	EACH	28.50		114.00

Product No./Description	Ordered	Shipped	Unit Of Measure	Unit Price	Unit Discount	Extension
UFR1500ZA8 8 CIRCLE-LOCK RETAINER GLAND W/ACC. FOR C900 PI	20	20	EACH	48.40		968.00
* MJCTP08 8 X 2 TAP PLUG	1	1	EACH	59.85		59.85
* MJCSA08 8" SWIVEL ADAPTER	1	1	EACH	121.08		121.08
1430BHS500 COPPERHEAD 14 GAUGE, BLUE 30MIL HDPE, TRACER WIRE	1000	1000	EACH	.08		80.00
02012 GALLON PIPE LUBE	1	1	EACH	.00		0.00
* ZF2-S3 3" ZIP FLANGES	2	2	EACH	30.00		60.00
Sub Total:						9,031.10
Total:						\$ 9,031.10

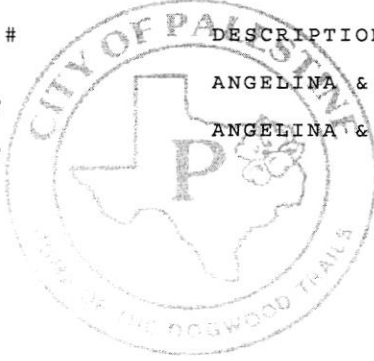
City of Palestine - 504 North Queen Street - Palestine TX 75801

196221

01-00835 ** ANGELINA & NECHES RIVER AUTHORITY **

10/09/2020

DATE	I.D.	PO #	DESCRIPTION	AMOUNT
09/30/2020	PAL20-0901		ANGELINA & NECHES RIVER AUTHOR	16,810.83
	INTERLOCAL AGREEMENT/CONTRACT			
10/01/2020	PAL20-1001		ANGELINA & NECHES RIVER AUTHOR	16,810.83
	INTERLOCAL AGREEMENT/CONTRACT			



CHECK TOTAL 33,621.66

PLEASE DETACH STUB BEFORE DEPOSITING

THE FACE OF THIS DOCUMENT HAS A COLORED BACKGROUND ON WHITE PAPER



City Of Palestine
504 North Queen Street
Palestine, Texas 75801
General Operating Account

Prosperity Bank
1015 North Church Street
Palestine, Texas 75801
113122655

196221

DATE	AMOUNT
10/09/2020	\$ *** 33,621.66

VOID AFTER 90 DAYS

PAY ---- THIRTY THREE THOUSAND SIX HUNDRED TWENTY ONE & 66/100 DOLLARS ----

TO THE ORDER OF ** ANGELINA & NECHES RIVER AUTHORITY **
dba NECHES COMPOST FACILITY
2901 N JOHN REDDIT DR
LUFKIN, TX 75904

RUB RED IMAGE
FADDES WITH HEAT

Rosa Herrera
[Signature]

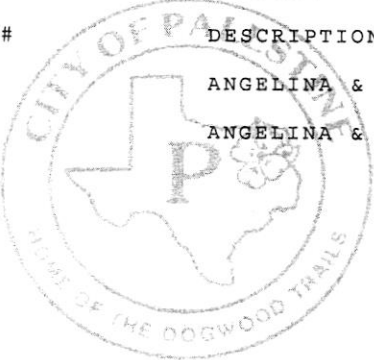
THE BACK OF THIS DOCUMENT CONTAINS CHECK SECURITY WATERMARK AND COIN REACTIVE INK

196221

01-00835 ** ANGELINA & NECHES RIVER AUTHORITY **

10/09/2020

DATE	I.D.	PO #	DESCRIPTION	AMOUNT
09/30/2020	PAL20-0901		ANGELINA & NECHES RIVER AUTHOR	16,810.83
	INTERLOCAL AGREEMENT/CONTRACT			
10/01/2020	PAL20-1001		ANGELINA & NECHES RIVER AUTHOR	16,810.83
	INTERLOCAL AGREEMENT/CONTRACT			



** ANGELINA & NECHES RIVER AUTHORITY **
dba NECHES COMPOST FACILITY
2901 N JOHN REDDIT DR
LUFKIN, TX 75904

CHECK TOTAL 33,621.66



ANGELINA & NECHES RIVER AUTHORITY

Angelina & Neches River Authority

2901 N John Redditt Dr

Lufkin, TX 75904

www.anra.org

Invoice

Invoice #	PAL20-0901
Account #	003-1025
Invoice Date	9/30/2020
Due Date	10/30/2020
Service Period	Sept 2020
P.O. No.	

Palestine, City of
Attn: Felipe Garcia
1620 W Palestine Ave
Palestine Tx 75801



Quantity	Description	Unit Price	Extended Price
1	Interlocal Agreement - Waste Collection and Resource Recovery	16,810.83	16,810.83
<div style="text-align: right; margin-right: 100px;">00835</div> <div style="border: 1px solid black; padding: 10px; margin: 10px auto; width: 80%;"> <p style="text-align: center;">PAYMENT AUTHORIZATION</p> <p>PO # _____ Partial <input checked="" type="checkbox"/> Complete <input type="checkbox"/></p> <p>Acct #: <u>610-5581-3065</u> \$ <u>16,810.83</u></p> <p>Acct #: _____ \$ _____</p> <p>Acct #: _____ \$ _____</p> <p>Describe: <u>Interlocal Agreement/Contract</u></p> <p>DPT DIR: _____ <input checked="" type="checkbox"/> 10/5/2020</p> <p>FINC DIR: _____ <input type="checkbox"/> 10/3/2020</p> <p>CTY MNR: <u>ANRA</u> <input type="checkbox"/> 10/7/20</p> </div>			
		Total	\$16,810.83
		Payments/Credits	\$0.00
		Balance Due	\$16,810.83

A late payment penalty of 1.5%, not to exceed 18% APY, shall be assessed to each unpaid invoice after its due date.
For additional information, please contact ANRA at 936-632-7795, or accounting@anra.org



ANGELINA & NECHES RIVER AUTHORITY

Angelina & Neches River Authority

2901 N John Redditt Dr

Lufkin, TX 75904

www.anra.org

Invoice

Invoice #	PAL20-1001
Account #	003-1025
Invoice Date	10/1/2020
Due Date	10/31/2020
Service Period	Oct 2020
P.O. No.	

Palestine, City of
Attn: Felipe Garcia
1620 W Palestine Ave
Palestine Tx 75801



Quantity	Description	Unit Price	Extended Price
1	Interlocal Agreement - Waste Collection and Resource Recovery	16,810.83	16,810.83
<div style="text-align: right;">00835</div> <div style="border: 1px solid black; padding: 5px;"> <p align="center">PAYMENT AUTHORIZATION</p> <p>PO # _____ Partial <input checked="" type="checkbox"/> Complete <input type="checkbox"/></p> <p>Acct #: <u>610-5581-3065</u> \$ <u>16,810.83</u></p> <p>Acct #: _____ \$ _____</p> <p>Acct #: _____ \$ _____</p> <p>Describe: <u>Interlocal Agreement / Contract</u></p> <p>DPT DIR: _____ <input checked="" type="checkbox"/> 10/5/2020</p> <p>FINC DIR: _____ <input type="checkbox"/> 10/7/2020</p> <p>CTY MNR: <u>PALESTINE</u> <input type="checkbox"/> 10/7/20</p> </div>			
		Total	\$16,810.83
		Payments/Credits	\$0.00
		Balance Due	\$16,810.83

A late payment penalty of 1.5%, not to exceed 18% APY, shall be assessed to each unpaid invoice after its due date.
For additional information, please contact ANRA at 936-632-7795, or accounting@anra.org

City of Palestine - 504 North Queen Street - Palestine TX 75801

196187

01-01474 ** COOK SAW SHOP, INC. **

10/09/2020

DATE	I.D.	PO #	DESCRIPTION	AMOUNT
10/08/2020	146230	20-04070	GRASSHOPPER MODEL400D	15,551.05
10/08/2020	146231	20-04072	GRASSHOPPER MODEL 400D	15,551.05



CHECK TOTAL 31,102.10

PLEASE DETACH STUB BEFORE DEPOSITING

THE FACE OF THIS DOCUMENT HAS A COLORED BACKGROUND ON WHITE PAPER



City Of Palestine
504 North Queen Street
Palestine, Texas 75801
General Operating Account

Prosperity Bank
1015 North Church Street
Palestine, Texas 75801
113122655

196187

DATE	AMOUNT
10/09/2020	\$***31,102.10

VOID AFTER 90 DAYS

PAY ---- THIRTY ONE THOUSAND ONE HUNDRED TWO & 10/100 DOLLARS ----

TO THE ORDER OF ** COOK SAW SHOP, INC. **
2558 TED TROUT DRIVE
LUFKIN, TX 75904

RUB RED IMAGE
FADES WITH HEAT

Rina Herrera
Andy Galt

THE BACK OF THIS DOCUMENT CONTAINS CHECK SECURITY WATERMARK AND COIN REACTIVE INK

196187

01-01474 ** COOK SAW SHOP, INC. **

10/09/2020

DATE	I.D.	PO #	DESCRIPTION	AMOUNT
10/08/2020	146230	20-04070	GRASSHOPPER MODEL400D	15,551.05
10/08/2020	146231	20-04072	GRASSHOPPER MODEL 400D	15,551.05



** COOK SAW SHOP, INC. **
2558 TED TROUT DRIVE
LUFKIN, TX 75904

CHECK TOTAL 31,102.10

Printed: 10/1/2020 10:39:15 AM
Store: 1

Sales Receipt #146230

9/29/2020
Cashier:
Page 1

COOK SAW SHOP INC.
2558 TED TROUT DR.
LUFKIN, TX 75904
PHONE: 936-637-3056
FAX: 936-637-3152

Bill To: CITY OF PALESTINE
CITY OF PALESTINE
504 N QUEEN
PALESTINE, TX 75801

Qty	Item Name	Item Description	Serial #	Orig Price	Ext Price	Disc %
1	GH533551	ROPS FOLD IN LIEU FIXED		\$140.00	\$112.00	20%
1	GH533507	FRONT TWILL WHEEL		\$240.00	\$179.80	25.08%
1	GH533542	DR TIRE-TWHEEL IN LIEU		\$1,082.00	\$865.75	19.99%
1	GHQ400D-72R	400D 1.3L DIESEL WITH 72 REAR DISCHARGE	7112219	\$19,455.00	\$14,393.50	26.02%

Previous Account Balance: \$0.00
Account Balance: \$15,551.0

Subtotal\$15,551.05
Exempt 0 % Tax: + \$0.00
RECEIPT TOTAL\$15,551.05

P.O. # 20-04070 WATER PLANT

Account: \$15,551.05

Signature _____

A 3% charge will be applied to all invoices 30 days past due. Thanks for shopping with us!

PAYMENT AUTHORIZATION	
PO # <u>20-04070</u>	Partial <input type="checkbox"/> Complete <input checked="" type="checkbox"/>
Acct #: <u>610-5570-4120</u>	\$ <u>15,551.05</u>
Acct #:	\$
Acct #:	\$
Describe: <u>Mower for WTP</u>	
DPT DIR: <u>TS</u>	<input checked="" type="checkbox"/> 10/5/2020
FINC DIR:	<input type="checkbox"/>
CTY MNR:	<input type="checkbox"/>



City of Palestine
504 North Queen Street
Palestine TX 75801

PURCHASE ORDER

PO Number: 20-04070


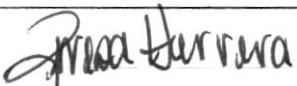

Date: 09/29/2020

Request #: 20-04128

Vendor #: 01-01474

ISSUED TO: COOK SAW SHOP, INC.
2558 TED TROUT DRIVE
LUFKIN, TX 75904

SHIP TO: WATER PLANT CITY OF PALESTINE
800 ACR 3722
PALESTINE, TX 75801
PLANT OPERATOR

ITEM	UNITS	DESCRIPTION	G/L ACCOUNT	PROJ	PRICE	AMOUNT
1	0.00	GRASSHOPPER MODEL400D GRASSHOPPER MOWER MODEL 400D-1.3L, POWER UNIT & DECK	610-5-570-4120		0.00	15,551.05
						
 9/30/20 City Manager						
 9/30/20 Finance Director						
TOTAL						15,551.05

Purchasing Agent

1. Original invoice plus one copy must be sent to: City of Palestine, Accounts Payable Dept, 504 N Queen St, Palestine TX 75801-2733.
2. Payment may be expected within 30 days of receipt of goods, unless otherwise stated.
3. C.O.D. shipment will not be accepted.
4. Purchase Order numbers must appear on all shipping containers, packing slips and invoices. Failure to comply with the above request may delay payment.
5. All goods are to be shipped F.O.B. Destination unless otherwise stated.
6. All materials and services are subject to approval based on the description on the face of the purchase order or appendages thereof. Substitutions are not permitted without approval of the Requesting Department. Material not approved will be returned at no cost to the City.
7. All goods and equipment must meet or exceed all necessary city, state and federal standards and regulations.
8. Vendor or manufacturer bears risk of loss or damage until property received and/or installed.
9. Seller acknowledges that buyer is an equal opportunity employer. Seller will comply with all equal opportunity laws and regulations that are applicable to it as a supplier of the buyer.
10. The City is exempt from all federal excise and state tax - ID# 76-600632

Purchasing Dept. (903) 731-8441 Fax (903) 731-8486

City of Palestine – Requisition

~~03765~~ 01/74

Date 9/23/2020	Requested By: Felipe Garcia	Exempt From Bidding: <input type="checkbox"/> Emergency <input checked="" type="checkbox"/> Sole Source <input type="checkbox"/> Interlocal Agreement <input checked="" type="checkbox"/> Other (explain below) <i>Buy Board</i>	Omnia Partners/Buy Board Pricing <u>Cook Saw Shop Inc</u> 2558 TED TROUT Lufkin, TX 75904 Phone: 936-637-3056					
Ship To 1620 W. Palestine Palestine, TX 75801								
Order to be Replaced By: Requestor <input checked="" type="checkbox"/> Purchasing Agent <input type="checkbox"/>								
Account Number 610-5570-4120								
Description		Quantity/Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
Power Unit & Deck – Model 400D-1.3L – Grasshopper Mower		1	1	15,551.05				
Shipping Charges								
				Total	\$15,551.05	Total		Total
Awardee: _____		Dept. Head Signature: <i>F. Garcia</i>		City Manager Signature: <i>2/Herrera 9/23/20</i>				

Grasshopper QuikQuote #18395N00121



Vendor:
Moridge Mfg. Inc.
105 Old Highway 81 S.
P.O. Box 810
Moundridge, KS 67107

Contact:
Brent Dobson
bdobson@grasshoppermo-
wer.com

Quoted by
COOK SAW SHOP INC
2558 TED TROUT
LUFKIN, TX 75904
P: (936) 637-3056

Stacy Cook
Sales
E:
stacyrcook@netscape.net
P: 936-637-3056 C: 214-
288-5666

Quoted for
CITY OF PALESTINE
201 CORONACO
PALESTINE, TX. 75803
E: crnicholson@palestine-tx.org
P: 903-731-6000

OMNIA
PARTNERS
(U.S. Communities)

Contract ID: #17-6221
Contract Period:
05/15/2017-05/14/2021
Quoted Sep 17, 2020

Power Unit & Deck

Model 400D-1.3L (534192)

1.3L MaxTorque™ Diesel Engine; "no-gears"
hydraulic pump-and-wheel-motor transmission;
heavy-duty extra-deep 72" cutting deck; luxury seat
and shock-absorbing footrest

	List	Contract
72" 4X Rear Discharge Deck – In lieu of standard 72" deck for 400D-1.3L. (534374)	\$395.00	\$316.00

List Total: \$20,917.00

Contract: \$15,551.05

Grand Total:
\$15,551.05

Make PO to: Moridge Mfg. Inc.

Fax PO to:

Email PO to:

bdobson@grasshoppermower.com

PO #:

Approved by:

Signature:

Date:

Wholegoods

	List	Contract
533507 – Tweels Caster Tires - 13 x 6.5-6 - Set of 2 (in lieu)	\$240.00	\$179.80
533542 – Tweels - 24 x 12-12 - Set of 2 (in lieu)	\$1,082.00	\$865.75
533551 – Foldable ROPS w/ Seatbelt	\$140.00	\$112.00

Printed: 10/1/2020 10:43:14 AM
Store: 1

Sales Receipt #146231

9/30/2020
Cashier:
Page 1

COOK SAW SHOP INC.

2558 TED TROUT DR.
LUFKIN, TX 75904
PHONE: 936-637-3056
FAX: 936-637-3152

Bill To: CITY OF PALESTINE
CITY OF PALESTINE
504 N QUEEN
PALESTINE, TX 75801

Qty	Item Name	Item Description	Serial #	Orig Price	Ext Price	Disc %
1	GHQ400D-72R	400D 1.3L DIESEL WITH 72 REAR DISCHARGE	7112220	\$19,455.00	\$14,393.50	26.02%
1	GH533507	FRONT TWILL WHEEL		\$240.00	\$179.80	25.08%
1	GH533542	DR TIRE-TWHEEL IN LIEU		\$1,082.00	\$865.75	19.99%
1	GH533551	ROPS FOLD IN LIEU FIXED		\$140.00	\$112.00	20%

Subtotal\$15,551.05
Exempt 0 % Tax: + \$0.00
RECEIPT TOTAL\$15,551.05

Previous Account Balance: \$15,551.0
Account Balance: \$31,102.1

Account: \$15,551.05

P.O. # 20-04072 WASTE WATER

Signature _____

A 3% charge will be applied to all invoices 30 days past due. Thanks for shopping with us!

MENT AUTHORIZATION	
20-04072	Partial <input type="checkbox"/> Complete <input checked="" type="checkbox"/>
610-5581-8040	\$ 15,551.05
	\$
	\$
Mower for WWTP	
Dept. Dir	75 <input checked="" type="checkbox"/> 10/5/2020
	<input type="checkbox"/> :
	<input type="checkbox"/> :



City of Palestine
504 North Queen Street
Palestine TX 75801

PURCHASE ORDER

PO Number: 20-04072

Date: 09/30/2020

Request #: 20-04130

Vendor #: 01-01474

ISSUED TO: COOK SAW SHOP, INC.
2558 TED TROUT DRIVE
LUFKIN, TX 75904

SHIP TO: WWATER PLANT CITY OF PALESTINE
800 PRIVATE ROAD 6078
PALESTINE, TX 75801
PLANT OPERATOR

ITEM	UNITS	DESCRIPTION	G/L ACCOUNT	PROJ	PRICE	AMOUNT
1	1.00	GRASSHOPPER 400D POWER UNIT & DECK - MODEL 400D-1.3L GRASSHOPPER	610-5-581-8040		15,551.05	15,551.05
TOTAL						15,551.05

[Signature]
Purchasing Agent

9/30/20
City Manager

[Signature]
Finance Director

1. Original invoice plus one copy must be sent to: City of Palestine, Accounts Payable Dept, 504 N Queen St, Palestine TX 75801-2733.
2. Payment may be expected within 30 days of receipt of goods, unless otherwise stated.
3. C.O.D. shipment will not be accepted.
4. Purchase Order numbers must appear on all shipping containers, packing slips and invoices. Failure to comply with the above request may delay payment.
5. All goods are to be shipped F.O.B. Destination unless otherwise stated.
6. All materials and services are subject to approval based on the description on the face of the purchase order or appendages thereof. Substitutions are not permitted without approval of the Requesting Department. Material not approved will be returned at no cost to the City.
7. All goods and equipment must meet or exceed all necessary city, state and federal standards and regulations.
8. Vendor or manufacturer bears risk of loss or damage until property received and/or installed.
9. Seller acknowledges that buyer is an equal opportunity employer. Seller will comply with all equal opportunity laws and regulations that are applicable to it as a supplier of the buyer.
10. The City is exempt from all federal excise and state tax - ID# 76-6000632

Purchasing Dept. (903) 731-8441 Fax (903) 731-8486

City of Palestine – Requisition

Date 09/30/2020	Requested By FELIPE GARCIA	Exempt From Bidding		Omnia Partners/Buyboard Pricing					
Ship To 1620 W PALESTINE		<input type="checkbox"/> Emergency		Cook Saw Shop					
Order To Be Placed By Requester <input checked="" type="checkbox"/>		<input type="checkbox"/> Sole Source		2558 Ted Trout					
Purchasing Agent <input type="checkbox"/>		<input type="checkbox"/> Interlocal Agreement		Lufkon, Tx 75904					
Account Number 610-5-581-8040		<input checked="" type="checkbox"/> Other (Explain Below)		936-637-3056					
		BUY BOARD							

Description	Quantity/Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
Power Unit & Deck - Model 400d- 1.3l Grasshopper Mower	1	\$1.00	\$15,551.05				\$0.00
Shipping Charges							
			Total	\$15,551.05	Total		Total
							\$00.00

Awardee: <u>Cook saw shop</u>	Department Head Signature: <u>F. Garcia</u>
-------------------------------	---

Grasshopper QuikQuote

#18395N00124



Vendor:
Moridge Mfg. Inc.
 105 Old Highway 81 S.
 P.O. Box 810
 Moundridge, KS 67107

Contact:
Brent Dobson
 bdobson@grasshoppermower.com

Quoted by
COOK SAW SHOP INC
 2558 TED TROUT
 LUFKIN, TX 75904
 P: (936) 637-3056

Stacy Cook
Sales
 E:
stacyrcook@netscape.net
 P: 936-637-3056 C: 214-288-5666

Quoted for
CITY OF PALESTINE
 201 CORONACO
 PALESTINE, TX. 75803
 E: cmicholson@palestine-tx.org
 P: 903-731-6000

OMNIA
 PARTNERS
 (U.S. Communities)

Contract ID: #17-6221
Contract Period:
 05/15/2017-05/14/2021
Quoted Sep 23, 2020

Power Unit & Deck

List Contract

Model 400D-1.3L (534192) \$19,060.00 \$14,077.50
 1.3L MaxTorque™ Diesel Engine; "no-gears"
 hydraulic pump-and-wheel-motor transmission;
 heavy-duty extra-deep 72" cutting deck; luxury seat
 and shock-absorbing footrest

72" 4X Rear Discharge Deck – In lieu of standard \$395.00 \$316.00
 72" deck for 400D-1.3L. (534374)

List Total: \$20,917.00

Contract: \$15,551.05

Grand Total:
\$15,551.05

Wholegoods

List Contract

533507 – Tweels Caster Tires - 13 x 6.5-6 - Set of 2 (in lieu) \$240.00 \$179.80
533542 – Tweels - 24 x 12-12 - Set of 2 (in lieu) \$1,082.00 \$865.75
533551 – Foldable ROPS w/ Seatbelt \$140.00 \$112.00

Make PO to: Moridge Mfg. Inc.

Fax PO to:

Email PO to:

bdobson@grasshoppermower.com

PO #:

Approved by:

Signature:

Date:

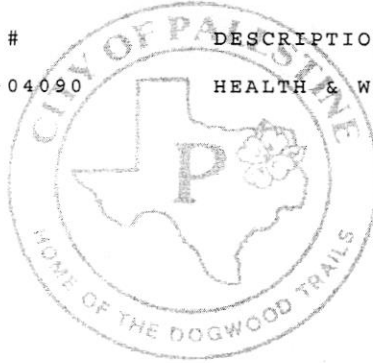
City of Palestine - 504 North Queen Street - Palestine TX 75801

196291

01-05253 ** THRELKELD BENEFIT PARTNERS **

10/16/2020

DATE	I.D.	PO #	DESCRIPTION	AMOUNT
10/14/2020	202010148506	20-04090	HEALTH & WELFARE PLAN	28,080.00



CHECK TOTAL 28,080.00

PLEASE DETACH STUB BEFORE DEPOSITING

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City Of Palestine
504 North Queen Street
Palestine, Texas 75801
General Operating Account

Prosperity Bank
1015 North Church Street
Palestine, Texas 75801
113122655

196291

DATE	AMOUNT
10/16/2020	\$***28,080.00
VOID AFTER 90 DAYS	

PAY ----- TWENTY EIGHT THOUSAND EIGHTY & 00/100 DOLLARS -----

TO THE ORDER OF ** THRELKELD BENEFIT PARTNERS **
2367 OAK ALLEY
TYLER, TX 75703

RUB RED IMAGE
FADES WITH HEAT

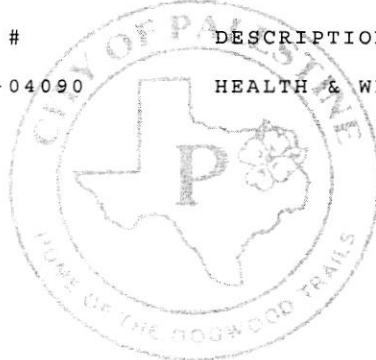
THE BACK OF THIS DOCUMENT CONTAINS CHECK SECURITY WATERMARK AND COIN REACTIVE INK

196291

01-05253 ** THRELKELD BENEFIT PARTNERS **

10/16/2020

DATE	I.D.	PO #	DESCRIPTION	AMOUNT
10/14/2020	202010148506	20-04090	HEALTH & WELFARE PLAN	28,080.00



** THRELKELD BENEFIT PARTNERS **
2367 OAK ALLEY
TYLER, TX 75703

CHECK TOTAL 28,080.00

Employee Benefits Consulting, LLC (EBC)
Threlkeld Benefit Partners
2367 Oak Alley
Tyler, TX 75703

Invoice

DATE: SEPTEMBER 15, 2020

TO:
City of Palestine
504 N. Queen Street
Palestine, TX 75801

RECEIVED
RECEIVED
SEP 15 2020
SEP 16 2020
City of Palestine- HR Dept.
City of Palestine- HR Dept.

FROM:
Employee Benefits Consulting, LLC
2367 Oak Alley
Tyler, TX 75703

COMMENTS OR SPECIAL INSTRUCTIONS:
EBC \$20 PEPM Consulting Fee

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
12 Months	Health & Welfare Plan Consulting Fee Subtract the Metlife/MOO ancillary commissions	\$20 PEPM	\$36,480 \$700/month = \$8,400

SUBTOTAL

05253 SALES TAX

SHIPPING & HANDLING

PAYMENT AUTHORIZATION

PO # _____ Partial ☐ Complete ☐ TOTAL DUE

Acct #: _____ \$ _____

Acct #: 009 \$ _____

PO # 540-3330 \$28,080

Describe: Benefit Broker Services

DPT DIR: [Signature] 9/16/2020

FINC DIR: [Signature] 10/8/2020

CTY MNR: [Signature] 10/08/20

\$28,080

Make all checks payable to:
EBC
2367 Oak Alley
Tyler, TX 75703



EMPLOYEE BENEFITS CONSULTING
A THRELKELD PARTNER



City of Palestine
504 North Queen Street
Palestine TX 75801

PURCHASE ORDER

PO Number: 20-04090

Date: 10/08/2020

Request #: 20-04150

Vendor #: 01-05253

ISSUED TO: THRELKELD BENEFIT PARTNERS
2367 OAK ALLEY
TYLER, TX 75703

SHIP TO: CITY OF PALESTINE
504 NORTH QUEEN ST
PALESTINE, TX 75801

ITEM	UNITS	DESCRIPTION	G/L ACCOUNT	PROJ	PRICE	AMOUNT
1	0.00	HEALTH & WELFARE PLAN 12 MONTHS, HEALTH & WELFARE PLAN CONSULTING FEE	010-5-999-3330		0.00	28,080.00
TOTAL						28,080.00

[Signature]
City Manager

[Signature]
Finance Director

Purchasing Agent

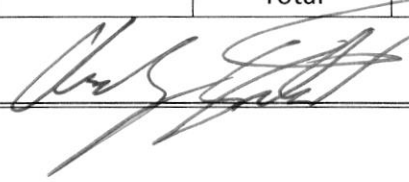
1. Original invoice plus one copy must be sent to: City of Palestine, Accounts Payable Dept, 504 N Queen St, Palestine TX 75801-2733.
2. Payment may be expected within 30 days of receipt of goods, unless otherwise stated.
3. C.O.D. shipment will not be accepted.
4. Purchase Order numbers must appear on all shipping containers, packing slips and invoices. Failure to comply with the above request may delay payment.
5. All goods are to be shipped F.O.B. Destination unless otherwise stated.
6. All materials and services are subject to approval based on the description on the face of the purchase order or appendages thereof. Substitutions are not permitted without approval of the Requesting Department. Material not approved will be returned at no cost to the City.
7. All goods and equipment must meet or exceed all necessary city, state and federal standards and regulations.
8. Vendor or manufacturer bears risk of loss or damage until property received and/or installed.
9. Seller acknowledges that buyer is an equal opportunity employer. Seller will comply with all equal opportunity laws and regulations that are applicable to it as a supplier of the buyer.
10. The City is exempt from all federal excise and state tax - ID# 75-6000632

Purchasing Dept. (903) 731-8441 Fax (903) 731-8486

City of Palestine – Requisition

Date 10/8/2020	Requested By ANREW SIBAI	Exempt From Bidding <input type="checkbox"/> Emergency <input checked="" type="checkbox"/> Sole Source <input type="checkbox"/> Interlocal Agreement <input type="checkbox"/> Other (Explain Below)	Threlkeld Benefits Partners 2367 Oak Alley Tyler, Tx 75703				
Ship To CITY HALL							
Order To Be Placed By Requester <input checked="" type="checkbox"/> Purchasing Agent <input type="checkbox"/>							
Account Number 010-5-999-3330							

Description	Quantity/Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
12 Months, Health & Welfare Plan Consulting Fee	1	\$28,080.00	\$28,080.00				\$0.00
Shipping Charges							
		Total	\$28,080.00	Total		Total	\$00.00

Awardee: <u>threlkeld Benefits partners</u>	Department Head Signature: 
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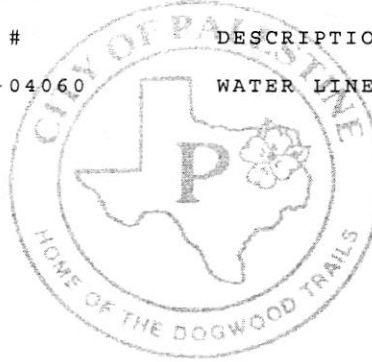
City of Palestine - 504 North Queen Street - Palestine TX 75801

196262

01-04062 ** ATHENS CONTRACTORS LLC **

10/16/2020

DATE	I.D.	PO #	DESCRIPTION	AMOUNT
10/14/2020	673	20-04060	WATER LINE REPLACEMENT	69,950.00



CHECK TOTAL 69,950.00

PLEASE DETACH STUB BEFORE DEPOSITING

THE FACE OF THIS DOCUMENT HAS A COLORED BACKGROUND ON WHITE PAPER



City Of Palestine
504 North Queen Street
Palestine, Texas 75801
General Operating Account

Prosperity Bank
1015 North Church Street
Palestine, Texas 75801
113122655

196262

DATE	AMOUNT
10/16/2020	\$***69,950.00

VOID AFTER 90 DAYS

PAY ----- SIXTY NINE THOUSAND NINE HUNDRED FIFTY & 00/100 DOLLARS -----

TO THE ORDER OF ** ATHENS CONTRACTORS LLC **
PO BOX 768
ATHENS, TX 75751

RUB RED IMAGE
FADES WITH HEAT

THE BACK OF THIS DOCUMENT CONTAINS CHECK SECURITY WATERMARK AND COIN REACTIVE INK

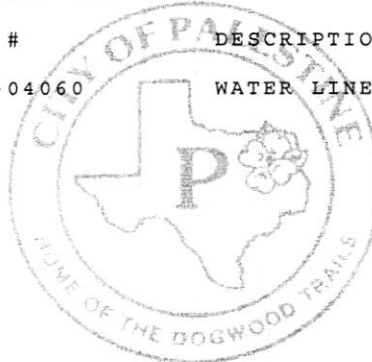
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196262

01-04062 ** ATHENS CONTRACTORS LLC **

10/16/2020

DATE	I.D.	PO #	DESCRIPTION	AMOUNT
10/14/2020	673	20-04060	WATER LINE REPLACEMENT	69,950.00



** ATHENS CONTRACTORS LLC **
PO BOX 768
ATHENS, TX 75751

CHECK TOTAL 69,950.00

ATHENS CONTRACTORS, LLC
PO BOX 768
ATHENS, TX 75751 US
9038048331
office@athenstxcon.com

Invoice 673



BILL TO
CITY OF PALESTINE
FINANCE DEPT. ACCOUNTS
PAYABLE
504 N. QUEEN ST.
PALESTINE, TEXAS 75801

DATE
10/14/2020

PLEASE PAY
\$69,950.00

DUE DATE
10/24/2020

PAYMENT AUTHORIZATION

☐ Complete ☐ Partial

PO # _____

Acct # _____

Acct # _____

Acct # _____

Describe: _____

OPT DIR: _____

FINC DIR: _____

CITY MNR: _____

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	MOBILIZATION	1	20,000.00	20,000.00
	INSTALL 12X6 INCH WET TAP	1	4,500.00	4,500.00
	INSTALL 6 INCH DR18 C 900	11,000	12.50	137,500.00
	INSTALL FIRE HYDRANT ASSEMBLY	5	6,200.00	31,000.00
	INSTALL GATES WITH H-BRACE	20	700.00	14,000.00
	INSTALL 1 INCH SERVICE	2	750.00	1,500.00
	INSTALL 1X3/4 INCH SERVICE	10	700.00	7,000.00
	INSTALL 6 INCH GATE VALVE	11	1,500.00	16,500.00
	WELD AND INSTALL 10 INCH STEEL ENCASMENT	140	25.00	3,500.00
	CLEARING/GRUBBING	3,000	5.00	15,000.00
	TIE IN EXISTING WOLF CREEK LAKE	1	2,500.00	2,500.00
	6X2 INCH TIE IN	2	2,000.00	4,000.00
	OPEN CUT/COMPACTION COUNTY ROAD	45	12.00	540.00
	TEST	11,000	0.25	2,750.00
	TRAFFIC CONTROL	1	1,200.00	1,200.00
	PREVIOUS PAYMENT(S)			-191,540.00

RFP 2020-008
PALESTINE AIRPORT/WOLF CREEK WATER LINE
REPLACEMENT

TOTAL DUE

\$69,950.00

THANK YOU.



City of Palestine
504 North Queen Street
Palestine TX 75801

PURCHASE ORDER

PO Number: 20-04060

Date: 08/05/2020

Request #: 20-04118

Vendor #: 01-04062

ISSUED TO: ATHENS CONTRACTORS LLC
PO BOX 768
ATHENS, TX 75751

SHIP TO: WATER PLANT CITY OF PALESTINE
800 ACR 3722
PALESTINE, TX 75801
PLANT OPERATOR

ITEM	UNITS	DESCRIPTION	G/L ACCOUNT	PROJ	PRICE	AMOUNT
1	0.00	WATER LINE REPLACEMENT WATERLINE REPLACEMENT BETWEEN WOLF CREWEK AND LOWER LAKE. EXTENDING TO PALESTINE MUNICIPALE AIRPORT. RFP 2020-008	690-5-110-7440.012		0.00	261,490.00
TOTAL						261,490.00

Rebbie Cloer
Andy Feltner

City Manager

Arissa W. Herrera

Finance Director

Purchasing Agent

1. Original invoice plus one copy must be sent to: City of Palestine, Accounts Payable Dept, 504 N Queen St, Palestine TX 75801-2733.
2. Payment may be expected within 30 days of receipt of goods, unless otherwise stated.
3. C.O.D. shipment will not be accepted.
4. Purchase Order numbers must appear on all shipping containers, packing slips and invoices. Failure to comply with the above request may delay payment.
5. All goods are to be shipped F.O.B. Destination unless otherwise stated.
6. All materials and services are subject to approval based on the description on the face of the purchase order or appendages thereof. Substitutions are not permitted without approval of the Requesting Department. Material not approved will be returned at no cost to the City.
7. All goods and equipment must meet or exceed all necessary city, state and federal standards and regulations.
8. Vendor or manufacturer bears risk of loss or damage until property received and/or installed.
9. Seller acknowledges that buyer is an equal opportunity employer. Seller will comply with all equal opportunity laws and regulations that are applicable to it as a supplier of the buyer.
10. The City is exempt from all federal excise and state tax - ID# 75-6000632

Purchasing Dept. (903) 731-8441 Fax (903) 731-8486

City of Palestine – Requisition

Date 8/5/2020	Requested By: Felipe Garcia	Exempt From Bidding: <input type="checkbox"/> Emergency <input checked="" type="checkbox"/> Sole Source <input type="checkbox"/> Interlocal Agreement <input type="checkbox"/> Other (explain below)	Athens Contractors P.O. Box 768 Athens, TX 75751 903-804-8331	R&A Road Boring 11450 Hirsch Rd. Houston, TX 77016 281-372-0697			
Ship To 1620 W. Palestine Palestine, TX 75801							
Order to be Replaced By: Requestor <input checked="" type="checkbox"/> Purchasing Agent <input type="checkbox"/>							
Account Number 690-5-110-7440-012							
Description	Quantity/Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
Waterline replacement between Wolf Creek and Lower Lake Extending to Palestine Municipal Airport – RFP 2020-008	1	1	261,490.00	1	290,250.00		
Shipping Charges							
			Total	261,490.00	Total	290,250.00	Total
Awardee: <u>Athens Contractors</u> Dept. Head Signature: <u>F. Garcia</u> City Manager Signature: _____							

ATHENS CONTRACTORS, LLC
PO BOX 768
ATHENS, TX 75751 US
9038048331
office@athenstxcon.com

Estimate 1198



ADDRESS

CITY OF PALESTINE
FINANCE DEPT. ACCOUNTS
PAYABLE
504 N. QUEEN ST.
PALESTINE, TEXAS 75801

DATE
06/18/2020

TOTAL
\$261,490.00

EXPIRATION
DATE
07/18/2020

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	MOBILIZATION	1	20,000.00	20,000.00
	INSTALL 12X6 INCH WET TAP	1	4,500.00	4,500.00
	INSTALL 6 INCH DR18 C 900	11,000	12.50	137,500.00
	INSTALL FIRE HYDRANT ASSEMBLY	5	6,200.00	31,000.00
	INSTALL GATES WITH H-BRACE	20	700.00	14,000.00
	INSTALL 1 INCH SERVICE	2	750.00	1,500.00
	INSTALL 1X3/4 INCH SERVICE	10	700.00	7,000.00
	INSTALL 6 INCH GATE VALVE	11	1,500.00	16,500.00
	WELD AND INSTALL 10 INCH STEEL ENCASEMENT	140	25.00	3,500.00
	CLEARING/GRUBBING	3,000	5.00	15,000.00
	TIE IN EXISTING WOLF CREEK LAKE	1	2,500.00	2,500.00
	6X2 INCH TIE IN	2	2,000.00	4,000.00
	OPEN CUT/COMPACTION COUNTY ROAD	45	12.00	540.00
	TEST	11,000	0.25	2,750.00
	TRAFFIC CONTROL	1	1,200.00	1,200.00

RFP 2020-008

PALESTINE AIRPORT

NO MATERIALS INCLUDED IN ESTIMATE

TOTAL

\$261,490.00

THANK YOU.

QUOTATION

R & A ROAD BORING, LLC

QUOTATION DATE: 06/19/2020
VALID UNTIL: 09/19/2020

11450 Hirsch Rd, Houston TX 77016
P: (281) 590-1516 F: (281) 372-0697
~ We Complete all Jobs ~

Send to: *City Of Palestine*

Project: *Airport Water Line Replacement Between Wolf Creek Lake & Lower Lake*

Prepared by: Bill Wells
Title: General Contractor
Phone: 281-221-0465

ITEM	DESCRIPTION	LENGTH	PRICE	AMOUNT
1	Replacement of old 10-in Cast Iron Water Main with 11,000/ft of 6-in C900	11,000/ft	\$19.75	\$217,250.00
2	Install 10/ea. 1" Services, then reduce at meter to 3/4"	10/ea	\$250.00	\$2,500.00
3	Install 2 1" Services.	2/ea	\$300.00	\$600.00
4	Install 5 Fire Hydrants with valves at main.	5/ea	2,000.00	\$10,000.00
5	Kill out old Main & Caps.	All	\$3,000.00	\$3,000.00
6	Tie new 6-in C900 to old lines at intersections.	All	\$5,000.00	\$5,000.00
7	Install 1 Wet Tap 6x12 Reinforce Concrete Steel Pipe.	1/ea	\$4,000.00	\$4,000.00
8	Install 11 Valves.	11/ea	\$700.00	\$7,700.00
9	Install 20/ea 14' Utility Gates with Wood H Braces.	20/ea	\$1,700.00	\$34,000.00
10	Cross one Creek & go under another Creek with 10" Casing for a total of 65/ft of 10" Casing, crossing behind Dam at Lower Lake.	65/ft	\$100.00	\$6,500.00
*** NOTE: City Of Palestine to furnish all material. ***				
TOTAL				\$290,250.000



Agenda Date: October 26, 2020
To: City Council
From: Andrew Sibai, Interim Finance Director
Agenda Item: Quarterly Investment Report Q3 2020
Date Submitted: 10/21/2020

SUMMARY:

Attached is the 3rd Quarter of 2020 Investment Report for the City of Palestine for your review.

Thank you,

Attachments

Quarter 3 2020 Investment Report



City of Palestine,
Texas Quarterly Investment Report
July 1, 2020 – September 30, 2020

October 16, 2020

Honorable Mayor Presley and City Council Members:

The Quarterly Investment Report for the City of Palestine, Texas, for the quarter ending September 30, 2020, is hereby submitted.

Throughout the quarter, the City's investments in TxSTAR earned \$4,538.37 at an interest rate ranging from 0.1339-0.2003%, the account earned \$165,365.19 for the calendar year so far. TxSTAR interest rates have continued to drop during the 3rd quarter of 2020. As a result of the falling interest rates, the City will seek out short term CDs (1 year) so that we may reinvest in higher interest when interest rates recover from the COVID-19 pandemic. Additionally, the deposits at Prosperity Bank are demand deposit checking accounts and thus not considered an investment. As a result, the interest earned on the checking account is not included in the accompanying schedules.

One CD matured this quarter and was reinvested.

The bank account and the CDs are insured by a combination of FDIC insurance and pledged securities which are maintained by J.P. Morgan Investment Management Inc. TxSTAR's liquid asset portfolio seeks to maintain a net asset value of \$1.00 per unit invested to preserve the principal of all pool participants.

Year over year (YOY) investments for the City of Palestine are \$2,165,094 above last year.

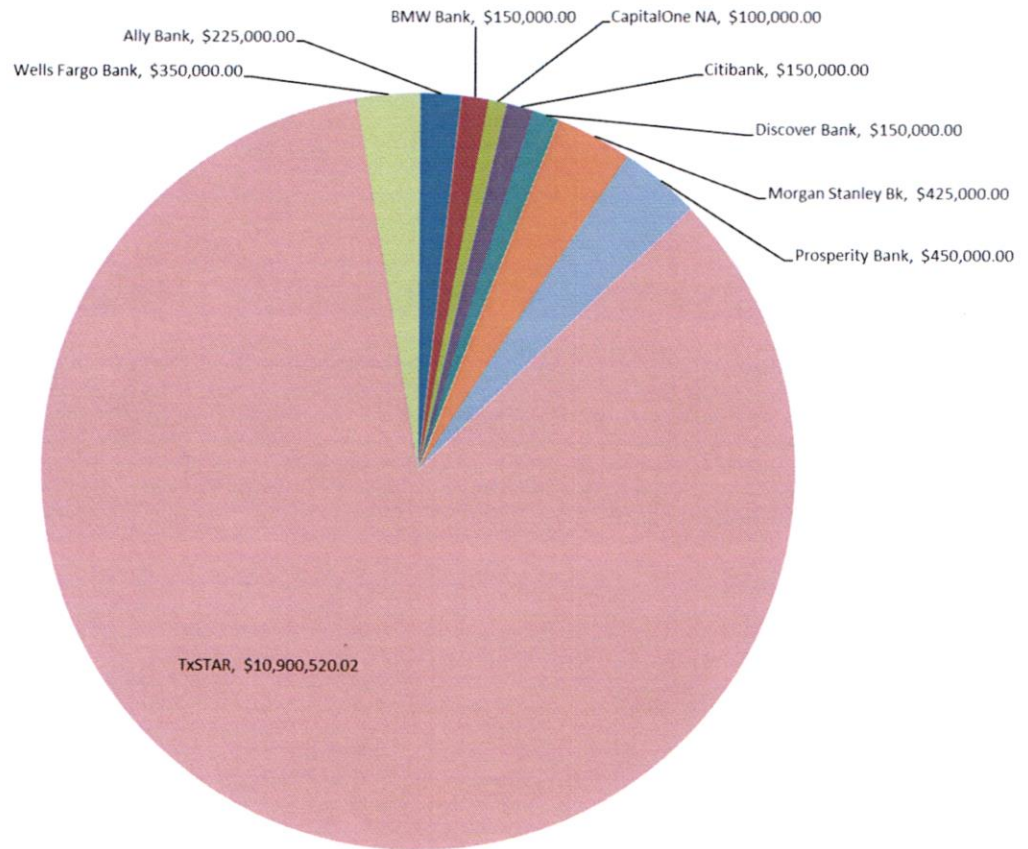
This report is in full compliance with the investment strategies as established by the City of Palestine's investment policy, the Public Funds Investment Act, and generally accepted accounting principles.



Andrew Sibai
Senior Accountant/Interim Finance Director

CITY OF PALESTINE LIST OF INVESTMENTS AS OF 09/30/2020						
Mat	T	SK	CUSIP	\$	Issuer	%
10/13/2020	NCD	MS	14042RJH5	\$ 100,000.00	CapitalOne NA	2.00%
11/16/2020	NCD	FNC	254673GQ3	\$ 150,000.00	Discover Bank	2.00%
1/11/2021	NCD	FNC	61747MF97	\$ 150,000.00	Morgan Stanley Bk	2.30%
3/15/2021	NCD	FNC	949763PF7	\$ 150,000.00	Wells Fargo Bank	2.70%
4/12/2021	NCD	FNC	02007GCA9	\$ 75,000.00	Ally Bank	2.75%
4/12/2021	NCD	FNC	61747MT35	\$ 75,000.00	Morgan Stanley Bk	2.80%
5/11/2021	NCD	MS	05580AMN1	\$ 150,000.00	BMW Bank	2.85%
6/15/2021		FNC	17312QN47	\$ 150,000.00	Citibank	3.00%
8/9/2021		MS	02007GLB7	\$ 150,000.00	Ally Bank	2.10%
1/18/2022	NCD	MS	949763R24	\$ 200,000.00	Wells Fargo Bank	1.80%
2/7/2022	NCD	MS	61760A6Y0	\$ 200,000.00	Morgan Stanley Bk	1.75%
9/20/2022	TCD	PB	182001541	\$ 150,000.00	Prosperity Bank	1.90%
12/13/2022	TCD	PB	182001553	\$ 150,000.00	Prosperity Bank	1.75%
9/20/2022	TCD	PB	182001540	\$ 150,000.00	Prosperity Bank	0.50%
N/A		TS	10502200	\$ 10,728,895.62	TxSTAR	0.13%
N/A		TS	10510230	\$ 171,624.40	TxSTAR	0.13%
			TOTAL	\$ 12,900,520.02		

Sum of \$





Agenda Date: October 26, 2020
To: City Council
From: Lisa Phillips, Public Works Admin
Agenda Item: Consider awarding Bid for Highland Drive Sewer Line Replacement
Date Submitted: 10/21/2020

SUMMARY:

Discuss and consider awarding Bid RFP 2020-017 Highland Drive Sewer line replacement to Duplichain Contractors for \$88,320.00.

RECOMMENDED ACTION:

Recommend awarding bid to Duplichain Contractors as they are the lowest bidder, as well as Duplichain has completed projects in the past for City of Palestine.

CITY MANAGER APPROVAL:

Fiscal Impact

Fiscal Year: 2020-2021
Budgeted Y/N: Y
Amount Requested: 88,320.00



Agenda Date: October 26, 2020
To: City Council
From: Lisa Phillips, Public Works Admin
Agenda Item: Consider awarding Bid for Highland Drive Waterline Replacement
Date Submitted: 10/21/2020

SUMMARY:

Discuss and consider awarding Bid RFP 2020-016 Highland Drive Waterline Replacement to Duplichain Contractors for \$91,230.00.

RECOMMENDED ACTION:

Recommend awarding bid to Duplichain Contractors as they are the lowest bidder, as well as Duplichain completed projects in the past for City of Palestine.

CITY MANAGER APPROVAL:

Fiscal Impact

Fiscal Year: 2020-2021
Budgeted Y/N: Y
Amount Requested: 91,230.00

Attachments

Tabulation - Highland Drive Waterline

**CITY OF PALESTINE – PUBLIC WORKS
TABULATION
HIGHLAND DRIVE WATERLINE REPLACEMENT
RFP 2020-016**

DESCRIPTION	VENDOR	VENDOR	AWARDED
WATERLINE REPLACEMENT HIGHLAND DRIVE	ATHENS CONTRACTOR, LLC PO BOX 768 ATHENS, TX 75751 PHONE: 903-804-8331 BID PROPOSAL \$133,522.50	DUPLICHAIR CONTRACTORS 100 ELKHART RD/PO BOX 637 ALTO, TX 75925 PHONE: 936-858-4100 BID PROPOSAL \$91,230.00	



Agenda Date: October 26, 2020
To: City Council
From: Lisa Phillips, Public Works Admin
Agenda Item: Consider awarding Bid for Link Street waterline replacement
Date Submitted: 10/21/2020

SUMMARY:

Discuss and consider awarding Bid RFP 2020-018 Link Street waterline replacement to Duplichain Contractors for \$174,800.00.

RECOMMENDED ACTION:

Recommend awarding bid to Duplichain Contractors as they are the lowest bidder, as well as they have completed projects in the past for City of Palestine.

CITY MANAGER APPROVAL:

Fiscal Impact

Fiscal Year: 2020-2021
Budgeted Y/N: Y
Amount Requested: 174,800.00

Attachments

Link Street waterline

**CITY OF PALESTINE – PUBLIC WORKS
TABULATION
LINK STREET WATERLINE REPLACEMENT
RFP 2020-018**

DESCRIPTION	VENDOR	VENDOR	AWARDED
WATERLINE REPLACEMENT LINK STREET	ATHENS CONTRACTOR, LLC PO BOX 768 ATHENS, TX 75751 PHONE: 903-804-8331 BID PROPOSAL \$250,950.00	DUPLICHAIR CONTRACTORS 100 ELKHART RD/PO BOX 637 ALTO, TX 75925 PHONE: 936-858-4100 BID PROPOSAL \$174,800.00	



Agenda Date: October 26, 2020
To: City Council
From: Lisa Phillips, Public Works Admin
Agenda Item: Consider awarding Bid for Parts only - Lamar Street Sewer line replacement
Date Submitted: 10/21/2020

SUMMARY:

Discuss and consider awarding Bid RFP 2020-021 Parts only - Lamar Street sewer line replacement to Core & Main for \$19,780.45.

RECOMMENDED ACTION:

Recommend awarding bid to Core & Main, as they are the lowest bidder, as well as have provided parts in the past for City of Palestine.

CITY MANAGER APPROVAL:

Fiscal Impact

Fiscal Year: 2020-2021
Budgeted Y/N: Y
Amount Requested: 19,780.45

Attachments

Parts - Lamar sewer

**CITY OF PALESTINE – PUBLIC WORKS
TABULATION
PARTS ONLY – LAMAR STREET SEWER LINE REPLACEMENT
RFP 2020-021**

VENDOR	VENDOR	VENDOR	VENDOR	AWARDED
APSCO KAUFMAN 3458 US 175 KAUFMAN, TX 75142 PHONE: 469-595-0243 \$19,938.13	CORE & MAIN 1907 KURTH DR LUFKIN, TX 75904 PHONE: 936-639-2341 \$19,780.45	FERGUSON WATERWORKS 7982 US HIGHWAY 69 N TYLER, TX 75706-6627 PHONE: 903-508-6341 \$20,530.45	JOHNSON LAB AND SUPPLY, INC. 415 N. TENNESSEE ST. PALESTINE, TX 75801 PHONE: 903-729-3355 \$21,650.88	



Agenda Date: October 26, 2020
To: City Council
From: Lisa Phillips, Public Works Admin
Agenda Item: Consider awarding Bid for Lamar Street Sewer line replacement
Date Submitted: 10/21/2020

SUMMARY:

Discuss and consider awarding Bid RFP 2020-025 Lamar Street sewer line replacement to Duplichain Contractors for \$119,850.00.

RECOMMENDED ACTION:

Recommend awarding bid to Duplichain Contractors as they are the lowest bidder, as well as they have completed projects in the past for City of Palestine.

CITY MANAGER APPROVAL:

Fiscal Impact

Fiscal Year: 2020-2021
Budgeted Y/N: Y
Amount Requested: 119,850.00

Attachments

Lamar sewer line

**CITY OF PALESTINE – PUBLIC WORKS
TABULATION
LAMAR STREET SEWER LINE REPLACEMENT
RFP 2020-025**

DESCRIPTION	VENDOR	VENDOR	AWARDED
SEWER LINE REPLACEMENT LAMAR STREET	ATHENS CONTRACTOR, LLC PO BOX 768 ATHENS, TX 75751 PHONE: 903-804-8331 BID PROPOSAL \$167,350.00	DUPLICHAIR CONTRACTORS 100 ELKHART RD/PO BOX 637 ALTO, TX 75925 PHONE: 936-858-4100 BID PROPOSAL \$119,850.00	



Agenda Date: October 26, 2020
To: City Council
From: Lisa Phillips, Public Works Admin
Agenda Item: Consider awarding Bid for Parts only - Link Street waterline replacement
Date Submitted: 10/21/2020

SUMMARY:

Discuss and consider awarding Bid RFP 2020-020 Parts only - Link Street waterline replacement to Ferguson Waterworks in the amount of \$82,441.16.

RECOMMENDED ACTION:

Recommend awarding bid to Ferguson Waterworks, as they are the lowest bidder, as well as have provided parts for projects in the past for City of Palestine.

CITY MANAGER APPROVAL:

Fiscal Impact

Fiscal Year: 2020-2021
Budgeted Y/N: Y
Amount Requested: 82,441.16

Attachments

Parts - Link Street waterline

**CITY OF PALESTINE – PUBLIC WORKS
TABULATION
PARTS ONLY - LINK STREET WATERLINE REPLACEMENT
RFP 2020-020**

VENDOR	VENDOR	VENDOR	VENDOR	AWARDED
APSCO KAUFMAN 3458 US 175 KAUFMAN, TX 75142 PHONE: 469-595-0243 \$89,283.69	CORE & MAIN 1907 KURTH DR LUFKIN, TX 75904 PHONE: 936-639-2341 \$91,525.54	FERGUSON WATERWORKS 7982 US HIGHWAY 69 N TYLER, TX 75706-6627 PHONE: 903-508-6341 \$82,441.16	JOHNSON LAB AND SUPPLY, INC. 415 N. TENNESSEE ST. PALESTINE, TX 75801 PHONE: 903-729-3355 \$91,414.43	

Link St. Parts

Qty	Parts
6,050'	8" C900 Water pipe
220'	6" C900 Water pipe
6	AVK F/h, 4' bury, painted silver with Storz fitting
7	8" MJ x 8" MJ x 6" MJ Swivel tee's
4	6" MJ x MJ x MJ Swivel Tee's
11	6" MJ x MJ Resilient Wedge gate valves
7	8" MJ x MJ Resilient Wedge gate valves
36	6" Pipe restraint kits comparable to Mega lug
30	8" Pipe restraint kits comparable to Mega lug
1	6" MJ x MJ 90 degree bend
1	8" MJ x flange Resilient Wedge gate valve
2	6" MJ x MJ anchor coupling
7	8" MJ x MJ anchor coupling
10	6"x1" CC tapping saddle, SS bands, epoxy coated
10	1" CC corp x CTS
400'	1" service tubing
50	1" SS stiffeners
9	1" CTS x 3/4 " meter nut, angle cutoff
1	1" CTS x 1" meter nut, angle cutoff
10	Square meter boxes with solid blue lids
5	6" Hymax
1	8" Hymax
6500'	blue tracer wire 500' rolls
6	Gal Pipe lube
19	valve boxes with water lid
300'	10" casing, weldable
100'	12" casing, Weldable
500'	2" Casing, Weldable



Agenda Date: October 26, 2020
To: City Council
From: Lisa Phillips, Public Works Admin
Agenda Item: Consider awarding Bid for Parts only - Lamar Street waterline replacement
Date Submitted: 10/21/2020

SUMMARY:

Discuss and consider awarding Bid RFP 2020-027 Parts only Lamar Street waterline replacement to Ferguson Waterworks in the amount of \$50,252.41.

RECOMMENDED ACTION:

Recommend awarding bid to Ferguson Waterworks as they are the lowest bidder, as well as Ferguson Waterworks has provided parts in the past to City of Palestine.

CITY MANAGER APPROVAL:

Fiscal Impact

Fiscal Year: 2020-2021
Budgeted Y/N: Y
Amount Requested: 50,252.41

Attachments

Parts - Lamar Waterline

**CITY OF PALESTINE – PUBLIC WORKS
TABULATION**

PARTS ONLY – LAMAR STREET WATERLINE REPLACEMENT

RFP 2020-027

VENDOR	VENDOR	VENDOR	VENDOR	AWARDED
APSCO KAUFMAN 3458 US 175 KAUFMAN, TX 75142 PHONE: 469-595-0243	FERGUSON WATERWORKS 7982 US HIGHWAY 69 N TYLER, TX 75706-6627 PHONE: 903-508-6341	FORTILINE WATERWORKS 419 ENTERPRISE BLVD. HEWITT, TX 76643 AJ JOHNSTON PHONE: 832-570-3191	JOHNSON LAB AND SUPPLY, INC. 415 N. TENNESSEE ST. PALESTINE, TX 75801 PHONE: 903-729-3355	
\$52,209.89	\$50,252.41	\$63,754.61	\$53,479.02	

Material's for water line on Lamar St.

Qty	Parts
2900'	6" C900 Water pipe
8	AVK F/h, 4' bury, painted silver with Storz fitting
11	6" MJ x MJ x MJ Swivel tee's
15	6" MJ x MJ Resilient Wedge gate valves
1	2" FIP x FIP Wedge gate valve
77	6" Pipe restraint kits comparable to Mega lug
1	6" MJ plug with 2" FIP tap
1	6" MJ x flange Resilient Wedge gate valve
8	6" MJ x MJ anchor coupling
54	6"x1" CC tapping saddle, SS bands, epoxy coated
54	1" CC corp x CTS
1500'	1" service tubing
200	1" SS stiffeners
6	2" SS Stiffeners
52	1" CTS x 3/4 " meter nut, angle cutoff
2	1" CTS x 1" meter nut, angle cutoff
54	Square meter boxes with solid blue lids
1	Jumbo meter box solid blue lid
1	6" x 2" IP tapping saddle, epoxy coated with SS bands
1	2" IP x IP Corp
1	2" MIP x CTS Adapter
1	2 " meter flange x 2" CTS angle cutoff
50	2" service tubeing
3	6" Hymax
3,000'	blue tracer wire 500' rolls
6	Gal Pipe lube
17	valve boxes with water lid
1	2" Hymax



Agenda Date: October 26, 2020
To: City Council
From: Lisa Phillips, Public Works Admin
Agenda Item: Consider awarding Bid for Lamar Street waterline replacement
Date Submitted: 10/21/2020

SUMMARY:

Discuss and consider awarding Bid RFP 2020-026 to Lamar Street waterline replacement to Duplichain Contractors for \$115,796.00.

RECOMMENDED ACTION:

Recommend awarding bid to Duplichain Contractors as they are the lowest bidder, as well as they have completed projects in the past for City of Palestine.

CITY MANAGER APPROVAL:

Fiscal Impact

Fiscal Year: 2020-2021
Budgeted Y/N: Y
Amount Requested: 115,796.00

Attachments

Lamar Street waterline replacement

**CITY OF PALESTINE – PUBLIC WORKS
TABULATION
LAMAR STREET WATERLINE REPLACEMENT
RFP 2020-026**

DESCRIPTION	VENDOR	VENDOR	AWARDED
WATERLINE REPLACEMENT LAMAR STREET	ATHENS CONTRACTOR, LLC PO BOX 768 ATHENS, TX 75751 PHONE: 903-804-8331 BID PROPOSAL \$188,140.00	DUPLICHAIR CONTRACTORS 100 ELKHART RD/PO BOX 637 ALTO, TX 75925 PHONE: 936-858-4100 BID PROPOSAL \$115,796.00	



Agenda Date: October 26, 2020
To: City Council
From: Lisa Phillips, Public Works Admin
Agenda Item: Consider awarding Bid for Parts Only - Highland Drive Sewer Line Replacement
Date Submitted: 10/21/2020

SUMMARY:

Discuss and consider awarding Bid RFP 2020-023 Parts Only - Highland Drive Sewer line replacement to Johnson Lab and Supply, Inc. in the amount of \$10,625.61.

RECOMMENDED ACTION:

Recommend awarding bid to Johnson Lab and Supply, Inc. as they are the lowest bidder, as well as have provided parts in the past for City of Palestine.

CITY MANAGER APPROVAL:

Fiscal Impact

Fiscal Year: 2020-2021
Budgeted Y/N: Y
Amount Requested: 10,625.61

Attachments

Parts-Highland Drive Sewer

**CITY OF PALESTINE – PUBLIC WORKS
TABULATION
PARTS ONLY – HIGHLAND DRIVE SEWER LINE REPLACEMENT
RFP 2020-023**

VENDOR	VENDOR	VENDOR	VENDOR	VENDOR	AWARDED
APSCO KAUFMAN 3458 US 175 KAUFMAN, TX 75142 PHONE: 469-595-0243 \$10,083.54	CORE & MAIN 1907 KURTH DR LUFKIN, TX 75904 PHONE: 936-639-2341 \$11,008.88	FERGUSON WATERWORKS 7982 US HIGHWAY 69 N TYLER, TX 75706-6627 PHONE: 903-508-6341 \$10,852.42	FORTILINE WATERWORKS 419 ENTERPRISE BLVD. HEWITT, TX 76643 AJ JOHNSTON PHONE: 832-570-3191 \$19,115.96	JOHNSON LAB AND SUPPLY, INC. 415 N. TENNESSEE ST. PALESTINE, TX 75801 PHONE: 903-729-3355 \$10,625.61	

Material's for Sewer line on Highland St.

Qty	Parts
1880'	SDR 35 sewer pipe
1	6 "Concrete Manhole base at 10 oclock incoming and 3 oclock exiting
1	6" Concrete Manhole base staight threw
1	6" Concrete Manhole base with 90 degree bend
1	6" Concrete Manhole base with incoming line and no exit
8	2' Concrete riser
4	2' cone with 30" opening
4	32" Cast Iron rig and lid
29	6" x 4" wye SDR 35 glue x glue
70	45 degree bends SDR 35 Glue x Glue
10	22 1/2 degree bends SDR 35 Glue x Glue
29	Cast Iron shorty stile clean out box's with sewer lid
29	4" Wye SDR 35 Glue x Glue
29	4" rubber hubs PVC x Clay tile with bands
10	4" rubber hubs PVC x Concrete with bands
2000'	blue tracer wire 500' rolls
2	Gal pipe lube
3	boxes of ramneck



Agenda Date: October 26, 2020
To: City Council
From: Lisa Phillips, Public Works Admin
Agenda Item: Consider awarding Bid for Parts Only - Highland Drive Waterline Replacement
Date Submitted: 10/21/2020

SUMMARY:

Discuss and consider awarding Bid RFP 2020-022 Parts Only - Highland Drive Waterline Replacement to Ferguson Waterworks for \$30,909.64.

RECOMMENDED ACTION:

Recommend awarding bid to Ferguson Waterworks because they are the lowest bidder, as well as Ferguson Waterworks has supplied parts in the past for City of Palestine. .

CITY MANAGER APPROVAL:

Attachments

Parts for Highland Drive waterline replacement

**CITY OF PALESTINE – PUBLIC WORKS
TABULATION**

PARTS ONLY – HIGHLAND DRIVE WATERLINE REPLACEMENT

RFP 2020-022

VENDOR	VENDOR	VENDOR	VENDOR	VENDOR	AWARDED
APSCO KAUFMAN 3458 US 175 KAUFMAN, TX 75142 PHONE: 469-595-0243	CORE & MAIN 1907 KURTH DR LUFKIN, TX 75904 PHONE: 936-639-2341	FERGUSON WATERWORKS 7982 US HIGHWAY 69 N TYLER, TX 75706-6627 PHONE: 903-508-6341	FORTLINE WATERWORKS 419 ENTERPRISE BLVD. HEWITT, TX 76643 AJ JOHNSTON PHONE: 832-570-3191	JOHNSON LAB AND SUPPLY, INC. 415 N. TENNESSEE ST. PALESTINE, TX 75801 PHONE: 903-729-3355	
\$33,635.50	\$34,644.32	\$30,909.64	\$41,557.57	\$33,949.48	

Material's for water line on Highland St.

Qty	Parts
2,700	6" C900 Water pipe
3	AVK F/h, 4' bury, painted silver with Storz fitting
6	6" MJ x MJ x MJ Swivel tee's
8	6" MJ x MJ Resilient Wedge gate valves
2	2" FIP x FIP Wedge gate valve
45	6" Pipe restraint kits comparable to Mega lug
1	6" MJ plug with 2" FIP tap
1	6" MJ x flange Resilient Wedge gate valve
3	6" MJ x MJ anchor coupling
34	6"x1" CC tapping saddle, SS bands, epoxy coated
34	1" CC corp x CTS
1000'	1" service tubing
100	1" SS stiffeners
6	2" SS Stiffeners
29	1" CTS x 3/4 " meter nut, angle cutoff
5	1" CTS x 1" meter nut, angle cutoff
34	Square meter boxes with solid blue lids
1	Jumbo meter box soild blue lid
1	6" x 2" IP tapping saddle, epoxy coated with SS bands
1	2" IP x IP Corp
1	2" MIP x CTS Adapter
1	1 1/2 " meter flange x 2" CTS angle cutoff
50'	2" service tubeing
1	6" Hymax
2,500'	blue tracer wire 500' rolls
2	Gal Pipe lube
9	valve boxes with water lid



Agenda Date: October 26, 2020
To: City Council
From: Andrew Sibai, Interim Finance Director
Agenda Item: Budget Amendments Fiscal Year 2019-20 and 2020-21
Date Submitted: 10/21/2020

SUMMARY:

Attached please find one Budget Amendment for the current year's budget, and two budget amendments for the Fiscal 2019-20 budget

RECOMMENDED ACTION:

The one item for the current budget year is to add budget for the LoneStar Lawsuit settlement.

CITY MANAGER APPROVAL:

Fiscal Impact

Fiscal Year: 2021
Budgeted Y/N: N
Account #: 010-5-999-5410
Amount Requested: 351,300.74

BUDGETARY IMPACT:

This amount is to cover remaining balance of LoneStar legal settlement

Attachments

Budget Amendments

CITY OF PALESTINE BUDGET AMENDMENT



DEPARTMENT: <u>Non-Departmental 010-999</u>		BDH#: PACKET:
DATE: <u>10/21/2020</u>		POSTED:
FROM: Account Number	Account Title	D= Rev C=Exp Amount
010-3-8001	Fund Balance	\$ (351,300.74)
TOTAL FROM AMOUNT		\$ (351,300.74)
TO: Account Number	Account Title	C = Rev D = Exp Amount
010-5-999-5410	Legal Settlements	\$ 351,300.74
TOTAL TO AMOUNT		\$ 351,300.74
REASON: For Fiscal 2020-21 Budget to pay remaining balance of \$880,000.00 legal settlement for LoneStar \$528,699.26 from funds already budgeted		

DEPARTMENT HEAD: _____ DATE: _____

FINANCE DEPT. _____ DATE: _____

CITY MANAGER: _____ DATE: _____

COUNCIL APPROVED DATE: _____

CITY OF PALESTINE BUDGET AMENDMENT



DEPARTMENT: 010-500 Warehouse		BDH#: PACKET:
DATE: 10/21/2020		POSTED:
FROM:		D= Rev C=Exp
Account Number	Account Title	Amount
010-5-140-1050	HUMAN RESOURCES HEALTH INSURANCE	\$ (10,000.00)
010-5-210-1040	FINANCE HEALTH INSURANCE	\$ (10,000.00)
010-5-320-1050	POLICE PATROL HEALTH INSURANCE	\$ (9,879.45)
TOTAL FROM AMOUNT		\$ (29,879.45)
TO:		C = Rev D = Exp
Account Number	Account Title	Amount
010-5-500-3040	COMMUNICATIONS	\$ 29,879.45
TOTAL TO AMOUNT		\$ 29,879.45
REASON: For FY 2019-20 Budget, Phone System upgrade required massive network upgrade. Cost to upgrade was \$29,879.45 more than what was budgeted		

DEPARTMENT HEAD: _____ DATE: _____

FINANCE DEPT. _____ DATE: _____

CITY MANAGER: _____ DATE: _____

COUNCIL APPROVED DATE: _____

CITY OF PALESTINE BUDGET AMENDMENT



DEPARTMENT: <u>NON-DEPARTMENTAL 010-999</u>		BDH#: PACKET:
DATE: <u>10/21/2020</u>		POSTED:
FROM: Account Number	Account Title	D= Rev C=Exp Amount
010-5-110-3031	CITY MANAGER CONSULTANT SERVICES	\$ (20,000.00)
010-5-140-3075	HUMAN RESOURCES RECRUITMENT/RETENTION	\$ (5,000.00)
010-5-420-1050	FIRE SUPPRESSION HEALTH INSURANCE	\$ (20,000.00)
010-5-520-1050	STREETS HEALTH INSURANCE	\$ (4,233.04)
TOTAL FROM AMOUNT		\$ (49,233.04)
TO: Account Number	Account Title	C = Rev D = Exp Amount
010-5-999-4817	CHAPTER 380 AGREEMENTS (CHICK-FIL-A)	\$ 40,000.00
010-5-999-4817	CHAPTER 380 AGREEMENTS (OVERLOOK APMTS)	\$ 9,233.04
TOTAL TO AMOUNT		\$ 49,233.04
REASON: For Fiscal 2019-20 Budget: Chapter 380 Agreements paid for Economic Development for new Chick-Fil-A (agreement made in Fiscal Year 2020) and for Overlook Apartments (agreement made in Fiscal Year 2018)		

DEPARTMENT HEAD: _____ DATE: _____

FINANCE DEPT. _____ DATE: _____

CITY MANAGER: _____ DATE: _____

COUNCIL APPROVED DATE: _____



Agenda Date: October 26, 2020

To: City Council

From: Teresa Herrera, City Secretary

Agenda Item: Disposal of city-owned property, metal bleachers located at Palestine Athletic Complex.

Date Submitted:

SUMMARY:

The City has old metal seating, bleachers previously used for observers at the Athletic Complex that need to be disposed of. These items could still be useful to other public entities, the Palestine Independent School system has indicated that they would like to receive and use these items, and the City can dispose of surplus items if they are transferred to that type public entity. The City Council would need to vote to declare the items surplus and as part of that discussion and vote include what public purpose would be served by the transfer of the item to the other public entity. There would need to be a written contract, an Interlocal Agreement that sets out all of this information.

RECOMMENDED ACTION:

It is requested that the City Council provide direction to the staff on the possible transfer of the surplus bleachers to the local school districts.

CITY MANAGER APPROVAL:

Since these old metal bleachers can no longer be used by City, they should be considered surplus and if possible transferred to another local public entity that could use them for public benefit.



Agenda Date: October 26, 2020
To: City Council
From: Teresa Herrera, City Secretary
Agenda Item: Anderson County Veterans Benefits
Date Submitted:

SUMMARY:

The City has not charged Anderson County Veterans Benefits for water, sewer, or trash; we do not have a contract on file with them. Their current location is at 2000 S. Loop 256, Unit 36 (Palestine Mall). We need direction on how to proceed with the account. The City Council would need to vote to continue to provide the service at no charge or start incurring charges. The cost per month based on 2,000 gallons of consumption will be \$95.00.

County veteran services offices provide assistance, counsel, and advocacy for veterans, spouses, widows, and dependents, helping them to obtain state and federal veterans' benefits. The offices can help secure copies of DD214s, medals, and certificates, and provide information on VA healthcare, service-connected claims, pensions, dependency indemnity claims, education, home loans, insurance, burial benefits, and other veterans concerns. There is a county residence requirement to obtain service.

RECOMMENDED ACTION:

It is requested that City Council provide direction to the staff on the water, sewer, and trash account for Anderson County Veterans Benefits located at 2000 S. Loop 256 Unit 36.

CITY MANAGER APPROVAL:



Agenda Date: October 26, 2020
To: City Council
From: Lisa Denton, Economic Development Director
Agenda Item: Second Reading and possible action of a Resolution-SCC Palestine Partners, LLC
Date Submitted: 10/23/2020

SUMMARY:

Second Reading and possible action of a Resolution-SCC Palestine Partners, LLC

RECOMMENDED ACTION:

Second Reading and approval of a Resolution-SCC Palestine Partners, LLC

CITY MANAGER APPROVAL:

Second Reading and possible action of a Resolution-SCC Palestine Partners, LLC

Attachments

Resolution-SCC

RESOLUTION NO. R-____-20

A RESOLUTION OF THE CITY OF PALESTINE, TEXAS, APPROVING A PROJECT OF THE PALESTINE ECONOMIC DEVELOPMENT CORPORATION, TO WIT: A INFRASTRUCTURE GRANT OF UP TO \$50,000.00 IN SALES TAX REBATES TO SCC PALESTINE PARTNERS, LLC IN CONSIDERATION OF SCC PALESTINE PARTNERS, LLC MAKING CAPITAL INVESTMENTS, CREATING EMPLOYMENT OPPORTUNITIES, AND GENERATING TAX REVENUE; COMPLYING WITH SECTION 505.158, TEXAS LOCAL GOVERNMENT CODE; PROVIDING FOR TWO SEPARATE READINGS; OPEN MEETING READING AND ADOPTION, AND AN EFFECTIVE DATE

WHEREAS, Section 505.158 of the Texas Local Government Code requires that a Type B Corporation authorized by a city with a population of 20,000 or less that approves a project requiring an expenditure of \$10,000 or more may not undertake the project until the governing body of the city adopts a resolution authorizing the project after giving the resolution two separate readings; and

WHEREAS, on **October 22, 2020**, 2020, the Board of Directors of the Palestine Economic Development Corporation (“PEDC”), a Type B Economic Development Corporation, approved a Project through a performance agreement with SCC Palestine Partners, LLC (“SCC”), wherein SCC agrees to (1) make a significant capital investments to a proposed multi-tenant commercial Project to be located **at 2210, 2214 and 2218 S Loop 256** within the city limits of the City of Palestine (“the City”); (2) create and maintain approximately forty (40) full-time equivalent jobs; and (3) generate certain minimum amounts of tax revenue benefitting the City; and

WHEREAS, in consideration of SCC creating such economic activity, the PEDC agreed to provide SCC with an infrastructure grant not to exceed at total of \$50,000 (the “Incentive”); and

WHEREAS, the City Council finds that the Incentive will promote the development and diversification of the economy of the state, elimination of unemployment or underemployment in the state, and development and expansion of commerce in the state and the City of Palestine; and

WHEREAS, the action authorized by this Resolution is in furtherance of the public interest, for the good government, peace, order, trade and commerce of the City and necessary and proper for carrying out of the authority granted by law to the City and PEDC;

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

1. The City Council hereby finds that the statements set forth in the recitals of this Resolution are true and correct, and the Council hereby incorporates such recitals as a part of this Resolution.

2. The project approved by the Board of Directors of the Palestine EDC, as more fully described in the performance agreement between SCC and PEDC, attached hereto as Exhibit "A," being the payment of incentive rebates up to \$50,000 to SCC in return for the production of employment opportunities and economic activity, as described above, is hereby in all things approved and authorized.

3. This Resolution shall take effect immediately from and after its passage at a second separate reading.

4. This Resolution is read and adopted at meetings that were open to the public and notice of the time, place and purpose of said meetings was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

READ AND APPROVED by the City Council of the City of Palestine, Texas at first reading on the ____ day of _____, 2020.

READ AND ADOPTED by the City Council of the City of Palestine, Texas at second reading on the ____ day of _____, 2020.

CITY OF PALESTINE, TEXAS

Steve Presley, Mayor

ATTEST:

Teresa Herrera, City Secretary

EXHIBIT “A”

[*Performance Agreement*]