



Chad Mees, Mayor
Vickie Cooper, Mayor Pro-Tempore
Gayle Jones, Council Member
Jackie Ivicic, Council Member
Jesse Luna, Council Member
Tom Zimmer, Council Member

NOTICE AND AGENDA OF A CALLED MEETING OF THE CITY COUNCIL OF THE CITY OF BARTLETT, TEXAS

Notice is hereby given that the City Council of the City of Bartlett, Texas will hold a

Regular Called Meeting

6:00 PM

Monday, September 22nd, 2025

Bartlett City Hall

140 W Clark Street, Bartlett, TX 76511

For citizen comments, please contact Brenda Kelley, City Secretary at (municipalcourt@bartlett-tx.us).

CALL TO ORDER, DECLARE A QUORUM, PLEDGE OF ALLEGIANCE, AND INVOCATION

CITIZENS COMMUNICATION

(The City Council welcomes public comments on items not listed on the agenda. However, the Council cannot respond until the item is posted on a future meeting agenda. Public comments are limited to 3 minutes.)

BOARDS, COMMISSIONS, & COMMITTEES PRESENTATIONS, PROCLAMATION

Fire Department –
Teinert Memorial Library –
Bartlett City Cemetery –
Parks and Recreation -

CONSENT AGENDA

(The Consent Agenda includes non-controversial and routine items the Council may act on with one single vote. Any Council member may pull any item from the Consent Agenda to discuss and act upon individually on the Regular Agenda.)

1. Receive monthly department reports:
 - a. Municipal Treasurer
 - b. City Secretary –Accounts Payables-Deposits
 - c. Municipal Court
 - d. Development Services-Permits
 - e. Utility Billing
 - f. Public Works
 - g. Police Dept
 - h. City Administrator
2. Approve minutes from the following meeting:
 - a. 08.11.25 – Regular Meeting
 - b. 08.25.25 – Regular Meeting



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REGULAR AGENDA: REVIEW/DISCUSS AND CONSIDER ACTION

1. Discuss, review, and take any necessary action on Ordinance 2025-09-22-1 for Bartlett Independent School District (BISD) Event Planning and Traffic Controls of municipal streets abutting the BISD campus at Davilla St and N. Beckman St.
2. Discuss, review, and take any necessary action on Resolution 2025-09-22-2 on authorizing and approving the execution of an equipment – Lease Purchase Agreement.
3. Discuss, review and take any necessary action on the consideration of the Request for Proposals (RFP) for Auditing Services for publication.
4. Discuss, review and take any necessary action to consider the Teinert Memorial Library Coordinator job description.
5. Discuss, review and take any necessary action to consider the Xerox Lease Agreement.
6. Discuss, review and consider an addendum to the personnel handbook section 5.09 Performance Appraisal System to include Attachment B: Employee Performance Review Sheet.

EXECUTIVE SESSION

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

1. Enter Executive session related to Sales Tax Allocation accordance with Texas Government Code 551.071 Consultation with City Attorney
2. Enter Executive session related to the Bartlett Volunteer Fire Department Protective Services Agreement in accordance with Texas Government Code 551.071 Consultation with City Attorney; 551.072 Deliberation Regarding Real Property
3. Enter Executive Sessions reference Government Code 551.074 Personnel Matters to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of public officer or employee and/or to hear a complaint or charge against an officer or employee; to wit: City Administrator, Adrian Flores

Reconvene into Open Session:

- a. Take action, if any, on matters discussed in Executive Session

FUTURE AGENDA ITEMS

ADJOURN

All items listed on the agenda are eligible for discussion and/or action. The City Council reserves the right to retire into executive session at any time during the course of this meeting to deliberate any of the matters listed, as authorized by Texas Government 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073



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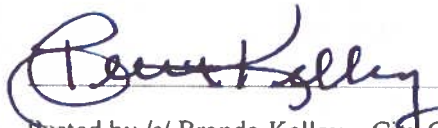
(Deliberations about gifts and donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices) and 551.086 (Economic Development). All final deliberations and actions of the governing body shall be held in an open meeting as required by Texas Government Code 551.102.

Potential Notice of Quorum

The Planning and Zoning Commission may be present at this meeting.

I certify this agenda was posted, pursuant to Texas Government Code 551.043, at least 72 hours prior to the commencement of the meeting in accordance with the Texas Open Meetings Act.

Posted Tuesday, September 16th, 2025, at or before 6:00 P.M.

 9-16-25

Posted by /s/ Brenda Kelley – City Clerk

Bartlett VFD

Bartlett, TX

This report was generated on 9/8/2025 12:02:34 PM



Incident Type Count per Station for Date Range

Start Date: 08/01/2025 | End Date: 08/31/2025

INCIDENT TYPE	# INCIDENTS
Station: 1&2 - ST1 & ST2	
112 - Fires in structure other than in a building	1
143 - Grass fire	2
# Incidents for 1&2 - ST1 & ST2:	3

Station: 4 - NO RESPONSE BY BVFD	
321 - EMS call, excluding vehicle accident with injury	1
900 - Special type of incident, other	25
# Incidents for 4 - No response by BVFD:	26

Station: ST1 - BARTLETT VOLUNTEER FIRE DEPARTMENT STATION #1	
131 - Passenger vehicle fire	1
140 - Natural vegetation fire, other	1
143 - Grass fire	1
311 - Medical assist, assist EMS crew	1
321 - EMS call, excluding vehicle accident with injury	9
322 - Motor vehicle accident with injuries	1
324 - Motor vehicle accident with no injuries.	1
460 - Accident, potential accident, other	1
900 - Special type of incident, other	1
911 - Citizen complaint	1
# Incidents for ST1 - Bartlett Volunteer Fire Department Station #1:	18

Only REVIEWED incidents included.



emergencyreporting.com
Doc Id: 857
Page # 1 of 1

Brenda

August 2025 TML Statistics

Library closed for 3 days due to construction

Craft day – 2 attended the first event

Katy Ford – donated plants to City and discussed above ground beds

Application for volunteers – 3

TML Statistics August 2025

Total Visitors 37

New Patrons 0

Books Checked Out 10

Books Checked In 4

Computer Programs 3

Program Attendees _____

Volunteer Hours 65.5

Employee Hours 77

[illegible]

- 013



City of Bartlett
Municipal Treasurer's Report
9/22/2025

Bank Balances	9/10/2025	8/6/2025	Change	Reimb. Pending
Community Film Fund *2539 Community Development Fund	\$ 17,108.37	\$ 48,502.30	\$ (31,393.93)	
Library Fund *0673	\$ 6,507.92	\$ 6,507.92	\$ -	
Utility Deposits *1799	\$ 21,111.40	\$ 21,108.72	\$ 2.68	
2021 Limited Tax Notes *2206	\$ 1,016.20	\$ 1,016.07	\$ 0.13	
Police Dept Seizure Account *3313	\$ 3,350.42	\$ 3,350.42	\$ -	
Cemetery Account *0070	\$ 18,968.61	\$ 18,766.20	\$ 202.41	
General Fund Account *0089	\$ 80,563.05	\$ 205,012.65	\$ (124,449.60)	
Electric Fund *0118	\$ 2,691.83	\$ 2,691.49	\$ 0.34	
Blue Santa Account *2167	\$ 1,619.92	\$ 1,619.92	\$ -	
2013-2014 CDBG *2183	\$ 33,001.03	\$ 47,357.34	\$ (14,356.31)	329499.9
2 TWDB Escrow *2458	\$ -	\$ 20,630.50	\$ (20,630.50)	
Bond Series 2012 Interest & Sinking Fund *2474	\$ 1,000.00	\$ 1,000.00	\$ -	
Hotel Occupancy Tax Account *2562	\$ 3,329.53	\$ 3,172.81	\$ 156.72	
Total Cash Balances-Cadence Bank	\$ 190,268.28	\$ 380,736.34	\$ (190,468.06)	\$ 329,499.90

Property Tax Levied:

	10/30/2024	
I&S Property Tax	\$ 103,310.71	\$ 103,310.71
M&O Property Tax	\$ 774,888.74	\$ 774,888.74
Total Levied	\$ 878,199.45	\$ 878,199.45

Collected 9/2/2025 -794,985.12 \$ (789,413.55)

Balance to Collect \$ 83,214.33 \$ 88,785.90

Debt Balances:

	1/9/2025	Next Payment	Next Payment
\$1,375,000 General Obligation Refunding Bonds, Series 2012	\$ 225,000.00	\$ 112,688.75	2/28/2026
\$1,000,000 Limited Tax & Revenue Notes, Series 2021	\$ 705,000.00	\$ 170,957.25	2/28/2026
\$750,000 Tax Notes, Series 2024	\$ 750,000.00	\$ 38,289.06	2/28/2026
\$745,000 Combo Tax & Surplus Rev Cert of Oblig., Series 2024	\$ 745,000.00	\$ 29,246.75	2/28/2026
Public Property Finance Act Contract No.8014	\$ 500,000.00	\$ 60,240.69	3/25/2026
Total Debt Balances	\$ 2,925,000.00	\$ 411,422.50	

Other Items:

Audit completed, reconciling City books to report
Timeclock Plus implementation delayed



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Tom Zimmer, COUNCIL

City Clerk Report

August 2025

I worked on 6 open records. I sent the information and they are now closed.
I reconciled all of 2024 bank statements for Dwayne Anderson and CPA Don Allman.

Regards,

Brenda Kelley
City Secretary
City of Bartlett, Texas 76511

140 WEST CLARK STREET, POST OFFICE DRAWER H, BARTLETT, TEXAS 76511
254.527.3219 OFFICE 254.527.4280 FAX

City of Bartlett
Municipal Court Council Report
From 8/1/2025 to 8/31/2025

Violations by Type

Traffic	Penal	City Ordinance	Parking	Other	Total
4	2	5	0	2	13

Financial

State Fees	Court Costs	Fines	Tech Fund	Building Security	Total
\$1,494.03	\$611.59	\$2,024.70	\$38.33	\$38.28	\$4,206.93

Warrants

Issued	Served	Closed	Total
0	0	0	0

FTAs/VPTAs

FTAs	VPTAs	Total
2	2	4

Dispositions

Paid	Non-Cash Credit	Dismissed	Driver Safety	Deferred	Total
16	0	1	1	5	23

Trials & Hearings

Jury	Bench	Appeal	Total
0	0	0	0

Omni/Scofflaw/Collection

Omni	Scofflaw	Collections	Total
9	0	9	18

City of Bartlett
Payment Report
8/1/2025 to 8/31/2025

\$ 517,379.84

Vendor	Invoice #	Account #	Invoice Date	Account Description	Invoice Description	Invoice Amount
A TO Z COMPLETE TREE SERVICE						
Check # : 60555			Check date: 8/27/2025			
726725			7/29/2025			
02-70-7651			Contract Services-Regularly Scheduled		#726725 TREE TRIMMING BEHIND RED AND	
				Invoice Total		4,500.00
				Check Total		4,500.00
				Total		4,500.00

Total number of payments: 1

Act Pipe & Supply, Inc						
Check # : 60464			Check date: 8/7/2025			
S101233165.001			6/18/2025		#S101233165.001 SUPPLIES	
02-80-9101			Operating Supplies - Not Office			
				Invoice Total		1,098.55
				Check Total		1,098.55
				Total		1,098.55

Total number of payments: 1

AEP-AMERICAN ELECTRIC POWER						
Check # : 60556			Check date: 8/27/2025			
169-21573819			8/4/2025		#169-21573819 TCOS JULY 2025	
02-70-9322			TCOS			
				Invoice Total		2,438.72
				Check Total		2,438.72
				Total		2,438.72

Total number of payments: 1

AI Clawson Disposal, Inc						
Check # : 60534			Check date: 8/19/2025			
769152			8/12/2025		#769152 AUGUST 2025 DISPOSAL SERVICE	
02-84-7652			Contract Services-Solid Waste Collection			
				Invoice Total		12,776.14
						12,776.14
						12,776.14

Total number of payments: 1

American Tire Distributors

Check #: 60465

5207988311

02-81-9401

Check date: 8/7/2025

6/19/2025

Vehicle Maintenance

337288 TIRES FOR PUBLIC WORKS TRUCK

Check Total

12,776.14

Total

12,776.14

5207988311

02-81-9401

6/19/2025

Vehicle Maintenance

#S207988311 TIRE PUBLIC WORKS DEPT

Invoice Total

142.72
142.72

5208906138

02-81-9401

7/22/2025

Vehicle Maintenance

S208906138 TIRES

Invoice Total

153.68
153.68

Invoice Total

587.82
587.82

Check Total

884.22

Total

884.22

Total number of payments: 1

Atmos Energy

Check #: 60466

JUNE 2025

01-13-9352

Check date: 8/7/2025

6/1/2025

Purchased Gas Power

#4003502067 JUNE 2025 POLICE DEPT GAS

Invoice Total

93.49
93.49

Invoice Total

93.50
93.50

Check Total

186.99

4003502067 POLICE DEPT GAS UTILITY

JULY 2025

01-13-9352

7/1/2025

Purchased Gas Power

Check #: 60557
AUGUST 2025
01-13-9352

Check date: 8/27/2025

8/4/2025

Purchased Gas Power

4003502067 PD GAS UTILITY

Invoice Total

93.50
93.50

Check Total

93.50

Total

280.49

Total number of payments: 2

ATS

Check #: 60467

514476

Check date: 8/7/2025

2/12/2025

#514476 COMMERCIAL PLAN REVIEW: BISD

02-81-8601

Permit Fees

475.00

536443

6/30/2025

#536443 INSPECTIONS

Invoice Total

02-81-8601

Permit Fees

1,215.00

536490

6/30/2025

#536490 INSPECTIONS

Invoice Total

02-81-8601

Permit Fees

1,535.00

Total number of payments: 1

Invoice Total

1,535.00

Check Total 3,225.00

Total 3,225.00

Austin Mobile Drug Testing

Check #: 60558

91123A

Check date: 8/27/2025

8/18/2025

#91123A TESTING FOR CHEYENNE GRADWEI

01-11-7670

Physicals, 5P Screenings, etc.

35.00

Invoice Total

35.00

Check Total 35.00

Total 35.00

Total number of payments: 1

BANK OF OKLAHOMA FINANCIAL

eCheck #: N/A

CITYOFBARTLETT

03-2250

Check date: 8/29/2025

8/29/2025

DEBT SERVICE INVOICE BANK OF OKLAHOMA/

Govt Capital Note

9,220.75

Invoice Total

9,220.75

Check Total 9,220.75

Total 9,220.75

Total number of payments: 1

BARTLETT AUTO SERVICE LLC

Check #: 60468

667

02-80-9401

Check date: 8/7/2025

6/26/2025

#667 Repair on Truck #1 2015 F350 Diesel

Vehicle Maintenance

65.00

Invoice Total

65.00

Check Total 65.00

Check #: 60559

736

02-80-9401

Check date: 8/27/2025

8/6/2025

#736 REPAIRS ON 2013 CHEVY 2500

Vehicle Maintenance

160.00

Invoice Total	160.00
Check Total	160.00
Total	225.00

Bartlett Red & White

Check #: 60469
7926-19
02-70-9101

Check date: 8/7/2025
7/1/2025
Operating Supplies - Not Office

CASE OF DRINKING WATER

Invoice Total	5.99
Check Total	5.99
Total	5.99

Total number of payments: 1

BARTLETT TOWING LLC

Check #: 60470
07/18/25
02-80-7652

Check date: 8/7/2025
7/18/2025
Contract Services- Emergency

7/18/25 TOWING FOR FORD #3

Invoice Total	280.00
Check Total	280.00
Total	280.00

Check #: 60560
081425
02-80-7652

Check date: 8/27/2025
8/14/2025
Contract Services- Emergency

TOWING 2017 FORD PICKUP- (JACOBS TRUC

Invoice Total	280.00
Check Total	280.00
Total	560.00

Total number of payments: 2

BEC-Bartlett Electric Cooperative

Check #: 60561
AUGUST 2025
02-70-9322

Check date: 8/27/2025
8/1/2025
TCOS

#12059 AUGUST 2025YARDLIGHTS

Invoice Total	1,723.71
Check Total	1,723.71
Total	1,723.71

Total number of payments: 1

Blue360 Media, Llc

Check #: 60562
250807-SF-90173

Check date: 8/27/2025
8/8/2025

250807-SF-90173

01-13-9201

Training and Education

Total number of payments: 1

Invoice Total	187.85
Check Total	187.85
Total	187.85

Bobby Lee Bartlett

Check #: 60471
563755
01-20-7651

Check date: 8/7/2025
8/1/2025
Contract Services

563755 August 2025 Cemetary Lawncare

Total number of payments: 1

Invoice Total	1,300.00
Check Total	1,300.00
Total	1,300.00

Brazos Electric Cooperative

Check #: 60472
RI 53189-001
02-70-9322

Check date: 8/7/2025
7/8/2025
TCOS

RI 53189 001 TCOS JAN TO MAY AND JUNE

5307-RI-001
02-70-9322

7/15/2025
TCOS

5307-RI-001 TCOS JUNE 2025

Total number of payments: 1

Invoice Total	328.11
Check Total	328.11
Invoice Total	1,490.68
Check Total	1,818.79
Total	1,818.79

Brownsville Public Utilities Board

Check #: 60473
25-1584
02-70-9322

Check date: 8/7/2025
5/31/2025
TCOS

#25-1584 TCOS MAY 2025

Total number of payments: 1

Invoice Total	36.25
Check Total	36.25
Total	36.25

Bryan Texas Utilities

Check #: 60474
023173
02-70-9322

Check date: 8/7/2025
5/31/2025
TCOS

#023173 TCOS MAY 2025

100.44

023264	6/30/2025	Invoice Total	100.44
02-70-9322	TCOS	#023264 / 200 TCOS June 2025	131.52
		Invoice Total	131.52
		Check Total	231.96
		Total	231.96

Total number of payments: 1

Bug Master Exterminating LTD

Check #: 60475	Check date: 8/7/2025	#612332 Pest Control	
612332	6/26/2025		

01-11-8851	Facility Maintenance	32.50
01-13-8851	Facility Maintenance	32.50
01-14-8851	Facility Maintenance	32.50
01-15-8851	Facility Maintenance	32.50
01-18-8851	Facility Maintenance	32.50
02-80-8851	Facility Maintenance	32.50
	Invoice Total	195.00

JULY 2025

7/18/2025

JULY 2025 PEST CONTROL

01-11-8851	Facility Maintenance	32.50
01-13-8851	Facility Maintenance	32.50
01-14-8851	Facility Maintenance	32.50
01-15-8851	Facility Maintenance	32.50
01-18-8851	Facility Maintenance	32.50
02-80-8851	Facility Maintenance	32.50
	Invoice Total	195.00
	Check Total	390.00
	Total	390.00

Total number of payments: 1

CADENCE BANK

Check #: 60476

AUGUST 2025 LOAN

01-13-7401

Check date: 8/7/2025

7/25/2025

Capital Expenditures

00944000985459AUGUST 2025

Total number of payments: 1

619.34	Invoice Total
619.34	
619.34	Check Total
619.34	Total

CADENCE EQUIPMENT FINANCE

Check #: 60477
1483849
01-13-7401

Check date: 8/7/2025
7/18/2025
Capital Expenditures

#1483849 CONTRACT#002-0070952-003 LO

Total number of payments: 1

Card Service Center

eCheck #: N/A
#1071,1476,0339 AUGUST 2025
01-11-8951
01-13-9201
02-80-9102

Check date: 8/19/2025
8/19/2025
Software Maintenance Agreements
Training and Education
Tools & Non-Capital Equipment

AUTODRAFT: AUGUST 2025 CREDIT CARD PA

Total number of payments: 1

Caterpillar Financial Services

Check #: 60478
EXCAVATOR # 37151510
02-80-7401

Check date: 8/7/2025
7/21/2025
Capital Expenditures

#2172458 / 37151510 EXCAVATOR

Total number of payments: 2

Chad Mees

Check #: 60479
August 2025 Stipend
01-11-7012

Check date: 8/7/2025
8/1/2025
Council Stipends

August 2025 Stipend

Invoice Total

Invoice Total
1,213.44

Check Total
1,213.44

Total
1,213.44

Invoice Total
1,129.36
1,513.25
3,197.87
5,840.48
Check Total
5,840.48
Total
5,840.48

Invoice Total
3,078.68
3,078.68
Check Total
3,078.68

Invoice Total
1,539.34
1,539.34
Check Total
1,539.34
Total
4,618.02

225.00
225.00

Check Total	225.00
Total	225.00

City Of Denton
Check #: 60480
4-17-25 TO 6-12-25
02-70-9322

Check date: 8/7/2025
6/30/2025
TCOS

9100039-00 TCOS 4/17/25 TO 6/12/25

Invoice Total	231.69
231.69	
Check Total	231.69
231.69	
Total	231.69

Total number of payments: 1

City Of Garland
Check #: 60481
2501397
02-70-9322

Check date: 8/7/2025
6/2/2025
TCOS

#2501397 TCOS MAY 2025 DOCKET 56050

Invoice Total	237.22
237.22	
2501650	
02-70-9322	
7/14/2025	
TCOS	
#2501650 TCOS JUNE 2025	
Invoice Total	171.56
171.56	
Invoice Total	408.78
408.78	
Check Total	408.78
408.78	
Total	408.78

Total number of payments: 1

City Of Round Rock Environmental Services
Check #: 60482
4-0525
02-80-9451

Check date: 8/7/2025
6/9/2025
Sample Analysis

4-0525 WATER TESTING

Invoice Total	75.00
75.00	
4-0625	
02-80-9451	
7/10/2025	
Sample Analysis	
#4-0625 WATER TESTING	
Invoice Total	50.00
50.00	
Invoice Total	125.00
125.00	
Check Total	125.00
125.00	
Total	125.00

Total number of payments: 1

CNP HOUSTON ELECTRIC, LLC
Check #: 60483
3001346712

Check date: 8/7/2025
6/24/2025

8332520 / 3001346712 TCOS MAY 2025

02-70-9322	TCOS		2,349.40
		Invoice Total	2,349.40
		Check Total	2,349.40
Check #: 60536	Check date: 8/19/2025		
3001354466	7/28/2025	#3001354466 TCOS JUNE 2025	
02-70-9322	TCOS		1,624.40
		Invoice Total	1,624.40
		Check Total	1,624.40
Total number of payments: 2		Total	3,973.80
Core & Main			
Check #: 60484	Check date: 8/7/2025		
X089017	6/3/2025	X089017 SUPPLIES	
02-81-9102	Tools & Non-Capital Equipment		2,356.99
		Invoice Total	2,356.99
X114737	6/6/2025	#X114737 BRASS BUSHING	
02-81-9102	Tools & Non-Capital Equipment		32.10
		Invoice Total	32.10
X317659	7/10/2025	#X317659 SUPPLIES	
02-81-9102	Tools & Non-Capital Equipment		154.34
		Invoice Total	154.34
		Check Total	2,543.43
Total number of payments: 1		Total	2,543.43
CPS Energy			
Check #: 60537	Check date: 8/19/2025		
301003350226	7/20/2025	#301003350226 / TCOS JUNE 2025	
02-70-9322	TCOS		782.63
		Invoice Total	782.63
		Check Total	782.63
Total number of payments: 1		Total	782.63
Danek Hardware & Lumber Inc.			
Check #: 60485	Check date: 8/7/2025		
408464	5/28/2025	#408464 PURCHASE-PUBLIC WORKS	
02-81-9101	Operating Supplies - Not Office		7.70

Total number of payments: 1		Invoice Total	7.70
		Check Total	7.70
		Total	7.70

DOCUMENT SOLUTIONS

Check #: 60486	Check date: 8/7/2025	# 39621508 Police Dept Copier	
39621508 pd	7/4/2025		76.73
01-13-9101	Operating Supplies - Not Office	Invoice Total	76.73

LIBRARY 39621507	7/4/2025	39621507 LIBRARY COPIER	
01-18-8701	Postage Fees & Subscriptions	Invoice Total	51.68
		Check Total	128.41

Check #: 60563	Check date: 8/27/2025	39852910 LIBRARY COPIER	
39852910	8/7/2025		159.66
01-18-8701	Postage Fees & Subscriptions	Invoice Total	159.66
		Check Total	159.66
		Total	288.07

Total number of payments: 2

Donald L. Allman, CPA, PC	Check date: 8/25/2025	ACCOUNTING AUDIT FOR 2024	
Check #: 60554	8/25/2024		12,000.00
08252024	Accounting Audit Expenses	Invoice Total	12,000.00
01-11-8402		Check Total	12,000.00
		Total	12,000.00

Total number of payments: 1

Dream Designs Computer Services	Check date: 8/7/2025	#2025158 INSTALL NEW NETWORK SWITCH	
Check #: 60487	6/23/2025		295.00
2025158	Computer Hardware & Repairs	Invoice Total	295.00
01-11-8954		Check Total	295.00
		Total	295.00

Total number of payments: 1

DSHS Central Lab Mc2004

Check #: 60488

2025 JULY

02-80-9451

Check date: 8/7/2025

7/1/2025

Sample Analysis

CEN CD3696 062025 ID#2460006

233.00

Invoice Total

233.00

Check Total

233.00

Total number of payments: 1

Total

233.00

Empire Seed Turf & Irrigation

Check #: 60489

182035

02-80-9101

Check date: 8/7/2025

6/23/2025

Operating Supplies - Not Office

#182035 TOOLS FOR MOWERS ETC

461.13

Invoice Total

461.13

44890

02-80-9101

7/25/2025

Operating Supplies - Not Office

44890 TRIMMER

523.18

Invoice Total

523.18

Check Total

984.31

Total number of payments: 1

Total

984.31

Environmental Monitoring Laboratory, LLC

Check #: 60490

25060049

02-81-9451

Check date: 8/7/2025

6/30/2025

Sample Analysis

25060049 WASTEWATER TESTING

540.00

Invoice Total

540.00

Check Total

540.00

Total number of payments: 1

Total

540.00

ETT - Electric Transmission Texas, LLC

Check #: 60564

374-21573876

02-70-9322

Check date: 8/27/2025

8/4/2025

TCOS

374-21573876 TCOS JULY 2025

1,185.95

Invoice Total

1,185.95

Check Total

1,185.95

Total number of payments: 1

Total

1,185.95

FERGUSON ENTERPRISES LLC # 3325

Check # : 60491	Check date: 8/7/2025		
0289351	6/5/2025	89996 / 0289351 SUPPLIES	49.57

02-80-9101	Operating Supplies - Not Office	Invoice Total	49.57
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028935-1	6/9/2025	0289351-1 SUPPLIES	2.44
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02-80-9101	Operating Supplies - Not Office	Invoice Total	2.44
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0289351-1	6/9/2025	89996 WATER DEPT SUPPLIES	52.01
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02-80-9101	Operating Supplies - Not Office	Invoice Total	52.01
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Check Total	104.02
Total	104.02

Total number of payments: 1

Floresville Electric Light & Power System

Check # : 60538	Check date: 8/19/2025	# 3990156 TCOS JUNE 2025	
3990156	7/26/2025		1.59

02-70-9322	TCOS	Invoice Total	1.59
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Check Total	1.59
Total	1.59

Total number of payments: 1

GAYLE JONES

Check # : 60492	Check date: 8/7/2025	August 2025 Stipend	10.00
August 2025 Stipend	8/1/2025		10.00

01-11-7012	Council Stipends	Invoice Total	10.00
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Check Total	10.00
Total	10.00

Total number of payments: 1

GEUS

Check # : 60493	Check date: 8/7/2025	25-05-05 TCOS MAY 2025	13.17
25-05-05	6/5/2025		13.17

02-70-9322	TCOS	Invoice Total	13.17
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25-06-06	7/1/2025	TCOS 25-06-06	8.73
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02-70-9322	TCOS		8.73
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Invoice Total	8.73
Check Total	21.90
Total	21.90

Golden Spread Electric Cooperative, Inc

Check # : 60494	Check date: 8/7/2025	
TCOS 25 0602	6/30/2025	TCOS 25 0602 JANUARY 2025 THRU JUNE 20
02-70-9322	TCOS	

Invoice Total	168.97
Check Total	168.97
Total	168.97

Total number of payments: 1

GV ELECTRICAL SERVICES LLC

Check # : 60565	Check date: 8/27/2025	
PER JACOB	8/1/2025	PER JABOB: PARTS FOR ROUGHIN TOWER LI
02-81-7652	Contract Services- Emergency	

Invoice Total	609.21
Check Total	609.21

Check # : 60539	Check date: 8/19/2025	
1257/1249	8/14/2025	#1257/1249 REPAIRS ON CITY PROJECTS
02-70-7652	Contract Services- Emergency	
02-70-7652	Contract Services- Emergency	

Invoice Total	1,450.94
Check Total	1,330.71
Total	2,781.65

Total number of payments: 2

Holt-Cat

Check # : 60495	Check date: 8/7/2025	
WIM60059847	7/17/2025	#WIM60059847 REPAIRS ON EQUIPMENT
02-80-8051	Equipment Maintenance	

Invoice Total	1,990.27
Check Total	1,990.27

Check # : 60540	Check date: 8/19/2025	
WIM60060493	8/5/2025	WIM60060493 REPAIRS
02-80-8051	Equipment Maintenance	

Invoice Total	8,129.65
Total	8,129.65

Total number of payments: 2

Internal Revenue Service		Check Total	8,129.65
eCheck #: N/A	Check date: 8/13/2025	Total	10,119.92
PY8142025	8/14/2025		
01-2100	Federal Taxes Payable		520.24
02-2100	Federal Taxes Payable		136.57
		Invoice Total	656.81
		Check Total	656.81
eCheck #: N/A	Check date: 8/13/2025		
PY8142025	8/14/2025	Social Security-Employee	
01-2100	Federal Taxes Payable		2,224.55
02-2100	Federal Taxes Payable		583.95
		Invoice Total	2,808.50
		Check Total	2,808.50
eCheck #: N/A	Check date: 8/13/2025		
PY8142025	8/14/2025	Social Security-Employee	
01-2100	Federal Taxes Payable		2,224.55
02-2100	Federal Taxes Payable		583.95
		Invoice Total	2,808.50
		Check Total	2,808.50
eCheck #: N/A	Check date: 8/13/2025		
PY8142025	8/14/2025	Medicare-Employee	
01-2100	Federal Taxes Payable		520.24
02-2100	Federal Taxes Payable		136.57
		Invoice Total	656.81
		Check Total	656.81
eCheck #: N/A	Check date: 8/13/2025		
PY8142025	8/14/2025	Federal Tax	
01-2100	Federal Taxes Payable		2,509.04
02-2100	Federal Taxes Payable		778.36
		Invoice Total	3,287.40
		Check Total	3,287.40
eCheck #: N/A	Check date: 8/27/2025		
PY8282025	8/28/2025	Social Security-Employee	

01-2100 Federal Taxes Payable
02-2100 Federal Taxes Payable

2,233.00
609.17
2,842.17
Invoice Total
Check Total

eCheck #: N/A
PY8282025
01-2100
02-2100
Check date: 8/27/2025
8/28/2025
Federal Taxes Payable
Federal Taxes Payable

Medicare-Employee
522.25
142.47
664.72
Invoice Total
Check Total

eCheck #: N/A
PY8282025
01-2100
02-2100
Check date: 8/27/2025
8/28/2025
Federal Taxes Payable
Federal Taxes Payable

Medicare-Employer
522.25
142.47
664.72
Invoice Total
Check Total

eCheck #: N/A
PY8282025
01-2100
02-2100
Check date: 8/27/2025
8/28/2025
Federal Taxes Payable
Federal Taxes Payable

Social Security-Employer
2,233.00
609.17
2,842.17
Invoice Total
Check Total

eCheck #: N/A
PY8282025
01-2100
02-2100
Check date: 8/27/2025
8/28/2025
Federal Taxes Payable
Federal Taxes Payable

Federal Tax
2,655.83
801.57
3,457.40
Invoice Total
Check Total

Total number of payments: 10

20,689.20
Total

Jackie Ivicic
Check #: 60496
August 2025 Stipend
01-11-7012

Check date: 8/7/2025
8/1/2025
Council Stipends

August 2025 Stipend

10.00
10.00
Invoice Total
Check Total

Total number of payments: 1	Total	10.00
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Jarrell-Schwertner Water Supply, Corp

Check #: 60541

AUGUST 2025

01-20-9351

Check date: 8/19/2025

8/1/2025

Purchased Water

#610 CEMETARY WATER

Invoice Total

69.30
69.30

Check Total

69.30

Total

69.30

Total number of payments: 1

Jesse Luna

Check #: 60497

August 2025 Stipend

01-11-7012

Check date: 8/7/2025

8/1/2025

Council Stipends

August 2025 Stipend

Invoice Total

10.00
10.00

Check Total

10.00

Total

10.00

Total number of payments: 1

Jurgensen Pump, LLC

Check #: 60553

88926

02-80-9502

Check date: 8/25/2025

7/24/2025

Wells, Lines, & Meters

#88926 7/24/25 WELL #3 REPAIRS

Invoice Total

99,721.00
99,721.00

Check Total

99,721.00

Check #: 60566

88999

02-80-9502

Check date: 8/27/2025

8/14/2025

Wells, Lines, & Meters

#88999 EVIE LIFT STATION FIELD SERVICE

Invoice Total

1,740.00
1,740.00

Check Total

1,740.00

Total

101,461.00

Total number of payments: 2

Kologik LLC

Check #: 60567

KOL-16740

01-13-8951

Check date: 8/27/2025

8/20/2025

Software Maintenance Agreements

#KOL-16740 SOFTWARE LICENSES - POLICE

Invoice Total

2,478.00
2,478.00

Total number of payments: 1	Check Total	2,478.00
	Total	2,478.00

L&O SERVICES

Check #: 60568	Check date: 8/27/2025	QB90781815 INVOICE CHLORINE FOR POOL	248.99
#2 QB90781815	7/15/2025		
01-17-7501	Chemicals	Invoice Total	248.99
		Check Total	248.99

Check #: 60498	Check date: 8/7/2025	POOL CHEMICALS CLEAN TABS	149.99
qb90781815	7/15/2025		
01-17-7501	Chemicals	Invoice Total	149.99
		Check Total	149.99

Total number of payments: 2	Total	398.98
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Lamar Electric Cooperative

Check #: 60569	Check date: 8/27/2025	TCOS JAN 2025 THRU JUNE 2025	6.12
BART-06/2025	6/30/2025		
02-70-9322	TCOS	Invoice Total	6.12
		Check Total	6.12

Total number of payments: 1	Total	6.12
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Langerman Engineering

Check #: 60542	Check date: 8/19/2025	#31639 ENGINEERING FOR SAFE ROUTES	554.00
31639	7/30/2025		
02-80-7654	Engineering Services	Invoice Total	554.00
		Check Total	554.00

Total number of payments: 1	Total	554.00
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Lcra--(Lower Colorado River Authority)

Check #: 60570	Check date: 8/27/2025	#TCOS0012185 JULY 2025	2,443.69
TCOS0012185	7/31/2025		
02-70-9322	TCOS		

Total number of payments: 1

Invoice Total	2,443.69
Check Total	2,443.69
Total	2,443.69

Lone Star Transmission, Llc

Check #: 60499

2299

02-70-9322

Check date: 8/7/2025

6/30/2025

TCOS

#2299 TCOS

Invoice Total

235.91
235.91

Check Total

235.91

Total number of payments: 1

Total **235.91**

Lonestar Maintenance & Service, Inc.

Check #: 60500

157143

02-81-7501

Check date: 8/7/2025

6/11/2025

Chemicals

#157143 CHLORINE CYLINDER

Invoice Total

1,784.46
1,784.46

Check Total

1,784.46

Total number of payments: 1

Total **1,784.46**

LUBBOCK POWER & LIGHT

Check #: 60501

64-48

02-70-9322

Check date: 8/7/2025

6/30/2025

TCOS

64-48 TCOS JUNE 2025

Invoice Total

31.79
31.79

Check Total

31.79

Total number of payments: 1

Total **31.79**

Magdaleno G Santos

Check #: 60502

551913

02-80-9401

Check date: 8/7/2025

7/7/2025

Vehicle Maintenance

551913 REPLACE TIRES

Invoice Total

360.00
360.00

551914

02-80-8051

7/22/2025

Equipment Maintenance

#551914 TIRES REPAIRED

Invoice Total

330.00
330.00

Total number of payments: 1

Metro Fire

Check #: 60571

22983

01-14-9101

Check date: 8/27/2025

6/19/2025

Operating Supplies - Not Office

#22983 PIKE POLE

Check Total

690.00

Total

690.00

Total number of payments: 1

Mid-American Research Chemical

Check #: 60503

0852001

02-80-7501

Check date: 8/7/2025

6/19/2025

Chemicals

0852001 CHEMICALS

Invoice Total

1,380.32

1,380.32

Check Total

1,380.32

Total

1,380.32

Total number of payments: 1

MORTON MORROW, INC.

Check #: 60504

5103

01-14-8051

Check date: 8/7/2025

2/24/2025

Equipment Maintenance

#5103 FIRE DEPARTMENT REPAIRS

Invoice Total

752.50

752.50

5615

01-14-8051

6/25/2025

Equipment Maintenance

#5615 FIRE DEPT

Invoice Total

305.00

305.00

Check Total

1,057.50

Total

1,057.50

Total number of payments: 1

MRB GROUP

Check #: 60543

68821

02-80-7654

Check date: 8/19/2025

7/31/2025

Engineering Services

#68821 BARTLETT ELEM SAFE ROUTES TO S

15,602.90

15,602.90

Invoice Total

15,602.90

Check Total

15,602.90

Total number of payments: 1

Total

15,602.90

O'REILLY AUTO PARTS

Check #: 60505
0602347953/60283
02-80-9401

Check date: 8/7/2025

5/31/2025

Vehicle Maintenance

#3538399 CREDIT CHARGES

47.94

Invoice Total

47.94

Check Total

47.94

Check #: 60572

CREDIT CHARGES

02-80-9401

Check date: 8/27/2025

8/14/2025

Vehicle Maintenance

3538399 / CREDIT CHARGES

79.92

Invoice Total

79.92

Check Total

79.92

Total number of payments: 2

Total

127.86

Oncor Electric Delivery Company LLC

Check #: 60573
TRN0038263
02-70-9322

Check date: 8/27/2025

7/31/2025

TCOS

#TRN0038263 TCOS JULY 2025

5,282.40

Invoice Total

5,282.40

Check Total

5,282.40

Total number of payments: 1

Total

5,282.40

Onsolve, Llc

Check #: 60506
15345569
01-11-8951

Check date: 8/7/2025

7/14/2025

Software Maintenance Agreements

15345569 CODE RED ONSOLVE

3,792.66

Invoice Total

3,792.66

Check Total

3,792.66

Total number of payments: 1

Total

3,792.66

Palousek Overhead Doors, Inc.

Check #: 60507
36548
01-14-8051

Check date: 8/7/2025

3/17/2025

Equipment Maintenance

36548 FIRE DEPT

175.00

Invoice Total

175.00

Total number of payments: 1

Check Total	175.00
Total	175.00

Panther Creek Transportation, Inc.

Check #: 60531
85042/85401
01-17-8854

Check date: 8/7/2025
6/21/2025
Street Repair & Maintenance

#85042/85401 MATERIALS

Invoice Total	953.53
Check Total	953.53
Total	953.53

Total number of payments: 1

PHI Cares Membership Department

Check #: 60533
CM13-000992-2025
01-14-7951

Check date: 8/13/2025
6/24/2025
Dues and Membership Fees

#CM13-000992-2025 MEMBERSHIP FOR 598

Invoice Total	4,186.00
Check Total	4,186.00
Total	4,186.00

Total number of payments: 1

PNC BANK, N.A.

Check #: 60574
610294264/36551096 Sept 2025
03-00-8251

Check date: 8/27/2025
8/15/2025
Interest Expense

610294264/36551096 Sept 2025 Interest Ex

Invoice Total	1,396.16
Check Total	1,396.16
Total	1,396.16

Total number of payments: 1

Primo Brands

Check #: 60508
WWTP 05F0125962993
02-81-7651

Check date: 8/7/2025
6/28/2025
Contract Services-Regularly Scheduled

#0125962993 WWTP DRINKING WATER

Invoice Total	362.38
Invoice Total	171.87
Check Total	534.25

05G0125962886 CITY HALL
01-11-6801

7/8/2025
Miscellaneous- Copies & Faxes

0125962886 CITY HALL DRINKING WATER

Check #: 60575
05G0125962993 WWTP
02-00-8501

Check date: 8/27/2025
7/29/2025
Miscellaneous Expense

0125962993 WWTP WATER (CANCELED)

188.93
Invoice Total
188.93

Check Total
188.93

Total number of payments: 2

Total 723.18

Quadient Finance Usa,Inc(Postage)

Check #: 60509
JULY 2025
01-11-8701

Check date: 8/7/2025
7/1/2025
Postage Fees & Subscriptions

7900044080406543

95.97
Invoice Total
95.97

Check Total
95.97

Total number of payments: 1

Total 95.97

Quill LLC

Check #: 60576
45014181/45017871
01-11-8551
01-11-8551
01-18-8551
01-18-8551

Check date: 8/27/2025
7/23/2025
Office Supplies
Office Supplies
Office Supplies
Office Supplies

#45017871/45014181 - 8793857 OFFICE SU

35.41
964.05
40.00
149.80

Invoice Total
1,189.26

Check Total
1,189.26

Total number of payments: 1

Total 1,189.26

Rayburn Electric Coop

Check #: 60510
2025-6495
02-70-9322

Check date: 8/7/2025
6/30/2025
TCOS

2025-6495

137.63
Invoice Total
137.63

Check Total
137.63

Total number of payments: 1

Total 137.63

San Miguel Electric Cooperative, Inc

Check #: 60511

Check date: 8/7/2025

T091-2505	6/11/2025	T091-2505 TCOS MAY 2025	3.85
02-70-9322	TCOS	Invoice Total	3.85
T091-2506	7/8/2025	T091-2506 JUNE TCOS	5.05
02-70-9322	TCOS	Invoice Total	5.05
		Check Total	8.90
		Total	8.90

Total number of payments: 1

Schneider Engineering, Ltd.

Check #: 60544	6/30/2025	# 78492 Engineering 25bart20 Regulatory Su	750.00
78492		Invoice Total	750.00
01-17-7654	Engineering Services	Check Total	750.00

Check #: 60577	8/27/2025	78830 TCOS 6/9/25 TO 8/2/25	750.00
78830	8/8/2025	Invoice Total	750.00
02-70-9322	TCOS	Check Total	750.00
		Total	1,500.00

Total number of payments: 2

SMALL TOWN HEATING & AIR CONDITIONING

Check #: 60545	8/19/2025	# 199 REPAIR AC IN TOWNHALL ON 8/11/25	120.00
1999	8/11/2025	Invoice Total	120.00
01-11-8851	Facility Maintenance	Check Total	120.00
		Total	120.00

Total number of payments: 1

South Texas Electric Cooperative, Inc

Check #: 60512	8/7/2025	007413 TCOS JAN TO APRIL 2025 TRUE UP	246.32
007413	5/31/2025	Invoice Total	246.32
02-70-9322	TCOS		
007525	6/30/2025	# 007525 TCOS JUNE 2025	

02-70-9322

TCOS

322.57

Invoice Total

322.57

Check Total

568.89

Total number of payments: 1

Total

568.89

Star of Texas Heating & Cooling

Check #: 60578

000114

02-80-8851

Check date: 8/27/2025

7/31/2025

Facility Maintenance

#000114 2 TON MINI SPLIT HEAT PUMP

Invoice Total

1,813.88

Check Total

1,813.88

Check Total

1,813.88

Total number of payments: 1

Total

1,813.88

Steglich Feed And Farm Supply, Inc

Check #: 60513

MAY/JUNE 2025

02-80-9101

Check date: 8/7/2025

6/9/2025

Operating Supplies - Not Office

CREDIT CHARGES-PUBLIC WORKS

Invoice Total

216.86

Check Total

216.86

Total number of payments: 1

Total

216.86

Taylor Daily Press

Check #: 60546

LIBRARY SUBSCRIPTION

01-18-8701

Check date: 8/19/2025

7/10/2025

Postage Fees & Subscriptions

#12904 TEINERT MEMORIAL LIBRARY SUBSC

Invoice Total

75.00

Check Total

75.00

Total number of payments: 1

Total

75.00

Techline, Inc

Check #: 60514

1376277-00

02-70-9101

Check date: 8/7/2025

6/16/2025

Operating Supplies - Not Office

9414 / 1373277-00 ELECTRIC SUPPLIES

Invoice Total

1,241.60

1376277-01

02-70-9101

6/23/2025

Operating Supplies - Not Office

#9414 / 1376277-01 FUSEHOLDER

Invoice Total

1,194.32

Check # : 60579
1379101-01
02-70-9101

Check date: 8/27/2025
7/28/2025
Operating Supplies - Not Office

9414 / 1379101-01 LAMP

Invoice Total 1,194.32
Check Total 2,435.92
38.35
38.35

1379101-00
02-70-9101

7/28/2025
Operating Supplies - Not Office

9414 / 1379101-00 LAMPS

Invoice Total 1,818.43
1,818.43

1380192-00
02-70-9101

8/12/2025
Operating Supplies - Not Office

9414 / 1380192-00 TRANSFORMER

Invoice Total 2,474.00
2,474.00

Invoice Total 4,330.78
Check Total 4,330.78

Total number of payments: 2

Total 6,766.70

TEMPLE DAILY TELEGRAM

Check # : 60515
13918716
01-11-7111

Check date: 8/7/2025
4/23/2025
Advertising and Legal Notices

#13918716 / 16697879 / 12752795 ADVERT

Invoice Total 59.00
59.00

13918717
01-11-7111

4/23/2025
Advertising and Legal Notices

#13918717 / 16697880 / 12752795 ADVERT

Invoice Total 64.50
64.50

Invoice Total 123.50
Check Total 123.50

Total number of payments: 1

Total 123.50

Texas Child Support SDU

eCheck # : N/A
PY8142025

Check date: 8/13/2025
8/14/2025

Obligor: Gerardo Davalos Jr.Obligee: Case # :

01-2125

Child Support Payable

Invoice Total 187.38
187.38

Check Total 187.38

eCheck # : N/A
PY8142025

Check date: 8/13/2025
8/14/2025

Obligor: James E FletcherObligee: Case #: Pe

01-2125

Child Support Payable

262.62

Invoice Total

262.62

Check Total

262.62

eCheck #: N/A

Check date: 8/27/2025

PY8282025

8/28/2025

Obligor: Gerardo Davalos Jr.Obligee: Case #:

01-2125

Child Support Payable

187.38

Invoice Total

187.38

Check Total

187.38

eCheck #: N/A

Check date: 8/27/2025

PY8282025

8/28/2025

Obligor: James E FletcherObligee: Case #: Pe

01-2125

Child Support Payable

262.62

Invoice Total

262.62

Check Total

262.62

Total number of payments: 4

Total

900.00

Texas Crushed Stone Company

Check #: 60516

Check date: 8/7/2025

80546/80547

6/17/2025

80546 / 80547 SUPER BASE & WASHED SANI

01-17-8854

Street Repair & Maintenance

Invoice Total

612.10

Check Total

612.10

Check #: 60580

Check date: 8/27/2025

86936

7/28/2025

WASHED SAND AND BASE

01-17-8854

Street Repair & Maintenance

Invoice Total

604.49

Check Total

604.49

Total number of payments: 2

Total

1,216.59

TEXAS METER & DEVICE COMPANY LLC

Check #: 60517

Check date: 8/7/2025

0220630	6/16/2025	#0220630 / 0196115 FIELD TESTING	500.00
02-70-9501	Electric Meters	Invoice Total	500.00
		Check Total	500.00

Check #: 60581	Check date: 8/27/2025	0220854 FIELD TESTING	2,250.00
0220854	6/30/2025	Invoice Total	2,250.00
02-70-9501	Electric Meters	Check Total	2,250.00

Check #: 60547	Check date: 8/19/2025	#0221087 METERS	2,167.76
0221087	7/24/2025	Invoice Total	2,167.76
02-70-9501	Electric Meters	Check Total	2,167.76

Total number of payments: 3	Total	4,917.76
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Texas Police Chiefs Assoc.	Check date: 8/27/2025	#9426 MEMBERSHIP RENEWAL	222.22
Check #: 60582	7/18/2025	Invoice Total	222.22
9426	Dues and Membership Fees	Check Total	222.22
01-13-7951		Total	222.22

Total number of payments: 1			
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Texas Workforce Commission Unemployment Tax	Check date: 8/13/2025	TWC	33.54
Check #: 60532	8/14/2025	State Unemployment Taxes Payable	3.73
PY8142025		State Unemployment Taxes Payable	37.27
01-2110		Invoice Total	37.27
02-2110		Check Total	37.27

Check #: 60586	Check date: 8/27/2025	TWC	26.90
PY8282025	8/28/2025	State Unemployment Taxes Payable	5.12
01-2110		State Unemployment Taxes Payable	32.02
02-2110		Invoice Total	32.02

Check Total	32.02
Total	69.29

Thomson Reuters-West

Check # : 60518	Check date : 8/7/2025	852084721 / 1000520025 JUNE 2025 SUBSC	
852084721	6/1/2025		
01-11-8701	Postage Fees & Subscriptions		22.18
		Invoice Total	22.18
852232200	7/1/2025	852232200 / SUBSCRIPTION	
01-11-8701	Postage Fees & Subscriptions		22.18
		Invoice Total	22.18
		Check Total	44.36
		Total	44.36

Total number of payments: 1

TIB Municipal Holdings LLC

Check # : 60548	Check date : 8/19/2025	#91307 LOAN INTEREST	
91307 AUGUST 2025	8/14/2025		
03-2250	Govt Capital Note		4,578.48
		Invoice Total	4,578.48
		Check Total	4,578.48
		Total	4,578.48

Total number of payments: 1

Tim's Automotive Repair

Check # : 60519	Check date : 8/7/2025	REPAIRS 2015 FORD F350	
39692	5/22/2025		
02-81-9401	Vehicle Maintenance		53.50
		Invoice Total	53.50
JULY 2025	7/1/2025	REPAIRS ON PUBLIC WORKS TRUCKS	
02-81-9401	Vehicle Maintenance		2,751.93
		Invoice Total	2,751.93
		Check Total	2,805.43
		Total	2,805.43

Total number of payments: 1

TMLIRP- TEXAS MUNICIPAL LEAGUE INTERGOVERNMENTAL RISK POOL

Check # : 60520	Check date : 8/7/2025	#1914 JULY 2025 WORKERS COMP, INSURAN	
JULY 2025	7/21/2025		

01-11-8203

Liability Insurance - Errors and Omissions

Invoice Total
5,542.48

Check Total
5,542.48

Check #: 60549

AUGUST 2025

01-11-8203

Check date: 8/19/2025
8/1/2025

Liability Insurance - Errors and Omissions

1914 AUGUST 2025 LIABILITY INSURANCE

Invoice Total
5,542.48

Check Total
5,542.48

Total number of payments: 2

Total
11,084.96

TMPA - Texas Municipal Power Agency

Check #: 60521

0000026076

02-70-9322

Check date: 8/7/2025

5/31/2025

TCOS

#0000026076 TCOS MAY 2025

Invoice Total
113.66

113.66

0000026166

02-70-9322

6/30/2025

TCOS

#26166 TCOS JUNE 2025 (WITH CREDIT ME

Invoice Total
75.62

75.62

Check Total
189.28

189.28

Total number of payments: 1

Total
189.28

TMRS- Texas Municipal Retirement System

eCheck #: N/A

PY732025

01-2120

02-2120

Check date: 8/13/2025

7/3/2025

Retirement Plan Payable

Retirement Plan Payable

TMRS-Employee

Invoice Total
2,958.30

2,958.30

PY732025

01-2120

02-2120

7/3/2025

Retirement Plan Payable

Retirement Plan Payable

TMRS-Employee

Invoice Total
4,982.61

4,982.61

PY7172025

01-2120

02-2120

7/17/2025

Retirement Plan Payable

Retirement Plan Payable

TMRS-Employee

Invoice Total
3,067.25

3,067.25

PY7172025

7/17/2025

TMRS-Employee

Invoice Total

01-2120 Retirement Plan Payable
02-2120 Retirement Plan Payable

3,989.64
1,176.53
5,166.17

PY7312025 7/31/2025

TMRS-Employee

Invoice Total

01-2120 Retirement Plan Payable
02-2120 Retirement Plan Payable

2,390.88
672.95
3,063.83

PY7312025 7/31/2025

TMRS-Employer

Invoice Total

01-2120 Retirement Plan Payable
02-2120 Retirement Plan Payable

4,026.92
1,133.43
5,160.35

Total number of payments: 1

Invoice Total
Check Total
Total 24,398.51

TNMP

Check #: 60522
74195 6/5/2025

#00012/74195/28795 TCOS MAY 2025

Invoice Total
563.74

02-70-9322 TCOS

74466 7/8/2025

#00012/74466/28795 TCOS JUNE 2025

Invoice Total
383.31

02-70-9322 TCOS

Check Total
947.05

Total number of payments: 1

Total 947.05

Tom Zimmer

Check #: 60523
August 2025 Stipend 8/1/2025
01-11-7012 Council Stipends

August 2025 Stipend

Invoice Total
10.00

Check Total
10.00

Total number of payments: 1

Total 10.00

TX Health Benefits Pool

Check #: 60583
SEPTEMBER 2025 - PBARTLE12509 8/21/2025

Check date: 8/27/2025

PBARTLE1 - PBARTLE12509 - SEPTEMBER 2025

01-2140

Health Insurance Payable

20,320.69

Invoice Total

20,320.69

Check Total

20,320.69

Total number of payments: 1

Total

20,320.69

USIO OUTPUT SOLUTIONS, INC

Check #: 60551

332163

01-11-8701

Check date: 8/19/2025

7/31/2025

Postage Fees & Subscriptions

#332163 BILLS JOB # 340245

Invoice Total

241.95

Check Total

241.95

Total number of payments: 1

Total

241.95

USIO Output Solutions, Inc.

Check #: 60552

0018859

01-11-8701

Check date: 8/19/2025

7/31/2025

Postage Fees & Subscriptions

#0018859 BILLS JOB 340245

Invoice Total

453.56

Check Total

453.56

Total number of payments: 1

Total

453.56

Utility Service Co, Inc

Check #: 60524

626942/626943

02-80-7653

02-80-7653

Check date: 8/7/2025

6/1/2025

Water Tank Repair and Maintenance

Water Tank Repair and Maintenance

#120346/120347 - 626942/626943 WATER T

3,834.38

3,959.90

Invoice Total

7,794.28

629046

02-80-7653

7/1/2025

Water Tank Repair and Maintenance

120111 / 629046 200000 PEDISPHERE

3,363.04

Invoice Total

3,363.04

Check Total

11,157.32

Total number of payments: 1

Total

11,157.32

Vickie Cooper

Check #: 60525

August 2025 Stipend

Check date: 8/7/2025

8/1/2025

August 2025 Stipend

01-11-7012

Council Stipends

Total number of payments: 1

Invoice Total	10.00
Check Total	10.00
Total	10.00

VISION METERING, LLC

Check #: 60584

233923

02-70-9501

Check date: 8/27/2025

6/27/2024

Electric Meters

#233923 VISION METERS

Invoice Total	940.00
Check Total	940.00

234658

01-11-8951

7/31/2025

Software Maintenance Agreements

234658 METER SOFTWARE

Invoice Total	1,500.00
Check Total	2,440.00

Check #: 60526

233829

02-80-9502

Check date: 8/7/2025

6/19/2025

Wells, Lines, & Meters

#233829 WATER METERS

Invoice Total	1,430.00
Check Total	1,430.00

233712/233720

02-80-9502

6/25/2025

Wells, Lines, & Meters

233712/233720 METERS

Invoice Total	2,165.00
Check Total	3,595.00
Total	6,035.00

Total number of payments: 2

WC TRACTOR (TEMPLE)

Check #: 60527

021893

02-81-8051

Check date: 8/7/2025

7/8/2025

Equipment Maintenance

Order 021893

Invoice Total	214.19
Check Total	214.19
Total	214.19

Total number of payments: 1

Wellcraft Builders

eCheck #: N/A

202501/CSJ 0909-36-188

02-80-7654

Check date: 8/19/2025

7/6/2025

Engineering Services

CONTRACTOR # 202501 / PROJECT # CSJ 09

104,620.00

Total number of payments: 1

Invoice Total	104,620.00
Check Total	104,620.00
Total	104,620.00

Wex Bank-Exxon

eCheck #: N/A

AUGUST 2025

01-13-8101

01-14-8101

02-80-8101

Check date: 8/19/2025

8/19/2025

Fuel & Oil

Fuel & Oil

Fuel and Oil

AUTODRAFT: AUGUST 2025

380.53

51.58

2,898.28

Invoice Total

3,330.39

Check Total

3,330.39

Total number of payments: 1

Total **3,330.39**

Williamson Central Appraisal District

Check #: 60528

2025-270

01-11-7200

Check date: 8/7/2025

6/9/2025

Appraisal District Fees

#2025-270 QUARTERLY INCOME FROM TAXIT

856.00

Invoice Total

856.00

Check Total

856.00

Total number of payments: 1

Total **856.00**

Williamson County Sun

Check #: 60585

LIBRARY SUBS

01-18-7701

Check date: 8/27/2025

8/1/2025

Books, Movies, Subscriptions

#5559 TEINERT MEMORIAL LIBRARY SUBSCR

59.00

Invoice Total

59.00

Check Total

59.00

Total number of payments: 1

Total **59.00**

Witmer Public Safety Group

Check #: 60529

701323

01-14-9101

Check date: 8/7/2025

6/17/2025

Operating Supplies - Not Office

701323 FIRE DEPT

51.72

Invoice Total

51.72

701327

6/17/2025

#701327 FIRE DEPT

Invoice Total

51.72

01-14-9101

Operating Supplies - Not Office

Total number of payments: 1

Invoice Total	231.48
Check Total	283.20
Total	283.20

WSC Energy

eCheck #: N/A
EW730459171742
02-70-8751

Check date: 8/13/2025
8/13/2025
Purchased Power

WSC ENERGY EW730459171742 / 003720 FC

Total number of payments: 1

Invoice Total	48,525.84
Check Total	48,525.84
Total	48,525.84

Xerox Corporation

Check #: 60530
023644922
01-11-8701
023810169
01-11-8701

Check date: 8/7/2025
6/1/2025
Postage Fees & Subscriptions
7/1/2025
Postage Fees & Subscriptions

#705067072/023644922 CITY HALL COLOR (

Total number of payments: 1

Invoice Total	271.70
Invoice Total	409.28
Check Total	680.98
Total	680.98

Grand Total

517,379.84

Payment Report

9/15/2025 8:59:02 AM

Payment Date: No date entered
Post Date: 8/1/2025 - 8/31/2025

DEPOSIT REPORT

Payment Type	Payment Items	Amount Paid
Utility Payment	742	\$308,450.69
Court Payment	26	\$4,206.93
General Deposit	39	\$250,018.33
Utility Deposit	11	\$1,400.00
Permit Payment	18	\$1,370.00

Payment Method	Payments	Amount Paid
Credit Card	247	\$69,536.26
Check	364	\$201,064.57
Cash	198	\$57,226.90
Change	143	(\$2,263.73)
Other	12	\$239,500.04

Utility Payment

02-1301 AR Enterprise /Utility Billing	6 Yard X 2	\$360.00
02-1301 AR Enterprise /Utility Billing	Disconnect Fee	\$50.00
02-1301 AR Enterprise /Utility Billing	Dumpster 2 Yards	\$65.00
02-1301 AR Enterprise /Utility Billing	Dumpster 3 Yards	\$400.00
02-1301 AR Enterprise /Utility Billing	Dumpster 4 Yard	\$322.80
02-1301 AR Enterprise /Utility Billing	Dumpster 6 Yard	\$130.00
02-1301 AR Enterprise /Utility Billing	Dumpster 8 Yd X2	\$464.89
02-1301 AR Enterprise /Utility Billing	Dumpster Miscellaneous	\$1,806.81
02-1301 AR Enterprise /Utility Billing	Electric Commercial	\$20,153.82
02-1301 AR Enterprise /Utility Billing	Electric Commercial Demand	\$8,823.60
02-1301 AR Enterprise /Utility Billing	Electric Residential	\$116,645.84
02-1301 AR Enterprise /Utility Billing	Electric Vapor Light	\$179.72
02-1301 AR Enterprise /Utility Billing	Garbage Residential	\$17,351.63
02-1301 AR Enterprise /Utility Billing	Penalty	\$2,740.53
02-1301 AR Enterprise /Utility Billing	SALES TAX	\$1,646.96
02-1301 AR Enterprise /Utility Billing	Sewer Commercial	\$3,362.00
02-1301 AR Enterprise /Utility Billing	Sewer Commercial Prison	\$33,942.87
02-1301 AR Enterprise /Utility Billing	Sewer Residential	\$17,425.96
02-1301 AR Enterprise /Utility Billing	Time Warrant Repay	\$4.00
02-2003 Unearned Revenue	Unapplied Credit	\$1,344.63
02-1301 AR Enterprise /Utility Billing	Water Commercial	\$41,407.19
02-1301 AR Enterprise /Utility Billing	Water Residential	\$34,651.63
02-1301 AR Enterprise /Utility Billing	Water/Wwtp Improvement Loan Rep	\$5,170.81
Total		\$308,450.69

Court Payment

01-12-6303 Municipal Court Service Fee Retained	Administrative Fee	\$15.00
01-12-6303 Municipal Court Service Fee Retained	Arrest Fee	\$59.83
01-2200 Collections	Collections Fee	\$175.23

01-12-6309 Consolidated Security and Technology Fund	Consolidated Security and Technolog	\$57.16
01-2020 State Fees	Indigent Defense Fund	\$7.47
01-12-6303 Municipal Court Service Fee Retained	Indigent Defense Fund	\$0.82
01-2020 State Fees	Judicial Support Fee	\$22.37
01-12-6303 Municipal Court Service Fee Retained	Judicial Support Fee	\$2.48
01-12-6303 Municipal Court Service Fee Retained	Juror Reimbursement Fee	\$1.66
01-2020 State Fees	Juror Reimbursement Fee	\$14.90
01-12-6303 Municipal Court Service Fee Retained	Local Traffic Fee	\$20.32
01-12-6303 Municipal Court Service Fee Retained	Local Youth Diversion Fund	\$55.98
01-2020 State Fees	Moving Violation Fee	\$0.20
01-12-6303 Municipal Court Service Fee Retained	Moving Violation Fee	\$0.02
01-12-6302 Minicipal Court Building Security Fund	Municipal Court Building Security Fur	\$38.28
01-12-6304 Municipal Technology Fund	Municipal Court Technology Fund	\$19.10
01-12-6305 Municipal Jury Funds	Municipal Jury Fund	\$1.12
01-12-6301 Court Fines Revenue	Non-Traffic Fine	\$411.80
01-2020 State Fees	OmniBase/FTA Fee	\$322.58
01-12-6303 Municipal Court Service Fee Retained	OmniBase/FTA Fee - Local	\$4.00
01-2020 State Fees	OmniBase/FTA Fee - OmniBase	\$6.00
01-12-6303 Municipal Court Service Fee Retained	State Consolidated Fee	\$93.47
01-2020 State Fees	State Consolidated Fee	\$841.28
01-12-6303 Municipal Court Service Fee Retained	State Traffic	\$12.17
01-2020 State Fees	State Traffic	\$271.06
01-12-6304 Municipal Technology Fund	Technology Fund Fee	\$19.23
01-12-6307 Time Payment Reimbursement Fee	Time Payment Reimbursement Fee	\$30.00
01-12-6301 Court Fines Revenue	Traffic Fine	\$1,612.91
01-2020 State Fees	Truancy Prevention & Diversion Func	\$2.00
01-12-6303 Municipal Court Service Fee Retained	Warrant Fee	\$88.49
	Total	\$4,206.93

General Deposit

01-2220 Refunds Payable	AP REFUNDS - AP REFUNDS	\$5,280.00
02-00-6751 Grant Proceeds	ARPA REIMBURSEMENT - ARPA - REII	\$62,750.25
03-1003 Govt. Capital Bank Account	Bank Account Transfers - Transfers fr	\$20,630.50
01-20-6741 Cemetery Revenue	Cemetary - Cemetary	\$200.00
01-11-6101 Building Permits	Code Abatement-Fines - Code Abatei	\$1,320.00
01-11-6113 Franchise Fees	Franchise Fee - Franchise Fees	\$4,749.68
02-00-6751 Grant Proceeds	Grant Revenue - Grant Revenue - De	\$117,286.20
04-60-7777 Hotel Occupancy Tax	HOTEL OCCUPANCY TAX - HOTEL OCC	\$156.72
01-11-6801 Miscellaneous- Copies & Faxes	Miscellaneous-Copies, Faxes, - Copie	\$1.00
01-00-6801 Miscellaneous Revenue	NOTARY FEE - NOTARY FEE	\$6.00
01-11-6101 Building Permits	Permit Invoice Payments - Permit Inv	\$300.00
01-00-6115 Pet Registration	Pet Registration - Pet Registration Dc	\$5.00
01-00-6115 Pet Registration	Pet Registration - Pet Registration-Dc	\$10.00
01-15-6701 Gate & Rental	Pool Attendance - Pool Attendance	\$166.00
01-15-6702 Concession	Pool Concessions - Pool Concessions	\$73.00
01-00-6801 Miscellaneous Revenue	Reimbursements - Reimbursements	\$232.28
01-11-6113 Franchise Fees	Right of Way Fees - Right of Way Fee	\$469.72

01-11-6021 Sales Tax	Taxes - Alcohol Sales Tax	\$18.97
01-11-6003 I&S Property Tax	Taxes - I&S Property Tax	\$2,611.68
01-11-6005 M&O Property Tax	Taxes - M&O Property Tax	\$18,079.78
01-11-6021 Sales Tax	Taxes - Sales Tax	\$12,695.35
02-00-9351 Purchased Water	Water Purchase - Water Purchase (cc	\$2,976.20
	Total	\$250,018.33

Utility Deposit

02-2005 Utility Customer Deposits	Housing Deposit	\$200.00
02-2005 Utility Customer Deposits	Residential	\$1,200.00
	Total	\$1,400.00

Permit Payment

01-11-6101 Building Permits	Residential Admin Fee	\$280.00
01-11-6101 Building Permits	Residential Demo Post Inspection	\$55.00
01-11-6101 Building Permits	Residential Demo Pre-inspection	\$55.00
01-11-6101 Building Permits	Residential Inspection Fee \$55	\$605.00
01-11-6101 Building Permits	Residential Plan Review	\$375.00
	Total	\$1,370.00

General Ledger Totals

	Debit	Credit
01-00-6115 Pet Registration		\$15.00
01-00-6801 Miscellaneous Revenue		\$238.28
01-1000 Consolidated Cash Equity	\$57,005.43	
01-1020 Cemetery Bank Account	\$200.00	
01-11-6003 I&S Property Tax		\$2,611.68
01-11-6005 M&O Property Tax		\$18,079.78
01-11-6021 Sales Tax		\$12,714.32
01-11-6101 Building Permits		\$2,990.00
01-11-6113 Franchise Fees		\$5,219.40
01-11-6801 Miscellaneous- Copies & Faxes		\$1.00
01-12-6301 Court Fines Revenue		\$2,024.70
01-12-6302 Minicipal Court Building Security Fund		\$38.28
01-12-6303 Municipal Court Service Fee Retained		\$354.25
01-12-6304 Municipal Technology Fund		\$38.33
01-12-6305 Municipal Jury Funds		\$1.12
01-12-6307 Time Payment Reimbursement Fee		\$30.00
01-12-6309 Consolidated Security and Technology Fund		\$57.15
01-15-6701 Gate & Rental		\$166.00
01-15-6702 Concession		\$73.00
01-2020 State Fees		\$1,487.87
01-20-6741 Cemetery Revenue		\$200.00
01-20-9351 Purchased Water		\$2,976.20
01-2200 Collections		\$175.23
01-2220 Refunds Payable		\$5,280.00
01-2240 Credit Card Fee		\$2,433.84
02-00-6751 Grant Proceeds		\$180,036.45

02-1000 Consolidated Cash Equity	\$489,887.14	
02-1301 AR Enterprise /Utility Billing		\$307,106.06
02-2003 Unearned Revenue		\$1,344.63
02-2005 Utility Customer Deposits		\$1,400.00
03-1000 Consolidated Cash Equity	\$20,630.50	
03-1003 Govt. Capital Bank Account		\$20,630.50
04-1000 Consolidated Cash Equity	\$156.72	
04-60-7777 Hotel Occupancy Tax		\$156.72
99-1000 Consolidated Cash	\$567,523.07	
99-2999 Due To Other Funds		\$567,523.07
Totals	\$1,135,402.86	\$1,135,402.86



CHAD MEES, MAYOR
VICKIE COOPER, PRO TEMPORE
JACKIE IVICIC, COUNCILMAN
JESSE LUNA, COUNCILMAN
GAYLE JONES, COUNCILMAN
TOM ZIMMER, COUNCILMAN

Date 09/02/2025

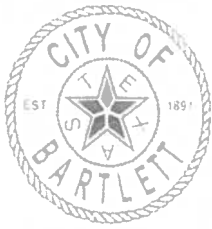
Monthly Report: Development Services Department

As of 8/31/2025

All building permits are subject to abide by City of Bartlett developmental zonings and building ordinances accordingly.

<i>Permits Received/Issued</i>	Residential	Commercial
<i>New Permits Applications Received</i>	8	
<i>Permits Issued</i>	5	
<i>Plan Reviews Denied</i>	1	1
<i>Plan Review Failures</i>		
Uncertified Plans		
Site Maps		
Incomplete Information	1	1
Other		
<i>Demolition Permits Issued</i>	2	
<i>Permit Renewal</i>	1	

Total: \$ 1370.00



CHAD MEES, MAYOR
VICKIE COOPER, MAYOR PRO TEM
GAYLE JONES, COUNCILMAN
JESSE LUNA, COUNCILMAN
JACKIE IVICIC, COUNCILMAN
THOMAS ZIMMER, COUNCILMAN

Date: September 2, 2025

Report: Monthly Utilities Report

Report Dates: August 1 through August 31, 2025

Credit Card	\$62,198.83
Checks	\$193,362.14
Cash	\$55,693.81
ACH	\$147.31
Change	\$(2,283.73)
Total	<u>\$311,402.09</u>

Paper Bills	763
Number of Active Accounts	635
New Residents	7
Deposit Revenue	\$1,400.00
Payment Plan Households	4

PUBLIC WORKS REPORT	Aug-25
RE READS	8
REACTIVATE	
LOW WATER PRESSURE	
FLUSH FIRE HYDRANTS	
METER EXCHANGE	9
METER SET	16
METER PULL	34
WATER TAP	
STREET REPAIR	9
REPLACE CULVERT	
WATER LINE REPAIR	9
METER REPAIR	5
READ METERS	12
UTILITY TAP BUILD OUT	3
TOTAL	
ELECTRIC WORKS REPORT	Aug-25
POWER OUTAGE	2
LOW HANGING POWER LINE	
LIMB ON LINE	
ELECTRIC LINE DOWN	
STREET LIGHT MAINTENANCE	11
ELECTRIC METER REPAIR	
METER SET	30
METER PULL	8
CONNECTS	
TRIM TREES	21
METER EXCHANGE	
REMOVE LIMBS ON PREMISE	
GENERAL	
LEANING POLE	
SET NEW POLE	
TOTAL	
SEWER REPORT	Aug-25
SEWER OVERFLOW	
SEWER LINE REPAIR	
SEWER JET	7
SEWER TAP	

TOTAL	
GENERAL	25-Aug
BRUSH	30
LIMBS	6
DEAD ANIMAL PICKUP	
MOWING	26
Weedeating, Misc	
STREET REPAIR	
Abatements	
Locates	8
Vairious items for City	15
TOTAL	
TOTAL WORK ORDERS	269
Public Works	189
Electric Crew	80



**BARTLETT POLICE DEPARTMENT
CHIEF MARKUS HOLT
202 NORTH DALTON STREET
BARTLETT, TEXAS 76511
(254)527-3733 OFFICE (254) 527-4256(FAX)**

Below are the Event Priority Levels and Event Count for Dispatched Calls of Service

Event Priority Level	Event Count
1	5
2	20
3	53
4	8

Total Dispatched Calls of Service (Bell County): 86 Calls of Service

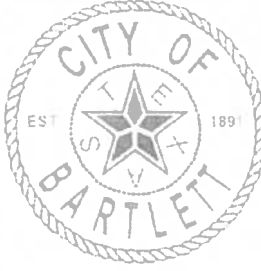
Total Non-Dispatched Calls of Service: 91 Calls of Service (No Event Priority Level)

Total Active Investigations: 5 Active Investigations (June)

Total Closed Investigations: 6 Investigations

Pending Investigations Sent to District/County Attorney: 3 Investigations

Total Dispatched Calls of Service Including Active Investigations, Non-Dispatched Calls of Service: **182 Calls of Service**



City Administrator Report – August 2025

Administration

1. Submit Complete FY 2025-2026 Municipal Budget and Tax Rate
2. Coordinate publication for Fiscal Year 2025-26 proposed Tax Rate and Budget
3. Investigate City of Bartlett's Public Protection Classification (PPC) and International Organization for Standardization (ISO) rating.
4. Prepared draft Volunteer Bartlett Fire Department protective services agreement
5. Respond to Safe Routes to School (SRTS) design inquiries and project administration
6. Grant and project administration on Texas Department of Agriculture: Valve Project
7. Grant and project administration on Texas Department of Emergency Management Services: Generators Project
8. Answer to Texas Municipal League Insurance Claim TX0000000243007
9. Participate in the reintroduction of the Code Enforcement operations and support on-going initiatives
10. Perform annual United States Energy Information Administration (EIA)-861 Report
11. Coordinating of Williamson County ARPA Project: Jackson Water Tower Expansion project (closed)
12. Saltlake, Brook, and Front St. utilities relocation infrastructure project
13. MDD Meeting
14. Draft Minutes of 2025-07-14
15. Certification of Texas Department of Transportation LGP101
16. Review and approve weekly accounts payable
17. Coordinate recovery of loss revenue
18. Consult with City's accounting department on financial operations and projections
19. Meet with the Bartlett Municipal Development District (MDD)
 - a. Coordinate with *The Retail Coach* for consultant services

Planning & Zoning Services

1. -

Development Services

1. Engaging with developer for the preparation and negotiation of potential development agreement

Public Utilities Operations

1. Coordinate water storage tank cleaning
2. Ensure monthly disconnection notices are completed
3. Review electrical infrastructure redundancy plan for Bartlett Water Supply

Parks and Recreation

1. Monitor pool operations
2. Monitor pool performance closure for the season

Library Services

1. Attend weekly Wednesday 4:00 P.M. meeting with volunteer library staff

If you have any questions on any of these items, feel free to let me know. If you have a written question about this report feel free to email me at cityadmin@bartlett-tx.us.

Sincerely,



ADRIAN FLORES
CITY ADMINISTRATOR



Chad Mees, Mayor
Vickie Cooper, Mayor Pro-Tempore
Gayle Jones, Council Member
Jackie Ivicic, Council Member
Jesse Luna, Council Member
Tom Zimmer, Council Member

NOTICE AND AGENDA OF A CALLED MEETING OF THE CITY COUNCIL OF THE CITY OF BARTLETT, TEXAS

Notice is hereby given that the City Council of the City of Bartlett, Texas will hold a

Regular Called Meeting

6:00 PM

Monday, August 11th, 2025

Bartlett City Hall

140 W Clark Street, Bartlett, TX 76511

For citizen comments, please contact Brenda Kelley, City Secretary at (municipalcourt@bartlett-tx.us).

CALL TO ORDER, DECLARE A QUORUM, PLEDGE OF ALLEGIANCE, AND INVOCATION

Call to order at 6:03pm

MPT Cooper was absent

CM Zimmer was absent

Quorum declared

CITIZENS COMMUNICATION

(The City Council welcomes public comments on items not listed on the agenda. However, the Council cannot respond until the item is posted on a future meeting agenda. Public comments are limited to 3 minutes.)

- 1. Jennifer Tucker spoke.**
- 2. Attorney for Kris Land spoke.**

BOARDS, COMMISSIONS, & COMMITTEES PRESENTATIONS, PROCLAMATION

Fire Department – **Steve Wentrcek gave report.**
Teinert Memorial Library – **CM Luna gave report.**
Bartlett City Cemetery – **CM Jones gave report.**
Parks and Recreation - **Mayor Mees gave report. Pool closed for the season.**

CONSENT AGENDA

(The Consent Agenda includes non-controversial and routine items the Council may act on with one single vote. Any Council member may pull any item from the Consent Agenda to discuss and act upon individually on the Regular Agenda.)

- 1. Receive monthly department reports:**
 - a. Municipal Treasurer**
 - b. City Secretary –Accounts Payables**
 - c. Municipal Court**
 - d. Development Services-Permits**
 - e. Utility Billing**
 - f. Public Works**
 - g. Police Dept**
- 2. Approve minutes from the following meeting:**
 - a. 07-14-2025 – Regular Meeting**
 - b. 07-28-2025 – Regular Meeting**



Chad Mees, Mayor
Vickie Cooper, Mayor Pro-Tempore
Gayle Jones, Council Member
Jackie Ivicic, Council Member
Jesse Luna, Council Member
Tom Zimmer, Council Member

3. Monthly Report from City Administrator:
CM Ivicic made the motion to approve consent agenda as presented.
CM Jones seconded the motion.
Motion passed 3-0

EXECUTIVE SESSION

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

Begin session at 6:43pm

1. §551.074 – Personnel Matters

- a. To deliberate the appointment, employment, evaluation, discipline, or dismissal of a public employee:
(i) Colby Ortiz

Reconvene into Open Session:

Reconvene at 7:22pm

- a. Take action, if any, on matters discussed in Executive Session

Tabled til 8.25.25 meeting

REGULAR AGENDA: REVIEW/DISCUSS AND CONSIDER ACTION

1. Discuss, review, and take any necessary action on the appeal of the demolition of the substandard or dangerous structure(s) identified as Property ID 10049.

CM Ivicic made motion to rescind the order from the Planning & Zoning Commission 2025-07-28 on the condemnation of the structure located at Real Property ID 10449. The City Council issues a repair order in accordance with the repair plan presented by the property owner. The structure must meet all interim deadlines and meet all repair requirements by February 13th, 2026

CM Luna seconded the motion

Motion passed 3-0

2. Discuss, review, and take any necessary action to consider the Texas Department of Emergency Management Generator Grant Project DR 4485-0006 and Project DR 4485-0061 administrative reconsideration and amendments.

CM Ivicic made the motion to give authority to Adrian Flores or Chad Mees regarding the Texas Department of Emergency Management Generator Grant Project Dr 4485-0006 or Project DR 4485-0061 with a \$12000 estimate

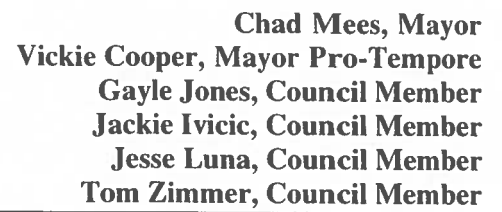
CM Luna seconded the motion.

Motion passed 3-0

FUTURE AGENDA ITEMS

ADJOURN

CM Ivicic made the motion to adjourn.



MINUTES APPROVED:

Chad Mees
Mayor

ATTEST:

Brenda Kelley
City Clerk



Chad Mees, Mayor
Vickie Cooper, Mayor Pro-Tempore
Gayle Jones, Council Member
Jackie Ivicic, Council Member
Jesse Luna, Council Member
Tom Zimmer, Council Member

NOTICE AND AGENDA OF A CALLED MEETING OF THE CITY COUNCIL OF THE CITY OF BARTLETT, TEXAS

Notice is hereby given that the City Council of the City of Bartlett, Texas will hold a

Regular Called Meeting

6:00 PM

Monday, August 25th, 2025

Bartlett City Hall

140 W Clark Street, Bartlett, TX 76511

For citizen comments, please contact Brenda Kelley, City Secretary at (municipalcourt@bartlett-tx.us).

CALL TO ORDER, DECLARE A QUORUM, PLEDGE OF ALLEGIANCE, AND INVOCATION

Call to order at 6:06 pm

All present

Quorum declared

CITIZENS COMMUNICATION

(The City Council welcomes public comments on items not listed on the agenda. However, the Council cannot respond until the item is posted on a future meeting agenda. Public comments are limited to 3 minutes.)

No one signed up to speak

CONSENT AGENDA

(The Consent Agenda includes non-controversial and routine items the Council may act on with one single vote. Any Council member may pull any item from the Consent Agenda to discuss and act upon individually on the Regular Agenda

1. Approve minutes from the following meeting:
 - a. 07.28.2025 – Planning and Zoning Meeting

MPT Cooper made the motion to approve the consent agenda as presented.

CM Ivicic seconded the motion.

Motion passed 5-0

REGULAR AGENDA: REVIEW/DISCUSS AND CONSIDER ACTION

1. Discuss, review, and take any necessary action to approve the Fiscal Year 2023-2024 Audit
CPA Don Allman presented the Fiscal Year 2023-2024 Audit.

2. Discuss, review, and take any necessary action to approve the proposed Fiscal Year (FY) 2025-2026 tax rate.
CM Zimmer made a motion to approve the proposed Fiscal Year (FY) 2025-2026 tax rate of 0.6594/\$100.
MPT Cooper seconded the motion.
Motion passed 5-0

3. Discuss, review, and take any necessary action for approval of the proposed 2025-2026 budget.
MPT Cooper made the motion to approve the item B choice for the proposed 2025-2026 budget.



Chad Mees, Mayor
Vickie Cooper, Mayor Pro-Tempore
Gayle Jones, Council Member
Jackie Ivicic, Council Member
Jesse Luna, Council Member
Tom Zimmer, Council Member

CM Zimmer seconded the motion.
Motion passed 5-0

EXECUTIVE SESSION

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

Convened into executive session at 6:38 pm:

1. §551.074 – Personnel Matters

- a. To deliberate the appointment, employment, evaluation, discipline, or dismissal of a public employee:
(i) Colby Ortiz

Reconvened into open session at 7:03 pm

MPT Cooper made the motion to uphold the dismissal of public employee Colby Ortiz.

CM Ivicic seconded the motion.

Motion passed 3-2

Convened into executive session at 7:06 pm

- b. To deliberate the appointment, employment, evaluation, discipline, or dismissal of a public employee:
(i) Adrian Flores

Reconvene into Open Session 8:02 pm

- a. Take action, if any, on matters discussed in Executive Session

CM Ivicic made the motion to table the matter of public employee Adrian Flores review until the next meeting.

MPT Cooper seconded the motion

Motion passed 5-0

FUTURE AGENDA ITEMS

ADJOURN

CM Jones made the motion to adjourn the meeting

MPT Cooper seconded the motion.

Motion passed 5-0

Meeting adjourned at 8:06 pm

MINUTES APPROVED:



Chad Mees, Mayor
Vickie Cooper, Mayor Pro-Tempore
Gayle Jones, Council Member
Jackie Ivicic, Council Member
Jesse Luna, Council Member
Tom Zimmer, Council Member

X

Chad Mees ...
Mayor

ATTEST:

X

Brenda Kelley ...
City Clerk



ORDINANCE 2025-09-22

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BARTLETT, TEXAS, PROHIBITING PARKING ALONG CERTAIN PORTIONS OF E. DAVILLA STREET AND N. BECKMAN STREET; PROVIDING FOR ENFORCEMENT; PROVIDING A PENALTY; AND PROVIDING AN EFFECTIVE DATE.

* * * * *

WHEREAS, the City Council of the City of Bartlett, Texas, finds that the efficient ingress and egress of emergency service vehicles and other large vehicles is essential for public safety, particularly along major thoroughfares providing access to the Bartlett Independent School District's sports complex; and

WHEREAS, the presence of parked vehicles along certain sections of E. Davilla Street and N. Beckman Street has created obstructions that impede the safe passage of emergency service vehicles, school-related traffic, and the general public; and

WHEREAS, the City Council has determined it is in the best interest of public safety, health, and welfare to restrict parking along designated portions of E. Davilla Street and N. Beckman Street;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BARTLETT, TEXAS:

SECTION 1. – Parking Prohibited.

(a) No person shall stop, stand, or park a vehicle on the **north side of East Davilla Street** anywhere between 30ft from the centerline of the road, beginning at its intersection with **Robinson Street** and extending east to its intersection with **North Beckman Street**.

(b) No person shall stop, stand, or park a vehicle on the **east side of North Beckman Street** anywhere between 30ft from the centerline of the road, beginning at its intersection with **East Davilla Street** and extending south to **State Highway (SH) 487**.

SECTION 2. – Signage.

The City Administrator, or designee, is authorized and directed to cause the installation of appropriate traffic control signs or pavement markings to give effect to this Ordinance.

SECTION 3. – Enforcement.

This Ordinance shall be enforced by the Bartlett Police Department and any other law enforcement agency with jurisdiction within the City of Bartlett.

SECTION 4. – Penalty.

Any person violating any provision of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction, shall be punished by a fine not to exceed **\$500.00** for each offense. Each day or part thereof in which a violation occurs shall constitute a separate offense.

SECTION 5. – Severability.

If any section, subsection, clause, or phrase of this Ordinance is declared invalid by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance.

SECTION 6. – Effective Date.

This Ordinance shall take effect immediately upon its passage and approval of this Ordinance.

PASSED AND APPROVED by the City Council of the City of Bartlett, Texas, this the 22nd day of September 2025.

Mayor

ATTEST:

City Secretary

**RESOLUTION AUTHORIZING AND APPROVING EXECUTION OF AN
EQUIPMENT - LEASE PURCHASE AGREEMENT WITH CADENCE EQUIPMENT
FINANCE, A DIVISION OF CADENCE BANK**

WHEREAS, Mayor and City Council, the Governing Body (the "Governing Body") of City of Bartlett, Texas (the "Lessee"), acting for and on the behalf of the Lessee hereby finds, determines and adjudicates as follows:

1. The Lessee desires to enter into an Equipment Lease - Purchase Agreement with the Lease Schedule and Exhibits attached thereto in substantially the same form as attached hereto as Exhibit "A" (collectively, the "Agreement") with Cadence Equipment Finance, a division of Cadence Bank (the "Lessor"), for the purpose of leasing with an option to purchase the equipment as described therein for the total cost specified therein (the "Equipment").

2. It is in the best interest of the public purposes of the Lessee that the Lessee lease with an option to purchase the Equipment pursuant to and in accordance with the terms of the Agreement; and

3. It is necessary for Lessee to approve and authorize the Agreement.

NOW, THEREFORE, BE IT RESOLVED by this Governing Body for and on behalf of Lessee as follows:

Section 1. The Agreement and Exhibits attached thereto in substantially the same form as attached hereto as Exhibit "A" by and between the Lessor and the Lessee is hereby approved and Adrian Flores, City Administrator (the "Authorized Officer") is hereby authorized and directed to execute said Agreement on behalf of the Lessee.

Section 2. The Agreement is being issued in calendar year 2025.

Section 3. Neither any portion of the gross proceeds of the Agreement nor the Equipment identified to the Agreement shall be used (directly or indirectly) in a trade or business carried on by any person other than a governmental unit, except for such use as a member of the general public.

Section 4. No portion of the rental payments identified in the Agreement (a) is secured, directly or indirectly, by property used or to be used in a trade or business carried on by a person other than a governmental unit, except for such use as a member of the general public, or by payments in respect of such property; or (b) is to be derived from payments (whether or not to the Lessee) in respect of property or borrowed money used or to be used for a trade or business carried on by any person other than a governmental unit.

Section 5. No portion of the gross proceeds of the Agreement are used (directly or indirectly) to make or finance loans to persons other than governmental units.

Section 6. The Authorized Officer is further authorized for and on behalf of the Governing Body and the Lessee to do all things necessary in furtherance of the obligations of the Lessee pursuant to the Agreement, including execution and delivery of all other documents necessary or appropriate to carry out the transactions contemplated thereby in accordance with the terms and provisions thereof.

Section 7. The Lessee desires to designate the Agreement as a "qualified tax-exempt obligation" of the Lessee, as defined in Section 265(b)(3) of the Internal Revenue Code of 1986 (the "Code"). The aggregate face amount of all tax-exempt obligations (excluding private activity bonds other than qualified 501(c)(3) bonds) issued or to be issued by the Lessee and all subordinate entities thereof during the current calendar year is not reasonably expected to exceed \$10,000,000. The Lessee and all subordinate entities thereof will not issue or enter into in excess of \$10,000,000 of tax-exempt obligations (including the Agreement, but excluding private activity bonds other than qualified 501(c)(3) bonds) during the current calendar year, without first obtaining an opinion of nationally recognized counsel in the area of tax-exempt municipal obligations acceptable to the Lessor that the designation of the Agreement as a "qualified tax-exempt obligation" will not be adversely affected.

Following the reading of the foregoing resolution, _____ moved that the foregoing resolution be adopted. _____ seconded the motion for its adoption. The _____ put the question to a roll call vote and the result was as follows:

<u>Vicke Cooper</u>	Voted: _____
<u>Gayle Jones</u>	Voted: _____
<u>Jesse Luna</u>	Voted: _____
<u>Tom Zimmer</u>	Voted: _____
<u>Jackie Ivicic</u>	Voted: _____
_____	Voted: _____
_____	Voted: _____

The motion having received the affirmative vote of all members present, the declared the motion carried and the resolution adopted, this the _____ day of _____, _____.

(Signature)

ATTEST:

(SEAL)

Page 1 of 11

REQUEST FOR PROPOSALS

The City of Bartlett is soliciting sealed Request for Proposals; hereinafter referred to as RFP to be received by Adrian Flores, City Administrator, at 140 W. Clark St., Bartlett, Texas 78511. City of Bartlett normal business days are Monday through Friday between the hours of 8:00 a.m. to 5:00 p.m. and shall be closed on recognized holidays.

RFPs will be received until **3:00 p.m. Central Time**, on **Tuesday, November 11, 2025**, shortly thereafter all submitted RFPs will be gathered and taken to the City's Conference Room, to be publicly opened and read aloud. Any RFP received after the closing time will not be accepted and will be returned to the submitter unopened. It is the responsibility of the submitter to see that any RFP submitted shall have sufficient time to be received by the City prior to the RFP opening date and time. The receiving time at the City Hall Front Desk will be the governing time for acceptability of the RFPs. RFPs will not be accepted by telephone or facsimile machine. All RFPs must bear original signatures and figures. The RFP shall be for:

RFP # 2025-01 MUNICIPAL AUDIT SERVICES

Respondents receiving a "NOTICE TO RESPONDENTS" and/or "REQUEST FOR PROPOSAL" notice in the mail or reading same in the newspaper are advised that the solicitation documents can be downloaded from the City of Bartlett web page address: www.bartlett-tx.us/rfps, or may obtain copies of same by contacting the office of: Brenda Kelley, City Clerk, LOCATED AT 140 W. Clark St. Bartlett, Texas, 76511, or by calling (254) 527-3219 or by e-mailing your request to the following e-mail address: cityadmin@bartlett-tx.us

Hand Delivered RFPs:

140 W. Clark St.
Bartlett, Texas, 76511
C/o Adrian Flores

If using Land Courier (i.e. FedEx, UPS):

City of Bartlett
C/o Adrian Flores
140 W. Clark St.
Bartlett, Texas, 76511

If Mailing Proposals:

City of Bartlett
C/o Adrian Flores
140 W. Clark St.
Bartlett, Texas, 76511

The City of Bartlett reserves the right to refuse and reject any or all RFPs and to waive any or all formalities or technicalities and to accept the RFP deemed most advantageous to the City, and hold the RFPs for a period of **60** days without taking action.

RFPs must be submitted in an envelope sealed with tape and prominently marked on the lower left hand corner of the envelope with corresponding RFP number and title.

Please read your requirements thoroughly and be sure that the RFP offered complies with all requirements/specifications noted. Any variation from the solicitation requirements/specifications must be clearly indicated by letter, on a point by point basis, attached to and made a part of your RFP. If no exceptions are noted, and you are the successful respondent, it will be required that the service(s) be provided as specified.

PURPOSE

(1) The purpose of these solicitation documents is to execute a Professional Services Contract for:

RFP # 2025-01 MUNICIPAL AUDIT SERVICES

INTENT

(2) The services to be provided under this RFP shall be in accordance with and shall meet all specifications and/or requirements as shown in this solicitation for RFP. There is no intention to disqualify any respondent who can meet the requirements.

SUBMITTAL OF RFP

(3) RFPs shall be submitted in sealed envelopes as called referenced on the attached solicitation. Three (3) complete sets of the response, one (1) original marked "**ORIGINAL**" and two (2) copies marked. RFPs submitted by facsimile (fax) or electronically shall **NOT** be accepted. Submittal of an RFP in response to this solicitation constitutes an offer by the respondent. Once submitted, RFPs become the property of the City of Bartlett and as such the City reserves the right to use any ideas contained in any RFP regardless of whether that respondent/firm is selected. Submission of a RFP in response to this solicitation, by any respondent, shall indicate that the respondent(s) has/have accepted the conditions contained in the RFP, unless clearly and specifically noted in the RFP submitted and confirmed in the contract between the City and the successful respondent otherwise. RFPs which do not comply with these requirements may be rejected at the option of the City. RFPs must be filed with the City of Bartlett before the deadline day and hour. No late RFPs will be accepted. They will be returned to respondent unopened (if properly identified). Failure to meet RFP requirements may be grounds for disqualification.

Hand Delivered RFPs:

140 W. Clark St.
Bartlett, Texas, 76511
C/o Adrian Flores

If using Land Courier (i.e. FedEx, UPS):

City of Bartlett
C/o Adrian Flores
140 W. Clark St.
Bartlett, Texas, 76511

If Mailing RFPs:

City of Bartlett
C/o Adrian Flores
140 W. Clark St.
Bartlett, Texas, 76511

TIME ALLOWED FOR ACTION TAKEN

(4) The City of Bartlett may hold RFPs 60 days after deadline without taking action. Respondents are required to hold their RFPs firm for same period of time.

RIGHT TO REJECT/AWARD

(5) The City of Bartlett reserves the right to reject any or all RFPs, to waive any or all formalities or technicalities, and to make such awards of contract as may be deemed to be the best and most advantageous to the City of Bartlett.

ASSIGNMENT

(6) Respondents are advised that the City of Bartlett shall not allow the successful respondent to sell, assign, transfer, or convey any part of any contract resulting from this RFP in whole or in part, to a third party without the written approval of the City of Bartlett.

AWARD

(7) Respondents are advised that the City of Bartlett is soliciting RFPs and award shall be made to the respondent that in the opinion of the City of Bartlett is the best qualified.

NUMBER OF CONTRACTS

(8) THE CITY will award one contract in response to this RFP.

STATUTORY REQUIREMENTS

(9) It shall be the responsibility of the successful respondent to comply with all applicable State & Federal laws, Executive Orders and Municipal Ordinances, and the Rules and Regulations of all authorities having jurisdiction over the work to be performed hereunder and such shall apply to the contract throughout, and that they will be deemed to be included in the contract as though written out in full in the contract documents.

ALTERATIONS/AMENDMENTS TO RFP

(10) RFP cannot be altered or amended after opening time. Alterations made before opening time must be initialed by respondent guaranteeing authenticity. No RFP may be withdrawn after opening time without acceptable reason in writing and only after approval by the City of Bartlett.

LIST OF EXCEPTIONS

(11) The respondent shall attach to his/her RFP a list of any exceptions to the specifications/requirements.

PAYMENT

(12) The City of Bartlett will execute payment by mail in accordance with the State of Texas Pay Law after SERVICES have been completed, introduced to the City, and found to meet City of Bartlett specifications/requirements. No other method of payment will be considered.

SYNONYM

(13) Where in this solicitation package SERVICES is used, its meaning shall refer to the Request for Proposal for **MUNICIPAL AUDIT SERVICES** as specified.

RESPONDENT'S EMPLOYEES

(14) Neither the Respondent nor his/her employees engaged in fulfilling the terms and conditions of this Service Contract shall be considered employees of the City. The method and manner of performance of such undertakings shall be under the exclusive control of the vendor on contract. The City shall have the right of inspection of said undertakings at any time.

INDEMNIFICATION CLAUSE

(15) The Respondent agrees to indemnify and save harmless the City, from all suits and actions of every nature and description brought against them or any of them, for or on account of the use of patented appliances, products or processes, and he shall pay all royalties and charges which are legal and equitable. Evidence of such payment or satisfaction shall be submitted upon request of the Finance Director, as a necessary requirement in connection with the final estimate for payment in which such patented appliance, products or processes are used.

INTERPRETATIONS

(16) Any questions concerning the specifications/requirements with regards to this solicitation for request of proposals shall be directed to the designated individuals as outlined in the RFP. Such interpretations, which may affect the eventual outcome of this request for proposals, shall be furnished in writing to all prospective Respondents via Addendum. No interpretation shall be considered binding unless provided in writing by the City of Bartlett in accordance with paragraph entitled "**Addenda and Modifications**".

VERBAL THREATS

(17) Any threats made to any employee of the City, be it verbal or written, to discontinue the providing of item/material/services for whatever reason and/or reasons shall be considered a breach of contract and the City will immediately sever the contract with the Respondent/Consultant on contract.

CONFIDENTIAL INFORMATION

(18) Any information deemed to be confidential by the respondent should be clearly noted on the pages where confidential information is contained; however, the City cannot guarantee that it will not be compelled to disclose all or part of any public record under Texas Public Information Act, since information deemed to be confidential by the respondent may not be considered confidential under Texas Law, or pursuant to a Court order.

PAST PERFORMANCE

(19) Respondent's past performance shall be taken into consideration in the evaluation of a RFP submittal.

JURISDICTION

(20) Contract(s) executed as part of this solicitation shall be subject to and governed under the laws of the State of Texas. Any and all obligations and payments are due and performable and payable in Williamson and Bell County, Texas.

VENUE

(21) The parties agree that venue for purposes of any and all lawsuits, cause of action, arbitration, and/or any other dispute(s) shall be in Bell County, Texas.

CONFLICT OF INTEREST

(22) CHAPTER 176 OF THE TEXAS LOCAL GOVERNMENT CODE Effective January 1, 2006, Chapter 176 of the Texas Local Government Code requires that any vendor or person considering doing business with a local government entity disclose in the Questionnaire Form CIQ, the vendor or person's affiliation or business relationship that might cause a conflict of interest with a local government entity. By law, this questionnaire must be filed with the records administrator of the City of Bartlett not later than the 7th

business day after the date the person becomes aware of facts that require the statement be filed. See Section 176.006, Local Government Code. A person commits an offense if the person violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor. For more information or to obtain Questionnaire CIQ visit the Texas Ethics Commission web page at www.ethics.state.tx.us/forms/CIQ.pdf.

IF YOU HAVE ANY QUESTIONS ABOUT COMPLIANCE, PLEASE CONSULT YOUR OWN LEGAL COUNSEL. COMPLIANCE IS THE INDIVIDUAL RESPONSIBILITY OF EACH PERSON OR AGENT OF A PERSON WHO IS SUBJECT TO THE FILING REQUIREMENT. AN OFFENSE UNDER CHAPTER 176 IS A CLASS "C" MISDEMEANOR.

CONFIDENTIALITY OF INFORMATION AND SECURITY

(23) Should the successful respondent become the holder of and have access to confidential information in the process of fulfilling its responsibilities in connection with an awarded contract the successful respondent agrees that it shall keep such information confidential and will comply fully with the laws and regulations of the State of Texas, ordinances and regulations of the City, and any applicable federal laws and regulations relating to confidentiality.

TERMINATION OF CONTRACT

(24) The City of Bartlett reserves the right to terminate the contract if, in the opinion of the City of Bartlett, the successful vendor's performance is not acceptable, no funds are available, or if the City wishes, without cause, to discontinue this contract. Termination will be in written form allowing a 30-day notice.

RESPONSE DEADLINE

(25) Responses to the RFP must be addressed to Adrian Flores, City Administrator, City of Bartlett, 140 W. Clark by **November 11, 2025 until 3:00 p.m.** for consideration. Three (3) complete sets of the response, one (1) original marked "**ORIGINAL**" and two (2) copies marked, must be submitted no later than this date and time in a **sealed envelope** indicating that its contents are in response to the RFP for "**MUNICIPAL AUDIT SERVICES**". **Respondents are advised that all confidential records must be submitted in a separate sealed envelope and marked accordingly.**

Hand Delivered RFPs:

140 W. Clark St.
Bartlett, Texas, 76511
C/o Adrian Flores

If using Land Courier (i.e. FedEx, UPS):

City of Bartlett
C/o Adrian Flores
140 W. Clark St.
Bartlett, Texas, 76511

If Mailing Proposals:

City of Bartlett
C/o Adrian Flores
140 W. Clark St.
Bartlett, Texas, 76511

ADDENDA AND MODIFICATIONS

(26) Any changes, additions, or clarifications to the RFP are made by amendments (addenda). Any respondent in doubt as to the true meaning of any part of the RFP or other documents may request an interpretation from the Finance Department. At the request of the respondent, or in the event the Finance Department deems the interpretation to be substantive, the interpretation will be made by written addendum. Said Addenda shall be mailed, e-mailed, hand delivered and/or faxed, to all prospective respondents. All Addenda issued in respect to this RFP shall be considered official changes to the original documents. Verbal statements in response to inquiries and/or requests for explanations shall not be authoritative or binding. It shall be the respondent's responsibility to ensure that they have received all Addenda in respect to this project. Furthermore, respondents are advised that they must recognize, comply with, and attach a signed copy of each Addendum which shall be made part of their RFP Submittal. Respondent(s) signature on Addenda shall be interpreted as the respondent's "recognition and compliance to" official changes as outlined by the City of Bartlett and as such are made part of the original solicitation documents. Failure of any respondent to receive any such addendum or interpretation shall not relieve such respondent from its terms and requirements. Addendums are available online at <https://www.bartlett-tx.us/rfps>, if needed.

RFP PREPARATION COSTS

(27) The City of Bartlett shall not be held liable for any costs incurred by any respondent for work performed in the preparation of and production of a RFP or for any work performed prior to execution of contract.

EQUAL EMPLOYMENT OPPORTUNITY

(28) Respondent agrees that they will not discriminate in hiring, promotion, treatment, or other terms and conditions of employment based on race, sex, national origin, age, disability, or in any way violate Title VII of 1964 Civil Rights Act and amendments, except as permitted by said laws.

AUTHORIZATION TO BIND RESPONDENT TO RFP

(29) RFPs must give full firm name and address of respondent, and be manually signed. Failure to do so will disqualify your RFP. Person signing the RFP must show title or AUTHORITY TO BIND HIS/HER FIRM IN A CONTRACT. Firm name and authorized signature must appear on each page that calls for this information. The legal status of the Respondent whether corporation, partnership, or individual, shall also be stated in the RFP. A corporation shall execute the RFP by its duly authorized officers in accordance with its corporate by-laws and shall also list the state in which it is incorporated. A partnership Respondent shall give full names and addresses of all partners. All partners shall execute the RFP. Partnership and Individual Respondent shall state in the proposal the names and addresses of all persons with a vested interest therein. The place of residence of each Respondent, or the office address in the case of a firm or company, with county and state and telephone number, shall be given after the signature.

Confidential Information Respondents are advised that all confidential records must be submitted in a separate sealed envelope and marked accordingly.

GENERAL

The City of Bartlett's Finance Department is currently soliciting requests for proposals (RFP) from qualified firms of certified public accountants to audit its financial statements. The term of the contract will be three (3) years with the option to extend for one (1) two-year term, not to exceed a maximum contract period of five (5) years. This document outlines the requirements, selection process and documentation necessary to submit to this Request for Proposal (RFP).

Description of the Municipality

The City of Bartlett is a General Law Type-A City using a modified accrual basis of accounting. The total City budget for 2024-2025 is \$3.2 million administered through 4 funds. The City has approximately 25 full-time employees and 8 part-time or seasonal employees with an estimated payroll of \$1.7 million. More detailed information about the City and its finances can be found in prior CAFR's and budgets as listed on our website at <https://www.bartlett-tx.us/finance/page/audits>.

Fund Structure

As of September 2025, the City's fund structure is as follows:

Fund Type	Number of Individual Funds
General fund	1
Special revenue funds	1
Debt service funds	1
Capital project funds	0
Enterprise funds	1
Fiduciary fund	0

Accounting Information

All primary records of the City are maintained on a computerized accounting system (Fundview), which is directly interfaced into several supporting subsystems for various modules of accounting source information such as payroll, accounts payable, cash collections, etc. The highest level of financial reporting available is the trial balance at the individual fund level.

SCOPE OF SERVICES

The audit of the financial statements of the City's governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, which collectively comprise the City's basic financial statements, is to be performed in accordance with Generally Accepted Auditing Standards as prescribed by the American Institute of Certified Public Accounts (AICPA), Governmental Accounting Standards Board (GASB), the U.S. General Accounting Office (GAO), Office of Management and Budget (OMB) Circular A-133, and the Provisions of the Single Audit Act Amendments of 1996.

The successful proponent will prepare the required Comprehensive Annual Financial Report (CAFR) along with exhibits to the City for its review and approval. The auditor will also assist management in all aspects associated with the implementation of any new accounting or reporting standard which could

have a material effect on the overall financial statements of the City.

The audit reports must be submitted no later than March 15th of each year. The successful proponent will schedule a time to meet with the City's Finance Director to review the report draft prior to the final report. A minimum of nine (9) bound copies of the final report will be provided to the City.

COST PROPOSAL

Specify the fee for the annual audit for the fiscal years ending September 30, 2025 through September 30, 2026. The cost to perform the Single Audit (if applicable) is to be shown separately. The fee shall be inclusive of all expenses. Cost proposal will constitute an official offer to undertake the proposed work.

Additionally, provide a schedule of charges for on-going consultation with City on auditing, accounting and internal controls matters between audit periods.

PAYMENT

The method of payment to the selected firm will be made upon satisfactory delivery and acceptance of the Comprehensive Annual Financial Report and submission of invoice to the City. Progress payments can be made in accordance with work completed during the course of the engagement.

CONTRACT

Submission of a proposal constitutes an offer to perform the work specified and to be bound by the terms contained or referenced herein. Upon acceptance of the offer, and upon award of the Contract to the successful proponent (if any), this procurement solicitation document (entitled "Request for Proposal") together with the documents listed below shall constitute the Contract.

PROPOSAL REQUIREMENTS

The RFP must be submitted according to the instructions outlined herein. Each response should include, at a minimum, the following items:

1. Transmittal letter – Indicate interest and commitment to perform auditing services for the City of Bartlett, include contact information (physical address, telephone, fax, cell phone, and email address) for the primary person responsible for your RFP who will be the point of contact for the City on all correspondence and communications pertaining to the RFP. State whether any addendums to this RFP have been received by your firm and whether consideration of their content has been included in your RFP. The letter must be signed by an officer of the firm who is authorized to bind the firm to contract and shall contain a statement to this effect.
2. Firm Qualification and Experience – Discuss the firm's experience and history in performing Municipal Auditing Services in a timely manner, particularly for other governmental agencies in the past five (5) years. Discuss the firm's uniqueness to best perform these services for the City. Identify the office location that will be providing the services.

3. Team Member Qualifications and Experience – Submit resumes summarizing qualifications and experience of engagement partners, manager, key staff and any support staff likely to be assigned to the work.
4. Approach to the Examination – Submit a work plan to accomplish the scope of the audit. The work plan should include time estimates for each significant segment of the work, the staff level to be assigned and the audit tests and procedures to be applied in completing the audit plan.
5. References – Provide at least three references (names and current phone numbers) from recent work similar to the engagement described in this request for proposal.
6. Insurance - Provide information on the types and amounts of insurance carried by the proposer, including General Liability, Auto Coverage, Worker's Compensation, Professional Liability Coverage and Errors & Omissions. A list of any insurance claims against the firm within the past 5 years.
7. Engagement Letter - When a firm has been selected by the City to perform the above services, that firm will be asked to submit a letter of engagement that includes the scope of work and fees.
8. Presentation – Each firm must submit three (3) bound copies of the RFP. Responses to the RFP must be addressed to Adrian Flores, City Administrator, City of Bartlett, and received at City Hall, at 140 W. Clark St., Bartlett, Texas 76511 by November 11, 2025 and no later than 3:00 pm. Three (3) complete sets of the response no larger than 30 bound pages must be submitted no later than this date and time. The RFP is to be placed in a sealed envelope indicating that its contents are in response to the Request for Proposal for **MUNICIPAL AUDIT SERVICES**.

SELECTION PROCESS

Evaluation will include confirmation by City Staff that respondents have the required certification, license and expertise to render requested services. The evaluation process is intended to select the one best qualified provider.

The selection Committee shall screen and rate all of the respondents that are submitted. Selection ratings will be based on 100-point scale rating and shall be based on the following criteria.

- | | |
|--|-----------|
| a. Overall Qualification of Proposer | 30 points |
| b. Ability to Perform Requested Services | 30 points |
| c. Agreement with Criteria Outlined in RFP | 20 points |
| d. Stability and References | 15 points |
| e. Presentation | 5 points |

After technical qualities have been evaluated, cost and other considerations will be evaluated.

The City may select one (1) firm to provide services based on this evaluation or it may choose to follow up with an interview, if necessary. This process will result in the selection of a firm to provide services.

The City reserves the right to reject any and all RFPs for any reason whatsoever. The City may waive informalities or irregularities in the RFPs received where such is merely a matter of form and not substance, and the correction or waiver thereof is deemed by the City not prejudicial to other RFPs.

After the selection of the most qualified firm, the firm will be asked to submit the letter of engagement that includes the scope of work and fees, and then it will be submitted to the City Commission for approval. If the City and the selected firm cannot successfully negotiate an agreement, then the City will enter into negotiations with the next best qualified firm on the evaluation rating list. This procedure may be repeated until one (1) firm has been selected and approved by the City Commission.

The City currently anticipates conducting the selection process proceeding in accordance with the following list of milestones. This schedule is subject to revision and the City reserves the right to modify this schedule as necessary, in its sole discretion.

RFP Issued	September 22, 2025
Publish RFP	September 23, 2025
RFP Submission Deadline (Post Marked or Delivered)	November 11, 2025
RFP Review	November 11, 2025
Firms Interviews, if required	November 17, 2025
City Council Selects Firm(s)	November 24, 2025

CITY CONTACT

If you should have any questions regarding the preparation of the RFP contact Adrian Flores, City Administrator at (512) 527-3219 or cityadmin@bartlett-tx.us .



CITY OF BARTLETT

**140 W. Clark Street,
Bartlett, TX 76511**

Job Position: Library Coordinator

Department: Library

Compensation: \$20.00 – \$22.00

Reports to: City Administrator

Full/Part Time: Part-Time

Job Class: Employee

FSLA Designation: Exempt

Description

The Library Coordinator oversees the daily operations, programs, and services of the public library. This position ensures that the library provides accessible, welcoming, and educational resources to the community while maintaining compliance with city policies, state library standards, and applicable regulations. The Library Coordinator serves as the primary point of contact for staff, patrons, and community partners.

Posted pay range is the starting salary. Pay rate offered is based on experience.

Examples of Duties

- Manage day-to-day library operations, including circulation, cataloging, collection development, programming, and facility upkeep.
- Provide excellent customer service to patrons of all ages, assisting with information requests, technology use, and resource navigation.
- Develop, plan, and implement library programs, events, and community outreach initiatives.
- Recruit, train, supervise, and schedule library staff and volunteers.
- Manage the library budget, track expenditures, and prepare financial and statistical reports.
- Oversee acquisition and maintenance of library materials, technology, and digital resources.

- Ensure compliance with city, state, and federal policies, including library board and accreditation requirements.
- Collaborate with schools, civic organizations, and community groups to expand library services.
- Promote library services through marketing, social media, newsletters, and public relations efforts.
- Prepare reports, recommendations, and presentations for the City Administrator, City Council, or Library Board.
- Stay informed on library trends, best practices, and emerging technologies.

Experience and Training

- Associate's or Bachelor's degree in Library Science, Education, Public Administration, or a related field (or equivalent experience).
- Minimum of 2 years' experience working in a library or similar environment, including supervisory responsibilities.
- Strong organizational, leadership, and communication skills.
- Proficiency in library software, databases, and general office technology.
- Ability to work collaboratively with staff, volunteers, and community stakeholders.
- Knowledge of collection management, library programming, and public service practices.
- Master of Library Science (MLS/MLIS) or eligibility for state certification (preferred)
- Experience in municipal or public sector administration (preferred)
- Grant writing and/or grant management experience (preferred)

Certificates and Licenses Required

- Valid driver's license.

Job Hours

- 28-30 hours weekly

Compensation

- Starting \$20.00- \$22.00 per hour, to be reviewed during annual evaluations with appropriate salary increases

Probationary Period

- This position requires a six-month probationary period to demonstrate the abilities and aptitudes to perform the duties of the job before permanent employment.

How to Apply

- **Contact:**

- 

Lease Agreement



Customer: CITY OF BARTLETT

BillTo: CITY OF BARTLETT
PO DRAWER H
BARTLETT, TX 76511

Install: CITY OF BARTLETT
140 W CLARKE
BARTLETT, TX 76511-4371

State or Local Government Negotiated Contract : 072855400

Solution

Item	Product Description	Agreement Information	Trade Information	Requested Install Date
1. C8245H2 (XEROX C8245H2)	- Office Finisher - Customer Ed - Analyst Services	Lease Term: 60 months Purchase Option: FMV	- Xerox C8145 S/N EHQ211681 Trade-In as of Payment 60	9/3/2025

Monthly Pricing

Item	Lease Minimum Payment	Print Charges			Maintenance Plan Features
		Model	Volume Band	Per Print Rate	
1. C8245H2	\$150.38	1: Black and White Impressions	1 - 10,000 10,001+	Included \$0.0056	- Consumable Supplies Included for all prints - Pricing Fixed for Term
		2: Color Impressions	All Prints	\$0.0506	
Total	\$150.38	Minimum Payments (Excluding Applicable Taxes)			

Authorized Signature

Customer acknowledges receipt of the terms of this agreement which consists of 2 pages including this face page.		Thank You for your business! This Agreement is proudly presented by Xerox and Peggy Rush (254)939-3065 For information on your Xerox Account, go to www.xerox.com/AccountManagement	
Signer: Adrian Flores	Phone: (254)527-3219		
Signature: _____	Date: _____		

Terms and Conditions

INTRODUCTION:

1. NEGOTIATED CONTRACT. The Products are subject solely to the terms in the Negotiated Contract identified on the face of this Agreement, and, for any option you have selected that is not addressed in the Negotiated Contract, the then-current standard Xerox terms for such option.

GOVERNMENT TERMS:

2. REPRESENTATIONS & WARRANTIES. This provision is applicable to governmental entities only. You represent and warrant, as of the date of this Agreement, that: (1) you are a State or a fully constituted political subdivision or agency of the State in which you are located and are authorized to enter into, and carry out, your obligations under this Agreement and any other documents required to be delivered in connection with this Agreement (collectively, the "Documents"); (2) the Documents have been duly authorized, executed and delivered by you in accordance with all applicable laws, rules, ordinances and regulations (including all applicable laws governing open meetings, public bidding and appropriations required in connection with this Agreement and the acquisition of the Products) and are valid, legal, binding agreements, enforceable in accordance with their terms; (3) the person(s) signing the Documents have the authority to do so, are acting with the full authorization of your governing body and hold the offices indicated below their signatures, each of which are genuine; (4) the Products are essential to the immediate performance of a governmental or proprietary function by you within the scope of your authority and will be used during the Term only by you and only to perform such function; and (5) your payment obligations under this Agreement constitute a current expense and not a debt under applicable state law and no provision of this Agreement constitutes a pledge of your tax or general revenues, and any provision that is so construed by a court of competent jurisdiction is void from the inception of this Agreement.

3. FUNDING. This provision is applicable to governmental entities only. You represent and warrant that all payments due and to become due during your current fiscal year are within the fiscal budget of such year and are included within an unrestricted and unencumbered appropriation currently available for the Products, and it is your intent to use the Products for the entire term of this Agreement and make all payments required under this Agreement. If your legislative body does not appropriate funds for the continuation of this Agreement for any fiscal year after the first fiscal year and has no funds to do so from other sources, this Agreement may be terminated. To effect this termination, you must, at least 30 days prior to the beginning of the fiscal year for which your legislative body does not appropriate funds, notify Xerox in writing that your legislative body failed to appropriate funds. Your notice must be accompanied by payment of all sums then owed through the current fiscal year under this Agreement. You will return the Equipment, at your expense, to a location designated by Xerox and, when returned, the Equipment will be in good condition and free of all liens and encumbrances. You will then be released from any further payment obligations beyond those payments due for the current fiscal year (with Xerox retaining all sums paid to date).

SOLUTION/SERVICES:

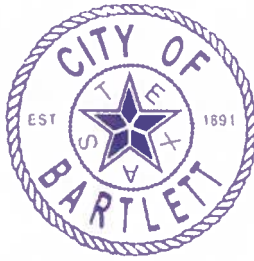
4. OVERSIZE PRINTS. Each print made on the following Equipment: C8245H2, that is larger than 145 square inches (e.g., 11 x 17 = 187 square inches), but less than or equal to 491 mm in length, will register as two (2) prints on the applicable (B&W/color) meter, and, for that Equipment with extra-long print capability, for any impressions greater than 491 mm will register up to four (4) prints on the applicable (B&W/color) meter.

PRICING PLAN/OFFERING SELECTED:

5. FIXED PRICING. If "Pricing Fixed for Term" is identified in Maintenance Plan Features, the maintenance component of the Minimum Payment and Print Charges will not increase during the initial Term of this Agreement.

GENERAL TERMS & CONDITIONS:

6. REMOTE SERVICES. Certain models of Equipment are supported and serviced using product information that is automatically collected by Xerox or transmitted to or from Xerox by the Equipment connected to your network ("Remote Product Info") via electronic transmission to a secure off-site location ("Remote Transmission"). Remote Transmission also enables Xerox to transmit Releases of Software to you and to remotely diagnose and modify Equipment to repair and correct malfunctions. Examples of Remote Product Info include product registration, meter read, supply level, Equipment configuration and settings, software version, and problem/fault code information. Remote Product Info may be used by Xerox for billing, report generation, supplies replenishment, support services, recommending additional products and services, and product improvement/development purposes. Remote Product Info will be transmitted to and from you in a secure manner mutually agreeable to the parties. Remote Transmission will not allow Xerox to read, view or download the content of any of your documents or other information residing on or passing through the Equipment or your information management systems. You grant the right to Xerox, without charge, to conduct Remote Transmission for the purposes described above. Upon Xerox's request, you will (a) provide contact information for Equipment such as name and address of your contact and IP and physical addresses/locations of Equipment and (b) ensure that any Maintenance Release or Update released by Xerox to provide security patches, releases and/or certificates for the Remote Transmission and/or Software is promptly enabled by Customer upon notification by Xerox or by the Equipment or when otherwise made available on xerox.com. You will enable Remote Transmission via a method mutually agreeable to both parties, and you will provide reasonable assistance to allow Xerox to provide Remote Transmission. Unless Xerox deems Equipment incapable of Remote Transmission, you will ensure that Remote Transmission is maintained at all times Maintenance Services are being performed. If you are unable to maintain Remote Transmission, or if Xerox disables Remote Transmission from any Equipment at your request, or if you disable Remote Transmission from any Equipment, Xerox reserves the right to charge you a per device fee for such affected Equipment due to the increased service visits that will be required in order to (x) obtain such information, (y) provide such transmissions, and (z) provide such Maintenance Services and Consumable Supplies that otherwise would have been provided remotely and/or proactively.



CHAD MEES, Mayor
VICKIE COOPER, Council Member
JACKIE IVICIC, Council Member
GAYLE JONES, Council Member
JESSE LUNA, Council Member
TOM ZIMMER, Council Member

Employee Performance Review Sheet

Employee Name: _____

Job Title: _____

Department: _____

Reviewer: _____

Review Period: From _____ To _____

Date of Review: _____

1. Core Competencies

Please rate the employee's performance in the following areas:

Rating Scale:

1 = Needs Improvement | 2 = Fair | 3 = Meets Expectations | 4 = Exceeds Expectations | 5 = Outstanding

Competency

Rating (1-5) Comments

Job Knowledge & Skills		
Quality of Work		
Productivity & Efficiency		
Communication Skills		
Teamwork & Collaboration		



CHAD MEES, Mayor
VICKIE COOPER, Council Member
JACKIE IVICIC, Council Member
GAYLE JONES, Council Member
JESSE LUNA, Council Member
TOM ZIMMER, Council Member

Problem Solving & Initiative

Adaptability & Flexibility

Dependability & Reliability

Customer Service/Community
Focus

2. Goals & Achievements

Previous Goals Review

Goal 1: _____ Result: _____

Goal 2: _____ Result: _____

Goal 3: _____ Result: _____

Key Achievements During Review Period:

3. Strengths

List employee's top strengths and contributions:

4. Areas for Improvement



CHAD MEES, Mayor
VICKIE COOPER, Council Member
JACKIE IVICIC, Council Member
GAYLE JONES, Council Member
JESSE LUNA, Council Member
TOM ZIMMER, Council Member

Identify development needs or performance gaps:

5. Professional Development Plan

Training or Skills Development Recommended: _____

Short-Term Goals: _____

Long-Term Goals: _____

6. Overall Performance Rating (select one below)

- ☐ Needs Improvement
- ☐ Meets Expectations
- ☐ Exceeds Expectations

(Additional Notes)

7. Signatures

Employee Acknowledgement:

I have reviewed this performance evaluation and discussed it with my supervisor. My signature does not necessarily indicate agreement.

Employee Signature: _____ Date: _____

Reviewer Signature: _____ Date: _____