



KENNEDALE CITY COUNCIL AGENDA

SPECIAL MEETING | APRIL 15, 2024 AT 9:00 AM

CITY HALL COUNCIL CHAMBERS | 405 MUNICIPAL DRIVE, KENNEDALE, TX 76060

MEMBERS OF THE PUBLIC MAY JOIN IN PERSON OR
ACCESS A LIVE FEED AT WWW.CITYOFKENNEDEALE.COM/VIDEOS
THE VIRTUAL OPTION DOES NOT ALLOW FOR PUBLIC COMMENT

I. CALL TO ORDER

To address the Kennedale City Council regarding an agenda item, submit a 'Request to Speak' form before the meeting begins. Speakers are allotted three (3) minutes, must limit their comments to the subject indicated on the form, and should address the Kennedale City Council as a whole, rather than individual members or staff. Pursuant to Texas Government Code §551.071, the Kennedale City Council reserves the right to adjourn into Executive (Closed) Session at any time during the meeting to seek legal advice from the City Attorney on any item posted on the agenda.

A. ROLL CALL

B. INVOCATION AND PLEDGES OF ALLEGIANCE TO THE U.S. AND TEXAS FLAGS

"Honor the Texas Flag; I Pledge Allegiance to Thee, Texas, One State under God; One and Indivisible."

II. WORK SESSION

A. WORK SESSION REPORTS

1. Presentation by directors of budget overviews and new program requests for each department

B. DISCUSSION AND/OR REQUESTS FOR CLARIFICATION OF ITEMS LISTED ON THE AGENDA

III. EXECUTIVE SESSION

The Kennedale City Council reserves the right to meet in Executive (Closed) Session at any time during the meeting pursuant to the below cited sections of the Texas Government Code:

- A. **PURSUANT TO §551.071** — *Consultation with the City Attorney pertaining to any matter in which the duty of the City Attorney under the Texas Disciplinary Rules of Professional Conduct may conflict with the Open Meetings Act, including discussion of any item posted on the agenda, legal issues regarding the Open Meetings Act.*

- B. **PURSUANT TO §551.072** — *Deliberation regarding the purchase, exchange, lease, or value of real property.*
- C. **PURSUANT TO §551.087** — *(1) Deliberation regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or (2) to deliberate the offer of a financial or other incentive to a business prospect described by Subdivision.*
- D. **PURSUANT TO §551.074** — *Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee.*

IV. RECONVENE INTO OPEN SESSION, AND TAKE ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION, IF NEEDED

V. ADJOURNMENT

CERTIFICATION

I DO HEREBY CERTIFY THAT THE APRIL 15, 2024 KENNEDALE CITY COUNCIL AGENDA WAS POSTED INSIDE THE MAIN ENTRANCE OF CITY HALL (405 MUNICIPAL DRIVE), IN A PLACE CONVENIENT AND READILY ACCESSIBLE TO THE GENERAL PUBLIC AT ALL TIMES; AND THAT SAID AGENDA WAS POSTED AT LEAST SEVENTY-TWO (72) HOURS PRECEDING THE SCHEDULED TIME OF SAID MEETING, IN ACCORDANCE WITH CHAPTER 551 OF THE TEXAS GOVERNMENT CODE.



ROSS SANCHEZ, INTERIM DEPUTY CITY SECRETARY

In compliance with the Americans with Disabilities Act (ADA), the City of Kennedale will provide for reasonable accommodations for persons attending meetings. This facility is wheelchair accessible and accessible parking spaces are available. Requests for sign interpreter services must be made forty-eight (48) hours prior to the meeting by calling 817-985-2104 or (TTY) 1-800-735-2989.

MEETING DATE: APRIL 15, 2024

AGENDA ITEM NUMBER: REGULAR SESSION ITEM I.B.

SUBJECT

INVOCATION AND PLEDGES OF ALLEGIANCE TO THE U.S. AND TEXAS FLAGS

"Honor the Texas Flag; I Pledge Allegiance to Thee, Texas, One State under God; One and Indivisible."

ORIGINATED BY

SUMMARY

RECOMMENDATION

ATTACHMENTS

STAFF REPORT
TO THE HONORABLE MAYOR AND CITY COUNCIL

MEETING DATE: APRIL 15, 2024

AGENDA ITEM NUMBER: WORK SESSION ITEM II.A.

SUBJECT
WORK SESSION REPORTS

ORIGINATED BY

SUMMARY

RECOMMENDATION

ATTACHMENTS

STAFF REPORT
TO THE HONORABLE MAYOR AND CITY COUNCIL

MEETING DATE: APRIL 15, 2024

AGENDA ITEM NUMBER: WORK SESSION ITEM II.A.1.

SUBJECT

Presentation by directors of budget overviews and new program requests for each department

ORIGINATED BY

SUMMARY

RECOMMENDATION

ATTACHMENTS

1.	Human Resources & Administrative Services FY 2024-2025 Budget (1)	Human Resources & Administrative Services FY 2024-2025 Budget (1).pptx
2.	Court FY 24-25 Capital Request	Court FY 24-25 Capital Request.pptx
3.	Finance Capital Project Request Presentation	Finance Capital Project Request Presentation.pptx
4.	Fire Department FY 24-25 Capital Request	Fire Department FY 24-25 Capital Request.pptx
5.	(1)2024-2025 FINAL BUDGET OVERVIEW PPT 04-12-2024	(1)2024-2025 FINAL BUDGET OVERVIEW PPT 04-12-2024.pdf
6.	FY25 BUDGET WORKSHOP	FY25 BUDGET WORKSHOP.ppt
7.	MyGov Materials	MyGov Materials.pdf
8.	Library & Communications FY 24-25 Capital Request	Library & Communications FY 24-25 Capital Request.pptx
9.	PW FY 24-25 Capital Request	PW FY 24-25 Capital Request.pptx



**Director of Human Resources
&
Administrative Services
FY 2024-25 Budget**

Caroline E. Green, CPM, M.A., IPMA-SCP



Mission

&

Vision

The City of Kennedale's
Human Resource Department
provides guidance and
assistance to all staff within
each department

To provide exceptional human
resource services for internal and
external customers and improve the
partnership one employee
professionally at a time.



What Do We Do?

- Benefits
- Citywide compliance with federal, state, and local regulations
- Employee classification
- Employee development and training
- Employee recruitment and retention
- Employee safety and worker's compensation



H.R. BUDGET COMPLETION FY 2023-2024



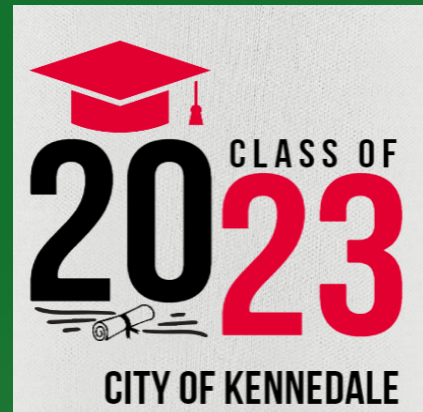
Monthly Morale
Luncheon



Service Awards



Employee Annual
Awards Banquet



\$10K Tuition
Reimbursement

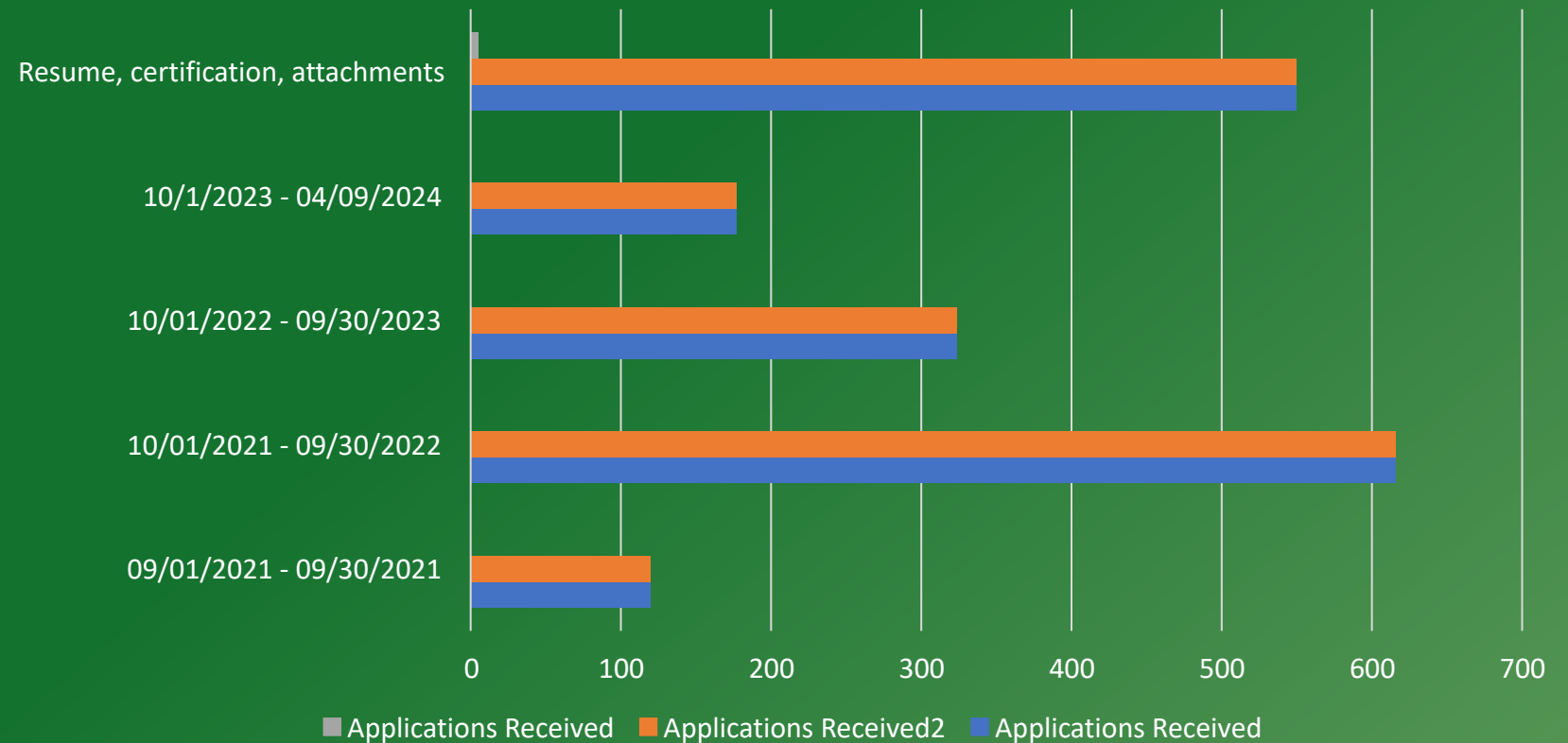


Birthday Recognition

H.R. BUDGET COMPLETION FY 2021-2024

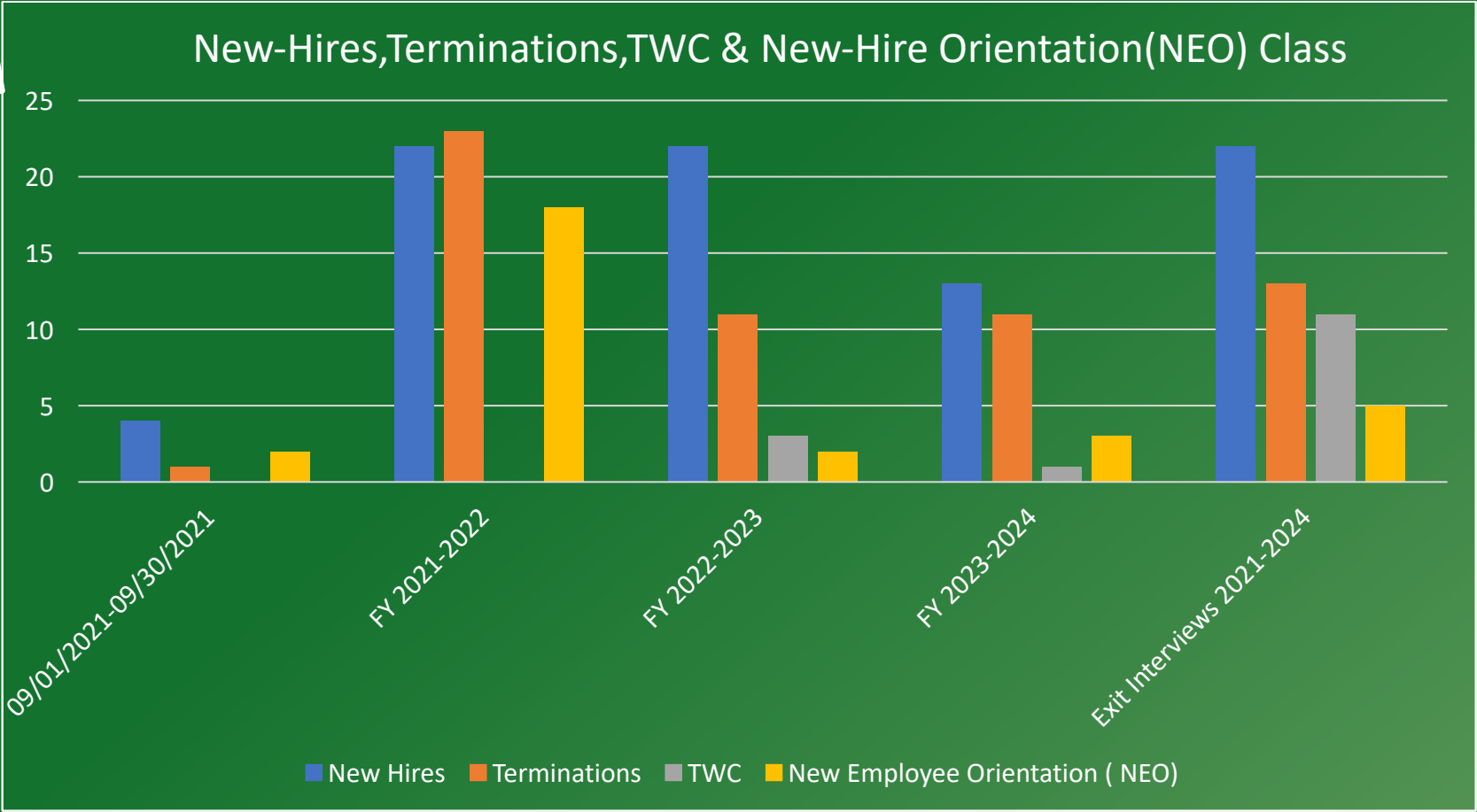


Applications Received





New Hires-Terminations



H.R. BUDGET REQUEST FY 2024-25



- Part-Time personnel

- Estimated Cost \$25,000.00

Duties & Responsibilities

- Assists with a variety of applicant processing functions via the online application process
- Provides administrative support to department personnel.
- Organize and maintain various administrative, confidential, reference and follow-up files as required.





QUESTIONS?



Caroline Green, CPM, M.A., IPMA-SCP
Director of Human Resources & Administrative Services

April 15, 2024



Kennedale Municipal Court 2024-2025

Bertha Vindel
Court Administrator



OUR MISSION STATEMENT



The Kennedale Municipal Court and its personnel are committed to promoting the highest standards in customer service, upholding the integrity of the court and serving the citizens of Kennedale in a courteous, efficient and professional manner. The Municipal Court is dedicated to principles of fair and impartial justice with **exceptional customer service** while building public trust and confidence.

Municipal Court Wish List

■ Court Clerk \$18-\$20/Hr.

- Assist the public at the front counter
- Answer the phone
- Will sort and file receipts, citations, and all other documents
- Will be cross-trained to fill in when needed

■ New Court Software

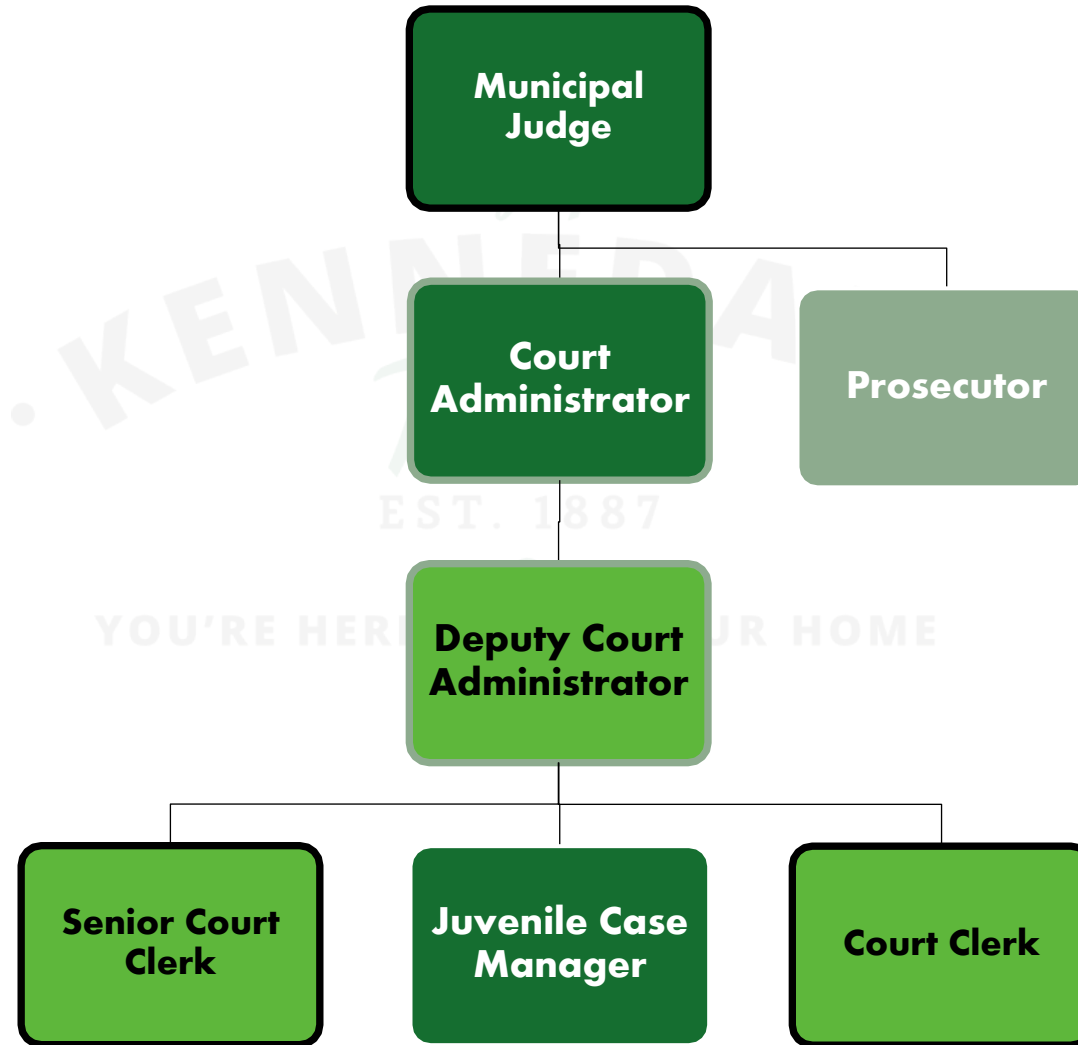
- Increase productivity
- Improve the customer experience
- Reduce Costs
- Compatibility

■ Incentive Pay -\$7,000

- Encourage staff development
- Cultivate dedicated staff
- Maintain high morale and positive attitudes
- Reward improvement

Not included in above amount, but in salaries = 2% increase annually

Future Of The Kennedale Municipal Court



H.B. 3186

Youth Diversion



H.B. 3186 requires the adoption of a youth diversion plan for every municipal and justice court no later than January 1, 2025.

H.B. 3186 (88th Legislative Session), the Texas Youth Diversion and Early Intervention Act, increases opportunities for early identification of at-risk youth and for redirecting children accused of certain Class C misdemeanors. Currently, municipal and justice courts can only order diversion strategies after a case has resulted in a conviction or deferral of disposition. H.B. 3186 makes these strategies available at the front end of a case where they can be more effective. This aligns municipal and justice court practices with those used by juvenile probation and juvenile courts. The bill also recalibrates and expands opportunities for collaboration and financial resources in both rural and urban parts of Texas.

KENNEDALE MUNICIPAL COURT SERVICES AND PERFORMANCE DASHBOARD

MONTH OF: JANUARY 2024

ALL COURT FILINGS	FY 23	FY 24	Variance
Traffic	112	252	125%
Non-traffic	14	31	121%
TOTALS	126	283	125%
TRAFFIC & NON-TRAFFIC CLEARANCE RATES	FY 23	FY 24	Variance
New Filings & Reactivated Cases	126	282	124%
Disposals & Inactive Status Cases	110	170	55%
Clearance Rate	87%	60%	-31%
Transaction Summary	FY 23	FY 24	Variance
Court Admin	1,303	2,496	92%
Court Clerk	1,090	893	-18%
Court Cashier	713	847	19%
TOTALS	3,106	4,236	36%
SERVICE DELIVERY	FY 23	FY 24	Variance
Online Applications		20	#DIV/0!
On-Site Services		141	#DIV/0!
Court Date On-Site		65	#DIV/0!
TOTAL On-Site		206	

Financial	FY 23	FY 24	Variance
State Fees	\$6,261.29	\$10,168.58	62%
Fine & City Costs	\$16,576.88	\$34,533.69	108%
Total	\$22,838.17	\$44,702.27	96%

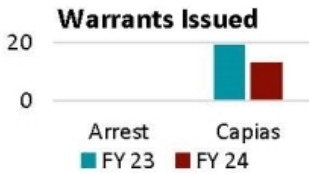
SERVICE DELIVERY



Category	FY 23	FY 24
State Fees	\$6,261.29	\$10,168.58
Fine & City Costs	\$16,576.88	\$34,533.69

Warrants Issued	FY 23	FY 24
Class C misdemeanor	0	
Arrest	0	
Capias	19	13
Totals	19	14
Variance		-26.32%

Warrants Issued



Category	FY 23	FY 24
Arrest	0	0
Capias	19	13

Cases Set For Court	FY 23	FY 24
FY 23	126	
FY 24		304
Variance		141%

Cases Set For Court



Fiscal Year	Cases Set For Court
FY 23	126
FY 24	304

CURRENT AND UPCOMING EVENTS

Court 01/24/2024

KENNEDALE MUNICIPAL COURT SERVICES AND PERFORMANCE DASHBOARD

MONTH OF: February 2024

ALL COURT FILINGS	FY 23	FY 24	Variance
Traffic	123	186	51%
Non-traffic	58	84	45%
TOTALS	181	270	49%
TRAFFIC & NON-TRAFFIC CLEARANCE RATES	FY 23	FY 24	Variance
New Filings & Reactivated Cases	181	261	44%
Disposals & Inactive Status Cases	97	165	70%
Clearance Rate	54%	63%	18%
Transaction Summary	FY 23	FY 24	Variance
Court Admin	1,578	1,937	23%
Court Clerk	1,078	743	-31%
Court Cashier	957	1,021	7%
TOTALS	3,613	3,701	2%
SERVICE DELIVERY	FY 22	FY 24	Variance
Online Applications		30	#DIV/0!
On-Site Services		154	#DIV/0!
Court Date On-Site		22	#DIV/0!
TOTAL On-Site		176	

Financial	FY 23	FY 24	Variance
State Fees	\$6,934.52	\$11,593.12	67%
Fine & City Costs	\$21,631.52	\$30,112.92	39%
Total	\$28,566.04	\$41,706.04	46%

SERVICE DELIVERY



Warrants Issued	FY 23	FY 24
Class C misdemeanor		
Arrest	130	146
Capias	7	15
Totals	137	161
Variance		17.52%

Cases Set For Court

FY 23	122
FY 24	159
Variance	30%

CURRENT AND UPCOMING EVENTS

Court

KENNEDALE MUNICIPAL COURT SERVICES AND PERFORMANCE DASHBOARD

MONTH OF: March 2024

ALL COURT FILINGS	FY 23	FY 24	Variance
Traffic	135	224	66%
Non-traffic	61	101	66%
TOTALS	196	325	66%
TRAFFIC & NON-TRAFFIC CLEARANCE RATES	FY 23	FY 24	Variance
New Filings & Reactivated Cases	196	325	66%
Disposals & Inactive Status Cases	110	378	244%
Clearance Rate	56%	116%	107%
Transaction Summary	FY 23	FY 24	Variance
Court Admin	1,963	2,539	29%
Court Clerk	1,396	2,404	72%
Court Cashier	1,036	1,089	5%
TOTALS	4,395	6,032	37%
SERVICE DELIVERY	FY 22	FY 24	Variance
Online Applications		21	#DIV/0!
On-Site Services		160	#DIV/0!
Court Date On-Site		50	#DIV/0!
TOTAL On-Site		210	

Financial	FY 23	FY 24	Variance
State Fees	\$7,593.22	\$12,573.13	66%
Fine & City Costs	\$21,165.52	33948.04	60%
Total	\$28,758.74	\$46,521.17	62%

SERVICE DELIVERY



Category	FY 23	FY 24
State Fees	\$7,593.22	\$12,573.13
Fine & City Costs	\$21,165.52	33948.04

Warrants Issued	FY 23	FY 24
Class C misdemeanor		
Arrest	93	82
Capias		
Totals	93	82
Variance		-11.83%

Warrants Issued



Category	FY 23	FY 24
Arrest	93	82
Capias	0	0

Cases Set For Court	FY 23	FY 24
FY 23	121	
FY 24		304
Variance		151%

Cases Set For Court



Fiscal Year	Cases
FY 23	121
FY 24	304

CURRENT AND UPCOMING EVENTS

Court

TECHNOLOGY



Financials (FIN and HR services are combined)

SaaS = \$15,075

Services = \$53,570

HR

SaaS = \$9,381

My Civic

SaaS = \$1,350

Services = \$1,990

Municipal Court

SaaS = \$8,046

Services = \$24,720

Content Manager (This app is shared by all departments)

SaaS = \$3,183

Services = \$4,640

Total Yearly Recurring Fees :
\$37,035.

Up Front Cost: \$121,955 With SaaS

TECHNOLOGY

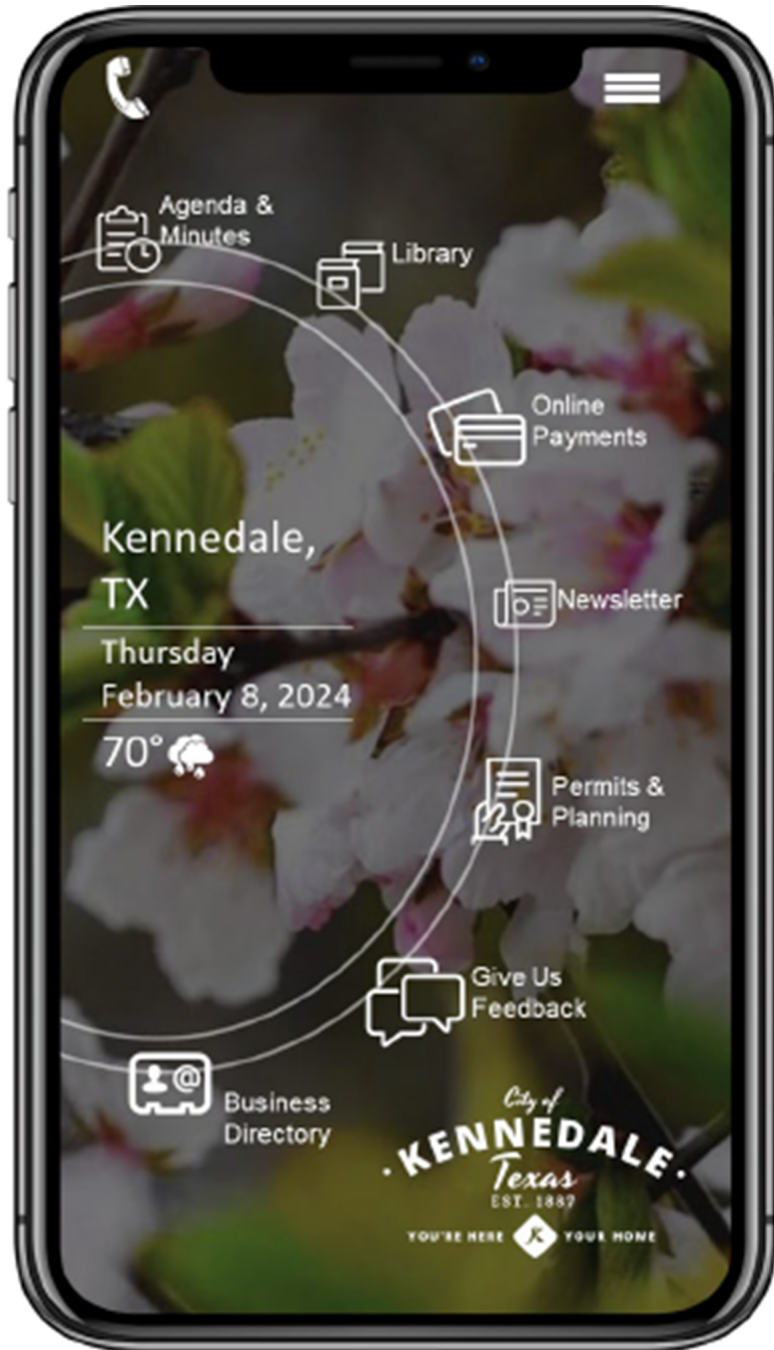


	FY23/FY24		FY25 (Proposed)		
Department	Provider	Amount*	Provider	Amount*	\$ Difference
City Secretary	Civic Clerk	\$ 6,019.65			\$ 6,019.65
	Civic Engage	\$ 5,967.91			\$ 5,967.91
Court	OpenGov	\$ 8,085.00	Tyler Technologies***	\$ 8,046.00	\$ 39.00
Human Resources	Civic HR**	\$ 5,591.33	Tyler Technologies	\$ 9,381.00	\$ (3,789.67)
Finance	STW/OpenGov	\$ 18,284.81	Tyler Technologies	\$ 15,075.00	\$ 3,209.81
Shared					
Content Manager			Tyler Technologies	\$ 3,183.00	
My Civic			Tyler Technologies	\$ 1,350.00	
		\$ 43,948.70		\$ 37,035.00	\$6,913.70

*Annual fees only

**CivicHR is not available after 9/29/2024

***Additional HR vendors are being vetted



TYLER MY CIVIC

My Civic provides the world access to any information Kennedale feels is appropriate, including its amazing sites, businesses. It provides citizens the ability to conduct almost all their business with the City online from anywhere connected to the internet, 24/7.

Notifications—emergency and otherwise—can be easily “pushed” out in real time to citizens based on zip codes, defined lists, customized geography, etc.

The My Civic app also gives citizens access to report concerns, “like that huge pothole” and, unlike today, the app reports that concern through GPS so a work crew doesn’t have to go drive around looking for the issue. **My Civic is designed to increase citizen engagement, to make problem resolution more efficient, and ensure valuable time is spent on critical pursuits.**



Department Of Finance Initial Budget Requests

Presented by Jon Horton, CPA

Staff Expansion: Shift part-time position to full-time

- ◆ The standard for the Finance department has increased over the last few months. We are currently able to meet that standard by having a highly experienced and efficient individual working part-time. When this person retires, the replacement will need to work full time in order to meet this same production level.
- ◆ Options include hiring another Accounting Associate II, though the preferred option is to hire a Senior Accounting Associate.
- ◆ Expected cost is an increase of \$25,800 to \$32,000. Benefits equal approximately 21% of the total annual wage (retirement and insurance. The increase in payroll tax was not included).
- ◆ FY23's budget included \$49,365 for the PT position.

Staff Expansion: Grant Writer

- ◆ Pressure to elevate the condition of our infrastructure, along with pressure to lower the property tax rate, is leading us to look for additional funding sources.
- ◆ Conceptually, this position will cover the total employment cost by obtaining external funding that would have otherwise not reached our City. The timeline for this will be two years. This will be an ongoing expectation each subsequent year.
- ◆ The initial base wage offering will be \$65,000/year

Departmental Incentive Pay

- ◆ Modeled after the Incentive Plan in our Public Safety Departments, the Finance Department would award pay in the highest applicable category:
 - ◆ Intermediate: \$75/pay period, \$1,950/year
 - ◆ Completion of GFOAT Government Accounting Academy, GFOAT Budget Academy, **and** PFIA Training (Initial 10 hour training).
 - ◆ Advanced: \$100/pay period, \$2,600/year
 - ◆ Certified Public Manager (CPM)
 - ◆ Completion of New and Emerging Finance Directors program through the North Central Texas Council of Governments
 - ◆ Master: \$125/pay period, \$3,250/year
 - ◆ Certified Public Accountant License
 - ◆ Certified Government Finance Officer
 - ◆ Certified Public Finance Officer

City-Wide Incentive Pay: Education and Certifications

- ◆ Provide additional pay for obtaining formal education by highest degree earned:
 - ◆ Associate \$50/month, \$600/year
 - ◆ Undergraduate \$100/month, \$1,200/year
 - ◆ Graduate \$150/month, \$1,800/year
 - ◆ Doctorate \$200/month, \$2,400/year
- ◆ Provide additional pay for obtaining a professional certification. Validation would be obtained by the applicable Department Director/Chief
 - ◆ Certificate \$75/month, \$900/year
- ◆ Provide monthly pay for obtaining certification to communicate in a language other than English
 - ◆ Certificate \$75/month, \$900/year

City-Wide Civilian Step-Plan

- ◆ To show commitment to the City Staff, lock in a minimum annual raise of 2% for the next 5 years:

	Level w/Annual Pay				
Position/Title	1 (FY23)	2 (FY24)	3 (FY25)	4 (FY26)	5 (FY27)
Position 1	FY23	FY23+2%	FY24+2%	FY25+2%	FY26+2%
Position 2	FY23	FY23+2%	FY24+2%	FY25+2%	FY26+2%
Position 3	FY23	FY23+2%	FY24+2%	FY25+2%	FY26+2%
Position 4	FY23	FY23+2%	FY24+2%	FY25+2%	FY26+2%
Position 5	FY23	FY23+2%	FY24+2%	FY25+2%	FY26+2%

Public Safety Step-Plan Adjustment

FY25 with Proposed \$10k increase											
		0-.99 yrs	1-1.99	2-2.99	3-4.99	5-6.99	7-8.99	9-10.99	11-12.99	13-14.99	15+
		Entry	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
P1	Police Officer	\$72,315	\$74,808	\$77,400	\$80,096	\$82,899	\$84,358	\$85,845	\$87,362	\$88,909	\$90,487
P2	Detective/Corporal	\$83,645	\$85,118	\$86,621	\$88,152	\$89,716	\$91,310	\$92,937	\$94,595	\$96,287	\$98,012
P3	Sergeant	\$94,975	\$96,675	\$98,408	\$100,177	\$101,980	\$103,820	\$105,695	\$107,610	\$109,562	\$111,553
P4	Captain	\$106,305	\$108,231	\$110,195	\$112,200	\$114,243	\$116,329	\$118,455	\$120,624	\$122,837	\$125,093
F0	Firefighter/EMT-B	\$60,985	\$63,024	\$65,145	\$67,351	\$69,645	\$70,838	\$72,054	\$73,296	\$74,561	\$75,853
F1	Firefighter/Paramedic	\$72,315	\$74,808	\$77,400	\$80,096	\$82,899	\$84,358	\$85,845	\$87,362	\$88,909	\$90,487
F2	Driver Engineer	\$83,645	\$85,118	\$86,621	\$88,152	\$89,716	\$91,310	\$92,937	\$94,595	\$96,287	\$98,012
F3	Fire Lieutenant	\$94,975	\$96,675	\$98,408	\$100,177	\$101,980	\$103,820	\$105,695	\$107,610	\$109,562	\$111,553

- ◆ Effective raise of \$10,000/year for each eligible Public Safety employee

Public Safety Step-Plan Adjustment

◆ Eligible Police Officers*	21
◆ Eligible Fire Fighters*	<u>18</u>
◆ Total Eligible	39
◆ Salary Increase	\$390,000.00
◆ Retirement Increase	\$62,400.00
◆ FICA Increase	<u>\$29,835.00</u>
◆ Total Increase	\$482,235.00

*As of pay period ending 3/30/2024



Fire Department Capital Requests

April 2024

Fire Station Remodel

- Tilt Wall Construction Built in 1986
 - 8,999 sf Building
 - 4 Bay Station
 - Common Bunk Rooms
 - 3 Restrooms
 - Undersized Kitchen
 - Lacking Storage
 - Insufficient EMS Storage
 - Needing More Office Space

Fire Station Improvements

- Needs Assessment
 - Cracked Paving Front and Rear Drive
 - Lacking Quality EMS Storage
 - Adequate sleeping quarters
 - Adequate training facilities
 - Clean IT Wiring Connections
 - Adequate Decon and Work Area
 - Adequate storage



Fire Station Programming

- Program Assessment
 - 40 Person Training Room
 - Admin Area
 - Fire Chief's Office
 - Fire Marshall
 - Admin Assistant
 - Conference Area
 - Work Area
 - Secure Entry Foyer
 - Watch Room
 - Expanded Kitchen / Day Room
 - Bunks for 9 Person Capacity Station
 - Concrete Area for Parking and Training
- Adequate EMS Storage
- New Bay Doors
- Proper Apparatus Bay Ventilation System
- Expanded Workout Facility
- Dedicated Deacon Area
- Expanded Bunker Gear Area
- Tool and Hose Storage Room
- Maximize Storage Areas
- Organized IT and Data Room
- New and Efficient HVAC Systems
- Remove Ability for Neighborhood Drive Thru Traffic

Station Site Layout and Program

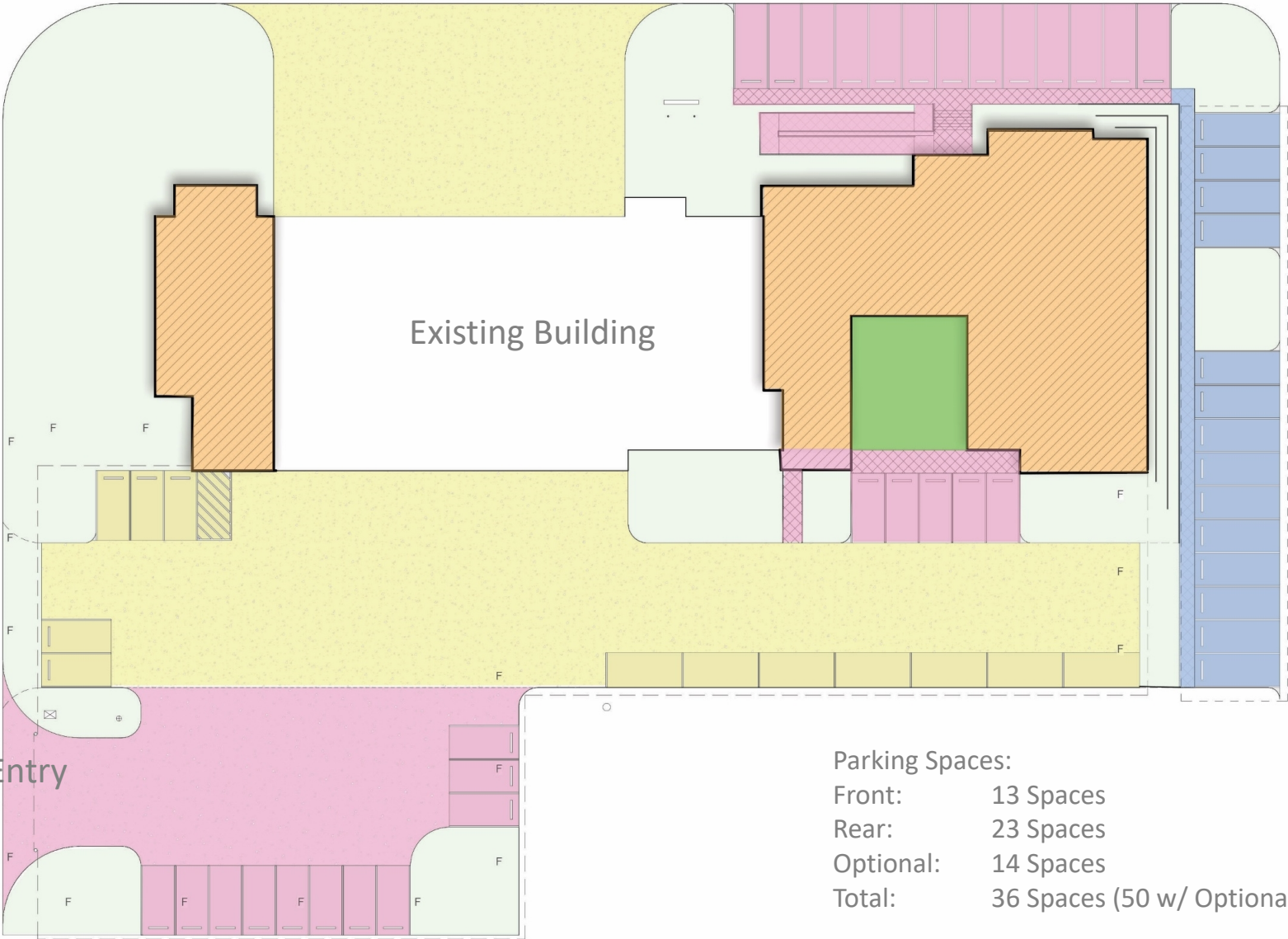


Station Proposed Site Plan

- New Addition
- Site Option A
- Site Option B
- Courtyard
- Site Option C

Areas:
Existing: 8,999 sf
Addition: 8,780 sf
New Paving 11,769 sf
New Parking 3,319 sf

New Proposed Entry



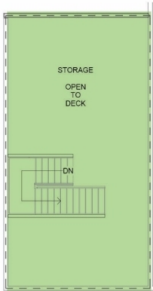
Parking Spaces:
Front: 13 Spaces
Rear: 23 Spaces
Optional: 14 Spaces
Total: 36 Spaces (50 w/ Optional)

Station Proposed Floor Plan

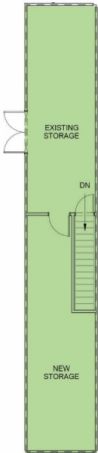
- Living Qtrs.
- Gear / Gym
- Public Space
- EOC
- Administration



1 PROPOSED FIRST FLOOR
1/8" = 1'-0"



2 PROPOSED SECOND FLOOR
1/8" = 1'-0"



3 EXISTING SECOND FLOOR
1/8" = 1'-0"

Area Summary

Gym / Gear

1st Floor : 1,966 sf

2nd Floor: 763 sf

Living Qtrs:

1st Floor : 1,966 sf

2nd Floor: 763 sf

Bay Area XXX

Public XXX

EOC XX

Admin XX

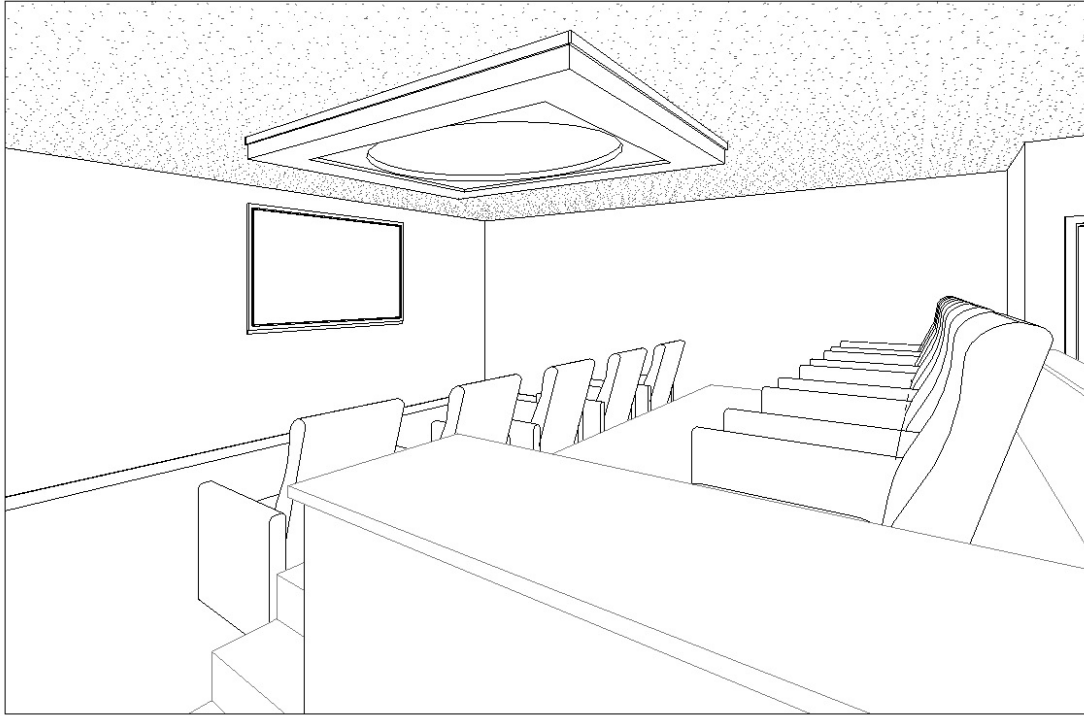
New Station – Front View Rendering



New Station – Front View Rendering



New Station – EOC and Day Room Renderings



New Station – Kitchen Rendering



New Station – Cost Assessment

Estimated Costs – Fire Station

- 17,779 sf Building

Design Documents	\$116,000.00
Bonding Costs	\$168,033.00
Site Work Costs	\$463,600.00
<u>Total Building Cost</u>	<u>\$4,785,000.00</u>
	\$5,532,633.00
Site Work Option 1	\$385,000.00
TOTAL	\$5,917,333.00

Assistant Fire Chief

The roles and responsibilities of the assistant fire chief of operations are:

- Assists in management of all Fire Department services and activities including fire suppression, fire prevention, emergency medical services, hazardous materials response, disaster preparedness, and related programs, services, and operations.
- Participates in managing the development and implementation of Department goals, objectives, and priorities for each assigned service area: recommends and administers policies and procedures.
- Responds to emergency alarms and may assume command of field operations; performs a management role in the direction of assigned personnel and equipment at the scene of emergencies involving fire, all types of accident, hazardous materials incidents, and life-saving and rescue incidents.
- Establishes, within Department and City policy, appropriate service and staffing levels, monitors and evaluates the efficiency and effectiveness of service delivery methods and procedures; allocates resources accordingly.
- Assists in planning, directing, and coordinating the Fire Department's work plan; assigns projects and programmatic areas of responsibility; reviews and evaluates work methods and procedures.
- Selects, trains, motivates, and evaluates personnel.

Assistant Fire Chief Cont.

- Works with employees to correct deficiencies, assists in implementing disciplinary procedures.
- Participates in the development and administration of the Department budget; which includes forecasting needs for staffing, equipment, materials, and supplies; monitors and approves expenditures and implements budgetary adjustments as appropriate and necessary.
- Participates in facilities planning for the fire Department to meet current and future needs of the community.
- Assists in directing disaster preparedness and other fire protection programs to minimize the loss of life and property within the community.
- Assists and advises subordinates in technical matters. Remains available for problem solving and research.
- Responsible for the coordination of special projects at the direction of the Fire Chief
- Serves as acting Fire Chief as assigned; acts on behalf of the Fire Chief in the absence of the Fire Chief

Assistant Fire Chief

Cost for this position:

Description	Amount
Salaries	\$ 106,305.00
Retirement	\$ 17,008.80
FICA	\$ 8,132.33
Medical	\$ 15,101.33
Life Insurance	\$ 956.75
Dental	\$ 595.74
Vision	\$ 61.20
Disability	\$ 318.92
	<u>\$ 148,480.06</u>

Questions



Police Department & Information Technology Budget Workshop Presentation

MAY 15, 2024

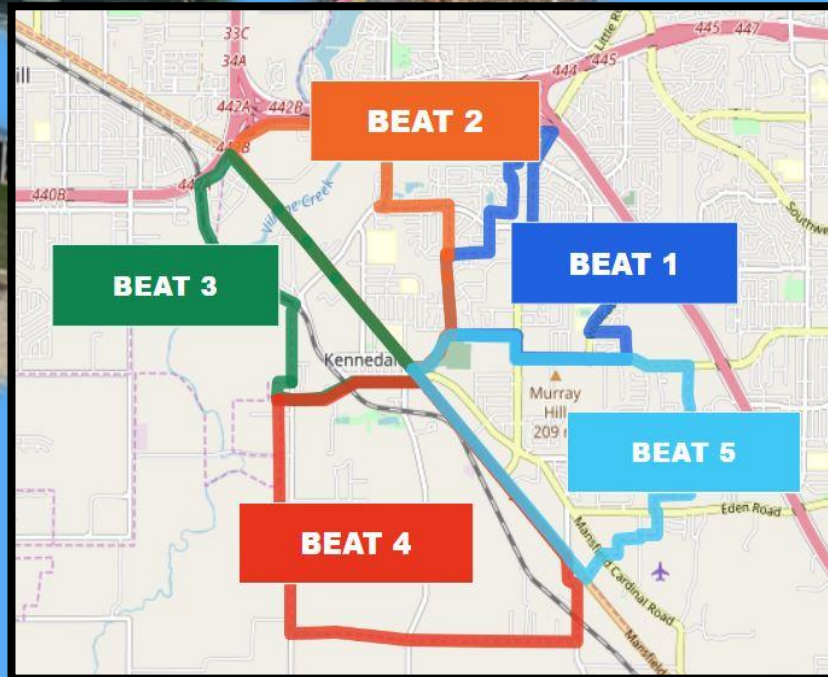


TRUST • INTEGRITY • PURPOSE

- **Recognized since 2012**
- **One of only 211 Recognized Agencies in Texas**
- **25 Employees**
- **22 Sworn Officers**
- **Over 400 9-1-1 Calls for Service per month**
- **An average of 900+ Self-Initiated Calls per month**



Community Oriented / Geographic Policing Model



- **Implemented in August 2021**
- **Five geographic beats**
- **Supervisor assigned to each beat**
- **Responsible for quality of life issues, traffic concerns, and the suppression of crime**



Budget Considerations

Police

- **Two Uniformed Patrol Officers**
- **One Captain**
- **New Chassis for Animal Control**
- **Two Police Response Vehicles**
- **One Command Support Vehicle**

Internet Technology

- **City-wide Camera & Monitoring System**
- **Windows 365**
- **Replacement Desktops & Laptops**



Uniformed Personnel

TWO UNIFORMED POLICE OFFICERS:

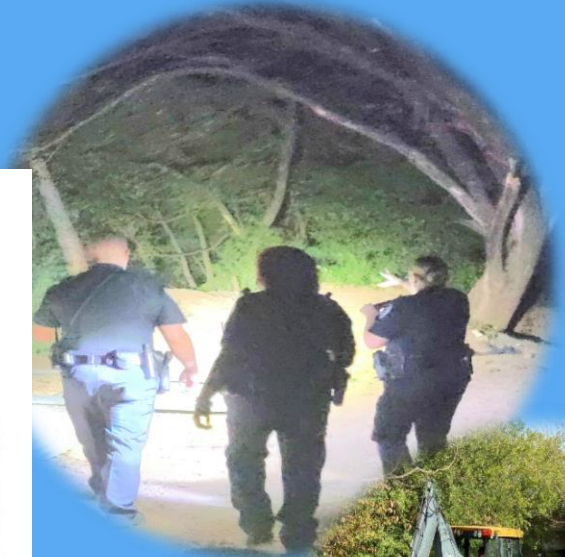
\$189,256 (Salary + Benefits)



Shoutout to Kennedale's finest for making their presence felt on our campuses today. ❤️ We truly appreciate you! 🙏 @KennedaleSD @Cariclarck71Cari @maggieinlow @RosieSandoval73



2:42 PM · 5/25/22 · Twitter



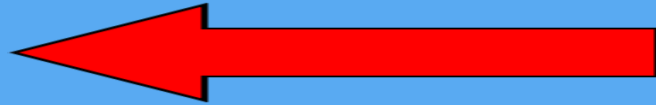
Police Staffing Considerations

Four 12-hour Shifts:

- **Dayshift (X)2; 7am – 7pm**

- **Sergeant**
- **Corporal**
- **Officer**

**OPERATIONAL NEED
IS ON DAY SHIFT**



- **Nightshift (X)2; 7pm – 7am**

- **Sergeant**
- **Corporal**
- **Officer**

***Current Minimum Staffing is 2 per shift**

Dayshift Challenges:

- **Calls for Service are higher**
- **More vehicular traffic resulting in more crashes, speeders, & construction related traffic problems**
- **More citizen complaints, i.e., school zones, CMV truck traffic, panhandlers**
- **Events are often during dayshift hours, i.e., parades, park events, city hosted events, Trunk or Treat, etc.**

Command Level Staffing

POLICE CAPTAIN:

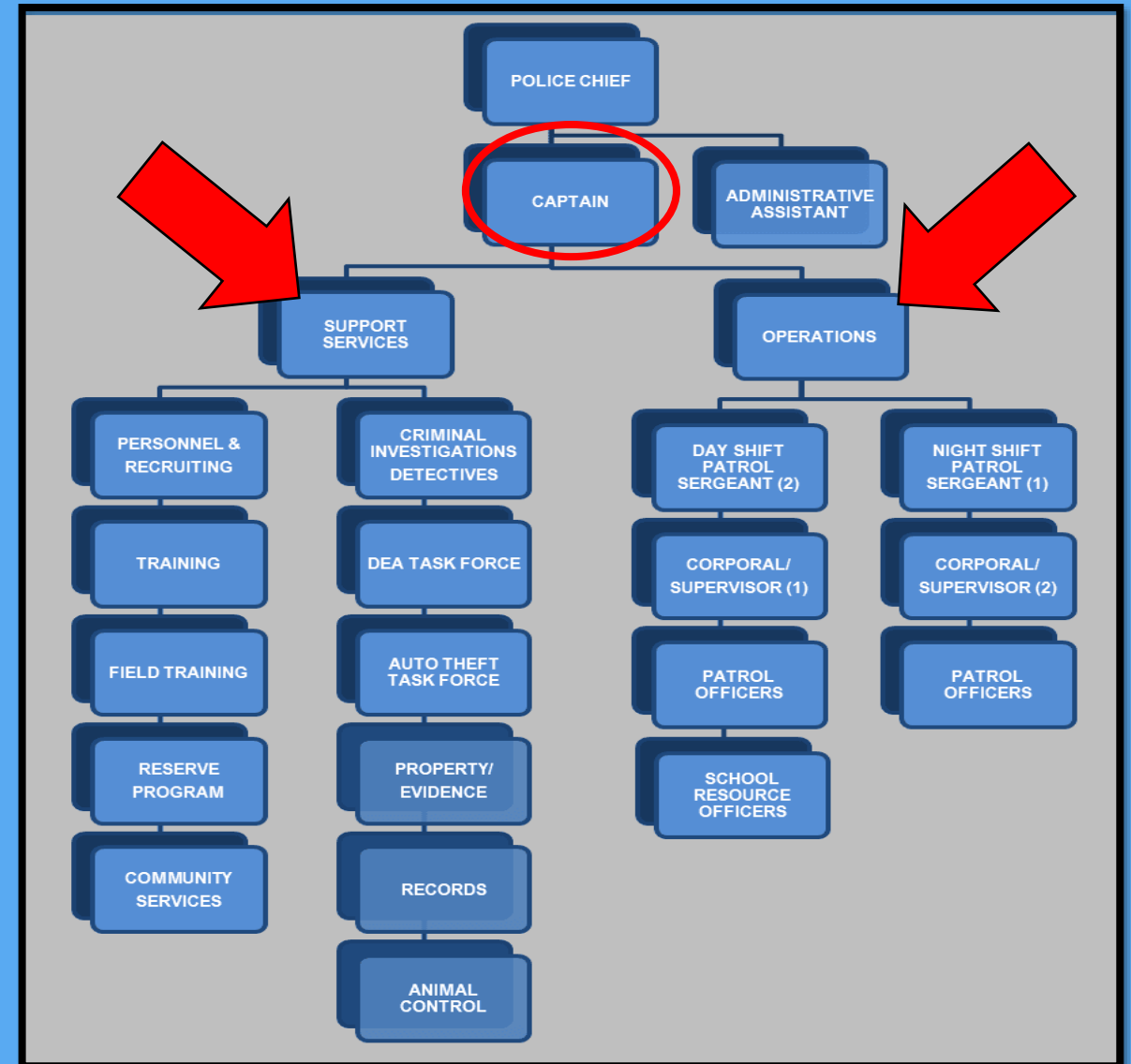
\$132,611 (Salary + Benefits)

Current Span of Control

Direct Reports = 10 (formal); 12 (oversight)

Including:

- **Operations**
- **School Resource Officers**
- **Criminal Investigations (including DEA & ATTF)**
- **Animal Control**
- **Community Engagement**
- **Property & Evidence**



Command Level Staffing with Additional Captain



Replacement Animal Control Truck Chassis

2024 DODGE RAM TRUCK CHASSIS

Total = \$47,285

***Includes mounting current animal containment box onto new chassis & graphics**

Current Vehicle

- **Year: 2009 (15 years in service)**
- **Miles: 99,411**
- **Dashboard falling apart**
- **Seat & Armrest torn / damaged**
- **Old graphics**



Replacement Police Response Vehicles

2024 FORD POLICE INTERCEPTOR

\$76,693 (Each) (X)2

Total = \$153,386

***Includes all ancillary equipment installed
and mobile computer terminal**

Replacements for:

- **Unit 1664**
- **Unit 1666**



Command Support Vehicle

2024 FORD TRANSIT VAN

Total = \$90,000 (high estimate)

***Includes van and all ancillary equipment installed plus two mobile computer terminals**

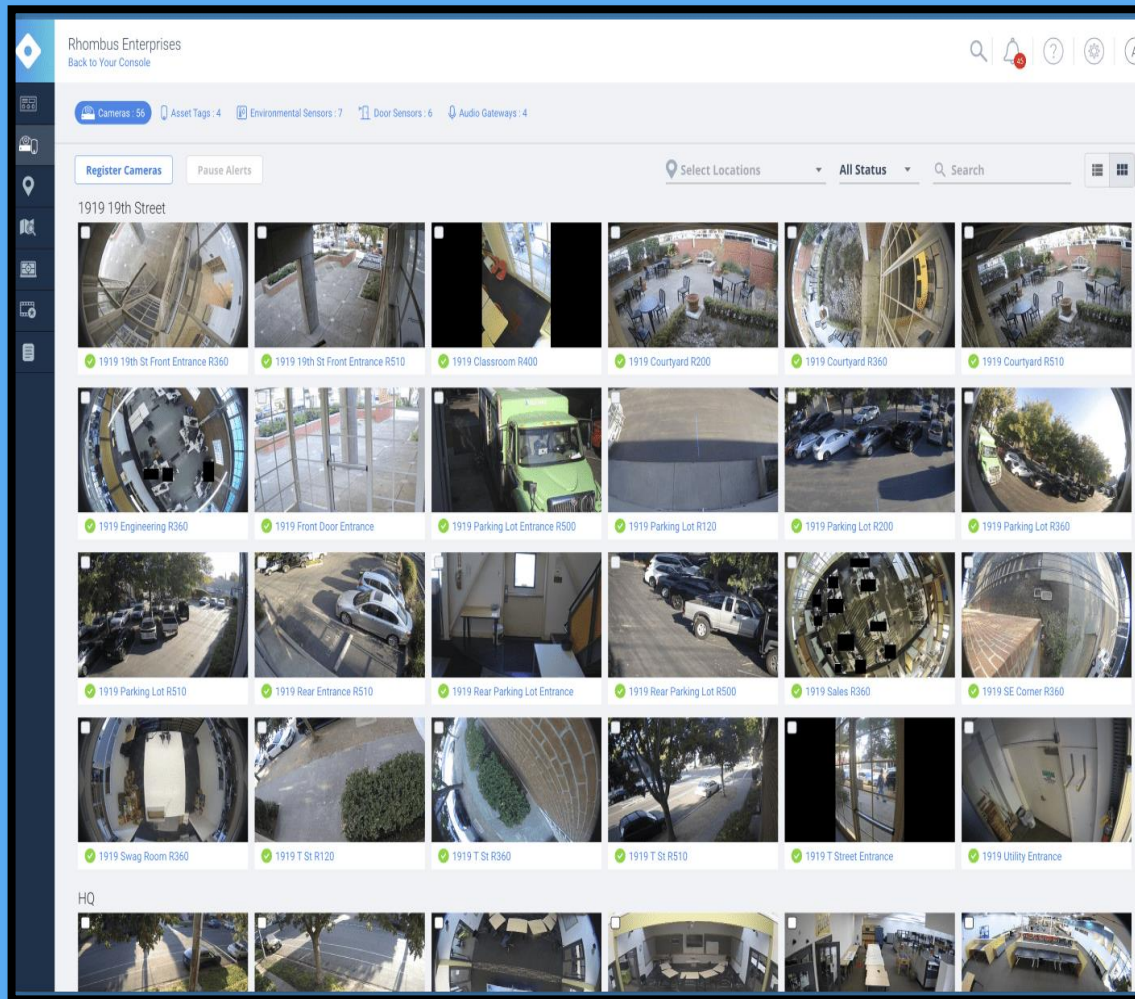
Features:

- **Wrapped decals to match police fleet**
- **3,000 Watt inverter**
- **Motorola WatchGuard Camera System**
- **Two work stations**
- **Oversize computer monitor**
- **Emergency lighting package**



INFORMATION TECHNOLOGY

City-wide Camera & Monitoring System



LOCATIONS INCLUDE:

- CITY HALL
- SENIOR CENTER
- LIBRARY
- SONORA PARK
- BASEBALL FIELD
- TOWNCENTER PARK
- ROGERS FARM PARK
- PUBLIC WORKS
- POLICE DEPARTMENT
- FIRE DEPARTMENT

Total = \$441,218

Office 365

INCLUDES:

- **UNLIMITED STORAGE POTENTIAL**
- **REMOTE ACCESS TO DATA & INFORMATION**
- **AUTOMATIC REDUNDANCY**
- **111 USERS**

Total Annually = \$37,296

One time fee (at implementation) = \$9,500

Total first year implementation = \$46,796



Desktop & Laptop Replacements

Dell Desktop & Laptop Replacements Citywide

62 – 13th Gen i5, SSD, 16Gb min. desk tops @\$979 each
Total = \$60,759.38

4 – 13th Gen i5, SSD, 16Gb min. laptops @\$1,299.99 each
Total = \$5,199.96

Total for full implementation = \$65,959

*Both desktops and laptops have a three (3) year warranty





Things are looking bright at KPD!



FY25 BUDGET WORKSHOP

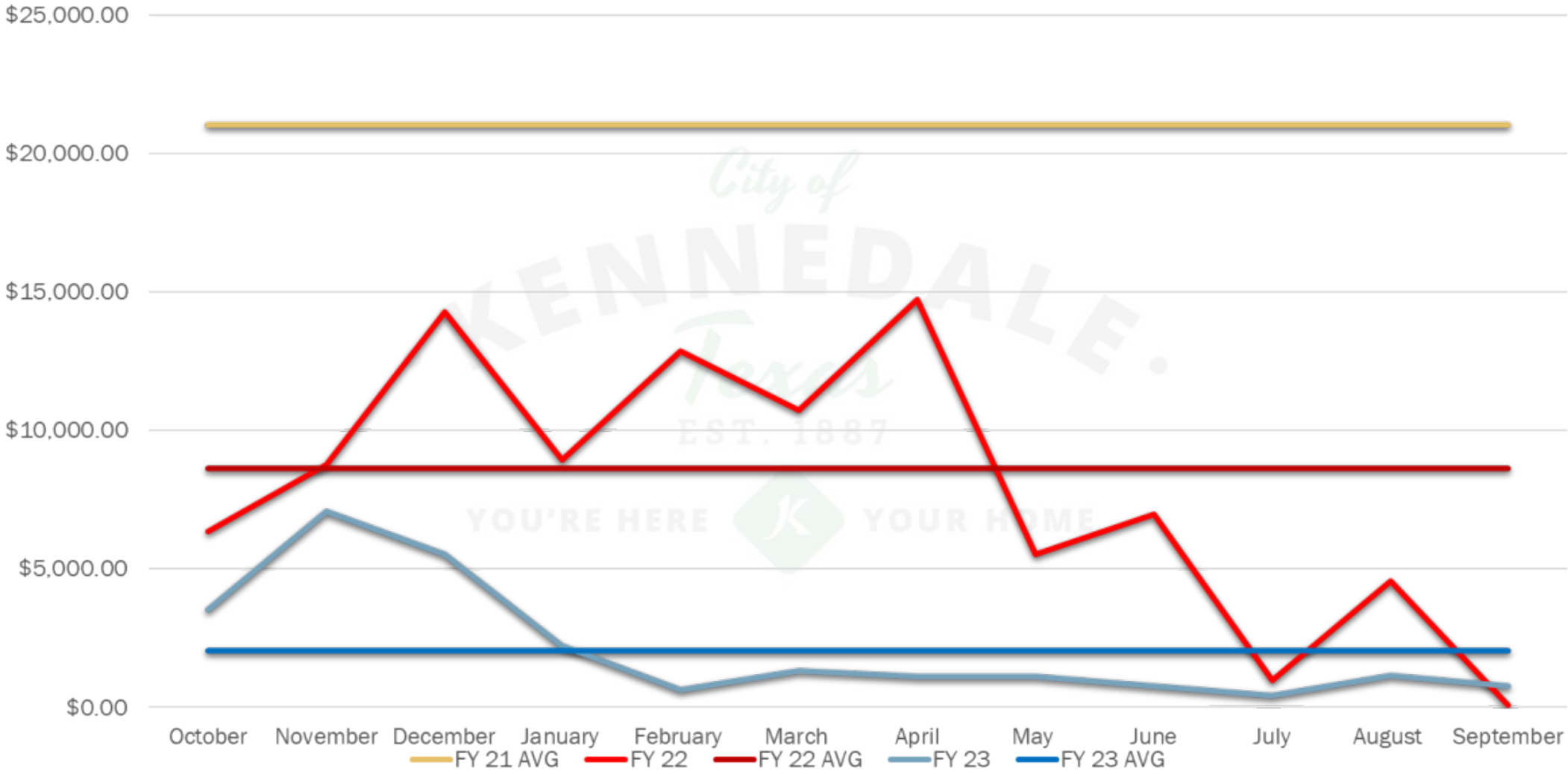
COMMUNITY DEVELOPMENT

DEPARTMENT HIGHLIGHTS

- OPEN FOR BUSINESS
 - *UPTICK IN COMMERCIAL DEVELOPMENT PROJECTS*
 - *INFILL RESIDENTIAL DEVELOPMENT CONTINUES*
 - *POTENTIAL FOR 400+ NEW ROOFTOPS*
- RENEWED FOCUS ON CUSTOMER SERVICE AND DEPARTMENTAL CULTURE
- IMPROVED INTERDEPARTMENTAL COORDINATION
- COST SAVINGS FROM REDUCED DEPENDENCY ON THIRD-PARTY SERVICES
- COST RECOVERY FOR THIRD-PARTY INSPECTION & REVIEW

THIRD-PARTY INSPECTION COSTS

FY 21 AVG VS FY 22 VS FY 23



COST RECOVERY HIGHLIGHTS

- Emerald Crest \$33,925.90
- Hammack Creek Apartments \$29,273.27
- Hudson Village Business Park \$12,965.42
- Fig Tree Estates \$11,621.35
- Alta Landing Apartments \$8,032.18
- 801 Potomac \$11,443.20
- 6990 E Kennedale Pkwy \$7,881.75
- Russell Ranch \$6,986.63

\$122,128.80
TO DATE

DEPARTMENT CHALLENGES

- OPERATING WITH 3 STAFF MEMBERS vs 5 MEMBER STAFF PRE-COVID
- PERMIT SOFTWARE INEFFICIENCIES
 - No Online Portal for Permit Submissions
 - Poor Mobile Inspection Functionality
 - No Public Service Request Options
 - GIS does not mirror real-time TAD information
 - Does not integrate with Finance Software
- **DUAL BUILDING/CODE INSPECTOR ROLE LIMITS PROACTIVENESS**

DEPARTMENT CHALLENGES



650 Permits Issued



1,067 Total Inspections Performed



461 Code Compliance Complaints/Inspections



38 New Certificates of Occupancies Issued

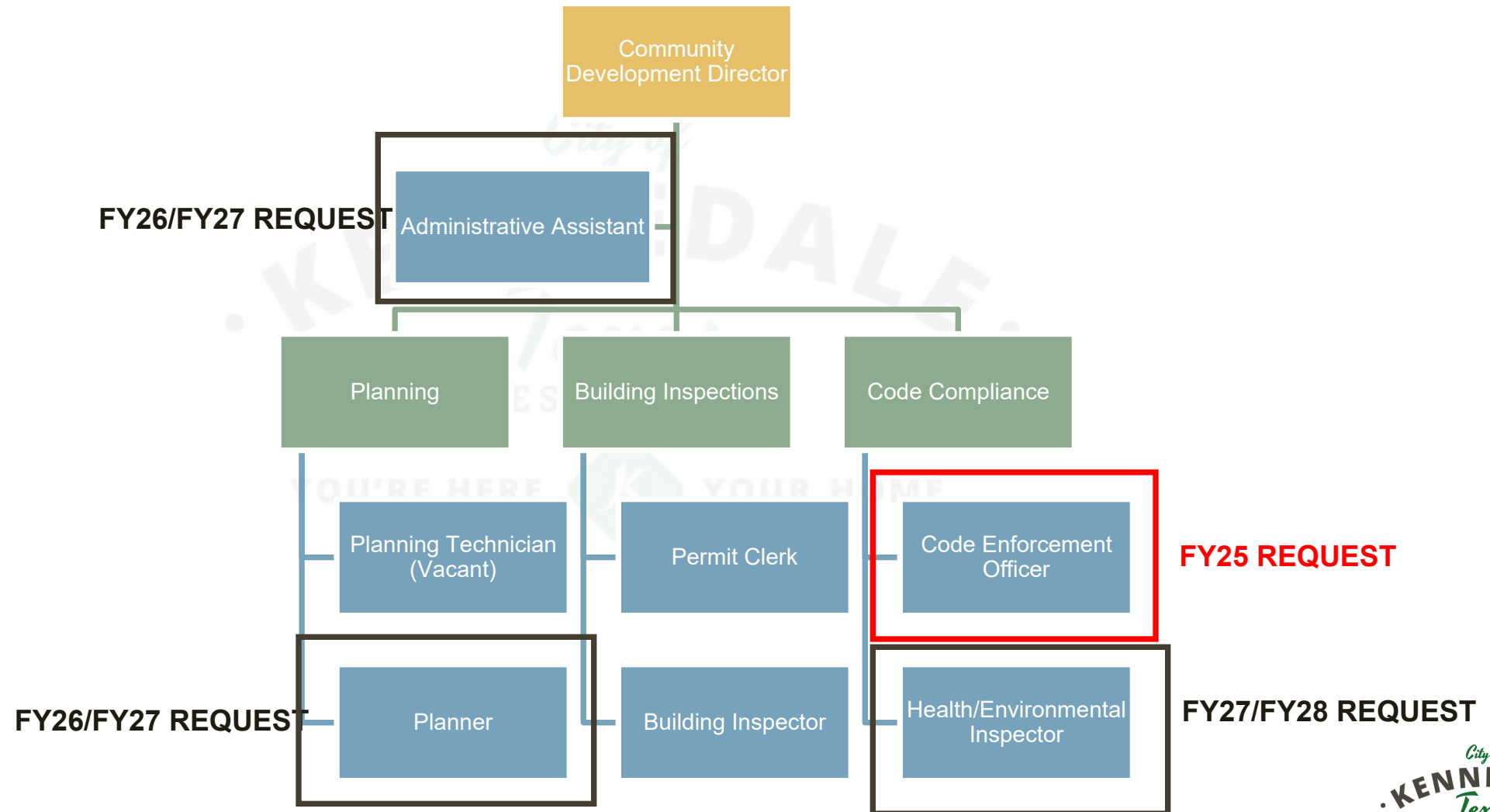
2,216 Individual Tasks involving a Building/Code Inspector

2,216/247 Work Days = 8.97 Tasks Per Day Per Employee

CURRENT DEPARTMENT STRUCTURE

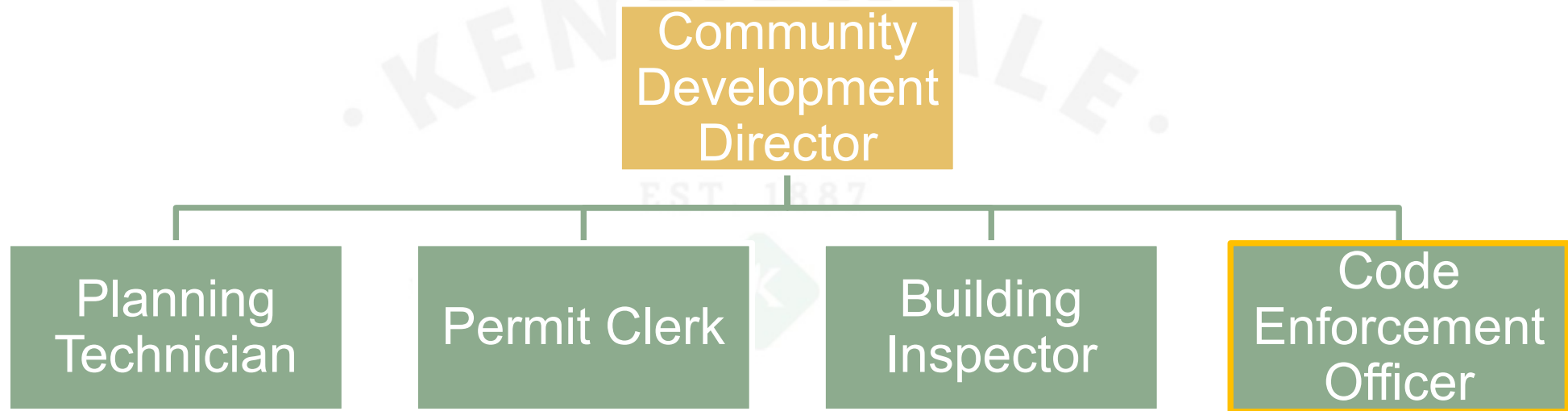


FUTURE DEPARTMENT STRUCTURE



FY25 BUDGET REQUESTS

**REQUEST #1: (1) FTE for Code Compliance
\$50,000/YR**



FY25 BUDGET REQUESTS

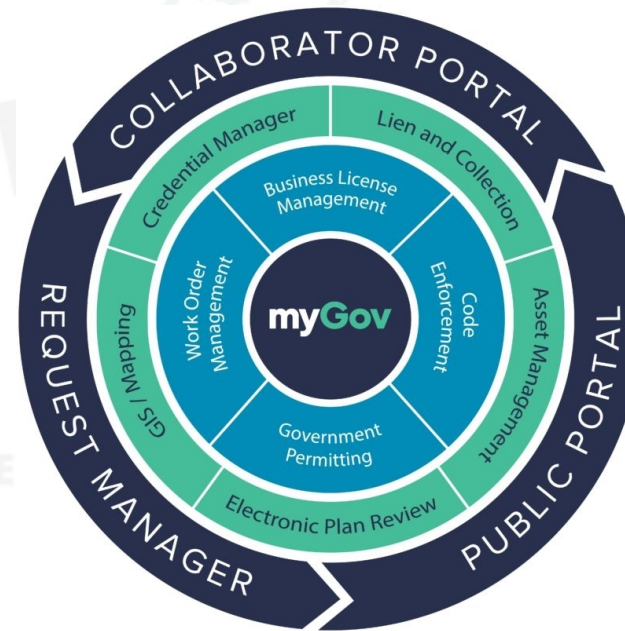
REQUEST #2: DEPARTMENT VEHICLE



\$40,000

FY25 BUDGET REQUESTS

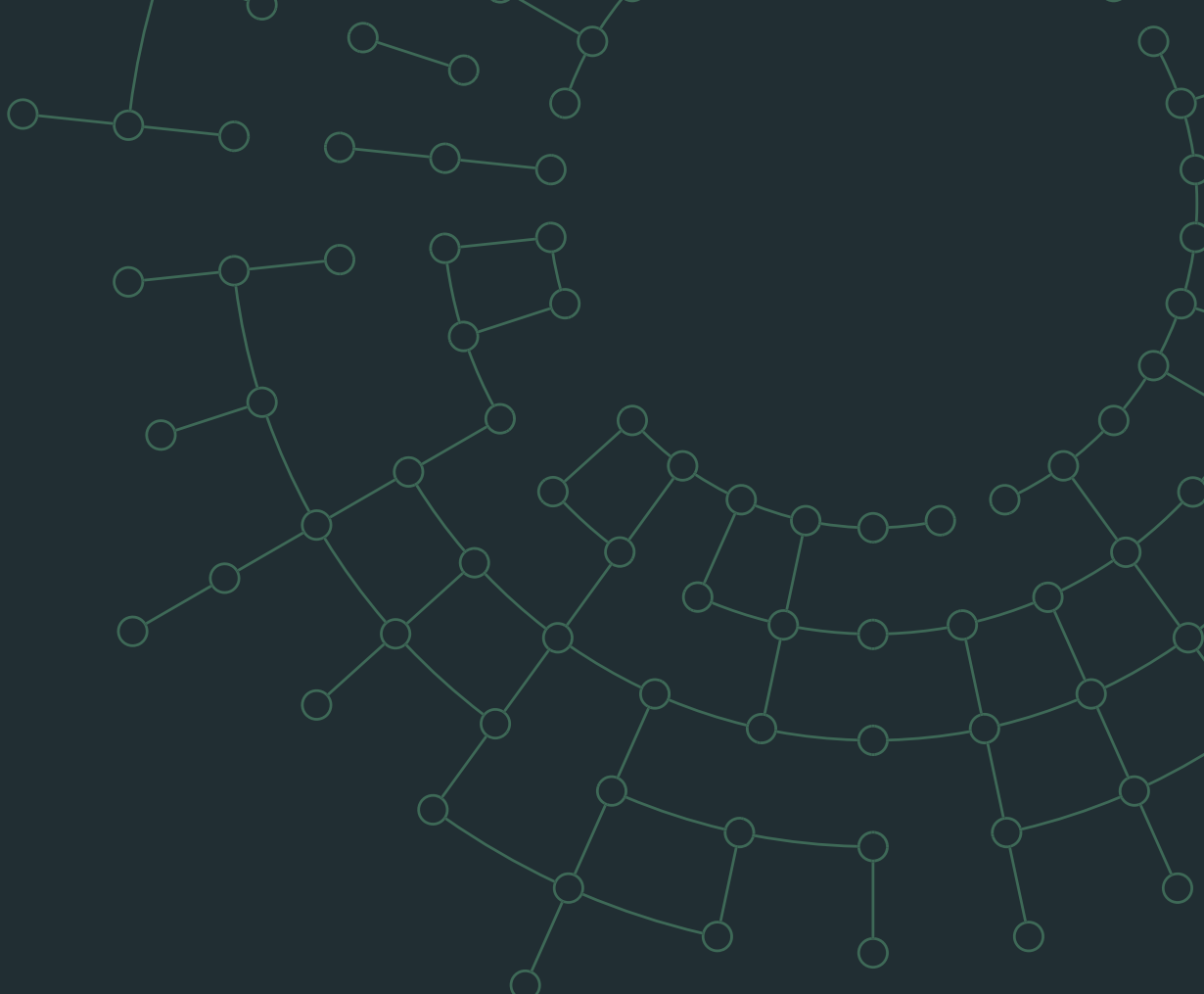
REQUEST #3: MyGov Software



\$26,880 Annually

THANK YOU.



A decorative network diagram in the top right corner, consisting of numerous small circles connected by thin lines, forming a complex, web-like structure.

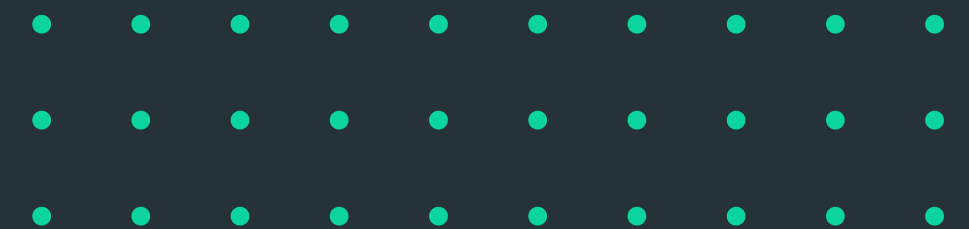
myGov[®]

Building Better Communities

A decorative graphic at the bottom of the image showing stylized outlines of buildings or structures in a light green color, creating a cityscape effect.

About MyGov

- Independently owned and headquartered in Norman, OK
- Complete ecosystem of Software, Services and Integrations
- Over 20 years of providing software for cities, towns, villages and counties in 37 different states across the U.S.A. with populations from 1,000 - 350,000
- Our solutions are built by people who have worked in government to provide the best in class software in areas of Community Development, Public Works and Business Administration
- The MyGov vision is to “Build Better Communities” by providing solutions to our government partners to help build, enforce, administer and maintain prospering communities and economies



MyGov Makes Your Work Easy



AUTOMATE SYSTEMS

Integrations
Documents
Payments
Notifications



COLLECT DATA

Obtain
Centralize
Store & Secure
Retrieve



CONTROL DATA

Obtain
Centralize
Store & Secure
Retrieve



CONNECT PEOPLE

Communication
Collaboration
Community
Manage Contacts



ENFORCE REGULATIONS

Communication
Codes & Procedures
Inspect & Document
Scheduling

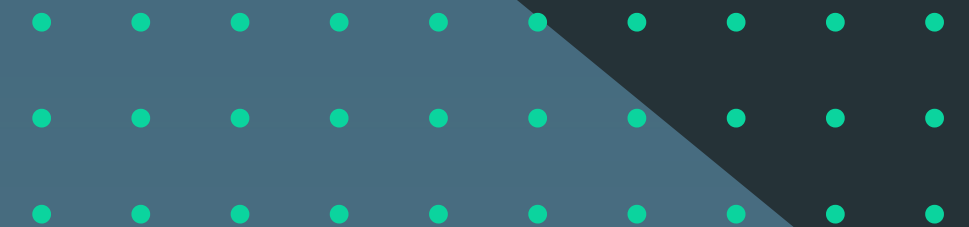


ANALYZE DATA

Retrieve
Aggregate
Compare
Report

Departments Served

- Building
- Community
- Development
- Planning & Zoning
- Code Enforcement
- Neighborhood Services
- Public Works
- Fleet and Building Maintenance
- Administration
- City Clerk and City Secretary
- Engineering
- GIS
- Police
- Fire
- Parks and Recreation
- Health



General Details

SaaS - Cloud/Hosted, Browser Application, Hardware Naive, Connectivity Required

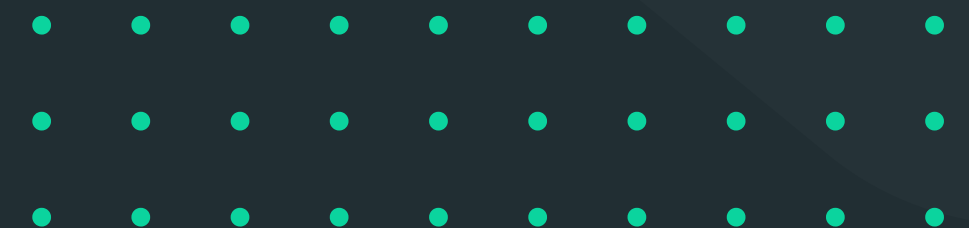
Unlimited - Users, Use, Support, Data Storage, Module Duplication

Implementation - Configuration and Training 6-Week Detailed Install

Support - 5 minute response time; 60 minute resolution

Online Help - MyGov University, Help Desk

Global Features - Contact Manager, Location Manager, and Moer



General Details

Request Manager - CRM (integrated citizen response module)

Public Portal - Easy Integration to Agency Website

Collaborator Portal - Secure Mobile Interface for Your Customers

Online Payments - Pace Payment

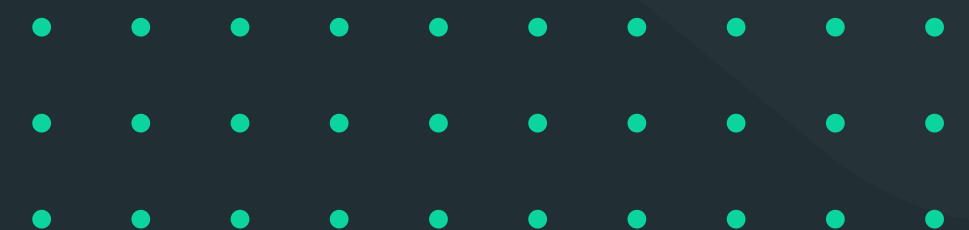
Inspections - Mobile and Virtual

Modular - Integrated and Expandable

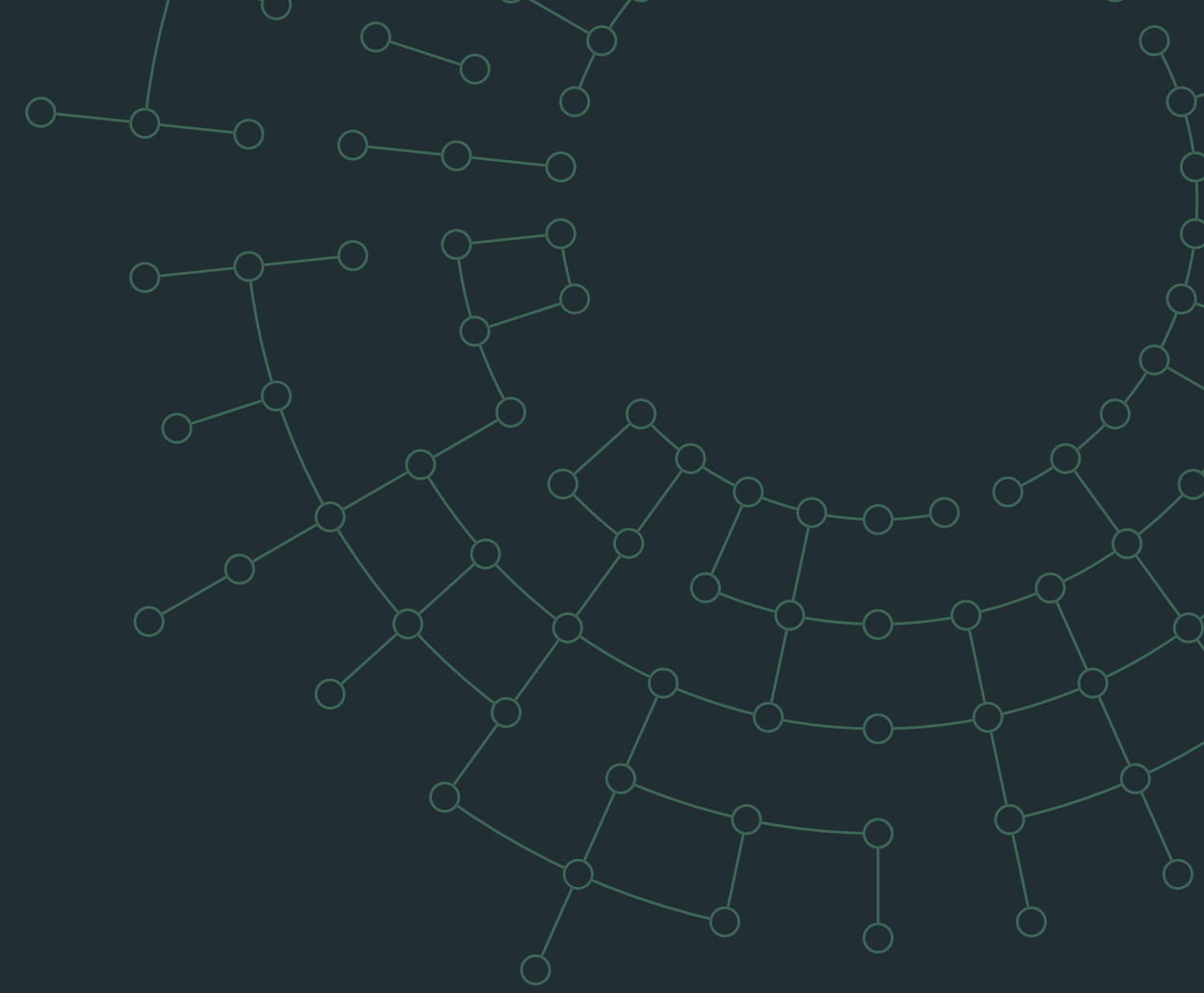
Security Information - Client owned data at Secure Facility

Custom Document Generation - Permits, COs, Licenses, Renewal

Notices, Code Letters, Job Sheets

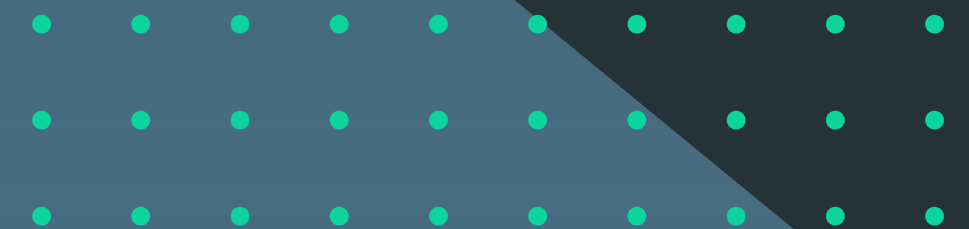


SOFTWARE

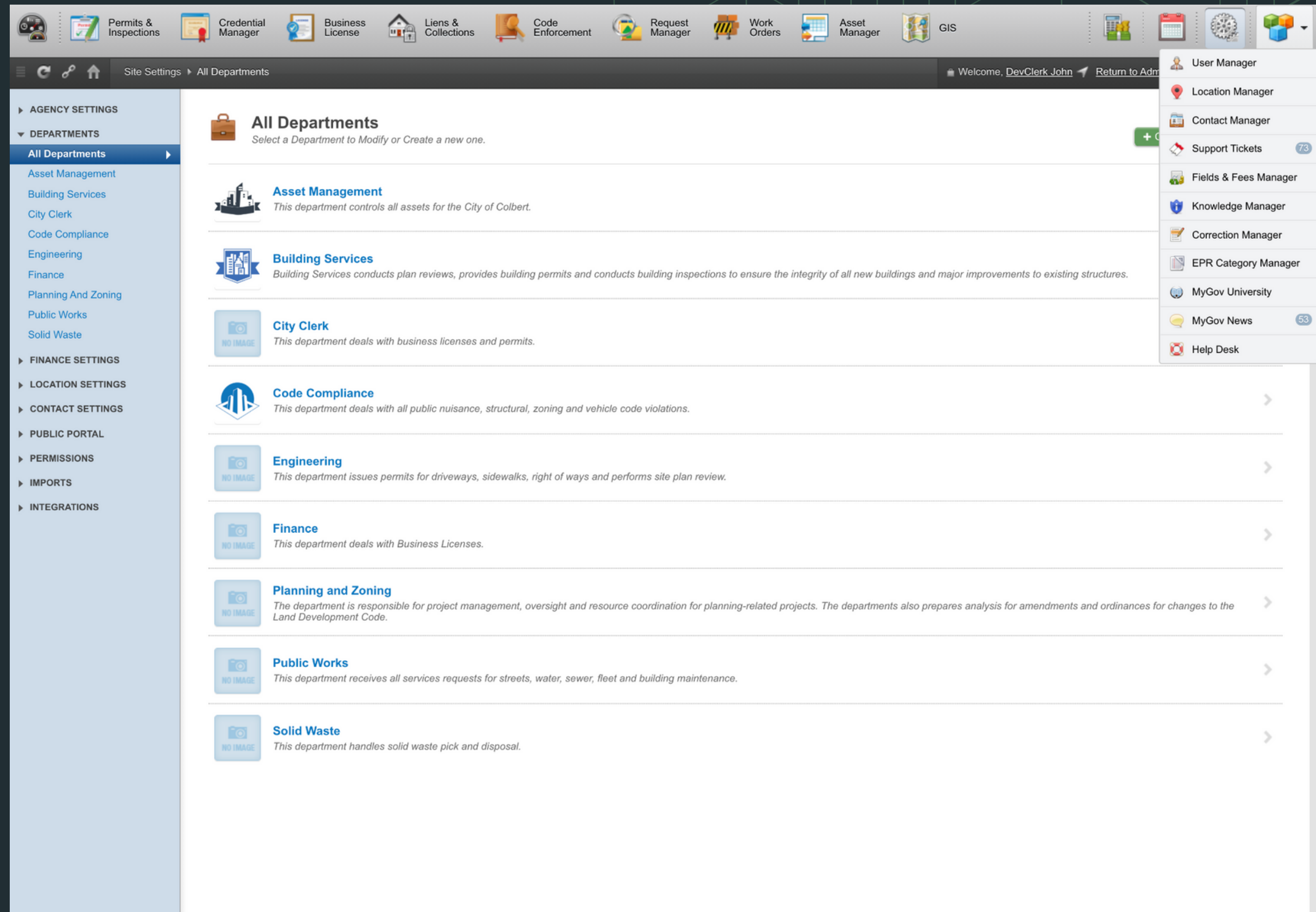


Universal Features

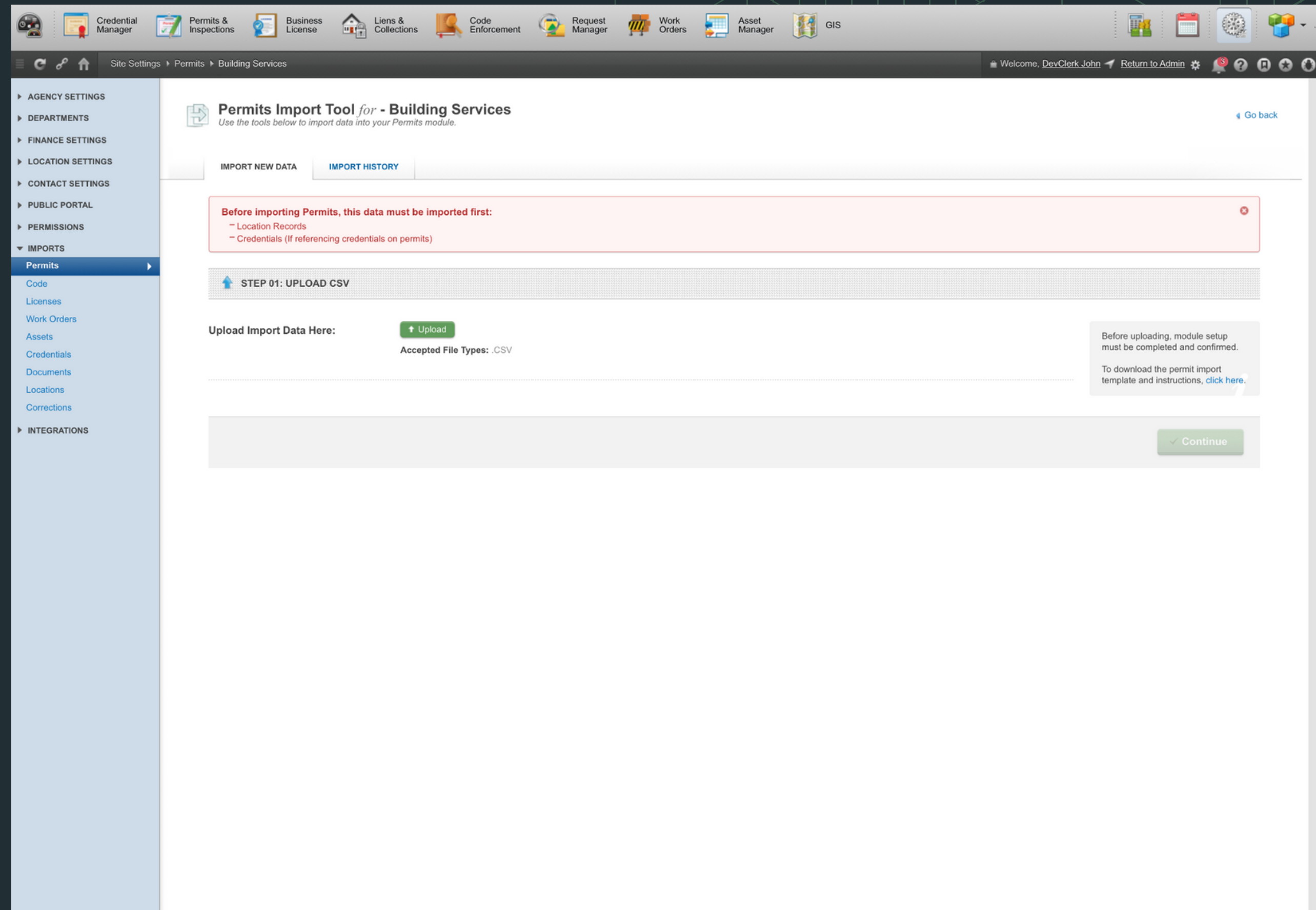
- User Management
- Location Manager
- Contact Manager
- Fields & Fees Manager
- Billing Manager
- Financial Export
- Global Calendar
- Knowledge Manager
- Photo Upload
- Online Payments
- Workflow Manager
- Report Generator
- Mobile Inspections
- Document Manager
- Mail Tracking
- Workload Manager
- Online Submittal (Applications, Plans, Documents)



Site Administration



Data Import



Universal Feature

Location Manager

Asset Management

Location Manager

+ New Location Record

MAIN ACTIONS

Search Locations

Browse Locations

PINNED LOCATIONS

RECENT SEARCHES

1234 Matador St

ID#: 2174291 Property#: 23747 X,Y: -99.757222, 32.434785

Location Details

Activity

Updates

Contacts

Documents

Comments

Go back

Pin

This location is on hold

Hold Reason: This is the reason.

ADDRESS

1234 Matador St, Abilene, TX USA 79605

OWNER

Robles Amparo

TENANT

+ Add Tenant

LEGAL DETAILS

Sayles Sub Rep Blk Block 2 Lot Lot N50 S1
Sayles Sub Rep, Block 2, Lot N50 S130 E140
Lt 5

PROPERTY DETAILS

Property ID

23747

Enforcement Area

Sayles Blvd Area

Map

Bickley St

Matador

Universal Feature Location Manager

Asset Management

Location Manager

+ New Location Record

MAIN ACTIONS

Search Locations

Browse Locations

PINNED LOCATIONS

RECENT SEARCHES

1234 Matador St

ID#: 2174291 Property#: 23747 X,Y: -99.757222, 32.434785

Location Details

Activity

Updates

Contacts

Documents

Comments

Go back

Pin

Active 89 Archived 61 All 179

View full page

Business License

7

Code Enforcement

15

Liens & Collections

3

Permits & Inspections

55

Request Manager

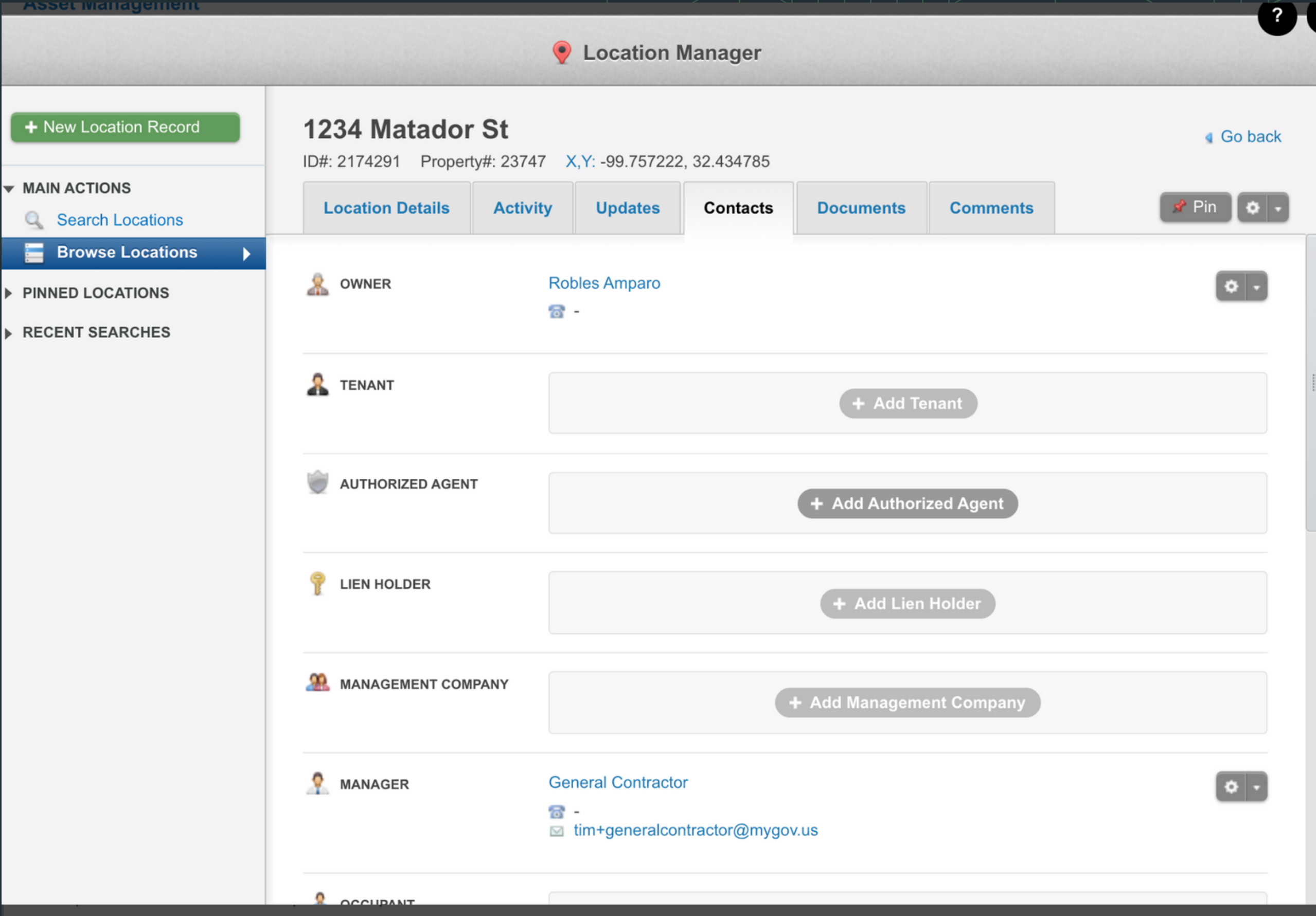
4

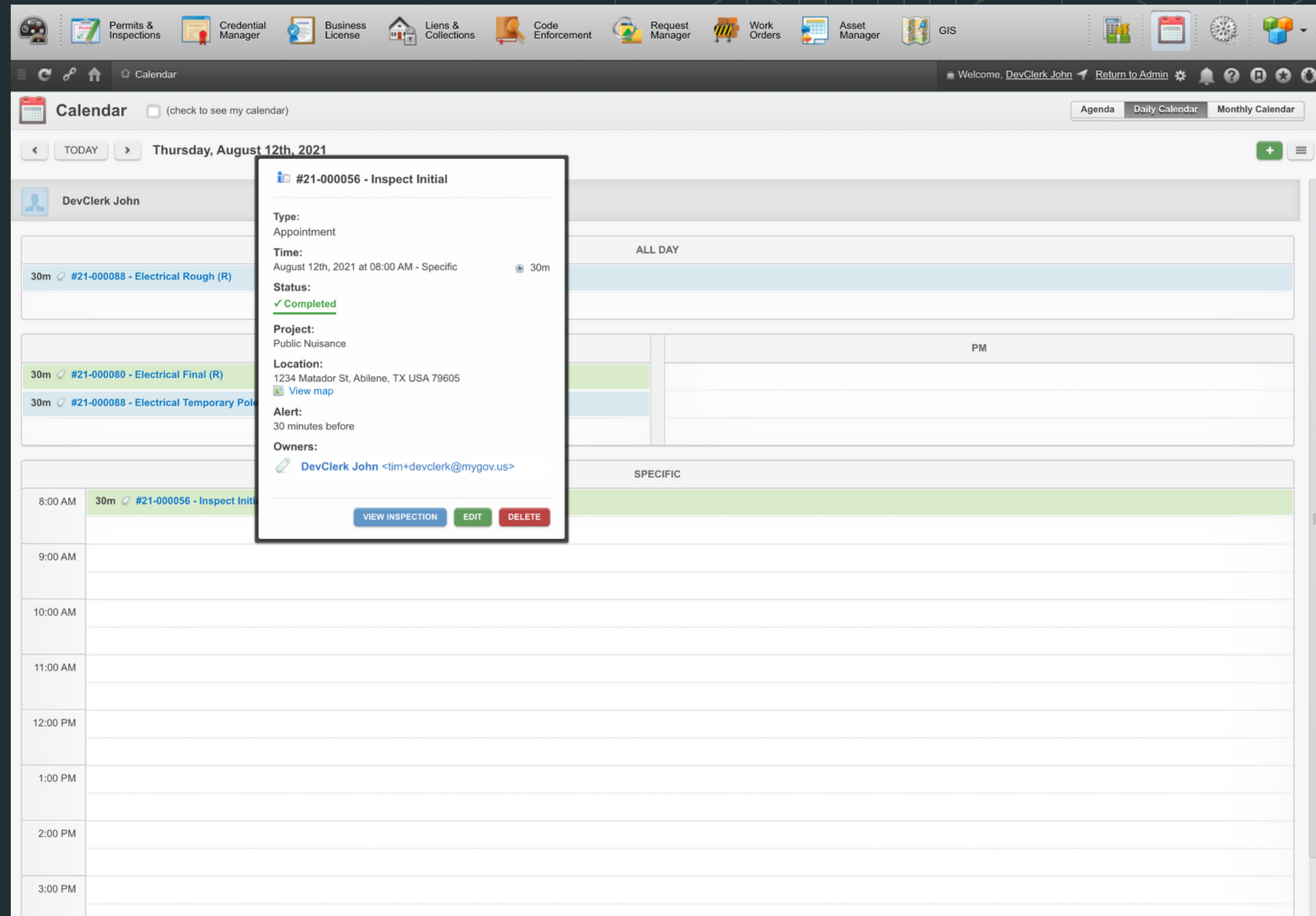
Work Orders

5

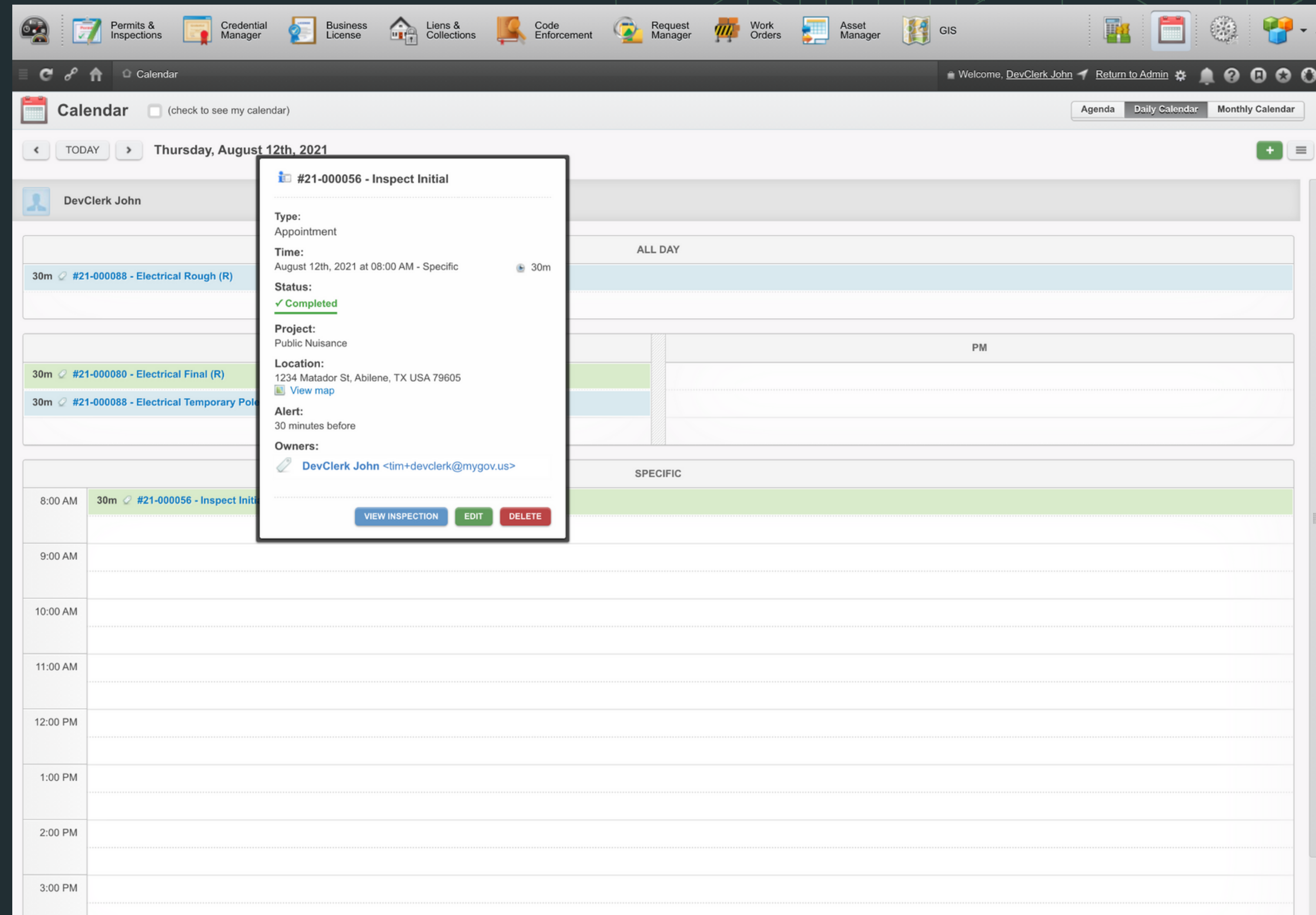
Universal Feature

Location Manager





Fields Manager



Universal Feature Fees Manager

Fields & Fees Manager

MAIN ACTIONS

Information Fields

Fees

Range Tables

Currently listing: Fees (28 Records)

Edit Account #

Search this listing

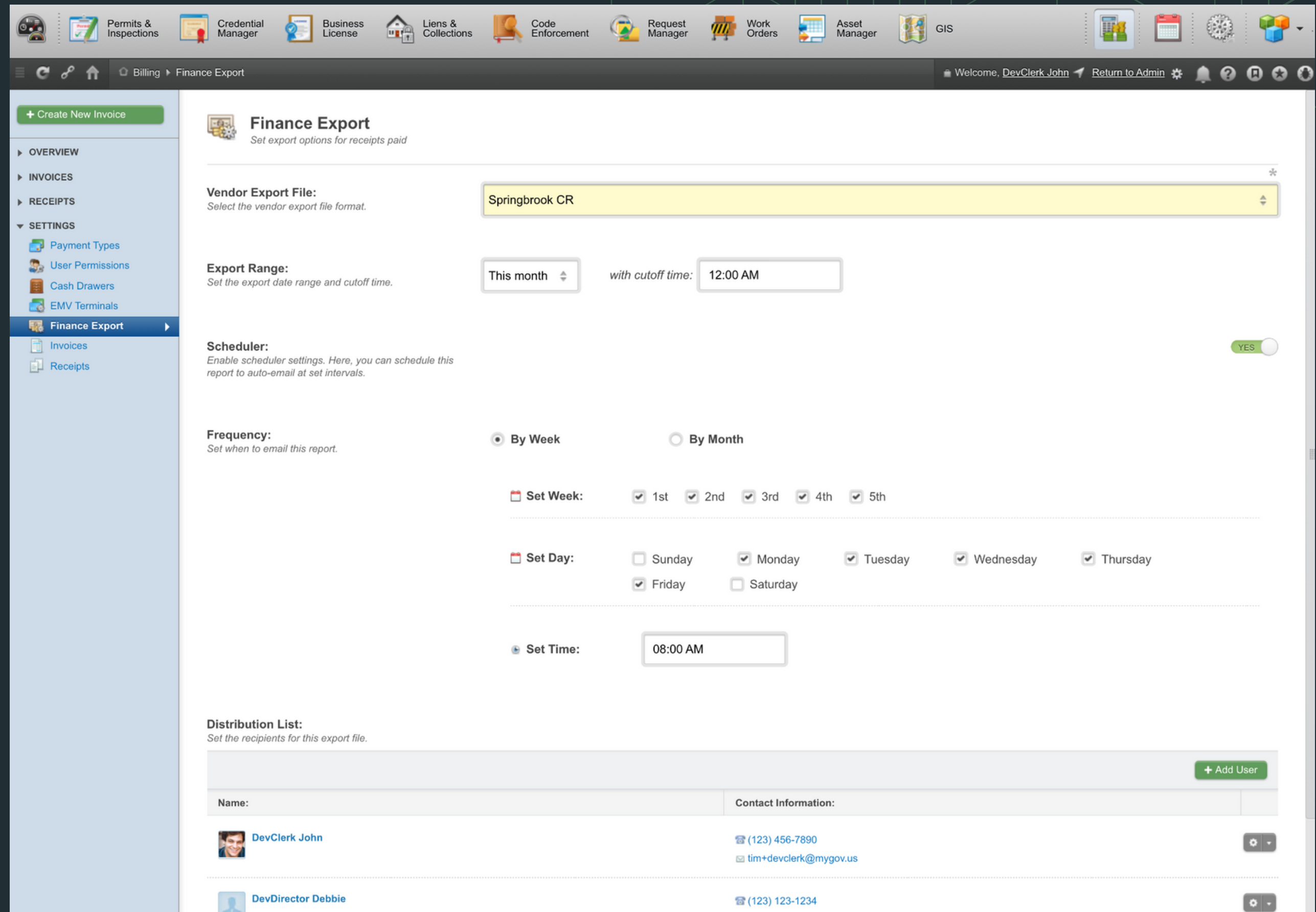
Department: Building Services

Type: All

Account #: All

	Title: ^	Type:	Actions:
☐	Administration Fee Building Services	Flat	
☐	Application Fee Building Services	Flat 147-825-669984	
☐	Building Permit Fee Building Services	Occupancy Based	
☐	Building Plan Review Fee Building Services	Occupancy Based	
☐	Driveway Permit Fee Building Services	Flat	
☐	Electrical Fee - Rye Building Services	Calculated Range	
☐	Electrical Permit Fee Building Services	Flat 556-448-88666	

Financial Export



Universal Feature Knowledge Manager

Knowledge Manager

+ New Knowledge Item

MAIN ACTIONS

Search Knowledge

Browse Knowledge

PINNED KNOWLEDGE

KNOWLEDGE GROUPS

RECENTLY VIEWED

Currently listing: **All Knowledge Items** (3 Records)

Add To Group

Pin Knowledge...

Search this listing

Department: Building Services

Attachment: All

Group: All

☐	Title: ▴	Content:	Attachment:
☐	New Home Permits - Driveway Connection Permit	You will need to obtain a Driveway Connection Permit from the Highway Department. You can find the application form here .	⚙️ ▾
☐	New Home Permits - Land Disturbance Permit	You will need to apply for a land disturbance permit.	⚙️ ▾
☐	Residential Building Placement Guideline	Please find the guideline for residential building placement here .	⚙️ ▾

Universal Feature Correction Manager

Export File: Springbrook CR

Correction Manager

+ New Correction Item

CORRECTION ITEMS

Browse Corrections

Search Tags...

IPMC 302

Officer Notes - Housing

Officer Notes - Nuisance

Officer Notes - Other

Officer Notes - Vehicle

Officer Notes - Zoning

Currently listing: **Correction Items** (7 Records)

Department: Code Compliance

Priority: All

Search this listing

Correction Type: All

Title: ▾	Priority:	Tags:	
Case Officer Notes - Housing Code Compliance	NORMAL	Officer Notes - Housing	⚙️ ▾
Case Officer Notes - Nuisance Code Compliance	NORMAL	Officer Notes - Nuisance	⚙️ ▾
Case Officer Notes - Other Code Compliance	NORMAL	Officer Notes - Other	⚙️ ▾
Case Officer Notes - Vehicle Code Compliance	NORMAL	Officer Notes - Vehicle	⚙️ ▾
Case Officer Notes - Zoning Code Compliance	NORMAL	Officer Notes - Zoning	⚙️ ▾
Sanitation  [302.1] Code Compliance Attachments: Code of Ordinances-9.02.pdf	NORMAL	IPMC 302	⚙️ ▾

Universal Feature Correction Manager

Export File:

Springbrook CD

?

Correction Manager

+ New Correction Item

▼ CORRECTION ITEMS

Browse Corrections ▶

Search Tags...

ADA

Application

Base

Building

Data Import - Permits

Door

Driveway

Egress

Electrical

Engineering

Fees

Fence

Fire

Fuel

Intake

Irrigation

Mechanical

Officer Notes - Other

Open Burn

Currently listing: **Correction Items** (106 Records)

Department:

Building Services

Priority:

All

Search this listing

Correction Type:

All

Title: ▼	Priority:	Tags:	
ADA Compliance Building Services	NORMAL	ADA	
Application Issue Building Services	NORMAL	Application	
Assess Fees Correct Item 1 Building Services	NORMAL	Fees	
Assess Fees Correct Item 2 Building Services	NORMAL	Fees	
Building Inspection Correct Item 1 Building Services	NORMAL	Building	
Building Inspection Correct Item 2 Building Services	NORMAL	Building	
Building Review Correct Item 1	NORMAL	Building	

Universal Feature

Help Desk

CATEGORYINDEX

Search...

> Asset Manager

> Billing Manager

> Business License

> Calendar

> Code Enforcement

> Contact Manager

> Correction Manager

> Credential Manager

> EPR Document Manager

> GIS

> Knowledge Manager

> Fields & Fees Manager

> Liens & Collections

> Location Manager

- Add a Comment
- Add a Contact
- Add a Document
- Advanced Location Search
- Clone a Location Record
- Create a Location Record
- Delete a Location Record
- Edit a Location Record
- Edit Location Coordinates
- Location Activity

Create a Location Record

Note: There are two ways to add a new location record: "Create" or "Clone". In this article we will cover **"Create"**. The article for "Clone" is linked at the bottom of the page.

1. Open "All Features"

2. Choose "Location Manager" from the dropdown

User Manager

Location Manager

Contact Manager18

Support Tickets

3. Click "New Location Record"

+ New Location Record

4. Type a "Place Name" if desired

5. Type in required "Address" fields

Note: Address, zip code, city, state, and country fields are required.

6. Click "Create Location" to finish

✓ Create Location

Note: To add more information such as "Contacts", "Documents", or "Comments", see the articles linked at the bottom of the page.

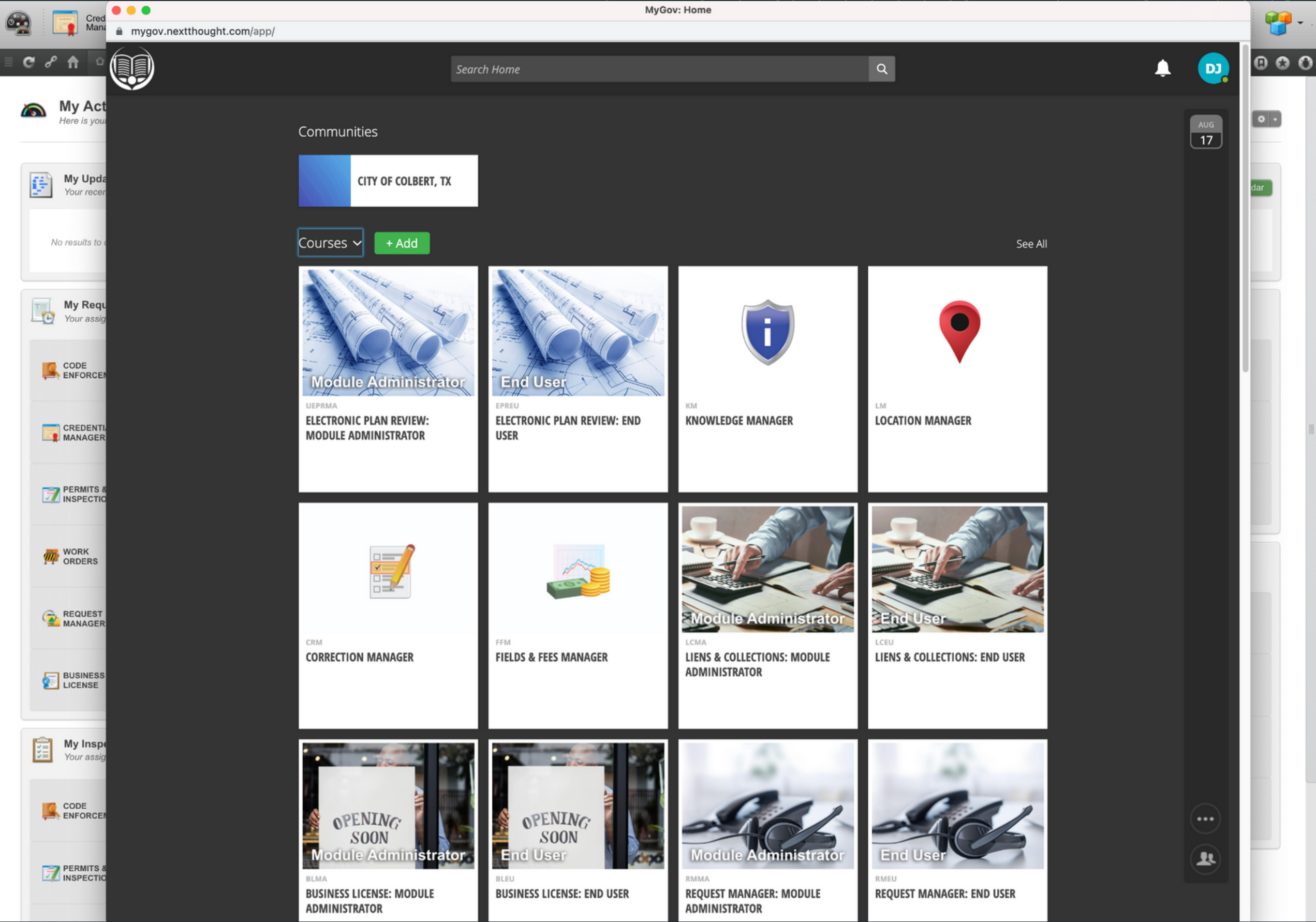
Related Media:

Create a Location Rec...

Related Articles:

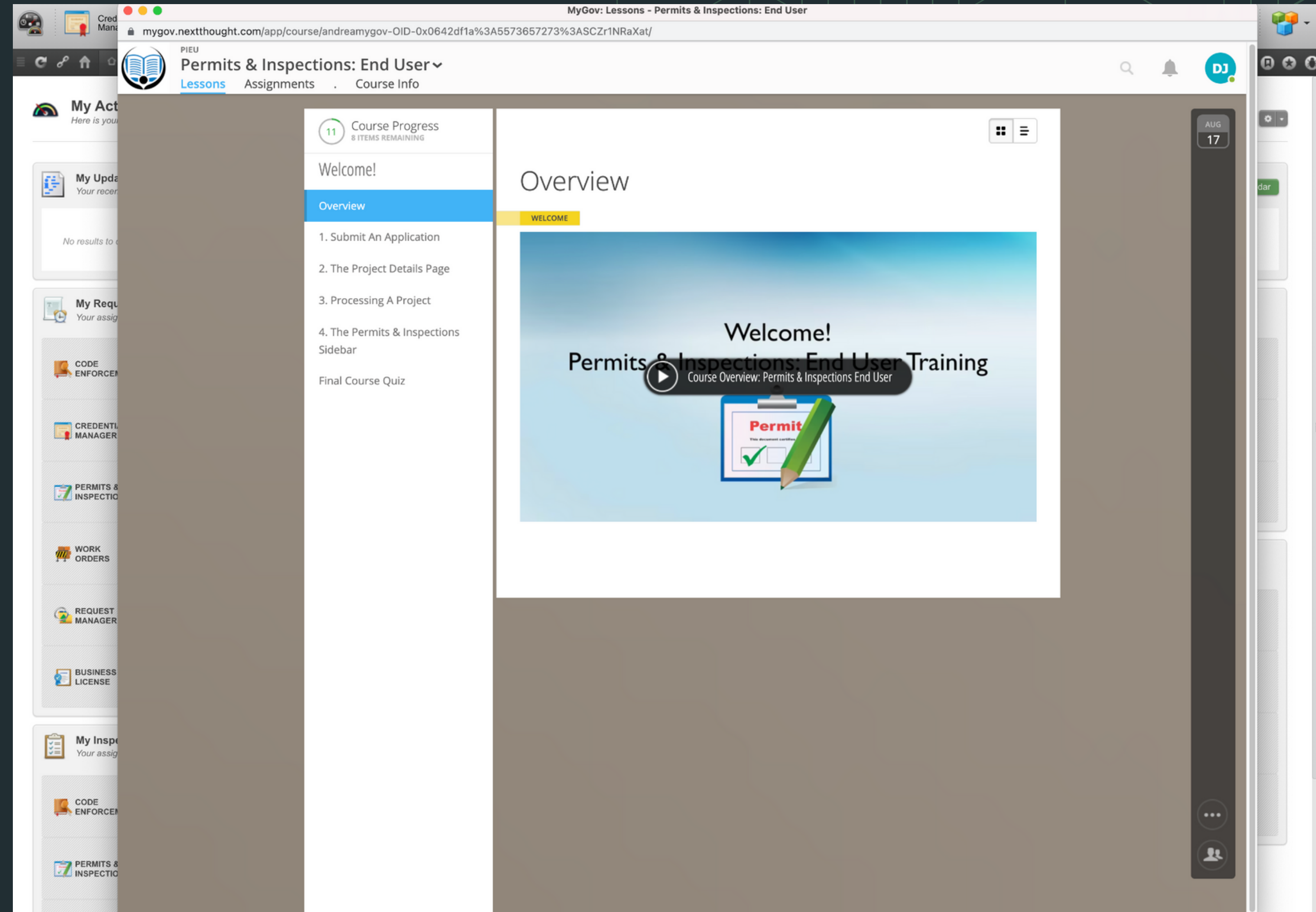
Universal Feature

MyGov University

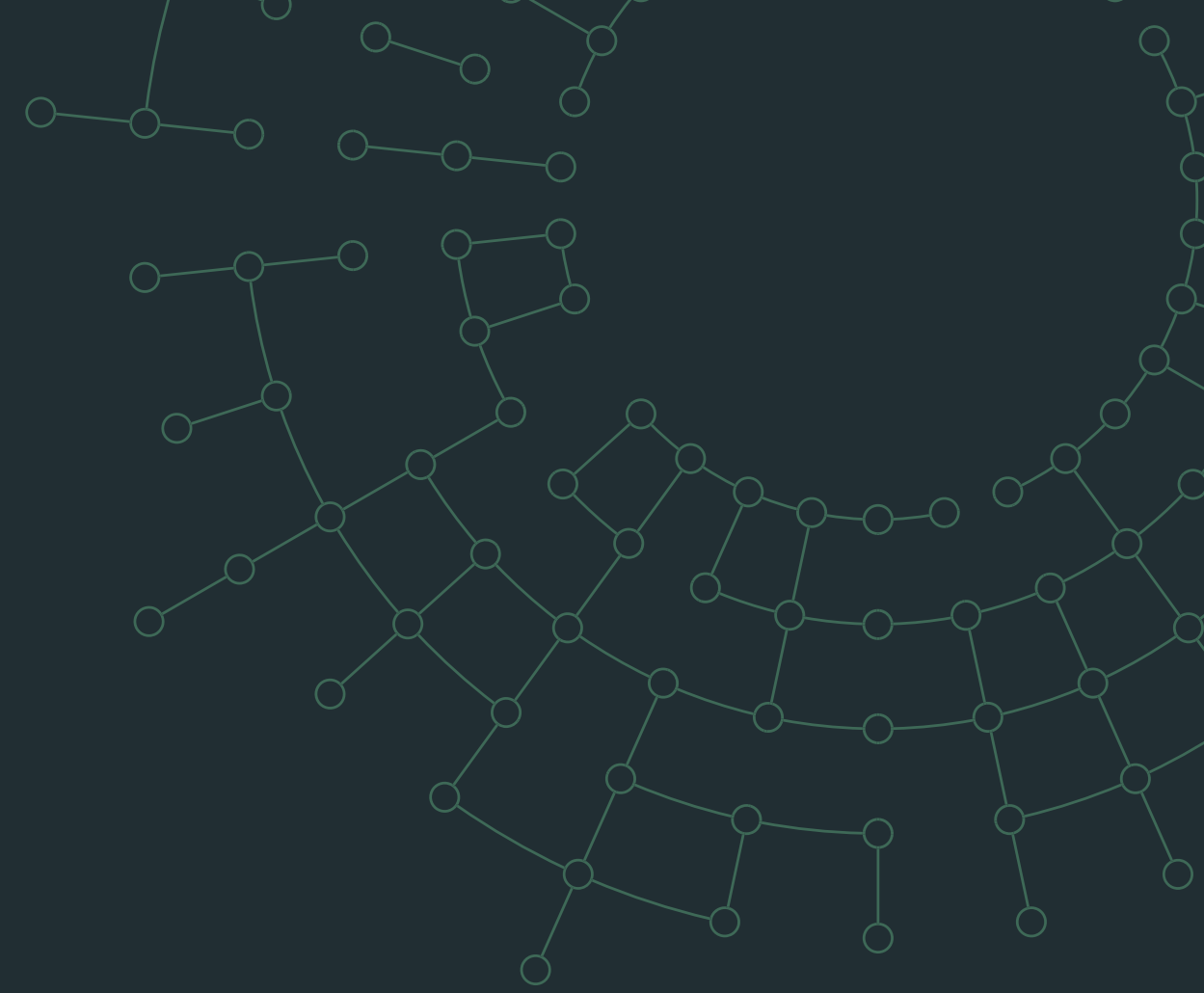


Universal Feature

MyGov
University



WORK ORDER





WORK ORDER

Track work orders related to your public infrastructure, building maintenance, IT, etc. Create orders with multiple “Jobs” for tracking large projects, such as street repairs, sewer leaks, water line replacements, etc. Associate “Assets” to the order to track asset usage or to conduct maintenance on the asset. Track your budget for each work order category to know total costs for workers, equipment and materials.

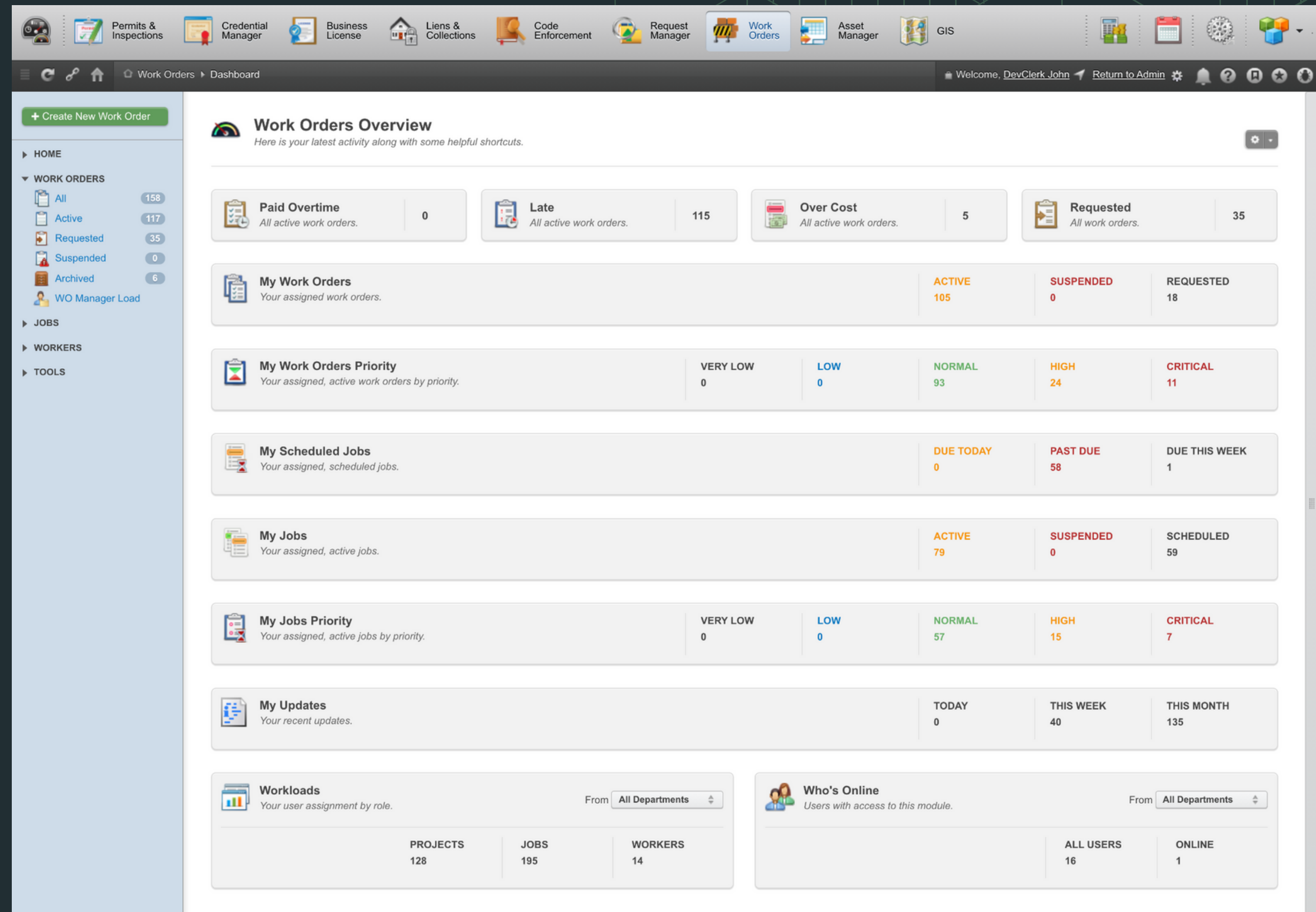
USE CASES

- Facility Maintenance, Fleet Maintenance, Streets, Meter, Park Maintenance
- Pothole / Paving, Sewer Repair, Mowing, Drainage, Abatements
- Tree and Brush, Sign / Signal, Solid Waste, Meter Set, Water Repair, Locates

FEATURES

- Mobile Work Orders and Jobs
- Job and Crew Manager
- Asset and GIS Integration
- Job Sheets
- Cost and Budget
- Resource Utilization
- Checklists and Corrections
- Scheduled and Recurring Work Orders

Module Dashboard



WORK ORDER

Workspace

Permits & Inspections

Credential Manager

Business License

Liens & Collections

Code Enforcement

Request Manager

Work Orders

Asset Manager

GIS

Work Orders

Active

Work Order Details - 21-000047

Welcome, DevClerk John

Return to Admin

+ Create New Work Order

HOME

WORK ORDERS

All158

Active118

Requested35

Suspended0

Archived6

WO Manager Load

JOB

WORKERS

TOOLS

Started: 08/16/2021 at 2:07 PM

End: 08/17/2021 at 12:00 AM

Elapsed time: 1d 2h 21m

Remaining time: 0m

#21-000047 - Street Surface

Active

NORMAL

Work Order Type: Street Surface

Department: Public Works

Project Manager: DevClerk John

Budget: \$500.00 - \$35.50 = \$464.50

Overview

Documents

Updates

Comments

Contacts

ADDRESS

6425 Twin Oaks Dr, Abilene, TX USA 79606

Prop ID: 55071

Details | Activity | Map | Edit

DESCRIPTION

Pothole

TOTAL COSTS

\$35.50

Workers: \$27.50

Equipment: \$5.00

Materials: \$3.00

TOTAL HOURS

2

Regular Hours: 2

Overtime Hours: 0

Jobs

Assets

Information Fields

Priority: All

All

Active

Completed

+ Add New Job

⚠ Schedule Job

Priority:	Status:	ID:	Type:	Job Manager:	Crew:	Date:	Hours:	Total:	Corrections:	
HIGH	✓ Completed	#21-000047-004	Patch	DevClerk John	Main Repair - Water	August 16, 2021	2.0000	\$28.0000	00	⚙
View 14 more										
NORMAL	✓ Completed	#21-000047-001	Initial Inspection	DevClerk John	Park Maintenance	August 16, 2021	0.5000	\$7.5000	00	⚙
View 7 more										
							2.5 HOURS	\$35.50 TOTAL		

Workspace (Job)

Work Orders > Active > Work Order Details - 21-000047 > Job Details
Welcome, DevClerk John [Return to Admin](#)

[+ Create New Work Order](#)

Started: 08/16/2021 at 2:08 PM
Elapsed time: 1d 2h 21m
[Go back](#)

#21-000047-004 - Patch ✓ Completed HIGH

[Work Order: Street Surface](#)
[Department: Public Works](#)
[Job Manager: DevClerk John](#)

- HOME
- WORK ORDERS
 - All (158)
 - Active (118)
 - Requested (35)
 - Suspended (0)
 - Archived (6)
 - WO Manager Load
- JOBS
- WORKERS
- TOOLS

Overview

Documents

[Updates](#)
[Comments](#)
[Contacts](#)

ADDRESS	DESCRIPTION	JOB COST	
6425 Twin Oaks Dr, Abilene, TX USA 79606 Prop ID: 55071 Details Map Edit		JOB COST Workers: \$20.0000 Equipment: \$5.0000 Materials: \$3.0000	
		JOB HOURS Regular Hours: 2.0000 Overtime Hours: 0.0000	

Workers

Measurements

Materials

Equipment

Checklists (0)

Overtime ☐ OFF

PWCrew Jami <i>Main Repair - Water, Meter Repair - Water, Park Maintenance, Building Maintenance, Line Repair - Sewer, Tap Repair - Sewer, Mowing - Abatements, Grade, Pave, Patch</i>	Regular Hours: 1.0000	x	\$ 10.0000	per hour	=	\$ 10.0000
PWCrew John <i>Main Repair - Water, Meter Repair - Water, Park Maintenance, Building Maintenance, Line Repair - Sewer, Tap Repair - Sewer, Mowing - Abatements, Grade, Pave, Patch</i>	Regular Hours: 1.0000	x	\$ 10.0000	per hour	=	\$ 10.0000
PWForeman Frank <i>Park Maintenance, Building Maintenance, Inspection - Building, Inspection - Parks, Inspection - Sewer, Inspection - Street, Inspection - Water, Patch</i>	Regular Hours: 0.0000	x	\$ 15.0000	per hour	=	\$ 0.0000

\$20.0000
WORKERS

+ \$3.0000
MATERIALS

+ \$5.0000
EQUIPMENT

=

\$28.0000
JOB TOTAL

Listing Page

+ Create New Work Order

All Work Orders

Here are all your selected Work Orders.

WORK ORDERS: 157

Search for Work Order...

Work Order No.

Choose Action...

Department: All

Type: All

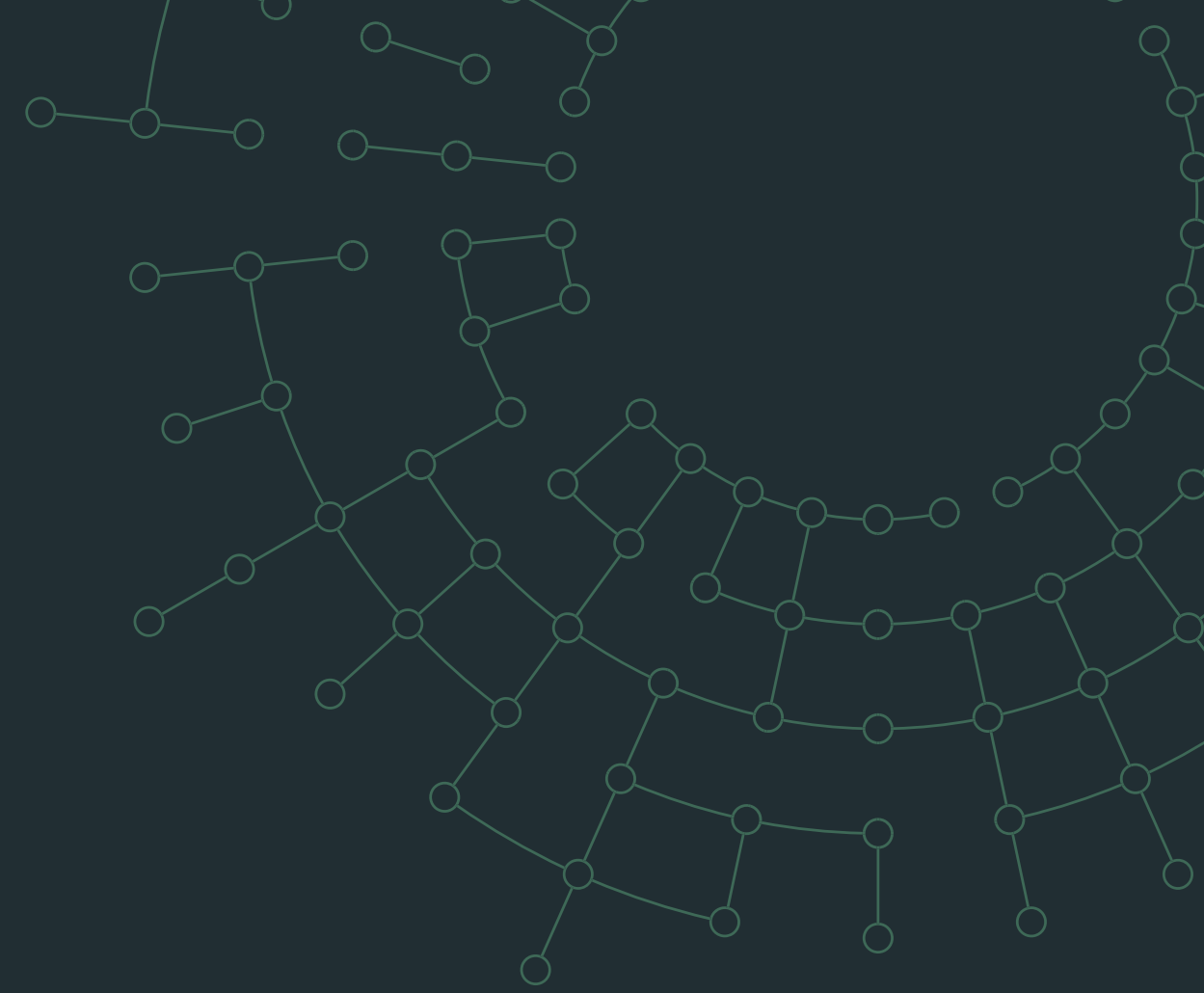
Priority: All

Manager: All

Due: All

<	>	Work Order Details:	Project Manager:	Duration:	Balance:	Jobs:																			
☐	>	21-000047 - Street Surface / Public Works NORMAL Active Pothole	DevClerk John	Aug 16, 2021 Aug 17, 2021	\$500.00 \$35.50	0 0 2	⚙️																		
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Job Details:</th> <th>Job Manager:</th> <th>Date:</th> <th>Hours:</th> <th>Cost:</th> <th>Corrections:</th> </tr> </thead> <tbody> <tr> <td>#21-000047-004 - Patch HIGH ✓ Completed </td> <td>DevClerk John</td> <td>August 16, 2021</td> <td>2</td> <td>\$28.0000</td> <td> 0 0 </td> </tr> <tr> <td>#21-000047-001 - Initial Inspection NORMAL ✓ Completed </td> <td>DevClerk John</td> <td>August 16, 2021</td> <td>0.5</td> <td>\$7.5000</td> <td> 0 0 </td> </tr> </tbody> </table>								Job Details:	Job Manager:	Date:	Hours:	Cost:	Corrections:	#21-000047-004 - Patch HIGH ✓ Completed	DevClerk John	August 16, 2021	2	\$28.0000	0 0	#21-000047-001 - Initial Inspection NORMAL ✓ Completed	DevClerk John	August 16, 2021	0.5	\$7.5000	0 0
Job Details:	Job Manager:	Date:	Hours:	Cost:	Corrections:																				
#21-000047-004 - Patch HIGH ✓ Completed	DevClerk John	August 16, 2021	2	\$28.0000	0 0																				
#21-000047-001 - Initial Inspection NORMAL ✓ Completed	DevClerk John	August 16, 2021	0.5	\$7.5000	0 0																				
☐	>	21-000046 - Street Surface / Public Works HIGH Active test	DevClerk John	Aug 11, 2021 Aug 12, 2021	\$500.00 \$20.50	2 1 1	⚙️																		
☐	>	21-000045 - Street Surface / Public Works HIGH Active test	DevClerk John	Aug 11, 2021 Aug 12, 2021	\$200.00 \$0.00	1 0 0	⚙️																		
☐	>	21-000044 - Patching / Public Works CRITICAL Active	DevClerk John	Aug 06, 2021 Aug 07, 2021	\$500.00 \$0.00	1 0 0	⚙️																		
☐	>	21-000043 - Patching / Public Works NORMAL Active patch	DevClerk John	Aug 06, 2021 Aug 10, 2021	\$500.00 \$28.50	1 0 1	⚙️																		
☐	>	21-000042 - Street Surface / Public Works	DevClerk John	Jul 19, 2021	\$500.00	1	⚙️																		

ENGAGEMENT MODULES





REQUEST MANAGER

record communications received from contacts related to issues such as Tall Grass, Potholes and FOIA Requests. Citizens can submit complaints from their mobile device by selecting an issue type, identifying a location, providing a description, completing form fields and uploading photos.

Citizens receive auto-sent emails upon submittal and can track the status from the Public Portal. Request Manager can be seamlessly integrated into the Code Enforcement and Work Order modules to auto-create a potential violation or service request.

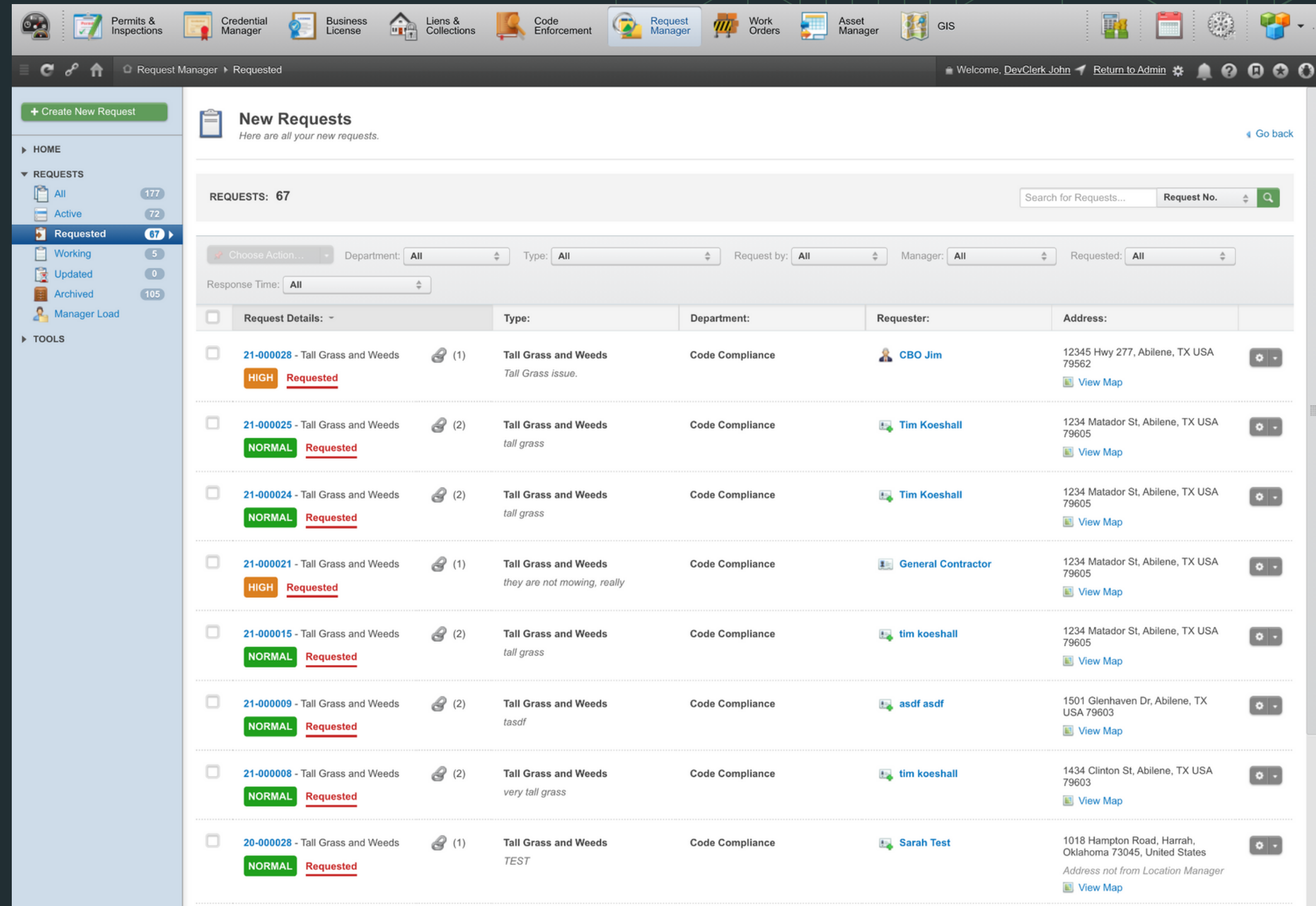
USE CASES

- FOIA Requests, Noise Complaints, Building Violations, Tall Grass, Trash Pickup
- Junk Vehicles, Trash in Yard, Dead Animals, Traffic Lights, Potholes
- Illegal Dumping, Fallen Trees, Park Maintenance, Employment, Compliments

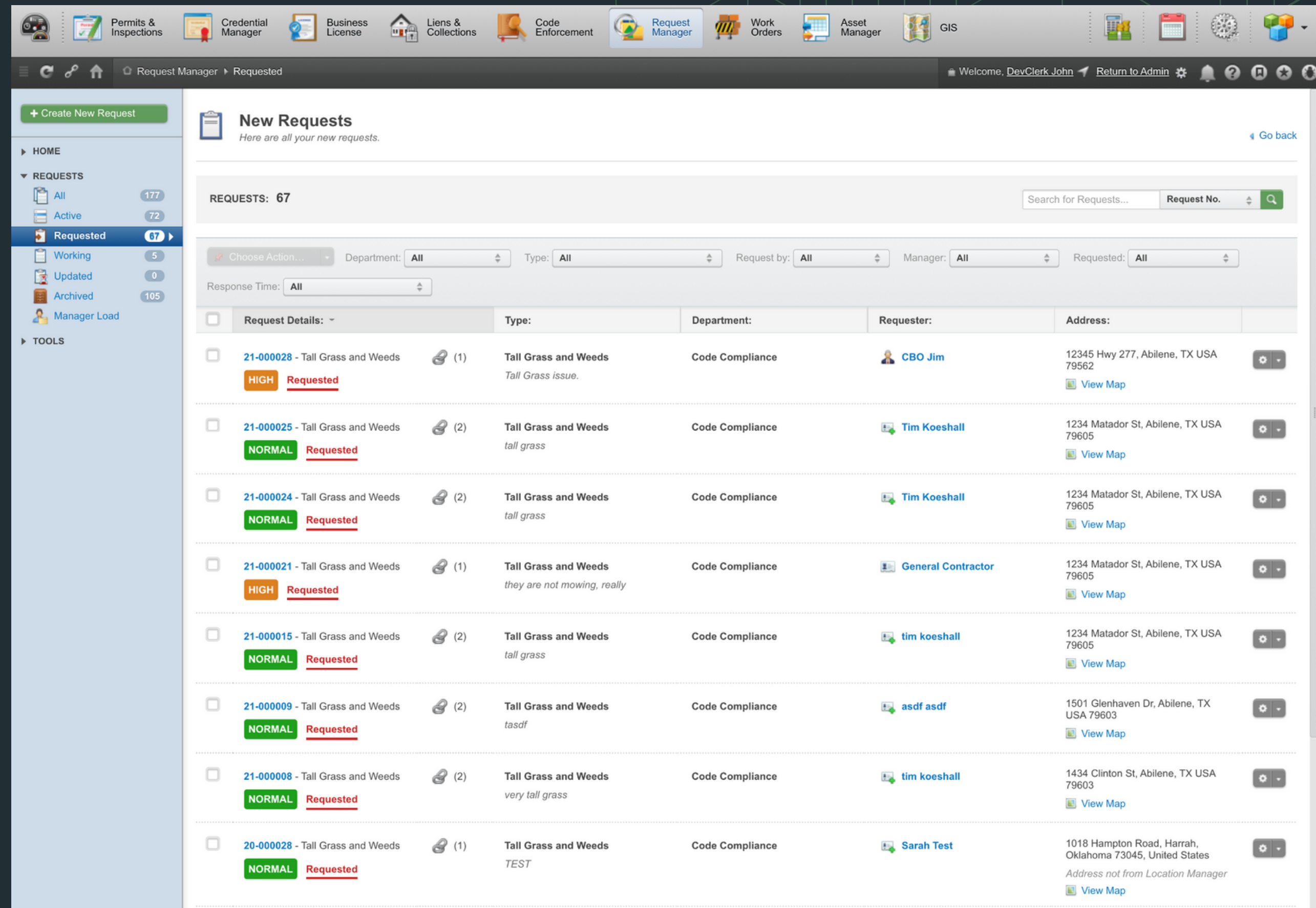
FEATURES

- Mobile Portal for Citizen Access
- Online Submittal
- Website Integration
- Assign and Escalate
- Promote to Code Enforcement
- Promote to Work Order

Module Dashboard



Listing Page



REQUEST MANAGER

Workspace

Request Manager

Request Details - 21-000028

Welcome, DevClerk John

Return to Admin

Started: 08/17/2021

End: 08/27/2021

Elapsed time: 1 min

Remaining time: 9 days 23 hours 58 mins

Go back

+ Create New Request

HOME

REQUESTS

TOOLS

#21-000028 - Tall Grass and Weeds

Requested

HIGH

Requester: CBO Jim

Request Type: Tall Grass and Weeds

Department: Code Compliance

Request Manager: DevClerk John

Overview

Comments

Documents

Updates

Contacts

ADDRESS

12345 Hwy 277, Abilene, TX USA 79562

Details | Activity | Map | Edit

DESCRIPTION

Tall Grass issue.

REQUEST METHOD

Phone via Agency

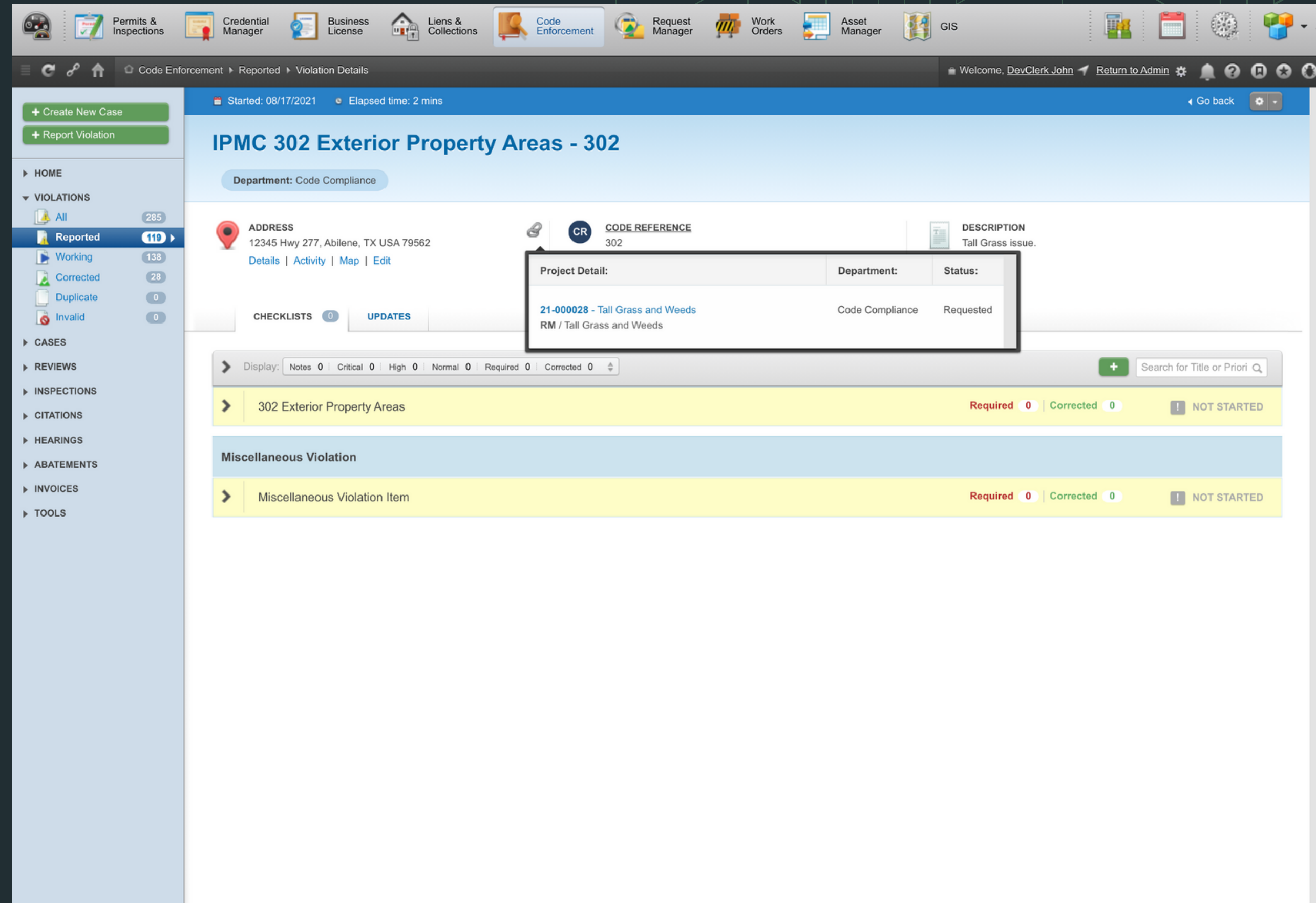
Violations

Information Fields

Archive Request

Violation:	Description:	Associated Case:	Case Manager:
IPMC 302 Exterior Property Areas - 302 Reported	Tall Grass issue.		-

Transfer to Code Violation



REQUEST MANAGER

Workspace

Permits & Inspections

Credential Manager

Business License

Liens & Collections

Code Enforcement

Request Manager

Work Orders

Asset Manager

GIS

Welcome, DevClerk John

Return to Admin

Request Manager

All

Request Details - 21-000014

Started: 08/17/2021

End: 08/24/2021

Elapsed time:

Remaining time: 6 days 23 hours 59 mins

Go back

Create New Request

HOME

REQUESTS

All177

Active72

Requested67

Working5

Updated0

Archived105

Manager Load

TOOLS

#21-000014 - Pothole

Transferred

NORMAL

Requester: Tim MyGov

Request Type: Pothole

Department: Public Works

Request Managers: DevClerk John, PWForeman Frank

Overview

Comments

Documents

Updates

Contacts

ADDRESS

12345 Hwy 277, Abilene, TX USA 79562

Details

Activity

Map

Edit

DESCRIPTION

There is a huge hole in front of my driveway entrance,

REQUEST METHOD

Web via Public Portal

Work Orders

Information Fields

Work Order:	Description:	Manager:	Duration:	Status:
Street Surface	Pothole	PWForeman Frank	Aug 17, 2021 Aug 24, 2021	Active

REQUEST MANAGER

Transfer to
Work Order

Request Manager

All

Request Details - 21-000014

Work Order Details - 21-000048

Welcome, DevClerk John

Return to Admin

+ Create New Request

HOME

REQUESTS

All177

Active72

Requested67

Working5

Updated0

Archived105

Manager Load

TOOLS

Started: 08/17/2021 at 12:00 AM

End: 08/24/2021 at 5:48 PM

Elapsed time: 19h 13m

Remaining time: 6d 22h 34m

Go back

#21-000048 - Pothole

Active

NORMAL

Work Order Type: Street Surface

Department: Public Works

Project Manager: PWForeman Frank

Budget: \$500.00 - \$0.00 = \$500.00

Overview

Documents

Updates

Comments

Contacts

ADDRESS

12345 Hwy 277, Abilene, TX USA 79562

Details | Activity | Map | Edit

DESCRIPTION

There is a huge hole in front of my driveway

TOTAL COSTS

\$0.00

Project Detail:

Department:

Status:

21-000014 - Pothole

Public Works

Transferred

Jobs

Assets

Information Fields

Priority: All

All

Active

Completed

+ Add New Job

⚠ Schedule Job

Priority:	Status:	ID:	Type:	Job Manager:	Crew:	Date:	Hours:	Total:	Corrections:
NORMAL	Active	#21-000048-001	Initial Inspection	DevClerk John	Park Maintenance	August 17, 2021	0.0000	\$0.0000	00
							0 HOURS	\$0.00 TOTAL	

View 7 more



PUBLIC PORTAL

Engage citizens and provide lookup capabilities for actions the agency is taking. Landing pages and features are provided with a unique URL to allow the agency to link the pages to their website.

Citizens can search addresses, view available project applications, estimate fees, download reports and obtain a Collaborator Portal Logon.

USE CASES

- Apply for Permit, Citizen Engagement, Estimate Fees, Knowledge Base, Report Download
- GIS View, Request Lookup, Credential Types, License Types, Address Lookup
- Permit Listing, Violation List, Report Violation, Lien Research, Lien Payoff, Report Subscription

FEATURES

- Website Integration
- Report Center
- GIS Hosting
- Fee Estimation
- Download Forms
- Reference Code

EXAMPLES

- City of Farmersville, CA
- City of Marietta, OK

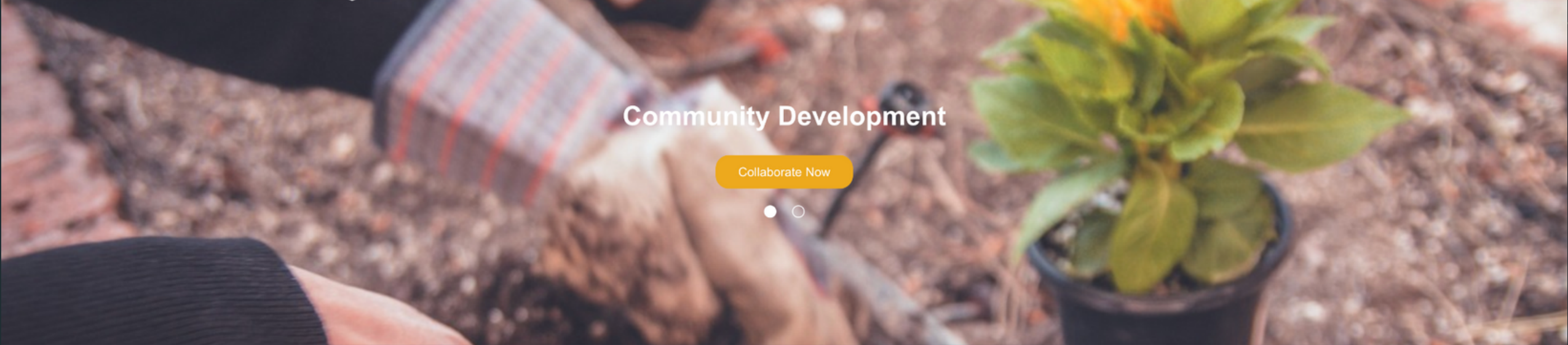
PUBLIC PORTAL

Home Page



Colbert

Are you a collaborator?
[Create Account](#) [Login](#)



Community Development

Collaborate Now



GIS

Map Colbert



REPORTS

Download or Subscribe



REQUESTS

Engage Citizens



PERMITS

Manage Applications



CODE

Manage Cases



LICENSES

Manage Licenses



WORK ORDERS

Manage Work Orders



CREDENTIALS

Manage Contacts



LIENS

Manage Liens

Use the Address Lookup to find all activity at a location.



ADDRESS LOOKUP



KNOWLEDGE



MY REQUESTS



DOWNLOAD APPLICATION

PUBLIC PORTAL

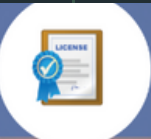
Module Landing Page



Colbert

Are you a collaborator?

[Create Account](#) [Login](#)



LICENSES

Licenses

Estimate Fees

All categories

Search for a license

Go Back

DUMPSTER LEASE

Dumpster Lease - 10 Yard

Solid Waste

This application is for a 10 yard dumpster lease paid monthly.

LICENSE

Merchant Registration

Finance

This license is for businesses which have NO retail sales.

Business Tax Receipt

Finance

This license is for businesses which have retail sales.

Liquor License

Finance

This is an application to obtain a merchant license in addition to your liquor license.

TABC / Alcoholic Beverage Permit

Apply for License

Close Knowledge

Application - Alcohol Permit

You can download a copy of the application [here](#).

LICENSES

Dog License

City Clerk

This application is for dog licenses.

PUBLIC PORTAL

Module Landing Page



Colbert

Are you a collaborator?
[Create Account](#) [Login](#)



PERMITS

Permits

Estimate Fees

Building Services Residential Permits

Search

Go Back

BUILDING SERVICES RESIDENTIAL PERMITS

Building Permit New (R)

Apply for Permit

Close Knowledge

New Home Permits - Driveway Connection Permit

You will need to obtain a Driveway Connection Permit from the Highway Department. You can find the application form [here](#).

New Home Permits - Land Disturbance Permit

You will need to apply for a land disturbance permit.

Residential Building Placement Guideline

Please find the guideline for residential building placement [here](#).

Building Permit Addition (R)

Building Services

Use this application for an integrated residential new building project.

Building Permit Remodel (R)

Building Services

Use this application for an integrated residential new building project.

Building Permit Accessory (R)

Building Services

Use this application for an integrated residential new building project.

Building Permit New (R) (Master)

Building Services

Use this application for a master/subordinate residential new building project.

PUBLIC PORTAL GIS Hosting



PUBLIC PORTAL

Location Lookup

Colbert

Are you a collaborator?
[Create Account](#) [Login](#)

Address Lookup

1234 mata

Go Back

1234 Matador St, Abilene, TX 79605

PERMITS (66)

[+]

VIOLATION REPORTS (38)

[+]

LICENSES (9)

[+]

WORK ORDERS (8)

[+]

LIENS (5)

[+]

ADDRESS LOOKUP

KNOWLEDGE

MY REQUESTS

DOWNLOAD APPLICATION

PUBLIC PORTAL

Location Details

1234 mata

Go Back

1234 Matador St, Abilene, TX 79605

PERMITS (66)

Variance [+ Project 21-000008]

08/17/2021 at 1:31 PM, 21-000008

test

Active

Electrical Permit (R) [– Project 21-000099]

08/16/2021 at 1:30 PM, 21-000099

meter

Active

Resulted the step Electrical Final (R) to	SCHEDULED	on 08/16/2021 at 1:43 PM by DevClerk John
Resulted the step Electrical Temporary Pole (R) to	PENDING REQUEST	on 08/16/2021 at 1:33 PM by Inspector Mike
Resulted the step Electrical Underground (R) to	PENDING REQUEST	on 08/16/2021 at 1:33 PM by Inspector Mike
Resulted the step Electrical Rough (R) to	PENDING REQUEST	on 08/16/2021 at 1:33 PM by Inspector Mike
Resulted the step Electrical Above Ceiling (R) to	PENDING REQUEST	on 08/16/2021 at 1:33 PM by Inspector Mike
Resulted the step Electrical Meter Release (R) to	PASSED	on 08/16/2021 at 1:33 PM by DevClerk John
Resulted the step Print Permit to	ISSUED	on 08/16/2021 at 1:33 PM by DevClerk John
Resulted the step Payment Due Permit (R) to	PAID	on 08/16/2021 at 1:32 PM by DevClerk John
Resulted the step Application Request to	ACCEPTED	on 08/16/2021 at 1:30 PM by DevClerk John
Resulted the step Electrical Application Review (R) to	APPROVED	on 08/16/2021 at 1:30 PM by DevClerk John
> Project Started		on 08/16/2021 at 9:29 AM

Generated Documents:

PI_Permit_Version_1_21-000099_2021-08-16_1.33PM.pdf

PUBLIC PORTAL

Reports



Colbert

Are you a collaborator?
[Create Account](#) [Login](#)



REPORTS

Reports

All categories

PROJECT REPORTS

SCHEDULED REPORTS

CASE REPORTS

Building Services

Building Services

Building Services

Building Services

Code Compliance

< Go Back

Subscribe to Report

Complete this form to subscribe to the report

Project Contact Details

Enter Email Address

Enter Your Name

I have read and I agree with the [terms and conditions](#)

Cancel

SUBSCRIBE

Case Details (PDF)

Case Details

Last generated on 08/26/2020 at 7:00 AM



COLLABORATOR PORTAL

Allow clients to work online with the agency related to activities in the Permit, Code Enforcement, Credential Manager and Business License modules. Contacts are able to submit applications, upload plans, request inspections, pay fees and respond to reviews. Contacts can also manage their Credentials, Licenses and Abatement Jobs using their mobile device.

Collaborators working with multiple agencies using the MyGov software perform all of their work from a single login.

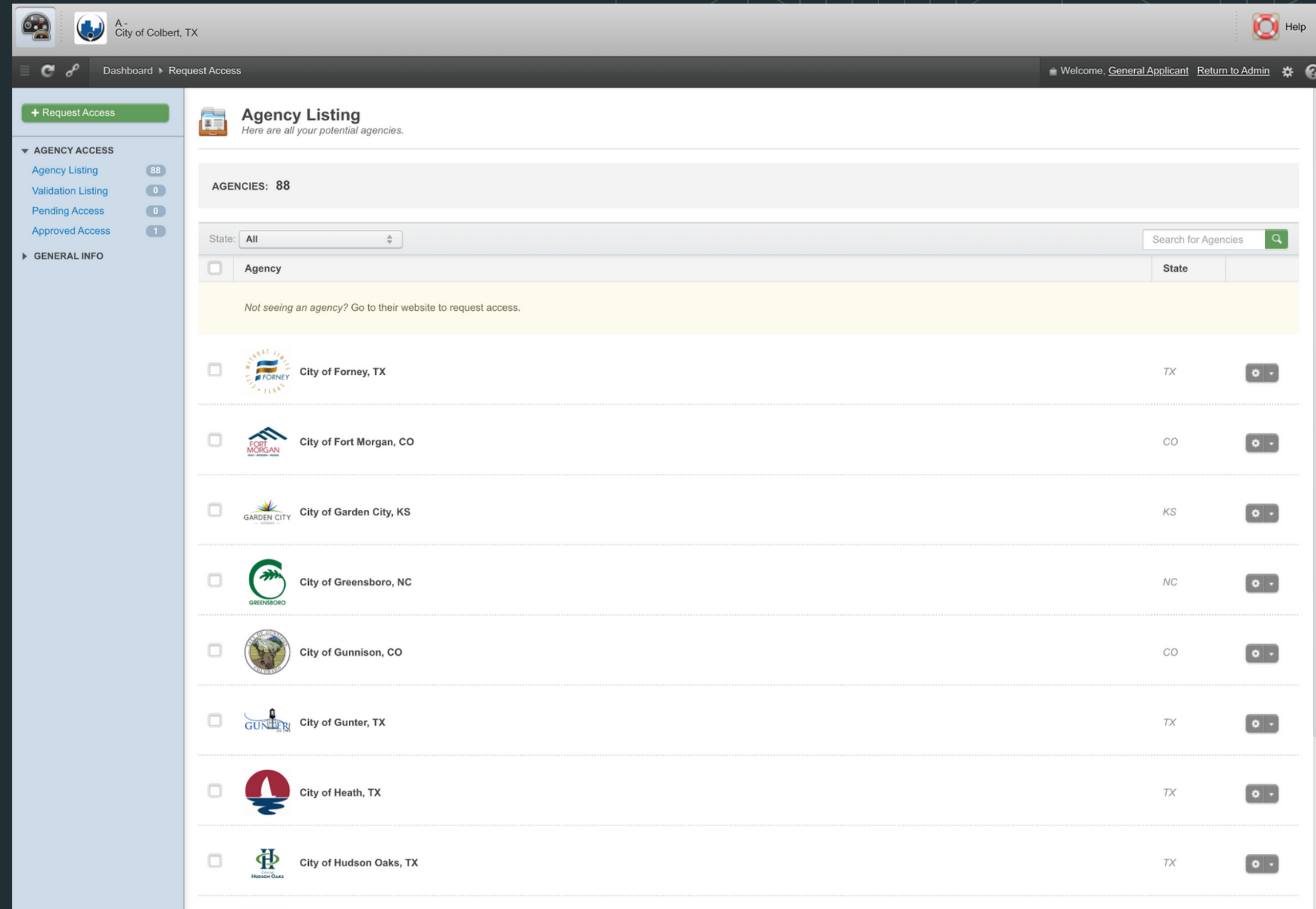
USE CASES

- Mobile Client Use, Business License, Construction Permit, Trade Permits, Online Permits
- Online Renewal, Register Contractor, Online Payments, Plan Upload, Review Results
- Inspection Results, Plan Resubmit, Special Event Permit, Abatement Jobs, Online Applications, Document Upload

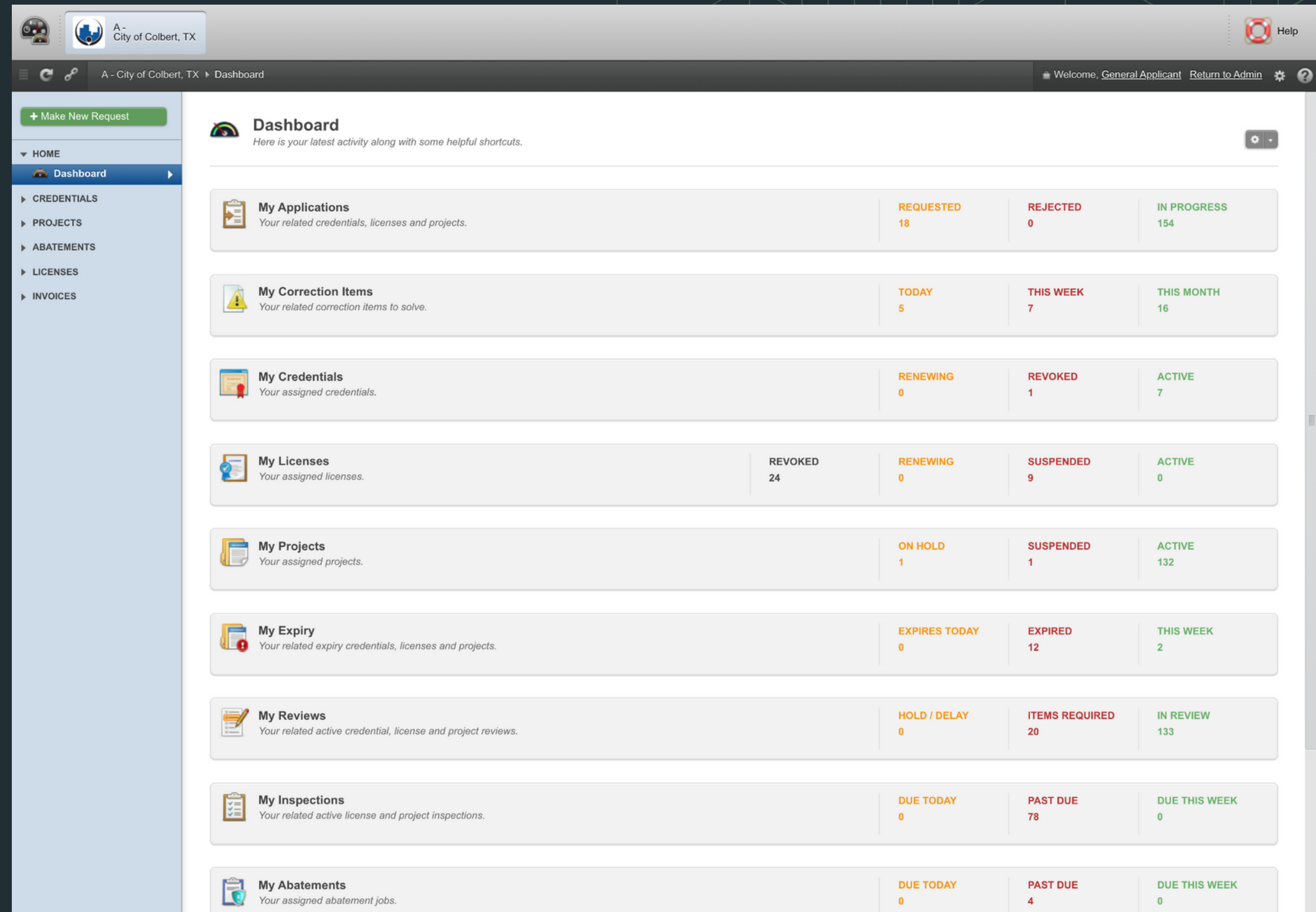
FEATURES

- Mobile Portal for Customer Access
- Online Submittal & Renewals
- Online Payments
- Online Inspection Requests
- Customer Point for: Permits, License, Credentials, etc.
- Downloads: Permit, License, Registration, etc.
- See Workflow and Status

Global MyGov



Customer Dashboard



COLLABORATOR PORTAL

Credentials Dashboard

A - City of Colbert, TX

Welcome, General Applicant

Return to Admin

Make New Request

HOME

CREDENTIALS

Applications12

Active7

Renewing0

Expiring0

Expired0

Revoked1

Estimate Fees

PROJECTS

ABATEMENTS

LICENSES

INVOICES

Active Credentials

Here are all your active credentials.

CREDENTIALS: 7

Search for Credentials...

Credential No.

Department: All

ID:	Type:	Valid Until:	Department:	Status:
21-000007 Active	Irrigation Contractor <i>This application is for issuance of a credential as an</i>	08/17/2022	Building Services	Active
21-000006 Active	Roof Contractor <i>This application is for issuance of a credential as a</i>	03/10/2022	Building Services	Active
21-000002 Active	Engineer <i>This application is for issuance of a credential as an</i>	01/21/2022	Building Services	Active
21-000001 Active	Architect <i>This application is for issuance of a credential as an</i>	01/21/2022	Building Services	Active
20-000001 Active	Mechanical Contractor <i>This application is for issuance of a credential as a</i>	08/06/2022	Building Services	Active
17-000004 Active	Electrical Contractor <i>This application is for issuance of a credential as an</i>	09/24/2021	Building Services	Active
17-000003 Active	General Contractor <i>This application is for issuance of a credential as a</i>	09/24/2021	Building Services	Active

COLLABORATOR PORTAL

Permits Dashboard

A - City of Colbert, TX

A - City of Colbert, TX ▸ Active

Welcome, General Applicant [Return to Admin](#)

+ Make New Request

▸ HOME

▸ CREDENTIALS

▾ PROJECTS

All 164

Active 132 ▸

Requested 13

Reviews 270

Inspections 145

Archived 5

Estimate Fees

▸ ABATEMENTS

▸ LICENSES

▸ INVOICES

Active Projects

Here are all your selected Projects.

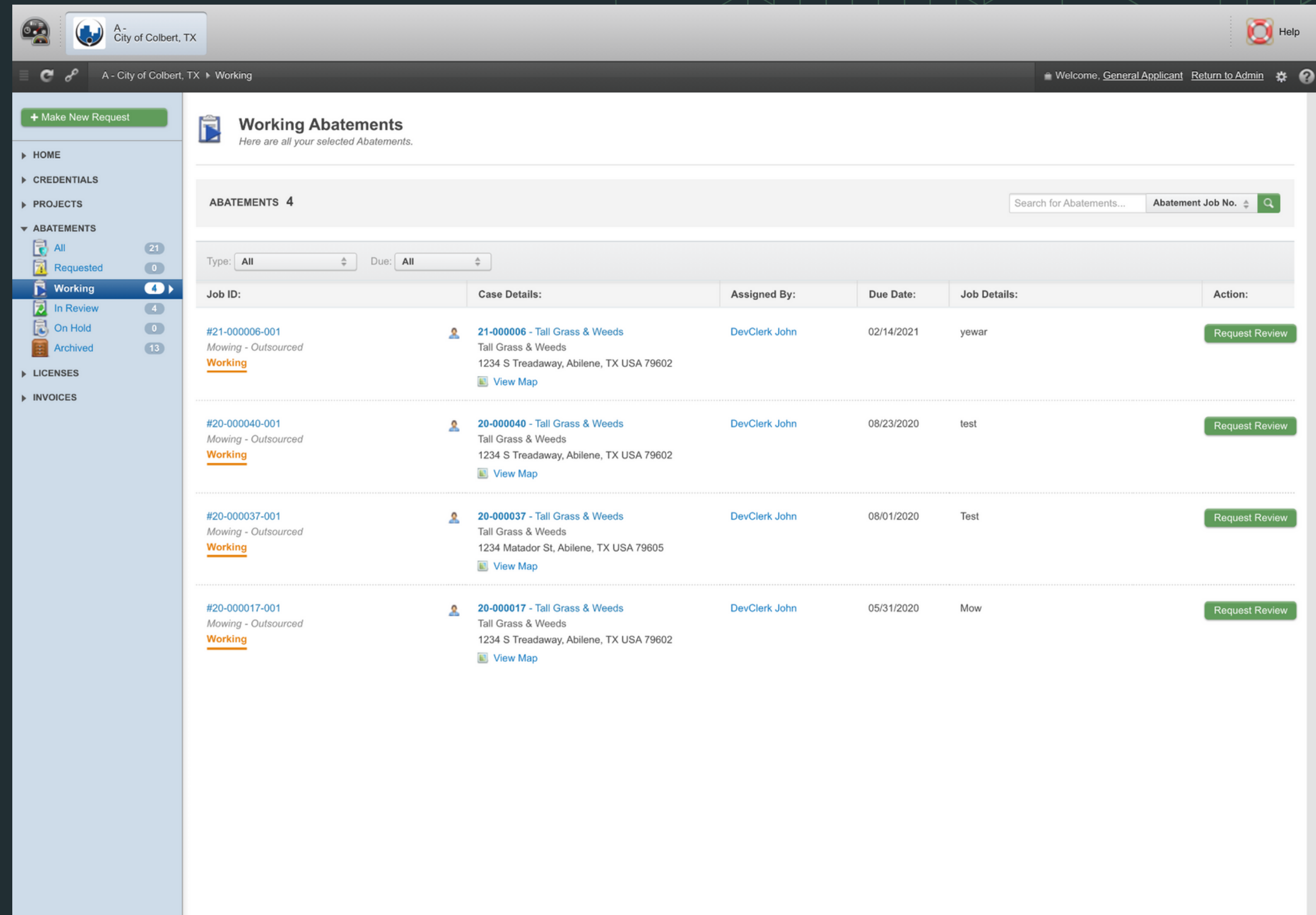
PROJECTS : 132

Search for Projects... Project No.

Template: All

Project Details:	Department:	Address:	Action:
21-000008 - Variance In Review	(3) Planning and Zoning	1234 Matador St, Abilene, TX USA 79605 View Map	Plans In Review Reply
21-000099 - Electrical Permit (R) Active	(1) Building Services	1234 Matador St, Abilene, TX USA 79605 View Map	No Action
21-000097 - Electrical Permit (R) Active	(2) Building Services	1234 Matador St, Abilene, TX USA 79605 View Map	No Action
21-000096 - Electrical Permit (R) In Review	(1) Building Services	1234 Matador St, Abilene, TX USA 79605 View Map	No Action
21-000090 - Electrical Permit (R) Active	(1) Building Services	1234 Matador St, Abilene, TX USA 79605 View Map	No Action
21-000089 - Building Permit New (C) In Review	(2) Building Services	1234 Matador St, Abilene, TX USA 79605 View Map	Stage Plans
21-000088 - Electrical Permit (R) Active	(2) Building Services	1234 Matador St, Abilene, TX USA 79605 View Map	No Action
21-000087 - Electrical Permit (R) Active	(1) Building Services	1234 Matador St, Abilene, TX USA 79605 View Map	No Action
21-000086 - Electrical Permit (R) Active	(1) Building Services	1234 Matador St, Abilene, TX USA 79605 View Map	No Action
21-000083 - Electrical Permit (R) Active	Building Services	1234 Matador St, Abilene, TX USA 79605 View Map	No Action

Code Enforcement Dashboard



License Dashboard

A - City of Colbert, TX

Welcome, General Applicant
Return to Admin
Help

A - City of Colbert, TX ▸ Active

+ Make New Request

- HOME
- CREDENTIALS
- PROJECTS
- ABATEMENTS
- LICENSES
 - Applications 42
 - Inspections 4
 - Active 24**
 - Renewing 9
 - Expiring 0
 - Expired 0
 - Suspended 0
 - Revoked 0
 - Estimate Fees
- INVOICES

Active Licenses

Here are all your selected Licenses.

LICENSES : 24

Type: All Cycle: All

License:	Valid Until:	Type:	Department:	Address:	Action:
21-000010 Active	12/31/2021	TABC / Alcoholic Beverage Permit <i>this is for.....</i>	Finance	1234 Matador St, Abilene, TX USA 79605 View Map	No Action
21-000009 Active	12/31/2021	Business Tax Receipt <i>taco bell</i>	Finance	1234 Matador St, Abilene, TX USA 79605 View Map	No Action
21-000008 Active	12/31/2021	Business Tax Receipt <i>new business</i>	Finance	1234 Matador St, Abilene, TX USA 79605 View Map	No Action
21-000007 Active	12/31/2021	Business Tax Receipt <i>taco bell</i>	Finance	1234 Matador St, Abilene, TX USA 79605 View Map	No Action
21-000006 Active	12/31/2021	Business Tax Receipt <i>taco bell</i>	Finance	1234 Matador St, Abilene, TX USA 79605 View Map	No Action
21-000005 Active	12/31/2021	Business Tax Receipt <i>sonic</i>	Finance	1234 Matador St, Abilene, TX USA 79605 View Map	No Action
21-000003 Active	12/31/2021	Business Tax Receipt <i>taco bell</i>	Finance	1234 S Treadaway, Abilene, TX USA 79602 View Map	No Action
21-000002 Active	01/03/2022	Dog License <i>test</i>	City Clerk	1234 Amarillo St, Abilene, TX USA 79602 View Map	No Action
21-000002 Active	12/31/2021	Business Tax Receipt <i>taco bell</i>	Finance	1234 Meander St, Abilene, TX USA 79602 View Map	No Action
21-000002 Active	12/31/2021	Short Term Rental Registration <i>short term</i>	Code Compliance	1234 Matador St, Abilene, TX USA 79605 View Map	No Action

< > 1 / 3

COLLABORATOR PORTAL

Make New Request

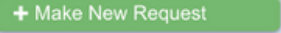
A - City of Colbert, TX

Help



A - City of Colbert, TX > Make New Request

Welcome, [General Applicant](#) [Return to Admin](#)  

+ Make New Request

HOME

Dashboard

CREDENTIALS

PROJECTS

ABATEMENTS

LICENSES

INVOICES

+ **New Request**
Select the desired request type from the list below.

Go back

Search this listing

**Building Services**
Building Services conducts plan reviews, provides building permits and conducts building inspections to ensure the integrity of all new buildings and major improvements to existing structures.

**City Clerk**
This department deals with business licenses and permits.

**Code Compliance**
This department deals with all public nuisance, structural, zoning and vehicle code violations.

**Engineering**
This department issues permits for driveways, sidewalks, right of ways and performs site plan review.

**Finance**
This department deals with Business Licenses.

**Planning and Zoning**
The department is responsible for project management, oversight and resource coordination for planning-related projects. The departments also prepares analysis for amendments and ordinances for changes to the Land Development Code.

**Solid Waste**
This department handles solid waste pick and disposal.

COLLABORATOR PORTAL

Submit
Request

A - City of Colbert, TX

Help

A - City of Colbert, TX

Make New Request

Request new Project

Welcome, [General Applicant](#) [Return to Admin](#)

+ Make New Request

HOME

CREDENTIALS

PROJECTS

ABATEMENTS

LICENSES

INVOICES

Applications12

Active7

Renewing0

Expiring0

Expired0

Revoked1

Estimate Fees

Request New Project

To request a project, complete the information below. Then, click the "Request Project" button.

Go back

Selected Project Template:

Electrical Permit (R)

Project Title:

Electrical Permit (R)

ex: Remodel Pharmacy in Walmart

Location:

Address

Select an existing location from Location Manager.

Pick a GIS Location

Existing Projects for this Location:

Please select a location

View and link other projects at this location.

Project Description:

Enter a complete description of the main work related to this project.

Requirements

These are the requirements.

Field Name:	Value:
FTP - Application Form Please upload a copy of the application form.	Upload A Document Accepted File Types: .PDF
Declared Value Enter the declared project valuation.	\$
Electrical - Number of Recepticles	
Electrical - Number of Switches	

COLLABORATOR PORTAL

Workspace

A - City of Colbert, TX

A - City of Colbert, TX

Active

Project Details - 21-000099

Welcome, General Applicant

Return to Admin

Started: 08/16/2021 at 1:29 PM

Elapsed time: 1d 4h 44m

Expires: 02/12/2022, Time Remaining: 5M 28d 15h 15m

Go back

#21-000099 - Electrical Permit (R)

Project Type: Electrical Permit (R)

Department: Building Services

Applicant: Robles Amparo

Project Manager: DevClerk John

Overview

Reviews

Inspections

Payments

Documents

Updates

Comments

Contacts

ADDRESS

1234 Matador St, Abilene, TX USA 79605

Prop ID: 23747

Details | Map

DESCRIPTION

meter

Project Steps

Information Fields

Fees

Correction Items

2

Type: All Steps

All

On

Off

Active

Done

Search for Steps, Users or Status...

STEP 01

✓ Application Request

DevClerk John

Standard

✓ Accepted

STEP 02

✓ Electrical Application Review (R)

DevClerk John

Review

✓ Approved

STEP 03

✓ Payment Due Permit (R)

DevClerk John

Payment

✓ Paid

STEP 04

✓ Print Permit

DevClerk John

Document

! Issued

STEP 09

✓ Electrical Meter Release (R)

DevClerk John

Inspection

✓ Passed

2 1

STEP 10

✓ Electrical Final (R)

Inspector Mike

Inspection

Scheduled

Next Appointment:
Due: 08/19/2021 PM
Duration: 30m

STEP 11

Archive

Standard

Pay Invoices

A - City of Colbert, TX

Help

A - City of Colbert, TX
Past Due
Welcome, General Applicant
Return to Admin

+ Make New Request

HOME
CREDENTIALS
PROJECTS
ABATEMENTS
LICENSES
INVOICES
All
Due
Past Due
Paid

Past Due Invoices

Here are all your selected Invoices.

Go back

INVOICES: 4
TOTAL AMOUNT: \$ 150.00

Choose Action...
Show: All
Due On: -

		Invoice No: ▾	Due Date:	Contact:	Details:	Address:	Total Amount:	Status:	
☐	>	21-000113	08/09/2021	General Contractor	Electrical Permit (R) 21-000080, Building Services	1234 Matador St, Abilene, TX USA 79605 View Map	\$ 50.00	Overdue	Pay Print Email
☐	>	20-000079	09/30/2020	General Contractor	Miscellaneous	-	\$ 25.00	Overdue	
☐	>	20-000069	08/22/2020	General Contractor	Miscellaneous	-	\$ 50.00	Overdue	Settings
☐	>	20-000068	08/22/2020	General Contractor	Miscellaneous	-	\$ 25.00	Overdue	Settings

Request Inspections

A - City of Colbert, TX
Welcome, General Applicant
[Return to Admin](#)

[+ Make New Request](#)

- HOME
- CREDENTIALS
- PROJECTS
 - All 164
 - Active 132
 - Requested 13
 - Reviews 270
 - Inspections 145**
 - Archived 5
 - Estimate Fees
- ABATEMENTS
- LICENSES
- INVOICES

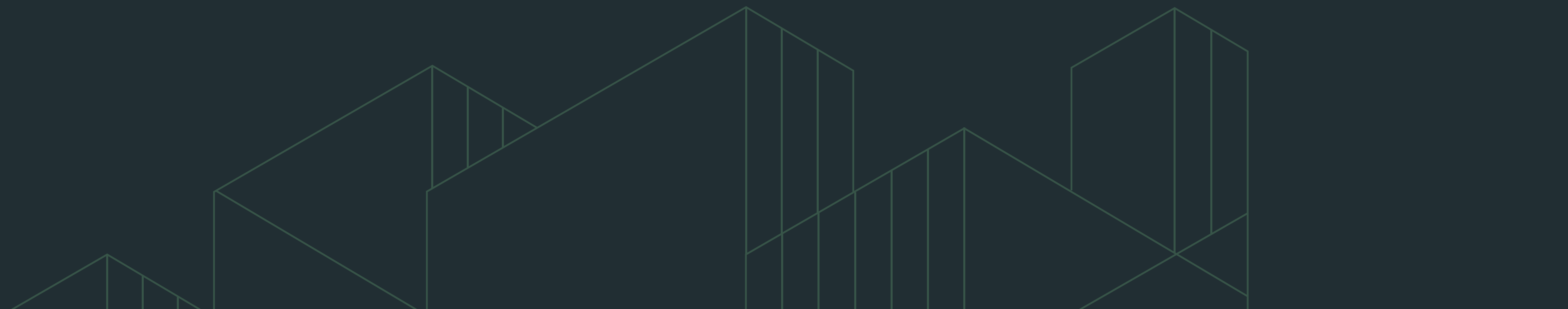
All Inspections

Here are all your selected Inspections on active Projects.

Template: All

Step Details:	Project details:	Status:	Correction Items:	Action:
Electrical Meter Release (R) Inspection - Passed	21-000099 - Electrical Permit (R) Electrical Permit (R) 1234 Matador St, Abilene, TX USA 79605 View Map	✓ Passed	● Required ● Corrected 2 1	
Electrical Final (R) Inspection - Scheduled	21-000099 - Electrical Permit (R) Electrical Permit (R) 1234 Matador St, Abilene, TX USA 79605 View Map	<u>Scheduled</u>	● Required ● Corrected 0 0	Next Appointment: ▶ Due: 08/19/2021 PM ⌚ Duration: 30m
Electrical Meter Release (R) Inspection - Passed	21-000097 - Electrical Permit (R) Electrical Permit (R) 1234 Matador St, Abilene, TX USA 79605 View Map	✓ Passed	● Required ● Corrected 2 0	
Electrical Final (R) Inspection - Pending request	21-000097 - Electrical Permit (R) Electrical Permit (R) 1234 Matador St, Abilene, TX USA 79605 View Map	... Pending Request	● Required ● Corrected 0 0	Request
Electrical Meter Release (R) Inspection - Passed	21-000090 - Electrical Permit (R) Electrical Permit (R) 1234 Matador St, Abilene, TX USA 79605 View Map	✓ Passed	● Required ● Corrected 2 2	
Electrical Final (R) Inspection - Pending request	21-000090 - Electrical Permit (R) Electrical Permit (R) 1234 Matador St, Abilene, TX USA 79605 View Map	... Pending Request	● Required ● Corrected 0 0	Request
Electrical Temporary Pole (R) Inspection - Scheduled	21-000088 - Electrical Permit (R) Electrical Permit (R) 1234 Matador St, Abilene, TX USA 79605 View Map	<u>Scheduled</u>	● Required ● Corrected 0 0	Next Appointment: ▶ Due: 08/12/2021 AM ⌚ Duration: 30m
Electrical Underground (R) Inspection - Pending request	21-000088 - Electrical Permit (R) Electrical Permit (R) 1234 Matador St, Abilene, TX USA 79605 View Map	... Pending Request	● Required ● Corrected 0 0	Request
Electrical Rough (R) Inspection - Scheduled	21-000088 - Electrical Permit (R) Electrical Permit (R) 1234 Matador St, Abilene, TX USA 79605 View Map	<u>Scheduled</u>	● Required ● Corrected 0 0	Next Appointment: ▶ Due: 08/12/2021 Anytime ⌚ Duration: 30m

IMPLEMENTATION



TRAINING PLAN (EXAMPLE)

6-Week Detailed Install

Week 0 - 01/04/2021

Start Form Return Week

Week 1 - 01/11/2021

Getting Started Week

(Initial Implementation meeting:
Monday, January 15 at 9:00am)

Week 2 - 01/18/2021

Required Items Return Week

Week 3 - 01/25/2021

MyGov Module Setup Week

Week 4 - 02/01/2021

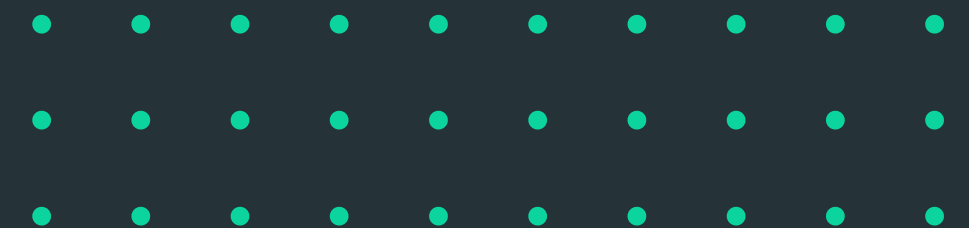
Online Training Week -
Module Admin

Week 5 - 02/08/2021

Online Training Week -
End User

Week 6 - 02/15/2021

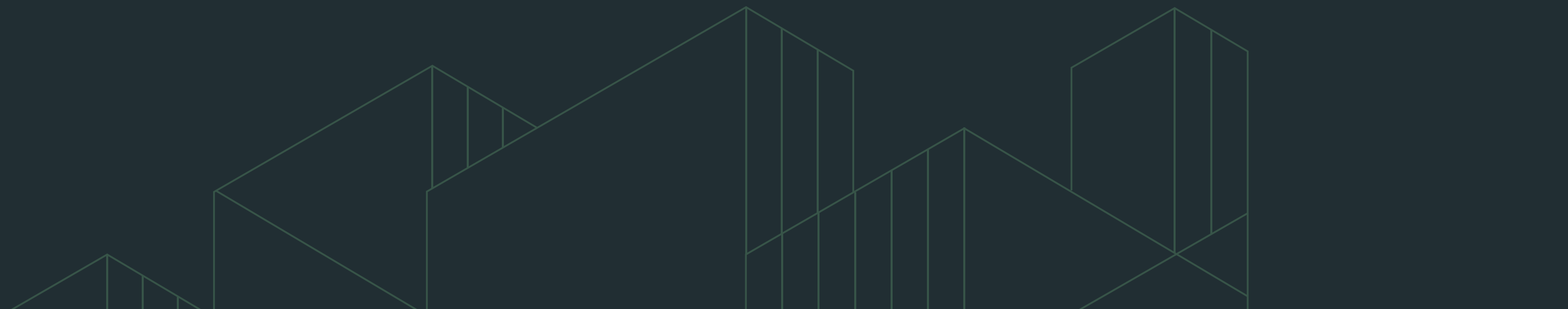
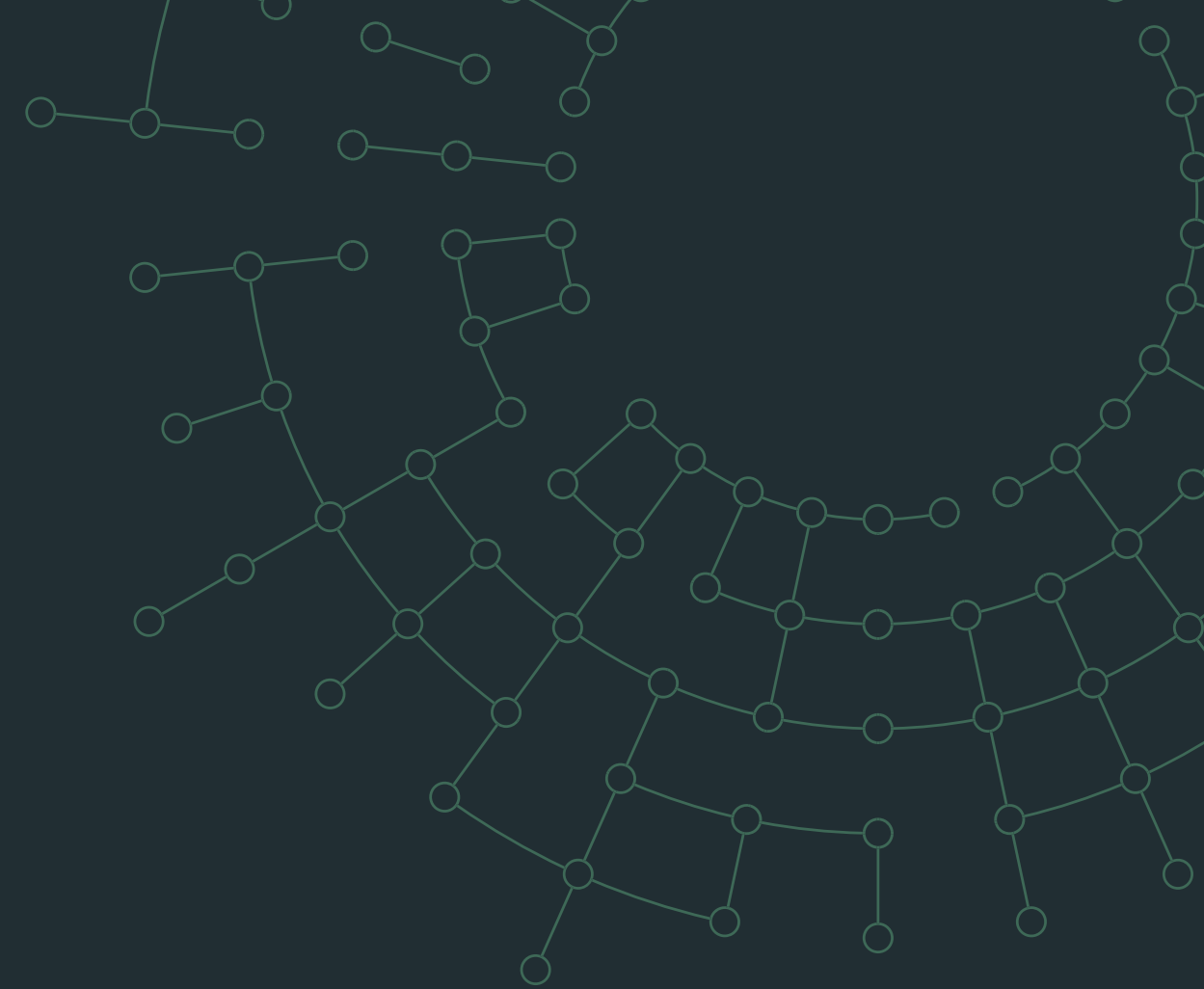
GoLive Week



KEY DATES (EXAMPLE)

- **ACTIVATION DATE:**
01/04/2021
- **GO-LIVE DATE:**
02/15/2021
- **TRAINING START:**
02/01/2021
- **BILLING DATE:**
02/01/2021
- **TRAINING END:**
02/12/2021

PROPOSAL



THANK YOU!

Library, Senior Center, Communications

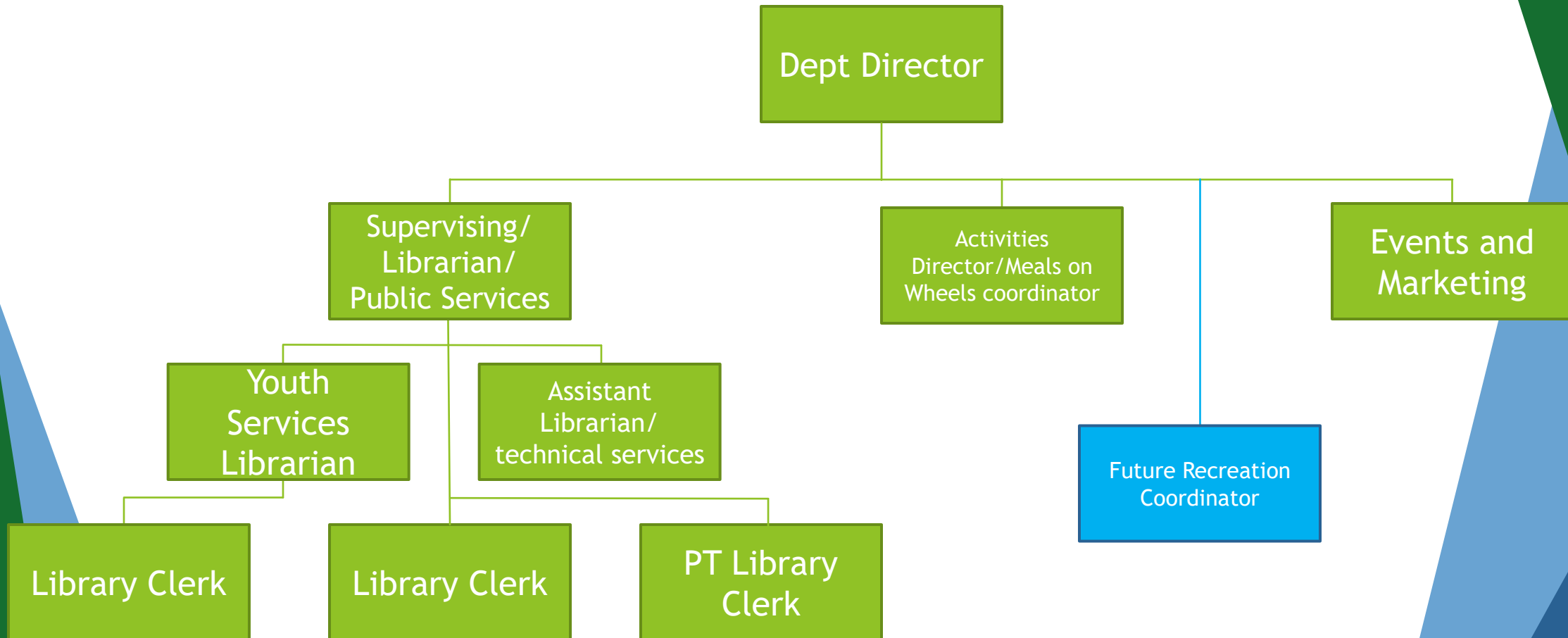
2024-2025 and BEYOND!



Community Resources and Connections Department

- ◆ Incorporate Library, Senior Center, Communications, and Community Events/Recreation Activities into one department

Community Resources and Connections Department



Library Wish List

- ◆ More space
- ◆ Replace shelving
- ◆ RFID conversion
- ◆ Incentive pay
- ◆ Staffing

Library Wish List

- ◆ More space – now and future
 - Programs are hugely attended
 - Makerspace is opening
 - No space for collections to be effectively displayed for maximum circulation
 - More people using library services
 - We are getting too big for the building – expand off the back option for future need
- ◆ No financial impact, but all room rentals move to Senior Center

Library Wish List

- ◆ Replace shelving - \$56,000
 - Shelves are original to previous building
 - They have some structural breakdown from being moved around and need to be replaced sooner rather than later
 - They are not flexible for maximum use of space
 - We are looking for grant funding, but it is a need now

Library Wish List

- ◆ RFID conversion - \$17,000-\$20,000
 - Allows easier inventory and collection auditing
 - Better community customer service
 - Allows for future technology improvements
 - More efficient use of staff time

Library Wish List

- ◆ Incentive pay - \$8,000
 - Encourage staff development
 - Reward improvement
 - Maintain high morale and positive attitudes
 - Cultivate dedicated staff
- ◆ Not included in above amount, but in salaries = 2% increase annually

Library Wish List

◆ Staffing – Current and Future needs

- Supervising Librarian/Public Services – MLS/MLIS
 - Adult Programming/Outreach
 - Small Business Education
 - Collection Development
 - Youth Services Librarian – MLS/MLIS
 - Youth/Family Programming/Outreach
 - Teen Engagement
 - Assistant Librarian – AA+
 - Technical Services – Cataloging
- Convert 50%
to 100%
- New position
- Convert PT
clerk to FT
- FT Library Clerk (2)
 - Programming
 - Circulation
 - Cataloging
 - PT Library Clerk
 - Circulation
 - Admin Tasks

Library Wish List

- ◆ Staffing – Current and Future needs
 - Supervising Librarian/Public Services – MLS/MLIS
 - Librarian IV - \$54,000-88,000 (State Classification)
 - Youth Services Librarian – MLS/MLIS
 - Librarian II - \$42,000-68,000 (State Classification)
 - Assistant Librarian – AA+
 - Library Assistant II - \$32,439-\$49,388 (State Classification)

Senior Center Wish List

- ◆ Replace flooring and paint
- ◆ Upgrade to commercial kitchen
- ◆ Utilize as community rental space
- ◆ Future staffing

Senior Center Wish List

- ◆ Replace flooring and paint - \$45,000 +/-
 - Safety hazard
 - Not representative of Kennedale Pride
 - Continues to erode – not fixable in some places
 - Trips and falls concerns

Senior Center Wish List

- ◆ Upgrade to commercial kitchen - \$25,000
 - Need current estimate – if more than \$25,000, not an option
 - Allows for flexibility and additional resources for City and rentals

Senior Center Wish List

- ◆ Utilize as community rental space –
Financial impact with refresh –
paint, floor, general maintenance

Senior Center Wish List

- ◆ Future staffing - ~\$20/hr
 - PT Activities Director (up to 28 hours per week) – can still coordinate Meals on Wheels lunches/breakfasts

Communications Wish List

- ◆ Graphic design/marketing staff
- ◆ FT Event coordinator

Communications Wish List

- ◆ Graphic design/marketing staff
 - 25 hrs per week in design and marketing - ~\$25/hr

Communications Wish List

- ◆ FT Event coordinator - \$52,000 +/-
 - Increase current 50% to 100%
 - Add recreation activities, then...
 - Include recreation staff in the future



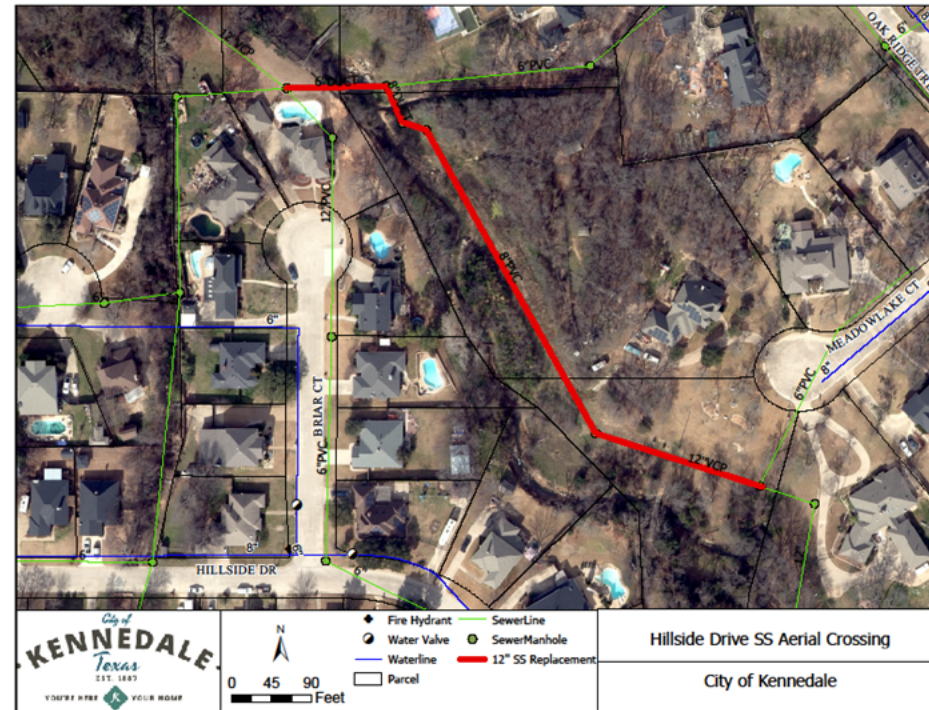
PW FY 24-25 BUDGET REQUEST

Wastewater Collection System:

- ❖ Upsize existing 6" w/ 250 LF of 8" PVC
- ❖ Eliminates constant backups
- ❖ Overflows
- ❖ Complaints
- ❖ Maintenance issues
- ❖ OPCC = \$113K



Replace 800 LF of 8" w/ 12" PVC
Est. OPCC = \$670K



❖ Peggy Ln. Improvements: OPCC = \$3.1M

- Upgrade 1712 LF of 6" AC water pipe w/ 8" PVC
- Replace 1610 LF of VCP SS w/ 8" PVC
- Install stormdrain system
- Remove & replace existing pavement w/ 6" conc. Pavement & sidewalk



Street Rehabilitation:

- ❖ Start concrete panel replacement program
- ❖ ~ 7.35 centerline lane miles
- ❖ Restoration of the worst of the worst
- ❖ ~ \$1M - 10k sy @ \$100/sy for 7" conc.
- ❖ (e.g. Arthur Dr., Hilltop, Cross Creek, & etc.)
- ❖ ~2.45 centerline LM of HMAC
- ❖ ILA w/ Tarrant County Prct. 2
- ❖ @ \$800K for MOL/POL
- ❖ (e.g. Susan Dr., Linda Rd. & etc.)



Building Maintenance:

- Replace failing 3 ton HVAC unit at the PWs. Service Center
 - Projected cost is \$19,000
-
- Install a 22' x 23' conc. storage bay &
 - a 50' x 50' x 16' awning cover
 - Estimated cost of \$57,000



STAFF REPORT
TO THE HONORABLE MAYOR AND CITY COUNCIL

MEETING DATE: APRIL 15, 2024

AGENDA ITEM NUMBER: WORK SESSION ITEM II.B.

SUBJECT

DISCUSSION AND/OR REQUESTS FOR CLARIFICATION OF ITEMS LISTED ON THE AGENDA

ORIGINATED BY

SUMMARY

RECOMMENDATION

ATTACHMENTS

MEETING DATE: APRIL 15, 2024

AGENDA ITEM NUMBER: EXECUTIVE SESSION ITEM III.A.

SUBJECT

PURSUANT TO §551.071 — Consultation with the City Attorney pertaining to any matter in which the duty of the City Attorney under the Texas Disciplinary Rules of Professional Conduct may conflict with the Open Meetings Act, including discussion of any item posted on the agenda, legal issues regarding the Open Meetings Act.

ORIGINATED BY

SUMMARY

RECOMMENDATION

ATTACHMENTS

STAFF REPORT
TO THE HONORABLE MAYOR AND CITY COUNCIL

MEETING DATE: APRIL 15, 2024

AGENDA ITEM NUMBER: EXECUTIVE SESSION ITEM III.B.

SUBJECT
PURSUANT TO §551.072 — Deliberation regarding the purchase, exchange, lease, or value of real property.

ORIGINATED BY

SUMMARY

RECOMMENDATION

ATTACHMENTS

STAFF REPORT TO THE HONORABLE MAYOR AND CITY COUNCIL

MEETING DATE: APRIL 15, 2024

AGENDA ITEM NUMBER: EXECUTIVE SESSION ITEM III.C.

SUBJECT

PURSUANT TO §551.087 — (1) *Deliberation regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or (2) to deliberate the offer of a financial or other incentive to a business prospect described by Subdivision.*

ORIGINATED BY

SUMMARY

RECOMMENDATION

ATTACHMENTS

STAFF REPORT TO THE HONORABLE MAYOR AND CITY COUNCIL

MEETING DATE: APRIL 15, 2024

AGENDA ITEM NUMBER: EXECUTIVE SESSION ITEM III.D.

SUBJECT

PURSUANT TO §551.074 — *Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee.*

ORIGINATED BY

SUMMARY

RECOMMENDATION

ATTACHMENTS