CITY OF COLEMAN, TEXAS
CITY COUNCIL MEETING
Meeting Agenda

The City Council of the City of Coleman, Texas will meet in session on Thursday, September 3, 2020 at 5:15 p.m. in the Council Chambers of City Hall, 200 West Liveoak, Coleman, Texas. All items on the agenda are for possible discussion and action. Council may vote and/or act upon each of the items listed on this Agenda. One agenda item will be discussed at a time, in the order determined by the Mayor, unless logic and practical considerations allow similar topics to be considered together for purposes of convenience and efficiency. Consent items are considered to be non-controversial and will be voted on in one motion unless a council member asks for separate discussion. The City Council of the City of Coleman, Texas, reserves the right to meet in closed, executive session on any of the items listed below should the need arise and if authorized by Title 5, Chapter 551, of the Texas Government Code.

1. Call to Order, Invocation, and Pledge of Allegiance to the Flags of the United States of America and the State of Texas.

2. Introductions, Announcements, and Recognitions

3. Items to be withdrawn

4. Citizen Presentations: Any citizen who desires to address the City Council on a matter not included on the agenda may do so at this time. The City Council may not deliberate on items presented under this agenda item. Presentations are subject to five (5) minutes for items not on the agenda. If you wish to speak to an item on the agenda, you will be allowed to speak when the council addresses the item. There is a (3) minute time limit for items on the agenda. The presiding officer (with the consent of a majority of the City Council) may grant additional time. To comply with the provisions of the Open Meetings Act, the Council respectfully requests that prior to addressing Council, that each person submit a Speaker Request Form stating your name, address, and topic of presentation. The form is located at the entryway to Council Chambers.

5. Discuss, consider, and act upon the approval of minutes for the City of Coleman Council Meetings held on August 20, 2020.

6. Hear requests from the City Council for future agenda items.

7. Hear presentation from the Coleman County Chamber of Commerce Agriculture and Tourism Bureau to: a) discuss, consider, and act upon the submission of the Chamber's 2020/2021 Annual Budget and Marketing Plan addressing the planned use of Hotel Occupancy Tax and the expenditure of Hotel Occupancy Tax remitted to the Chamber, and b) receive progress report from the Chamber regarding the audit of expenditures of Hotel Occupancy Taxes remitted to the Chamber pursuant to Terms outlined in the Management Agreement between the City of Coleman and the Chamber of Commerce.

8. The City Council shall conduct a public hearing on the proposed property tax rate for tax year 2020 to receive input from the public. Council will take a vote to approve the proposed property tax rate for tax year 2020. The vote on the final approved tax rate for tax year 2020 will be taken on September 17, 2020.

9. Discuss, consider, and act upon a Resolution of the City of Coleman authorizing the expenditure of funds of $35,000 from the Type A – CEDC and $35,000 from the Type B – CCC to be used by the City of Coleman as a match for the Texas Community Block Grant Program Application to the Texas Department of Agriculture for the Downtown Revitalization Program Fund, if awarded, for the construction of sidewalks in the Downtown Business District.

10. Discuss, consider, and act upon a Resolution of the City of Coleman authorizing the expenditure of funds of $10,000 from the Type A – CEDC and $10,000 from the Type B – CCC to be used by the City of Coleman for the demolition, removal, and cleanup of properties inside the city limits.

11. The City Council may enter Executive Session to discuss the following pursuant to:
    A. Government Code§ 551.074 (Personnel Matters) to discuss personnel changes, including abolishment of key positions and redistribution of those duties.

12. Upon returning to open session, the City Council may take whatever actions as they may deem appropriate regarding items discussed in Executive Session including:
    A. Discuss, consider, and act upon changes to the Organizational Chart of the City of Coleman to provide for more uniform enforcement of services, distribution of work, and establishment and/or abolishment of positions budgeted for FY 2021.

13. Discussion regarding the Fiscal Year 2019-2020 Revised City of Coleman Budget and Fiscal Year 2020-2021 Proposed City of Coleman Budget.

14. Discuss, consider, and act upon approving the expenditure of CARES Act funds to: a) purchase software and equipment for the City of Coleman and b) establishing a COVID-19 Contact Tracing Program and Response Team.

15. Discuss, consider, and possible action upon a resolution regarding a financing agreement for the purpose of procuring police vehicles and related equipment.

16. Hear presentation from Chief Anthony Smith and delivery of written report to the Council regarding the plan of action for mitigating overtime in the Police Department Budget.

17. Receive update regarding the progress of the Departmental Assessments of the Coleman Police Department and Fire Department and discuss, consider, and take any possible action regarding the Assessments.

18. Adjournment

Approved as to Form:

Pat Chesser

Pat Chesser, City Attorney

Certification

I certify that the above notice of meeting was posted at City Hall, 200 W. Liveoak, Coleman Texas, and on the City of Coleman internet website on Monday, August 31, 2020 at 5:00 p.m. and remained so posted continuously for at least seventy-two (72) hours preceding the scheduled time of said meeting. I further certify that the media was properly notified. A list of those notified will be available upon request.

Karen Langley

Karen Langley, City Secretary

Special Accommodations

The City of Coleman is committed to compliance with the Americans with Disabilities Act (ADA). Reasonable accommodations and equal access to communications will be provided to those who provide notice to the City Secretary by calling 325-625-4116 or by going by 200 W. Liveoak, Coleman Texas during normal business hours at least (48) forty-eight hours in advance of the scheduled meeting.

City of Coleman
City Council
Agenda Memo

City Council Meeting Date: **September 3, 2020**
Department: **Mayor/Council**
Presented by:
Prepared by: **Karen Langley, City Secretary**

SUBJECT: **Agenda Item No. 1**

AGENDA ITEM:
Call to Order, Invocation, and Pledge of Allegiance to the Flags of the United States of America and the State of Texas.

The Pledge of Allegiance to the Flag of the United States of America:

"I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all."

Should be rendered by standing at attention facing the flag with the right hand over the heart. When not in uniform men should remove any non-religious headdress with their right hand and hold it at the left shoulder, the hand being over the heart.

The Pledge of Allegiance to the Flag of the State of Texas:

"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."

The pledge of allegiance to the flag of the United States should be recited before the pledge of allegiance to the state flag if both are recited; should be rendered by standing at attention facing the flag with the right hand over the heart. When not in uniform men should remove any non-religious headdress with their right hand and hold it at the left shoulder, the hand being over the heart.

City of Coleman
City Council
Agenda Memo

City Council Meeting Date: **September 3, 2020**
Department: **Mayor/Council**
Presented by:
Prepared by: **Karen Langley, City Secretary**

SUBJECT: **Agenda Item No. 2**

AGENDA ITEM:
Introductions, Announcements, and Recognitions

NOTES:

City of Coleman
City Council
Agenda Memo

City Council Meeting Date: **September 3, 2020**
Department: **Mayor/Council**
Presented by:
Prepared by: **Karen Langley, City Secretary**

SUBJECT: **Agenda Item No. 3**

AGENDA ITEM:
Items to be withdrawn

NOTES:

City of Coleman
City Council
Agenda Memo

City Council Meeting Date: **September 3, 2020**
Department: **Mayor/Council**
Presented by:
Prepared by: **Karen Langley, City Secretary**

SUBJECT: **Agenda Item No. 4**

AGENDA ITEM:

Citizen Presentations: Any citizen who desires to address the City Council on a matter not included on the agenda may do so at this time. The City Council may not deliberate on items presented under this agenda item. Presentations are subject to five (5) minutes for items not on the agenda. If you wish to speak to an item on the agenda, you will be allowed to speak when the council addresses the item. There is a (3) minute time limit for items on the agenda. The presiding officer (with the consent of a majority of the City Council) may grant additional time. To comply with the provisions of the Open Meetings Act, the Council respectfully requests that prior to addressing Council, that each person submit a Speaker Request Form stating your name, address, and topic of presentation. The form is located at the entryway to Council Chambers.

NOTES:

City of Coleman
City Council
Agenda Memo

City Council Meeting Date:	**September 3, 2020**
Department:	**Mayor/Council**
Presented by:	**Karen Langley, City Secretary**
Prepared by:	**Karen Langley, City Secretary**

SUBJECT: Agenda Item No. 5

AGENDA ITEM:
Discuss, consider, and act upon the approval of minutes for the City of Coleman Council Meeting held on August 20, 2020.

RECOMMENDED MOTION:
Motion to approve the minutes of the City of Coleman Council Meeting held on August 20, 2020.

ATTACHMENTS:
DRAFT Minutes – August 20, 2020

MINUTES
COUNCIL MEETING
CITY OF COLEMAN
CITY HALL
THURSDAY, August 20, 2020
5:15 P.M.

Present: Mayor Tommy Sloan, Mayor Pro Tem Sharlene Hetzel, Councilman Bobby McGee, Councilman Monte Sides, City Manager Diana Lopez, City Attorney Pat Chesser, and City Secretary Karen Langley.

Absent: *Councilwoman Tracy Rankin*

1. Call to Order, Invocation and Pledge of Allegiance: *Mayor Tommy Sloan called the meeting to order at 5:15 pm, and Assistant City Manager James King gave the invocation.*

2. Introductions, Announcements, and Recognitions: *City Manager Lopez informed the Council, the Fire Department received a AFG Grant from FEMA, in the amount of $157,800 for communications. There is a match of $7,514.49. The Boat Access Grant from Texas Parks and Wildlife for $500,000 has tentatively been awarded to Lake Coleman. We should hear something on the Texas Parks and Wildlife Grant for Memory Lake by August 28, 2020.*

3. Items to be withdrawn: *None*

4. Citizen Presentations: *None*

5. Discuss, consider, and act upon the approval of minutes for the City of Coleman Council Meeting held on August 6, 2020. *A motion was made by Councilman Sides to approve the minutes of the City of Coleman Council Meeting held on August 6, 2020. Mayor Pro Tem Hetzel seconded the motion. The motion carried 4-0.*

6. Hear request from the City Council for future agenda items. *None*

7. Hear presentation from Zesch and Pickett Insurance to receive evaluation of proposals received for Group Health Insurance Benefits, and discuss, consider, and act upon award of group health insurance and life insurance for Fiscal Year 2020-2021. *A motion was made by Mayor Pro Tem Hetzel motioned to award Medical Insurance to Blue Cross Blue Shield. Employer Sponsored Plan (MTBCP014), Grandfathered Plan: Employee Buy-Up (Plan GF-M14), $604.16 PEPM will be benefit amount for Medical Insurance for FY 2021. $17.10 allowance for employees who choose the Employer Sponsored plan. Allowance may be applied toe Medical Dependent Coverage, Voluntary Dental Coverage, or Voluntary Vision Coverage. Life Insurance award to Mutual of Omaha. Employer sponsored life insurance at 1.5x Annual Salary for Basic Life – Benefit Amount of $0.08/$1,000, 2x Annual Salary for AD&D - Benefit Amount of $0.03/$1,000. Councilman Sides seconded the motion. The motion carried 4-0.*

8. The City Council shall conduct a public hearing on the FY 2020-2021 Proposed City of Coleman Budget to receive input from the public. The Council shall take action on the budget following the public hearing (either in the form of approval or a vote to postpone the final budget vote). *The Public Hearing opened at 6:06 p.m. After City Manager Lopez summarized the proposed budget for 2020/2021, there were a few comments from Citizens. The Public Hearing closed at 6:27 p.m. Mayor Sloan requested from Chief Smith a written report on mitigating overtime in the police department. A motion was made by Councilman Sides to postpone the vote on the final budget as we are still in the process of finalizing certain assumptions that were made in the proposed budget. Councilman McGee seconded the motion. The motion carried 4-0.*

9. Discussion regarding the Fiscal Year 2019-2020 Revised City of Coleman Budget and Fiscal Year 2020-2021 Proposed City of Coleman Budget. *No action.*

10. Discuss, consider, and act upon policy establishing Certification Pay effective October 1, 2020 for eligible employees employed in Public Safety and Public Works positions with the City of Coleman. *A motion was made by Mayor Pro Tem Hetzel to approve the policy establishing Certification Pay effective October 1, 2020 for employees eligible as defined in the policy. Mayor Pro Tem Hetzel seconded the motion. The motion carried 4-0.*

11. Discuss, consider, and act upon authorizing the City Manager to provide for the installation of a water tap and executing an agreement to provide treated water to Donnie Wade Allen for the property described as: A0455 W.H. King Sur 737, Tract 6-13, Acres 17.656, outside the city limits, but within the ETJ of the City of Coleman. *A motion was made by Mayor Pro Tem Hetzel to authorize the City Manager to execute an agreement to provide water to Donnie Wade Allen for the property described as: A0455 W. H. King Sur 737, Tract 6-13, Acres 17.65, outside the city limits, but within the ETJ of the City of Coleman. Councilman Sides seconded the motion. The motion carried 4-0.*

12. Discuss, consider, and act upon authorizing the City Manager to request the law firm of Denton, Navarro, Rocha, Bernal & Zach to provide a reassessment of the Coleman Police Department and provide a report to the City Council on the progress from the assessment received in August 2019. *A motion was made by Councilman McGee to authorize the City Manager to coordinate the process with the law firm of Denton, Navarro. Rocha, Bernal, & Zech to provide a reassessment of the Coleman Police Department. Councilman Sides seconded the motion. The motion carried 4-0. Chief Smith was given a Letter for a Formal Request for Records and Information from Mayor Sloan.*

13. The City Council may enter Executive Session to discuss the following pursuant to:
    A. Government Code §551.071 (Consultation with Attorney) to secure legal advice and counsel from City Attorney regarding a Demolition Consent Agreement between the City of Coleman and Cornerstone Community Action Agency for the property located at 1901 S. Concho, Coleman, Texas.
    B. Government Code §551.071 (Consultation with Attorney) to secure legal advice and counsel from City Attorney regarding the termination of a Lease Agreement between the City of Coleman and Coleman County Medical Center.

Council entered executive session at 6:49 p.m. Council returned to regular session at 7:46 p.m.

14. Following Executive Session, the Council may:
    A. Discuss, consider, and act upon authorizing the City Manager to execute a Demolition Consent Agreement between the City of Coleman and Cornerstone Community Action Agency for the property located at 1901 S. Concho, Coleman, Texas. *No action.*
    B. Discuss, consider, and act upon authorizing the City Manager to execute the Termination of a Lease Agreement between the City of Coleman and Coleman County Medical Center. *A motion was made by Councilman McGee to authorize the City Manager to sign a Termination of Lease Agreement between the City of Coleman and Coleman County Medical Center. Mayor Pro Tem Hetzel seconded the motion. The motion carried 4-0.*

15. Adjournment: *A motion was made by Councilman Sides to adjourn the meeting at 7:49 p.m. Mayor Pro Tem Hetzel seconded the motion. The motion carried 4-0.*

_____
MAYOR

_____
CITY SECRETARY

DRAFT

City of Coleman
City Council
Agenda Memo

City Council Meeting Date:	**September 3, 2020**
Department:	**Mayor/Council**
Presented by:	**Karen Langley, City Secretary**
Prepared by:	**Karen Langley, City Secretary**

SUBJECT: Agenda Item No. 6

AGENDA ITEM:
Hear requests from the City Council for future agenda items.

RECOMMENDED MOTION:
THIS IS A REQUEST ITM ONLY, AND NOT INTEDED FOR A FORMAL MOTION

NARRATIVE:
Resolution 15-04, A Resolution of the City Council Establishing Rules and Procedures for conduction Council Meetings was adopted by the Council in 2015. Paragraph F reads:

"The agenda shall be prepared by the City Manager who shall generally determine the items to be on the agenda. In addition, any Council Member or the Mayor may request that any appropriate item be placed on the agenda".

Perhaps one of the most crucial items in providing for orderly meetings is a well-organized, well-prepared agenda. The goal of a Council meeting is to conduct the city's business in an open meeting. To encourage and ensure that the agenda is prepared to include items that any single Council Member or the Mayor would like to see as an agenda item for Council Consideration, I am placing this standing item on the agenda.

This provides the opportunity for direction to be given to the City Manager regarding topics of discussion for future agendas.

This is a request item only, and is not intended for there to be an open discussion on a future agenda item.

City of Coleman
City Council
Agenda Memo

City Council Meeting Date: **September 3, 2020**
Department: **Administration**
Presented by: **Becky Slayton, Executive Director of the Coleman County Chamber of Commerce Agriculture and Tourism Bureau**

Prepared by:

SUBJECT: **Agenda Item No. 7**

AGENDA ITEM:

Hear presentation from the Coleman County Chamber of Commerce Agriculture and Tourism Bureau to: a) discuss, consider, and act upon the submission of the Chamber's 2020/2021 Annual Budget and Marketing Plan addressing the planned use of Hotel Occupancy Tax and the expenditure of Hotel Occupancy Tax remitted to the Chamber, and b) receive progress report from the Chamber regarding the audit of expenditures of Hotel Occupancy Taxes remitted to the Chamber pursuant to Terms outlined in the Management Agreement between the City of Coleman and the Chamber of Commerce.

NARRATIVE:

The City of Coleman and the Chamber entered into a Management Agreement effective January 1, 2019. The terms of the agreement provides the Chamber with 33.33% of the Hotel Occupancy Tax monies collected for the Chamber to directly enhance and promote tourism and convention and hotel industry for the City. All expenditures of the Chamber must comply with applicable laws and must meet the guidelines for the expenditure of HOT Funds. The guidelines are:

- Directly enhance and promote tourism and the convention and hotel industry in the City; and
- Must clearly fit into at least one of the nine (9) statutorily provided categories as set forth in Section 351.101 of the Texas Tax Code.

The Chamber shall use the fund to establish, manage and operate a visitor information center, which includes providing the facility, equipping and providing necessary personnel, and being open during regular Chamber hours, not expending more than one-third (1/3) of City Occupancy Taxes allocated annually by the City for the operation of the Visitor Information Center.

The Chamber shall, in its annual budget proposal to the City, detail how the money is used for the Visitor Information Center. Per the agreement, the Chamber shall submit, and the City shall approve, in advance, but not later than October 1 of each year, the annual budget of the portion of monies remitted from the City Occupancy Tax to the Chamber. In addition, The Chamber shall submit, and the City shall review and approve at least annually, a marketing plan that addresses the planned use of City Occupancy Taxes. Both of these requirements from the agreement will be presented to the Council. NOTE: This agreement is set to expire on December 31, 2020.

Part b of this agenda item is discussions with the Chamber regarding the requirement in the agreement that the Chamber, within 90 days of the close of their Fiscal Year, deliver to the City an audit of the expenditures of HOT remitted to the Chamber. The Chamber has been unsuccessful in obtaining an audit. I have requested on

occasions that the Chamber be prepared to deliver the audit to the Council, but they have had difficulty securing an auditor to complete the process.

ATTACHMENTS:
Management Agreement
Chamber Marketing Plan
Operating Budget for Chamber 2020
Quarter Reports for October – December 2019; January – March 2020; April – June 2020
Constitution and By-Laws – Revised and Approved 03-02-2020
Form 1024 – Application for Recognition of Exemption – 501(c)6
Occupancy Account Balance Sheet as of December 31, 2019
Occupancy Account Profit and Loss Statement January – December 2019
Expenses by Vendor Detail
Occupancy Account Audit Trail

Christy to review

MANAGEMENT AGREEMENT
CITY OF COLEMAN
AND
COLEMAN CHAMBER OF COMMERCE

THIS AGREEMENT, made and entered into by and between the **CITY OF COLEMAN, TEXAS**, a municipal corporation (hereinafter called the "City"), and the **COLEMAN CHAMBER OF COMMERCE** (hereinafter called the "Chamber"), a non-profit corporation.

WITNESSETH:

WHEREAS, the City through its Hotel and Motel Occupancy Tax Ordinance, desires to avail itself of the services of the Chamber to enhance and promote the tourism and convention and hotel industry for the City.

NOW THEREFORE, in consideration of the premises and mutual covenants herein contained, the City and the Chamber hereby agrees as follows:

DEFINITIONS

For the purposes of this Agreement, the terms used herein are defined as follows:

1. **City Occupancy Taxes** – hotel occupancy taxes collected by the City pursuant to State law and Article 11.02 of the City's Code of Ordinances.

2. **Convention/Event** – a program or event that promotes tourism and the convention and hotel industry in the City that fits one of the nine (9) statutorily created categories as set forth in Section 351.101 of the Texas Tax Code.

All other terms not defined herein are defined as provided by applicable State law.

TERMS

1. The City hereby engages the Chamber to use City Occupancy Taxes to directly enhance and promote tourism and the convention and hotel industry in the City. The Chamber is engaged solely as an independent contractor and not as an agent of the City. Except to the extent provided herein, the City shall not direct the content of or mandate the manner in which the Chamber carries out its responsibilities under this Agreement provided such activities comply with applicable laws and meet the following guidelines:

   a. All expenditures must meet the following two-part test:

      1. Directly enhance and promote tourism and the convention and hotel industry in the City; and

2. Must clearly fit into at least one of the nine (9) statutorily provided categories as set forth in Section 351.101 of the Texas Tax Code.

2. The Chamber will not subcontract its responsibilities described herein without the prior written consent of the City.

3. The Chamber shall use, expend and/or distribute City Occupancy taxes in accordance with the following:

   a. Visitor Information Center

   i. Establish, manage and operate a visitor information center, which includes providing the facility, equipping and providing necessary personnel, and being open during regular Chamber hours;

   ii. The Chamber shall not expend more than one-third (1/3) of City Occupancy Taxes allocated annually by the City for the operation of the Visitor Information Center. The Chamber shall, in its annual budget proposal to the City, detail how the money is used for the Visitor Information Center.

   iii. All expenditures of City Occupancy Taxes remitted to the Chamber must be made pursuant to State law and the provisions of this Agreement.

   b. The Chamber may apply to the City for the use of additional City Occupancy Taxes for a program or event that fits into one or more of the legal categories for the use of City Occupancy Taxes.

4. In exchange for the services rendered, the City shall remit to the Chamber within forty-five (45) days after the close of each calendar quarter, 1/3 of all City Occupancy Taxes collected by the City.

5. The Chamber shall submit, and the City shall approve, in advance, but not later than October 1 of each year, the annual budget of the portion of monies remitted from the City Occupancy Tax to the Chamber.

6. The Chamber shall submit, and the City shall review and approve at least annually, al marketing plan that addresses the planned use of City Occupancy Taxes.

7. The Chamber shall make quarterly reports to the City listing the expenditures made by the Chamber from the City Occupancy Taxes authorized and provided by this Agreement. The Chamber, on behalf and with the cooperation of the City, shall make the annual report to the Comptroller, no later than February 20th of each year, in compliance with Section 351.009 of the Tax Code. Prior to filing the report, the Chamber shall provide a copy of the report to the City for the City's approval and input on City Occupancy Taxes spent by the City, such approval to not be unreasonably withheld by

the City. The Chamber shall provide proof of compliance with Section 351.009 to the City no later than three (3) days after filing the report.

8. City shall provide to the Chamber, with remittance of 1/3 of City Occupancy Taxes, a quarterly report of City Occupancy Taxes payable to and collected by the City.

9. The Chamber agrees to maintain complete and accurate financial records of each receipt and expenditure of City Occupancy Taxes, including, all supporting documentation necessary to document the impact that each expenditure had on the tourism and convention and hotel industry. Within ninety (90) days after the close of the Chamber's fiscal year which ends on March 31, the Chamber shall deliver to the City an audit of the expenditure of all City Occupancy Taxes remitted to the Chamber, and other supporting documents as the City may reasonably request. The City shall, upon reasonable notice, have access to the books and records of the Chamber necessary to enable a determination of the disposition of these tax funds.

10. The Chamber will keep all remitted City Occupancy Tax monies in a separate account; no tax monies will be commingled with other Chamber funds.

11. This contract shall be for a period of one (1) year from the effective date but shall automatically renew itself for additional one (1) year terms subject, however, to the express provision that this contract may be terminated, at any time and/or for any or no reason, by either party giving the other party thirty (30) days written notice of such termination or desire to terminate.

12. The City and the Chamber agree that the remittance to the Chamber and the lawful use of City Occupancy Taxes by the Chamber are the primary obligations of the parties under this Agreement. The City and the Chamber further agree that the Chamber is accepting the risk of public scrutiny in regards to how City Occupancy Taxes are distributed. The City and Chamber agree that the Chamber, in its effort to comply with the terms and obligations of this Agreement, must receive quarterly remittances of City Occupancy Taxes in order to achieve this Agreement's intended outcomes. Therefore, if the City fails to remit to the Chamber the amounts stipulated in paragraph 4., the Chamber may declare the City in breach of this Agreement and may terminate this Agreement within thirty (30) days after giving written notice to the City and the City fails to cure the breach within such 30 day period. Such termination shall not remove the City's obligation to remit to the Chamber the City Occupancy Taxes due for the calendar quarter prior to the termination of the Agreement. However, termination of the Agreement shall end the City's obligation to remit any future City Occupancy Taxes to the Chamber. In the event that the Chamber fails to comply with the terms of this Agreement, the City may declare the Chamber in breach of this Agreement and may terminate this Agreement within thirty (30) days after giving written notice to the Chamber and the Chamber fails to cure the breach within such 30 day period. In the event that the Agreement is terminated by the City because of the Chamber's breach, the City will be relieved of all obligations to remit City Occupancy Taxes to the Chamber.

13. Upon termination of this contract, for whatever reason, the Chamber shall deliver to the City all funds remaining on hand, if any, after discharge and payment of all debts or other obligations incurred while this Agreement was in force (including, without limitation, any debts, obligations or commitments incurred by the Chamber to fund any future events, provided such debt, obligation or commitment does not extend longer than one (1) year following the termination of this Agreement); and, in addition, any removable personal property belonging to the Chamber that was financed or made available through the City Occupancy Tax revenues.

14. The Chamber covenants to indemnify and save harmless City from and against any and all liability, loss or damage City may suffer as a result of claims, demands, costs or judgments arising against it and occasioned wholly or in part by any act or omission of the Chamber or of its officers, agents, employees or otherwise, arising out of this contract and its performance.

15. The Chamber shall maintain a comprehensive general liability insurance policy, with an insurance company or companies authorized to do business in the State of Texas, which shall include bodily injury, property damage and contractual liability coverage with a minimum of not less than $100,000.00 in coverage.

16. The effective date of this contract is January 1, 2019.

IN WITNESS WHEREOF, the parties have executed this agreement, by their duly authorized officers, effective January 1, 2019.

CITY OF COLEMAN, TEXAS

By: Tommy Sloan
Tommy Sloan, Mayor

COLEMAN CHAMBER OF COMMERCE

By: Christi Robertson
_____, President

COLEMAN COUNTY

Chamber of Commerce
Agriculture and Tourist Bureau

CHAMBER MARKETING PLAN

PRESENTED BY: BECKY SLAYTON
DIRECTOR

CHAMBER MARKETING PLAN

PLAN OVERVIEW

Fundraisers	Establish and plan fundraisers for the year
Tourism	Expand and Market Coleman to outside areas, to place heads in beds
Outreach	Work with our local businesses, and community

OBJECTIVE

Coleman County Chamber of Commerce is here for the community. Our main goal is to help our local businesses and individuals. To promote the civic, commercial, industrial, and agricultural interest and welfare of Coleman and Coleman County. To aid in the development of all legitimate enterprises, which will increase the prosperity and promote the welfare of the community.

TARGET MARKET

PRODUCT DEMOGRAPHICS

We offer memberships, for individuals as well as all businesses. In and outside of Coleman County.

We have 2 classes of members, Firm, and Individual

TARGET CONTACT DEMOGRAPHICS

We reach out to all individuals in Coleman County, as well as outside. Currently we have members from Brown Co, Taylor, Co, and the DFW Metroplex. As a community that is centrally located, our hunting, shopping, lakes, and lodging capabilities, are in high demand, and Coleman County is a place where more and more people are looking to come to.

MESSAGE SUMMARY

We strive to promote, Coleman to the best of our abilities, and are always looking for organizations, people, businesses, events to bring into Coleman. The Chamber of Commerce really is the city's front door. Through advertising in several prominent magazines, radio spots, newspapers, as well as billboards, Coleman County is being noticed

CALL TO ACTION

WHAT IS THE DESIRED OUTCOME?

Our hope for the Chamber is to grow our Membership, provide an open door, for the community to come in, and know that we are here for them. To continue to hold events, fundraisers, that will showcase our community.

PROCESS

*attached please find the Calendar of planned events, as COVID-19 has hit us, we have had to make several concessions, scale down, and some things have been cancelled all together.
We are excited for 2021, and it is our greatest hope, that we can hold our annual events, fundraisers, to the fullest.

APPROVAL

Title	Name
Director	Becky Slayton
President	Chelsey Flippin
1st Vice-President	Willie J Stewart
2nd Vice President	Shay Mickler

December 31 - New Years Eve Dance - Chamber
January 26th 2020 – 135th Anniversary – Coleman Library
February 1st – 2020 Coleman ISD Hall of Honor Banquet
February 8th –Coleman Masonic Lodge #496 - Chili & Stew Supper Miss Coleman County.
February 14th – Mystery Dinner – Coleman Museum -
February 25th – Shrove Tuesday Pancake Supper – St Marks Episcopal -
March 27 th – Coleman Chamber Banquet -
April 24th – 26th – Great Western Trail Days, Cattlewomens Talent Scholarship Supper -
April 16 – 18th – Humane Society County Wide Garage Sale –
May – Teachers parade – Fire, Police, City, Chamber
May 22 – Senior Parade at CISD – Each Coleman senior was gifted a laundry bag and soaps at graduation-
June 11th – 13th – Coleman Rodeo
July 4th – Celebration at the Park - Covid
July 23rd – Chamber Silent Auction/ Bake Sale
July 26th – Firefighters Fund Raiser
September 5th – Dove Fest – Bill Franklin
Sept 11, 2020 – 911 Celebration – County courthouse
Oct – National Night out celebration in Coleman
October 3rd - Fiesta De La Paloma
November 6th – Hunters Appreciation
December 5th – Christmas Parade & Activities Downtown

2020 – 2022 Coleman Chamber Directors & Staff

Chelsey Flippin – President

Shay Mickler – 1st Vice- President

Willie Stewart – 2nd Vice- President

Kitty Morrison – Director

Ashley Davis – Director

Lori Parks – Director

Sarah Rich – Director

Luke Palmer – Director

Jimmy Watson – Director

Jerod Glasson – Director

Nina Childress – Director

Becky Slayton – Executive Director

Michelle Strength – Financial

Hayden Wise – Legal Advisor

Chamber Board members may be reached by:

P.O. Box 796 Coleman, Texas 76834

chamber@colemantexas.org

325-625-2163

Coleman County Chamber of Commerce Operating Budget January 1, 2020 through December 31, 2020	Budgeted Amount	Actual to Date July 31, 2020	Budget Remaining
REVENUES			
Chamber Dues	28,000.00	19,110.00	8,890.00
Chamber Fundraising Activities	11,500.00	4,015.00	7,485.00
Occupancy Taxes	14,150.00	7,917.64	6,232.36
Donations	1,200.00	0.00	1,200.00
Total Budgeted Revenues	**54,850.00**	**31,042.64**	**23,807.36**
EXPENDITURES			
Compensation-Executive Director	19,384.00	9,692.00	9,692.00
Compensation-Other Employees	3,250.00	1,867.00	1,383.00
Payroll Taxes	2,286.00	1,167.46	1,118.54
Insurance	1,440.00	840.00	600.00
Utilities	2,300.00	1,360.87	939.13
Telephone & Internet	1,100.00	631.75	468.25
Office Supplies	1,200.00	700.00	500.00
Advertising	1,500.00	451.50	1,048.50
Copier Maintenance	2,050.00	1,196.23	853.77
Fundraising Costs	2,300.00	30.00	2,270.00
Contingencies	20,630.00	0.00	20,630.00
Total Budgeted Expenditures	**57,440.00**	**17,936.81**	**39,503.19**

Occupancy Tax

Date January 27, 2020

REPORT FOR QUARTER: October 1, 2019 TO Dec 31, 2019

Bank Balance Beginning of Quarter . . . . . $ 10,789.169

Occupancy Tax Funds Received . . . . . $ 4341.87 = July Aug Sept 2019 (11-12-19)

Disbursements:

Date	Payee	Description	Amount
10-2-19	Fiesta Bands	Bob Ray	$ 2500.00
10-10-19	Growth Zone	web site	$ 281.00
10-10-19	Michelle Strength	Fiesta De La Paloma -	$ 385.34
10-10-19	Becky Slayton	Fiesta De La Paloma	$ 354.95
10-10-19	CTUSP	Copier	$ 281.00
11-21-19	Growth Zone	web site	$ 281.00
11-21-19	Brown City Broadcasting	Advertisement 13-30 sec.	$ 170.00
11-21-19	Texas Midwest Community Guide		$ 864.00
11-21-19	City of Coleman	1/2 Electric (270.18)	$ 135.09
11-21-19	Frontier	Phone 1/2 (86.74)	$ 43.37
11-27-19	Cathy English	Chamber master website training	$ 400.00
12-18-19	USPS	1/2 Post Office Box (76.00)	$ 38.00
12-18-19	County wide Insurance	Renewal Bilding 1/2	$ 1388.00
12-18-19	CTUSP	Copier 1/2 282.46	$ 141.23
12-18-19	Growth Zone	website 1/2 281.00	$ 140.50
12-18-19	Frontier	Phone 1/2 86.74	$ 43.37
12-18-19	City of Coleman	Elec. 1/2 247.40	$ 123.70

Total Disbursements for Quarter . . . . . $ 7570.55

Bank Balance End of Quarter . . . . . $ 7561.01

Coleman Texas Chamber of Commerce Agriculture Tourist Bureau
Reporting Agency

By Rebecca Slayton
Signature

2020 1st Quarter

Occupancy

Date:____ 3/31/2020

Report for Quarter: 1/1/20-3/31/20

Bank Balance Beginning of Quarter	$7,561.01
Occupancy Tax Funds Received	3,608.00
Balance:	$11,169.01

Date:	***Payee***	***Allocated***	***Amount***
1/29/2020	City of Coleman	Info Center	$152.27
2/4/2020	Frontier	Info Center	$43.00
2/5/2020	Growthzone	Advertising	$281.00
2/3/2020	CTWP	Info Center	$139.75
2/26/2020	City of Coleman	Info Center	$139.24
3/18/2020	Frontier	Info Center	$95.03
3/18/2020	Growthzone	Advertising	$281.00
3/13/2020	NTS	Advertising	$8.47
3/16/2020	CTWP	Info Center	$312.47
	Total:		$1,452.23

Total Disbursement:	$1,452.23
Balance:	$9,716.51

COLEMAN COUNTY
Chamber of Commerce
Agriculture and Tourist Bureau

_____ By: Michelle Strength

2020 2nd Quarter

Occupancy

Date:____ 6/30/2020

Report for Quarter: 4/1/20-6/30/20

Bank Balance Beginning of Quarter	$9,716.51
Occupancy Tax Funds Received	2,183.69
Balance:	$11,900.20

Date:	***Payee***	***Allocated***	***Amount***
4/6/2020	City of Coleman	Info Center	$126.85
4/6/2020	CTWP	Info Center	$174.20
4/6/2020	Growthzone	Advertising	$140.50
4/28/2020	Vexus	Info Center	$16.22
4/28/2020	Growthzone	Info Center	$140.50
4/28/2020	CTWP	Info Center	$150.35
4/28/2020	Frontier	Info Center	$42.87
5/12/2020	City of Coleman	Info Center	$116.56
6/9/2020	City of Coleman	Info Center	$128.78
6/9/2020	Vexus	Info Center	$7.98
6/9/2020	Frontier	Info Center	$28.28
6/9/2020	CTWP	Info Center	$159.57
6/9/2020	Becky Slayton	Marketing	$354.95
	Total:		$1,587.61
	Total Disbursement:		$1,587.61
	Balance:		$10,312.59

_____ COLEMAN COUNTY Chamber of Commerce Agriculture and Tourist Bureau

_____ By: Michelle Strength

COLEMAN COUNTY CHAMBER OF COMMERCE, AGRICULTURE & TOURIST BUREAU

CONSTITUTION AND BY-LAWS
Revised – Board Approved 03-02-2020

ARTICLE I

Name

SECTION 1. NAME: The name of this organization shall be the Coleman County Chamber of Commerce, Agriculture and Tourist Bureau.

SECTION 2. LOCATION: The principal office and place of business of this organization shall be in the City of Coleman, Coleman County Texas.

ARTICLE II

Object

SECTION 1. The purpose of this organization shall be to promote the civic, commercial, industrial and agricultural interest and welfare of Coleman and Coleman County, Texas, and aid in the development of all legitimate enterprises, which will tend to increase the prosperity and promote the welfare of the community.

ARTICLE III

Membership

SECTION 1. ELIGIBILITY: Any person, firm, association, corporation, or partnership of good standing, located or doing business in Coleman or Coleman County, interested in the civic, commercial, industrial and agricultural interest and welfare of the community, shall be eligible to membership in this organization.

SECTION 2. CLASSES OF MEMBERS: There shall be two classes of membership, firm and individual, to wit:

A. FIRM MEMBERSHIP: Any firm, partnership, association, corporation, or individual engaged in a business or profession, may become a firm member of the Coleman County Chamber of Commerce and Agriculture by paying minimum dues of $75.00 annually, or more, it being contemplated that large firms, industries, etc. will pay more than the $75.00 per annual dues. The firm

member shall have the privilege of designating one person to act as its official representative. Each membership shall be limited to one vote.

B. INDIVIDUAL MEMBERSHIP: Any person other than those enumerated in (A) above may become an individual member by paying annually minimum dues of $50.00 or more on the same terms as outlined in (A) above.

SECTION 3. VOTING AND HOLDING OFFICE: Only individual members and the duly designated representative of a firm member shall be entitled to hold office in the Coleman County Chamber of Commerce and Agriculture, and individual and firm members shall be entitled to one vote each.

SECTION 4. DUES: Firm and individual membership dues shall be payable annually in advance, and the membership shall become effective on the first day of the month in which the application is signed. All membership dues will be sent out in January of each year. Membership will run continuously. Six month's delinquency in the payment of dues disqualifies a member from voting and they shall be automatically dropped as a member, and they can be reinstated without payment or payment of delinquent dues after a period of one (1) year.

ARTICLE IV

Government

SECTION 1. BOARD OF DIRECTORS, POWER: The governing authority of the Coleman County Chamber of Commerce & Agriculture, the direction of its activities and possession and control of its properties of all kind, shall be vested in the Board of Directors, consisting of twelve members, who shall be elected as hereinafter provided in these by-laws.

SECTION 2. MEETING: The Board of Directors shall meet at least once each month at such place, date and hour as may be fixed by the Board.

SECTION 3. ABSENCE: Any elected member of the Board of Directors who has been absent for three successive regular monthly meetings of the board, except by reason of illness or unavoidable absence from the city, shall automatically cease to be a director. The manager shall, after a director is absent from two meetings, mail to such a director a copy of this section of these by-laws. If such a director's absence should continue so that a director is absent from three consecutive meetings, such director shall have the privilege of presenting to the Board of Directors his/her reason for his/her absence. The Board may excuse the absence by a majority vote of the members present.

SECTION 4. QUORUM: At all meeting of the Board of Directors seven (7) shall constitute a quorum.

SECTION 5. ASSUMPTION OF DUTIES: Director's duties shall begin and they will take office on January 1st of the year following their election.

SECTION 6. ELECTION OF OFFICERS: Immediately following the election of new directors a joint meeting of the carry-over and new directors shall be held. The nomination committee will make its report and nominations will be accepted from the floor for president, first and second vice-president. The new directors and carry-over directors will the vote to elect new officers.

SECTION 7. JOB VACANCIES: In the case of a job vacancy in the office of the Coleman County Chamber of Commerce and Agriculture, a Board member may apply for said job after they have submitted a resignation from the Board. The Board member may re-apply to the Board of Directors if they do not receive the position.

SECTION 8. MANAGER: The Board of Directors shall employ a manager and fix his or her salary.

SECTION 9. FISCAL YEAR: The fiscal year shall be from January 1st to December 31st of each year.

SECTION 10. COMMITTEE CHAIRPERSON: The committee chairperson will serve from January 1st to December 31st of each year.

ARTICLE V

Meetings

SECTION 1. MEMBERSHIP MEETINGS: The annual Chamber Banquet shall be held near the beginning or end of the fiscal year as so decided by the Board of Directors. The date, place, etc., for this annual banquet shall be set by the Board of Directors.

SECTION 2. COMMITTEE MEETINGS: Meetings of standing or special committees may be called any time when necessary by the committee chairperson, manager, or president.

SECTION 3. POSTPONEMENT OF MEETINGS: In case of important conflicts in the meeting of Directors or the members with other meetings or activities, the president of the Board of Directors shall have the power to postpone or change the meeting to some other date.

ARTICLE VI

Elections

SECTION 1. VOTING: Individual members and firm members shall be entitled to vote once each.

SECTION 2. ELECTION OF DIRECTORS: On or about November 1st of each year, the membership will be sent letters to nominate two persons as possible directors. The top ten will be presented back to the membership and the necessary number of directors will be placed on the board from this vote. The number alternates from five new directors one year and six new directors the next year.

SECTION 3. VACANCIES: Vacancies on the Board of Directors by resignation or otherwise, may be filled by a majority vote of the Board of Directors. The person selected to fill an unexpired term will be automatically eligible for another full term, with Board approval.

ARTICLE VII

Order of Business and Procedure

SECTION 1. The manager will be responsible to the Board of Directors for the supervision of all expenditures; on request, have a financial statement prepared and submit in January of each year an operational budget for approval of the Board of Directors. The secretary shall keep accurate minutes of all proceedings of the Board of Directors, making accurate record on the minutes of all motions and resolutions passed or adopted by the Board of Directors. He or she shall coordinate with each committee.

SECTION 2. The manager, subject to the approval of the Board, shall hire the secretary. The secretary will be responsible for general administration of the office and such duties as designated by the manager. Attire should be professional and will be monitored by the manager. The manager shall oversee the secretary's performance and report to the Board as necessary.

SECTION 3. The Board of Directors by a majority vote may, if they desire, submit important questions to the membership for a vote on the matter. The vote shall be taken by mail, and at least fifty-one percent of the membership must vote. A two-thirds majority of those voting must be recorded in favor of the proposition submitted before it shall be adopted.

SECTION 4. OBLIGATION ETC.: All notes, contracts and obligations made by or on behalf of the organization shall first be authorized by the Board of Directors and be signed in the corporate name of the organization by the president and attested by the

manager. No committee chairman or other member, except where otherwise specifically provided, shall have the authority to incur any indebtedness or make any contract of a financial nature binding or obligatory upon the organization.

SECTION 5. POLITICAL MATTERS: Neither the Chamber of Commerce as a body nor the Board of Directors in its official capacity, or the members in meeting shall commit the organization to the support or promotion of any candidate or candidates or any office or offices or any political rally, event, or activity.

SECTION 6. ORDER OF BUSINESS: The order of business at the meeting of Directors shall be as follows:

(A) A quorum being present, the president shall call the meeting to order. In his/her absence, one of the executive Vice-Presidents shall do so, and such officer shall preside.

(B) After the approval of minutes of the previous Directors meeting, the president shall follow an agenda prepared in advance. Robert's Rules of Order shall prevail.

ARTICLE VIII

Amendments

SECTION 1. MANNER: This constitution and by-laws may be amended or altered by a two-third vote of the Directors voting at a duly called meeting provided that notice of the proposed changes shall have been mailed to each Director of the Chamber, not less than ten (10) days prior to such meetings, or by a majority of the members voting in a mail referendum.

POLICIES

TRAVEL: The Chamber of Commerce will pay the current state rate per mile for use of private automobiles when traveling on Chamber business, and will pay for meals and motel expenses.

BONDS: All employees responsible for handling Chamber funds will be bonded for $1000.00 each, and cost will be paid by the Chamber.

OFFICE HOURS: The Chamber of Commerce office will be open from 9:00 a.m to 4:00 p.m., Monday through Friday. The Executive Director and secretary will each have one hour for lunch. Lunch hours are staggered, in a manner at the discretion of the Executive Director, so the office is covered adequately during the noon hours of 12 pm – 1 pm.

HOLIDAYS:

New Year's Eve and Day	Labor Day
President's Day	Columbus Day
Memorial Day	Veteran's Day
Independence Day	All Bank Holidays
Thanksgiving Day & day after	Good Friday

Christmas Eve, Christmas Day, and the day after Christmas

RESIGNATIONS: Voluntary termination of service of an employee will be paid with a minimum of two weeks notice, and will be paid for accrued vacation. For the convenience of the Chamber, when an employee decides to resign, he/she should give the following notice: Two weeks notice from clerical staff; four weeks notice from management staff. Unused vacation and sick leave will not be paid at dismissal or termination.

TERMINATION: Employment is terminable by either party at any time. Upon termination, an employee may receive a two-week notice or terminate immediately with two weeks severance pay.

EVALUATIONS: Employees are hired on a sixty (60) day initial employment period, during which time the new staff member may evaluate his/her interest in the position and the chamber may evaluate the ability of the new employee. At the end of 30 days and 60 days, the employee will receive a verbal performance appraisal by the Executive Manager. At the end of 60 days, the Executive Manager will decide whether the employee shall be hired as a regular employees or employment terminated. A written evaluation will be entered into the permanent file at 60 days.

SOLICITATIONS: Personnel will not be permitted to engage in solicitation of funds for any cause unless given specific approval by the Board of Directors.

FACILITIES: (A) The meeting room of the Chamber office shall be used by civic, service and charity organizations whose purpose is for

the betterment of Coleman's surrounding area, when approved by the Manager, on a first come, first serve basis, during office hours, provided there is no conflict with any Chamber activity.

(B) Office equipment may be available for use by Chamber members and non-profit organizations, on limited basis where it does not interfere with office routine. A charge for material will be furnished as approved by the manager.

SOLICITORS: All solicitors will be directed to the city secretary.

VACATION: As of April 10, 2017, the Executive Director serving over 15 years is allowed four weeks (20 days) vacation each year, per Directors.

PERSONAL DAYS: After six (6) months of employment, an employee will have eight (8) personal days to use within that calendar year. These days do not accrue. Chamber manager must approve use of personal days. In case of an illness lasting over 3 days, medical documentation may be required.

CIVIC ORGANIZATIONS: The Chamber will pay dues to a local civic organization for the Executive Director.

INSURANCE: After 3 months of employment and appropriate evaluations, employees of the Chamber will be eligible for an insurance stipend to be determined by the Board.

AUDIT: An audit committee can be appointed to audit the Chamber books in January of each year.

FLOWERS: The sending of flowers or contributions to a friend as a memorial shall be at the joint discretion of the Chamber Manager and President. This is in relation to illness or death of a member, director, or officer.

Form **1024**
(Rev. January 2018)
Department of the Treasury
Internal Revenue Service

Application for Recognition of Exemption Under Section 501(a)

▶ Go to *www.irs.gov/Form1024* for instructions and the latest information.

OMB No. 1545-0057

If exempt status is approved, this application will be open for public inspection.

Read the instructions for each Part carefully. **A User Fee must be attached to this application.**
If the required information and appropriate documents are not submitted along with Form 8718 (with payment of the appropriate user fee), the application may be returned to the organization.
Complete the Procedural Checklist that follows the form.

Part I. Identification of Applicant Must be completed by all applicants; also complete appropriate schedule. Submit only the schedule that applies to your organization. Do not submit blank schedules.

Check the appropriate box below to indicate the section under which the organization is applying:

- a ☐ Section 501(c)(2)—Title holding corporations (Schedule A)
- b ☒ Reserved for future use
- c ☐ Section 501(c)(5)—Labor, agricultural, or horticultural organizations (Schedule C)
- d ☒ Section 501(c)(6)—Business leagues, chambers of commerce, etc. (Schedule C)
- e ☐ Section 501(c)(7)—Social clubs (Schedule D)
- f ☐ Section 501(c)(8)—Fraternal beneficiary societies, etc., providing life, sick, accident, or other benefits to members (Schedule E)
- g ☐ Section 501(c)(9)—Voluntary employees' beneficiary associations (Parts I through IV and Schedule F)
- h ☐ Section 501(c)(10)—Domestic fraternal societies, orders, etc., not providing life, sick, accident, or other benefits (Schedule E)
- i ☐ Section 501(c)(12)—Benevolent life insurance associations, mutual ditch or irrigation companies, mutual or cooperative telephone companies, or like organizations (Schedule G)
- j ☐ Section 501(c)(13)—Cemeteries, crematoria, and like corporations (Schedule H)
- k ☐ Section 501(c)(15)—Mutual insurance companies or associations, other than life or marine (Schedule I)
- l ☐ Section 501(c)(17)—Trusts providing for the payment of supplemental unemployment compensation benefits (Parts I through IV and Schedule J)
- m ☐ Section 501(c)(19)—A post, organization, auxiliary unit, etc., of past or present members of the Armed Forces of the United States (Schedule K)
- n ☐ Section 501(c)(25)—Title holding corporations or trusts (Schedule A)

1a Full name of organization (as shown in organizing document)
COLEMAN COUNTY CHAMBER OF COMMERCE & AGRICULTURE

2 Employer identification number (EIN) (if none, see Specific Instructions)
75-0199720

1b c/o Name (if applicable)
BECKY SLAYTON

3 Name and telephone number of person to be contacted if additional information is needed
BECKY SLAYTON
325-625-2163

1c Address (number and street)
P. O. BOX 796

Room/Suite

1d City, town or post office, state, and ZIP + 4. If you have a foreign address, see Specific Instructions for Part I.
COLEMAN, TX 76834

1e Web site address
WWW.COLEMANTEXAS.ORG

4 Month the annual accounting period ends
DECEMBER

5 Date incorporated or formed
01/01/1963

6 Did the organization previously apply for recognition of exemption under this Code section or under any other section of the Code? ☐ Yes ☒ No
If "Yes," attach an explanation.

7 Has the organization filed Federal income tax returns or exempt organization information returns? . . . . . ☐ Yes ☒ No
If "Yes," state the form numbers, years filed, and Internal Revenue office where filed.

8 Check the box for the type of organization. ATTACH A CONFORMED COPY OF THE CORRESPONDING ORGANIZING DOCUMENTS TO THE APPLICATION BEFORE MAILING.

- a ☐ Corporation— Attach a copy of the Articles of Incorporation (including amendments and restatements) showing approval by the appropriate state official; also attach a copy of the bylaws.
- b ☐ Trust— Attach a copy of the Trust Indenture or Agreement, including all appropriate signatures and dates.
- c ☒ Association— Attach a copy of the Articles of Association, Constitution, or other creating document, with a declaration (see instructions) or other evidence that the organization was formed by adoption of the document by more than one person. Also include a copy of the bylaws.

If this is a corporation or an unincorporated association that has not yet adopted bylaws, check here . . . . . ▶ ☐

I declare under the penalties of perjury that I am authorized to sign this application on behalf of the above organization, and that I have examined this application, including the accompanying schedules and attachments, and to the best of my knowledge it is true, correct, and complete.

PLEASE SIGN HERE ▶ _____ (Signature) _____ (Type or print name and title or authority of signer) _____ (Date)

For Paperwork Reduction Act Notice, see instructions.

ISA

Occupancy Account
Balance Sheet
As of December 31, 2019

	Dec 31, 19
ASSETS	
Other Assets	
Other Assets	7,561.01
Total Other Assets	7,561.01
TOTAL ASSETS	**7,561.01**
LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	3,719.19
Net Income	3,841.82
Total Equity	7,561.01
TOTAL LIABILITIES & EQUITY	**7,561.01**

Occupancy Account
Profit & Loss
January through December 2019

	Jan - Dec 19
Ordinary Income/Expense	
Expense	
Advertising	1,404.00
Facilities and Equipment	
Equip Rental and Maintenance	200.00
Property Insurance	1,388.00
Rent, Parking, Utilities	414.98
Facilities and Equipment - Other	290.00
Total Facilities and Equipment	2,292.98
Operations	
Postage, Mailing Service	101.30
Printing and Copying	1,400.07
Supplies	372.51
Telephone, Telecommunications	417.31
Training	400.00
Operations - Other	2,099.11
Total Operations	4,790.30
Other Types of Expenses	
Other Costs	2,500.00
Total Other Types of Expenses	2,500.00
Payroll Expenses	1,449.59
Total Expense	12,436.87
Net Ordinary Income	-12,436.87
Other Income/Expense	
Other Income	
Occupancy 1/3 From City	16,278.69
Total Other Income	16,278.69
Net Other Income	16,278.69
Net Income	**3,841.82**

Occupancy Account
Expenses by Vendor Detail
January through December 2019

Type	Date	Num	Memo	Account	Clr	Split	Amount	Balance
Advantage Office Products								
General Journal	03/04/2019	5120	Envelopes for...	Supplies		Other Assets	53.96	53.96
Total Advantage Office Products							53.96	53.96
Brown County Broadcasting								
General Journal	11/27/2019	5145	Fiesta: Weath...	Advertising		Other Assets	170.00	170.00
Total Brown County Broadcasting							170.00	170.00
City of Coleman								
General Journal	08/26/2019	5136	1/2 of Electric	Rent, Parking, Utilities		Other Assets	156.19	156.19
General Journal	11/26/2019	5146	1/2 of Electric	Rent, Parking, Utilities		Other Assets	135.09	291.28
General Journal	12/27/2019	5155	1/2 of Electric	Rent, Parking, Utilities		Other Assets	123.70	414.98
Total City of Coleman							414.98	414.98
Coleman Chronicle								
General Journal	08/16/2019	5132	Rodeo Guide	Advertising		Other Assets	200.00	200.00
Total Coleman Chronicle							200.00	200.00
Coleman Today								
General Journal	08/16/2019	5133	Hunters Guid...	Advertising		Other Assets	100.00	100.00
Total Coleman Today							100.00	100.00
Countywide Insurance								
General Journal	12/20/2019	5151	Renewal of In...	Property Insurance		Other Assets	1,388.00	1,388.00
Total Countywide Insurance							1,388.00	1,388.00
CTWP								
General Journal	01/22/2019	5114	Printer Rental	Printing and Copying		Other Assets	200.00	200.00
General Journal	02/20/2019	5117		Printing and Copying		Other Assets	200.00	400.00
General Journal	04/08/2019	5121	Portion, for Gr...	Printing and Copying		Other Assets	104.84	504.84
General Journal	08/27/2019	5134	Partial Copier ...	Printing and Copying		Other Assets	200.00	704.84
General Journal	09/24/2019	5139	Partial Payment	Printing and Copying		Other Assets	273.00	977.84
General Journal	10/16/2019	5143	Partial Copier ...	Printing and Copying		Other Assets	281.00	1,258.84
General Journal	12/23/2019	5152	1/2 of Copier	Printing and Copying		Other Assets	141.23	1,400.07
Total CTWP							1,400.07	1,400.07
Dex Media								
General Journal	01/28/2019	2		Telephone, Telecom...		Other Assets	49.50	49.50
General Journal	03/04/2019	5119		Telephone, Telecom...		Other Assets	49.50	99.00
Total Dex Media							99.00	99.00

Occupancy Account
Expenses by Vendor Detail
January through December 2019

Type	Date	Num	Memo	Account	Clr	Split	Amount	Balance
Frontier Communications								
General Journal	01/23/2019	5115		Telephone, Telecom...		Other Assets	100.87	100.87
General Journal	09/25/2019	5137		Telephone, Telecom...		Other Assets	96.15	197.02
General Journal	11/27/2019	5148	1/2 of Phone	Telephone, Telecom...		Other Assets	43.37	240.39
General Journal	12/30/2019	5154	1/2 of phone	Telephone, Telecom...		Other Assets	43.37	283.76
Total Frontier Communications							283.76	283.76
GrowthZone								
General Journal	01/23/2019	5112		Operations		Other Assets	250.00	250.00
General Journal	08/06/2019	5131	Website:Cha...	Operations		Other Assets	281.00	531.00
General Journal	09/26/2019	5138	Chambermast...	Operations		Other Assets	281.00	812.00
General Journal	10/16/2019	5141	Chambermast...	Operations		Other Assets	281.00	1,093.00
General Journal	12/04/2019	5150	Chambermast...	Operations		Other Assets	281.00	1,374.00
General Journal	12/23/2019	5153	Chambermaster	Operations		Other Assets	140.50	1,514.50
Total GrowthZone							1,514.50	1,514.50
Hanson Directory								
General Journal	01/23/2019	5113	Advertisting	Operations		Other Assets	56.93	56.93
General Journal	03/01/2019	5118	(Contract Bal...	Operations		Other Assets	227.68	284.61
Total Hanson Directory							284.61	284.61
KSTA								
General Journal	07/02/2019	5131	Rodeo Spons...	Advertising		Other Assets	70.00	70.00
Total KSTA							70.00	70.00
Pitts Stop								
General Journal	06/12/2019	5129	Porta Potties f...	Facilities and Equip...		Other Assets	290.00	290.00
Total Pitts Stop							290.00	290.00
TMCN								
General Journal	12/06/2019	5145	TMCN Guide:...	Advertising		Other Assets	864.00	864.00
Total TMCN							864.00	864.00
WTS								
General Journal	04/23/2019	5122	Long Distance	Telephone, Telecom...		Other Assets	17.63	17.63
General Journal	08/27/2019	5135	Long Distance	Telephone, Telecom...		Other Assets	16.92	34.55
Total WTS							34.55	34.55
TOTAL							**7,167.43**	**7,167.43**

Occupancy Account
Audit Trail
Entered/Last Modified January 1 through August 20, 2020

Num	Entered/Last Modified	Last modified by	State	Date	Name	Memo	Account	Split
Transactions entered or modified by Admin								
	General Journal 1							
1	08/16/2020 19:40:39	Admin	Latest	01/01/2019			Opening Balance Eq...	Other Assets
						Balance 1/1/2...	Other Assets	Opening Balan...
	General Journal 5111							
5111	08/16/2020 19:58:18	Admin	Latest	01/28/2019	Dex Media		Other Assets	***Operations:T...***
					Dex Media		***Operations:Teleph...***	Other Assets
5111	08/16/2020 19:43:51	Admin	Prior	01/28/2019	Dex Media		Other Assets	Operations:Pri...
					Dex Media		Operations:Printing ...	Other Assets
	General Journal 5112							
5112	08/16/2020 19:46:13	Admin	Latest	01/23/2019	GrowthZone		Other Assets	Operations
					GrowthZone		Operations	Other Assets
	General Journal 5113							
5113	08/16/2020 19:47:34	Admin	Latest	01/23/2019	Hanson Directory	Advertisting	Other Assets	Operations
					Hanson Directory		Operations	Other Assets
5113	08/16/2020 19:47:23	Admin	Prior	01/23/2019	Hanson Directory	Advertisting	Other Assets	Operations
					Hanson Directory		Operations	Other Assets
	General Journal 5114							
5114	08/16/2020 19:48:27	Admin	Latest	01/22/2019	CTWP	Printer Rental	Other Assets	Operations:Pri...
					CTWP		Operations:Printing ...	Other Assets
5114	08/16/2020 19:48:17	Admin	Prior	01/22/2019	CTWP	Printer Rental	Other Assets	Operations:Pri...
					CTWP		Operations:Printing ...	Other Assets
	General Journal 5116							
5116	08/16/2020 19:49:14	Admin	Latest	01/23/2019	Frontier Communica...		Other Assets	Operations:Tel...
					Frontier Communica...		Operations:Telepho...	Other Assets
	General Journal 5117							
5117	08/16/2020 19:53:33	Admin	Latest	02/20/2019	CTWP		Other Assets	Operations:Pri...
					CTWP		Operations:Printing ...	Other Assets
	General Journal 5118							
5118	08/16/2020 19:56:56	Admin	Latest	03/01/2019	Hanson Directory	(Contract Bal...	Other Assets	Operations
					Hanson Directory		Operations	Other Assets
	General Journal 5119							
5119	08/16/2020 19:57:41	Admin	Latest	03/04/2019	Dex Media		Other Assets	Operations:Tel...
					Dex Media		Operations:Telepho...	Other Assets

Occupancy Account
Audit Trail
Entered/Last Modified January 1 through August 20, 2020

Num	Entered/Last Modified	Last modified by	State	Date	Name	Memo	Account	Split
General Journal 5120								
5120	08/16/2020 19:59:49	Admin	Latest	03/04/2019	Advantage Office Pr... Advantage Office Pr...	Envelopes for...	Other Assets Operations:Supplies	Operations:Su... Other Assets
5120	08/16/2020 19:59:38	Admin	Prior	03/04/2019	Advantage Office Pr... Advantage Office Pr...	Envelopes for...	Other Assets Operations:Supplies	Operations:Su... Other Assets
General Journal 5121								
5121	08/16/2020 20:03:11	Admin	Latest	04/08/2019	CTWP CTWP	Portion, for Gr...	Other Assets Operations:Printing ...	Operations:Pri... Other Assets
General Journal 5122								
5122	08/16/2020 20:04:09	Admin	Latest	04/23/2019	WTS WTS	Long Distance	Other Assets Operations:Telepho...	Operations:Tel... Other Assets
5122	08/16/2020 20:03:54	Admin	Prior	04/23/2019	WTS WTS	Long Distance	Other Assets Operations:Telepho...	Operations:Tel... Other Assets
General Journal 5123								
5123	08/16/2020 20:05:59	Admin	Latest	04/23/2019	Leonna Adrins Leonna Adrins	Chuckwagon f...	Other Assets Facilities and Equip...	Facilities and E... Other Assets
5123	08/16/2020 20:05:50	Admin	Prior	04/23/2019	Leonna Adrins Leonna Adrins	Chuckwagon f...	Other Assets Facilities and Equip...	Facilities and E... Other Assets
General Journal 5124								
5124	08/16/2020 20:10:52	Admin	Latest	05/01/2019	Becky Slayton Becky Slayton	GWTD/Rodeo	Other Assets Payroll Expenses	Payroll Expens... Other Assets
General Journal 5125								
5125	08/16/2020 20:13:06	Admin	Latest	05/01/2019	Great Western Trail ... Great Western Trail ...	Longhorn Sho...	Other Assets Operations	Operations Other Assets
General Journal 5128								
5128	08/16/2020 20:19:20	Admin	Latest	05/28/2019	Becky Slayton Becky Slayton	Reinbursment...	Other Assets Operations:Supplies	Operations:Su... Other Assets
General Journal 5127								
5127	08/16/2020 20:30:51	Admin	Latest	06/12/2019	Pitts Stop Pitts Stop	Porta Potties f...	Other Assets Facilities and Equip...	Facilities and E... Other Assets
5127	08/16/2020 20:30:41	Admin	Prior	06/12/2019	Pitts Stop Pitts Stop	Porta Potties f...	Other Assets Facilities and Equip...	Facilities and E... Other Assets
General Journal 5129								
5129	08/16/2020 20:31:55	Admin	Latest	06/05/2019	United States Postal... United States Postal...	Stamps/mail ...	Other Assets Operations:Postage,...	Operations:Po... Other Assets

Occupancy Account
Audit Trail
Entered/Last Modified January 1 through August 20, 2020

Num	Entered/Last Modified	Last modified by	State	Date	Name	Memo	Account	Split
5129	08/16/2020 20:31:46	Admin	Prior	06/05/2019	United States Postal... United States Postal...	Stamps/mail ...	Other Assets Operations:Postage,...	Operations:Po... Other Assets
General Journal 5130								
5130	08/16/2020 20:36:04	Admin	Latest	06/16/2019		4th qtr of 201...	Other Assets Occupancy 1/3 Fro...	Occupancy 1/3... Other Assets
General Journal 5126								
5126	08/16/2020 20:38:12	Admin	Latest	07/02/2019	KSTA KSTA	Rodeo Spons...	Other Assets Advertising	Advertising Other Assets
5126	08/16/2020 20:38:04	Admin	Prior	07/02/2019	KSTA KSTA	Rodeo Spons...	Other Assets Advertising	Advertising Other Assets
General Journal 5130								
5130	08/16/2020 20:38:55	Admin	Latest	07/09/2019	Becky Slayton Becky Slayton	***Rodeo Week***	Other Assets Payroll Expenses	Payroll Expens... Other Assets
5130	08/16/2020 20:38:42	Admin	Prior	07/09/2019	Becky Slayton Becky Slayton	Rodeo Weekd	Other Assets Payroll Expenses	Payroll Expens... Other Assets
General Journal 5131								
5131	08/16/2020 20:43:43	Admin	Latest	08/06/2019	GrowthZone GrowthZone	Website:Cha...	Other Assets Operations	Operations Other Assets
General Journal 5132								
5132	08/16/2020 20:44:33	Admin	Latest	08/16/2019	Coleman Chronicle Coleman Chronicle	Rodeo Guide	Other Assets Advertising	Advertising Other Assets
5132	08/16/2020 20:44:24	Admin	Prior	08/16/2019	Coleman Chronicle Coleman Chronicle	Rodeo Guide	Other Assets Advertising	Advertising Other Assets
General Journal 5133								
5133	08/16/2020 20:45:27	Admin	Latest	08/16/2019	Coleman Today Coleman Today	Hunters Guid...	Other Assets Advertising	Advertising Other Assets
General Journal 5134								
5134	08/16/2020 20:46:09	Admin	Latest	08/27/2019	CTWP CTWP	Partial Copier ...	Other Assets Operations:Printing ...	Operations:Pri... Other Assets
General Journal 5135								
5135	08/16/2020 20:47:10	Admin	Latest	08/27/2019	WTS WTS	Long Distance	Other Assets Operations:Telepho...	Operations:Tel... Other Assets
5135	08/16/2020 20:47:00	Admin	Prior	08/27/2019	WTS WTS	Long Distance	Other Assets Operations:Telepho...	Operations:Tel... Other Assets

Occupancy Account
Audit Trail
Entered/Last Modified January 1 through August 20, 2020

Num	Entered/Last Modified	Last modified by	State	Date	Name	Memo	Account	Split
	General Journal 5136							
5136	08/16/2020 20:48:38	Admin	Latest	08/26/2019	City of Coleman City of Coleman	1/2 of Electric	Other Assets Facilities and Equip...	Facilities and E... Other Assets
	General Journal 5137							
5137	08/16/2020 20:55:33	Admin	Latest	09/25/2019	Frontier Communica... Frontier Communica...		Other Assets Operations:Telepho...	Operations:Tel... Other Assets
	General Journal 5138							
5138	08/16/2020 20:56:05	Admin	Latest	09/26/2019	GrowthZone GrowthZone	Chambermast...	Other Assets Operations	Operations Other Assets
	General Journal 5139							
5139	08/16/2020 20:56:48	Admin	Latest	09/24/2019	CTWP CTWP	Partial Payment	Other Assets Operations:Printing ...	Operations:Pri... Other Assets
	General Journal 5140							
5140	08/16/2020 20:59:10	Admin	Latest	09/30/2019		3rd qtr Occup...	Other Assets Occupancy 1/3 Fro...	Occupancy 1/3... Other Assets
5140	08/16/2020 20:58:03	Admin	Prior	09/30/2019		3rd qtr Occup...	Other Assets Occupancy 1/3 Fro...	Occupancy 1/3... Other Assets
	General Journal 5140							
5140	08/16/2020 21:02:56	Admin	Latest	10/16/2019	GrowthZone GrowthZone	Chambermast...	Other Assets Operations	Operations Other Assets
	General Journal 5141							
5141	08/16/2020 21:04:14	Admin	Latest	10/16/2019	Michelle Strength Michelle Strength	Flyers, and Fi...	Other Assets Payroll Expenses	Payroll Expens... Other Assets
	General Journal 5142							
5142	08/16/2020 21:04:40	Admin	Latest	10/16/2019	Becky Slayton Becky Slayton	Fiesta	Other Assets Payroll Expenses	Payroll Expens... Other Assets
	General Journal 5143							
5143	08/16/2020 21:05:23	Admin	Latest	10/16/2019	CTWP CTWP	Partial Copier ...	Other Assets Operations:Printing ...	Operations:Pri... Other Assets
	General Journal 5144							
5144	08/16/2020 21:06:16	Admin	Latest	10/16/2019		Transfer into ...	Other Assets Other Types of Expe...	Other Types of... Other Assets
	General Journal 5145							
5145	08/16/2020 21:10:42	Admin	Latest	11/27/2019	Brown County Broad... Brown County Broad...	Fiesta: Weath...	Other Assets Advertising	Advertising Other Assets

Occupancy Account
Audit Trail
Entered/Last Modified January 1 through August 20, 2020

Num	Entered/Last Modified	Last modified by	State	Date	Name	Memo	Account	Split
	General Journal 5147							
5147	08/16/2020 21:11:22	Admin	Latest	11/26/2019	City of Coleman City of Coleman	1/2 of Electric	Other Assets Facilities and Equip...	Facilities and E... Other Assets
	General Journal 5148							
5148	08/16/2020 21:11:58	Admin	Latest	11/27/2019	Frontier Communica... Frontier Communica...	1/2 of Phone	Other Assets Operations:Telepho...	Operations:Tel... Other Assets
	General Journal 5149							
5149	08/16/2020 21:13:02	Admin	Latest	11/12/2019		1/3 occupanc...	Other Assets Occupancy 1/3 Fro...	Occupancy 1/3... Other Assets
	General Journal 5144							
5144	08/16/2020 21:22:57	Admin	Latest	12/04/2019	GrowthZone GrowthZone	Chambermast...	Other Assets Operations	Operations Other Assets
	General Journal 5146							
5146	08/16/2020 21:23:58	Admin	Latest	12/06/2019	TMCN TMCN	TMCN Guide:...	Other Assets Advertising	Advertising Other Assets
	General Journal 5149							
5149	08/16/2020 21:25:18	Admin	Latest	12/05/2019	Cindy English Cindy English	Website Train...	Other Assets Operations:Training	Operations:Tra... Other Assets
	General Journal 5150							
5150	08/16/2020 21:25:58	Admin	Latest	12/24/2019	United States Postal... United States Postal...	1/2 of PO Box...	Other Assets Operations:Postage,...	Operations:Po... Other Assets
	General Journal 5151							
5151	08/16/2020 21:26:54	Admin	Latest	12/20/2019	Countywide Insurance Countywide Insurance	Renewal of In...	Other Assets Facilities and Equip...	Facilities and E... Other Assets
	General Journal 5152							
5152	08/16/2020 21:27:38	Admin	Latest	12/23/2019	CTWP CTWP	1/2 of Copier	Other Assets Operations:Printing ...	Operations:Pri... Other Assets
	General Journal 5153							
5153	08/16/2020 21:29:44	Admin	Latest	12/23/2019	GrowthZone GrowthZone	Chambermaster	Other Assets Operations	Operations Other Assets
	General Journal 5154							
5154	08/16/2020 21:30:25	Admin	Latest	12/30/2019	Frontier Communica... Frontier Communica...	1/2 of phone	Other Assets Operations:Telepho...	Operations:Tel... Other Assets
	General Journal 5155							
5155	08/16/2020 21:31:04	Admin	Latest	12/27/2019	City of Coleman City of Coleman	1/2 of Electric	Other Assets Facilities and Equip...	Facilities and E... Other Assets

Occupancy Account
Audit Trail
Entered/Last Modified January 1 through August 20, 2020

Num	Entered/Last Modified	Last modified by	State	Date	Name	Memo	Account	Split

Occupancy Account
Audit Trail
Entered/Last Modified January 1 through August 20, 2020

Amount
-3,719.19
3,719.19
-49.50
49.50
-49.50
49.50
-250.00
250.00
-56.93
56.93
-200.00
200.00
-100.87
100.87
-200.00
200.00
-227.68
227.68
-49.50
49.50

Occupancy Account
Audit Trail
Entered/Last Modified January 1 through August 20, 2020

Amount
-53.96
53.96
-104.84
104.84
-17.63
17.63
-200.00
200.00
-354.65
354.65
-300.00
300.00
-318.55
318.55
-290.00
290.00
-63.30
63.30

Occupancy Account
Audit Trail
Entered/Last Modified January 1 through August 20, 2020

Amount
7,555.00
-7,555.00
-70.00
70.00
-354.65
354.65
-281.00
281.00
-200.00
200.00
-100.00
100.00
-200.00
200.00
-16.92
16.92

Occupancy Account
Audit Trail
Entered/Last Modified January 1 through August 20, 2020

Amount
-156.19
156.19
-96.15
96.15
-281.00
281.00
-273.00
273.00
4,381.82
-4,381.82
4,381.32
-4,381.32
-281.00
281.00
-385.34
385.34
-354.95
354.95
-281.00
281.00
-2,500.00
2,500.00
-170.00
170.00

Occupancy Account
Audit Trail
Entered/Last Modified January 1 through August 20, 2020

Amount
-135.09
135.09
-43.37
43.37
4,341.87
-4,341.87
-281.00
281.00
-864.00
864.00
-400.00
400.00
-38.00
38.00
-1,388.00
1,388.00
-141.23
141.23
-140.50
140.50
-43.37
43.37
-123.70
123.70

Occupancy Account
Audit Trail
Entered/Last Modified January 1 through August 20, 2020

Amount

City of Coleman
City Council
Agenda Memo

City Council Meeting Date:	**September 3, 2020**
Department:	**Mayor/Council**
Presented by:	**Diana Lopez, City Manager**
Prepared by:	**Diana Lopez, City Manager**

SUBJECT: Agenda Item No. 8

AGENDA ITEM:

The City Council shall conduct a public hearing on the proposed property tax rate for tax year 2020 to receive input from the public. Council will take a vote to approve the proposed property tax rate for tax year 2020. The vote on the final approved tax rate for tax year 2020 will be taken on September 17, 2020.

RECOMMENDED MOTION:

Motion to approve the *proposed* property tax rate of $0.438623/100 with the final approved tax rate for tax year 2020 to be taken at the next public hearing on September 17, 2020.

Mayor **"I call the public hearing for the City of Coleman 2020/2021 proposed property tax rate to order and ask the City Manager to summarize the proposed tax rate."**

City Manager will summarize the proposed tax rate.

After the summary – Mayor **"Are there any comments or questions from the council or audience?"** (The City Manager or staff will address any comments.)

After comments, or if there are no comments – Mayor **"I now close the public hearing."**

Council to Discuss and take action

City of Coleman
City Council
Agenda Memo

City Council Meeting Date:	**September 3, 2020**
Department:	**Mayor/Council**
Presented by:	**Diana Lopez, City Manager**
Prepared by:	**Diana Lopez, City Manager**

SUBJECT: Agenda Item No. 9

AGENDA ITEM:

Discuss, consider, and act upon a Resolution of the City of Coleman authorizing the expenditure of funds of $35,000 from the Type A – CEDC and $35,000 from the Type B – CCC to be used by the City of Coleman as a match for the Texas Community Block Grant Program Application to the Texas Department of Agriculture for the Downtown Revitalization Program Fund, if awarded, for the construction of sidewalks in the Downtown Business District.

RECOMMENDED MOTION:

Motion to approve a Resolution authorizing the expenditure of funds of $35,000 from the Type A – CEDC and $35,000 from the Type B – CCC to be used by the City of Coleman as a match for the Texas Community Block Grant Program Application for the DRP Fund, if awarded, for the construction of sidewalks in the Downtown Business District.

NARRATIVE:

The City recently submitted an application for the 2020 DRP Fund for construction and improvements to the dilapidated sidewalks in the Downtown Business District. The grant is for $500,00 with a match of $70,000. Total Budget $575,000.00. The match is being funded by the EDC's. The EDC boards have taken action to authorize the expenditure of the funds. The funds will only be expended, if the grant is awarded. The match will be allocated to engineering and administrative costs. These costs are anticipated to be on the front end of construction, and will likely be expended during the Spring/Summer of 2021.

ATTACHMENTS:

Resolution – pending City Attorney

City of Coleman
City Council
Agenda Memo

City Council Meeting Date:	**September 3, 2020**
Department:	**Mayor/Council**
Presented by:	**Diana Lopez, City Manager**
Prepared by:	**Diana Lopez, City Manager**

SUBJECT: Agenda Item No. 10

AGENDA ITEM:
Discuss, consider, and act upon a Resolution of the City of Coleman authorizing the expenditure of funds of $10,000 from the Type A – CEDC and $10,000 from the Type B – CCC to be used by the City of Coleman for the demolition, removal, and cleanup of properties inside the city limits.

RECOMMENDED MOTION:
Motion to approve a Resolution authorizing the expenditure of funds of $10,000 from the Type A – CEDC and $10,000 from the Type B – CCC to be used by the City of Coleman for the demolition, removal, and cleanup of properties inside the city limits.

NARRATIVE:
The City has aggressively been addressing the demolition of housing through processes established by the Building and Standards Board. The Board was seated in December and immediately got to work. The goal set by staff for Fiscal Year 2020 was to see the demolition of 10 homes accomplished either through compliance from the property owner or through enforcement action of the administrative order by the City. We have surpassed our goal for this Fiscal Year, with 15 structures completed, and another 3 anticipated to be completed before the end of the Fiscal Year. Our processes continue with monthly meetings of the Building and Standards Board.

Case #	Address	Date of Demo	City or Owner
CH-19-45	709 W. 9th	3/1/2020	Owner (Illegal)*
CH-19-43	511 Llano	3/4/2020	Owner
CH-19-84	815 N. Blanco	3/19/2020	Owner**
CH-19-05	412 E. Walnut	4/1/2020	City
CH-19-41	304 W. Mesquite	4/2/2020	City
CH-19-23	500 W. 8th	4/14/2020	City
CH-19-11	906 W. Mesquite	4/22/2020	City
CH-19-14	416 W. 2nd	4/23/2020	City
CH-19-27	1116 S. Nueces	5/4/2020	City
CH-19-29	814 S. Colorado	5/6/2020	City
CH-19-04	400 E. Walnut	5/11/2020	City
CH-19-24	602 W. 8th	5/13/2020	City
CH-20-82	816 E. 3rd	7/30/2020	Owner
CH-19-09	902 W. Liveoak	7/30/2020	Owner
CH-20-29	510 Martin	8/31/2020	City

- * CH-19-45 – This case the structure burned down and the homeowner was directed to obtain a demolition permit and never would.
- ** CH-19-84- This case never appeared before a Building Standards Board but was successfully resolved.

The FY 2020 Budget for the EDC's included grant proceeds to the City of Coleman of $10,000 from the Type A – CEDC and $10,000 from the Type B – CCC to be used by the City of Coleman for the demolition, removal, and cleanup of properties inside the city limits. The EDC boards have taken action to authorize the expenditure of the funds, conducted public hearings, and have also allocated in FY 2021 Budget an addition $20,000 for Project Phoenix.

ATTACHMENTS:

Resolution – pending City Attorney

City of Coleman
City Council
Agenda Memo

City Council Meeting Date:	**September 3, 2020**
Department:	**Mayor/Council**
Presented by:	**Pat Chesser, City Attorney**
Prepared by:	**Pat Chesser, City Attorney**

SUBJECT: Agenda Item No. 11

AGENDA ITEM:

The City Council may enter Executive Session to discuss the following pursuant to:

A. Government Code§ 551.074 (Personnel Matters) to discuss personnel changes, including abolishment of key positions and redistribution of those duties.

City of Coleman
City Council
Agenda Memo

City Council Meeting Date:	**September 3, 2020**
Department:	**Mayor/Council**
Presented by:	**Pat Chesser, City Attorney**
Prepared by:	**Pat Chesser, City Attorney**

SUBJECT: Agenda Item No. 12

AGENDA ITEM:

Upon returning to open session, the City Council may take whatever actions as they may deem appropriate regarding items discussed in Executive Session including:

A. Discuss, consider, and act upon changes to the Organizational Chart of the City of Coleman to provide for more uniform enforcement of services, distribution of work, and establishment and/or abolishment of positions budgeted for FY 2021.

City of Coleman
City Council
Agenda Memo

City Council Meeting Date:	**September 3, 2020**
Department:	**Administration**
Presented by:	**Diana Lopez, City Manager**
Prepared by:	**Diana Lopez, City Manager**

SUBJECT: Agenda Item No. 13

AGENDA ITEM:

Discussion regarding the Fiscal Year 2019-2020 Revised City of Coleman Budget and Fiscal Year 2020-2021 Proposed City of Coleman Budget.

City of Coleman
City Council
Agenda Memo

City Council Meeting Date:	**September 3, 2020**
Department:	**Administration**
Presented by:	**Diana Lopez, City Manager**
	Jimmy Watson, Fire Chief
Prepared by:	**Diana Lopez, City Manager**

SUBJECT: Agenda Item No. 14

AGENDA ITEM:

Discuss, consider, and act upon approving the expenditure of CARES Act funds to: a) purchase software and equipment for the City of Coleman and b) establishing a COVID-19 Contact Tracing Program and Response Team.

NARRATIVE:

The City of Coleman recently submitted a grant application to the Office of the Governor -Texas Division of Emergency Management for the Coronavirus Relief Fund (CRF). Under the CARES Act, the Coronavirus Relief Fund (CRF) is to be used to make payments for specified uses to states and local governments.
The City has received its initial allocation of funds $48,752 (20%), with the remaining $243,760(80%) allocation to be reimbursed upon submission of proof of expenditures to TDEM of qualifying expenses.

These funds may only be used to cover costs that:

1. Are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19)
2. Were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the state or government; and
3. Were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

Note: A cost is "incurred" when the responsible unit of government has expended funds to cover the cost.

Categories of Eligible Expenditures

1. Medical expenses
2. Public health expenses
3. Payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.
4. Expenses of actions to facilitate compliance with COVID-19 related public health measures.
5. Expenses associated with the provision of economic support in connection with the COVID-19 public health emergency.
6. Any other COVID-19 – related expenses reasonably necessary to the function of government that satisfy the fund's eligibility criteria.

In reviewing a needs assessment of departments and the public, and ensuring that we are providing our employees and Citizens with deterrents to COVID19, staff is proposing the following programs for Council consideration.

To ensure compliance with NIBRS, The Council took action in August of 2019 to execute a lease purchase with Peacemaker Technologies for the Coleman Police Department for the purchase of hardware equipment for use with the COPsync Solution System to include: tablets, keyboards, docking stations, printers, cellular modem, and installation. The lease purchase was over the course of three years, with payments of $21,750 due in FY 2020, FY 2021, and FY 2022 for a total lease purchase of $$65,250. The first lease payment was expensed for FY 2020, leaving two lease payments totaling $43,500. The lease payment for FY 2021 is included in proposed budget submitted to the Council for the Police Department in the General Fund. With the ability with grant monies pending for Public Health Expenses, and trying to balance the needs of equipment and PPE in other departments, staff began thinking outside the box.

One area we continue to strive to achieve in departments is efficiency and customer service. In the Utility Fund and General Fund, we have partnered with iWorQ for software that provides the ability for staff to have a system for tracking work orders, updating inventory in real time, and placing cost estimates for repairs to track those repairs to be utilized for future data collection points. The software is cloud based, and currently requires a computer or smartphone to operate. We slowly began the process of upgrading supervisors in the field with smartphones, but we have a way to go. Ideally, it would be extremely beneficial to have the ability for supervisors in the field to have access to lap top computers. These laptops would need to be rugged to withstand the conditions of being in the field, and can be costly. In addition, the Police Department is in need of replacing several old computers. In working through the budget for FY 2021, we were not able to allocate funds for these types of purchases, however, an opportunity has presented itself.

I was contacted by Leslee Martz with Peacemaker Technologies. Peacemaker Technologies now has hardware equipment that is Antimicrobial. This includes tablets and desktop computers. The COVID-19 pandemic calls for more innovative ways to reduce the spread of germs, disease and viruses. We are disinfecting surfaces with chemicals more than ever before. Consumer-grade computers will not stand the test of time and constant exposure to these chemicals. They have manufactured computers and tablets that are designed to protect the user and function in an antimicrobial capacity for the life of the unit with minimal need to sanitize. In addition, they are now providing a product called Peacemaker Live. Peacemaker Lice is essential a virtual communication platform meant to protect public safety professionals and citizens from unnecessary exposure. The platform incorporates the CDC's best practice guidelines to disrupt the spread of COVID19 and other infectious diseases. The virtual video conferencing platform provides police departments to be able to address non-emergency requests from Citizens without having to physically need an officer. This enhances social distancing for minor incident reporting and adds an extra layer of protection for public safety professionals. We have the ability to upgrade the hardware and software for the Police Department and have all of this investment 100% reimbursed through the CARES Act. The current hardware the Police Department is utilizing would be repurposed for Fire and Public Works. The remaining lease purchase payments would shift to the Utility Fund, and if we allocate the lease purchase balance of $43,500 in the Revise Budget for FY 2020, we will receive a discount of $2,250.00. The warranty on the hardware will still be in effect for the reaming term of the lease. This option provides for Field Personnel to be provided the equipment they need in the field for efficiency, and at the same time provides the Police Department the ability to upgrade their equipment to COVID-19 compliance. With the addition of the virtual communication platform, it also adds the added benefit of diminishing exposure or potential exposure by reducing the amount of face to face interaction with citizens. The ability to purchase the antimicrobial computers for the Police Department that fall in the category of the grant will also be reimbursable 100%. At the time of this narrative, we are awaiting quotes from Peacemaker Technologies. We hope to have these available for discussion at Thursday's meeting.

Part B of this agenda item, will be presented by Interim Fire Chief Jimmy Watson.

Coleman County does not have a local health department. Instead, the County Judge appoints a Local Health Authority (LHA) who is responsible for administering state and local laws relating to public health within the County. In this capacity, the LHA is an Officer of the State and is responsible for establishing, maintaining, enforcing control measures, and ensuring the reporting of information regarding communicable or infectious disease to the Department of State Health Services (DSHS).

County Judge Billy Bledsoe recommended Dr. Darron Atwood as the Local Health Authority. The confirmation of this recommendation was approved by the Coleman County Commissioners Court. Dr. Atwood is the Physician in our County that is ***solely*** responsible for receiving and coordinating with Judge Bledsoe any information regarding to residents in the County who may have tested positive for COVID-19. The challenges with the relaying of information regarding COVID-19 is delay in information. Chief Watson is our Emergency Management Coordinator and will be presenting options for Council consideration for the establishment of a Contact Tracing Program and the addition of a temporary position for a Contact Tracer. This program and position would have the task of tracking COVID-19 information for our residents in the City limits, coordinating resources, and providing information that can be utilized to mitigate the spread of COVID-19. The program and the expenses associated with the program are 100% reimbursable under CARES funding. The program would require the purchase of a laptop, cell phone, and salary.

ATTACHMENTS:

From: TDEMCRF <tdemcrf@hornellp.com>
Sent: Thursday, May 28, 2020 5:37 PM
To: [redacted]
Cc: Judy Lucio
Subject: re: Coronavirus Relief Fund - [redacted]

[redacted],

Thank you for the inquiries!

Based on the equipment description it appears this equipment would fall under the category of Personal Protective Equipment (PPE). PPE costs are eligible under:
Expenses for acquisition and distribution of medical and protective supplies, including sanitizing products and personal protective equipment, for medical personnel, police officers, social workers, child protection services, and child welfare officers, direct service providers for older adults and individuals with disabilities in community settings, and other public health or safety workers in connection with the COVID-19 public health emergency.

From: Kyle Wong <Kyle.Wong@tdem.texas.gov>
Sent: Wednesday, May 20, 2020 2:07 PM
To: CRF <crf@tdem.texas.gov>
Subject: FW: [redacted] - CARES Act Inquiry

Hello,

I received a phone call routed from the SOC pertaining to eligibility concerns under the CARES Act from the [redacted]. I thought I was to direct inquiries to Kristof and the Regional Unit Chief, but was later notified to direct individuals to this account. The inquiry is below.

Thanks,
Kyle

Kyle Wong
Recovery Coordinator
Texas Division of Emergency Management
(512) 774-8840

PEACEMAKER TECHNOLOGIES QUESTION/ANSWER CARES-TDEM INQUIRY

Question	Answer
Our agency is in need of purchasing a specialized system inclusive of software integrated into antimicrobial hardware that will enhance social distancing for minor incidents reporting and add an extra layer of protection for public safety professionals. This system is described below for your review, but our question is how this will be reimbursed?	The CARES Act provides that payments from the Fund may only be used to cover costs that— 1. are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID–19); 2. were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government; and 3. were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020 Treasury Department guidance notes that jurisdictions are responsible for making determinations as to what expenditures are necessary due to the public health emergency with respect to COVID-19. Therefore, CRF funding could be used for these costs if the city makes such a determination and the expense meets the other eligibility criteria. Additionally, expenditures should only be limited to those that are necessary due to COVID-19. While TDEM does not give specific pre-approval of expenses, if the city determines that such costs were necessary then they would appear to eligible under public health expenses.
Since it is software integrated into the antimicrobial hardware, what category does it get reimbursed under?	Based on the equipment description it would be considered a single category, public health expenses.
Is this system two different components for CRF reimbursement (mitigation software @ 25% of total allocation-Mitigation Software for law enforcement and/or antimicrobial hardware @ 100% of total allocation-PPE/Technical Assistance)?	Based on the equipment description it would be considered a single category, public health expenses.
Or is it only one system, and in that case, what category and what percentage of the allocation do we utilize? We currently do not have this budgeted nor do we see in the future of being able to budget this into next year's budget due to the economic downturn for Pecos County.	Public health expense is Category 2 and up to 100% of the allocation can be used toward that category.

Overview of system: Peacemaker Live™ is a holistic and long-term approach to mitigate the spread of COVID-19 and other infectious diseases. Combining an industry-first virtual communication platform and scientifically proven antimicrobial technology, Peacemaker Live™ is the most fiscally responsible and humane solution to protect public safety professionals and citizens worldwide from unnecessary exposure. Peacemaker Live's™ proprietary platform incorporates CDC best practice guidelines to disrupt the spread of COVID-19 and other infectious diseases by: WHAT IS PEACEMAKER LIVE? A TECHNOLOGICAL RESPONSE TO INFECTIOUS DISEASES M 813 Peacemaker Live™ is a cost-effective approach in the fight against infectious diseases now and into the future. Your investment in the Peacemaker Live™ mobile data virtual video conferencing platform can provide a quantifiable ROI through: • Reductions in missed work due to quarantines or exposures • Reductions in workman's comp claims • Reductions in vicarious liability from unnecessary exposure • Reductions in COVID-19 related overtime pay • Decreased response time • More efficient workflows • Fuel savings • Reducing time spent per call (TSPC) • Increased citizen satisfaction. This is a package that includes "Peacemaker Live" Virtual Video Reporting Software with COVID-19 Mitigation (Software) integrated into each piece of antimicrobial hardware "Peacemaker Antimicrobial 13.3" Mobile Data Video Conferencing System" (Hardware). Pecos County is being allotted $350,515 for the CRF Funds and the total quote to outfit our Deputies is $184,600. I am asking if this will be a 100% reimbursement cost before we are able to purchase this under the public health expenses.	The CARES Act provides that payments from the Fund may only be used to cover costs that— 1. are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID–19); 2. were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government; and 3. were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020 Treasury Department guidance notes that jurisdictions are responsible for making determinations as to what expenditures are necessary due to the public health emergency with respect to COVID-19. Therefore, CRF funding could be used for these costs if the city makes such a determination and the expense meets the other eligibility criteria. Additionally, expenditures should only be limited to those that are necessary due to COVID-19. While TDEM does not give specific pre-approval of expenses, if the city determines that such costs were necessary then they would appear to eligible under public health expenses.

Colleen O'Neal, MCP, TEM
Unit Chief
Texas Division of Emergency Management
Office: 806-740-8936
Cell: 806-474-4156

OFFERING PROTECTION WHEN AND WHERE YOU NEED IT MOST

PEACEMAKER TECHNOLOGIES

Peacemaker Technologies "PM Series" Antimicrobial Mobile Data Computers

antimicrobial adjective

an·ti·mi·cro·bi·al

Definition of *antimicrobial*

: destroying or inhibiting the growth of microorganisms and especially pathogenic microorganisms

The COVID-19 pandemic calls for more innovative ways to reduce the spread of germs, disease and viruses. Citizens are disinfecting surfaces with chemicals more than ever before. Consumer-grade computers will not stand the test of time and constant exposure to these chemicals. Our PM Series MDC platform is designed to protect the end user and function in an antimicrobial capacity for the life of the unit with minimal need to sanitize.

What makes our MDC's Antimicrobial?

A specialized chemical is infused during the manufacturing and plastic molding process to provide a lifetime of protection to your MDC platform. Each component is infused and provides protection to our tablets, keyboards and docking stations. (This is not to be confused with a coating that is applied after the manufacturing process like other manufactures. Those typically last 90 days or less and are removed by most cleaning agents.)

Antimicrobial agents are EPA regulated and FDA Certified and safe for usage

- Viruses (including COVID-19) are killed on contact.
- Viruses cannot survive on the surface of Peacemaker's Antimicrobial Platform
- PM Series MDCs are manufactured using medical grade plastics "melt blended" with antimicrobial additives to create life-long antimicrobial properties.
- Antimicrobial infused plastics thwart off viruses and disease by releasing agents which penetrate microbes rendering them unable to function, grow, or reproduce without using harmful or caustic chemicals.

What components of the PM813 are antimicrobial?

- Tablet (all surfaces)
- Keyboard (all surfaces)
- Docking station (all surfaces)

For more information or to schedule a demo, please call 866-222-6660 or email info@peacemakertech.com

PEACEMAKER TECHNOLOGIES

TECHNOLOGICAL RESPONSE TO INFECTIOUS DISEASES

Peacemaker Live™ is a wholistic and long-term approach to mitigate the spread of COVID-19 and other infectious diseases. Combining an industry-first virtual communication platform and scientifically proven antimicrobial technology, Peacemaker Live™ is the most fiscally responsible and humane solution to protect public safety professionals and citizens worldwide from unnecessary exposure.

Peacemaker Live's™ proprietary platform incorporates CDC best practice guidelines to disrupt the spread of COVID-19 and other infectious diseases by:

- Diminishing exposure or potential exposure by reducing the amount of face to face interactions with citizens.
- Promoting social distancing through a variety of applicable uses.
- Reducing the amount of PPE equipment utilized or wasted by the public safety agencies during minor calls or incidents.
- Providing the only method proven to be safe for those who are most susceptible, vulnerable or infected with COVID-19 to receive the same public safety assistance – a zero contact solution.
- Utilizing molded antimicrobial enclosures to bolster infection control efforts and preventing the spread of bacteria, viruses, and diseases within an emergency response vehicles or closed office environments.
- Insuring use of antimicrobial keyboards designed specifically to limit the spread of disease and contamination whenever utilized by multiple users.
- Deploying fan-less systems to reduce airborne pathogens from being circulated in a confined environment.

FEATURES:

- No software download required
- SAAS – Minimal Management Required
- Video Stored in Microsoft Government Cloud - No Server Required
- High Definition Video
- High Quality Audio
- End to End Encryption
- Save and Store Videos
- Exceeds CJIS Security Standards for Law Enforcement
- GPS Integration
- Call Logging
- Extensive Auditing

RETURN ON INVESTMENT:

Peacemaker Live™ is a cost-effective approach in the fight against infectious diseases now and into the future. Your investment in the Peacemaker Live™ mobile data virtual video conferencing platform can provide a quantifiable ROI through:

- Reductions in missed work due to quarantines or exposures
- Reductions in workman's comp claims
- Reductions in vicarious liability from unnecessary exposure
- Reductions in COVID-19 related overtime pay
- Decreased response time
- More efficient workflows
- Fuel savings
- Reducing time spent per call (TSPC)
- Increased citizen satisfaction
- Increased citizen access to police
- Bolsters individual citizen privacy
- Reduce citizen complaints

PEACEMAKER TECHNOLOGIES

www.peacemakertech.com
info@peacemakertech.com
866-222-6660

PEACEMAKER TECHNOLOGIES

NOW AVAILABLE IN ANTI-MICROBIAL

PM810/ PM810XL/ PM813 Rugged Tablets

Slim, Rugged, Multi-functional Wireless Computing

The PM810, PM810XL and PM813 Rugged Tablets feature the integration of high brightness 10.1", 11.6" and 13.3" capacitive touch screens and high performance, energy-efficient Intel® Core™ i processors within slim, lightweight, durable packages. With built-in smart card/CAC reader, Wi-Fi and Bluetooth as well as optional data capture modules, these robust tablets offer seamless information capture and transmission for improved workflow. Rated IP65, MIL-STD-810G/461F and HERO certified with wide temperature range, the PM810, PM810XL and PM813 Rugged Tablets provide reliable operation in harsh, mission-critical environments.

Features

- 10.1", 11.6" or 13.3" high-brightness capacitive screens, digital pen support
- Intel® 8th Generation Core™ i5/i7 processor
- Microsoft® Windows® 10 IoT Enterprise operating system
- NIST compliant BIOS available
- IP65-rated for water and dust resistance
- MIL-STD-810G for shock and vibration protection
- MIL-STD-461F for EMI and EMC tolerance
- HERO (Hazard of Electromagnetic Radiation to Ordnance) certified
- Built-in smart card/CAC reader
- Detachable keyboard option for 2-in-1 applications

Major Options

- Front and back cameras
- Intel® RealSense™ Depth camera
- Barcode scanner
- UHF RFID reader
- Long range Bluetooth
- U-blox M8 GNSS module
- 4G LTE/AWS

Specifications

Model	PM810	PM810XL	PM813
System			
CPU	Intel® Core™ i5-8250U, Quad-Core, 1.6GHz (up to 3.4GHz) Intel® Core™ i7-8550U, Quad-Core, 1.8GHz (up to 4.0GHz)		
RAM	8GB to 32GB	8GB to 32GB	8GB to 32GB
Storage	256GB to 2TB Flash	256GB to 2TB Flash	256GB to 2TB Flash
Operating System	Microsoft® Windows® 10 IoT Enterprise		
NIST Compliance	NIST compliant BIOS available		
Display	10.1" LED-backlight, high-brightness (1000 nits) screen with capacitive touch, outdoor viewable	11.6" LED-backlight, high-brightness (1000 nits) screen with capacitive touch, outdoor viewable	13.3" LED-backlight, high-brightness (1000 nits) screen with capacitive touch, outdoor viewable
Display Resolution	1920 x 1200	1920 x 1080	1920 x 1080
Control Switch and Buttons	1 power button, 2 brightness control buttons, 5 programmable buttons		1 power button, 2 brightness control buttons, 5 programmable buttons
Speaker	Built-in speaker	Built-in speaker	Built-in speaker
Network Interface			
WLAN	Wi-Fi 802.11ac, 2.4GHz/ 5GHz dual band		
Bluetooth	Bluetooth 4.2 LE	Bluetooth 4.2 LE	Bluetooth 4.2 LE
I/O Ports			
USB Ports	USB 3.0 x 1, USB Type C x 1 (data transmitting and charging)	USB 2.0 x 1, USB 3.0 x 1, USB Type C x 1 (data transmitting and charging)	USB 3.0 x 3, USB Type C x 1 (data transmitting and charging)
Headset Jack	1 (3.5mm)	1 (3.5mm)	1 (3.5mm)
Ethernet Port	1	1	1
Smart Card/ CAC Reader	Full-slot, reads ISO 7816 T=0, T=1; 1.8/3/5V smart card		
Mechanical and Environmental			
AC/DC Adapter	Input: 100-240V AC; Output: 20V DC, 3.25A		
Battery Pack	Hot swappable battery, 11.4V, 5400mAh; Hot swappable battery, 11.4V, 8000mAh (optional)		
Enclosure	ABS + PC plastics and magnesium-aluminum alloy		
Dimensions (H x W x D)	7.8 x 11 x 0.86 in/ 198 x 280 x 21.9 mm	8.3 x 12.4 x 0.86 in/ 212 x 316 x 21.9 mm	10.6 x 13.2 x 0.8 in/ 270 x 335 x 21 mm
Weight	2.86 lbs/ 1.3 kg	3.5 lbs/ 1.6 kg	3.97 lbs/ 1.8 kg
Durability	IP65, MIL-STD-810G and MIL-STD-461F certified		IP65 and MIL-STD-810G certified
Hazard of Electromagnetic Radiation to Ordnance (HERO) Testing	Yes	Yes	N/A
Regulatory	FCC Class B, CE, RoHS compliant		
Temperature	Operation: -10°C to 60°C (-14°F to 140°F), optional -30°C to 45°C (-22°F to 113°F) Storage: -55°C to 70°C (-67°F to 158°F)		
Humidity	0% – 90% non-condensing		
Major Options			
Barcode Scanner	2D scanner, reads 1D also		
Camera	2 megapixel front camera, and 8 megapixel back camera; or, Intel® RealSense™ Depth back camera, supports distance capture for 3D scanning, environment sensing, and background segmentation applications		2 megapixel front camera, and 8 megapixel back camera
UHF RFID Reader	865MHz – 928MHz, EPCglobal Class 1 Gen 2/ ISO 18000-6C; 16 feet (4.87m) read distance	865MHz – 928MHz, EPCglobal Class 1 Gen 2/ ISO 18000-6C; 30 feet (9.14m) read distance	N/A
Long Range Bluetooth	Class 1 Bluetooth (1000 ft)	Class 1 Bluetooth (1000 ft)	N/A
GNSS Module	U-blox M8 GNSS module with concurrent reception of GPS and GLONASS; industry leading -167dBm navigation sensitivity		
Mobile Broadband	4G LTE/AWS	4G LTE/AWS	4G LTE/AWS
Antenna	N/A	N/A	Dual pass through antennas integrated in the docking cradle

* Specifications subject to change without notice.

PEACEMAKER TECHNOLOGIES

PEACEMAKER TECHNOLOGIES

PM524T

Medical-Grade Integrated LCD System

Display-Integrated Digital System for Point-of-Care Solutions

The Peacemaker PM524T medical grade all-in-one system integrates a 24-inch TFT-LCD with an energy-efficient Intel® Core™ i platform in a fanless, slim, bacteria-resistant enclosure. Designed for medical and healthcare applications, this LCD-integrated system provides space-saving solutions for health professionals to monitor, record and retrieve patient information as well as other point-of-care applications. The built-in Wi-Fi and Bluetooth connection as well as data capture options also make data access efficient and optimizes staff workflow.

Features

- Elegant all-in-one, slim, fanless design
- Intel® 6th Generation Core™ i processor
- 24" Full-HD LED-backlight screen, capacitive touch and 4K screen options
- UL60601-1 certified
- IP65 rated front panel with IPX2 rated enclosure
- Aluminum alloy enclosure with anti-microbial coating
- VESA-mountable for flexibility in mounting and deployment
- Optional integrated dual-band RFID reader with single-sign-on authentication

Applications

- **Hospital**
- **Healthcare Center**
- **Retirement community**
- **Laboratory**

Specifications

System	
CPU	Intel® Core™ i5-6500TE, 2.3GHz (up to 3.3GHz) Intel® Core™ i7-6700TE, 2.4GHz (up to 3.4GHz)
RAM	8GB to 16GB
Storage	128GB to 2TB Flash
Operating System	Microsoft® Windows® 7 Professional or Windows® 10 IoT Enterprise
Display	23.8" TFT-LCD, optional capacitive touch
Display Resolution	1920 x 1080; 3840 x 2160 (optional)
Network Interface	Wi-Fi 802.11ac, 2.4GHz/ 5GHz dual band
Bluetooth	Bluetooth 4.0 LE
Control Button	1 power and 4 programmable buttons
Stereo speaker	Built-in speakers
I/O Ports	
USB Port	USB 3.0 x 4, USB 2.0 x 2
COM Port	3
Audio-out	1
HDMI-out	1
Ethernet	RJ45 connector for Ethernet x 2
DC-in	1
Potential Equalization Conductor	1 (optional)
Mechanical and Environmental	
Fan/Fanless	Fanless
AC/DC Adapter	Input 100-240V AC; Output 19V DC, 6.31A
Enclosure	Aluminum alloy, anti-microbial coating
Base or Pedestal	Detachable aluminum construction; VESA-compliant mounting
Dimensions (H x W x D)	16.9 x 22.3 x 8.3 in/ 431 x 567 x 212 mm (with base stand)
	13.7 x 22.3 x 1.8 in/ 350 x 567 x 45 mm (without base stand)
Weight	23.6 lbs/ 10.7 kg (with base stand)
	17.6 lbs/ 8 kg (without base stand)
Water Resistance	Front panel: IP65 Enclosure: IPX2
Regulatory	UL60601-1, FCC Part 18 Class B, CE, CCC compliant
Temperature	Operation: 0°C – 40°C; Storage: -20°C – 60°C
Humidity	0% – 90% non-condensing
Major Options	
Camera	2 megapixel front camera
NFC/ RFID Reader	Integrated dual-band RFID reader, single-sign-on authentication support

* Specifications subject to change without notice.

Diana Lopez

From: Leslee Martz <l.martz@peacemakertech.com>
Sent: Tuesday, April 28, 2020 2:10 PM
To: Diana Lopez
Subject: Pay out for Peacemaker

Diana-

After our conversation, I reached out to our CEO and he indicated another option that might save the City of Coleman some money. If they elect to pay it all out, Peacemaker will reduce the payout by $2250.00. The 3 year no fault warranty is still in full effect and at the end of the three years, we can resign our agreement and the PD would be issued all new equipment under our Tech Assurance Program. At that time you can once again decide to pay in payments or all at once.

This is just another option to consider. Let me know what direction you may be going. All checks can be mailed to:

Peacemaker Technologies
1308 Common St #205
New Braunfels, TX. 78130

Leslee Martz
Sales Director
Peacemaker Technologies, LLC
(210) 240-7596 cell
(866)222-6660 office
L.Martz@peacemakertech.com

PEACEMAKER
TECHNOLOGIES

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City of Coleman
City Council
Agenda Memo

City Council Meeting Date: **September 3, 2020**
Department: **Administration**
Presented by: **Diana Lopez, City Manager**
Prepared by: **Diana Lopez, City Manager**

SUBJECT: **Agenda Item No. 15**

AGENDA ITEM:
Discuss, consider, and possible action upon a resolution regarding a financing agreement for the purpose of procuring police vehicles and related equipment.

NARRATIVE:
We have had preliminary discussion during budget workshops regarding the aging fleet in the Police Department. The Police Department Fleet currently has the following vehicles:

UNIT	DEPT	YEAR	MAKE	MODEL	MILES	Notes
25	POLICE	2004	GMC	DENALI	182776	Assigned to Detective
24	POLICE	2006	FORD	CROWN VIC	86307	Assigned to Patrol; Identified for Replacement
27	POLICE	2006	FORD	CROWN VIC	114531	Assigned to Patrol; Identified for Replacement
26	POLICE	2007	FORD	CROWN VIC	99509	Assigned to Patrol; Identified for Replacement
20	POLICE	2009	FORD	CROWN VIC	134781	Assigned to Patrol; Identified for Replacement
117	POLICE	2009	FORD	CROWN VIC	136782	Assigned to Patrol; Identified for Replacement
118	POLICE	2011	FORD	CROWN VIC	73657	Assigned to Patrol; Identified for Replacement
119	POLICE	2014	FORD	F150	103769	Assigned to Chief
16	POLICE	2016	DODGE	RAM 1500	34917	Assigned to Sergeant - Paying Debt Service - Estimated $14,580 until FY 23
28	POLICE	2016	DODGE	RAM 1500	24084	Assigned to Sergeant - Paying Debt Service - Estimated $14,580 until FY 23

Chief is requesting replacement of several units in his fleet, with focus on patrol fleet. He would like to see 6 vehicles this fiscal year. Each vehicle equipped with all the proper safety and communication equipment is estimated to run $50,000 per vehicle. The Chief has considered several options for the make and model of the vehicles, in addition we have compared leasing vehicles to financing vehicles. We are still working through scenarios for Council consideration, but did allocate monies in the FY 2021 budget for debt service for police fleet in the amount of $28,800. The Police Department currently has debt service for the 2 - 2016 Dodge Ram Pickups that were financed through Government Capital. The payment began in FY 2017, and the note matures on 06/2023. The vehicles were financed over a 7-year period, and the note also included a Chipper for the Sanitation Department. The debt service is calculated for each department separately. The note is in its early redemption phase, and the balance on the note for the Police Department is approximately $41,697.29. Options that we will be discussing on Thursday include:

Number of Vehicles to purchase
Leasing versus financing
Possibly Utilizing Reserve monies to finance a portion of the fleet
Paying off current debt service and shifting monies allocated for debt service to financing options

Included in your packet for your review are the vehicle quotes for both purchasing and aftermarket accessories for safety and communication. The vehicle quotes are all through purchasing cooperatives. As soon as I have put together scenarios with budget numbers together, I will send out to Council as a supplement to this agenda package.

CALDWELL COUNTRY CHEVROLET

800 HWY. 21 E. CALDWELL, TEXAS 77836

BUYBOARD BID 601-19 **QUOTE #CC201155**

End User: CITY OF COLEMAN **Caldwell Rep:** CHRIS COLLINS

Contact: MATT GANN **Phone:** 979-567-6129

Phone/email: MGANN@CAPFLEETUPFITTERS.COM **Date:** Wednesday, August 19, 2020

Product Description: CHEVY TAHOE BASE PPV **email:** chris@caldwellcountry.com

A. **Bid Series:** 31 **A. Base Price:** $ 34,978.00

B. **Published Options [Itemize each below]**

Code	Options	Bid Price	Code	Options	Bid Price
CC10706	21 TAHOE 2WD PPV	INCL		TRAILER HITCH	INCL
	5.3L V8 GAS E85; 10-SPEED AUTO	INCL		TRI-ZONE AIR CONDITIONING	INCL
7X3	DRIVER SIDE SPOTLIGHT LED	INCL		FRONT BUCKET SEATS CLOTH	INCL
5T5	VINYL REAR SEAT	INCL		AC & HEAT; AM/FM RADIO/CD	INCL
	PUSH TO START IGNITION	INCL		CRUISE CONTROL	INCL
	HITCH GUIDANCE	INCL		POWER WINDOWS & LOCKS	INCL
	GVWR 7200 LBS	INCL		KEYLESS ENTRY	INCL
	REAR AXLE 3.23 RATIO	INCL		POLICE RATED TIRES & WHEELS	INCL
	BLUETOOTH W/ 8" TOUCHSCREEN	INCL		120V POWER OUTLET	INCL
	HEAVY DUTY BRAKE SYSTEM	INCL		REAR PARK ASSIST	INCL
	DUAL BATTERIES	INCL		HD REAR VISION CAMERA	INCL
				Total of B. Published Options:	$ -

C. **Unpublished Options [Itemize each below, not to exceed 25%]** $= 0.0 %

Options	Bid Price	Options	Bid Price
		WHITE	COLOR
		ORDER Q4 2020 - Q1 2021	DELIVERY
		Total of C. Unpublished Options:	$ -

D.	**Registration, Inspection, Paperwork, Postage cost, Courthouse time, & Runner time:**	$ 150.00
E.	**UPFITTERS:** CAPQ61665	$ 20,069.00
F.	**Manufacturer Destination/Delivery:**	
G.	**Floor Plan Interest (for in-stock and/or equipped vehicles):**	$ -
H	**Lot Insurance (for in-stock and/or equipped vehicles):**	$ -
I.	**Contract Price Adjustment:**	$ -
J.	**Additional Delivery Charge:** 209 **miles**	$ 365.75
K.	**Subtotal:**	$ 55,562.75
L.	**Quantity Ordered** 1 **x K =**	$ 55,562.75
M.	**Trade in:**	
N.	**BUYBOARD FEE PER PURCHASE ORDER**	$ 400.00
O.	**TOTAL PURCHASE PRICE WITH BUYBOARD FEE**	$ 55,962.75

CAP FLEET UPFITTERS

Quote

Date	08/11/2020
Quote #	CAPQ61665

CAP Fleet Upfitters, LLC
2603 Taylors Valley Road
Belton, TX 76513
Phone: 254-773-1959

Name / Address
CALDWELL COUNTRY CHEVROLET
PO BOX 27
CALDWELL, TX 77836

Ship to:
Caldwell Country Chevrolet
Parts Dept
800 TX 21
Caldwell, TX 77836

Salesperson:	Matt Gann
Email :	mgann@capfleetupfitters.com
VIN :	
End User:	Coleman, City of - ANL

Year :	2021
Make :	Chevrolet
Model :	Tahoe

Notes
** EQUIPMENT AND PRICING WILL CHANGE WHEN PARTS BECOME AVAILABLE FOR VEHICLE **

Part #	Qty	Description
		COLEMAN, CITY OF - ANL
		2021 CHEVROLET TAHOE PPV
		THEFT DETERRENT SYSTEM
TREMCO	1	ANTI-THEFT NOTES: '21 Tahoe
		EXTERIOR
P46SC	1	PAR-46 SUPER-LED SPOT LT 12V (REPLACES P46SLC) NOTES: LED Spotlight Replacement
5165	1	2015-20 Chevy Tahoe/Suburban Push Bumper
5167WHD	1	2015- 20 Chevy Tahoe/Suburban Heavy Duty Wraparounds
5167WHD-TK	1	2015-2020 Chevy Tahoe/Suburban 1500 ,Wraparound Brush Guard Mounting Kit
M4RC	1	M4 LED FLASHER RED W/CLR LENS NOTES: DS - Forward Facing on Grille Guard
M4BC	1	M4 LED FLASHER BLU W/CLR LENS NOTES: PS - Forward Facing on Grille Guard
M4BRKT90	2	ALUMINUM 90 DEGREE M4 BRACKET NOTES: Forward Facing on Grille Guard
I3JC	2	TRIO ION R/B W/ WHT OVERRIDE NOTES: Side Mounted on Grille Guard
IONK1B	2	SWIVEL MOUNT KIT FOR ION BLK NOTES: Side Facing Brackets
		EMERGENCY LIGHTING / CONTROLLER / SIREN SPEAKER
LGYSMK55DUOCAR-DE	1	55" LEGACY FULLY POPULATED W/SMOKE LENSES W/TAKEDOWNS & ALLEYS (DRIVER SIDE RED/WHITE FRONT; RED/AMBER REAR; PASSENGER BLUE/WHITE FRONT: BLUE/AMBER REAR): CCSRN5 CARBIDE SIREN: SA315P SPEAKER: SAK*:
GBS2DEDE	1	55" WC LEGACY DUO BAR W/SMOKED LENSES
CCSRN5	1	CARBIDE SIREN SYS W/ CANPORT
SA315P	1	SA315P SPEAKER, BLACK PLASTIC
CC5K2	1	CCSRN5 INSTALL KIT CHEVY TAHOE NOTES: Cencom Install Kit
SAK1	1	SA-315 MOUNT KIT UNIVERSAL
CANCTL7	1	CANTROL CONTROLLER 21 PUSH-BUTTON, 4-POSITION SLIDE SWTICH

55962.15

CAP FLEET UPFITTERS

Quote

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CALDWELL, TX 77836

Ship to:
Caldwell Country Chevrolet
Parts Dept
800 TX 21
Caldwell, TX 77836

Salesperson:	Matt Gann
Email :	mgann@capfleetupfitters.com
VIN :	
End User:	Coleman, City of - ANL

Year :	2021
Make :	Chevrolet
Model :	Tahoe

Notes
** EQUIPMENT AND PRICING WILL CHANGE WHEN PARTS BECOME AVAILABLE FOR VEHICLE **

Part #	Qty	Description
FN-0616D	1	FUSION 600 DUAL COLOR NOTES: Rear Lift Gate - Traffic Advisor
DBKT4	2	DOMINATOR ANGLE MOUNT BRACKET NOTES: T/A Bracket
IONR	1	ION LIGHT RED NOTES: DS - LP Bracket
IONB	1	ION LIGHT BLUE NOTES: PS - LP Bracket
IONBKT1	1	ION LICENSE PLATE BKT HORIZ. NOTES: LP Bracket
PLUCTCL1	2	Replacement Collar Kit, includes 1 Collar, 2 Gaskets & Screws for the Twist-In UnderCover NOTES: Twist in lens for Hideaway
ELUC3H010D	1	UNIVERSAL UNDERCOVER SCREW IN LED INSERT SINGLE LIGHT KIT, 9-32 VDC W/10 FOOT 5 WIRE HARNESS RED/WHITE NOTES: DS - Reverse Lamp
ELUC3H010E	1	Universal UnderCover Screw-In LED Insert Single Light Kit, 9-32 Vdc w/ 10' 5-wire harness: includes insert, Lens #1 (Extreme Angle) & Inline Flasher – Dual BLUE/WHITE NOTES: PS - Reverse Lamp
		CONSOLE
CC-F-THOS-18-L	1	Tahoe 18 Wide-Body w/Lockable Storage Compartment NOTES: Center Console
AC-INBHG	1	TROY 4" INTL BEV. HOLDER W/FINGERS NOTES: Cup Holder
AC-SIDEARM-6	1	6" SIDE-MOUNT ARM REST NOTES: Arm Rest
AC-MCLBKT	2	L bracket only. No clip. NOTES: Mic Bracket
MMBP	2	MAGNETIC MIC KIT
		PARTITION / CARGO BARRIER
PSSP5704T15A	1	Center Sliding Polycarbonate Window,Recessed Panel, & Lower Extension Panel NOTES: Front Partition
B5705T15	1	7 Gauge Steel Wire, Cargo Barrier with Filler Panels (for use w/ side curtain airbags in Police Package only) NOTES: Cargo Barrier

CAP FLEET UPFITTERS

Quote

Date	08/11/2020
Quote #	CAPQ61665

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Email :	mgann@capfleetupfitters.com
VIN :	
End User:	Coleman, City of - ANL

Year :	2021
Make :	Chevrolet
Model :	Tahoe

Notes
** EQUIPMENT AND PRICING WILL CHANGE WHEN PARTS BECOME AVAILABLE FOR VEHICLE **

Part #	Qty	Description
		WEAPON MOUNTING SYSTEM
GK10342UHKSVSCAXL	1	Dual T-Rail Mount 2 Universal XL , Handcuff Key Override NOTES: Partition Mounted
		IN CAR AUDIO / VIDEO RECORDING SYSTEM
4RE-STD-GPS-RV2	1	4RE, HD DVR, W/GPS, REV 2 IN CAR CAMERA SYSTEM
CAM-4RE-PAN-NHD	1	FRONT CAMERA, 4RE, HD PANORAMIC
WAR-4RE-CAR-1ST	1	WARRANTY, 4RE, IN-CAR, 1ST YEAR (MONTHS 1-12)
FREIGHT	1	Shipping/Handling and Processing Charges
		RADAR SYSTEM
809-0002-00	1	stalker patrol radar dual antenna INCLUDES VSS CABLE NOTES: Stalker Radar
		RADIO RELATED COMPONENTS
CS-RADIO	1	CUSTOMER SUPPLIED RADIO - MOTOROLA XTL2500 - Constant Power
38662	1	0-1000 MHz, 3/4" Brass Mount, Mini UHF NOTES: Coax
360994	1	PCTEL - 136-174 1/4 WAVE ANTENNA W/SPRING NOTES: Antenna
INSTALL	1	Installation
LABOR	1	LABOR
PROGFEE	1	PROGRAMMING FEE
SSUPPLY	1	SHOP SUPPLIES
DISPOSAL	1	DISPOSAL FEE (FOR OEM PARTS NOT PICKED UP ON DELIVERY)
CAPHARNESS	1	CAP FLEET WIRING HARNESS
PDKIT	1	POWER DISTRIBUTION KIT
SHIP	1	SHIPPING & HANDLING
DEALER	1	DEALER PREP
INSPECT	1	ALL CAP FLEET INSTALLATIONs COME WITH AGENCY LIFETIME WARRANTY
CS_Note	1	** DISCLAIMER - LABOR PRICING IS ONLY GOOD FOR ALL PRODUCTS AND SERVICES INCLUDED IN THIS QUOTE**

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VIN :	
End User:	Coleman, City of - ANL

Year :	2021
Make :	Chevrolet
Model :	Tahoe

Notes
** EQUIPMENT AND PRICING WILL CHANGE WHEN PARTS BECOME AVAILABLE FOR VEHICLE **

Subtotal	$ 20,069.00
Tax	$ 0.00
Grand	$ 20,069.00

This quote is good for 30 days from date of quote.

I hereby authorize the install work therein set forth to be done by CAP Fleet Upfitters, together with the furnishing by CAP Fleet Upfitters of the necessary parts and other material for such install and agree that CAP Fleet Upfitters is not responsible for any delays caused by unavailability or delayed availability of parts or material for any reason; that CAP Fleet Upfitters neither assumes or authorizes any other person to assume for CAP Fleet Upfitters any liability in connection with such install; that CAP Fleet Upfitters shall not be responsible for loss or damage to the above vehicle, or articles left therein; in case of fire, theft, any Act of God, or other cause beyond CAP Fleet Upfitters control; that CAP Fleet Upfitters employees may operate the above vehicle on streets, highways, or elsewhere for the purpose of testing and/or inspecting such vehicle.

WWW.CAPFLEETUPFITTERS.COM
QUOTES ARE GOOD FOR 30 DAYS.
PLEASE SIGN BELOW IF ALL ITEMS & QUANTITIES ARE APPROVED.

X_____

PRODUCT PRICING SUMMARY

TIPS USA 200206 TRANSPORTATION VEHICLES

VENDOR- COWBOY MOTOR CO. dba MOORE CDJR. 1305 Hwy 96 BYPASS , Silsbee TX 77656

End User: COLEMAN, CITY OF
Contact: AMERICAN NATIONAL LEASING
Email:
Product Description: DODGE DURANGO POLICE

Prepared by: SETH GAMBLIN
Phone: 512.436.1313
Email: SGAMBLIN.SILSBEEFLEET@GMA
Date: August 12, 2020

A. **Bid Item:** _____ **A. Base Price:** $ 29,100.00

B. **Factory Options**

Code	Description	Bid Price	Code	Description	Bid Price
WDWW75	2020 DODGE DURANGO POLICE	$ 1,495.00		EXTERIOR COLOR- WHITE C	
EZH	5.7L V8 HEMI MDS VVT ENGINE	$ 2,995.00			
DFD	8 SPEED AUTO TRANS	$ -			
AHX	TRAILER TOW GROUP IV	$ 845.00			

Total of B. Published Options: $ 5,335.00

Published Option Discount (5%) $ (192.00)

C. **Unpublished Options [not to exceed 25%]** S= 58.5 %

Description	Bid Price	Options	Bid Price
CAP FLEET INSTALL CAPQ61667	$ 20,134.00		

Total of C. Unpublished Options: $ 20,134.00

D.	**Floor Plan Interest (for in-stock and/or equipped vehicles):**	$ -
E.	**Lot Insurance (for in-stock and/or equipped vehicles):**	$ -
F.	**Contract Price Adjustment:** _____	
G.	**Additional Delivery Charge:** 428 miles	$ 749.00
H.	**Subtotal:**	$ 55,126.00
I.	**Quantity Ordered** 1 x H =	$ 55,126.00
J.	**Trade in:** _____	$ -
K.		
L.	**Total Purchase Price Including TIPS Fee**	$ 55,126.00

Quote

Date 08/12/2020
Quote # CAPQ61667

CAP Fleet Upfitters, LLC
2603 Taylors Valley Road
Belton, TX 76513
Phone: 254-773-1959

Name / Address
Moore Chrysler Dodge Jeep Ram
1305 HWY 96 Bypass
PO BOX 905
Silsbee, TX 77656

Ship to:
Moore Chrysler Dodge Jeep Ram
1305 HWY 96 Bypass
PO BOX 905
Silsbee, TX 77656

Salesperson: Matt Gann
Email : mgann@capfleetupfitters.com
VIN :
End User: Coleman, City of - ANL

Year : 2021
Make : Dodge
Model : Durango

Part #	Qty	Description
		COLEMAN, CITY OF - ANL 2021 DODGE DURANGO
		EXTERIOR
P46SC	1	PAR-46 SUPER-LED SPOT LT 12V (REPLACES P46SLC) NOTES: Replacement Spot light
5201A	1	Go Rhino - Durango Pursuit Grille Guard (Center Section) NOTES: Grille Guard
5201WHDT	1	Heavy Duty Wraparound Brush Guard - Durango Pursuit NOTES: Headlight Guard
M4RC	1	M4 LED FLASHER RED W/CLR LENS NOTES: DS - Forward Facing on Grille Guard
M4BC	1	M4 LED FLASHER BLU W/CLR LENS NOTES: PS - Forward Facing on Grille Guard
M4BRKT90	2	ALUMINUM 90 DEGREE M4 BRACKET NOTES: Forward Facing Bracket
I3JC	2	TRIO ION R/B W/ WHT OVERRIDE NOTES: 1 - Ea Side of Grille guard
IONK1B	2	SWIVEL MOUNT KIT FOR ION BLK NOTES: Side facing bracket
		EMERGENCY LIGHTING / CONTROLLER / SIREN SPEAKER
LGYSMK55DUOCAR-DE	1	55" LEGACY FULLY POPULATED W/SMOKE LENSES W/TAKEDOWNS & ALLEYS (DRIVER SIDE RED/WHITE FRONT; RED/AMBER REAR; PASSENGER BLUE/WHITE FRONT; BLUE/AMBER REAR); CCSRN5 CARBIDE SIREN; SA315P SPEAKER; SAK*;
GBS2DEDE	1	55" WC LEGACY DUO BAR W/SMOKED LENSES NOTES: Overhead Light Bar
CCSRN5	1	CARBIDE SIREN SYS W/ CANPORT NOTES: Siren Controller
SA315P	1	SA315P SPEAKER, BLACK PLASTIC NOTES: Siren Speaker
CC5K3	1	CCSRN INSTALL KIT DODGE CHARGER/RAM 1500 NOTES: Controller Install Kit
SAK1	1	SA-315 MOUNT KIT UNIVERSAL NOTES: Speaker Bracket
CANCTL7	1	CANTROL CONTROLLER 21 PUSH-BUTTON, 4-POSITION SLIDE SWTICH NOTES: Controller Interface
FN-0616D	1	FUSION 600 DUAL COLOR NOTES: Traffic Advisor

CAP FLEET UPFITTERS

Quote

Date	08/12/2020
Quote #	CAPQ61667

CAP Fleet Upfitters, LLC
2603 Taylors Valley Road
Belton, TX 76513
Phone: 254-773-1959

Name / Address
Moore Chrysler Dodge Jeep Ram
1305 HWY 96 Bypass
PO BOX 905
Silsbee, TX 77656

Ship to:
Moore Chrysler Dodge Jeep Ram
1305 HWY 96 Bypass
PO BOX 905
Silsbee, TX 77656

Salesperson:	Matt Gann
Email :	mgann@capfleetupfitters.com
VIN :	
End User:	Coleman, City of - ANL

Year :	2021
Make :	Dodge
Model :	Durango

Part #	Qty	Description
DBKT4	2	DOMINATOR ANGLE MOUNT BRACKET NOTES: T/A Bracketry
IONR	1	ION LIGHT RED NOTES: DS - LP Bracket
IONB	1	ION LIGHT BLUE NOTES: PS - LP Bracket
IONBKT1	1	ION LICENSE PLATE BKT HORIZ. NOTES: LP Bracket
ELUC3H010D	1	UNIVERSAL UNDERCOVER SCREW IN LED INSERT SINGLE LIGHT KIT, 9-32 VDC W/10 FOOT 5 WIRE HARNESS RED/WHITE NOTES: DS - Reverse Lamp
ELUC3H010E	1	Universal UnderCover Screw-In LED Insert Single Light Kit, 9-32 Vdc w/ 10' 5-wire harness: includes insert, Lens #1 (Extreme Angle) & Inline Flasher – Dual BLUE/WHITE NOTES: PS - Reverse Lamp
PLUCTCL1	2	Replacement Collar Kit, includes 1 Collar, 2 Gaskets & Screws for the Twist-In UnderCover NOTES: Twist - In Lens
		CONSOLE
C-VS-1800-DUR-1	1	2018-2019 Dodge Durango Vehicle Specific 18" Console NOTES: Console
AC-INBHG	1	TROY 4" INTL BEV. HOLDER W/FINGERS NOTES: Cup Holder
AC-SIDEARM-6	1	6" SIDE-MOUNT ARM REST NOTES: Arm Rest
AC-MCLBKT	2	L bracket only. No clip. Must drill side of console to install NOTES: Mic Bracket
MMBP	2	MAGNETIC MIC KIT NOTES: Magnetic Mic
		PARTITION / CARGO BARRIER
PSSP6700D18A	1	2020 DURANGO Passenger ½ Sliding Poly Window/ Includes Recessed Panel and Lower Extension Panels NOTES: Front Partition
B6705D18	1	7 GA. STEEL WIRE CARGO BARRIER WITH FILLERPANELS NOTES: Cargo Barrier
		WEAPON MOUNTING SYSTEM
WEI-004	1	WEISER SOLUTIONS DUAL GUN RACK / W TWO HANDCUFF LOCKS NOTES: Weapon Mount

CAP FLEET
UPFITTERS

Quote

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Email :	mgann@capfleetupfitters.com
VIN :	
End User:	Coleman, City of - ANL

Year :	2021
Make :	Dodge
Model :	Durango

Part #	Qty	Description
		IN CAR AUDIO / VIDEO SYSTEM
4RE-STD-GPS-RV2	1	4RE, HD DVR, W/GPS, REV 2 IN CAR CAMERA SYSTEM NOTES: Watchguard Video System
CAM-4RE-PAN-NHD	1	FRONT CAMERA, 4RE, HD PANORAMIC NOTES: Forward Facing Camera
WAR-4RE-CAR-1ST	1	WARRANTY, 4RE, IN-CAR, 1ST YEAR (MONTHS 1-12)
FREIGHT	1	Shipping/Handling and Processing Charges
		RADAR
809-0002-00	1	stalker patrol radar dual antenna INCLUDES VSS CABLE NOTES: Stalker Patrol
		RADIO RELATED COMPONENTS
CS-RADIO	1	CUSTOMER SUPPLIED RADIO - XTL 2500 - Constant Power
38662	1	0-1000 MHz. 3/4" Brass Mount, Mini UHF NOTES: Coax
360994	1	PCTEL - 136-174 1/4 WAVE ANTENNA W/SPRING NOTES: Antenna
INSTALL	1	Installation
LABOR	1	LABOR
PROGFEE	1	PROGRAMMING FEE
SSUPPLY	1	SHOP SUPPLIES
DISPOSAL	1	DISPOSAL FEE (FOR OEM PARTS NOT PICKED UP ON DELIVERY)
CAPHARNESS	1	CAP FLEET WIRING HARNESS
PDKIT	1	POWER DISTRIBUTION KIT
SHIP	1	SHIPPING & HANDLING
DEALER	1	DEALER PREP
INSPECT	1	ALL CAP FLEET INSTALLATIONs COME WITH AGENCY LIFETIME WARRANTY
CS_Note	1	** DISCLAIMER - LABOR PRICING IS ONLY GOOD FOR ALL PRODUCTS AND SERVICES INCLUDED IN THIS QUOTE**

CAP FLEET UPFITTERS

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PO BOX 905
Silsbee, TX 77656

Ship to:
Moore Chrysler Dodge Jeep Ram
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PO BOX 905
Silsbee, TX 77656

Salesperson:	Matt Gann
Email :	mgann@capfleetupfitters.com
VIN :	
End User:	Coleman, City of - ANL

Year :	2021
Make :	Dodge
Model :	Durango

Subtotal	$ 20,134.00
Tax	$ 0.00
Grand	$ 20,134.00

This quote is good for 30 days from date of quote.

I hereby authorize the install work therein set forth to be done by CAP Fleet Upfitters, together with the furnishing by CAP Fleet Upfitters of the necessary parts and other material for such install and agree that CAP Fleet Upfitters is not responsible for any delays caused by unavailability or delayed availability of parts or material for any reason; that CAP Flee: Upfitters neither assumes or authorizes any other person to assume for CAP Fleet Upfitters any liability in connection with such install; that CAP Fleet Upfitters shall not be responsible for loss or damage to the above vehicle, or articles left therein; in case of fire, theft, any Act of God, or other cause beyond CAP Fleet Upfitters control; that CAP Fleet Upfitters employees may operate the above vehicle on streets, highways, or elsewhere for the purpose of testing and/or inspecting such vehicle

WWW.CAPFLEETUPFITTERS.COM
QUOTES ARE GOOD FOR 30 DAYS.
PLEASE SIGN BELOW IF ALL ITEMS & QUANTITIES ARE APPROVED.

X_____

2020 Dodge Durango Pursuit

FIND A DEALER CONTACT US

MSRP* STARTING AT
$34,870

UP TO CITY/HMY MPG
18/25

HORSEPOWER
360

100,000 20D
$1

DOWNLOAD SPECIFICATIONS

PRODUCT PRICING SUMMARY

GOODBUY 19 8F000 VEHICLES

VENDOR–COWBOY MOTOR CO. dba MOORE CDJR, 1305 Hwy 96 BYPASS , Silsbee TX 77656

End User: COLEMAN, CITY OF
Contact: AMERICAN NATIONAL LEASING
Email:
Product Description: RAM 1500 SSV

Prepared by: SETH GAMBLIN
Phone: 512 436 1313
Email: sgamblin.silsbeefleet@gmail.com
Date: August 12, 2020

A. Bid Item: _____ A. Base Price: $ 18,318.00

B. Factory Options

Code	Options	Bid Price	Code	Options	Bid Price
DS6T98	1500 SSV CREW CAB 4X4	$ 9,895.00	PXJ	EXTIOR	$
EZH	5.7L V8 HEMI MDS VVT ENGINE	$ -			
D7	CLOTH FRONT BENCH / VINYL REAR	$ 45.00			
GFA	REAR WINDOW DEFROSTER	$ 195.00			
ADB	PROTECTION GROUP	$ 395.00			
RA2	UCONNECT 3 WITH 5" DISPLAY	$ 632.00			
				120-200 DAYS **** CUT OFF FOR 2020	

Total of B. Published Options: $ 11,262.00

Published Option Discount (5%) $ (68.35)

C. Additional Options [not to exceed 25%] $= 65.8 %

Options	Bid Price	Options	Bid Price
CAP FLEET INSTALL CAPQ61666	$ 19,474.00		

Total of C. Unpublished Options: $ 19,474.00

D.	Floor Plan Interest (for in-stock and/or equipped vehicles):	$ -
E.	Lot Insurance (for in-stock and/or equipped vehicles):	$ -
F.	Contract Price Adjustment: _____	$ -
G.	Additional Delivery Charge: 200 miles	$ 455.00
H.	Subtotal:	$ 49,440.65
I.	Quantity Ordered 1 x K =	$ 49,440.65
J.	Trade in: _____	$ -
K.	GOODBUY Administrative Fee ($300 per purchase order)	$ 300.00
L.	TOTAL PURCHASE PRICE INCLUDING GOODBUY FEE	$ 49,740.65

CAP FLEET
UPFITTERS

Quote

Date 08/12/2020
Quote # CAPQ61666

CAP Fleet Upfitters, LLC
2603 Taylors Valley Road
Belton, TX 76513
Phone: 254-773-1959

Name / Address
Moore Chrysler Dodge Jeep Ram
1305 HWY 96 Bypass
PO BOX 905
Silsbee, TX 77656

Ship to:
Moore Chrysler Dodge Jeep Ram
1305 HWY 96 Bypass
PO BOX 905
Silsbee, TX 77656

Salesperson: Matt Gann
Email : mgann@capfleetupfitters.com
VIN :
End User: Coleman, City of - ANL

Year : 2021
Make : Dodge
Model : Ram Truck

Part #	Qty	Description
		COLEMAN, CITY OF - ANL 2021 RAM 1500 SSV 4WD
		EXTERIOR
P46SC	1	PAR-46 SUPER-LED SPOT LT 12V (REPLACES P46SLC) NOTES: LED Spotlight Replacement
GGD19HBL1C	1	2019-2020 DODGE RAM 1500 GRILL GUARD NOTES: Grille Guard ** CONFIRM BODY STYLE
M4RC	1	M4 LED FLASHER RED W/CLR LENS NOTES: DS - Forward Facing on Grille Guard
M4BC	1	M4 LED FLASHER BLU W/CLR LENS NOTES: PS - Forward Facing on Grille Guard
M4BRKT90	2	ALUMINUM 90 DEGREE M4 BRACKET NOTES: Forward Facing Bracketry
I3JC	2	TRIO ION R/B W/ WHT OVERRIDE NOTES: 1 - Each Side of Grille Guard
IONK1B	2	SWIVEL MOUNT KIT FOR ION BLK NOTES: Brackets for Side of Grille Guard
		EMERGENCY LIGHTING / CONTROLLER / SIREN SPEAKER
LGYSMK55DUOCAR-DE	1	55" LEGACY FULLY POPULATED W/SMOKE LENSES W/TAKEDOWNS & ALLEYS (DRIVER SIDE RED/WHITE FRONT; RED/AMBER REAR; PASSENGER BLUE/WHITE FRONT; BLUE/AMBER REAR); CCSRN5 CARBIDE SIREN; SA315P SPEAKER; SAK*;
GBS2DEDE	1	55" WC LEGACY DUO BAR W/SMOKED LENSES NOTES: Overhead Light Bar
CCSRN5	1	CARBIDE SIREN SYS W/ CANPORT NOTES: Siren Controller
SA315P	1	SA315P SPEAKER, BLACK PLASTIC NOTES: Siren Speaker
CC5K3	1	CCSRN INSTALL KIT DODGE CHARGER/RAM 1500 NOTES: Controller Install Kit
SAK1	1	SA-315 MOUNT KIT UNIVERSAL NOTES: Speaker Bracket
CANCTL7	1	CANTROL CONTROLLER 21 PUSH-BUTTON, 4-POSITION SLIDE SWTICH NOTES: Controller Interface
FN-0616D	1	FUSION 600 DUAL COLOR NOTES: Traffic Advisor
DBKT4	2	DOMINATOR ANGLE MOUNT BRACKET NOTES: T/A Bracketry

CAP FLEET
UPFITTERS

Quote

Date 08/12/2020
Quote # CAPQ61666

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Silsbee, TX 77656

Salesperson: Matt Gann
Email : mgann@capfleetupfitters.com
VIN :
End User: Coleman, City of - ANL

Year : 2021
Make : Dodge
Model : Ram Truck

Part #	Qty	Description
IONR	1	ION LIGHT RED NOTES: DS- LP Bracket
IONB	1	ION LIGHT BLUE NOTES: PS- LP Bracket
IONBKT1	1	ION LICENSE PLATE BKT HORIZ. NOTES: LP Bracket
ELUC3H010D	1	UNIVERSAL UNDERCOVER SCREW IN LED INSERT SINGLE LIGHT KIT, 9-32 VDC W/10 FOOT 5 WIRE HARNESS RED/WHITE NOTES: DS - Reverse Housing
ELUC3H010E	1	Universal UnderCover Screw-In LED Insert Single Light Kit, 9-32 Vdc w/ 10' 5-wire harness: includes insert. Lens #1 (Extreme Angle) & Inline Flasher – Dual BLUE/WHITE NOTES: PS - Reverse Housing
PLUCTCL1	2	Replacement Collar Kit, includes 1 Collar, 2 Gaskets & Screws for the Twist-In UnderCover NOTES: Twist in lens for Hideaways
		CONSOLE
AC-DG4500MNT	1	Ram truck floor mount; For bucket seat; Wide floor plate; Use w/ any console NOTES: Console Floor Plate
CC-MC-18	1	18" MC CONSOLE, 7" SLOPE/11" LEVEL NOTES: Console
AC-INBHG	1	TROY 4" INTL BEV. HOLDER W/FINGERS NOTES: Cupholder
AC-SIDEARM-6	1	6" SIDE-MOUNT ARM REST NOTES: Arm Rest
AC-MCLBKT	2	L bracket only. No clip. NOTES: Mic Clip Bracket
MMBP	2	MAGNETIC MIC KIT NOTES: Magnetic Mic Clip
		PARTITION
PRPSP5904RT13A	1	Center Sliding Polycarbonate Window,Recessed Panel, & Lower Extension Panel NOTES: Front Partition
		WEAPON MOUNTING SYSTEM
WEI-004	1	WEISER SOLUTIONS DUAL GUN RACK / W TWO HANDCUFF LOCKS NOTES: Dual Gun Lock - Partition Mounted
		IN-CAR AUDIO / VIDEO RECORDING SYSTEM

CAP FLEET
UPFITTERS

Quote

Date 08/12/2020
Quote # CAPQ61666

CAP Fleet Upfitters, LLC
2603 Taylors Valley Road
Belton, TX 76513
Phone: 254-773-1959

Name / Address
Moore Chrysler Dodge Jeep Ram
1305 HWY 96 Bypass
PO BOX 905
Silsbee, TX 77656

Ship to:
Moore Chrysler Dodge Jeep Ram
1305 HWY 96 Bypass
PO BOX 905
Silsbee, TX 77656

Salesperson: Matt Gann
Email : mgann@capfleetupfitters.com
VIN :
End User: Coleman, City of - ANL

Year : 2021
Make : Dodge
Model : Ram Truck

Part #	Qty	Description
4RE-STD-GPS-RV2	1	4RE, HD DVR, W/GPS, REV 2 IN CAR CAMERA SYSTEM
CAM-4RE-PAN-NHD	1	FRONT CAMERA, 4RE, HD PANORAMIC
WAR-4RE-CAR-1ST	1	WARRANTY, 4RE, IN-CAR, 1ST YEAR (MONTHS 1-12)
FREIGHT	1	Shipping/Handling and Processing Charges
		RADAR SYSTEM
809-0002-00	1	stalker patrol radar dual antenna INCLUDES VSS CABLE NOTES: Stalker Radar
		RADIO RELATED COMPONENTS
CS-RADIO	1	CUSTOMER SUPPLIED RADIO - XTL 2500 - Constant Power
38662	1	0-1000 MHz, 3/4" Brass Mount, Mini UHF NOTES: Coax
360994	1	PCTEL - 136-174 1/4 WAVE ANTENNA W/SPRING NOTES: Antenna
INSTALL	1	Installation
LABOR	1	LABOR
PROGFEE	1	PROGRAMMING FEE
SSUPPLY	1	SHOP SUPPLIES
DISPOSAL	1	DISPOSAL FEE (FOR OEM PARTS NOT PICKED UP ON DELIVERY)
CAPHARNESS	1	CAP FLEET WIRING HARNESS
PDKIT	1	POWER DISTRIBUTION KIT
SHIP	1	SHIPPING & HANDLING
DEALER	1	DEALER PREP
INSPECT	1	ALL CAP FLEET INSTALLATIONs COME WITH AGENCY LIFETIME WARRANTY
CS_Note	1	** DISCLAIMER - LABOR PRICING IS ONLY GOOD FOR ALL PRODUCTS AND SERVICES INCLUDED IN THIS QUOTE**

Quote

Date	08/12/2020
Quote #	CAPQ61666

CAP Fleet Upfitters, LLC
2603 Taylors Valley Road
Belton, TX 76513
Phone: 254-773-1959

Name / Address
Moore Chrysler Dodge Jeep Ram
1305 HWY 96 Bypass
PO BOX 905
Silsbee, TX 77656

Ship to:
Moore Chrysler Dodge Jeep Ram
1305 HWY 96 Bypass
PO BOX 905
Silsbee, TX 77656

Salesperson:	Matt Gann
Email :	mgann@capfleetupfitters.com
VIN :	
End User:	Coleman, City of - ANL

Year :	2021
Make :	Dodge
Model :	Ram Truck

Subtotal	$ 19,474.00
Tax	$ 0.00
Grand	$ 19,474.00

This quote is good for 30 days from date of quote.

I hereby authorize the install work therein set forth to be done by CAP Fleet Upfitters, together with the furnishing by CAP Fleet Upfitters of the necessary parts and other material for such install and agree that CAP Fleet Upfitters is not responsible for any delays caused by unavailability or delayed availability of parts or material for any reason; that CAP Fleet Upfitters neither assumes or authorizes any other person to assume for CAP Fleet Upfitters any liability in connection with such install; that CAP Fleet Upfitters shall not be responsible for loss or damage to the above vehicle, or articles left therein; in case of fire, theft, any Act of God, or other cause beyond CAP Fleet Upfitters control; that CAP Fleet Upfitters employees may operate the above vehicle on streets, highways, or elsewhere for the purpose of testing and/or inspecting such vehicle

WWW.CAPFLEETUPFITTERS.COM

QUOTES ARE GOOD FOR 30 DAYS.

PLEASE SIGN BELOW IF ALL ITEMS & QUANTITIES ARE APPROVED.

X_____

Diana Lopez

From: Renner, Rachel E <Rachel.E.Renner@efleets.com>
Sent: Thursday, May 21, 2020 9:29 AM
To: george@defendersupply.com
Cc: chief_smith@web-access.net; Diana Lopez
Subject: FW: Quotes for CPD - Enterprise
Attachments: Coleman TX PD - 2020 Dodge RAM 1500 SSV 4WD Parts & Upfit 010620.pdf; Coleman TX PD - 2020 Ford Interceptor Utility 3.3L - Parts & Upfit 01062....pdf; Coleman TX PD - 2020 Dodge RAM 1500 SSV 4WD Parts & Upfit 010620.pdf; Coleman TX PD - 2020 Ford Interceptor Utility 3.3L - Parts & Upfit 01062....pdf

Good Morning George,

I am working with City of Coleman on some police units. My coworker Michael, had been working on them and I am now taking over. I am trying to provide them with a quote including the aftermarket equipment. There are a few additions that we need to add to the initial upfit quote. I'm not sure if Michael had already requested a new quote and if so please can you send that over for me. Below is what needs to be added on. I have CC-ed Police Chief Anthony Smith on this e-mail. Chief Smith, please let us know if anything else needs to be added.

I have reviewed the quotes and have found a few items that are missing on both vehicles. I have listed them below. The items missing pertain to both vehicles unless otherwise noted.

1. No prisoner partition (prisoner and cargo on Ford Interceptor)
2. Drivers side spotlight (may come standard on Interceptor. Aftermarket on previous Ram purchase)
3. Weapons mount (dual, for shotgun and patrol rifle)
4. Anti-theft device (prevents running vehicle from being driven off by unauthorized persons)
5. Ram-box bed on Ram pickups
6. Hard folding tonneau cover for secure storage (Ram)

Let me know if you need anything additional from me.

Thanks,
Rachel

Rachel E Renner
Account Manager
Enterprise Fleet Management
(512) 640-7500 Direct
(609) 558-0687 Cell
Rachel.E.Renner@efleets.com

From: Diana Lopez [mailto:diana.lopez@cityofcolemantx.us]
Sent: Wednesday, May 20, 2020 11:39 AM
To: Renner, Rachel E <Rachel.E.Renner@efleets.com>
Subject: FW: Quotes for CPD - Enterprise

Thank You,
Diana L Lopez

City Manager
City of Coleman
(325) 625-5114 – Office
(325) 636-3621 – Cell

Committed to our Residents, Organizational Pride, Leading by Example, Excellent Customer Service,
Making a Difference, Accountable for our actions, Never settle for less – We are COLEMAN

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From: Diana Lopez
Sent: Tuesday, February 4, 2020 11:33 AM
To: 'Anthony Smith' <chief_smith@web-access.net>
Subject: FW: Quotes for CPD - Enterprise

Please see attached and below. Review specs and let me know if everything is included.

Thank You,
Diana L Lopez

City Manager
City of Coleman
(325) 625-5114 – Office
(325) 636-3621 – Cell

Public Officials: A "Reply to All" of this e-mail could lead to violations of the Open Meetings Act. Please reply only to the sender. *Please note: Any correspondence, such as email or letters sent to city staff or city officials may become a public record and may be made available for public/media review.

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From: Peng, Michael A [mailto:Michael.A.Peng@efleets.com]
Sent: Monday, January 27, 2020 9:26 AM
To: Diana Lopez <diana.lopez@cityofcolemantx.us>
Subject: Quotes for CPD - Enterprise

Hi Diana,

Attached are two quotes from Enterprise. Defender supply's quotes are also attached. There are two vehicles,

- 2020 Dodge RAM 1500 SSV 4WD
- 2020 Ford Interceptor Utility

Talk to you tomorrow. Have a great day!

Michael A Peng
Account Manager
Austin / West Texas

(512) 640-7499 direct
(512) 573-7886 cell
Michael.A.Peng@efleets.com

Enterprise Fleet Management
4210 S CONGRESS AVE
AUSTIN, TX 78745-1104
efleets.com

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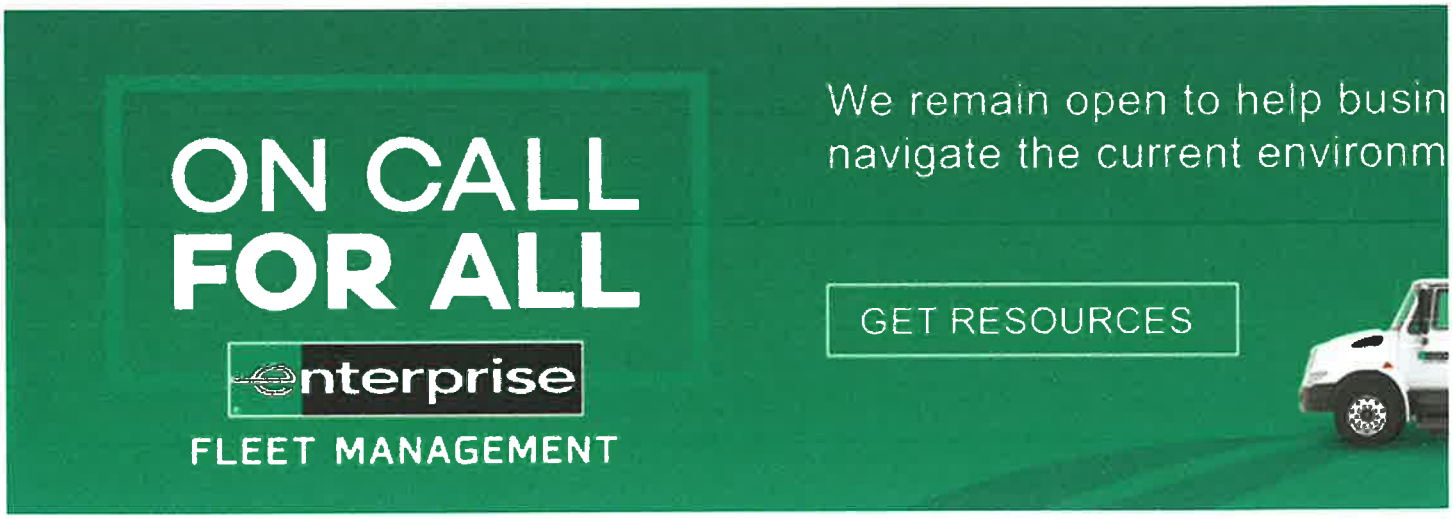

enterprise | FLEET MANAGEMENT

Open-End (Equity) Lease Rate Quote

Quote No: 4553578

Prepared For: City of Coleman
King, James

Date 01/27/2020
AE/AM JKW/MAP

Unit #
Year 2020 **Make** RAM **Model** 1500 Classic
Series SSV 4x4 Crew Cab 140 in. WB
Vehicle Order Type Ordered **Term** 48 **State** TX **Customer#** 590329

$ 48,860.00		Capitalized Price of Vehicle[1]
$ 0.00		License and Certain Other Charges 6.2500% **State** TX
$ 158.50		Initial License Fee
$ 0.00		Registration Fee
$ 0.00	*	Other:Courtesy Delivery Fee
$ 0.00		Capitalized Price Reduction
$ 0.00		Tax on Capitalized Price Reduction
$ 0.00		Gain Applied From Prior Unit
$ 0.00	*	Tax on Gain On Prior
$ 0.00	*	Security Deposit
$ 0.00	*	Tax on Incentive(Taxable Incentive Total : $0.00)
$ 49,018.50		Total Capitalized Amount (Delivered Price)
$ 955.86		Depreciation Reserve @ 1.9500%
$ 188.54		Monthly Lease Charge (Based on Interest Rate - Subject to a Floor)[2]
$ 1,144.40		**Total Monthly Rental Excluding Additional Services**
		Additional Fleet Management
		Master Policy Enrollment Fees
$ 0.00		Commercial Automobile Liability Enrollment
		Liability Limit $0.00
$ 0.00		Physical Damage Management — Comp/Coll Deductible 0 / 0
$ 0.00		Full Maintenance Program[3] Contract Miles 0 — OverMileage Charge $ 0.0500 Per Mile
		Incl: # Brake Sets (1 set = 1 Axle) 0 — # Tires 0 — Loaner Vehicle Not Included
$ 0.00		**Additional Services SubTotal**
$ 0.00		Use Tax 0.0000% **State**
$ 1,144.40		**Total Monthly Rental Including Additional Services**
$ 3,137.22		Reduced Book Value at 48 Months
$ 400.00		Service Charge Due at Lease Termination

All language and acknowledgments contained in the signed quote apply to all vehicles that are ordered under this signed quote.

Order Information

Driver Name	
Exterior Color	Bright White Clearcoat
Interior Color	Diesel Gray/Black w/Cloth Front/Vinyl Rear Se
Lic. Plate Type	Unknown
GVWR	0

Quote based on estimated annual mileage of 15,000
(Current market and vehicle conditions may also affect value of vehicle)
(Quote is Subject to Customer's Credit Approval)
Notes

Enterprise FM Trust will be the owner of the vehicle covered by this Quote. Enterprise FM Trust (not Enterprise Fleet Management) will be the Lessor of such vehicle under the Master Open - End (Equity) Lease Agreement and shall have all rights and obligations of the Lessor under the Master Open - End (Equity) Lease Agreement with respect to such vehicle.

ALL TAX AND LICENSE FEES TO BE BILLED TO LESSEE AS THEY OCCUR.

Lessee hereby authorizes this vehicle order, agrees to lease the vehicle on the terms set forth herein and in the Master Equity Lease Agreement and agrees that Lessor shall have the right to collect damages in the event Lessee fails or refuses to accept delivery of the ordered vehicle.
Lessee certifies that it intends that more than 50% of the use of the vehicle is to be in a trade or business of the Lessee.

LESSEE City of Coleman

BY **TITLE** **DATE**

* INDICATES ITEMS TO BE BILLED ON DELIVERY.

[1] Capitalized Price of Vehicle May be Adjusted to Reflect Final Manufacturer's Invoice. Lessee Hereby Assigns to Lessor any Manufacturer Rebates And/Or Manufacturer Incentives Intended for the Lessee, Which Rebates And/Or Incentives Have Been Used By Lessor to Reduce the Capitalized Price of the Vehicle.

[2] Monthly Lease Charge Will Be Adjusted to Reflect the Interest Rate on the Delivery Date (Subject to a Floor).

[3] The inclusion herein of references to maintenance fees/services are solely for the administrative convenience of Lessee. Notwithstanding the inclusion of such references in this [Invoice/Schedule/Quote], all such maintenance services are to be performed by Enterprise Fleet Management, Inc., and all such maintenance fees are payable by Lessee solely for the account of Enterprise Fleet Management, Inc., pursuant to that certain separate [Maintenance Agreement] entered into by and between Lessee and Enterprise Fleet Management, Inc.; provided that such maintenance fees are being billed by Enterprise FM Trust, and are payable at the direction of Enterprise FM Trust, solely as an authorized agent for collection on behalf of Enterprise Fleet Management, Inc.

Aftermarket Equipment Total

Description	(B)illed or (C)apped	Price
See attachment from Defender Supply Estimate # 27102	C	$ 17,100.60
Total Aftermarket Equipment Billed		$ 0.00
Total Aftermarket Equipment Capitalized		$ 17,100.60
Aftermarket Equipment Total		$ 17,100.60

enterprise | FLEET MANAGEMENT

Open-End (Equity) Lease Rate Quote

Quote No: 4553578

VEHICLE INFORMATION:

2020 RAM 1500 Classic SSV 4x4 Crew Cab 140 in. WB - US
Series ID: DS6T98

Pricing Summary:

	INVOICE	MSRP
Base Vehicle	$ 38,893.00	$ 41,375.00
Total Options	$ 0.00	$ 0.00
Destination Charge	$ 1,695.00	$ 1,695.00
Total Price	**$ 40,588.00**	**$ 43,070.00**

SELECTED COLOR:

Exterior: PW7 - Bright White Clearcoat
Interior: X8 - Diesel Gray/Black w/Cloth Front/Vinyl Rear Seats or Cloth Front Bench/Vinyl Rear Seats

SELECTED OPTIONS:

CODE	DESCRIPTION	INVOICE	MSRP
26D	Quick Order Package 26D	NC	NC
APA	Monotone Paint	STD	STD
D5	Cloth Front/Vinyl Rear Seats	STD	STD
DFK	Transmission: 8-Speed Automatic (8HP70)	NC	NC
DMC	3.21 Rear Axle Ratio	STD	STD
EZH	Engine: 5.7L V8 HEMI MDS VVT	STD	STD
NAS	50-State Emissions	NC	NC
PW7_01	Bright White Clearcoat	NC	NC
RA1	Radio: 3.0	STD	STD
TTM	Tires: P265/70R17 BSW AS	STD	STD
WFP	Wheels: 17" x 7" Steel	STD	STD
X8_01	Diesel Gray/Black w/Cloth Front/Vinyl Rear Seats or Cloth Front Bench/Vinyl Rear Seats	NC	NC
XBN	Tip Start	Included	Included
XXU	Electronic Shift	Included	Included
Z6D	GVWR: 6,800 lbs	STD	STD

CONFIGURED FEATURES:

Body Exterior Features:
- Number Of Doors 4
- Rear Cargo Door Type: tailgate
- Driver And Passenger Mirror: power remote heated manual folding side-view door mirrors
- Door Handles: black
- Front And Rear Bumpers: black front and rear bumpers with black rub strip
- Rear Step Bumper: rear step bumper
- Bed Liner: bed liner
- Box Style: regular
- Body Material: galvanized steel/aluminum body material
- : class IV trailering with harness, hitch
- Grille: black grille

Convenience Features:
- Air Conditioning manual air conditioning
- Console Ducts: console ducts
- Cruise Control: cruise control with steering wheel controls
- Power Windows: power windows with driver and passenger 1-touch down
- Remote Keyless Entry: keyfob (all doors) remote keyless entry
- Illuminated Entry: illuminated entry
- Integrated Key Remote: integrated key/remote
- Valet Key: valet function
- Trunk FOB Controls: keyfob trunk/hatch/door release
- Steering Wheel: steering wheel with manual tilting
- Day-Night Rearview Mirror: day-night rearview mirror
- Auto-dimming Rearview Mirror: auto-dimming rearview mirror
- Front Cupholder: front and rear cupholders
- Glove Box: glove box
- Driver Door Bin: driver and passenger door bins
- Rear Door Bins: rear door bins
- Dashboard Storage: dashboard storage
- IP Storage: bin instrument-panel storage
- Rear Underseat Storage Tray: rear underseat storage tray
- Retained Accessory Power: retained accessory power
- Power Accessory Outlet: 2 12V DC power outlets
- AC Power Outlet: 1 AC power outlet

Entertainment Features:
- radio AM/FM/Satellite-prep with seek-scan
- Radio Data System: radio data system
- Speakers: 6 speakers
- Antenna: fixed antenna

Lighting, Visibility and Instrumentation Features:
- Headlamp Type delay-off aero-composite halogen headlamps
- Cab Clearance Lights: cargo bed light
- Front Wipers: variable intermittent wipers
- Tinted Windows: deep-tinted windows
- Dome Light: dome light with fade
- Variable IP Lighting: variable instrument panel lighting
- Display Type: analog display
- Tachometer: tachometer
- Voltmeter: voltmeter
- Low Tire Pressure Warning: tire specific low-tire-pressure warning
- Trip Odometer: trip odometer
- Oil Pressure Gauge: oil pressure gauge
- Water Temp Gauge: water temp. gauge
- Oil Temp Gauge: oil temperature gauge
- Transmission Oil Temp Gauge: transmission oil temp. gauge
- Engine Hour Meter: engine hour meter
- Clock: in-radio display clock
- Systems Monitor: systems monitor
- Rear Vision Camera: rear vision camera

Water Temp Warning: water-temp. warning
Lights On Warning: lights-on warning
Key in Ignition Warning: key-in-ignition warning
Low Fuel Warning: low-fuel warning
Low Washer Fluid Warning: low-washer-fluid warning
Door Ajar Warning: door-ajar warning
Brake Fluid Warning: brake-fluid warning
Transmission Fluid Temperature Warning: transmission-fluid-temperature warning

Safety And Security:

ABS four-wheel ABS brakes
Number of ABS Channels: 4 ABS channels
Brake Assistance: brake assist
Brake Type: four-wheel disc brakes
Vented Disc Brakes: front ventilated disc brakes
Spare Tire Type: full-size spare tire
Spare Tire Mount: underbody mounted spare tire w/crankdown
Driver Front Impact Airbag: driver and passenger front-impact airbags
Driver Side Airbag: seat-mounted driver and passenger side-impact airbags
Overhead Airbag: curtain 1st and 2nd row overhead airbag
Occupancy Sensor: front passenger airbag occupancy sensor
Height Adjustable Seatbelts: height adjustable front seatbelts
Seatbelt Pretensioners: front seatbelt pre-tensioners
3Point Rear Centre Seatbelt: 3 point rear centre seatbelt
Side Impact Bars: side-impact bars
Perimeter Under Vehicle Lights: remote activated perimeter/approach lights
Tailgate/Rear Door Lock Type: tailgate/rear door lock included with power door locks
Rear Child Safety Locks: rear child safety locks
Ignition Disable: Sentry Key immobilizer
Panic Alarm: panic alarm
Electronic Stability: electronic stability
Traction Control: ABS and driveline traction control
Front and Rear Headrests: manual adjustable front head restraints
Rear Headrest Control: 3 rear head restraints

Seats And Trim:

Seating Capacity max. seating capacity of 5
Front Bucket Seats: front bucket seats
Number of Driver Seat Adjustments: 8-way driver and passenger seat adjustments
Reclining Driver Seat: power reclining driver and manual reclining passenger seats
Driver Lumbar: power 2-way driver and passenger lumbar support
Driver Height Adjustment: power height-adjustable driver and passenger seats
Driver Fore/Aft: power driver and passenger fore/aft adjustment
Driver Cushion Tilt: power driver and passenger cushion tilt
Rear Seat Type: rear full bench seat
Rear Folding Position: rear seat fold-up cushion
Rear Seat Armrest: rear seat centre armrest
Leather Upholstery: cloth front seat upholstery
Rear Seat Material: vinyl rear seat upholstery
Headliner Material: full cloth headliner
Floor Covering: full vinyl/rubber floor covering
Deluxe Sound Insulation: deluxe sound insulation
Dashboard Console Insert, Door Panel Insert Combination: metal-look instrument panel insert, door panel insert, console insert
Shift Knob Trim: urethane shift knob
Interior Accents: chrome/metal-look interior accents
Concealed Cargo Storage: concealed cargo storage

Standard Engine:

Engine 395-hp, 5.7-liter V-8 (regular gas)

Standard Transmission:

Transmission 8-speed automatic w/ OD and auto-manual

DEFENDER SUPPLY

845 West FM 407
Argyle, TX 76226

Date	1/6/2020
Estimate By	George Severe
	george@defendersupply.com
	(903) 564-5641

Bill To
Coleman TX PD Chief Anthony Smith 109 North Concho Coleman, TX 76834 325-625-4116

Customer Contact	Chief Anthony Smith
Customer Phone	325-625-4116
Customer E-mail	chief_smith@web-acc...
Estimate #	27102

2020 Dodge RAM 1500 SSV

Vehicle Base Color - White

Description	Location
All parts are for a 2020 Dodge RAM 1500 SSV 4WD - Vehicles provided by Enterprise Fleet Management	
Vin #	
Chief Anthony Smith 109 North Concho Coleman, TX 76834 325-625-4116	
Coleman Park TX PD - WO # - Work Order	
Driver's Side Spot Light Whelen LED 8 Degree Spotlight Replacement	
Troy Mic Brackets Troy Internal Beverage Holder w/Rubber Fingers Troy Console, Side Mount Armrest 20" wide body console for a RAM Truck bucket seats (floor plate included)	
Make & Model of Customer Supplied Police Radio - Motorola XTL2500 Does the Customer Supplied Police Radio need to be "Hot", Powered all the time or on Ignition - Hot all the Time Is Customer Supplied Police Radio a One or Two Piece Unit - 2 Piece What is the Frequency of Customer Supplied Police Radio - VHF	
Two Way VHF Radio Antenna & Coax Cable - Roof Mount	
Whelen Legacy 54" Light Bar Package with Cencom Sapphire Siren, Siren Speaker, Speaker Bracket & Strap Kits. Light Bar includes Take Downs, Alleys and R/W/B/W Front Configuration with Red/Amber/Blue/Amber Rear Configuration.	
Go Industries Enforcement Style Grille Guard for a 2015+ Dodge Ram 1500 SSV	
Two forward facing Whelen M4 Lightheads (1 Red, 1 Blue) Mounted on Front Brush Guard w/Brackets	

Final sale amount may be subject to state and local sales tax. PLEASE NOTE: Once this estimate has been approved, either by signature on this form, written approval referencing the estimate number or the issuance of purchase order, any changes or cancellations of parts made by the customer are subject to a 25% restocking fee. Any addtional customer-requested parts/services will be added to the total amount of the sale.

Vehicle and Emergency Equipment Total

Quantity Ordered	1
Total Vehicle Order Cost	**$19,594.00**

SIGNATURE

DEFENDER SUPPLY

845 West FM 407
Argyle, TX 76226

Date	1/6/2020
Estimate By	George Severe
	george@defendersupply.com
	(903) 564-5641

Bill To
Coleman TX PD Chief Anthony Smith 109 North Concho Coleman, TX 76834 325-625-4116

Customer Contact	Chief Anthony Smith
Customer Phone	325-625-4116
Customer E-mail	chief_smith@web-acc...
Estimate #	27102

2020 Dodge RAM 1500 SSV

Vehicle Base Color - White

Description	Location
Whelen ION™ Series LED, Red/Blue Split Head with Universal Clip Mounts - Mounted on Sides of Brush Guard	
Whelen ION™ LED Bracket with Swivel in Black - Mounted on Sides of Brush Guard	
Whelen TAD8RB Traffic Advisor & Mounting Bracket in Red/Amber/Blue - Mounted in Rear Window	
Whelen (1) Red ION™ & (1) Blue ION™ Mounted at Rear License Plate on Horizontal Metal Bracket	
Whelen 360 Degree LED Side Emitter Light Head - Red/Blue Split - Mounted in Reverse Lights	
Partition w/ Center Sliding Polycarbonate Window for a 2016 Ram 1500/2500	
Pair, 20", 14 Gauge Steel, Bucket Seat Extension Panels (for use w/ RP359RT3 Recessed Panel)	
Recessed panel for a 2016 Dodge 1500/2500	
Setina Dual T-Rail Weapon Lock with Timer & Adjustable Handcuff Adjustable Locks - Designed to fit a Wide Variety of Long Weapons & to be mounted on Recessed Partition	
Tremco Anti-Theft Device for Dodge Ram SSV Truck	
WatchGuard 4RE Standard DVR Camera System with Intuitive Controls, Integrated 200GB Automotive Grade Hard Drive, Integrated GPS for Speed & Location and Integrated Crash Detection. Includes 16GB USB Removable Thumb Drive, Standard Front HD Mini Zoom Camera, Rear Seat Cabin Camera, WatchGuard Body Mic & Charger, Body Mic Belt Clips, Hardware, Cabling, Owner's Manual, Vehicle Mounting Bracket and 1-Year Warranty. Console Mount - (wireless system not included)	
WatchGuard Front Panoramic HD Camera Upgrade for 4RE System has a built-in rotatable turret for aiming as needed. Both cameras are U-WDR 720p.	
WatchGuard Warranty, 4RE, In-Car, 1st Year (Months 1-12)	
WatchGuard Radar Interface Cable - Stalker Radar	
WatchGuard Shipping of Above Emergency Parts	
Stalker Patrol II - "K" Band - Front & Rear Antenna Moving Radar Unit with Auto Dimming Feature	
BackFlip G2, 2017 Dodge RAM Bed Cover, 5.8 Bed - WITH RAM BOX	
No Graphics or Paint	

Final sale amount may be subject to state and local sales tax. PLEASE NOTE: Once this estimate has been approved, either by signature on this form, written approval referencing the estimate number or the issuance of purchase order, any changes or cancellations of parts made by the customer are subject to a 25% restocking fee. Any addtional customer-requested parts/services will be added to the total amount of the sale.

Vehicle and Emergency Equipment Total

Quantity Ordered: 1

Total Vehicle Order Cost: $19,594.00

SIGNATURE

DEFENDER SUPPLY

845 West FM 407
Argyle, TX 76226

Date	1/6/2020
Estimate By	George Severe
	george@defendersupply.com
	(903) 564-5641

Bill To
Coleman TX PD Chief Anthony Smith 109 North Concho Coleman, TX 76834 325-625-4116

Customer Contact	Chief Anthony Smith
Customer Phone	325-625-4116
Customer E-mail	chief_smith@web-acc...
Estimate #	27102

2020 Dodge RAM 1500 SSV

Vehicle Base Color - White

Description	Location
Window Tint - For Two Front Windows	
Defender Supply Wiring Harness, Power Distribution Block and Battery Management System	
Misc. Shop Supplies	
Shipping of Above Emergency Parts for Upfit	
Installation of Above Emergency Equipment and Customer Supplied	
Police Radio - Motorola XTL 2500 2-Piece Police Radio Speaker Radio Wiring Harness	
Customer to Pick Up Vehicle	

Vehicle and Emergency Equipment Total	**$19,594.00**
Quantity Ordered	1
Total Vehicle Order Cost	**$19,594.00**

Final sale amount may be subject to state and local sales tax. PLEASE NOTE: Once this estimate has been approved, either by signature on this form, written approval referencing the estimate number or the issuance of purchase order, any changes or cancellations of parts made by the customer are subject to a 25% restocking fee. Any addtional customer-requested parts/services will be added to the total amount of the sale.

SIGNATURE _____

enterprise | FLEET MANAGEMENT

Open-End (Equity) Lease Rate Quote

Quote No: 4552604

Prepared For: City of Coleman
King, James

Date 01/27/2020
AE/AM JKW/MAP

Unit #
Year 2020 **Make** Ford **Model** Police Interceptor Utility
Series Base All-wheel Drive
Vehicle Order Type In-Stock **Term** 48 **State** TX **Customer#** 590329

$ 52,142.00		Capitalized Price of Vehicle[1]
$ 0.00		License and Certain Other Charges 6.2500% **State** TX
$ 158.50		Initial License Fee
$ 0.00		Registration Fee
$ 0.00		Other:Courtesy Delivery Fee
$ 0.00		Capitalized Price Reduction
$ 0.00		Tax on Capitalized Price Reduction
$ 0.00		Gain Applied From Prior Unit
$ 0.00	*	Tax on Gain On Prior
$ 0.00	*	Security Deposit
$ 0.00	*	Tax on Incentive(Taxable Incentive Total : $0.00)
$ 52,300.50		Total Capitalized Amount (Delivered Price)
$ 1,019.86		Depreciation Reserve @ 1.9500%
$ 201.05		Monthly Lease Charge (Based on Interest Rate - Subject to a Floor)[2]
$ 1,220.91		**Total Monthly Rental Excluding Additional Services**
		Additional Fleet Management
		Master Policy Enrollment Fees
$ 0.00		Commercial Automobile Liability Enrollment
		Liability Limit $0.00
$ 0.00		Physical Damage Management — Comp/Coll Deductible 0 / 0
$ 0.00		Full Maintenance Program[3] Contract Miles 0 — OverMileage Charge $ 0.0500 Per Mile
		Incl: # Brake Sets (1 set = 1 Axle) 0 — # Tires 0 — Loaner Vehicle Not Included
$ 0.00		**Additional Services SubTotal**
$ 0.00		Use Tax 0.0000% **State**
$ 1,220.91		**Total Monthly Rental Including Additional Services**
$ 3,347.22		Reduced Book Value at 48 Months
$ 400.00		Service Charge Due at Lease Termination

All language and acknowledgments contained in the signed quote apply to all vehicles that are ordered under this signed quote.

Order Information

Driver Name	
Exterior Color	
Interior Color	
Lic. Plate Type	Unknown
GVWR	0

Quote based on estimated annual mileage of 15,000
(Current market and vehicle conditions may also affect value of vehicle)
(Quote is Subject to Customer's Credit Approval)

Notes

Enterprise FM Trust will be the owner of the vehicle covered by this Quote. Enterprise FM Trust (not Enterprise Fleet Management) will be the Lessor of such vehicle under the Master Open - End (Equity) Lease Agreement and shall have all rights and obligations of the Lessor under the Master Open - End (Equity) Lease Agreement with respect to such vehicle.

ALL TAX AND LICENSE FEES TO BE BILLED TO LESSEE AS THEY OCCUR.

Lessee hereby authorizes this vehicle order, agrees to lease the vehicle on the terms set forth herein and in the Master Equity Lease Agreement and agrees that Lessor shall have the right to collect damages in the event Lessee fails or refuses to accept delivery of the ordered vehicle.
Lessee certifies that it intends that more than 50% of the use of the vehicle is to be in a trade or business of the Lessee.

LESSEE City of Coleman

BY _____ **TITLE** _____ **DATE** _____

* INDICATES ITEMS TO BE BILLED ON DELIVERY.

[1] Capitalized Price of Vehicle May be Adjusted to Reflect Final Manufacturer's Invoice. Lessee Hereby Assigns to Lessor any Manufacturer Rebates And/Or Manufacturer Incentives Intended for the Lessee, Which Rebates And/Or Incentives Have Been Used By Lessor to Reduce the Capitalized Price of the Vehicle.

[2] Monthly Lease Charge Will Be Adjusted to Reflect the Interest Rate on the Delivery Date (Subject to a Floor).

[3] The Inclusion herein of references to maintenance fees/services are solely for the administrative convenience of Lessee. Notwithstanding the inclusion of such references in this [Invoice/Schedule/Quote], all such maintenance services are to be performed by Enterprise Fleet Management, Inc., and all such maintenance fees are payable by Lessee solely for the account of Enterprise Fleet Management, Inc., pursuant to that certain separate [Maintenance Agreement] entered into by and between Lessee and Enterprise Fleet Management, Inc.; provided that such maintenance fees are being billed by Enterprise FM Trust, and are payable at the direction of Enterprise FM Trust, solely as an authorized agent for collection on behalf of Enterprise Fleet Management, Inc.

Aftermarket Equipment Total

Description	(B)illed or (C)apped	Price
Defender Supply George Severe - Estimate # 27011	C	$ 17,009.60
Total Aftermarket Equipment Billed		$ 0.00
Total Aftermarket Equipment Capitalized		$ 17,009.60
Aftermarket Equipment Total		$ 17,009.60

enterprise | FLEET MANAGEMENT

Open-End (Equity) Lease Rate Quote

Quote No: 4552604

VEHICLE INFORMATION:

2020 Ford Police Interceptor Utility Base All-wheel Drive - US
Series ID: K8A

Pricing Summary:

	INVOICE	MSRP
Base Vehicle	$ 39,396.00	$ 40,615.00
Total Options	$ 0.00	$ 0.00
Destination Charge	$ 1,195.00	$ 1,195.00
Total Price	**$ 40,591.00**	**$ 41,810.00**

SELECTED COLOR:

Exterior: -
Interior: -

SELECTED OPTIONS:

CODE	DESCRIPTION	INVOICE	MSRP
119WB	119" Wheelbase	STD	STD
44B	Transmission: 10-Speed Automatic	Included	Included
9	Unique HD Cloth Front Bucket Seats w/Vinyl Rear	Included	Included
425	50 State Emission System	STD	STD
500A	Order Code 500A	NC	NC
99W	Engine: 3.3L V6 Direct-Injection Hybrid System	Included	Included
PAINT	Monotone Paint Application	STD	STD
STDAX	3.73 Axle Ratio	Included	Included
STDGV	GVWR: TBD	Included	Included
STDRD	Radio: AM/FM/MP3 Capable	Included	Included
STDTR	Tires: 255/60R18 AS BSW	Included	Included
STDWL	Wheels: 18" x 8" 5-Spoke Painted Black Steel	Included	Included

CONFIGURED FEATURES:

Body Exterior Features:

- Number Of Doors 4
- Rear Cargo Door Type: liftgate
- Driver And Passenger Mirror: power remote manual folding side-view door mirrors
- Convex Driver Mirror: convex driver and passenger mirror
- Spoiler: rear lip spoiler
- Door Handles: black
- Front And Rear Bumpers: body-coloured front and rear bumpers with black rub strip
- Front Tow Hooks: 1 front tow hooks
- Body Material: galvanized steel/aluminum body material
- : class III trailering with hitch
- Body Side Cladding: body-coloured bodyside cladding
- Grille: black grille

Convenience Features:

- Air Conditioning automatic dual-zone front air conditioning
- Air Filter: air filter
- Cruise Control: cruise control with steering wheel controls
- Trunk/Hatch/Door Remote Release: power cargo access remote release
- Power Windows: power windows with driver and passenger 1-touch down
- 1/4 Vent Rear Windows: power rearmost windows
- Steering Wheel: steering wheel with manual tilting, manual telescoping
- Day-Night Rearview Mirror: day-night rearview mirror
- Driver and Passenger Vanity Mirror: driver and passenger-side visor mirrors
- Overhead Console: mini overhead console with storage
- Glove Box: locking glove box
- Driver Door Bin: driver and passenger door bins
- Dashboard Storage: dashboard storage
- Driver Footrest: driver's footrest
- Retained Accessory Power: retained accessory power
- Power Accessory Outlet: 2 12V DC power outlets

Entertainment Features:

- radio AM/FM stereo with seek-scan
- Speed Sensitive Volume: speed-sensitive volume
- Steering Wheel Radio Controls: steering-wheel mounted audio controls
- Speakers: 8 speakers
- Internet Access: Ford Fleet Telematics internet access
- 1st Row LCD: 1 1st row LCD monitor
- Wireless Connectivity: wireless phone connectivity
- Antenna: integrated roof antenna

Lighting, Visibility and Instrumentation Features:

- Headlamp Type projector beam LED low/high beam headlamps
- Front Wipers: variable intermittent speed-sensitive wipers wipers
- Front Windshield Visor Strip: front windshield visor strip
- Rear Window wiper: fixed interval rear window wiper with heating wiper park
- Rear Window Defroster: rear window defroster
- Tinted Windows: deep-tinted windows
- Dome Light: dome light with fade
- Front Reading Lights: front and rear reading lights
- Variable IP Lighting: variable instrument panel lighting
- Display Type: analog display
- Tachometer: tachometer
- Low Tire Pressure Warning: tire specific low-tire-pressure warning
- Trip Computer: trip computer
- Trip Odometer: trip odometer
- Water Temp Gauge: water temp. gauge
- Engine Hour Meter: engine hour meter
- Clock: in-radio display clock
- Systems Monitor: systems monitor
- Check Control: redundant digital speedometer
- Rear Vision Camera: rear vision camera

Oil Pressure Warning: oil-pressure warning
Water Temp Warning: water-temp. warning
Battery Warning: battery warning
Lights On Warning: lights-on warning
Key in Ignition Warning: key-in-ignition warning
Low Fuel Warning: low-fuel warning
Low Washer Fluid Warning: low-washer-fluid warning
Door Ajar Warning: door-ajar warning
Trunk Ajar Warning: trunk-ajar warning
Brake Fluid Warning: brake-fluid warning

Safety And Security:

ABS four-wheel ABS brakes
Number of ABS Channels: 4 ABS channels
Brake Assistance: brake assist
Brake Type: four-wheel disc brakes
Vented Disc Brakes: front and rear ventilated disc brakes
Spare Tire Type: full-size spare tire
Spare Tire Mount: spare tire mounted inside under cargo
Driver Front Impact Airbag: driver and passenger front-impact airbags
Driver Side Airbag: seat-mounted driver and passenger side-impact airbags
Overhead Airbag: curtain 1st and 2nd row overhead airbag
Knee Airbag: knee airbag
Occupancy Sensor: front passenger airbag occupancy sensor
Height Adjustable Seatbelts: height adjustable front seatbelts
Seatbelt Pretensioners: front seatbelt pre-tensioners
3Point Rear Centre Seatbelt: 3 point rear centre seatbelt
Side Impact Bars: side-impact bars
Tailgate/Rear Door Lock Type: tailgate/rear door lock included with power door locks
Rear Child Safety Locks: rear child safety locks
Electronic Stability: electronic stability stability control with anti-roll
Traction Control: ABS and driveline traction control
Front and Rear Headrests: manual adjustable front head restraints
Rear Headrest Control: 3 rear head restraints

Seats And Trim:

Seating Capacity max. seating capacity of 5
Front Bucket Seats: front bucket seats
Number of Driver Seat Adjustments: 8-way driver and passenger seat adjustments
Reclining Driver Seat: manual reclining driver and passenger seats
Driver Lumbar: manual driver and passenger lumbar support
Driver Height Adjustment: power height-adjustable driver and passenger seats
Driver Fore/Aft: power driver and passenger fore/aft adjustment
Driver Cushion Tilt: power driver and passenger cushion tilt
Rear Seat Type: rear 35-30-35 split-bench seat
Rear Folding Position: rear seat fold-forward seatback
Leather Upholstery: cloth front seat upholstery
Rear Seat Material: vinyl rear seat upholstery
Headliner Material: full cloth headliner
Floor Covering: full vinyl/rubber floor covering
Dashboard Console Insert, Door Panel Insert Combination: metal-look instrument panel insert, door panel insert, console insert
Shift Knob Trim: urethane shift knob
Interior Accents: metal-look interior accents
Cargo Space Trim: carpet cargo space
Trunk Lid: plastic trunk lid/rear cargo door
Cargo Tie Downs: cargo tie-downs
Cargo Light: cargo light
Cargo Tray: cargo tray/organizer

Standard Engine:

Engine 285-hp, 3.3-liter V-6 (regular gas)

Standard Transmission:

Transmission 10-speed automatic w/ OD

DEFENDER SUPPLY

845 West FM 407
Argyle, TX 76226

Date	1/6/2020
Estimate By	George Severe
	george@defendersupply.com
	(903) 564-5641

Bill To
Coleman TX PD Chief Anthony Smith 109 North Concho Coleman, TX 76834 325-625-4116

Customer Contact	Chief Anthony Smith
Customer Phone	325-625-4116
Customer E-mail	chief_smith@web-acc...
Estimate #	27107

2020 Ford Interceptor Utility

Vehicle Base Color - White

Description	Location
All parts are for a 2020 Ford Interceptor Utility - Vehicles provided by Enterprise Fleet Management	
Vin #	
Customer PO #	
Title Vehicles as: City of Coleman 200 W. Live Oak Street Coleman Tx. 76834	
Coleman Park TX PD - WO # - Work Order	
2020+ Ford Interceptor Utility Vehicle Specific Console w/ cup holder, arm rest, (2) mic clips and 20" of mounting space (9" vertical, 11" horizontal)	
Make & Model of Customer Supplied Police Radio - Motorola XTL2500 Does the Customer Supplied Police Radio need to be "Hot", Powered all the time or on Ignition - Hot all the Time Is Customer Supplied Police Radio a One or Two Piece Unit - 2 Piece What is the Frequency of Customer Supplied Police Radio - VHF	
Two Way VHF Radio Antenna & Coax Cable - Roof Mount	
Whelen Legacy 54" Light Bar Package with Cencom Sapphire Siren, Siren Speaker, Speaker Bracket & Strap Kits. Light Bar includes Take Downs, Alleys and R/W/B/W Front Configuration with Red/Amber/Blue/Amber Rear Configuration.	
Aluminum push bumper for 2020 PI SUV	
Two forward facing Whelen M4 Lightheads (1 Red, 1 Blue) Mounted on Front Brush Guard w/Brackets	
Whelen ION™ Series LED, Red/Blue Split Head with Universal Clip Mounts - Mounted on Sides of Brush Guard Whelen ION™ LED Bracket with Swivel in Black - Mounted on Sides of Brush Guard	

Final sale amount may be subject to state and local sales tax. PLEASE NOTE: Once this estimate has been approved, either by signature on this form, written approval referencing the estimate number or the issuance of purchase order, any changes or cancellations of parts made by the customer are subject to a 25% restocking fee. Any addtional customer-requested parts/services will be added to the total amount of the sale.

Vehicle and Emergency Equipment Total

Quantity Ordered	1
Total Vehicle Order Cost	**$18,524.00**

SIGNATURE

DEFENDER SUPPLY

845 West FM 407
Argyle, TX 76226

Date	1/6/2020
Estimate By	George Severe
	george@defendersupply.com
	(903) 564-5641

Bill To
Coleman TX PD Chief Anthony Smith 109 North Concho Coleman, TX 76834 325-625-4116

Customer Contact	Chief Anthony Smith
Customer Phone	325-625-4116
Customer E-mail	chief_smith@web-acc...
Estimate #	27107

2020 Ford Interceptor Utility

Vehicle Base Color - White

Description	Location
Federal Signal XStream Interior Mount Warning Light, Dual Head model with wire lead, Tri-Color-Blue/Red/White	
Whelen TAD8RB Traffic Advisor & Mounting Bracket in Red/Amber/Blue - Mounted in Rear Window	
Whelen (1) Red ION™ & (1) Blue ION™ Mounted at Rear License Plate on Horizontal Metal Bracket	
Whelen 360 Degree LED Side Emitter Light Head - Red/Blue Split - Mounted in Reverse Lights	
Recessed partition and lower kick panels for a 2020+ PI SUV.	
Setina Dual T-Rail Weapon Lock with Timer & Adjustable Handcuff Adjustable Locks - Designed to fit a Wide Variety of Long Weapons & to be mounted on Recessed Partition	
Cargo barrier with mesh screen for the 2020+ Ford PI SUV.	
Tremco Anti-Theft Device for Ford Interceptor Utility SUV or Sedan	
WatchGuard 4RE Standard DVR Camera System with Intuitive Controls, Integrated 200GB Automotive Grade Hard Drive, Integrated GPS for Speed & Location and Integrated Crash Detection. Includes 16GB USB Removable Thumb Drive, Standard Front HD Mini Zoom Camera, Rear Seat Cabin Camera, WatchGuard Body Mic & Charger, Body Mic Belt Clips, Hardware, Cabling, Owner's Manual, Vehicle Mounting Bracket and 1-Year Warranty. Console Mount - (wireless system not included) WatchGuard Front Panoramic HD Camera Upgrade for 4RE System has a built-in rotatable turret for aiming as needed. Both cameras are U-WDR 720p. WatchGuard Warranty, 4RE, In-Car, 1st Year (Months 1-12) WatchGuard Radar Interface Cable - Stalker Radar WatchGuard Shipping of Above Emergency Parts	
Stalker Patrol II - "K" Band - Front & Rear Antenna Moving Radar Unit with Auto Dimming Feature	
No Graphics or Paint	
Window Tint - For Two Front Windows	
Defender Supply Wiring Harness, Power Distribution Block and Battery Management System	

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Vehicle and Emergency Equipment Total

Quantity Ordered 1

Total Vehicle Order Cost $18,524.00

SIGNATURE

DEFENDER SUPPLY

845 West FM 407
Argyle, TX 76226

Date	1/6/2020
Estimate By	George Severe
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Customer Contact	Chief Anthony Smith
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Estimate #	27107

2020 Ford Interceptor Utility

Vehicle Base Color - White

Description	Location
Misc. Shop Supplies	
Shipping of Above Emergency Parts for Upfit	
Installation of Above Emergency Equipment and Customer Supplied	
Police Radio - Motorola XTL 2500 2-Piece Police Radio Speaker Radio Wiring Harness	
Customer to Pick Up Vehicle	

Vehicle and Emergency Equipment Total	**$18,524.00**
Quantity Ordered	1
Total Vehicle Order Cost	**$18,524.00**

Final sale amount may be subject to state and local sales tax. PLEASE NOTE: Once this estimate has been approved, either by signature on this form, written approval referencing the estimate number or the issuance of purchase order, any changes or cancellations of parts made by the customer are subject to a 25% restocking fee. Any addtional customer-requested parts/services will be added to the total amount of the sale.

SIGNATURE _____

City of Coleman
City Council
Agenda Memo

City Council Meeting Date:	**September 3, 2020**
Department:	**Administration**
Presented by:	**Diana Lopez, City Manager**
Prepared by:	**Diana Lopez, City Manager**

SUBJECT: Agenda Item No. 16

AGENDA ITEM:
Hear presentation from Chief Anthony Smith and delivery of a written report to the Council regarding the plan of action for mitigating overtime in the Police Department Budget.

NARRATIVE:
A request was made during the budget discussion last meeting for Chief Smith to prepare a written report to the Council on his plans to mitigate Overtime in his department. A formal written request was received by the Mayor, and Chief Smith was made aware of the meeting date, time, and when information needed to be given to the City Secretary to ensure it was included with agenda packets - deadline of no later than 5:00 on Friday 8/28. I sent over to him a summary of budget and expenditures for Salaries and Overtime for his department, in that email.

On Thursday 8/27, he stated he would not be able to make the Friday deadline and requested more time. I informed him, I needed the information no later than Tuesday morning. In addition, he asked for additional information, and I provided to him what I could gather. A reminder email was sent to him on August 31st. At the time of this narrative, no written information has been provided to include in the packet.

UPDATE:

At 1:56 pm on 9/1/2020 – a response to the email sent to Chief Smith on August 31st at 7:45pm was received. The response read: "The report is complete and will deliver it to you today".

At 3:00 City Secretary Karen Langley went to the Police Department, to deliver the budget information Chief had request and I was unable to provide to him until this afternoon. She was handed the report that follows.

Coleman Police Department
109 North Concho
P.O. Box 592
Coleman, Texas 76834
(325) 625-4114

OVERTIME MITIGATION
Including a history of overtime

In response to your request for an overtime mitigation report, a partial history (Fiscal Years 2015-2020) of overtime expended by the Coleman Police Department was researched. This information is needed to bring about a full understanding of the expenditures, and what corrective actions may be needed to reduce those expenditures as much as possible.

(SEE ATTACHED OVERTIME HISTORY)

When I took office in May of 2017, the department was short 3 officers. Officers were working 10-hour shifts, which left 1 officer on duty between the hours of 5 PM and 9 PM.

Multiple studies, over multiple years, including the 2019 LEOKA (Law Enforcement Officers Killed and Assaulted) Annual report compiled by the FBI proves that the deadliest hours for police officers are between 4pm and Midnight.

(SEE ATTACHED LEOKA REPORT)

As a safety measure, shifts were increased to 12 hrs. when a particular patrol group was short an officer, which allows for officer overlap and increased safety. Normal 10-hour shifts are worked whenever manpower allows.

In May of 2018, Council cut 1 patrol position (2017-2018 budget). Up until this time, the department was authorized 10 officer positions, which included the Chief. Because of this cut and other vacancies, overtime expenditures increased from $59,100 in Fiscal year 2018 to $69,749 in Fiscal year 2019. An increase of $10,649 over 2018, while budgeted overtime was reduced from $57,842 in FY 2018 to $51,560 in FY 2019 ($6,282).

Manpower shortages are nothing new to the department. It has been a constant battle to maintain full staffing for many years. This is partly due to the fact that small town departments have a difficult time competing with larger cities in many facets and is a natural occurrence for small departments.

MITIGATION OPTIONS

Option 1- Authorize 1 additional patrol position @ current pay and benefits.

The re-authorized patrol position was mandated as an office position. While this has been beneficial to the day to day operations of the department, it has left one patrol group short one officer and will continue to require overtime by backfilling shifts with officers on days off. Note that when a patrol group is fully staffed, if an officer is absent for any reason, shifts can be adjusted so that no overtime would be required to maintain coverage and officer safety except in extreme situations, or if multiple officers are absent. (ex. An officer is on vacation, and another calls in sick, etc.)

Option 2- Discontinue 24 hr. coverage.

A schedule could be developed so that overnight and weekend coverage is minimized in order to reduce overtime expenditures. Allowances would have to be made for on-call status. (NOT RECOMMENDED)

Option 3- Authorize 1 civilian position

This position would be responsible for maintaining all department records, compiling monthly State, Federal and local reports and submitting those reports. The position would also be responsible for tracking monthly calls for service and filing all reports, answering phone and radio calls as well as taking information on complaints either by phone, or in person, and relaying that information to officers in the field. This would require the position to be a TCOLE licensed Telecommunicator and should be compensated as a professional position.

ADDITIONAL OPTIONS

Continue the use of part-time employee(s). While this enables the reduction of overtime to a small extent, it cannot be relied upon fully, as most part-time officers have full-time jobs and other responsibilities. However, when part-time employees are available, it has generally allowed full-time officers to be scheduled normal 10 hr. shifts thus reducing overtime for those shifts.

Work to attract and retain officers to maintain full staffing levels.

Several steps to implement this have already been taken, including salary and certification pay.

Benefits offered by the city are in line with most departments. Some suggestions that could be considered are some type of sign on bonus and/or education reimbursement, obviously with stipulations. Equipment is also a contributing factor in the decision of whether an officer may choose to apply, or remain as an employee. Steps should be taken to consistently maintain decent equipment that is required to perform the duties of an officer.

The preferred option to reduce overtime expenditures would be to strive to maintain sufficient staffing levels. There will always be overtime within law enforcement agencies simply because criminals do not work on a 40-hr. schedule and when a situation calls for the deployment of multiple officers, (search warrants, major incidents, community gatherings etc.) but it can be minimized by maintaining, as much as possible, proper staffing levels.

City of Coleman
Police Department Salaries and Overtime
Historical Data
Fiscal years 2015-2020

Fiscal Year 2015

Account Name	2014-2015 Adopted	2014-2015 Actual	Variance
Police Dept. Salary	372,564	338,764	(33,800)
Overtime Wages	50,000	65,573	15,573
Total Expenditures	422,564	404,337	
Revenue over/(under) Expenditures			(18,227)
		Percentage	-4.31%

Fiscal Year 2016

Account Name	2015-2016 Adopted	2015-2016 Actual	Variance
Police Dept. Salary	413,344	392,842	(20,502)
Overtime Wages	57,482	68,653	11,171
Total Expenditures	470,826	461,495	
Revenue over/(under) Expenditures			(9,331)
		Percentage	-1.98%

Fiscal Year 2017

Account Name	2016-2017 Adopted	2016-2017 Actual	Variance
Police Dept. Salary	443,377	417,612	(25,765)
Overtime Wages	57,842	59,740	1,898
Total Expenditures	501,219	477,352	
Revenue over/(under) Expenditures			(23,867)
		Percentage	-4.76%

Fiscal Year 2018

Account Name	2017-2018 Adopted	2017-2018 Actual	Variance
Police Dept. Salary	434,699	421,100	(13,599)
Overtime Wages	57,842	59,100	1,258
Total Expenditures	492,541	480,200	
Revenue over/(under) Expenditures			(12,341)
		Percentage	-2.51%

Fiscal Year 2019

Account Name	2018-2019 Adopted	2018-2019 Actual	Variance
Police Dept. Salary	398,184	413,605	15,421
Overtime Wages	51,560	69,749	18,189
Total Expenditures	449,744	483,354	
Revenue over/(under) Expenditures			33,610
		Percentage	7.47%

Fiscal Year 2020 through Through July 2020

Account Name	2019-2020 Adopted	2019-2020 Actual	Variance
Police Dept. Salary	456,944	355,411	(101,533)
Overtime Wages	52,560	61,598	9,038
Total Expenditures	509,504	417,009	
Revenue over/(under) Expenditures			(92,495)
		Percentage	-18.15%

"To serve and protect"

City of Coleman
Police Department Salaries and Overtime
Historical Data Comparison
Fiscal Years 2015-2016 (2 years)
&
Fiscal Years 2017-2020 (4 years)

Fiscal Years 2015&2016

Account Name	2015-2016 Adopted	2015-2016 Actual	Variance
Police Department Salary	785,908	731,606	(54,302)
Overtime Wages	107,482	134,226	26,744
Total Expenditures	893,390	865,832	
Revenue over/(under) Expenditures			(27,558)
		Percentage	-3.08

Fiscal years 2017 through 2020

Account Name	2017-2020 Adopted	2017-2020 Actual	Variance
Police Department Salary	1,733,204	1,607,728	(125,476)
Overtime Wages	219,804	250,187	30,383
Total Expenditures	1,953,008	1,857,915	
Revenue over/(under) Expenditures			(95,093)
		Percentage	-4.87

- 7 months of the 2016-2017 budget was under the previous Administration

"To serve and protect"

Table 7

Law Enforcement Officers Feloniously Killed

Time of Incident by Day of Incident, 2019

Time	Total	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Number of victim officers	**48**	**6**	**5**	**6**	**5**	**5**	**6**	**15**
Total a.m. hours	**13**	1	0	2	2	2	2	4
12:01 a.m.–2 a.m.	**6**	1	0	1	1	0	1	2
2:01 a.m.–4 a.m.	**1**	0	0	0	0	0	0	1
4:01 a.m.–6 a.m.	**1**	0	0	0	0	0	1	0
6:01 a.m.–8 a.m.	**1**	0	0	0	0	0	0	1
8:01 a.m.–10 a.m.	**3**	0	0	0	1	2	0	0
10:01 a.m.–Noon	**1**	0	0	1	0	0	0	0
Total p.m. hours	**34**	5	5	4	2	3	4	11
12:01 p.m.–2 p.m.	**3**	0	0	1	0	0	2	0
2:01 p.m.–4 p.m.	**2**	1	0	0	0	1	0	0
4:01 p.m.–6 p.m.	**4**	1	1	0	0	0	1	1
6:01 p.m.–8 p.m.	**7**	0	2	1	2	1	0	1
8:01 p.m.–10 p.m.	**13**	0	2	2	0	1	1	7
10:01 p.m.–Midnight	**5**	3	0	0	0	0	0	2
Not reported	**1**	0	0	0	1	0	0	0

Diana Lopez

From: Diana Lopez
Sent: Monday, August 31, 2020 7:45 PM
To: Police Chief
Cc: Karen Langley
Subject: RE: Request from Mayor for Agenda Item - Mitigation of Overtime CPD
Attachments: new hires and terms after 10-01-2016.docx

Tracking:

Recipient	Delivery	Read
Police Chief	Delivered: 08/31/2020 7:45 PM	Read: 08/31/2020 10:34 PM
Karen Langley	Delivered: 08/31/2020 7:45 PM	Read: 09/01/2020 8:26 AM

Chief:

I hope the information I supplied to you last week is what you were needing. A reminder that this is on the agenda for Thursday, and the agenda item reads:

Hear presentation from Chief Anthony Smith and delivery of a written report to the Council regarding the plan of action for mitigating overtime in the Police Department Budget.

You stated you would have something for Council to review before the meeting, would you please provide a timeline as to when I can expect that information? I am delivering agenda packets to the Council tomorrow afternoon, and would like to provide that information to them prior to the meeting.

In addition, I have not had an opportunity to research your request for the number and months of vacancies you have had in your department. I am providing to you a list of terminations and new hires for any employee who entered the department or separated from the department after 10-01-2016.

You would need to determine how many positions were budgeted for your department for each fiscal year. Prior to my involvement with the budget for Fiscal 2019/2020, I would not know where to locate that information, seeing as how a strength of force ordinance for your department was never adopted by the Council. The positions for the police department are budgeted, and so I guess budgets approved by the Council would contain that information, however, the public version of the budgets online, do not contain this information. I will need to get Karen to look through the prior CM's files and see if she can find anything regarding personnel.

I can provide the following:
Fiscal Year 2019/2020

Chief	1
Detective/Sergeant	1
Sergeant	2
Patrol Officers	5
Administrative Specialist	1

In the fall of 2019, the Admin Specialist was converted to a Patrol Officer Position, bringing the department to

Chief	1
Detective/Sergeant	1
Sergeant	2
Patrol Officers	6

Fiscal Year 2021 Budget maintains the same number of budgeted positions.

Hope this information is helpful to you.

Thank You,

Diana L Lopez
City Manager
City of Coleman
(325) 625-5114 – Office
(325) 636-3621 – Cell

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From: Police Chief
Sent: Thursday, August 27, 2020 11:10 AM
To: Diana Lopez <diana.lopez@cityofcolemantx.us>
Cc: Karen Langley <karen.langley@cityofcolemantx.us>
Subject: RE: Request from Mayor for Agenda Item - Mitigation of Overtime CPD

Can you please send me this data in a pdf or other format. When I print this email I get the headers, but no data.

Thank you,
Chief

From: Diana Lopez <diana.lopez@cityofcolemantx.us>
Sent: Monday, August 24, 2020 11:28 AM
To: Police Chief <police_chief@cityofcolemantx.us>
Cc: Karen Langley <karen.langley@cityofcolemantx.us>
Subject: Request from Mayor for Agenda Item - Mitigation of Overtime CPD

Anthony:

We have received a request from Mayor for an agenda item. He requested this in open session on Thursday, and sent a formal written request on Friday. The next meeting is scheduled for September 3rd at 5:15.

Please prepare and be ready to present the following: "written report on mitigating overtime in the Coleman Police Department"

Information that will be included in agenda packets will need to be received by Karen no later than 5:00 on Friday (08/28).

If you have any questions, or need any information, please do not hesitate ask.

Below is detail regarding salaries and overtime for the Police Department.

City of Coleman
Historical Data Coleman Police Department
Salaries & Overtime

Fiscal Year 2015

ACCOUNT# EXPENDITURES	ACCOUNT NAME
5100-07	POLICE DEPT/SALARY
5102-07	OVERTIME WAGES
TOTAL EXPENDITURES	
REVENUE OVER/(UNDER) EXPENDITURES	

Fiscal Year 2016

ACCOUNT# EXPENDITURES	ACCOUNT NAME
5100-07	POLICE DEPT/SALARY
5102-07	OVERTIME WAGES
TOTAL EXPENDITURES	
REVENUE OVER/(UNDER) EXPENDITURES	

Fiscal Year 2017 * Term of Police Chief began 05-2017

ACCOUNT# EXPENDITURES	ACCOUNT NAME
5100-07	POLICE DEPT/SALARY
5102-07	OVERTIME WAGES
TOTAL EXPENDITURES	
REVENUE OVER/(UNDER) EXPENDITURES	

Fiscal Year 2018

ACCOUNT# EXPENDITURES	ACCOUNT NAME
5100-07	POLICE DEPT/SALARY
5102-07	OVERTIME WAGES
TOTAL EXPENDITURES	
REVENUE OVER/(UNDER) EXPENDITURES	

Fiscal Year 2019

ACCOUNT# EXPENDITURES	ACCOUNT NAME
5100-07	POLICE DEPT/SALARY
5102-07	OVERTIME WAGES
TOTAL EXPENDITURES	
REVENUE OVER/(UNDER) EXPENDITURES	

Fiscal Year 2020 - August 2020

Includes Data through 07-31-2020; 4 Pay periods remaining

ACCOUNT# EXPENDITURES	ACCOUNT NAME
5100-07	POLICE DEPT/SALARY
5102-07	OVERTIME WAGES
TOTAL EXPENDITURES	
REVENUE OVER/(UNDER) EXPENDITURES	

Fiscal Year 2017 - August 2020

Term as Police Chief; 4 Pay Periods remaining in FY 20

ACCOUNT# EXPENDITURES	ACCOUNT NAME
5100-07	POLICE DEPT/SALARY
5102-07	OVERTIME WAGES
TOTAL EXPENDITURES	
REVENUE OVER/(UNDER) EXPENDITURES	

Thank You,

Diana L Lopez

City Manager
City of Coleman
(325) 625-5114 – Office
(325) 636-3621 – Cell

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City of Coleman
Historical Data Coleman Police Department
Salaries & Overtime

Fiscal Year 2015

ACCOUNT#	ACCOUNT NAME	2014-2015 ADOPTED	2014-2015 ACTUAL	VARIANCE
EXPENDITURES				
5100-07	POLICE DEPT/SALARY	372,564	338,764	(33,800)
5102-07	OVERTIME WAGES	50,000	65,573	15,573
TOTAL EXPENDITURES		422,564	404,337	
REVENUE OVER/(UNDER) EXPENDITURES				(18,227)
			Percentage	-4.31%

Fiscal Year 2016

ACCOUNT#	ACCOUNT NAME	2015-2016 ADOPTED	2015-2016 ACTUAL	VARIANCE
EXPENDITURES				
5100-07	POLICE DEPT/SALARY	413,344	392,842	(20,502)
5102-07	OVERTIME WAGES	57,482	68,653	11,171
TOTAL EXPENDITURES		470,826	461,494	
REVENUE OVER/(UNDER) EXPENDITURES				(9,332)
			Percentage	-1.98%

Fiscal Year 2017 * Term of Police Chief began 05-2017

ACCOUNT#	ACCOUNT NAME	2016-2017 ADOPTED	2016-2017 ACTUAL	VARIANCE
EXPENDITURES				
5100-07	POLICE DEPT/SALARY	443,377	417,612	(25,765)
5102-07	OVERTIME WAGES	57,842	59,740	1,898
TOTAL EXPENDITURES		501,219	477,352	
REVENUE OVER/(UNDER) EXPENDITURES				(23,867)
			Percentage	-4.76%

Fiscal Year 2018

ACCOUNT#	ACCOUNT NAME	2017-2018 ADOPTED	2017-2018 ACTUAL	VARIANCE
EXPENDITURES				
5100-07	POLICE DEPT/SALARY	434,699	421,100	(13,599)
5102-07	OVERTIME WAGES	57,842	59,100	1,258
TOTAL EXPENDITURES		492,541	480,200	
REVENUE OVER/(UNDER) EXPENDITURES				(12,341)
			Percentage	-2.51%

Fiscal Year 2019

ACCOUNT#	ACCOUNT NAME	2018-2019 ADOPTED	2018-2019 ACTUAL	VARIANCE
EXPENDITURES				
5100-07	POLICE DEPT/SALARY	398,184	413,605	15,421
5102-07	OVERTIME WAGES	51,560	69,749	18,189
TOTAL EXPENDITURES		449,744	483,354	
REVENUE OVER/(UNDER) EXPENDITURES				33,610
			Percentage	7.47%

Fiscal Year 2020 - August 2020

Includes Data through 07-31-2020; 4 Pay periods remaining

ACCOUNT#	ACCOUNT NAME	2019-2020 ADOPTED	2019-2020 YTD	VARIANCE
EXPENDITURES				
5100-07	POLICE DEPT/SALARY	456,944	355,411	(101,533)
5102-07	OVERTIME WAGES	52,560	61,598	9,038
TOTAL EXPENDITURES		509,504	417,009	
REVENUE OVER/(UNDER) EXPENDITURES				(92,495)
			Percentage	-18.15%

Fiscal Year 2017 - August 2020

Term as Police Chief; 4 Pay Periods remaining in FY 20

ACCOUNT#	ACCOUNT NAME	2017-2020 ADOPTED	2017-2020 YTD	VARIANCE
EXPENDITURES				
5100-07	POLICE DEPT/SALARY	1,733,204	1,607,729	(125,476)
5102-07	OVERTIME WAGES	219,804	250,187	30,383
TOTAL EXPENDITURES		1,953,008	1,857,916	
REVENUE OVER/(UNDER) EXPENDITURES				(95,093)
			Percentage	-4.87%

City of Coleman
Police Department

Terminations from Department after 10/01/2016

Full Name	Title	Hire Date	Term Date
PHILLIP I CHAMBERS	SERGEANT/DETECTIVE	08/24/1992	12/31/2016
TOBY K MATHIS	POLICE OFFICER	07/11/2016	01/23/2017
JOSE D RODRIGUEZ	POLICE OFFICER	07/11/2016	01/26/2017
ERNIE D KILBURN	PART TIME/POLICE OFFICER	03/11/2005	05/08/2017
JAY L MOSES	CHIEF OF POLICE	06/21/2005	05/11/2017
MASON A FABBIANI	POLICE OFFICER	11/23/2015	02/08/2018
ZACHARY C HOLTZ	POLICE OFFICER	10/20/2014	04/10/2018
TREBOR L MOORE	POLICE OFFICER	01/07/2013	08/30/2018
LISA S KEEPING	PATROL OFFICER	10/02/2017	10/31/2018
AUSTIN R THORPE	POLICE OFFICER	10/20/2014	12/18/2018
JOSHUA B CARLOCK	PATROL OFFICER	09/24/2019	06/13/2019
RANDALL L JACKS	SEARGEANT/DETECTIVE	07/03/2017	09/07/2019
JUSTIN GOLSON	PATROL OFFICER	01/21/2019	10/11/2019
GWENDOLYN D WAIGHT	ADMINISTRATIVE SPECIALIST	10/02/2017	11/15/2019
KELLY N BARCLAY	POLICE OFFICER	10/15/2018	02/24/2020
BOBBY E LINDER, JR	PATROL OFFICER	06/22/2020	07/06/2020

New Hires to the Department after 10/01/2016

Full Name	Title	Hire Date	Term Date
RANDALL L JACKS	SEARGEANT/DETECTIVE	07/03/2017	09/07/2019
LISA S KEEPING	PATROL OFFICER	10/02/2017	10/31/2018
GWENDOLYN D WAIGHT	ADMINISTRATIVE SPECIALIST	10/02/2017	11/15/2019
FIDEL OLALDE	POLICE OFFICER	04/09/2018	
KELLY N BARCLAY	POLICE OFFICER	10/15/2018	02/24/2020
JUSTIN GOLSON	PATROL OFFICER	01/21/2019	10/11/2019
MAKAYLAH MORRIS	PATROL OFFICER	01/22/2019	
JOSHUA B CARLOCK	PATROL OFFICER	09/24/2019	06/13/2019
JOHN M DUARTE	PATROL OFFICER	11/25/2019	
GERALD P SALAS	PATROL OFFICER	12/23/2019	
VICKIE S KEMP	SERGEANT/DETECTIVE	02/24/2020	12/26/2006
BOBBY E LINDER, JR	PATROL OFFICER	06/22/2020	07/06/2020
JEREMIAH D BIGGS	PATROL OFFICER	08/10/2020	

City of Coleman
City Council
Agenda Memo

City Council Meeting Date:	**September 3, 2020**
Department:	**Administration**
Presented by:	**Diana Lopez, City Manager**
Prepared by:	**Diana Lopez, City Manager**

SUBJECT: Agenda Item No. 17

AGENDA ITEM:

Receive update regarding the progress of the Departmental Assessments of the Coleman Police Department and Fire Department and discuss, consider, and take any possible action regarding the Assessments.

City of Coleman
City Council
Agenda Memo

City Council Meeting Date: **September 3, 2020**
Department: **Mayor/Council**
Presented by:
Prepared by: **Karen Langley, City Secretary**

SUBJECT: **Agenda Item No. 18**

AGENDA ITEM:
Adjournment

Meeting Adjourned at _____