

**CITY OF BLUE RIDGE
REGULAR SESSION AGENDA
March 6, 2018, 7:00 P.M.
Blue Ridge Community Center
200 W. Tilton Street**

THE BLUE RIDGE CITY COUNCIL WILL MEET IN REGULAR SESSION AT 7:00 P.M.
ON TUESDAY, MARCH 6, 2018, AT THE BLUE RIDGE COMMUNITY CENTER,
LOCATED AT 200 W. TILTON, BLUE RIDGE, TEXAS WITH THE FOLLOWING ITEMS
ON THE AGENDA FOR CONSIDERATION AND/OR ACTION.

1. Call to order.
2. Roll call.
3. Consent Agenda (All matters listed under the Consent Agenda for discussion and possible actions are considered to be routine by the City Council and require little or no deliberation. There will not be a separate discussion of these items and the Consent Agenda items will be enacted by one vote. If a Council Member expresses a desire to discuss a matter listed on the Consent Agenda, the item will be considered separately).
 - a) Discuss, approve or disapprove the minutes from Special and Regular Sessions held on February 9, 2018;
 - b) Public Works Update;
 - c) City Financial Report;
 - d) Fire Department Report;
 - e) Animal Control Report; and
 - f) Collin County Calls for Service
4. Receive update from Student Council from their Washington, DC trip
5. Consider, discuss and act upon a request from Joann Frankum regarding Pruett and Scott Streets including recent road surfacing and need for widening and installing culverts
6. Consider, discuss and act upon issues with land donations from Joann Frankum
7. Consider, discuss and act upon purchasing and placing speed bumps on Pruett Street
8. Consider, discuss and act upon an ordinance approving a tariff authorizing a Rate Review Mechanism regarding Atmos Energy Corp
9. Consider, discuss and act upon a budget amendment ordinance to appropriate funding for the May 5, 2018 General Election
10. Consider, discuss and act upon the need for a Sanitary Sewer Overflow Initiative thru Texas Commission on Environmental Quality
11. Consider, discuss and act upon the placement of street lights throughout the City

12. Citizen Participation - The public is invited to address the City Council on any topic. However, the City Council is unable to discuss or take action on any topic not listed on this agenda. There is a time limit for each speaker of three (3) minutes. Prior to the meeting, persons wishing to address the City Council must sign in with the City Secretary or designee prior to the meeting. When called upon, the person should state his or her name and address for the record, and if speaking for an organization or other group, identify the group represented. All remarks are to be addressed to the City Council as a whole and not to individual members. The presiding officer shall determine whether, or in what manner, if any response will be provided.

13. Adjournment.

Certified this the 2nd day of March, 2018



Rhonda Williams, Mayor

The City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any matters listed on the agenda, as authorized by the Texas Government Code including, Sections: 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), 551.087 (Economic Development), 418.183 (Deliberations about Homeland Security Issues) and as authorized by the Texas Tax Code including, but not limited to, Section 321.3022 (Sales Tax Information)

This facility is wheelchair accessible. Request for accommodations or sign interpretative services must be made 48 hours prior to this meeting. Please contact the city secretary's office at 972-752-5791 for further information.

I, the undersigned authority, do hereby certify that this notice was posted in the regular posting place of the City Hall building for Blue Ridge, Texas, in a place and manner convenient and readily accessible to the general public at all times, and said Notice was posted March 2, 2018 by 5:00P.M. and remained so posted continuously at least 72 hours proceeding the scheduled time of said meeting.



Edie Sims, City Secretary



CITY OF BLUE RIDGE
CITY COUNCIL MINUTES
February 6, 2018

THE BLUE RIDGE CITY COUNCIL MET IN SPECIAL SESSION AT 7:00 P.M. ON TUESDAY, FEBRUARY 6, 2018 AT THE BLUE RIDGE COMMUNITY CENTER, LOCATED AT 200 W. TILTON, BLUE RIDGE, TEXAS 75424 AT 7:00 P.M. WITH THE FOLLOWING ITEMS ON THE AGENDA FOR CONSIDERATION AND/OR ACTION.

1. Mayor Williams called the meeting to order at 7:00 p.m.
2. Roll was called with the following members present: Mayor Rhonda Williams, Kevin Bell, Allen Cunyningham, Christina Porath, Gerald Young and Amber Wood.
3. First Public Hearing to receive public comments upon a Final Plat of Phillip's Place, Lot 2B, Replat of Lot 2, Deen Addition, in the Mathias Mowery Survey, also known as 325 East Lamm

Mayor Williams opened the Public Hearing at 7:00pm and asked those FOR the Final Plat to come forward. Phillip Pulliam stated he is FOR the Final Plat as presented. The Plat was clarified there are still 2 lots, but the County requires 1 acre of land for a septic system and the plat makes the appropriate land to accommodate the County's requirements. Mayor Williams asked those OPPOSING the Final Plat to come forward. With no one coming forward, Mayor Williams closed the Public Hearing at 7:01pm.

4. First Public Hearing to receive public comments upon a Final Plat of Oldham's Place, located in the James Rutherford Survey, Abstract A0761, Tract 18, containing 15 acres to be subdivided into have a 1 block containing a 3 acre lot, also known as 12919 FM 981, Blue Ridge, Texas, and also located within the City of Blue Ridge's Extra Territorial Jurisdiction

Mayor Williams opened the Public Hearing at 7:02pm and asked for those FOR the Final Plat to come forward. Deborah and Robert Oldham stated they are FOR the Final Plat as presented. The Oldham's daughter will be placing a mobile home on the land. Deborah Oldham requested the name of the Plat be changed to Tri Acres. Mayor Williams asked for those OPPOSING the Final Plat to come forward. With no one coming forward, the Public Hearing was closed at 7:03pm.

5. Adjournment

Christina Porath motioned to adjourn with Amber Wood seconding the motion. Council adjourned at 7:03pm.

APPROVED:

ATTEST:

Rhonda Williams, Mayor

Edie Sims, City Secretary

CITY OF BLUE RIDGE
CITY COUNCIL MINUTES
February 6, 2018

THE BLUE RIDGE CITY COUNCIL MET IN REGULAR SESSION AT 7:05 P.M. ON TUESDAY, FEBRUARY 6, 2018 AT THE BLUE RIDGE COMMUNITY CENTER, LOCATED AT 200 W. TILTON, BLUE RIDGE, TEXAS 75424 AT 7:00 P.M. WITH THE FOLLOWING ITEMS ON THE AGENDA FOR CONSIDERATION AND/OR ACTION.

1. Mayor Williams called the meeting to order at 7:05 p.m.
2. Roll was called with the following members present: Mayor Rhonda Williams, Kevin Bell, Allen Cunyngnam, Christina Porath, Gerald Young and Amber Wood.
3. Consent Agenda: a) Discuss, approve or disapprove the minutes from Regular Session held on January 9, 2018; b) Public Works Update; c) City Financial Report; d) Fire Department Report; e) Animal Control Report; and f) Collin County Calls for Service

Council was informed of the cost of the upcoming General Election in the event the Blue Ridge ISD cancelled their election would be \$6,000-\$6,500 for full contract with Collin County Elections Administration. The budgeted amount was \$5,000. If the BRISD does cancel their election, we will need to have a budget amendment

Christina Porath motioned to approve the Consent Agenda as presented with Amber wood seconding the motion. Motion carried unanimously.

4. Second Public Hearing to consider, discuss and act upon a Final Plat of Phillip's Place, Lot 2B, Replat of Lot 2, Deed Addition, in the Mathias Mowery Survey, also known as 325 East Lamm

Mayor Williams opened the Public Hearing at 7:07pm and asked those FOR the Final Plat to come forward. Phillip Pulliam stated he is FOR the Final Plat as presented. Mayor Williams asked those OPPOSING the Final Plat to come forward. With no one coming forward, Mayor Williams closed the Public Hearing at 7:07pm.

Christina Porath motioned to approve the Final Plat as presented with Amber Wood seconding the motion. Motion carried with 4 votes, Kevin Bell abstained due to conflict of interest.

5. Second Public Hearing to consider, discuss and act upon a Final Plat of Oldham's Place, located in the James Rutherford Survey, Abstract A0761, Tract 18, containing 15 acres to be subdivided into have a 1 block containing a 3 acre lot, also known as 12919 FM 981, Blue Ridge, Texas, and also located within the City of Blue Ridge's Extra Territorial Jurisdiction

Mayor Williams opened the Public Hearing at 7:09pm and asked for those FOR the Final Plat to come forward. Deborah and Robert Oldham stated they are FOR the Final Plat as presented. Mayor Williams referred to the plat as Tri Acres per Deborah Oldham's prior request for the Plat name change. Mayor Williams asked for those OPPOSING the Final Plat to come forward. With no one coming forward, the Public Hearing was closed at 7:09pm.

Amber Wood motioned to approve the plat as presented with Gerald Young seconding the motion. Motion carried unanimously.

6. Consider, discuss and act upon a request from Joann Frankum regarding Pruett and Scott Streets including recent road surfacing and need for widening and installing culverts

Joann Frankum was not present due to inclement weather. Christina Porath motioned to table this discussion with Kevin Bell seconding the motion. Motion carried unanimously.

7. Consider, discuss and act upon a request from Mike McCreary to place a street light in front of 600 N Highway 78 on the south side of the property

Council discussed the location and the desire to have street lights in the area. Due to the amount of traffic on Highway 78 and the need for safety coming off/onto Ridgeway Drive, Council further discussed placing an additional street light at the intersection of Ridgeway and Highway 78. There will not be a cost to have the lights installed by Texas New Mexico Power. The only cost will be the energy cost which is anticipated around \$7.00 - \$8.00 per light per month.

Christina Porath motioned to approve the two street lights as discussed with Amber Wood seconding the motion. Motion carried unanimously. Council requested this item be brought to next month's meeting with a list of other areas that can be considered for street lights.

8. Consider, discuss and act upon Ordinance #2018-0206-001 regulating food establishments

Amber Wood motioned to approve the ordinance as presented with Christina Porath seconding the motion. Motion carried unanimously.

9. Consider, discuss and act upon Resolution # R-2018-0206-001 to call a General Election for May 5, 2018 and authorize the City Secretary to arrange for a Joint Election and authorizing the Mayor to sign the order of General Election

Christina Porath motioned to approve the Resolution as presented with Amber Wood seconding the motion. Motion carried unanimously.

10. Consider, discuss and act upon a contract for full election services through Collin County Elections Administration Office for the May 5, 2018 General Election

Amber Wood motioned to approve the contract as presented with Christina Porath seconding the motion. Motion carried unanimously.

11. Consider, discuss and act upon entering into a contract with Texas Municipal League for member services and approve cost of League services for the period of 04/01/2018 thru 03/31/2019

Amber Wood motioned to approve the contract and services expense with Gerald Young seconding the motion. Motion carried unanimously.

12. Consider, discuss and act upon issues with North Texas Animal Control Authority and animal control matters

Danny Davis with Collin County Animal Services gave a presentation regarding their services. Although not in Blue Ridge every day, Mr. Davis stated he could have an Animal Control Officer in the City once per week to patrol. The Animal Control Department has hired additional staff with 11 certified officers. Each officer is required to be certified within 3 months. Collin County has the ability to call for backup from other departments such as the Sheriff's Department in the event of an emergency. Livestock calls make the majority of calls in this area, and those calls trump most other calls. Mr. Davis also stated Collin County

has not had to euthanize within the past 3 years. However, they are not a no-kill shelter. As long as animals are not a danger or have problems, they are put up for adoption.

Allen Cunnynggham questioned if an emergency situation occurs if there is a number to call, either by City Hall or citizens. Mr. Davis stated 911 but anyone can contact Collin County Sheriff's Office dispatch who will then dispatch an Animal Control Officer. Mr. Davis stated he will offer his personal cell phone and email for added communication. Mayor Williams stated this was the main reason why the contract was not renewed with Collin County as prior calls were not responded to.

Mr. Davis stated the Animal Control does not have its' own dispatch and no one actually answers the main line. All calls are returned and they try to respond to calls as reasonably as possible. Again Mr. Davis stated his email may be the best method as the email goes directly to the supervisor.

Judith Homer questioned the accessibility of the shelter and processing time for an animal with Mr. Davis replying the Shelter is closed Sunday and Monday; however Tuesday thru Friday the regular business hours are DAVISX and Saturdays from Noon-5pm. Even when closed, staff can be made available to help process or have an owner pick up an animal. It is more important to get the animal returned to its home.

Chris Klein with Country Dog Services questioned the cost by Collin County. The fee is \$30 per the first day plus \$10 each additional day after. For quarantine the cost is \$200 for 10 days. Collin County is trying not to be a quarantine facility and refers the need to use a veterinarian.

Council discussed the cost if they chose to cancel the contract with North Texas Animal Control Authority (NTACA) which is between \$2100 - \$2200. Mayor Williams questioned if Collin County's facility only could be used and still continue with NTACA as Animal Control Officer only. Mr. Davis stated Collin County would not work under this type of arrangement. Mayor Williams stated NTACA may not be willing to reduce the amount of his contract either.

Chris Klein also asked what is the capacity of Collin County's shelter. Mr. Davis stated they stay pretty full most of the time. The springtime will be the heaviest as there is an unusual amount of surrenders versus strays.

Judith Homer questioned how animals are handled once they enter the shelter. The animals are recorded, photographed, photos are placed on social media and Collin County's website.

Christina Porath motioned to Cancel the contract with NTACA with a 90 day termination, per the contract requirements - which would be anticipated ending sometime in May 2018; then contracting with Collin County Animal Services until September 30, 2018. Prior to September 30, 2018, go out for bids to find other animal control services and present during budget sessions. Gerald Young seconded the motion. Motion carried unanimously.

13. Consider, discuss and act upon a proposal from Charles Kerry Payne in relation to code enforcement services

In light of the Council decision from Item 12, this item was motioned by Christina Porath to deny the request with Amber Wood seconding the motion. Motion carried unanimously.

14. Citizen Participation. No one spoke during Citizen Participation.

15. Adjournment. Christina Porath motioned to adjourn with Amber Wood seconding the motion. Council adjourned at 7:43pm.

APPROVED:

Rhonda Williams, Mayor

ATTEST:

Edie Sims, City Secretary

Public Works Update

February 2018

Removed Jet hose from sewer main on N Church
Water line hit on Hilltop, fixed line
Ditch work on School St in front of Dick Sprouse's
Added rock to Baker
Flooding
Dirt work on our property behind 312 Oak
Replaced backflow RPZ at sewer plant
Replaced air relief valve at Well 4
Repaired broken line on chlorinator Well 4

PENDING WORK ORDERS PREVIOUS MONTHS

DATE	W/O	ADDRESS	NOTES	STATUS
04/04/17	4035	Heap	Fire Hydrt leaking-Glenn Casheon replaced guts to hydrant. Hydrant will need to be replaced.	Pending
04/13/17	4048	404 S Main	Ditch work & remove 2 white pipes	New
04/25/17	4059	208 N Church	Ditch work culvert is stopping up	New
06/23/17	4126	114 Harmon	Fire Hydrant leaking	New
07/03/17	4132	312 S Bus 78	Water/Sewer Taps	New
10/20/17	4253	403 Scott St	Paint the fire hydrant no owner thinks it is ugly	New

February 2018

DATE	W/O	ADDRESS	NOTES	COMPLETED
02/01/18	4397	306 W Lamm	Replace broken tote	2/2/2018
02/01/18	4398	204 Bratcher	Move-in/Move-out	2/2/2018
02/02/18	4399	305 Scott Road	Move-in/Move-out	2/2/2018
02/02/18	4400	310 W FM 545	Move-out	2/2/2018
02/02/18	4401	213 High Ridge	Add asphalt to driveway where it meets the road	2/5/2018
02/05/18	4402	400 W FM 545	Meter box is full of water	2/5/2018
02/05/18	4403	104 N Church	Move-in no trash totes	2/5/2018
02/05/18	4404	310 W FM 545	Move-in 1 trash tote	2/5/2018
02/07/18	4405	W Heap	Clear ditches	
02/08/18	4406	406 W FM 545	Mark water & sewer lines for Atmos	2/8/2018
02/08/18	4407	206 Hilltop	Replace broken tote	2/8/2018
02/08/18	4408	311 S Bus 78	Move-out pick up 1 tote	2/8/2018
02/08/18	4409	305 S Church	Possible water leak at the meter	2/15/2018
02/09/18	4410	102 S Church	Run sewer camera down the clean out/sewer back-up	2/16/2018
02/12/18	4411	305 Bratcher	Move-in rental	2/12/2018
02/12/18	4412	200 W FM 545	Mark water & sewer lines	2/14/2018
02/13/18	4413	206 Crestside	Move-in/Move-out	2/14/2018
02/13/18	4414	315 S Bus 78	Sewer back-up with tree roots	
02/14/18	4415	305 Oak	Move-in/Move-out	2/14/2018
02/14/18	4416	311 S Bus 78	Move-in deliver 1 tote	2/15/2018
02/15/18	4417	Ridgeway	Pot holes	2/16/2018
02/15/18	4418	Pecan St	Install speed bumps	
02/15/18	4419	325 E Lamm	Turn water back on	2/16/2018
02/15/18	4420	220 S Bus 78	Turn on water and deliver 2 trash totes	2/15/2018
02/15/18	4421	Tiger Lane-Well	Rock at entrance to Well 4	
02/16/18	4422	Park	Fix lamp pole globe	2/16/2018
02/16/18	4423	316 W Tilton	Pick-up 1 trash tote	2/16/2018
02/19/18	4424	321 S Bus 78	Move-in/Move-out	2/27/2018
02/19/18	4425	305 W Davis	Move-out	2/20/2018
02/20/18	4426	411 A N Bus 78	Replace lid (meter sheet)	
02/20/18	4427	411 B N Bus 78	Replace lid (meter sheet)	
02/20/18	4428	534 W FM 545	Meter check (meter sheet)	

February 2018

02/20/18	4429	213 High Ridge	Check new meter is spinning backwards again (parts ordered)	
02/22/18	4430	105 Brenda	Broken tote lid is missing	2/22/2018
02/23/18	4431	321 S Bus 78	Move-in/Move-out	2/23/2018
02/23/18	4432	305 W Davis	Move-in no trash totes	2/23/2018
02/26/18	4433	203 N Church	Check road huge washout & rocks all in her yard	
02/26/18	4434	202 N Morrow	Water coming up from under the road-before it was raining	
02/26/18	4435	221 Pritchard	P/U broken trash tote	2/27/2018

City of Blue Ridge General Fund
Profit & Loss Budget vs. Actual
 October 2017 through September 2018

	Oct '17 - Sep 18	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4510 · Court Income	0.00	7,200.00	-7,200.00
4515 · Copies & Faxes	125.25	200.00	-74.75
4520 · Donation	720.00	0.00	720.00
4521 · Open Records	0.00	25.00	-25.00
4522 · Notary	0.00	0.00	0.00
4525 · Franchise Tax Income	16,073.98	35,000.00	-18,926.02
4565 · Mowing Income	0.00	0.00	0.00
4570 · Permit & Inspection Fees	9,068.09	10,000.00	-931.91
4580 · Sales Tax Income	58,937.70	90,000.00	-31,062.30
4600 · Property Tax Income			
4610 · Penalties & Interest	0.00	0.00	0.00
4600 · Property Tax Income - Other	148,616.54	198,119.00	-49,502.46
Total 4600 · Property Tax Income	148,616.54	198,119.00	-49,502.46
4899 · Misc Income	19,701.25	0.00	19,701.25
Total Income	253,242.81	340,544.00	-87,301.19
Expense			
5100 · Advertising	0.00	0.00	0.00
5110 · Ambulance Service	5,644.90	11,289.79	-5,644.89
5120 · Amortization Expense	0.00	0.00	0.00
5130 · Animal Control Services	3,744.00	11,000.00	-7,256.00
5140 · Bank Fees	0.00	0.00	0.00
5160 · Contract Labor			
5161 · Code Enforcement	843.00	3,000.00	-2,157.00
5160 · Contract Labor - Other	0.00	0.00	0.00
Total 5160 · Contract Labor	843.00	3,000.00	-2,157.00
5170 · Copies	0.00	100.00	-100.00
5180 · Council & Mayor Expense	0.00	200.00	-200.00
5210 · Election Expense	0.00	5,000.00	-5,000.00
5220 · Extermination Expense			
5221 · Mosquito Spraying Expense	0.00	0.00	0.00
5220 · Extermination Expense - Other	0.00	0.00	0.00
Total 5220 · Extermination Expense	0.00	0.00	0.00

City of Blue Ridge General Fund
Profit & Loss Budget vs. Actual
 October 2017 through September 2018

	Oct '17 - Sep 18	Budget	\$ Over Budget
5230 · Fuel Expense - General	3,099.80	9,750.00	-6,650.20
5236 · Court Expense	1,195.57	9,000.00	-7,804.43
5237 · Court - Petty Cash	200.00	200.00	0.00
5238 · Court Payroll	2,400.00		
5250 · Inspection Expense	3,595.99	2,000.00	1,595.99
5260 · Insurance -Liab/Comp/Prop	5,704.50	18,000.00	-12,295.50
5270 · Janitorial General	831.82	600.00	231.82
5280 · Interest Expense	0.00	0.00	0.00
5300 · Legal & Professional Fees			
5301 · Legal Notices/Publications	288.00	500.00	-212.00
5300 · Legal & Professional Fees - Other	8,644.65	12,000.00	-3,355.35
Total 5300 · Legal & Professional Fees	8,932.65	12,500.00	-3,567.35
5305 · Storage Unit Rent	0.00	630.00	-630.00
5310 · Maint. & Repair Equipment	2,730.44	3,500.00	-769.56
5315 · Bldg Maintenance & Repair	4,256.09		
5320 · Maint. & Repair Office Equ	0.00	0.00	0.00
5321 · Vehicle Maintenance & Repair	194.99	500.00	-305.01
5325 · Miscellaneous Expense	4,062.57	500.00	3,562.57
5330 · Mowing Expense	0.00	2,500.00	-2,500.00
5340 · Office Supplies			
5341 · Office Equipment	1,979.20	2,400.00	-420.80
5342 · Office Expense - Cty & P. Works	69.88	0.00	69.88
5340 · Office Supplies - Other	283.98	1,200.00	-916.02
Total 5340 · Office Supplies	2,333.06	3,600.00	-1,266.94
5350 · Parts & Equipment Expense			
5361 · Property Tax Expense	792.83	3,500.00	-2,707.17
5370 · Payroll Expenses	1,248.44	1,500.00	-251.56
5370.1 · Emp Life	0.00	0.00	0.00
5370.2 · EMP AD&D	0.00	0.00	0.00
5372 · Health Insurance - TML			
5372.0 · Health Insurance - Company	262.50	18,907.20	-18,644.70
5372 · Health Insurance - TML - Other	7,277.13	2,686.00	4,591.13
Total 5372 · Health Insurance - TML	7,539.63	21,593.20	-14,053.57
5373 · Longevity Pay	0.00	360.00	-360.00
5374 · Medicare Expenses	1,192.07	2,913.13	-1,721.06
5375 · TMRS	1,340.36	2,449.51	-1,109.15
5376 · SS Expenses	5,097.23	12,453.24	-7,356.01
5377 · TWC Expenses	35.25	167.11	-131.86

City of Blue Ridge General Fund
Profit & Loss Budget vs. Actual
 October 2017 through September 2018

	Oct '17 - Sep 18	Budget	\$ Over Budget
5379 · Wages			
5393 · Payroll Other	0.00	750.00	-750.00
5379 · Wages - Other	47,668.93	244,181.38	-196,512.45
Total 5379 · Wages	47,668.93	244,931.38	-197,262.45
5370 · Payroll Expenses - Other	-7,418.89	0.00	-7,418.89
Total 5370 · Payroll Expenses	55,454.58	284,867.57	-229,412.99
5378 · Group Term Life	0.00	64.27	-64.27
5380 · Postage, Freight & Shipping	463.80	300.00	163.80
5385 · Mortgage	908.58	0.00	908.58
5390 · Filing Fees	686.95	0.00	686.95
5399 · Petty Cash	0.00	50.00	-50.00
5450 · Returned Checks	0.00	0.00	0.00
5500 · Road Construction			
5501 · Pruett Street	33,000.00	40,000.00	-7,000.00
5502 · Street Projects	29,000.00	50,000.00	-21,000.00
5500 · Road Construction - Other	33,895.20	0.00	33,895.20
Total 5500 · Road Construction	95,895.20	90,000.00	5,895.20
5510 · Sales Tax Expense (Trash)	0.00	0.00	0.00
5512 · Vehicle Purchase	0.00	0.00	0.00
5530 · Seminars - Training Courses	845.17	1,000.00	-154.83
5535 · Special Project	1,665.31	2,000.00	-334.69
5540 · Subscriptions, Dues & Permits	871.56	700.00	171.56
5670 · Medical Expenses	0.00	0.00	0.00
5700 · Trash			
5701 · Recycled Materials	0.00	0.00	0.00
5700 · Trash - Other	1,295.95	8,000.00	-6,704.05
Total 5700 · Trash	1,295.95	8,000.00	-6,704.05
5710 · Travel/Mileage	496.32	500.00	-3.68
5715 · Computer			
5716 · Consulting Fees	1,514.86	0.00	1,514.86
5715 · Computer - Other	519.26	2,000.00	-1,480.74
Total 5715 · Computer	2,034.12	2,000.00	34.12

City of Blue Ridge General Fund
Profit & Loss Budget vs. Actual
 October 2017 through September 2018

	Oct '17 - Sep 18	Budget	\$ Over Budget
5720 · Utilities			
5721 · Electric Services	11,787.90	25,000.00	-13,212.10
5722 · Mobile-Mayor	0.00	0.00	0.00
5723 · Mobile-Mayor/Public Wrks/BRVFD	908.60	0.00	908.60
5724 · Natural Gas Services	301.80	600.00	-298.20
5726 · Telephone Services General	1,755.93	1,600.00	155.93
5727 · Water Service	0.00	0.00	0.00
Total 5720 · Utilities	14,754.23	27,200.00	-12,445.77
5800 · Water & Sewer			
5900 · Debt Service-Principal	0.00	0.00	0.00
5901 · Loan - Equipment			
5902 · ANB Loan - City Hall Principal	1,482.48	6,500.00	-5,017.52
5900 · Debt Service-Principal - Other	727.98	4,540.77	-3,812.79
	0.00	0.00	0.00
Total 5900 · Debt Service-Principal	2,210.46	11,040.77	-8,830.31
5930 · Debt Service-Interest	163.84	709.59	-545.75
5950 · Capital Outlay	0.00	0.00	0.00
Total Expense	229,556.72	527,301.99	-297,745.27
Net Ordinary Income	23,686.09	-186,757.99	210,444.08
Other Income/Expense			
Other Income			
4210 · Earned Interest	22.87	75.00	-52.13
4998 · Other Financing Sources	0.00	64,603.48	-64,603.48
4999 · Transfer from Other Funds	0.00	122,079.51	-122,079.51
Total Other Income	22.87	186,757.99	-186,735.12
Net Other Income	22.87	186,757.99	-186,735.12
Net Income	23,708.96	0.00	23,708.96

City of Blue Ridge Revenue Profit & Loss Budget vs. Actual October 2017 through September 2018

	Oct '17 - Sep 18	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4700 · Water Bill Income	38,995.74	228,500.00	-189,504.26
4701 · Transfer Fee	15.50	0.00	15.50
4702 · Sewer Charges	18,015.85	102,500.00	-84,484.15
4703 · Late Charges	2,839.17	20,303.00	-17,463.83
4704 · Trash Charges	13,901.84	82,644.00	-68,742.16
4705 · Water Surcharge	725.00	4,415.00	-3,690.00
4706 · NSF Fee	92.00	138.00	-46.00
4707 · Conservation Fee Income	694.17	3,936.00	-3,241.83
4708 · Reconnect Fees	1,047.00	4,500.00	-3,453.00
4709 · Credit Card Fees	2,489.56	3,700.00	-1,210.44
4750 · Water Deposit	4,637.50		
4752 · Water	0.00	12,000.00	-12,000.00
4753 · Non Refund. Deposit Fee	896.00	1,500.00	-604.00
4899 · Misc Income	8,588.35	0.00	8,588.35
Total Income	92,937.68	464,136.00	-371,198.32
Expense			
5140 · Bank Fees	220.72	0.00	220.72
5150 · Bond Payment	0.00	17,000.00	-17,000.00
5151 · Interest Expense	0.00	43,838.75	-43,838.75
5229 · Finance Fee	701.93	3,700.00	-2,998.07
5230 · Fuel Expense	2,006.40	7,500.00	-5,493.60
5270 · Janitorial	40.62	196.44	-155.82
5300 · Legal & Professional Fees	806.80	10,000.00	-9,193.20
5310 · Maint. & Repair Equipment	535.58	0.00	535.58
5320 · Maint. & Repair Office Equ	0.00	100.00	-100.00
5325 · Miscellaneous Expense	2,200.00	250.00	1,950.00
5340 · Office Supplies	183.42	550.00	-366.58
5370 · Payroll Expenses			
5372 · Health Insurance - TML	0.00	0.00	0.00
5373 · Longevity Pay			
5374 · Medicare Expenses	0.00	0.00	0.00
5375 · TMRS	0.00	0.00	0.00
5376 · SS Expenses	0.00	0.00	0.00
5377 · TWC Expenses	0.00	0.00	0.00
5379 · Wages	0.00	0.00	0.00
5370 · Payroll Expenses - Other	0.00	0.00	0.00
	52,060.18	122,079.51	-70,019.33
Total 5370 · Payroll Expenses	52,060.18	122,079.51	-70,019.33

City of Blue Ridge Revenue
Profit & Loss Budget vs. Actual
 October 2017 through September 2018

	Oct '17 - Sep 18	Budget	\$ Over Budget
5378 · Uniforms	840.15	2,000.00	-1,159.85
5380 · Postage, Freight & Shipping	1,033.87	0.00	1,033.87
5399 · Petty Cash	0.00	0.00	0.00
5400 · Refund - Water Deposits	1,243.31	0.00	1,243.31
5450 · Returned Checks	344.02	0.00	344.02
5510 · Sales Tax Expense (Trash)	1,722.26	6,784.40	-5,062.14
5530 · Seminars - Training Courses	1,240.00	2,000.00	-760.00
5540 · Subscriptions, Dues & Permits	3,174.62	3,140.48	34.14
5700 · Trash Pickup	29,716.19	83,111.76	-53,395.57
5710 · Travel/Mileage	0.00	500.00	-500.00
5715 · Computer			
5716 · Consulting Fees	393.37		
5715 · Computer - Other	0.00	750.00	-750.00
Total 5715 · Computer	393.37	750.00	-356.63
5720 · Utilities			
5721 · Electric Services	12,608.36	31,000.00	-18,391.64
5723 · Mobile Phones	0.00	0.00	0.00
5725 · Pagers/2-Way Radios	167.07	392.28	-225.21
5726 · Telephone Services	1,128.90	3,200.00	-2,071.10
Total 5720 · Utilities	13,904.33	34,592.28	-20,687.95
5800 · Water & Sewer			
5801 · W&S Maint & Repair	6,015.29	55,000.00	-48,984.71
5802 · W&S Parts & Equipment	14,332.77	25,000.00	-10,667.23
5803 · W&S Testing/Samples	2,151.19	9,000.00	-6,848.81
5804 · Vehicle Maint/Repairs	304.64	750.00	-445.36
5805 · Water & Sewer - Chemicals	3,677.21	6,000.00	-2,322.79
5809 · Water - Contract Labor	1,000.00	9,600.00	-8,600.00
5809.1 · Sewer Contract Labor	0.00	0.00	0.00
5811 · Water - Conservation	1,591.18	3,932.00	-2,340.82
5812 · Water & Sewer Testing & Samples	0.00	0.00	0.00
5813 · Water - Other	2,090.00		
5821 · Sewer - Other	1,550.00		
Total 5800 · Water & Sewer	32,712.28	109,282.00	-76,569.72
5810 · Water Bill Expense			
5906 · ANB Vac Tron Principal	0.00	6,500.00	-6,500.00
5999 · Bad Debt Expense	4,524.23	6,500.00	-6,500.00
6690 · Reconciliation Discrepancies	2,800.00	500.00	4,024.23
Total Expense	152,404.28	460,875.62	-308,471.34
Net Ordinary Income	-59,466.60	3,260.38	-62,726.98

8:38 AM

03/02/18

Accrual Basis

City of Blue Ridge Revenue
Profit & Loss Budget vs. Actual
 October 2017 through September 2018

	Oct '17 - Sep 18	Budget	\$ Over Budget
Other Income/Expense			
Other Income			
4210 - Earned Interest	42.43	239.62	-197.19
4999 - Transfer from Other Funds	0.00	-3,500.00	3,500.00
Total Other Income	42.43	-3,260.38	3,302.81
Net Other Income	42.43	-3,260.38	3,302.81
Net Income	-59,424.17	0.00	-59,424.17

Kenneth L. Maun
Tax Assessor Collector
Collin County
2300 Bloomdale Rd
P.O. Box 8046
McKinney, Texas 75070
972- 547-5020
Metro 424-1460 Ext.5020
Fax 972-547-5040

February 12, 2018

Mayor Rhonda Williams
City of Blue Ridge
200 S. Main
Blue Ridge, Texas 75424

Dear Mayor Williams,

Enclosed is the Monthly Collection Report for:
The City of Blue Ridge tax collections for the month were:

January 2018
\$50,062.03

Sincerely,



Kenneth L. Maun
Tax Assessor Collector

Attachment

cc: Edie Sims, City Secretary

KM:ds

Kenneth L. Maun
Tax Assessor/Collector
Collin County
P O Box 8046
McKinney Tx 75070

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Monthly Collection Status Report
January 2018

City of Blue Ridge #08

	Collections Month of January	Cumulative Total 10/1/17 thru 1/31/18	% of Collections
Current Tax Year Collections			
Base M&O	\$49,989.96	\$137,872.94	72.83%
Base I&S	0.00	\$0.00	
Late Rendition Penalty	0.00	\$57.17	
P&I M&O	0.00	\$0.00	
P&I I&S	0.00	\$0.00	
P&I I&S Bond			
Attorney Fee	0.00	\$0.00	
Other>	0.00	\$0.00	
Subtotal	<u>\$49,989.96</u>	<u>\$137,930.11</u>	72.86%
Delinquent TaxYears Collections			
Base M&O	\$59.37	\$625.35	
Base I&S	0.00	\$0.00	
Late Rendition Penalty	0.00	\$0.33	
P&I M&O	12.70	\$151.61	
P&I I&S	0.00	\$0.00	
P&I I&S Bond			
Attorney Fee	1.52	\$107.66	
Other>	0.00	\$0.00	
Subtotal	<u>\$73.59</u>	<u>\$884.95</u>	0.47%
Combined Current & Delinquent:			
Base M&O	\$50,049.33	\$138,498.29	
Base I&S	\$0.00	\$0.00	
Late Rendition Penalty	0.00	57.50	
P&I M&O	12.70	151.61	
P&I I&S	0.00	0.00	
P&I I&S Bond			
Attorney Fee	1.52	107.66	
Other>	0.00	0.00	
Total Collections	<u>\$50,063.55</u>	<u>\$138,815.06</u>	73.33%
Original 2017 Tax Levy		<u>\$189,301.50</u>	100.00%

Kenneth L Maun
Tax Assessor/Collector
Collin County
P O Box 8046
McKinney Tx 75070

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Cumulative Comparative Collection Status Report
January 2018

City of Blue Ridge #08

	Collections thru January 2018	% Collections	Collections thru January 2017	% Collections
Current Tax Year Collections				
Base M&O	\$137,872.94	72.83%	\$137,029.28	76.04%
Late Renditon Penalty	57.17		69.76	
P&I M&O	0.00		0.00	
Attorney Fee	0.00		0.00	
Other>	0.00		0.00	
Subtotal	<u>\$137,930.11</u>	72.86%	<u>\$137,099.04</u>	76.08%
Delinquent Tax Years Collections				
Base M&O	\$625.35		\$1,202.28	
Late Renditon Penalty	0.33		36.76	
P&I M&O	151.61		338.24	
Attorney Fee	107.66		236.59	
Other>	0.00		0.00	
Subtotal	<u>\$884.95</u>	0.47%	<u>\$1,813.87</u>	1.01%
Combined Current & Delinquent:				
Base M&O	\$138,498.29		\$138,231.56	
P&I M&O	151.61		338.24	
Late Rendition Penalty	57.50		106.52	
Attorney Fee	107.66		236.59	
Other>	0.00		0.00	
Total Collections	<u>\$138,815.06</u>	73.33%	<u>\$138,912.91</u>	77.09%
Adjusted 2016 Tax Levy			<u>\$180,197.63</u>	100.00%
Original 2017 Tax Levy	<u>\$189,301.50</u>	100.00%		

Kenneth L Maun
Tax Assessor/Collector
Collin County
P O Box 8046
McKinney Tx 75070

Page 3

Levy Outstanding Status Report
January 2018

City of Blue Ridge #08

	Current Tax Year	Delinquent Tax Years
Current Month:		
Tax Levy Remaining as of 12/29/17	\$111,857.75	\$11,695.10
Base M&O Collections	49,989.96	59.37
Supplement/Adjustments	0.00	0.00
Write-off	0.00	0.00
Remaining Levy as of 1/31/18	<u>\$61,867.79</u>	<u>\$11,635.73</u>
Cumulative (From 10/01/17 thru 1/31/18)		
Original 2017 Tax Levy (as of 10/01/17)	\$189,301.50	\$12,263.67
Base M&O Collections	137,872.94	625.35
Supplement/Adjustments	10,439.23	-2.59
Write-off	0.00	0.00
Remaining Levy as of 1/31/18	<u>\$61,867.79</u>	<u>\$11,635.73</u>

Kenneth L Maun
Tax Assessor/Collector
Collin County
P O Box 8046
McKinney Tx 75070

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Monthly Distribution Report
January 2018

City of Blue Ridge #08

	Distribution Month of January	Distribution 10/1/17 thru 1/31/18
Weekly Remittances:		
Week Ending 1/5/18	\$6,814.81	\$9,044.32
Week Ending 1/12/18	\$16,090.24	\$21,889.53
Week Ending 1/19/18	\$5,044.31	\$58,240.26
Week Ending 1/26/18	\$10,600.60	\$29,114.98
Week Ending 1/31/18	\$11,512.07	\$20,415.43
Total Weekly Remittances	<u>\$50,062.03</u>	<u>\$138,704.52</u>
Overpayment from Prior Month	\$0.00	\$0.00
Manual Adjustment Refund	\$0.00	\$0.00
Commission Paid Delinquent Attorney	\$1.52	\$107.66
Entity Collection Fee	\$0.00	\$0.00
Judgement Interest	\$0.00	\$0.00
5% CAD Rendition Penalty	\$0.00	\$2.88
Total Disbursements	<u>\$50,063.55</u>	<u>\$138,815.06</u>
Carryover to Next Month	\$0.00	\$0.00

2782 - Blue Ridge, City of (General Obligation Debt)

Report - [Blue Ridge, City of \(General Obligation Debt\)](#) / [Sales Tax Data](#)

The Charts below contain sales tax revenue allocated each month by the State Comptroller. For example, the February allocations reflect December sales, collected in January and allocated in February.

*Excludes any sales tax retained by the municipality and not remitted to the Comptroller.

- [View Grid Based on Fiscal Year](#)
- [View Grid With All Years](#)



By Calendar Year

Year	January	February	March	April	May	June	July	August	September	October	November	December	Total
2018	\$13,137	\$19,091	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$32,227
2017	\$15,763	\$17,919	\$13,277	\$11,886	\$16,248	\$14,238	\$13,124	\$22,031	\$23,142	\$13,654	\$18,552	\$13,595	\$193,429
2016	\$13,043	\$15,423	\$12,633	\$12,675	\$16,640	\$15,459	\$13,098	\$15,980	\$13,237	\$13,422	\$16,942	\$13,012	\$171,564
2015	\$10,832	\$13,388	\$8,437	\$10,235	\$13,995	\$11,700	\$10,528	\$13,150	\$11,657	\$12,017	\$15,383	\$11,484	\$142,808
2014	\$9,352	\$21,018	\$10,164	\$9,997	\$13,758	\$10,854	\$9,433	\$14,642	\$11,136	\$12,417	\$14,043	\$10,961	\$147,776
2013	\$8,851	\$13,244	\$9,099	\$8,872	\$10,834	\$10,316	\$11,142	\$12,682	\$10,025	\$10,788	\$12,277	\$10,455	\$128,585
2012	\$6,914	\$11,127	\$8,110	\$8,068	\$11,944	\$7,171	\$9,616	\$10,589	\$9,112	\$8,743	\$10,575	\$8,887	\$110,854
2011	\$7,761	\$8,890	\$5,271	\$5,013	\$8,388	\$6,047	\$5,525	\$10,117	\$7,013	\$7,941	\$10,181	\$7,797	\$89,944
2010	\$4,799	\$7,992	\$5,657	\$4,335	\$8,058	\$5,314	\$5,245	\$7,066	\$5,513	\$5,154	\$8,151	\$6,362	\$73,647
2009	\$4,250	\$6,733	\$4,560	\$4,637	\$8,010	\$5,023	\$4,402	\$7,411	\$4,922	\$4,693	\$7,476	\$4,797	\$66,913

1 2 3 4 >



Favorite Accounts

Account Nickname	Current	Available
4A INDUSTRIAL DEVELOPMENT (8102)	48,088.48	48,088.48
4B COMMUNITY DEVELOPMENT (8151)	137,894.60	137,894.60
RESERVE REVENUE ACCOUNT (8821)	10,489.73	10,489.73
LIBRARY & LEARNING CENTER FUND (X3912)	5,933.97	5,933.97
ROAD CONSTRUCTION (X8937)	.00	.00
GENERAL TAX (XX0145)	203,730.45	203,297.42
REVENUE (XX0152)	29,970.95	30,522.61
DEPOSIT (XX0202)	52,562.00	52,562.00
INTEREST & SINKING BOND (XX0864)	.00	.00
GENERAL PAYROLL ACCT (XX1430)	.00	.00
REVENUE PAYROLL ACCT (XX1448)	.00	.00
USDA (XXX0479)	3,630.68	3,630.68
ENCUMBERED REV (XX1279)	23,750.07	23,756.79
- Show favorite accounts only -		

NORTH TEXAS ANIMAL CONTROL AUTHORITY

P.O. Box 1358 Roanoke TX 76262 24 hour phone line (214-513-8228)

On the web at WWW.NTACA.com or by email at NTACA@Hotmail.com

MONTHLY REPORT FOR JANUARY 2018

- 01/04/2018: Patrol from 13:30 until 15:30.
Stray dog reported at 403 N. Bus 78. UTL.
Stray dog initiated 308 W. Davis. Citation.
Stray dog initiated 308 W. Davis. Citation.
Dead wildlife initiated FM 545 @ Morrow. Removed.
Dead wildlife initiated Bus 78 @ N. Main. Removed.
- 01/06/2018: Patrol from 09:00 until 11:00. No activity.
- 01/10/2018: Patrol from 13:00 until 15:00.
Stray dog reported at 308 W. Davis. Citation.
Stray dog reported at 308 W. Davis. Citation.
- 01/12/2018: Patrol from 15:00 until 17:00. No activity.
- 01/18/2018: Patrol from 11:00 until 13:00. No activity.
- 01/19/2018: Patrol from 14:45 until 16:45. No activity.
- 01/24/2018: Patrol from 14:00 until 16:00. No activity.
- 01/25/2018: Patrol from 16:00 until 18:00.
Stray dog confined at 212 N. Morrow. Impounded.
- 01/31/2018: Patrol day from 12:00 until 14:00.
Animal bite reported at 104 Oak Street. Report.

SUMMARY

Total calls received:	9	By Blue Ridge residents:	5	Initiated by NTACA:	4
Animals impounded:	Dogs: 1 Puppies: 0 Cats: 0 Kittens: 0 Other: 0 Deceased: 2				
Verbal Warnings issued:	0	Written Warnings issued:	0	Citations:	4

Frankum: 1/4 Cost
(According to Facilities
Agreement signed

	TOTAL PROJECT	12/09/2002)	City: 3/4 Cost
Asphalt - all the way	\$ 732,500.00	\$ 183,125.00	\$ 549,375.00
Concrete - all the way	\$ 1,036,837.75	\$ 259,209.44	\$ 777,628.31
Asphalt - Phase 2 / Concrete Phase 1	\$ 825,086.00	\$ 206,271.50	\$ 618,814.50
All Rock	\$ 9,000.00	\$ 2,250.00	\$ 6,750.00
Chip and Seal	\$ 69,825.00	\$ 17,456.25	\$ 52,368.75

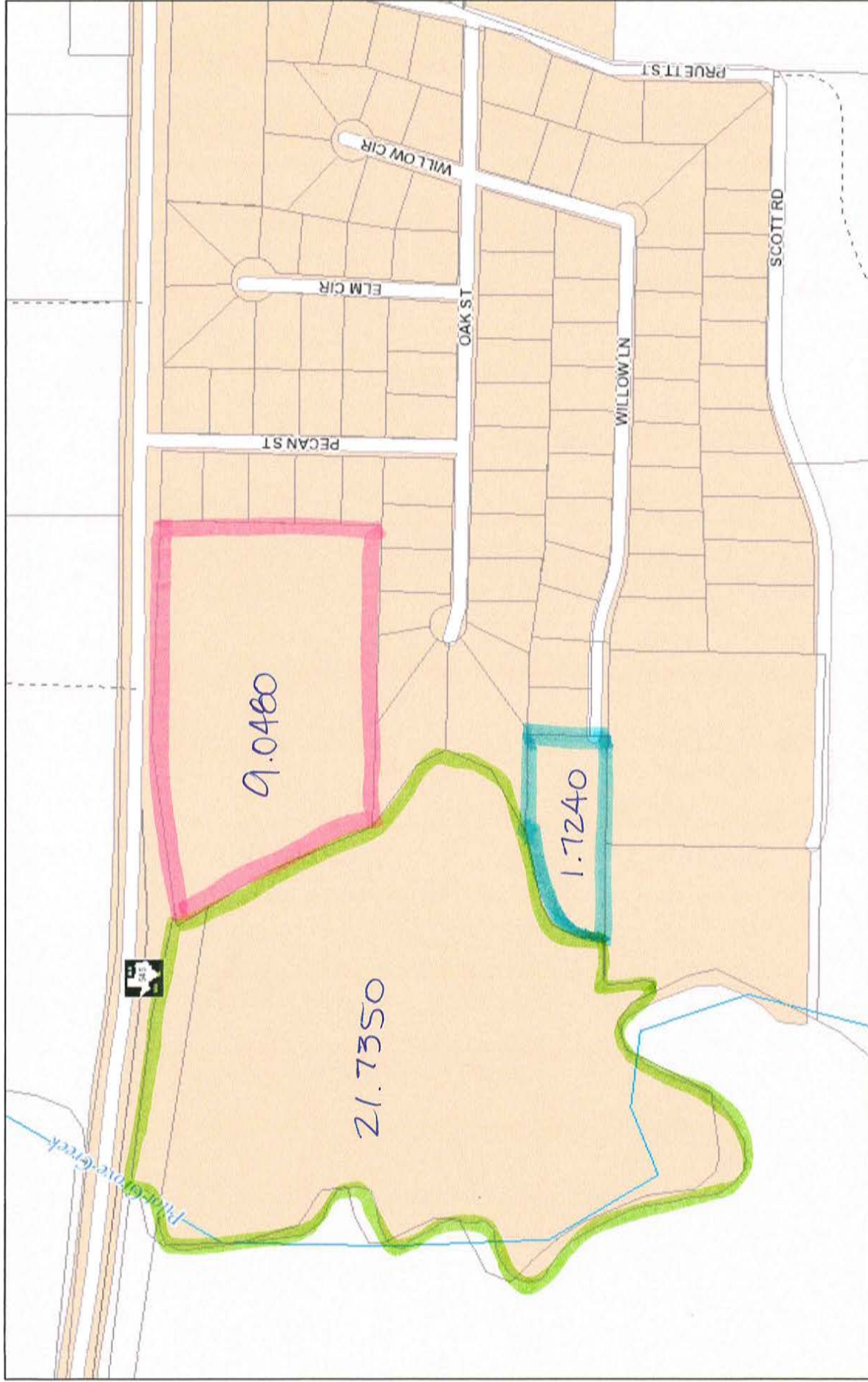
Subgrade - Square Yard (for concrete only)
Surface - Square Yard
Base with 6" deep

9310 46812 square feet
8665

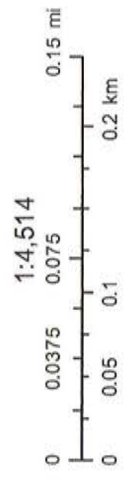
CD Paving - Ft Worth 888-827-6244
Alan Franklin 903-385-0860
Anderson Paving 682-233-2911

Charles

Donated Land from Frankum



March 2, 2018



test
Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS,

**CITY OF BLUE RIDGE
ORDINANCE # 2018-0306-001**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BLUE RIDGE, TEXAS, APPROVING A TARIFF AUTHORIZING AN ANNUAL RATE REVIEW MECHANISM ("RRM") AS A SUBSTITUTION FOR THE ANNUAL INTERIM RATE ADJUSTMENT PROCESS DEFINED BY SECTION 104.301 OF THE TEXAS UTILITIES CODE, AND AS NEGOTIATED BETWEEN ATMOS ENERGY CORP., MID-TEX DIVISION ("ATMOS MID-TEX" OR "COMPANY") AND THE STEERING COMMITTEE OF CITIES SERVED BY ATMOS; REQUIRING THE COMPANY TO REIMBURSE CITIES' REASONABLE RATEMAKING EXPENSES; ADOPTING A SAVINGS CLAUSE; DETERMINING THAT THIS ORDINANCE WAS PASSED IN ACCORDANCE WITH THE REQUIREMENTS OF THE OPEN MEETINGS ACT; DECLARING AN EFFECTIVE DATE; AND REQUIRING DELIVERY OF THIS ORDINANCE TO THE COMPANY AND LEGAL COUNSEL FOR THE STEERING COMMITTEE.

WHEREAS, the City of Blue Ridge, Texas ("City") is a gas utility customer of Atmos Energy Corp., Mid-Tex Division ("Atmos Mid-Tex" or "Company"), and a regulatory authority with an interest in the rates and charges of Atmos Mid-Tex; and

WHEREAS, the City and similarly-situated Mid-Tex municipalities created the Steering Committee of Cities Served by Atmos to efficiently address all rate and service matters associated with delivery of natural gas; and

WHEREAS, the Steering Committee formed an Executive Committee to direct legal counsel and to recommend certain specific actions to all aligned Mid-Tex Cities through resolution or ordinance; and

WHEREAS, pursuant to the terms of a November 2007 agreement between the Steering Committee and Atmos Mid-Tex that settled the Company's interim rate filing under Section 104.301 of the Texas Utilities Code (a "GRIP" rate case), the Steering Committee and the Company collaboratively developed a Rate Review Mechanism ("RRM") Tariff, ultimately authorized by the City in 2008, that allows for an expedited rate review process as a substitute for the GRIP process; and

WHEREAS, the City has kept some form of a RRM Tariff in place until 2017 when it adopted an ordinance approving an RRM Tariff filing settlement and specifically calling for termination of the existing RRM Tariff and negotiation of a replacement RRM Tariff following the Railroad Commission's decision in a then-pending Atmos Texas Pipeline case (GUD No. 10580); and

WHEREAS, the Steering Committee's Executive Committee has recently approved a settlement with the Company on the attached RRM Tariff that contains certain notable improvements, from a consumer perspective, over the prior RRM Tariff, including a reduced rate of return on equity, acceptance of certain expense adjustments made by the Railroad Commission in the Order in GUD No. 10580, and the addition of two months to the time for processing a RRM Tariff application; and

WHEREAS, the RRM Tariff contemplates reimbursement of Cities' reasonable expenses associated with RRM Tariff applications; and

WHEREAS, the Steering Committee's Executive Committee recommends that all Steering Committee member cities adopt this ordinance and the attached RRM Tariff; and

WHEREAS, the attached RRM Tariff is just, reasonable and in the public interest, NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BLUE RIDGE, TEXAS:

Section 1. That the findings set forth in this Ordinance are hereby in all things approved.

Section 2. That the attached RRM Tariff re-establishing a form of Rate Review Mechanism is just and reasonable and in the public interest, and is hereby adopted.

Section 3. That Atmos Mid-Tex shall reimburse the Cities' reasonable expenses associated with adoption of this Ordinance and the attached RRM Tariff and in processing future RRM Tariff applications filed pursuant to the attached tariff.

Section 4. That to the extent any resolution or ordinance previously adopted by the City is inconsistent with this Ordinance, it is hereby repealed.

Section 5. That the meeting at which this Ordinance was approved was in all things conducted in strict compliance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.

Section 6. That if any one or more sections or clauses of this Ordinance is adjudged to be unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remaining provisions of this Ordinance , and the remaining provisions of this Ordinance shall be interpreted as if the offending section or clause never existed.

Section 7. That this Ordinance shall become effective from and after its passage.

Section 8. That a copy of this Ordinance shall be sent to Atmos Mid-Tex, care of Chris Felan, Vice President of Rates and Regulatory Affairs, Atmos Energy Corporation, Mid-Tex Division, 5420 LBJ Freeway, Suite 1862, Dallas, Texas 75240, and to Geoffrey Gay, General Counsel to Mid-Tex Cities, at Lloyd Gosselink Rochelle & Townsend, P.C., 816 Congress Avenue, Suite 1900, Austin, Texas 78701.

PASSED AND APPROVED this 6th day of March, 2018.

Rhonda Williams, Mayor

ATTEST:

City Secretary

ATMOS ENERGY CORPORATION
MID-TEX DIVISION

RATE SCHEDULE:	RRM – Rate Review Mechanism	
APPLICABLE TO:	ALL CITIES IN THE MID-TEX DIVISION AS IDENTIFIED IN EXHIBIT A TO THIS RATE SCHEDULE	
EFFECTIVE DATE:	Bills Rendered on and after 04/01/2018	PAGE: 1

I. Applicability

Applicable to Residential, Commercial, Industrial, and Transportation tariff customers within the city limits of cities identified in Exhibit A that receive service from the Mid-Tex Division of Atmos Energy Corporation ("Company"). This Rate Review Mechanism ("RRM") provides for an annual adjustment to the Company's Rate Schedules R, C, I and T ("Applicable Rate Schedules"). Rate calculations and adjustments required by this tariff shall be determined on a System-Wide cost basis.

II. Definitions

"Test Period" is defined as the twelve months ending December 31 of each preceding calendar year.

The "Effective Date" is the date that adjustments required by this tariff are applied to customer bills. The annual Effective Date is October 1.

Unless otherwise provided in this tariff the term Final Order refers to the final order issued by the Railroad Commission of Texas in GUD No. 10170 and elements of GUD No. 10580 as specified in Section III below.

The term "System-Wide" means all incorporated and unincorporated areas served by the Company.

"Review Period" is defined as the period from the Filing Date until the Effective Date.

The "Filing Date" is as early as practicable, but no later than April 1 of each year.

III. Calculation

The RRM shall calculate an annual, System-Wide cost of service ("COS") that will be used to adjust applicable rate schedules prospectively as of the Effective Date. The Company may request recovery of its total cost of service but will include schedules showing the computation of any adjustments. The annual cost of service will be calculated according to the following formula:

$$\text{COS} = \text{OM} + \text{DEP} + \text{RI} + \text{TAX} + \text{CD}$$

Where:

OM = all reasonable and necessary operation and maintenance expenses from the Test Period adjusted for known and measurable items and prepared

ATMOS ENERGY CORPORATION
MID-TEX DIVISION

RATE SCHEDULE:	RRM – Rate Review Mechanism	
APPLICABLE TO:	ALL CITIES IN THE MID-TEX DIVISION AS IDENTIFIED IN EXHIBIT A TO THIS RATE SCHEDULE	
EFFECTIVE DATE:	Bills Rendered on and after 04/01/2018	PAGE: 2

consistent with the rate making treatments approved in the Final Order. Incentive compensation (Management Incentive Plan, Variable Pay Plan and Long Term Incentive Plan) related to Atmos' Shared Services Unit will be applied consistent with treatment approved in GUD 10580. Additionally, O&M adjustments will be incorporated and applied as modified by a final order, not subject to appeal, issued by the Railroad Commission of Texas in subsequent rate cases involving the Atmos Mid-Tex or West Texas divisions. Known and measurable adjustments shall be limited to those changes that have occurred prior to the Filing Date. OM may be adjusted for atypical and non-recurring items. Shared Services allocation factors shall be recalculated each year based on the latest component factors used during the Test Period, but the methodology used will be that approved in the Final Order in GUD 10580.

DEP = depreciation expense calculated at depreciation rates approved by the Final Order. Additionally, if depreciation rates are approved in a subsequent final order, not subject to appeal, issued by the Railroad Commission of Texas for the Mid-Tex division those rates would be applicable for subsequent RRM filings.

RI = return on prudently incurred investment calculated as the Company's pretax return multiplied by rate base at Test Period end. Rate base is prepared consistent with the rate making treatments approved in the Final Order, and as in GUD 10580 as specifically related to capitalized incentive compensation (Management Incentive Plan, Variable Pay Plan and Long Term Incentive Plan) for Atmos' Shared Services Unit. However, no post Test Period adjustments will be permitted. Additionally, adjustments will be incorporated and applied as modified by a final order, not subject to appeal, issued by the Railroad Commission of Texas in subsequent rate cases involving the Atmos Mid-Tex or West Texas divisions. Pretax return is the Company's weighted average cost of capital before income taxes. The Company's weighted average cost of capital is calculated using the methodology from the Final Order including the Company's actual capital structure and long term cost of debt as of the Test Period end (adjusted for any known and measurable changes that have occurred prior to the filing date) and the return on equity of 9.8%. However, in no event will the percentage of equity exceed 58%. Regulatory adjustments due to prior regulatory rate base adjustment disallowances will be maintained. Cash working capital will be calculated using the lead/lag days approved in the Final Order. With respect to pension and other postemployment benefits, the Company will record a regulatory asset or liability for these costs until the amounts are included in the next annual rate adjustment implemented under this tariff. Each year, the Company's filing under this Rider RRM will clearly state the level of pension

ATMOS ENERGY CORPORATION
MID-TEX DIVISION

RATE SCHEDULE:	RRM – Rate Review Mechanism	
APPLICABLE TO:	ALL CITIES IN THE MID-TEX DIVISION AS IDENTIFIED IN EXHIBIT A TO THIS RATE SCHEDULE	
EFFECTIVE DATE:	Bills Rendered on and after 04/01/2018	PAGE: 3

and other postemployment benefits recovered in rates.

TAX = income tax and taxes other than income tax from the Test Period adjusted for known and measurable changes occurring after the Test Period and before the Filing Date, and prepared consistent with the rate making treatments approved in the Final Order. Atmos Energy shall comprehensively account for, including establishing a regulatory liability to account for, any statutory change in tax expense that is applicable to months during the Test Period in the calculation to ensure recovery of tax expense under new and old income tax rates.

CD = interest on customer deposits.

IV. Annual Rate Adjustment

The Company shall provide schedules and work papers supporting the Filing's revenue deficiency/sufficiency calculations using the methodology accepted in the Final Order. The result shall be reflected in the proposed new rates to be established for the effective period. The Revenue Requirement will be apportioned to customer classes in the same manner that Company's Revenue Requirement was apportioned in the Final Order. For the Residential Class, 50% of the increase may be recovered in the customer charge. However, the increase to the Residential customer charge shall not exceed \$0.60 per month in the initial filing and \$0.70 per month in any subsequent year. The remainder of the Residential Class increase not collected in the customer charge will be recovered in the usage charge. For all other classes, the change in rates will be apportioned between the customer charge and the usage charge, consistent with the Final Order. Test Period billing determinants shall be adjusted and normalized according to the methodology utilized in the Final Order.

V. Filing

The Company shall file schedules annually with the regulatory authority having original jurisdiction over the Company's rates on or before the Filing Date that support the proposed rate adjustments. The schedules shall be in the same general format as the cost of service model and relied-upon files upon which the Final Order was based. A proof of rates and a copy of current and proposed tariffs shall also be included with the filing. The filing shall be made in electronic form where practical. The Company's filing shall conform to Minimum Filing Requirements (to be agreed upon by the parties), which will contain a minimum amount of information that will assist the regulatory authority in its review and analysis of the filing. The Company and regulatory authority will endeavor to hold a technical conference regarding the filing within twenty (20) calendar days after the Filing Date.

ATMOS ENERGY CORPORATION
MID-TEX DIVISION

RATE SCHEDULE:	RRM – Rate Review Mechanism	
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A sworn statement shall be filed by an Officer of the Company affirming that the filed schedules are in compliance with the provisions of this Rate Review Mechanism and are true and correct to the best of his/her knowledge, information, and belief. No testimony shall be filed, but a brief narrative explanation shall be provided of any changes to corporate structure, accounting methodologies, allocation of common costs, or atypical or non- recurring items included in the filing.

VI. Evaluation Procedures

The regulatory authority having original jurisdiction over the Company's rates shall review and render a decision on the Company's proposed rate adjustment prior to the Effective Date. The Company shall provide all supplemental information requested to ensure an opportunity for adequate review by the relevant regulatory authority. The Company shall not unilaterally impose any limits upon the provision of supplemental information and such information shall be provided within seven (7) working days of the original request. The regulatory authority may propose any adjustments it determines to be required to bring the proposed rate adjustment into compliance with the provisions of this tariff.

The regulatory authority may disallow any net plant investment that is not shown to be prudently incurred. Approval by the regulatory authority of net plant investment pursuant to the provisions of this tariff shall constitute a finding that such net plant investment was prudently incurred. Such finding of prudence shall not be subject to further review in a subsequent RRM or Statement of Intent filing.

During the Review Period, the Company and the regulatory authority will work collaboratively and seek agreement on the level of rate adjustments. If, at the end of the Review Period, the Company and the regulatory authority have not reached agreement, the regulatory authority shall take action to modify or deny the proposed rate adjustments. The Company shall have the right to appeal the regulatory authority's action to the Railroad Commission of Texas. Upon the filing of an appeal of the regulatory authority's order relating to an annual RRM filing with the Railroad Commission of Texas, the regulatory authority having original jurisdiction over the Company's rates shall not oppose the implementation of the Company's proposed rates subject to refund, nor will the regulatory authority advocate for the imposition of a third party surety bond by the Company. Any refund shall be limited to and determined based on the resolution of the disputed adjustment(s) in a final, non-appealable order issued in the appeal filed by the Company at the Railroad Commission of Texas.

ATMOS ENERGY CORPORATION
MID-TEX DIVISION

RATE SCHEDULE:	RRM – Rate Review Mechanism	
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In the event that the regulatory authority and Company agree to a rate adjustment(s) that is different from the adjustment(s) requested in the Company's filing, the Company shall file compliance tariffs consistent with the agreement. No action on the part of the regulatory authority shall be required to allow the rate adjustment(s) to become effective on October 1. To the extent that the regulatory authority does not take action on the Company's RRM filing by September 30, the rates proposed in the Company's filing shall be deemed approved effective October 1. Notwithstanding the preceding sentence, a regulatory authority may choose to take affirmative action to approve a rate adjustment under this tariff. In those instances where such approval cannot reasonably occur by September 30, the rates finally approved by the regulatory authority shall be deemed effective as of October 1.

To defray the cost, if any, of regulatory authorities conducting a review of the Company's annual RRM filing, the Company shall reimburse the regulatory authorities on a monthly basis for their reasonable expenses incurred upon submission of invoices for such review. Any reimbursement contemplated hereunder shall be deemed a reasonable and necessary operating expense of the Company in the year in which the reimbursement is made. A regulatory authority seeking reimbursement under this provision shall submit its request for reimbursement to the Company no later than December 1 of the year in which the RRM filing is made and the Company shall reimburse regulatory authorities in accordance with this provision on or before December 31 of the year the RRM filing is made.

To the extent possible, the provisions of the Final Order shall be applied by the regulatory authority in determining whether to approve or disapprove of Company's proposed rate adjustment.

This Rider RRM does not limit the legal rights and duties of a regulatory authority. Nothing herein shall abrogate the jurisdiction of the regulatory authority to initiate a rate proceeding at any time to review whether rates charged are just and reasonable. Similarly, the Company retains its right to utilize the provisions of Texas Utilities Code, Chapter 104, Subchapter C to request a change in rates. The provisions of this Rider RRM are implemented in harmony with the Gas Utility Regulatory Act (Texas Utilities Code, Chapters 101-105).

The annual rate adjustment process set forth in this tariff shall remain in effect during the pendency of any Statement of Intent rate filing.

ATMOS ENERGY CORPORATION
MID-TEX DIVISION

RATE SCHEDULE:	RRM – Rate Review Mechanism	
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VII. Reconsideration, Appeal and Unresolved Items

Orders issued pursuant to this mechanism are ratemaking orders and shall be subject to appeal under Sections 102.001(b) and 103.021, et seq., of the Texas Utilities Code (Vernon 2007).

VIII. Notice

Notice of each annual RRM filing shall be provided by including the notice, in conspicuous form, in the bill of each directly affected customer no later than forty-five (45) days after the Company makes its annual filing pursuant to this tariff. The notice to customers shall include the following information:

- a) a description of the proposed revision of rates and schedules;
- b) the effect the proposed revision of rates is expected to have on the rates applicable to each customer class and on an average bill for each affected customer;
- c) the service area or areas in which the proposed rates would apply;
- d) the date the annual RRM filing was made with the regulatory authority; and
- e) the Company's address, telephone number and website where information concerning the proposed rate adjustment can be obtained.

February 13, 2018

MODEL STAFF REPORT

BACKGROUND AND SUMMARY

The City, along with 171 other Mid-Texas Cities Served by Atmos Energy Corporation, Mid-Tex Division (“Atmos Mid-Tex” or “Company”), is a member of the Steering Committee of Cities Served by Atmos (“Cities”). In 2007, the Cities and Atmos Mid-Tex settled a rate application filed by the Company pursuant to Section 104.301 of the Texas Utilities Code for an interim rate adjustment commonly referred to as a GRIP filing (arising out of the Gas Reliability Infrastructure Program legislation). That settlement created a substitute rate review process, referred to as Rate Review Mechanism (“RRM”), as a substitute for future filings under the GRIP statute.

Since 2007, there have been several modifications to the original RRM Tariff. The Ordinance that resolved the Company’s application under the RRM Tariff in 2017 also terminated the existing RRM Tariff and required a renegotiation of the terms of that tariff. Negotiations have taken place over the past several months, and have resulted in a revised RRM Tariff that has been agreed to by the Company. The Cities’ Executive Committee has recommended acceptance of the revised RRM Tariff, which is attached to the Ordinance.

CITIES’ OBJECTION TO THE SECTION 104.301 GRIP PROCESS

Cities strongly opposed the GRIP process because it constitutes piecemeal ratemaking by ignoring declining expenses and increasing revenues and rewarding the Company for increasing capital investment. The GRIP process does not allow any review of the reasonableness of capital investment and does not allow cities to participate in the Railroad Commission’s review of annual GRIP filings or recover their rate case expenses. The Railroad Commission undertakes a mere administrative review of GRIP filings (instead of a full hearing) and rate increases go into effect

without any material adjustments. In the Steering Committee's view, the GRIP process unfairly raises customers' rates without any regulatory oversight. In contrast, the RRM process has allowed for a more comprehensive rate review and annual evaluation of expenses and revenues, as well as capital investment.

CHANGES TO THE RRM TARIFF

The RRM Tariff on which the 2017 rates were based allowed a rate of return on equity of 10.50%. The revised RRM Tariff reduces that to 9.8%. The revised RRM Tariff also captures the reduction in federal income tax rates from 35% to 21%, and should result in a rate reduction effective by mid-March, 2018. Prior RRM tariffs allowed Cities only three months to review the Company's filing. The new revised Tariff expands that time period by two months. New applications by the Company should be made on or about April 1 of each year, with new rates effective October 1. A rate order from the Railroad Commission in an Atmos Texas Pipeline rate case adopted the position of Cities with regard to incentive compensation related to Atmos' Shared Services Unit that reduced allowed expenses, and that reduced level of expenses will be applicable under the new RRM Tariff.

EXPLANATION OF "BE IT ORDAINED" PARAGRAPHS

1. This section approves all findings in the Ordinance.
2. This section adopts the attached RRM Tariff and finds the adoption of the Tariff to be just, reasonable, and in the public interest. The prior tariff expired by its own terms.
3. This section requires the Company to reimburse the City for expenses associated with adoption of the Ordinance and RRM Tariff and in processing future applications pursuant to the Ordinance.

4. This section repeals any resolution or ordinance that is inconsistent with this Ordinance.
5. This section finds that the meeting was conducted in compliance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.
6. This section is a savings clause, which provides that if any section is later found to be unconstitutional or invalid, that finding shall not affect, impair, or invalidate the remaining provisions of this Ordinance. This section further directs that the remaining provisions of the Ordinance are to be interpreted as if the offending section or clause never existed.
7. This section provides for an effective date upon passage.
8. This section directs that a copy of the signed Ordinance be sent to a representative of the Company and legal counsel for the Steering Committee.

**CITY OF BLUE RIDGE
ORDINANCE# 2018-0306-002**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BLUE RIDGE, TEXAS, AMENDING THE BUDGET FOR THE FISCAL YEAR 2017-2018 IN ACCORDANCE WITH EXISTING STATUTORY REQUIREMENTS APPROPRIATING THE VARIOUS AMOUNTS HEREIN; REPEALING ALL PRIOR ORDINANCES AND ACTIONS IN CONFLICT HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Blue Ridge, Texas is a Type A General-Law Municipality located in Collin County, created in accordance with the provisions of Chapter 6 of the Texas Local Government Code, and operating pursuant to the enabling legislation of the State of Texas;

WHEREAS, the Mayor of the City of Blue Ridge has reviewed the budget and which budget was adopted by the City Council for the Fiscal Year 2017-2018; and

WHEREAS, the Mayor has determined the effects of the budget amendment will be in the best interest used for an expenditure from the General Fund Balance to accommodate an over budgeted expense for the cost of election services provided by Collin County Elections Administration since the City of Blue Ridge will be holding an election on May 5, 2018 and the Blue Ridge ISD cancelled their election causing our election costs to increase as they will not be shared, as shown by Exhibit "A"; and

WHEREAS, the Mayor of the City of Blue Ridge believes the budget requires certain amendments and has submitted to the City Council proposed amendment(s) to the budget of the revenues and expenditures of conducting the affairs of said City as submitted by the Mayor.

NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BLUE RIDGE, TEXAS;

SECTION 1. BUDGET AMENDMENT ADOPTION

From and after the effective date of this Ordinance, the amendments to the budget of the revenues and expenditures for the Fiscal Year 2017-2018 that are attached hereto as Exhibit "A" and incorporated herein by reference are hereby adopted and the budget for Fiscal Year 2017-2018 is hereby accordingly so amended and the amended budget for Fiscal Year 2017-2018 adopted.

SECTION 2. SEVERABILITY

It is hereby declared to be the intention of the City Council that the words, phrases, clauses, sentences, paragraphs and sections of this Ordinance are severable, and if any word, phrase, clause, sentence, paragraph or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining words, phrases, clauses, sentences, paragraphs and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation of this Ordinance of any such unconstitutional word, phrase, clause, sentence, paragraph or section.

SECTION 3: REPEALER CLAUSE

Any provision of any prior ordinance of the City, whether codified or uncoded, which is in conflict with any provision of this Ordinance, is hereby repealed to the extent of the conflict, but all other provisions of the ordinances of the City, whether codified or uncoded, which are not in conflict with the provisions of this Ordinance shall remain in full force and effect.

SECTION 4: ENGROSSMENT AND ENROLLMENT

The City Secretary of the City of Blue Ridge is hereby directed to engross and enroll this Ordinance by copying the exact Caption and the Effective Date clause in the minutes of the City Council of the City of Blue Ridge and by filing this Ordinance in the Ordinance records of the City.

SECTION 5: SAVINGS

All rights and remedies of the City of Blue Ridge are expressly saved as to any and all violations of the provisions of any Ordinances which have accrued at the time of the effective date of this Ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such Ordinances, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the courts.

SECTION 6. EFFECTIVE DATE

This Ordinance shall take effect immediately from and after its passage.

PASSED AND APPROVED by the City Council of the City of Blue Ridge, Texas this 6th day of March, 2018.

Rhonda Williams, Mayor

ATTEST:

Edie Sims, City Secretary

Exhibit "A"

FY 2017-2018 Proposed General Fund Balance Revision

GOVERNMENTAL FUNDS	ESTIMATED BEGINNING FUND BALANCE	REVENUES	EXPENDITURES	PROPOSED ENDING FUND BALANCE
General Fund	\$170,429.94	\$251,212.03	\$215,637.93	\$206,004.04
Proposed General Fund	\$206,004.04			\$204,004.04
Collin County Elections for 05/05/18 General Election		\$2,000.00	\$2,000.00	
Original Budget		<u>\$5,000.00</u>	<u>\$5,000.00</u>	
TOTAL		\$7,000.00	\$7,000.00	

Bryan W. Shaw, Ph.D., P.E., *Chairman*
Toby Baker, *Commissioner*
Jon Niermann, *Commissioner*
Richard A. Hyde, P.E., *Executive Director*



TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

Protecting Texas by Reducing and Preventing Pollution

February 23, 2018

E-SIGNATURE CONFIRMATION Signature Confirmation # 9134 9690 0935 0019 0647 85

The Honorable Rhonda Williams
Mayor of Blue Ridge
200 South Main Street
Blue Ridge, Texas 75424

Re: **Sanitary Sewer Overflow Initiative – Notice of Intent to Participate**
City of Blue Ridge (Collin County), Texas
Regulated Entity ID No.: RN102942588; TCEQ ID No.: WQ0010290001

Dear Mayor Williams:

On February 19, 2018, an investigation was conducted at the above referenced facility by Mr. Hart Nolte-Roth, in which three (3) sanitary sewer overflows (SSOs) were documented since February 17, 2017. Based on the findings in the investigation, your facility was selected to participate in the SSO Initiative, which is intended to assist municipalities with addressing SSOs that might escalate to such a degree as to cause a negative impact on human health and/or the environment. Participation in this outreach initiative is entirely voluntary. We are providing you more detailed information about the SSO Initiative in the enclosed document (*SSO Initiative: Information for Prospective Participants* (GI 389)). If you would like to schedule a meeting to discuss the SSO Initiative, please contact the Dallas/Fort Worth Region Office within 14 days.

Should you choose to participate in the SSO Initiative, you will be required to sign and submit a Notice of Intent to Participate in the SSO Initiative form (also enclosed) to the Dallas/Fort Worth Region Office within 30 days of the date of this letter. If we do not hear from you within 30 days, the offer to participate in the SSO Initiative will be rescinded, and a Notice of Violation will be issued for the documented SSOs.



TCEQ GENERAL INFORMATION

Field Operations Support Division
GI-389 • Revised August 2012

Sanitary Sewer Overflow Initiative: Information for Prospective Participants

What is the SSO Initiative?

Sanitary sewer systems that are properly designed, operated, and maintained will collect and transport all of the sewage and industrial wastewater that flow into them to a wastewater treatment facility for appropriate treatment. However, if there is significant inflow or infiltration (I/I), the collection system is poorly operated and maintained, or the system lacks adequate capacity to collect, store, or treat flows for treatment, sanitary sewer overflows (SSOs) can occur. An SSO is an unauthorized discharge of untreated or partially treated wastewater from a collection system or its components (e.g., a manhole, lift station, or cleanout) before reaching a wastewater treatment facility.

Correcting the problems that cause SSOs is usually time-consuming and expensive for municipalities; thus, they may delay corrective actions until the system or a portion of the system fully fails to function or until the enforcement process requires them to act.

While the TCEQ recognizes that the total elimination of SSOs is unlikely, these discharges can be addressed before they affect the environment. The goals of the initiative are to reduce the number of SSOs that occur each year in Texas and to address SSOs before they harm human health, safety, or the environment and before they become enforcement issues.

Who can participate?

- publicly owned wastewater treatment facilities with sanitary sewer systems
- publicly owned subscribers (facilities consisting entirely of sanitary sewer systems)

The Field Operations regional staff may identify some facilities that are good candidates for participation during on-site compliance investigations or file-review investigations. This identification will be based on:

- Self-reported data indicating violations of permitted flow limitations and significant noncompliance with other permitted effluent limitations.
- SSO history (the number and volume of overflows).
- Previous notices of violation (NOVs) for SSOs.

During the meeting, regional personnel will:

- Discuss the findings of the investigation, if applicable.
- Explain that, in order to participate in the initiative, the authorized representative of the system must sign a Notice of Intent to Participate in the SSO Initiative (NOI) (Form TCEQ-20630). In signing this form, the participant agrees to conduct a sanitary sewer system evaluation of the wastewater system in order to determine the scope of the problem and to develop a plan for improving, updating, and repairing the wastewater collection system. The plan must include a time line for completing each specific task and budgetary funding to support the proposed corrective actions.
- Discuss the required elements of the SSO plan.
- Explain that plans based solely on grants and loans will not be approved. Budgetary plans for funding must be included.
- Supply technical assistance materials from the Small Business and Environmental Assistance Division.

After the signed NOI form is received by the TCEQ, regional personnel will send a letter confirming the system's participation. The letter will:

- advise the participant of the findings of the SSO-related investigation;
- acknowledge the system's participation in the initiative;
- allow up to 180 days for the plan to be finalized; and
- explain the requirements for continued eligibility in the initiative.

If the system does not elect to participate in the initiative, the TCEQ will not afford it protection from formal enforcement for SSOs, and will follow standard investigation and enforcement protocol regarding any SSO violations noted during the investigation. (*Note: If a municipality contacted the region to request the meeting—i.e., an investigation was not conducted by the regional office—and the system decides not to participate in the initiative, the TCEQ will evaluate any SSO violations during the next compliance investigation.*)

Evaluation of the SSO Plan

After the participant has submitted its SSO plan to the TCEQ, regional personnel will review it and determine if additional information is needed. If so, the investigator will contact the participant; otherwise, the investigator will mail the participant a letter approving the plan. At that time, the regional office will forward a copy of the plan to the Enforcement Division for inclusion in the SSO agreement. Once the Enforcement Division receives the plan, it will assign an enforcement coordinator to draft the SSO agreement. The coordinator will also review the plan to determine if it is complete. If additional information is required, the coordinator will contact the participant.

What happens if additional SSOs occur while we are participating in the initiative?

Participation in the initiative excludes the system from formal enforcement for SSOs that are addressed by the SSO plan. The TCEQ does, however, still retain the right to take enforcement action under certain circumstances, which may include any of the following:

- SSOs that are intentional or result from negligence.
- Failure to respond appropriately to an SSO.
- Failure to report an SSO.
- SSOs that result in a documented impact, or have the potential for such an impact, on human health, safety, or the environment.
- Continued failure to meet the requirements of the SSO agreement.

TCEQ personnel will review each circumstance individually to determine if the agency should initiate a separate enforcement action to address a particular SSO according to current enforcement protocol.

What if our system chooses not to participate?

Participation is entirely voluntary. If TCEQ personnel document an SSO at a system not participating in the initiative, they will mail an NOV or a Notice of Enforcement (NOE), if appropriate, and monitor compliance under standard investigation and enforcement protocol. The TCEQ will not afford the system protection from formal enforcement for continuing SSO violations.

Is there anything that can cause our system to be dropped from the initiative?

Yes. The purpose of the initiative is to encourage facilities to be proactive in addressing SSOs and to offer some measure of protection from enforcement action for SSOs that occur while participating; however, under some circumstances it may be appropriate to rescind a system's eligibility. Eligibility may be rescinded in cases such as the following:

- Failure to supply the information needed by the region to approve the SSO plan within the set time frame.
- Failure to provide the information needed by the Enforcement Division to develop an SSO agreement.
- Failure to include budgetary allocations as a funding source.
- Continued failure to meet the requirements of an SSO agreement.
- SSOs due to negligence.
- Failure to respond appropriately to an SSO, or to report one.



TCEQ Form
Field Operations Support Division

Notice of Intent to Participate in the Sanitary Sewer Overflow Initiative

This notice confirms that _____ (Participant), Customer Number _____, Regulated Entity Number _____, intends to actively participate in the Sanitary Sewer Overflow Initiative (SSOI).

By participating in the SSOI, the Participant agrees to the following terms:

1. Submit a Sanitary Sewer Overflow (SSO) Plan within 180 days of receiving this Notice of Intent form. The plan must include, but may not be limited to, the following information:
 - a. A Description of the causes of the SSOs
 - b. A list of interim measures to reduce the effects of continuing SSOs
 - c. A timeline of action items and milestones (not to exceed 10 years)
 - d. A description of measurable corrective measures to be taken to reduce SSOs
 - e. A copy of development, implementation and updates to the Operations and Maintenance program to ensure compliance
 - f. A description of funding source(s), including budget allocations; and
 - g. A description of the means for evaluating the effectiveness of improvements.
2. Conduct a comprehensive evaluation of the wastewater collection system.
3. Submit reports and updates as required by the TCEQ.

In consideration of continued active participation, the TCEQ agrees to document any additional SSOs occurring in the areas covered by the SSO Agreement as an "Additional Issue," provided there is no significant impact to human health or the environment associated with the SSO(s).

Further, the Participant understands that the SSO Agreement between the Participant and the TCEQ does not preclude the Environmental Protection Agency from taking formal enforcement actions against the Participant for SSOs.

Authorized Representative Signature

Date