



City of Chandler City Council

811 Hwy. 31 East
CHANDLER, TEXAS 75758

THE CITY OF CHANDLER CITY COUNCIL WILL MEET FOR A REGULAR SCHEDULED MEETING
TUESDAY, FEBRUARY 10, 2015, IN THE CITY HALL OF CHANDLER, TEXAS **AT 6:00PM**

AGENDA

- A. CALL TO ORDER
- B. PLEDGE TO THE FLAG
- C. INVOCATION
- D. ROLL CALL AND ANNOUNCE IF A QUORUM IS PRESENT
- E. AGENDA CHANGES

VISITORS/CITIZENS FORUM: At this time, any person (Limited to the first five to sign up, each will be allowed 3 minutes) with business before the Council not scheduled on the agenda may speak to the council. **No formal action may be taken on these items.**

F. REGULAR SESSION: Subjects to be discussed or upon which any formal action may be taken are as follows:

1. Consider and act on entering into an inter-local agreement with the City of Gladewater for the purpose of purchasing construction services for seal-coat operations on streets in the City of Chandler.
2. Consider and act on entering into an agreement with SPI to provide engineering services for the 2015 seal coat project.
3. Consider and act on Agreement with BMC Baseball for use of Baseball Fields at Winchester Park.
4. Consider and act on Resolution R-021015 adopting Police Mission & Vision Statement.
5. Overview of Taser Equipment.
6. Consider and act on "Order of Election" for the May 9, 2015 General Election.
7. Consider and act on designating May 4, 2015 and May 5, 2015 as the two twelve hour days for the early voting period for the May 9, 2015 General Election.
8. **Consent Agenda:** All matters listed under "Consent Agenda" are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.
 - a. Minutes as written for regular Council Meeting of January 13, 2015
 - b. Minutes as written for Special Council Meeting of January 27, 2015
 - c. January Financial Report
 - d. January Police Report
 - e. Monthly Library Statistics
 - f. Monthly Museum Statistic

G. Adjournment of Meeting

In compliance with the Americans with Disabilities Act, the City of Chandler will provide for reasonable accommodations for persons attending City Council meetings. To better serve you, requests should be received 24 hours prior to the meetings. Please contact Shirley Parmer, City Secretary, at 903 849-6853

CERTIFICATION

I certify that a copy of the February 10, 2015, agenda of items to be considered by the Chandler City Council was posted on the City Hall bulletin board on February 6, 2015.

Shirley Parmer, City Secretary

I certify that the attached notice and agenda of items to be considered by the City Council was removed by me from the City Hall bulletin board on the _____ day of _____, 20__.

Title



CITY OF CHANDLER

Staff Report

PROJECT: 2015 Chip Seal Program

DATE: CC: 2-10-15

REQUEST: Consider and act on two related agenda items:
1. Inter-local agreement with Gladewater
2. Related Engineering services by SPI

OVERVIEW: Council held a continued work session on the 2015 Street Program on February 3, 2015, and heard a presentation by Allen Ross, an engineer with Schaumburg & Polk (SPI) on a proposed chip seal program.

Many cities in Texas utilize "seal coats" as a part of their annual street maintenance program. The pavement life of an existing street can be extended by as much as ten years by applying a fresh layer of asphaltic oil and rock aggregate to the pavement to establish a new driving surface. The oil also acts to seal the existing surface to prevent further deterioration of the pavement structure. However, if a city has small quantities of seal coat to be placed each year, the cost can be expensive.

Chandler has been approached to enter into an inter-local agreement for seal coat projects which will allow cities to combine their individual small quantities into a larger single contract. Cities that participate in the inter-local agreement can realize a price reduction due to the larger quantities entertained in the combined contract, allowing "economy of scale" savings.

This year, there are four cities that are going to participate in an inter-local agreement for seal coat services. All four of these cities have passed council resolutions to enter into the inter-local agreement. They are:

- Gladewater (who will hold the contract)
- White Oak
- Kilgore

- Whitehouse

By entering into the attached inter-local agreement the City of Chandler will be the 5th city participating in the program.

In a separate agenda item the City would enter into an engineering contract with SPI to perform data collection, put together the plans & specifications, and perform construction administration for the work to be done in Chandler.

In the attached Scope of Services the following streets will be contemplated for seal coat (chip seal) in the 2015 Seal Coat Program with a not to exceed construction cost of \$42,755 with an engineering fee of \$7,245 which would bring the total to not to exceed to \$50,000.

1. Main St. (SH 31 to City Limits)	10,800 Square Yards
2. Main St. (SH 31 to FM 315)	2,200 Square Yards
3. M.A. Wallace St. (3 rd St. to Broad)	1,000 Square Yards
4. Magnolia St. (Broad to End)	1,500 Square Yards
5. Azalea St (Magnolia to Oak)	630 Square Yards
6. Oak St. (Azalea to Dogwood)	290 Square Yards
7. Dogwood St. (Oak to Magnolia)	630 Square Yards
8. Briarcrest St. (Concrete App. to End)	1,840 Square Yards
9. Stoneridge St. (Briarcrest to End)	<u>800</u> Square Yards
Total:	19,690 Square Yards

The actual coverage will be dependent on the final price per square yard that is contracted for.

RECOMMENDED ACTION:

- Agenda Item #1: Consider and act on the inter-local agreement with Gladewater
- Agenda Item # 2: Consider and act on the agreement for Engineering Services from SPI for administration of the 2015 Chip Seal Program

CITY CONTACT:

John Taylor, City Administrator
Jon Hall, Public Works Director

ATTACHMENTS:

Inter-local Agreement
Contract for Engineering Services with SPI
Scope of Services

STATE OF TEXAS §
 §
COUNTY OF GREGG §

**INTERLOCAL AGREEMENT
FOR PIGGYBACK PURCHASE OF CONSTRUCTION SERVICES PERTAINING TO
STREET IMPROVEMENT PROJECTS**

Pursuant to the authority granted by the “Texas Interlocal Cooperation Act,” Chapter 791 Texas Government Code providing for the cooperation between local governmental bodies, the City of Gladewater (hereinafter referred to as “City”) and the City of Chandler (hereinafter referred to as Purchaser), in consideration of the premises and mutual promises contained herein, agree as follows:

WHEREAS, this Agreement is made under the authority of Sections 791.001-791.029 of the Texas Government Code; and

WHEREAS, the parties, in performing governmental functions or in paying for the performance of governmental functions hereunder shall make those payments from current revenues legally available to that party; and

WHEREAS, the purpose of this Agreement is to facilitate compliance with state procurement requirements, to identify qualified vendors of commodities, goods and services, to relieve the burdens of the governmental purchasing function, and to realize the various potential economies, including administrative cost savings; and

WHEREAS, City through a competitive bidding process intends to select and award a contract to the lowest responsible bidder for construction services pertaining to street improvement projects, such services primarily consisting of seal coating of the City’s streets for the 2015 seal coating season and for so long thereafter as may be necessary to complete the 2015 seal coating program for the City and Purchaser; and

WHEREAS, City intends to utilize the firm of Schaumburg & Polk, Inc. to facilitate the bidding process for the construction services and in evaluating the bids received by the City in connection with the bid solicitation; and

WHEREAS, City intends to include provisions in its contract with the awarded bidder allowing other local governments to purchase the construction services under the same terms and conditions which City has previously negotiated with the awarded bidder; and

WHEREAS, the governing bodies of each party find that the subject of this Agreement is necessary for the benefit of the public and that each party has the legal authority to perform and to provide the governmental function or service which is the subject matter of this Agreement; furthermore, the governing bodies find that the performance of this Agreement is in the common interest of both parties;

NOW THEREFORE, in consideration of the mutual covenants, promises and obligations contained herein, the undersigned parties agree as follows:

I.

1. The foregoing recitals are expressly incorporated into this Agreement.
2. City agrees that Purchaser may piggyback on to City's contract with the awarded bidder for any and all products and construction services provided by the awarded bidder under its contract with the City, under the same terms and conditions applicable to the City as are set forth in the contract. However, City shall not be responsible for the awarded bidder's compliance with the terms and conditions of the contract with respect to Purchaser, it being the intent of the Parties that Purchaser shall be in direct contractual privity with the awarded bidder.
3. Purchaser agrees to pay the awarded bidder for any and all products and construction services purchased from awarded bidder pursuant to this Agreement. Purchaser agrees to abide by all terms and conditions of City's contract with the awarded bidder. Purchaser shall be responsible for compliance with all conditions of delivery and quality inspection of purchased or constructed items and materials. City shall not be considered a party to any contract of sale between Purchaser and the awarded bidder. City shall cooperate with Purchaser to facilitate the transactions entered into between Purchaser and the awarded bidder.
4. Purchaser and City agree that City may offer other local governments the right to piggyback purchase off of City's contract with the awarded bidder under interlocal agreements identical to or similar to this Agreement.
5. It is understood and agreed by the Parties that the construction services to be provided by the awarded bidder will not include or involve the practice of professional engineering as defined by the laws and rules of the State of Texas, nor any other professional services which must be procured under the Texas Professional Services Procurement Act (chapter 2254, Texas Government Code). It is the intent of the Parties that each must procure such professional services in strict compliance with said Act and such services are not contemplated to be within those construction services to be provided by the awarded bidder.
6. Nothing in this Agreement shall be deemed to waive, modify or amend any legal defense available at law or in equity to either Party or their past or present officers, employees, or agents, nor to create any legal rights or claim on behalf of any third party. Neither Party hereby waives, modifies, or alters to any extent whatsoever the availability of any immunity defense under the laws of the State of Texas and of the United States.

II.

This Agreement shall take effect upon execution by both signatories. In the event Government Code Sec. 791.011(f) shall be construed to require annual renewal of the Agreement, the Parties shall be deemed to have elected to renew it on the anniversary date of the Effective Date unless it is terminated earlier. This Agreement shall be in effect from the date of execution until terminated by either Party thirty (30) days written notice.

CITY
CITY OF GLADEWATER, Texas

By: _____

Printed Name: _____

Title: _____

Date: _____

Attest:

City Secretary

Date: _____

PURCHASER
CITY OF CHANDLER, Texas

By: _____

Printed Name: _____

Title: _____

Date: _____

Attest:

City Secretary

Date: _____

**Exhibit A to Short Form Of Agreement Between Owner And Engineer
For Professional Services
City of Chandler
Group Seal Coat Program
Specific Scope of Work
February 5, 2015**

Items of work specified below shall be included as Exhibit A to the EJCDC Form of Agreement between Owner and Engineer for Professional Services.

INTRODUCTION

Many cities in Texas utilize "seal coats" (also known as once course surface treatment) as a part of their annual street maintenance program. The pavement life of an existing street can be extended by as much as ten years by applying a fresh layer of asphaltic oil and rock aggregate to the pavement to establish a new driving surface. The oil also acts to seal the existing surface to prevent further deterioration of the pavement structure. However, if a city has small quantities of seal coat to be placed each year, the cost can be expensive.

Creating an inter-local agreement for seal coat projects allows cities to combine their individual small quantities into a larger single contract. Cities that participate in the inter-local agreement can realize a price reduction due to the larger quantities entertained in the combined contract, allowing "economy of scale" savings. To that end, the Cities of Whitehouse, White Oak, and Kilgore have entered into an inter-local agreement "For Piggyback Purchase of Construction Services Pertaining to Street Improvement Projects". A copy of the inter-local agreement is included for reference.

State law prohibits procurement of engineering services through inter-local agreements. Therefore, separate contracts must be executed between the City and Schaumburg & Polk, Inc. to provide the engineering services necessary to perform the engineering services necessary to complete the Group Seal Coat Improvements Project. The specific scope of work for engineering services is described below.

BASIC SERVICES

1. Data Collection & Street Assessment
 - A. Meet with City to determine specific streets to be included in the project.
 - B. Perform a site visit to assess each street to determine if the street is a candidate for seal coat improvements.
 - C. Advise the City if repairs must be made to the street in advance of seal coat operations. Such repairs may include, but not be limited to, base failure repair, pothole patching, culvert replacement, and utility repair. It is understood that the City is responsible for making these repairs by means outside of the seal coat construction contract.
 - D. Make final recommendations to the City for streets that are candidates for seal coat improvements.

2. Preliminary Design
 - A. Complete field data collection for design, including topographic and utility data collection of selected streets.
 - B. Utility locations and coordination with franchise utilities, if necessary.
 - C. Coordinate with regulatory agencies as necessary, including railroad

companies, TxDOT, county government and TCEQ.

- D. Prepare a schematic layout of sealcoat improvements in conformance with recommendations and options selected in Street Assessment Phase.
- E. Prepare preliminary engineer's opinion of probable cost and review with City.

3. Final Design

- A. Prepare final signed and sealed plans, specifications, bidding and construction documents and estimates for seal coat improvements. These plans will be incorporated into a bid package called "Group Seal Coat Improvement Projects", and will include seal coat improvement projects from the Cities of Chandler, Chandler, Kilgore and other cities that participate in the group seal coat project program. This program is described in the previously referenced "inter-local agreement".
- B. Consult with attorneys from all participating cities for review of the construction documents.
- C. Consult with an attorney familiar with the state statutes regarding inter-local agreements to insure that the construction contract complies with state and local law.
- D. Review final plans and specifications with City and revise as necessary to address any comments or questions.
- E. Obtain necessary permits to perform construction activities within railroad right of way, County right of way, or TxDOT right of way.

4. Bidding

- A. Prepare bid advertisements for bidding the Group Seal Coat Improvement Projects.
- B. Communicate advertisements directly to selected contractors to help advertise project.
- C. Advertise in on-line plan rooms and other digital bidding services.
- D. Conduct a pre-bid conference.
- E. Print and distribute Bidding Documents to responsive contractors.
- F. Conduct bid opening, evaluate and tabulate bids, and recommend award to participating cities.

5. Construction Phase

- A. Conduct a Pre-Construction Conference prior to commencement of Work at the Site.
- B. Receive, review, and determine the acceptability of any and all schedules that Contractor is required to submit to Engineer, including Progress Schedule, Schedule of Submittals, and Schedule of Values.
- C. Make visits to the Site at intervals appropriate to the various stages of construction, as Engineer deems necessary, to observe the progress and quality of the Contractor's executed Work. A Construction Report will be issued after each site visit. This does not entail full time Resident Project Representation (RPR). RPR services can be provided to the City if requested for additional fees.
- D. Issue necessary clarifications and interpretations of the Contract Documents as appropriate to the orderly completion of the Contractor's work.
- E. Recommend and prepare Change Orders and Field Work Orders to Contractor and Owner, as appropriate.
- F. Review and approve or take other appropriate action in respect to Shop Drawings and Samples and other data which Contractor is required to submit.

- G. Evaluate and determine the acceptability of substitute or "or-equal" materials and equipment proposed by Contractor.
- H. Require such special inspections or tests of Contractor's work as deemed reasonably necessary.
- I. Process pay applications from Contractor.
- J. In company with Owner and Contractor, conduct an inspection to determine if the Work is substantially complete. If Engineer considers the Work substantially complete, Engineer shall deliver a certificate of Substantial Completion to Owner and Contractor.
- K. Conduct a final inspection to determine if the completed Work of Contractor is acceptable so that Engineer may recommend, in writing, final payment to Contractor.
- L. Engineer shall assemble and provide a final set of record drawings based on Contractor's field plan set, and Engineer's working plan set. These plans will be provided to the Owner in both paper and digital format.

PROJECT DELIVERABLES

1. Data Collection & Street Assessment Phase:
 - a. Prepare a Street Assessment Report
 - b. Make final recommendations to the City for streets that are candidates for seal coat improvements
2. Preliminary Design Phase:
 - a. Schematic layout of sealcoat improvements in conformance with recommendations selected in Street Assessment Phase.
 - b. Preliminary engineer's opinion of probable cost.
3. Final Design Phase:
 - a. Final Signed and Sealed Plans, Specifications, Bidding & Construction Documents.
 - b. Final Engineer's Opinion of Probable Cost
 - c. Necessary permits to perform construction activities.
4. Bidding Phase:
 - a. Bid advertisements for bidding the Group Seal Coat Improvement Projects.
 - b. Conduct a pre-bid conference.
 - c. Conduct bid opening, evaluate and tabulate bids, and recommend award to participating cities.
5. Construction Phase:
 - a. Conduct a Pre-Construction Conference.
 - b. Make Site visits at regular intervals and prepare a Construction Observation Report.
 - c. Construction Administration Documentation such as pay applications, Change Orders, and Field Work Orders.
 - d. Substantial Completion and Final Completion Inspections.
 - e. Record Drawings

RESPONSIBILITIES OF OWNER

1. The Owner is responsible for any and all fees required for any permits.
2. The Owner is responsible for any repairs to the streets necessary prior to seal coat operations.

Basis of Engineer’s Opinion of Probable Construction Cost

The streets that will be contemplated for seal-coat (chip seal) in the 2015 seal coat season are as follows:

1. Main St. (SH 31 to City Limits) -	10,800 Square Yards
2. Main St. (SH 31 to FM 315) -	2,200 Square Yards
3. M.A. Wallace St. (3 rd St.. to Broad)	1,000 Square Yards
4. Magnolia St. (Broad to End)	1,500 Square Yards
5. Azalea St (Magnolia to Oak)	630 Square Yards
6. Oak St. (Azalea to Dogwood) -	290 Square Yards
7. Dogwood St. (Oak to Magnolia)	630 Square Yards
8. Briarcrest St. (Concrete Approach to End) -	1,840 Square Yards
9. Stoneridge St. (Briarcrest to End) -	<u>800 Square Yards</u>
Total:	19,690 Square Yards

TOTAL CONSTRUCTION COSTS WILL NOT EXCEED \$42,755

End of Specific Scope of Work

**SHORT FORM OF AGREEMENT
BETWEEN OWNER AND ENGINEER
FOR
PROFESSIONAL SERVICES**

THIS IS AN AGREEMENT effective as of _____ (“Effective Date”) between

The City of Chandler, Texas (“Owner”)

and Schaumburg & Polk, Inc. (“Engineer”)

Engineer agrees to provide the services described below to Owner for Group Seal Coat Program (“Project”).

Description of Engineer’s Services: _____

Engineer’s services are described in the attached “Specific Scope of Work” document dated February 5, 2015

This proposal is Exhibit “A” to this Agreement and becomes a binding part of this Agreement.

Owner and Engineer further agree as follows:

1.01 Basic Agreement

A. Engineer shall provide, or cause to be provided, the services set forth in this Agreement, and Owner shall pay Engineer for such Services as set forth in Paragraph 9.01.

2.01 Payment Procedures

A. *Preparation of Invoices.* Engineer will prepare a monthly invoice in accordance with Engineer’s standard invoicing practices and submit the invoice to Owner.

B. *Payment of Invoices.* Invoices are due and payable within 30 days of receipt. If Owner fails to make any payment due Engineer for services and expenses within 30 days after receipt of Engineer’s invoice, the amounts due Engineer will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day. In addition, Engineer may, without liability, after giving seven days written notice to Owner, suspend services under this Agreement until Engineer has been paid in full all amounts due for services, expenses, and other related charges. Payments will be credited first to interest and then to principal.

3.01 Additional Services

A. If authorized by Owner, or if required because of changes in the Project, Engineer shall furnish services in addition to those set forth above.

B. Owner shall pay Engineer for such additional services as follows: For additional services of Engineer’s employees engaged directly on the Project an amount equal to the cumulative hours charged to the Project by each class of Engineer’s employees times standard hourly rates for each applicable billing class; plus reimbursable expenses and Engineer’s consultants’ charges, if any.

4.01 Termination

A. The obligation to provide further services under this Agreement may be terminated:

1. For cause,
 - a. By either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement’s terms through no fault of the terminating party.
 - b. By Engineer:
 - 1) upon seven days written notice if Engineer believes that Engineer is being requested by Owner to furnish or perform services contrary to Engineer’s responsibilities as a licensed professional; or
 - 2) upon seven days written notice if the Engineer’s services for the Project are delayed or suspended for more than 90 days for reasons beyond Engineer’s control.

3) Engineer shall have no liability to Owner on account of such termination.

c. Notwithstanding the foregoing, this Agreement will not terminate as a result of a substantial failure under paragraph 4.01.A.1.a if the party receiving such notice begins, within seven days of receipt of such notice, to correct its failure and proceeds diligently to cure such failure within no more than 30 days of receipt of notice; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.

2. For convenience, by Owner effective upon the receipt of notice by Engineer.

B. The terminating party under paragraphs 4.01.A.1 or 4.01.A.2 may set the effective date of termination at a time up to 30 days later than otherwise provided to allow Engineer to demobilize personnel and equipment from the Project site, to complete tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble Project materials in orderly files.

5.01 Controlling Law

A. This Agreement is to be governed by the law of the state in which the Project is located.

6.01 Successors, Assigns, and Beneficiaries

A. Owner and Engineer each is hereby bound and the partners, successors, executors, administrators, and legal representatives of Owner and Engineer (and to the extent permitted by paragraph 6.01.B the assigns of Owner and Engineer) are hereby bound to the other party to this Agreement and to the partners, successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.

B. Neither Owner nor Engineer may assign, sublet, or transfer any rights under or interest (including, but without limitation, moneys that are due or may become due) in this Agreement without the written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge

the assignor from any duty or responsibility under this Agreement.

7.01 General Considerations

A. The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with Engineer's services. Engineer and its consultants may use or rely upon the design services of others, including, but not limited to, contractors, manufacturers, and suppliers.

B. Engineer shall not at any time supervise, direct, or have control over any contractor's work, nor shall Engineer have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, for safety precautions and programs incident to a contractor's work progress, nor for any failure of any contractor to comply with laws and regulations applicable to contractor's work.

C. Engineer neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform its work in accordance with the contract between Owner and such contractor.

D. Engineer shall not be responsible for the acts or omissions of any contractor, subcontractor, or supplier, or of any contractor's agents or employees or any other persons (except Engineer's own employees) at the Project site or otherwise furnishing or performing any of construction work; or for any decision made on interpretations or clarifications of the construction contract given by Owner without consultation and advice of Engineer.

E. The general conditions for any construction contract documents prepared hereunder are to be the "Standard General Conditions of the Construction Contract" as prepared by the Engineers Joint Contract Documents Committee (No. C-700, 2002 Edition).

F. All design documents prepared or furnished by Engineer are instruments of service, and Engineer retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed.

G. To the fullest extent permitted by law, Owner and Engineer (1) waive against each other, and the other's employees, officers, directors, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages

arising out of, resulting from, or in any way related to the Project, and (2) agree that Engineer's total liability to Owner under this Agreement shall be limited to \$50,000 or the total amount of compensation received by Engineer, whichever is greater.

H. The parties acknowledge that Engineer's scope of services does not include any services related to a Hazardous Environmental Condition (the presence of asbestos, PCBs, petroleum, hazardous substances or waste, and radioactive materials). If Engineer or any other party encounters a Hazardous Environmental Condition, Engineer may, at its option and without liability for consequential or any other damages, suspend performance of services on the portion of the Project affected thereby until Owner: (i) retains appropriate specialist consultants or contractors to identify and, as appropriate, abate, remediate, or remove the Hazardous Environmental Condition; and (ii) warrants that the Site is in full compliance with applicable Laws and Regulations.

8.01 Total Agreement

A. This Agreement (consisting of pages 1 to 4 inclusive together with any expressly incorporated appendix), constitutes the entire agreement between Owner and Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

9.01 Payment (Not-To-Exceed Basis) by percentage complete

A. Using the procedures set forth in paragraph 2.01, Owner shall pay Engineer as follows:

1. A Lump Sum amount of \$ 7,245.00

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, the Effective Date of which is indicated on page 1.

OWNER: City of Chandler

ENGINEER: Schaumburg & Polk, Inc.

By: _____

By: _____

Allen R. Ross, P.E.

Title: _____

Title: _____

Executive Vice President

Date Signed: _____

Date Signed: _____

License or Certificate No. and
State _____

TX Firm Registration #F-000520

Address for giving notices:

Address for giving notices:

P.O. Box 425

320 South Broadway Avenue, Suite 200

Chandler, TX 75758

Tyler, Texas 75702



CITY OF CHANDLER

Staff Report

PROJECT: Annual Agreement with the BMC Youth Baseball League

DATE: Council: 2/10/15

REQUEST: Review and act on the Annual Agreement with BMC Youth Baseball League.

OVERVIEW: It is once again time to renew the City's agreement with BMC for the use of the baseball and softball fields at Winchester Park. This year, at the request of the BMC league and with support from the City staff and the Parks Board Chair, the city and Parks Board will be operating the concession. In addition the Public Works Department will be taking over most of the maintenance responsibility of the fields.

The BMC Board reviewed the Agreement on February 2, 2015, and recommended approval with some minor amendments which have been made into the current draft.

The Parks Board reviewed the agreement on February 4, 2015, and recommended approval as written.

RECOMMENDED ACTION: Review and act on the 2015 Agreement between the City of Chandler and the BMC Youth Baseball Association.

ATTACHMENTS: 2015 BMC Agreement

THIS IS AN AGREEMENT made as of February 10, 2015 between:

**CITY OF CHANDLER, TEXAS (LESSOR)
BMC YOUTH BASEBALL AND SOFTBALL LEAGUE (LESSEE)**

- 1. PARTIES:** The parties to this Lease are the City of Chandler, Texas, (Lessor) and the BMC Youth Baseball and Softball Leagues (Lessee).
- 2. LEASE:** Lessor leases to Lessee the Property at Winchester Park. Property for the sake of this agreement consists of the five (5) baseball/softball fields and the parking area needed to support such use.
- 3. TERM:** The term of this Lease commences on the 1st day of February 2015, and is in full effect and valid for one year. Each party, upon agreement, may renew or amend this Lease upon each anniversary date.
- 4. USE OF PROPERTY:** Lessee shall have the right to use and occupy the Property subject of this Lease during the youth Fall and Spring baseball/softball seasons. The Fall season is September 1, 2015 to November 15, 2015. The Spring season is April 1, 2015 to July 31, 2015. Lessee agrees that the Property will not be used Labor Day weekend or the second weekend of October (Pow Wow). When the property is not scheduled for use by Lessee, Lessor may use, lease, or sublease the Property as it desires. Lessor or the Parks Board may also schedule up to two weekends during the Spring season and up two weekends during the Fall season for special events or tournaments if dates are identified to Lessee prior to game schedule being developed. The Parks Board will have first right to act as organizer of any Select/Elite Tournaments.
- 5. MAINTENANCE OF PROPERTY:** Lessee shall be responsible for the regular dragging and chalking of the fields and for paying for half of the field conditioner (turf) material required for the fields. Lessor shall be responsible for the maintenance of the Property including mowing, weed and pest management, keeping the fields in good playing condition. Upon termination, Lessee shall surrender the Property to the Lessor in its current condition except normal wear and tear and loss by fire or other casualty.
- 6. ALTERATIONS:** Lessee may not paint or make any permanent improvements or place any permanent fixtures on/in the Property without prior written consent of Lessor. Any additional permanent improvements or permanent fixtures placed on the Property shall become the property of Lessor.
- 7. INSPECTIONS:** During the lease term, Lessor may enter the Property at all reasonable times to inspect the Property.
- 8. LAWS:** Lessee shall obey and require associated teams to obey all applicable laws, restrictions, ordinances, rules, and regulations with respect to the Property.

9. REPAIRS AND MAINTENANCE: Lessee shall repair at the expense of Lessee any damage to the property caused directly or indirectly by the acts or omissions of the Lessee or any other person therein or thereon by the consent, invitation, or sufferance of the Lessee. Repairs shall be completed promptly.

10. INDEMNITY: Lessee hereby indemnifies, and shall pay, protect, and hold Lessor harmless from and against all liabilities, losses, claims, or causes of actions, and expenses connected therewith (including reasonable attorney's fees) arising or alleged to arise, from or in connection with (a) any injury to, or the death of, any person or loss or damage to property on or about the leased property arising from or connected with the possession, use, condition, occupancy, maintenance, or repair of the leased property caused by or as a result of any act, error, or omissions, by Lessee or its employees, agents, servants, or representatives, or (b) any violation of this Lease or of any legal requirements. Lessee will resist and defend, at its sole expense, any action, suit, or proceeding brought against Lessor by reason of any occurrence. The obligations of Lessee under this section shall survive any termination of this Lease.

11. SPONSOR SIGNAGE: Lessee has the right to sell annual 4x8 sponsor signs and in exchange for that right and for the Lessor hanging such signs the Lessor will receive annually \$50 per sign sold. Since any existing signs have to be resold each year this includes existing sponsor signs. Signs must be 4 x 8 and be a firm weather resistant material (no banner material).

12 INSURANCE: Lessee shall maintain such insurance on the players during the term of this Lease. Lessee shall give Lessor a certificate evidencing the existence of such coverage at all times.

11. NON-PROFIT: Lessee shall conform to all the State and Federal rules and laws associated with non-profit status and will provide Lessor with annual proof of such status.

12. DEFAULT: If Lessee fails to perform or observe any provision of this Lease and fails to remedy same within three (3) days after notice by Lessor, Lessee shall be in default under this Lease.

13. TERMINATION: This Lease shall terminate upon expiration of the term or upon Lessee's default under this Lease. Upon termination, Lessee shall vacate the property.

14. ATTORNEYS FEES: If Lessor or Lessee is a prevailing party in any legal proceeding brought under or with relation to this Lease, such party shall be entitled to recover from the non-prevailing party all costs of such proceeding and reasonable attorney's fees.

15. ENTIRE AGREEMENT: This Lease constitutes the entire agreement of the

parties hereto. No modification or amendment of any of the terms or the provision herein may be made otherwise than by written agreement signed by the parties hereto.

16. **LAW OF GOVERNING:** This Lease shall be construed and interpreted according to the laws of the state of Texas. Venue of any litigation shall be in Henderson County, Texas.

17. **CONSULT YOUR ATTORNEY:** This is intended to be a legally binding contract. Read it carefully. If you do not understand the effect of this contract consult your attorney before signing.

18. **CONDITION OF LEASED PREMISES:** A Lessee acknowledges and agrees that it has inspected the property and agrees to accept same in its present condition, "as is" and "with all faults."

19. **FINANCIAL TERMS:** To help offset a portion of the expenses of electricity and maintenance for the 2015 Spring season Lessee shall pay Lessor \$75 per league team. For non-league teams Lessee shall pay Lessor \$50 per team. For the 2015 Fall season Lessee shall pay Lessor \$50 per team.

21. **FIELD LIGHTING:** Field lighting will be used only during the regular season with the exception of pre-season tournaments and for practice sixty (60) days prior to the first day of the season. Lights for practice are for league team use only and will be from dusk until nine thirty (9:30) pm. During practice failure to have lights off by nine forty (9:40) pm will result in a fine of \$35. If the problem is persistent (after the third time) the use of the lights being discontinued.

Executed this _____ day of _____, 2014

LESSOR:

City of Chandler,
Designated Representative

LESSEE:

BMC Youth Baseball and Softball League
Designated Representatives



CITY OF CHANDLER

- PROJECT:** Police Mission and Vision Statement
Resolution R-021015
- DATE:** **City Council: 02/10/15**
- REQUEST:** Consider and act on Resolution # R-021015, adopting a Police Mission Statement and Vision Statement as part of the Police Policy Manual.
- STAFF REVIEW:** The Police Department Policy Manual contains a purpose statement and goals but does not contain a Mission and Vision Statement. The following Mission and Vision Statement was developed after careful consideration by the Police Chief who desires these be adopted and added to the Police Policy Manual.

Chandler Police Department Mission

As members of the Chandler Police Department our mission is to provide a professional community-oriented police service. We strive to work with the community to enhance the quality of life in the City of Chandler, within the framework of the U.S Constitution. We are committed to creating and maintaining an active community partnership and assisting citizens in identifying and solving problems to improve the quality of lives in our neighborhoods. The Chandler Police Department, in partnership with the community, works to reduce the incidence of fear and crime and enhance public safety and trust with honor and integrity, while at all times conducting ourselves with the highest ethical standards. We are dedicated to protecting life, property and maintaining order while assuring fair and equal treatment to everyone.

Chandler Police Department Vision:

The Chandler Police Department is a proactive police agency dedicated to excellence through quality customer service. We shall ensure quality customer service for everyone we serve by way of accountability and community involvement. We shall maintain a quality of professionalism for all police department employees through training, development and education to assist with the personal and career growth with a constant emphasis on innovation and improvement.

**RECOMMENDED
ACTION:**

Review and act on the attached Resolution #R-021015 on adding a Mission and Vision Statement to the Police Policy Manual.

CITY CONTACT:

Ron Reeves, Police Chief

ATTACHMENTS:

Resolution R-021015

CITY OF CHANDLER

RESOLUTION R-021015

**RESOLUTION OF THE CITY OF CHANDLER APPROVING
AN AMENDMENT TO THE CITY OF CHANDLER POLICE
POLICIES ADOPTING A MISSION AND VISION
STATEMENT.**

WHEREAS, the City of Chandler has a Police Department Policy Manual adopted by City Council in 1997; and

WHEREAS, the Manual contains in the Introduction Section 1.000 a Purpose Statement and Goals it does not contain a Vision and Mission Statement; and

WHEREAS, the City of Chandler Police Department has developed the following Mission and Vision Statement after much thought.

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

SECTION 1. That the following Mission and Vision Statement be adopted and added in the Police Department Policy Manual.

Chandler Police Department Mission

As members of the Chandler Police Department our mission is to provide a professional community-oriented police service. We strive to work with the community to enhance the quality of life in the City of Chandler, within the framework of the U.S Constitution. We are committed to creating and maintaining an active community partnership and assisting citizens in identifying and solving problems to improve the quality of lives in our neighborhoods. The Chandler Police Department, in partnership with the community, works to reduce the incidence of fear and crime and enhance public safety and trust with honor and integrity, while at all times conducting ourselves with the highest ethical standards. We are dedicated to protecting life, property and maintaining order while assuring fair and equal treatment to everyone.

Chandler Police Department Vision:

The Chandler Police Department is a proactive police agency dedicated to excellence through quality customer service. We shall ensure quality customer service for everyone we serve by way of accountability and community involvement. We shall maintain a quality of professionalism for all police department employees through training, development and education to assist with the personal and career growth with a constant emphasis on innovation and improvement.

PASSED AND APPROVED by City Council in Chandler, Texas, on this the 10th day of February, 2015.

The City of Chandler, Texas

Ann Hall, Mayor

Shirley Parmer, City Secretary



CITY OF CHANDLER

- PROJECT:** Order of Election
Designation of two 12 hour days for Early Voting
- DATE:** **City Council: 02/10/15**
- REQUEST:** Two separate agenda items:
1. Consider and act on Order of Election
 2. Consider and act on designation of two 12 hour days for early voting
- STAFF REVIEW:** Agenda #6 - The attached Election Order serves as an official confirmation of the dates of the election, dates of early voting, location of voting and the offices to be filled. This is a required document that Council must adopt and it is recommended that this be completed by February 10, 2015.
- Agenda #7 – The City is required to have two weekdays of early voting as 12 hour days, if the early voting period consists of six or more weekdays. Staff recommends designating the last two days of early voting, May 4, 2015 and May 5, 2015, as 12 hour days and be open from 7:00 am to 7:00 pm.
- RECOMMENDED ACTION:**
1. Consider and act on the attached Order of Election.
 2. Consider and act on designating May 4, 2015 and May 5, 2015, as the two 12 hour days in the early voting period for the May 9, 2015 General Election.
- CITY CONTACT:** John Taylor, City Administrator
Shirley Parmer, City Secretary
- ATTACHMENTS:** Order of Election

ORDER OF ELECTION FOR MUNICIPALITIES

An election is hereby ordered to be held on May 9, 2015 for the purpose of:
(date)

Electing Two (2) Council Members and Mayor

Early voting by personal appearance will be conducted each weekday at:

Chandler City Hall 811 Highway 31 East Chandler, Texas

(location)
between the hours of 8:00 a.m. and 5:00 p.m. beginning on April 27, 2015
and ending on May 5, 2015
(date)

Applications for ballot by mail shall be mailed to:

Shirley Parmer
(Name of Early Voting Clerk)
P. O. Box 425
(Address)
Chandler, Texas 75758
(City) (Zip Code)

Application for ballots by mail must be received no later than the close of business on:

April 30, 2015
(date)

Issued this the 10th day of February, 2015.

Signature of Mayor

Signature of Council Member

ORDEN PARA ELECCION PARA MUNICIPIOS

*Por la presente se ordena que se llevará a cabo una elelcción el 9 de Mayo de 2015 con el propósito
(fecha)*

de

elegir dos (2) miembros del Consejo y alcalde

La votación adelantada, en persona, se llevará a cabo de lunes a viernes en:

Chandler City Hall 811 Highway 31 East Chandler, Texas

(sitio)

*Entre las 8:00 a.m. de la mañana y las 5:00 p.m. de la tarde empezando el 27 de abril 2015
(fecha)*

y terminando el 5 de Mayo de 2015.

Las solicitudes para boletas que se votarán en ausencia por correo deberán enviarse a:

Shirley Parmer

(Nombre del Secretario (a) de Votación Adelantada)

P. O. Box 425

Chandler, Texas 75758

*Las solicitudes para boletas que se votarán en ausencia por correo, deberán recibirse para el fin de las
horas de las horas de negocio el 30th de abril 2015.
(fecha)*

Emitida este dia 10th de febrero , 2015.

Firma del Alcalde

Firma de la Persona del Concilio

January 13, 2015

The City of Chandler City Council met for a regular scheduled meeting Tuesday, January 13, 2015 at Chandler City Hall. Meeting was called to order at 6:00 p.m. by Ann Hall, Mayor.

Members Present: Ann Hall
Gene Giger
Barbara Reeves
Marshall Crawford, Jr.
Janeice Lunsford

Absent: Don Daniell

Citizens Forum: Jarett Stephenson with Creekside Sports spoke to the Council concerning opening a Kayak & Canoe Rental service on the Neches River.

REGULAR SESSION:

Item 1. Gene Giger made a motion to approve awarding administrative services for the HOME HRA program to Resource Management and Consulting. Janeice Lunsford seconded the motion. Motion carried unanimously.

Item 2. Gene Giger made a motion to approve the Engineers recommendation (attached) for the production of water well #7. Barbara Reeves seconded the motion. Motion carried unanimously.

Item 3. Janeice Lunsford made a motion to authorize the purchase of the site for Water Well #7 in the amount of \$15,000.00. Marshall Crawford, Jr. seconded the motion. Motion carried unanimously.

Item 4. Barbara Reeves made a motion to approve contracting with Henderson County for the May 9, 2015 General Election. Janeice Lunsford seconded the motion. Motion carried unanimously.

Item 5. Gene Giger made a motion to appoint Bill Bass to the Economic Development Board. Barbara Reeves seconded the motion. Motion carried unanimously.

Item 7. Janeice Lunsford made a motion to approve the consent agenda as presented. Gene Giger seconded the motion. Motion carried unanimously.

Meeting adjourned at 6:29pm

Ann Hall, Mayor

Shirley Parmer, City Secretary

January 27, 2015

The City of Chandler City Council met for a special scheduled meeting Tuesday, January 27, 2015 at Chandler City Hall. Meeting was called to order at 6:00 p.m. by Ann Hall, Mayor.

Members Present: Ann Hall
Gene Giger
Barbara Reeves
Janeice Lunsford
Don Daniell

Absent: Marshall Crawford, Jr.

REGULAR SESSION:

AGENDA CHANGES: Move Item 3 to number 1.

Item 1. Janeice Lunsford made a motion to approve Resolution R-012715: Amending the City of Chandler Police Policies to add a Taser Policy. Gene Giger seconded the motion. Motion carried unanimously.

Item 2. Gene Giger made a motion to approve Ordinance O-012715: Amending Chapter 1 General Provisions, Article 1.10 Parks and Recreation, Section 1.10.069 Activities for Profit. Don Daniell seconded the motion. Motion carried unanimously.

Item 3. Barbara Reeves made a motion to approve a Concession Agreement for River Park with Creekside Sports. Janeice Lunsford seconded the motion. Motion carried unanimously.

Item 4. Council gave direction to Staff to schedule a Special meeting Tuesday, February 3, 2015 to continue discussing the 2015 Road Maintenance Program.

Meeting adjourned at 7:38pm

Ann Hall, Mayor

Shirley Parmer, City Secretary



General Fund
Period Ending January 31, 2015

Beginning Bal. \$356,996.52 Operating Acct. Register Attached
Ending Bal. \$419,099.77

Ad Valorem Tax deposit \$192,733.03
City Sales Tax deposit \$35,828.75
Trash Collection \$29,946.93

City of Chandler Money Market Acct. (1226) .100% **Beginning Bal. \$544.55**
Ending Bal. \$47,755.52

City of Chandler Economic Development Acct. (1118)

Beginning Bal. \$37,398.95
Ending Bal. \$32,526.18

City of Chandler Economic Development Premium Money Market

Beginning Bal. \$232,214.95
Ending Bal. \$232,262.67 (1225) (.250%)

City of Chandler Police Dept. Lease Acct. (1114)

Beginning Bal. \$206.99
Ending Bal. \$206.99

City of Chandler Municipal Court Technology Fund (1112)

Beginning Bal. \$4,010.13
Ending Bal. \$2,100.70

City of Chandler Municipal Building Security Fund (1113)

Beginning Bal. \$7,950.64
Ending Bal. \$8,168.42

City of Chandler Drug Enforcement (1116)

Beginning Bal. \$932.64
Ending Bal. \$932.64

City of Chandler Parks & Recreation Acct. (1160)

Beginning Bal. \$2,280.99
Ending Bal. \$1,237.88

City of Chandler Land Acct. Fund (1229)

Beginning Bal. \$41,770.09

Ending Bal. \$50,573.87

“This report is in full compliance with the investment strategies as established by the City of Chandler Investment Policy and the Public Funds Investment Act (Chapter 2256)”.

City Secretary

Date



Water Fund
Period Ending January 31, 2015

Beginning Bal. \$349,322.70 Operating Acct. Register Attached
Ending Bal. \$339,358.02

Water Invoices Billed

Water Invoices Billed 1-31-15 (Bills printed: 1347) \$71,561.03

City of Chandler Money Market Acct. 1160

Beginning Bal. \$117,181.68
Ending Bal. \$117,205.76 (.250%)

City of Chandler Capital Reserve Acct. 1158

Beginning Bal. \$119,671.54
Ending Bal. \$119,696.13 (.250%)

City of Chandler Water Dept. I&S '95 Series 1134

Beginning Bal. \$324,348.11
Ending Bal. \$343,817.35 (.100%)

City of Chandler Water Dept. Grant Acct. 1156

Beginning Bal. \$10.00
Ending Bal. \$10.00

City of Chandler Water Dept. Consolidated Acct. 1157

Premium Money Market

Beginning Bal. \$114,520.74
Ending Bal. \$114,544.27 (.250%)

City of Chandler I & S Series 2010

Beginning Bal. \$38,397.68
Ending Bal. \$46,702.89 (.150%)

City of Chandler Water Well Drilling Fund

Beginning Bal. \$138,177.95
Ending Bal. \$148,612.26

City of Chandler Utility System Rev Bond Series 2014

Beginning Bal. \$813,584.95
Ending Bal. \$726,466.41 (.100%)

“This report is in full compliance with the investment strategies as established by the City of Chandler Investment Policy and the Public Funds Investment Act (Chapter 2256)”.

City Secretary

Date

Chandler Police Department Crimes and Incidents Report

Jan-15

Accidents:	no injury.....	8	w/ injury.....	prk. Lot.....	hit & run....			
Assist:	DPS.....	2	EMS.....	6	HCSO.....	1	other	2
Assaults:	simple.....	1	w/ weapon.....	F/ Viol.	other.....	1		
Burglary:	residence.....	business	vehicle.....	storage.....				
Alarms:	residence.....	2	business.....	10	schools.....	1	mu/pa	5
Criminal Tress:	residence.....	1	business.....	1	property.....	schools.....		
Criminal Misch.	residence.....	2	business.....	vehicle.....	1	mail box		
Code Violations:	rubbish.....	1	junk veh.....	2	weeds.....	2	other	6
	signs.....	6	com. Veh.....	illegal burn.....	1	house no. .	50	
	fencing.....	unfit struct.	animals.....	1	brn perm.			
Disturbances:	domestic.....	2	drunk.....	loud noise.....	verbal.....	1		
	barking dog....	4	other.....	gun shots				
Fraud / forgery:	credit card.....	1	debit card.....	comp./phone	3	checks.....	8	
Lost / found:	purse / wallet...	cash.....	credit/debit.....	animals....	1			
	property.....	meds.....	drugs	other	1			
Returned Prop.:	purse / wallet....	cash.....	credit/debit	other.....				
Animal control:	Cattle.....	Horses.....	dom. Pets.....					
	wild animals:...	1	skunks.....	coyotes.....	hogs.....			
	bats.....	racoons.....	snakes.....	other.....	1			
On site arrest:	DWI.....	DWLI.....	1	poss. drugs.....	1	pub intox. .	1	
	evade arrest.....	assault.....	other.....	dis cond				
Public service:	asst. motorist...	9	funeral.....	1	courtesy trans	1	asst. pers.	
	com. Policing....	pub. Speak.	other.....					
Roadway Haz.:	debris / items....	5	tree/ limbs....	Stalled veh.	other.....			
Suspicious:	persons.....	5	vehicles.....	items.....	2	noise.....		
	odors.....	acts.....	2	phone calls	1			
Thefts:	credit card.....	debit card.....	cash / checks....	ID.....				
	vehicle.....	trailer.....	copper.....	property....	5			
Traffic Control:	traffic detour....	parades.....	spcl. Events.....	utility brk.				
	oversize load....	other.....	RR arms					
Unsecured prop.:	residence.....	business.....	buildings.....	vehicles.....				
	schools.....	other.....						
Warrants served:	city warrants....	4	criminal.....	3	other city.....	2	DPS.....	
Miscellaneous criminal / non criminal:	civil standby.....	welfare.....	15	reckless driver..	7	illegal prk.		
	child lock in veh	dis cond	2	sol. Violation....	repo.....	1		
	invest. Follow up	1	civil	1	inquest.....	tow vehicle		
	abandoned prop.	1	abnd. Animal	info only.....	4	911 false	2	
	poss. drug para	7	littering.....	reckless dmg....	6	traffic o/c	1	
	attempt suicide...	other.....	5	animl bite	1	prop. Sieze	2	
TOTAL							235	

Prepared by Chief Reeves

2015
CHANDLER LIBRARY STATISTICS

	NEW MEMBER	Members	TOTAL ITEM	COMPUTER USE	ON-LINE SEARCH	HOURS OPEN	Print Circulation	Ebooks	Total Cir
JAN	15	4170	30,064	322	181	176	1240	393	1633
FEB									
MAR									
APR									
MAY									
JUN									
JUL									
AUG									
SEP									
OCT									
NOV									
DEC									
YEAR									
	SummerStory-Time								
	*Expired Members deleted								
	*Ebooks and Eaudio books now included in total								
	*Ebooks total decrease due to expiration of metered access								
	Computer Class Enrollmen		11						
	Collection Value:								
	\$291,510.00								
	Ebooks now includes Project Gutenberg's Downloads from our site								

Sheet1

Fund	Value	Holdings
City of Chandler	\$7,612.50	479
City of Chandler	\$24,047.57	1370
City of Chandler	\$12,350.05	810
City of Chandler	\$737.68	37
City of Chandler	\$394.00	16
County	\$143,247.71	8287
County	\$180.00	12
County	\$185.00	12
County	\$4,910.30	340
County	\$38.00	3
County	\$15.00	1
Donation	\$77,246.77	5107
Donation	\$309.79	25
Donation	\$490.88	31
Donation	\$120.00	7
Donation	\$599.50	36
Donation	\$15,050.53	917
Donation	\$108.00	7
Donation	\$177.00	12
Donation	\$165.00	10
Donaton	\$97.05	6
Memorial	\$90.00	6
Petty Cash	\$2,693.45	199
Petty Cash	\$457.00	36
Petty Cash	\$177.00	13
NONE	\$10.00	3
	\$291,509.78	