

**AGENDA  
 FERRIS CITY COUNCIL  
 CITY OF FERRIS  
 A GENERAL LAW MUNICIPAL CORPORATION OF THE  
 STATE OF TEXAS, ELLIS COUNTY  
 AT THE  
 COUNCIL CHAMBERS  
 215 W. SIXTH STREET, FERRIS, TEXAS 75125  
 6:00 P.M. MONDAY, APRIL 18, 2016**

**NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL OF THE CITY OF FERRIS WILL MEET IN REGULAR SESSION AT 6:00 P.M. ON THE 18<sup>TH</sup> DAY OF APRIL, 2016 AT ITS REGULAR MEETING PLACE AT 215 W. SIXTH STREET, FERRIS, TEXAS FOR THE PURPOSE OF CONSIDERING:**

| <u>ITEM</u>                    | <u>DESCRIPTION</u>                                                                             | <u>PAGE</u> |
|--------------------------------|------------------------------------------------------------------------------------------------|-------------|
| <b><u>COUNCIL BUSINESS</u></b> |                                                                                                |             |
| 1.                             | Call to order.                                                                                 | Ø           |
|                                | <ul style="list-style-type: none"> <li>• Invocation</li> <li>• Pledge of Allegiance</li> </ul> |             |
| 2.                             | Roll call to determine the presence of a quorum.                                               | 1           |

**CONSENT AGENDA – CITY COUNCIL**

|    |                                                                                                                                                                                                                                                                                                                                                                                                                                          |    |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|
| 3. | 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. Approval of the Consent Agenda authorizes the Mayor/City Manager to execute all matters necessary to implement each item. Any item may be removed from the Consent Agenda for separate discussion and consideration by any member of the City Council. |    |
|    | <ul style="list-style-type: none"> <li>• Minutes of March 7, March 21, and April 4, 2016 City Council meetings.</li> </ul>                                                                                                                                                                                                                                                                                                               | 2  |
|    | <ul style="list-style-type: none"> <li>• Expenditures for the periods ending March 31, and April 1, 2016</li> </ul>                                                                                                                                                                                                                                                                                                                      | 17 |

## PRESENTATION

4. Presentation to Wi-Five in recognition of serve to the City of Ferris Ø
- *Presented by Doug Childers, Director of Information Technology*

## PUBLIC COMMENT

5. The City Council welcomes comments from the public. Those wishing to speak must sign in with the City Secretary before the meeting begins. Speakers may speak on any topic, whether on the agenda or not. The City Council cannot act upon, discuss issues raised, or make any decisions at this time. Speakers must observe a three minute time limit. Total time allocation for Public Comments is fifteen minutes. Groups of individuals wanting to discuss the same item must select one spokesperson. Inquiries regarding matters not listed on the Agenda may be referred to Staff for research and possible future action.

## COUNCIL BUSINESS - PROCLAMATION

6. Presentation of Proclamation recognizing April 2016 as “Sexual Assault Awareness Month”. 29
- *Presented by Micheal Driggars, Mayor*

## OLD BUSINESS

### BID AWARD

7. Discussion, consideration, and action as may be appropriate regarding a resolution awarding a bid to sell approximately 107.854 acres of land consisting of an approximately 85.106 acre tract of land located within the Mason Phelps Survey, Abstract No. 824, City of Ferris, Ellis County, Texas an approximately 21.17 acre tract of land located within the Mason Phelps Survey, Abstract No. 1112, City of Ferris, Dallas County, Texas, and an approximately 1.578 acre tract of land located within the Mason Phelps Survey, Abstract No. 824, City of Ferris, Dallas, County, Texas; authorizes the City Manager to execute any and all documents necessary for the conveyance of said property; providing a severability clause; and providing for an immediate effective date. 31
- *Presented by Carl Sherman, City Manager*

### OLD BUSINESS

8. Discussion, consideration, and action as may be appropriate for approval of capital expenditure code 4450 Birch Street, Redbud Street, Ennis Scott Street, and other possible street improvements. 33
- *Presented by Carl Sherman, City Manager*

### NEW BUSINESS

9. Discussion, consideration and action as may be appropriate regarding approval of the revision to the Ferris Police Department policy on officers' off duty employment. 34
- *Presented by Eddie Salazar, Police Chief*
10. Discussion, consideration and action as may be appropriate regarding approval of established guidelines for the operation of body worn cameras (BWC) assigned to Ferris Police Officers for capturing audio/video evidence of police interactions including, but not limited to, traffic violations, field interviews, field sobriety testing, and/or other official police activity. 36
- *Presented by Eddie Salazar, Police Chief*
11. Discussion, consideration and action as may be appropriate regarding the donation of City of Ferris 2005 Chevy Suburban to the Emergency Services District (ESD). 44
- *Presented by Tom Leverentz, Fire Chief*

### EXECUTIVE SESSION

12. Announcement by the presiding officer that the City Council will adjourn into closed executive session as allowed by Section 551.071 Consultation with Attorney, of the Texas Government Code. Such closed meetings may be held only for the purpose of discussion and no action may be taken or votes cast to reach a decision by the City Council until the City Council has reconvened into open public session. ∅
- *Presented by Kent Hofmeister, City Attorney*

13. Announcement by presiding officer that the City Council will adjourn into closed executive session as allowed by *Section 551.074, Personnel Matter, of the Texas Government Code*. *A governmental body may conduct a closed meeting to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, or to hear complaints or charges against such officer or employee, unless such officer or employee who is the subject of the deliberation or hearing requests a public hearing. Such closed meetings may be held only for the purpose of discussion and no action may be taken or votes cast to reach a decision by the City Council until the City Council has reconvened into open public session.* ∅

➤ *Annual performance review of Kent, Hofmeister, City Attorney*

14. Adjourn the Public Meeting. ∅

15. Conduct Executive Session as authorized by Section 551.071 and Section 551.072 of the Texas Government Code - Consultation with Attorney and Deliberation Regarding Real Property ∅

• *Presented by Kent Hofmeister, City Attorney*

16. Conduct Executive Session as authorized by Section 551.074 of the Texas Government Code – Personnel Matter. ∅

• *Annual review of Kent Hofmeister, City attorney.*

17. Reconvene into Open Session. ∅

18. Action as a result of above-listed Executive Session. ∅

### CLOSING

19. Adjourn. ∅

---

### **Executive Session Reservation**

The City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberation Regarding Real Property), 551.073 (Deliberation Regarding Prospective Gift), 551.074 (Personnel Matters), 551.076 (Deliberations Regarding Security Devices or Security Audits) and 551.087 (Deliberation Regarding Economic Development Negotiations).

---

### **Disability Assistance and Accommodation**

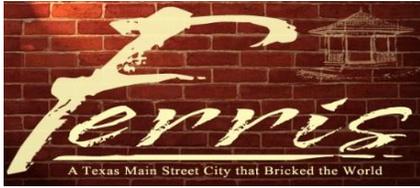
Persons with disabilities who plan to attend this meeting and who may need assistance should contact the City Secretary at (972) 544-2110 two working days prior to the meeting so that appropriate arrangements can be made.

---

I, DEBORAH WATKINS, HEREBY  
CERTIFY THE FOREGOING NOTICE  
WAS POSTED ON OR BEFORE THE  
15<sup>ST</sup> DAY OF APRIL, 2016 BY 6:00 P.M.

---

DEBORAH WATKINS  
INTERIM CITY SECRETARY



# City Council

## Meeting Attendance Record 2015-2016

| City Council      |                  | Oct. |    |   | Nov. |   |    | Dec. |   |   | Jan. |    |    |    |   | Feb. |    |   | March |   | April |    |   | May |   | June |   | July |   | Aug. |   | Sept. |  |
|-------------------|------------------|------|----|---|------|---|----|------|---|---|------|----|----|----|---|------|----|---|-------|---|-------|----|---|-----|---|------|---|------|---|------|---|-------|--|
| Title             | Name             | 5    | 19 | 2 | 16   | 7 | 19 | 21   | 4 | 9 | 19   | 27 | 29 | 30 | 1 | 16   | 29 | 7 | 21    | 4 | 16    | 18 | 2 | 16  | 6 | 20   | 5 | 18   | 1 | 15   | 6 | 19    |  |
| Mayor             | Micheal Driggers | P    | P  | P | P    | P | P  | P    | P | P | P    | P  | P  | P  | P | P    | P  | P | P     |   |       |    |   |     |   |      |   |      |   |      |   |       |  |
| Alderman, Place 1 | James Starr      | P    | P  | P | P    | P | P  | P    | P | P | P    | P  | P  | P  | P | P    | P  | P | P     |   |       |    |   |     |   |      |   |      |   |      |   |       |  |
| Mayor Pro Tem     | Jay Walsh        | P    | P  | P | P    | P | P  | P    | P | P | P    | P  | P  | P  | P | P    | A  | P | P     |   |       |    |   |     |   |      |   |      |   |      |   |       |  |
| Alderman, Place 3 | Bobby Lindsey    | P    | P  | P | P    | P | P  | P    | P | P | P    | P  | P  | P  | P | P    | P  | P | P     |   |       |    |   |     |   |      |   |      |   |      |   |       |  |
| Alderman, Place 4 | Gary Ross        | A    | A  | P | P    | P | P  | P    | P | P | P    | P  | P  | A  | P | P    | P  | A | P     |   |       |    |   |     |   |      |   |      |   |      |   |       |  |
| Alderman, Place 5 | Carol Wright     | P    | P  | P | P    | P | P  | P    | P | P | P    | P  | P  | P  | P | P    | P  | P | P     |   |       |    |   |     |   |      |   |      |   |      |   |       |  |
|                   | Total:           | 5    | 5  | 6 | 6    | 6 | 6  | 6    | 6 | 6 | 6    | 6  | 6  | 5  | 6 | 6    | 5  | 5 | 6     |   |       |    |   |     |   |      |   |      |   |      |   |       |  |

| City Staff               |                  | Oct. |    |   | Nov. |   |    | Dec. |   |   | Jan. |    |    |    |   | Feb. |    |   | March |   | April |    |   | May |   | June |   | July |   | Aug. |   | Sept. |  |
|--------------------------|------------------|------|----|---|------|---|----|------|---|---|------|----|----|----|---|------|----|---|-------|---|-------|----|---|-----|---|------|---|------|---|------|---|-------|--|
| Title                    | Name             | 5    | 19 | 2 | 16   | 7 | 19 | 21   | 4 | 9 | 19   | 27 | 29 | 30 | 1 | 16   | 29 | 7 | 21    | 4 | 16    | 18 | 2 | 16  | 6 | 20   | 5 | 18   | 1 | 15   | 6 | 19    |  |
| City Manager             | Carl Sherman     | P    | P  | P | P    | P | P  | P    | P | P | P    | P  | P  | P  | P | P    | P  | P | P     |   |       |    |   |     |   |      |   |      |   |      |   |       |  |
| City Secretary           | Destiny Wright   | P    | P  | P | P    | P | P  | P    | P | P | P    | P  | P  | P  | P | P    | P  | P | P     |   |       |    |   |     |   |      |   |      |   |      |   |       |  |
| City Attorney            | Kent Hofmeister  | A    | A  | A | A    | A | A  | A    | A | A | P    | A  | A  | A  | A | A    | A  | A | A     | P |       |    |   |     |   |      |   |      |   |      |   |       |  |
| I.T. Director            | Doug Childers    | P    | P  | P | P    | P | A  | P    | A | A | P    | A  | A  | A  | P | P    | A  | P | P     |   |       |    |   |     |   |      |   |      |   |      |   |       |  |
| Finance Director         | Melissa Gonzalez | P    | P  | P | P    | P | P  | P    | P | P | P    | P  | P  | P  | P | P    | P  | P | P     |   |       |    |   |     |   |      |   |      |   |      |   |       |  |
| Library Director         | Kathy Harrington | P    | P  | P | P    | P | A  | P    | A | A | P    | A  | A  | A  | A | P    | A  | P | P     | A |       |    |   |     |   |      |   |      |   |      |   |       |  |
| Chief Building Official  | Bill Jordan      | P    | P  | P | A    | P | P  | P    | P | P | P    | P  | A  | P  | P | P    | P  | P | P     |   |       |    |   |     |   |      |   |      |   |      |   |       |  |
| Interim Fire Chief       | Tom Leverentz    | -    | -  | - | -    | - | A  | P    | A | A | P    | P  | A  | A  | P | P    | A  | P | P     |   |       |    |   |     |   |      |   |      |   |      |   |       |  |
| Budget/H.R. Director     | Trudy Lewis      | -    | -  | - | -    | - | -  | P    | P | P | P    | P  | A  | A  | P | A    | P  | P | P     |   |       |    |   |     |   |      |   |      |   |      |   |       |  |
| Police Chief             | Eddie Salazar    | -    | -  | P | P    | P | A  | P    | A | A | P    | P  | A  | P  | P | P    | A  | P | P     |   |       |    |   |     |   |      |   |      |   |      |   |       |  |
| Pub. Wrks. Consultant    | William McDonald | -    | -  | - | -    | - | -  | -    | - | - | -    | -  | -  | -  | - | -    | -  | - | -     |   |       |    |   |     |   |      |   |      |   |      |   |       |  |
| Pub. Wrks.Superintendent | Eric Moss        |      |    |   |      |   |    |      |   |   |      |    |    |    |   |      |    |   | P     | A |       |    |   |     |   |      |   |      |   |      |   |       |  |
|                          | Total:           | 9    | 10 | 9 | 8    | 9 | 4  | 9    | 5 | 5 | 10   | 7  | 3  | 5  | 8 | 8    | 5  | 9 | 10    | 9 |       |    |   |     |   |      |   |      |   |      |   |       |  |

Mayor, "Will the City Secretary call the roll?"  
*The City Secretary calls each Member's position and name.*  
*They respond if they are present.*

**P Present**

**STATE OF TEXAS  
COUNTY OF ELLIS**

**THE FERRIS CITY COUNCIL MET IN A JOINT SESSION WITH THE PLANNING AND ZONING COMMISSION March 7, 2016 AT 6:00 P.M. IN THE COUNCIL CHAMBERS LOCATED AT 215 W. SIXTH STREET, FERRIS, TEXAS.**

| <b>COUNCIL ATTENDANCE</b> |                  |   |
|---------------------------|------------------|---|
| Mayor                     | Micheal Driggars | P |
| Alderman, Place 1         | James Starr      | P |
| Mayor Pro Tem             | Jay Walsh        | A |
| Alderman, Place 3         | Bobby Lindsey    | P |
| Alderman, Place 4         | Gary Ross        | P |
| Alderman, Place 5         | Carol Wright     | P |

| <b>STAFF ATTENDANCE</b>     |                  |   |
|-----------------------------|------------------|---|
| City Manager                | Carl Sherman     | P |
| City Secretary              | Destiny Wright   | P |
| City Attorney               | Kent Hofmeister  | P |
| I.T. Director               | Doug Childers    | P |
| Finance Director            | Melissa Gonzalez | P |
| Library Director            | Kathy Harrington | A |
| Chief Building Official     | Bill Jordan      | P |
| Fire Chief                  | Tom Leverentz    | P |
| Budget/H.R. Director        | Trudy Lewis      | P |
| Police Chief                | Eddie Salazar    | P |
| Public Works Superintendent | Eric Moss        | A |

| <b>COMMISSION ATTENDANCE</b> |                  |   |
|------------------------------|------------------|---|
| Chair                        | Jim Kay          | P |
| Commissioner, Place 2        | Rudy Amor        | P |
| Commissioner, Place 3        | Bill Malloy      | P |
| Commissioner, Place 4        | James Swafford   | P |
| Vice Chair                   | Charles Hatfield | P |
| Commissioner, Place 6        | Christi Farish   | A |
| Commissioner, Place 7        | Richard Barrett  | A |

**COUNCIL BUSINESS**

**1. Call to order.**

- **Invocation**
- **Pledge of Allegiance**

Mayor Driggars called the meeting to order at 6:01 P.M. The invocation was given by Alderman Ross.

**2. Roll call of the City Council to determine the presence of a quorum.**

City Secretary Wright called roll and determined that a quorum of the City Council was present.

**3. Roll call of the Planning and Zoning Commission to determine the presence of a quorum.**

City Secretary Wright called roll and determined that a quorum of the Planning and Zoning Commission was present.

**CONSENT AGENDA – CITY COUNCIL**

**4. 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. Approval of the Consent Agenda authorizes the Mayor/City Manager to execute all matters necessary to implement each item. Any item may be removed from the Consent Agenda for separate discussion and consideration by any member of the City Council.**

- **Minutes of January 9, 2016 and January 19, 2016 City Council meetings.**
- **Expenditures for the periods ending February 17, 2016, February 19, 2016, February 25, 2016, and February 29, 2016.**

Alderman Lindsey moved to approve the Consent Agenda. Seconded by Alderman Ross. For: Unanimous. Motion carried 4-0-0.

**PUBLIC COMMENT**

**5. The City Council welcomes comments from the public. Those wishing to speak must sign in with the City Secretary before the meeting begins. Speakers may speak on any topic, whether on the agenda or not. The City Council cannot act upon, discuss issues raised, or make any decisions at this time. Speakers must observe a three minute time limit. Total time allocation for Public Comments is fifteen minutes. Groups of individuals wanting to discuss the same item must select one spokesperson. Inquiries regarding matters not listed on the Agenda may be referred to Staff for research and possible future action.**

- Carl Sherman, City Manager, acknowledged the accomplishment of Rudy Amor, member of Planning & Zoning
- Karen Manning spoke on Item 16 regarding the use of the Scout House for programs for children
- Carmen Soza spoke regarding afternoon programs for children

- Earline Jackson, spoke for Ferris Housing Authority regarding programs for children
- Angela Olaguez spoke on SOA Community Service Center, programs for children
- Maricela Vasquez spoke on SOA Community Service Center, programs for children

**INTRODUCTION OF NEW EMPLOYEE**

**6. Introduction of Policer Jose Munoz.**

- Presented by Eddie Salazar, Police Chief

**DISCUSSION**

**7. Discussion regarding the approval of an amendment to the Zoning Ordinance by granting a change in zoning from Planned Development 1 Revised 1 (“PD-1 REV-1”) to Planned Development 1 Revised 2 (“PD-1 REV-2”) on property located South of Ewing Blvd. and East of Meadowgate Cir. described as approximately 3.213 acres of land in the Western Hills Revised 4 Addition of the City of Ferris, Ellis County, Texas**

Alderman Ross moved to table the item. Seconded by Alderman Starr. For: Unanimous. Motion carried 4-0-0.

**JOINT PUBLIC HEARING**

**8. Open Joint Public Hearing.**

**9. Conduct Public Hearing to consider the approval of an amendment to the Zoning Ordinance by amending Article 1, Division 15, Section 2, by adding a definition for “Retail Kiosk”; and by amending Article 2, Division 20, Section 1, Permitted Use Table, by adding the commercial use: “Retail Kiosk” and its associated restriction designations.**

No comments from citizens.

**10. Close Joint Public Hearing.**

No action taken.

**PLANNING AND ZONING COMMISSION BUSINESS**

11. **Final report by the Planning and Zoning Commission regarding the approval of an amendment to the Zoning Ordinance by amending Article 1, Division 15, Section 2, by adding a definition for “Retail Kiosk”; and by amending Article 2, Division 20, Section 1, Permitted Use Table, by adding the commercial use: “Retail Kiosk” and its associated restriction designations.**

No action taken

**COUNCIL BUSINESS**

12. **Discussion, consideration, and action as may be appropriate regarding Ordinance No. O-16-808 amending the Zoning Ordinance by amending Article 1, Division 15, Section 2, by adding a definition for “Retail Kiosk”; and by amending Article 2, Division 20, Section 1, Permitted Use Table, by adding the commercial use: “Retail Kiosk” and its associated restriction designations.**

No action taken.

**CLOSING – PLANNING AND ZONING COMMISSION**

13. **Adjourn: Planning and Zoning Commission**

**NEW BUSINESS**

14. **Discussion, consideration, and action as may be appropriate regarding the acceptance of the FY 2014-2015 as Annual Audit as presented by Yeldell, Wilson, Wood, & Reeve, P.C>**

Alderman Starr moved to accept the annual audit of the financial report for the fiscal year ending September 30, 2015. Seconded by Alderman Ross. For: Unanimous. Motion carried 4-0-0.

**DISCUSSION**

15. **Discussion regarding a request to open a gun range in the City limits.**

No action taken.

**NEW BUSINESS**

- 16. Discussion, consideration, and action as may be appropriate regarding a request received from Terasa Sneed and Diane Lankford to use the Scout House for an at-risk after school program.**

**The following citizens spoke on the item:**

- Diane Lankford
- Terasa Sneed

Alderman Ross moved to table the item. Seconded by Alderman Starr. For: Unanimous. Motion carried 4-0-0.

- 17. Discussion, consideration, and action as may be appropriate regarding the approval of a floor plan for the new Senior Citizens Building.**

Alderman Starr moved to approve the floor plan B for the new Senior Citizens Building as the Senior approves. Seconded by Alderman Wright. For: Unanimous. Motion carried. 4-0-0.

**BID AWARD**

- 18. Discussion, consideration, and action as may be appropriate regarding the bid award for the abatement of asbestos and for asbestos abatement monitoring services.**

Alderman Ross moved to authorize the City Manager to enter into a contract with Pacific Environmental Group LLC in an amount not to exceed \$30,500 for the abatement of the asbestos and Precision Environmental Services for asbestos abatement monitoring services in an amount not to exceed \$3,500 for the Ferris Senior Center Building. Seconded by Alderman Starr. Motion carried 3-1-0.

**ORDINANCES**

- 19. Discussion, consideration and action as may be appropriate regarding Ordinance No. O-16-812 amending the budget for the fiscal year beginning October 1, 2015 and ending September 30, 2016.**

Alderman Ross moved to approve Ordinance No. 0-16-812 amending the budget for the fiscal year beginning October 1, 2015 and ending September 30, 2016. Seconded by Alderman Lindsey. For: Unanimous. Motion carried 4-0-0.

**CLOSING**

**25. Adjourn.**

Alderman Ross moved to adjourn the meeting. Seconded by Alderman Starr. For: Unanimous. The motion carried 4-0-0. With no further business to come before the council, Mayor Driggars adjourned the meeting at 8:35 P.M.

**APPROVED THIS THE 18<sup>th</sup> DAY OF APRIL, 2016.**

\_\_\_\_\_  
Micheal L. Driggars, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Destiny Wright , City Secretary

\_\_\_\_\_  
Kent Hofmeister, City Attorney

**STATE OF TEXAS  
COUNTY OF ELLIS**

**THE FERRIS CITY COUNCIL MET IN A REGULAR SESSION  
March 21, 2016 AT 6:00 P.M. IN THE COUNCIL CHAMBERS  
LOCATED AT 215 W. SIXTH STREET, FERRIS, TEXAS.**

| <b>MEMBER ATTENDANCE</b> |                  |   |
|--------------------------|------------------|---|
| Mayor                    | Micheal Driggars | P |
| Alderman, Place 1        | James Starr      | P |
| Mayor Pro Tem            | Jay Walsh        | P |
| Alderman, Place 3        | Bobby Lindsey    | P |
| Alderman, Place 4        | Gary Ross        | A |
| Alderman, Place 5        | Carol Wright     | P |

| <b>STAFF ATTENDANCE</b>     |                  |   |
|-----------------------------|------------------|---|
| City Manager                | Carl Sherman     | P |
| City Secretary              | Vacant           |   |
| City Attorney               | Kent Hofmeister  | A |
| Fire Chief                  | Tom Leverentz    | A |
| I.T. Director               | Doug Childers    | P |
| Finance Director            | Melissa Gonzalez | P |
| Library Director            | Kathy Harrington | P |
| Chief Building Official     | Bill Jordan      | P |
| Police Chief                | Eddie Salazar    | P |
| Public Works Superintendent | Eric Moss        | A |
|                             |                  |   |

**COUNCIL BUSINESS**

**1. Call to order.**

- **Invocation**
- **Pledge of Allegiance**

Mayor Driggars called the meeting to order at 6:00 P.M. The invocation was given by Alderman Starr.

**2. Roll call to determine the presence of a quorum.**

Doug Childers, Director of Information and Technology, called roll and determined that a quorum was present.

**CONSENT AGENDA – CITY COUNCIL**

**3. 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. Approval of the Consent Agenda authorizes the Mayor/City Manager to execute all matters necessary to implement each**

**item. Any item may be removed from the Consent Agenda for separate discussion and consideration by any member of the City Council.**

- **Minutes of January 27, 2016, January 29-30 2016, February 1, 2016, February 16, 2016, and February 29, 2016 City Council meetings.**
- **Expenditures for the periods ending March 1, 2016 and March 4, 2016.**

Alderman Starr moved to approve the Consent Agenda. Seconded by Alderman Lindsey. For: Unanimous. Motion carried 4-0-0.

### **PUBLIC COMMENT**

4. **The City Council welcomes comments from the public. Those wishing to speak must sign in with the City Secretary before the meeting begins. Speakers may speak on any topic, whether on the agenda or not. The City Council cannot act upon, discuss issues raised, or make any decisions at this time. Speakers must observe a three minute time limit. Total time allocation for Public Comments is fifteen minutes. Groups of individuals wanting to discuss the same item must select one spokesperson. Inquiries regarding matters not listed on the Agenda may be referred to Staff for research and possible future action.**

No comments from the public

### **OLD BUSINESS**

5. **Discussion, consideration, and action as may be appropriate regarding a request received from Terasa Sneed and Diane Lankford to use the Scout House for an at-risk after school program.**

Alderman Starr moved to table the item. Seconded by Alderman Walsh. For: Unanimous. Motion carried 3-0-0.

### **NEW BUSINESS**

6. **Discussion, consideration, and action as may be appropriate regarding a request received from Del Urbanczyk to close a portion of North Church Street.**

Alderman Starr moved to table the item and Bill Jordan, Chief Building Official, bring back a resolution. Seconded by Alderman Walsh. For: Unanimous. Motion carried 3-0-0.

7. **Discussion, consideration, and action as may be appropriate regarding the City of Ferris Mission Statement.**

Alderman Lindsey moved to adopt the new City of Ferris Mission Statement as presented. Seconded by Alderman Walsh. For: Unanimous. Motion carried 3-0-0.

### EXECUTIVE SESSION

8. **Announcement by the presiding officer that the City Council will adjourn into closed executive session as allowed by Section 551.071, Consultation with Attorney, of the Texas Government Code. Such closed meetings may be held only for the purpose of discussion and no action may be taken or votes cast to reach a decision by the City Council until the City Council has reconvened into open public session.**

- Seek legal advice from attorney regarding police and fire facilities.

9. **Announcement by the presiding officer that the City Council will adjourn into closed executive session as allowed by Section 551.074, Personnel Matters, of the Texas Government Code. A governmental body may conduct a closed meeting to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, or to hear complaints or charges against such officer or employee, unless such officer or employee who is the subject of the deliberation or hearing requests a public hearing. Such closed meetings may be held only for the purpose of discussion and no action may be taken or votes cast to reach a decision by the City Council until the City Council has reconvened into open public session.**

- Discussion, consideration, and action as may be appropriate regarding the resignation of City Secretary Destiny Wright and a transition plan for replacement and all matters related thereto.

10. **Adjourned the Public Meeting.**

Mayor Driggars adjourned the public meeting at 7:07 P.M.

11. **Conduct the Executive Session as authorized by Section 551.071 of the Texas Government Code – *Consultation with Attorney***

- Seek legal advice from attorney regarding police and fire facilities.

12. **Conduct the Executive Session as authorized by Section 551.074 of the Texas Government Code – *Personnel Matters*.**

- Discussion, consideration, and action as may be appropriate regarding the resignation of City Secretary Destiny Wright and a transition plan for replacement and all matters related thereto.

**13. Reconvened into Open Session.**

Mayor Driggars reconvened into open session at 8:35 P.M.

**14. Action as a result of discussion of Items 11 and 12 in Executive Session.**

- Item 11 – No action taken
- Item 12 – Alderman Starr moved to accept the resignation of Destiny Wright and pursue a temporary replacement until a permanent person is placed by the City Council.

**CLOSING**

**9. Adjourn.**

Alderman Starr moved to adjourn the meeting. Seconded by Alderman Walsh. For: Unanimous. The motion carried 4-0-0. With no further business to come before the council, Mayor Driggars adjourned the meeting 8:36 P.M.

**APPROVED THIS THE 4<sup>th</sup> DAY OF APRIL, 2016.**

\_\_\_\_\_  
Micheal L. Driggars, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Doug Childers, Director  
Information and Technology

\_\_\_\_\_  
Kent Hofmeister, City Attorney

**STATE OF TEXAS  
COUNTY OF ELLIS**

**THE FERRIS CITY COUNCIL MET IN A REGULAR SESSION  
APRIL 4, 2016 AT 6:00 P.M. IN THE COUNCIL CHAMBERS  
LOCATED AT 215 W. SIXTH STREET, FERRIS, TEXAS.**

| <b>MEMBER ATTENDANCE</b> |                  |   |
|--------------------------|------------------|---|
| Mayor                    | Micheal Driggars | P |
| Alderman, Place 1        | James Starr      | P |
| Mayor Pro Tem            | Jay Walsh        | P |
| Alderman, Place 3        | Bobby Lindsey    | P |
| Alderman, Place 4        | Gary Ross        | P |
| Alderman, Place 5        | Carol Wright     | P |

| <b>STAFF ATTENDANCE</b>        |                  |   |
|--------------------------------|------------------|---|
| City Manager                   | Carl Sherman     | P |
| Interim City Secretary         | Deborah Watkins  | P |
| City Attorney                  | Kent Hofmeister  | P |
| I.T. Director                  | Doug Childers    | P |
| Finance Director               | Melissa Gonzalez | P |
| Library Director               | Kathy Harrington | A |
| Chief Building Official        | Bill Jordan      | P |
| Interim Fire Chief             | Tom Leverentz    | P |
| Budget/H.R. Director           | Trudy Lewis      | P |
| Police Chief                   | Eddie Salazar    | P |
| Public Works<br>Superintendent | Eric Moss        | A |

**COUNCIL BUSINESS**

**1. Call to order.**

- **Invocation**
- **Pledge of Allegiance**

Mayor Driggars called the meeting to order at 6:00 P.M. The invocation was given by Doug Childers.

**2. Roll call to determine the presence of a quorum.**

Interim City Secretary, Deborah Watkins, called roll and determined that a quorum was present.

**CONSENT AGENDA – CITY COUNCIL**

**3. 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. Approval of the Consent Agenda authorizes the Mayor/City Manager to execute all matters necessary to implement each**

**item. Any item may be removed from the Consent Agenda for separate discussion and consideration by any member of the City Council.**

- **Expenditures for the periods ending March 15, March 18, and March 28, 2016**

Alderman Ross moved to approve the Consent Agenda. Seconded by Alderman Walsh. For: Unanimous. Motion carried 5-0-0.

### **PUBLIC COMMENT**

4. **The City Council welcomes comments from the public. Those wishing to speak must sign in with the City Secretary before the meeting begins. Speakers may speak on any topic, whether on the agenda or not. The City Council cannot act upon, discuss issues raised, or make any decisions at this time. Speakers must observe a three minute time limit. Total time allocation for Public Comments is fifteen minutes. Groups of individuals wanting to discuss the same item must select one spokesperson. Inquiries regarding matters not listed on the Agenda may be referred to Staff for research and possible future action.**

- Angela Bruner spoke on Item 7 regarding Birch Street.

### **INTRODUCTION OF NEW EMPLOYEE**

5. **Introduction of Executive Assistant to the City Manager. Introduction of Interim City Secretary, Deborah Watkins.**
  - Presented by Carl Sherman, City Manager

### **BID AWARD**

6. **Discussion, consideration, and action as may be appropriate regarding a resolution awarding a bid to sell approximately 107.854 acres of land consisting of an approximately 85.106 acre tract of land located within the Mason Phelps Survey, Abstract No. 824, City of Ferris, Ellis County, Texas an approximately 21.17 acre tract of land located within the Mason Phelps Survey, Abstract No. 1112, City of Ferris, Dallas County, Texas, and an approximately 1.578 acre tract of land located within the Mason Phelps Survey, Abstract No. 824, City of Ferris, Dallas, County, Texas; authorizes the City Manager to execute any and all documents necessary for the conveyance of said property; providing a severability clause; and providing for an immediate effective date. Discussion, consideration, and action as may**

**be appropriate regarding the bid award for the monitoring and abatement of asbestos at the Ferris Senior Center Building located at 201 E. Eighth Street.**

Mayor Driggars announced an Executive Session to discuss the item at 6:18 P.M.

### **DISCUSSION**

- 7. Discussion of approved capital expenditure code 4450 Birch Street, Redbud Street and other possible street improvements.**

No action taken.

### **EXECUTIVE SESSION**

- 8. Announcement by the presiding officer that the City Council will adjourn into closed executive session as allowed by Section 551 of the Texas Government Code. Such closed meetings may be held only for the purpose of discussion and no action may be taken or votes cast to reach a decision by the City Council until the City Council has reconvened into open public session. Specifically, the section(s) identified under Chapter 551 that allows a closed meeting to be held are:**

- Section 071, *Consultation with Attorney*, Closed Meeting. A governmental body may not conduct a private consultation with its attorney except: (1) when the governmental body seeks the advice of its attorney about: (A) pending or contemplated litigation; or B) a settlement offer; or (2) on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter.
- Section 072. *Deliberation Regarding Real Property*, Closed Meeting. A governmental body may conduct a closed meeting to deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.
- Section 074. *Personnel Matters*, Closed Meeting. A governmental body may conduct a closed meeting to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, or to hear complaints or charges against such officer or employee, unless such officer or employee who is the subject of the deliberation or hearing requests a public hearing.

**9. Adjourned the Public Meeting.**

Mayor Driggars adjourned the public meeting at 6:18 P.M.

**10. Conducted Executive Session as authorized by Sections 551.071- Consultation with Attorney and 551.072 - Deliberation Regarding Real Property.**

- Seek legal advice from attorney regarding (Item 6) awarding a bid to sell approximately 107.854 acres of land consisting of an approximately 85.106 acre tract of land located within the Mason Phelps Survey, Abstract No. 824, City of Ferris, Ellis County, Texas an approximately 21.17 acre tract of land located within the Mason Phelps Survey, Abstract No. 1112, City of Ferris, Dallas County, Texas, and an approximately 1.578 acre tract of land located within the Mason Phelps Survey, Abstract No. 824, City of Ferris, Dallas, County, Texas

**11. Conducted Executive Session as authorized by Sections 551.074 of the Texas Government Code – Personnel Matters**

- Discussion of annual performance review of Municipal Judge and City Attorney

**12. Reconvened into open session**

Mayor Driggars reconvened into open session at 7:31 P.M.

**13. Action as a result of discussion of Item 10 and 11 in Executive Session:**

- Item 10 – Mayor Driggars tabled the item to be considered at the next regular meeting of the City Council, April 18, 2016
- Item 11 – City Attorney annual review scheduled for April 18, 2016.

**CLOSING**

**14. Adjourn.**

Alderman Ross moved to adjourn the meeting. Seconded by Alderman Starr. For: Unanimous. The motion carried 5-0-0. With no further business to come before the council, Mayor Driggars adjourned the meeting at 7:44 P.M.

**APPROVED THIS THE 18<sup>ST</sup> DAY OF APRIL, 2016.**

\_\_\_\_\_  
Micheal L. Driggars, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Deborah Watkins, Interim City Secretary

\_\_\_\_\_  
Kent Hofmeister, City Attorney

**City of Ferris**  
**Council Approval Report**  
 (Council Approval Report)

| Vendor                        |                                                                                     | InvoiceNumber                              | Date     | Description | Due Date   | Invoice Amt        | Approved Amt           | Account Number | Account Description | Budgeted \$ | YTD Balance |
|-------------------------------|-------------------------------------------------------------------------------------|--------------------------------------------|----------|-------------|------------|--------------------|------------------------|----------------|---------------------|-------------|-------------|
| <b>Non-Departmental</b>       |                                                                                     |                                            |          |             |            |                    |                        |                |                     |             |             |
| <b>38</b>                     | <b>Texas Municipal Retirement System, P O Box 149153, Austin, TX, 78714</b>         |                                            |          |             |            |                    |                        |                |                     |             |             |
| 03-2016                       | 03/31/16                                                                            | Employee Share TMRS for March              | 03/31/16 | \$5,673.03  | \$5,673.03 | 10-00-2024         | Employee Share TMRS    | \$0.00         | (\$5,673.03)        |             |             |
| 03-2016                       | 03/31/16                                                                            | City Share TMRS for March                  | 03/31/16 | \$7,715.30  | \$7,715.30 | 10-00-2034         | City Share TMRS        | \$0.00         | (\$7,715.30)        |             |             |
| 03-2016                       | 03/31/16                                                                            | Employee Share TMRS for March              | 03/31/16 | \$688.46    | \$688.46   | 80-00-2024         | Employee Share TMRS    | \$0.00         | (\$688.46)          |             |             |
| 03-2016                       | 03/31/16                                                                            | City Share TMRS for March                  | 03/31/16 | \$936.30    | \$936.30   | 80-00-2034         | City Share TMRS        | \$0.00         | (\$936.30)          |             |             |
|                               |                                                                                     |                                            |          |             |            | <b>\$15,013.09</b> |                        |                |                     |             |             |
| <b>612</b>                    | <b>Colonial Supplemental Insurance Co., P. O. Box 903, Columbia, SC, 29202-0903</b> |                                            |          |             |            |                    |                        |                |                     |             |             |
| 03-2016                       | 03/31/16                                                                            | Colonial Payable for March                 | 03/31/16 | \$615.26    | \$615.26   | 10-00-2061         | Colonial Payable       | \$0.00         | (\$615.26)          |             |             |
|                               |                                                                                     |                                            |          |             |            | <b>\$615.26</b>    |                        |                |                     |             |             |
| <b>3118</b>                   | <b>Hill, David, 10807 Moorcreek Drive, Houston, TX, 77070</b>                       |                                            |          |             |            |                    |                        |                |                     |             |             |
| 161192-1-2                    | 03/31/16                                                                            | Court Overpayments (Duplicate Payment Made | 03/31/16 | \$248.73    | \$248.73   | 10-00-2147         | Court Overpayments     | \$0.00         | \$0.00              |             |             |
|                               |                                                                                     |                                            |          |             |            | <b>\$248.73</b>    |                        |                |                     |             |             |
| <b>3119</b>                   | <b>Jantes, Noemi, 118 Zodiac Street, Ferris, TX, 75125</b>                          |                                            |          |             |            |                    |                        |                |                     |             |             |
| 226894                        | 03/21/16                                                                            | Cash Bond Escrow - Refund Granted DSC      | 03/21/16 | \$179.00    | \$179.00   | 10-00-2145         | Cash Bond Escrow - Cou | \$0.00         | (\$4,263.99)        |             |             |
|                               |                                                                                     |                                            |          |             |            | <b>\$179.00</b>    |                        |                |                     |             |             |
| <b>3120</b>                   | <b>Muhammad, Shamir, 2908 Forest Hollow Lane, Arlington, TX, 76006</b>              |                                            |          |             |            |                    |                        |                |                     |             |             |
| 211340-2                      | 03/31/16                                                                            | Court Overpayments (Duplicate Payment Made | 03/31/16 | \$360.23    | \$360.23   | 10-00-2147         | Court Overpayments     | \$0.00         | \$0.00              |             |             |
|                               |                                                                                     |                                            |          |             |            | <b>\$360.23</b>    |                        |                |                     |             |             |
| <b>3121</b>                   | <b>Sample, Charlica, 11111 Saathoff Drive, Cypress, TX, 77429</b>                   |                                            |          |             |            |                    |                        |                |                     |             |             |
| 214033-1-2-3                  | 03/29/16                                                                            | Court Overpayments (Duplicate Payment Made | 03/29/16 | \$325.00    | \$325.00   | 10-00-2147         | Court Overpayments     | \$0.00         | \$0.00              |             |             |
|                               |                                                                                     |                                            |          |             |            | <b>\$325.00</b>    |                        |                |                     |             |             |
| <b>3122</b>                   | <b>Lopez, Arnulfo, 5718 Tree Grace Lane, Kaufman, TX, 75142</b>                     |                                            |          |             |            |                    |                        |                |                     |             |             |
| 1178                          | 03/28/16                                                                            | Water Deposit Refund@119 N Henrietta       | 03/28/16 | \$50.28     | \$50.28    | 80-00-1080         | Less Reserve Customer  | \$0.00         | \$101,760.14        |             |             |
|                               |                                                                                     |                                            |          |             |            | <b>\$50.28</b>     |                        |                |                     |             |             |
| <b>3123</b>                   | <b>Morales, Gilberto, 304 W 1st St, Ferris, TX, 75125</b>                           |                                            |          |             |            |                    |                        |                |                     |             |             |
| 2569                          | 03/31/16                                                                            | Water Deposit Refund@304 W 1st             | 03/31/16 | \$73.04     | \$73.04    | 80-00-1080         | Less Reserve Customer  | \$0.00         | \$101,760.14        |             |             |
|                               |                                                                                     |                                            |          |             |            | <b>\$73.04</b>     |                        |                |                     |             |             |
|                               |                                                                                     |                                            |          |             |            | <b>\$16,864.63</b> |                        |                |                     |             |             |
| <b>Total Non-Departmental</b> |                                                                                     |                                            |          |             |            |                    |                        |                |                     |             |             |
| <b>City Manager</b>           |                                                                                     |                                            |          |             |            |                    |                        |                |                     |             |             |
| <b>3061</b>                   | <b>Benton, Feleceia, 2420 Canton Street, Dallas, TX, 75201</b>                      |                                            |          |             |            |                    |                        |                |                     |             |             |
| 03-2016-2                     | 03/31/16                                                                            | Dear Ferris Campaign Management 2nd Half M | 03/31/16 | \$250.00    | \$250.00   | 10-11-4912         | City Manager Reserve   | \$25,000.00    | \$20,599.52         |             |             |
|                               |                                                                                     |                                            |          |             |            | <b>\$250.00</b>    |                        |                |                     |             |             |

**City of Ferris**  
**Council Approval Report**  
 (Council Approval Report)

| Vendor                              |                                                                                         | InvoiceNumber                       | Date | Description | Due Date | Invoice Amt | Approved Amt       | Account Number | Account Description | Budgeted \$ | YTD Balance |  |
|-------------------------------------|-----------------------------------------------------------------------------------------|-------------------------------------|------|-------------|----------|-------------|--------------------|----------------|---------------------|-------------|-------------|--|
| <b>Total City Manager</b>           |                                                                                         |                                     |      |             |          |             | <b>\$250.00</b>    |                |                     |             |             |  |
| <b>Municipal Court</b>              |                                                                                         |                                     |      |             |          |             |                    |                |                     |             |             |  |
| <b>2447</b>                         | <b>Kurth, Scott Edward, 606 Cedar Ridge Court, Ovilla, TX, 75154</b>                    |                                     |      |             |          |             |                    |                |                     |             |             |  |
| 02-2016-2                           | 02/29/16                                                                                | Arraignments for February           |      |             | 02/29/16 | \$50.00     | \$50.00            | 10-56-4394     | Contract Labor      | \$18,500.00 | \$13,175.00 |  |
| 03-2016                             | 03/31/16                                                                                | Court Dates for February            |      |             | 03/31/16 | \$800.00    | \$800.00           | 10-56-4394     | Contract Labor      | \$18,500.00 | \$13,175.00 |  |
|                                     |                                                                                         |                                     |      |             |          |             | <b>\$850.00</b>    |                |                     |             |             |  |
| <b>2510</b>                         | <b>Law Office of Dana D. Huffman, 1143 Rockingham, Suite 107, Richardson, TX, 75080</b> |                                     |      |             |          |             |                    |                |                     |             |             |  |
| 03-2016                             | 03/31/16                                                                                | Legal Service for March-Court Dates |      |             | 03/31/16 | \$2,000.00  | \$2,000.00         | 10-56-4361     | Legal Service       | \$24,000.00 | \$13,890.50 |  |
|                                     |                                                                                         |                                     |      |             |          |             | <b>\$2,000.00</b>  |                |                     |             |             |  |
| <b>Total Municipal Court</b>        |                                                                                         |                                     |      |             |          |             | <b>\$2,850.00</b>  |                |                     |             |             |  |
| <b>Water &amp; Wastewater</b>       |                                                                                         |                                     |      |             |          |             |                    |                |                     |             |             |  |
| <b>161</b>                          | <b>U S Postal Service, 413 W 6th, Ferris, TX, 75125</b>                                 |                                     |      |             |          |             |                    |                |                     |             |             |  |
| 03-2016                             | 03/31/16                                                                                | Postage for March Water Bills       |      |             | 03/31/16 | \$266.93    | \$266.93           | 80-80-4301     | Postage & Freight   | \$4,000.00  | \$2,354.96  |  |
|                                     |                                                                                         |                                     |      |             |          |             | <b>\$266.93</b>    |                |                     |             |             |  |
| <b>Total Water &amp; Wastewater</b> |                                                                                         |                                     |      |             |          |             | <b>\$266.93</b>    |                |                     |             |             |  |
| <b>Total Bills To Pay:</b>          |                                                                                         |                                     |      |             |          |             | <b>\$20,231.56</b> |                |                     |             |             |  |

**City of Ferris**  
**Council Approval Report**  
 (Council Approval Report)

| Vendor                        |                                                             | InvoiceNumber | Date                              | Description | Due Date | Invoice Amt     | Approved Amt | Account Number        | Account Description | Budgeted \$  | YTD Balance |
|-------------------------------|-------------------------------------------------------------|---------------|-----------------------------------|-------------|----------|-----------------|--------------|-----------------------|---------------------|--------------|-------------|
| <b>Non-Departmental</b>       |                                                             |               |                                   |             |          |                 |              |                       |                     |              |             |
| <b>3124</b>                   | <b>Moore, Denise, 533 Ewing Street, Ferris, TX, 75125</b>   |               |                                   |             |          |                 |              |                       |                     |              |             |
| 672                           |                                                             | 03/31/16      | Water Deposit Refund@533 Ewing    | 03/31/16    | \$42.52  | \$42.52         | 80-00-1080   | Less Reserve Customer | \$0.00              | \$101,636.82 |             |
|                               |                                                             |               |                                   |             |          | <b>\$42.52</b>  |              |                       |                     |              |             |
| <b>3125</b>                   | <b>Glazener, Elmer, 1420 Newton Road, Ferris, TX, 75125</b> |               |                                   |             |          |                 |              |                       |                     |              |             |
| 258                           |                                                             | 03/31/16      | Water Deposit Refund@409 S Mabel  | 03/31/16    | \$9.28   | \$9.28          | 80-00-1080   | Less Reserve Customer | \$0.00              | \$101,636.82 |             |
|                               |                                                             |               |                                   |             |          | <b>\$9.28</b>   |              |                       |                     |              |             |
| <b>3126</b>                   | <b>Rodriguez, Joseph, 208 E 2nd St, Ferris, TX, 75125</b>   |               |                                   |             |          |                 |              |                       |                     |              |             |
| 2475                          |                                                             | 03/31/16      | Water Deposit Refund@208 E 2nd St | 03/31/16    | \$72.13  | \$72.13         | 80-00-1080   | Less Reserve Customer | \$0.00              | \$101,636.82 |             |
|                               |                                                             |               |                                   |             |          | <b>\$72.13</b>  |              |                       |                     |              |             |
|                               |                                                             |               |                                   |             |          | <b>\$123.93</b> |              |                       |                     |              |             |
| <b>Total Non-Departmental</b> |                                                             |               |                                   |             |          | <b>\$123.93</b> |              |                       |                     |              |             |
| <b>Total Bills To Pay:</b>    |                                                             |               |                                   |             |          | <b>\$123.93</b> |              |                       |                     |              |             |

**City of Ferris  
Council Approval Report  
(Council Approval Report)**

| Vendor                        |                                                                                                         | InvoiceNumber | Date                                          | Description | Due Date    | Invoice Amt        | Approved Amt | Account Number          | Account Description | Budgeted \$ | YTD Balance |
|-------------------------------|---------------------------------------------------------------------------------------------------------|---------------|-----------------------------------------------|-------------|-------------|--------------------|--------------|-------------------------|---------------------|-------------|-------------|
| <b>Non-Departmental</b>       |                                                                                                         |               |                                               |             |             |                    |              |                         |                     |             |             |
| <b>30</b>                     | <b>Office of Attorney General/Tx Child Support SDU, P O Box 659791, San Antonio, TX, 78265-9</b>        |               |                                               |             |             |                    |              |                         |                     |             |             |
| PR910                         |                                                                                                         | 04/01/16      | Payroll from 3/14/2016 to 3/27/2016           | 04/01/16    | \$276.92    | \$276.92           | 10-00-2029   | Child Support           | \$0.00              | \$0.00      |             |
|                               |                                                                                                         |               |                                               |             |             | <b>\$276.92</b>    |              |                         |                     |             |             |
| <b>39</b>                     | <b>Ellis County Teach/Emp FCU, P O Box 308, Waxahachie, TX, 75168</b>                                   |               |                                               |             |             |                    |              |                         |                     |             |             |
| PR910                         |                                                                                                         | 04/01/16      | Payroll from 3/14/2016 to 3/27/2016           | 04/01/16    | \$550.00    | \$550.00           | 10-00-2028   | Credit Union Payable    | \$0.00              | \$0.00      |             |
|                               |                                                                                                         |               |                                               |             |             | <b>\$550.00</b>    |              |                         |                     |             |             |
|                               |                                                                                                         |               |                                               |             |             | <b>\$826.92</b>    |              |                         |                     |             |             |
| <b>Total Non-Departmental</b> |                                                                                                         |               |                                               |             |             |                    |              |                         |                     |             |             |
| <b>City Council</b>           |                                                                                                         |               |                                               |             |             |                    |              |                         |                     |             |             |
| <b>2530</b>                   | <b>Pizza Hut of America, Inc., 711 Corporate Drive, Plano, TX, 75024</b>                                |               |                                               |             |             |                    |              |                         |                     |             |             |
| 03012016                      |                                                                                                         | 03/01/16      | 2015 Pizza Hut Sales Tax Reimbursement        | 03/01/16    | \$7,073.06  | \$7,073.06         | 10-10-4398   | Rebate/Refunds          | \$10,000.00         | \$10,000.00 |             |
|                               |                                                                                                         |               |                                               |             |             | <b>\$7,073.06</b>  |              |                         |                     |             |             |
| <b>3079</b>                   | <b>Precision Environmental Services, 6104 Cedar Sage Trail, Flower Mound, TX, 76226</b>                 |               |                                               |             |             |                    |              |                         |                     |             |             |
| 2659                          |                                                                                                         | 03/28/16      | Asbestos Abatement Oversight at New Senior    | 03/28/16    | \$2,750.00  | \$2,750.00         | 10-10-4911   | City Council Reserve    | \$115,037.00        | \$28,006.79 |             |
|                               |                                                                                                         |               |                                               |             |             | <b>\$2,750.00</b>  |              |                         |                     |             |             |
| <b>3105</b>                   | <b>Lowe's Home Centers, LLC, 1420 N Hwy 77, Waxahachie, TX, 75165</b>                                   |               |                                               |             |             |                    |              |                         |                     |             |             |
| 03202016                      |                                                                                                         | 03/20/16      | Materials to Board Up New Senior Center       | 03/20/16    | \$482.13    | \$482.13           | 10-10-4911   | City Council Reserve    | \$115,037.00        | \$28,006.79 |             |
|                               |                                                                                                         |               |                                               |             |             | <b>\$482.13</b>    |              |                         |                     |             |             |
| <b>3108</b>                   | <b>Pacific Environmental Group, LLC, 2435 Southwell Road Suite 3, Dallas, TX, 75229</b>                 |               |                                               |             |             |                    |              |                         |                     |             |             |
| 201473                        |                                                                                                         | 03/20/16      | Asbestos Abatement for Senior Center          | 03/20/16    | \$18,879.00 | \$18,879.00        | 10-10-4911   | City Council Reserve    | \$115,037.00        | \$28,006.79 |             |
| 201473-2                      |                                                                                                         | 03/20/16      | Asbestos Abatement for New Senior Center Ch   | 03/20/16    | \$2,200.00  | \$2,200.00         | 10-10-4911   | City Council Reserve    | \$115,037.00        | \$28,006.79 |             |
|                               |                                                                                                         |               |                                               |             |             | <b>\$21,079.00</b> |              |                         |                     |             |             |
|                               |                                                                                                         |               |                                               |             |             | <b>\$31,384.19</b> |              |                         |                     |             |             |
| <b>Total City Council</b>     |                                                                                                         |               |                                               |             |             |                    |              |                         |                     |             |             |
| <b>City Manager</b>           |                                                                                                         |               |                                               |             |             |                    |              |                         |                     |             |             |
| <b>15</b>                     | <b>Verizon Southwest, P O Box 920041, Dallas, TX, 75392-0041</b>                                        |               |                                               |             |             |                    |              |                         |                     |             |             |
| 9728422923-03072              |                                                                                                         | 03/07/16      | Telephone Service                             | 04/01/16    | \$129.64    | \$129.64           | 10-11-4355   | Telephone Service & MiF | \$8,000.00          | \$1,815.06  |             |
|                               |                                                                                                         |               |                                               |             |             | <b>\$129.64</b>    |              |                         |                     |             |             |
| <b>60</b>                     | <b>Wal-mart, P O Box 530934, #6032202000604091, Atlanta, GA, 30353-0934</b>                             |               |                                               |             |             |                    |              |                         |                     |             |             |
| 03162016-2                    |                                                                                                         | 03/16/16      | Drinks & Water                                | 04/15/16    | \$7.96      | \$7.96             | 10-11-4251   | Food Supplies & Ice     | \$2,000.00          | \$1,130.03  |             |
|                               |                                                                                                         |               |                                               |             |             | <b>\$7.96</b>      |              |                         |                     |             |             |
| <b>127</b>                    | <b>American Legal Publishing Corporation, 432 Walnut Street, Suite 1200, Cincinnati, OH, 45202-3907</b> |               |                                               |             |             |                    |              |                         |                     |             |             |
| 0109403                       |                                                                                                         | 03/16/16      | Ferris, TX Code of Ordinances Internet Renewa | 03/16/16    | \$495.00    | \$495.00           | 10-11-4379   | Municipal Code Supplem  | \$6,000.00          | \$6,000.00  |             |

**City of Ferris**  
**Council Approval Report**  
 (Council Approval Report)

| Vendor                    |                                                                                                   | InvoiceNumber                                  | Date     | Description | Due Date | Invoice Amt | Approved Amt              | Account Number | Account Description | Budgeted \$ | YTD Balance |  |
|---------------------------|---------------------------------------------------------------------------------------------------|------------------------------------------------|----------|-------------|----------|-------------|---------------------------|----------------|---------------------|-------------|-------------|--|
|                           |                                                                                                   |                                                |          |             |          |             | <b>\$495.00</b>           |                |                     |             |             |  |
| <b>128</b>                | <b>Pitney Bowes Inc, P O box 371896, Pittsburgh, PA, 15250-7874</b>                               |                                                |          |             |          |             |                           |                |                     |             |             |  |
| 7255755-MR16              | 03/13/16                                                                                          | Maintenance Agreements                         | 03/13/16 | \$95.94     | \$95.94  | 10-11-4347  | Maintenance Agreement     | \$500.00       | \$404.06            |             |             |  |
|                           |                                                                                                   |                                                |          |             |          |             | <b>\$95.94</b>            |                |                     |             |             |  |
| <b>140</b>                | <b>M.A.C. Alarms, P O Box 383, Ferris, TX, 75125</b>                                              |                                                |          |             |          |             |                           |                |                     |             |             |  |
| 16419A                    | 03/15/16                                                                                          | Ferris Scout House & Burg Monitoring Over Cell | 03/15/16 | \$162.00    | \$162.00 | 10-11-4359  | Security Alarm Service    | \$3,200.00     | \$2,339.34          |             |             |  |
| 16526A                    | 03/15/16                                                                                          | Quarterly Alarm Monitoring Over Cell-Phone@    | 03/15/16 | \$105.00    | \$105.00 | 10-11-4359  | Security Alarm Service    | \$3,200.00     | \$2,339.34          |             |             |  |
|                           |                                                                                                   |                                                |          |             |          |             | <b>\$267.00</b>           |                |                     |             |             |  |
| <b>406</b>                | <b>Nevill, 2825 West Story Road, Irving, TX, 75038</b>                                            |                                                |          |             |          |             |                           |                |                     |             |             |  |
| 55R1294751                | 03/25/16                                                                                          | Copy Machine Maintenance 02/25/16-03/24/16     | 04/04/16 | \$432.74    | \$432.74 | 10-11-4342  | Copy Machine Lease/Mai    | \$6,000.00     | \$3,044.45          |             |             |  |
|                           |                                                                                                   |                                                |          |             |          |             | <b>\$432.74</b>           |                |                     |             |             |  |
| <b>457</b>                | <b>Texas Municipal Clerks Certification Program TMCCP, P O Box 305067, Denton, TX, 76203-5067</b> |                                                |          |             |          |             |                           |                |                     |             |             |  |
| 03092016                  | 03/09/16                                                                                          | 2016 Supplement Texas Municipal Law and Pro    | 03/09/16 | \$46.50     | \$46.50  | 10-11-4366  | Publications & Subscripti | \$5,500.00     | \$3,819.18          |             |             |  |
|                           |                                                                                                   |                                                |          |             |          |             | <b>\$46.50</b>            |                |                     |             |             |  |
| <b>752</b>                | <b>Office Depot, P O Box 88040, Chicago, IL, 60680-1040</b>                                       |                                                |          |             |          |             |                           |                |                     |             |             |  |
| 828468244001              | 03/08/16                                                                                          | Index Cards                                    | 04/07/16 | \$35.18     | \$35.18  | 10-11-4221  | General Office Supplies   | \$1,450.00     | \$802.54            |             |             |  |
| 827717576001              | 03/04/16                                                                                          | Toner                                          | 04/03/16 | \$69.49     | \$69.49  | 10-11-4225  | Data Processing Supplie   | \$1,000.00     | (\$24.78)           |             |             |  |
| 829686916001              | 03/22/16                                                                                          | Trash Bags/Sanitizer/Flags/Air Freshener       | 04/21/16 | \$26.02     | \$26.02  | 10-11-4237  | Household Supplies        | \$100.00       | (\$108.93)          |             |             |  |
| 829689995001              | 03/22/16                                                                                          | Cutlery                                        | 04/21/16 | \$5.83      | \$5.83   | 10-11-4237  | Household Supplies        | \$100.00       | (\$108.93)          |             |             |  |
| 829686916001              | 03/22/16                                                                                          | Coffee/Sugar                                   | 04/21/16 | \$18.42     | \$18.42  | 10-11-4251  | Food Supplies & Ice       | \$2,000.00     | \$1,130.03          |             |             |  |
|                           |                                                                                                   |                                                |          |             |          |             | <b>\$154.94</b>           |                |                     |             |             |  |
| <b>1621</b>               | <b>Randy's BBQ and Catering LLC, 271 S Hwy 342, Red Oak, TX, 75154</b>                            |                                                |          |             |          |             |                           |                |                     |             |             |  |
| 03052016                  | 03/05/16                                                                                          | Lunch for Open House of Temp New Fire & PD     | 04/04/16 | \$350.00    | \$350.00 | 10-11-4251  | Food Supplies & Ice       | \$2,000.00     | \$1,130.03          |             |             |  |
|                           |                                                                                                   |                                                |          |             |          |             | <b>\$350.00</b>           |                |                     |             |             |  |
| <b>2287</b>               | <b>Nevill Financial Leasing, PO Box 13604, Philadelphia, PA, 19101-3604</b>                       |                                                |          |             |          |             |                           |                |                     |             |             |  |
| 13966366                  | 03/21/16                                                                                          | Copy Machine Lease                             | 03/21/16 | \$280.00    | \$280.00 | 10-11-4342  | Copy Machine Lease/Mai    | \$6,000.00     | \$3,044.45          |             |             |  |
|                           |                                                                                                   |                                                |          |             |          |             | <b>\$280.00</b>           |                |                     |             |             |  |
| <b>3009</b>               | <b>Metro Florist and Gifts, 216 W 6th Street, Ferris, TX, 75125</b>                               |                                                |          |             |          |             |                           |                |                     |             |             |  |
| 000060-1                  | 03/15/16                                                                                          | Appreciation for Hosting EDC Summit Event w/   | 03/15/16 | \$150.00    | \$150.00 | 10-11-4912  | City Manager Reserve      | \$25,000.00    | \$20,349.52         |             |             |  |
|                           |                                                                                                   |                                                |          |             |          |             | <b>\$150.00</b>           |                |                     |             |             |  |
| <b>3110</b>               | <b>Lewis, Trudy, 1021 Vickery Drive, Desoto, TX, 75115</b>                                        |                                                |          |             |          |             |                           |                |                     |             |             |  |
| 03182016                  | 03/18/16                                                                                          | Reimburse for Purchase Made                    | 03/18/16 | \$24.98     | \$24.98  | 10-11-4251  | Food Supplies & Ice       | \$2,000.00     | \$1,130.03          |             |             |  |
|                           |                                                                                                   |                                                |          |             |          |             | <b>\$24.98</b>            |                |                     |             |             |  |
| <b>Total City Manager</b> |                                                                                                   |                                                |          |             |          |             | <b>\$2,434.70</b>         |                |                     |             |             |  |

**City of Ferris**  
**Council Approval Report**  
 (Council Approval Report)

| Vendor |  | InvoiceNumber | Date | Description | Due Date | Invoice Amt | Approved Amt | Account Number | Account Description | Budgeted \$ | YTD Balance |
|--------|--|---------------|------|-------------|----------|-------------|--------------|----------------|---------------------|-------------|-------------|
|--------|--|---------------|------|-------------|----------|-------------|--------------|----------------|---------------------|-------------|-------------|

**Police Awarded Funds**

|             |                                                                          |                                                |          |            |                   |            |                         |            |            |  |  |
|-------------|--------------------------------------------------------------------------|------------------------------------------------|----------|------------|-------------------|------------|-------------------------|------------|------------|--|--|
| <b>2820</b> | <b>RCI Technologies, Inc, 12829 Wetmore Road, San Antonio, TX, 78247</b> |                                                |          |            |                   |            |                         |            |            |  |  |
| 29011       | 03/15/16                                                                 | Acceptance of Contract-Scanning of Arrest File | 03/15/16 | \$3,786.15 | \$3,786.15        | 10-14-4363 | Other Professional Serv | \$5,100.00 | \$5,100.00 |  |  |
|             |                                                                          |                                                |          |            | <b>\$3,786.15</b> |            |                         |            |            |  |  |
|             |                                                                          |                                                |          |            | <b>\$3,786.15</b> |            |                         |            |            |  |  |

**Total Police Awarded Funds**

**Finance**

|              |                                                             |             |          |         |                |            |                         |          |          |  |  |
|--------------|-------------------------------------------------------------|-------------|----------|---------|----------------|------------|-------------------------|----------|----------|--|--|
| <b>752</b>   | <b>Office Depot, P O Box 88040, Chicago, IL, 60680-1040</b> |             |          |         |                |            |                         |          |          |  |  |
| 829686916001 | 03/22/16                                                    | Paper/Flags | 04/21/16 | \$17.98 | \$17.98        | 10-16-4221 | General Office Supplies | \$500.00 | \$208.39 |  |  |
|              |                                                             |             |          |         | <b>\$17.98</b> |            |                         |          |          |  |  |
|              |                                                             |             |          |         | <b>\$17.98</b> |            |                         |          |          |  |  |

**Total Finance**

**Code Compliance**

|            |                                                                   |                              |          |          |                 |            |                           |            |            |  |  |
|------------|-------------------------------------------------------------------|------------------------------|----------|----------|-----------------|------------|---------------------------|------------|------------|--|--|
| <b>48</b>  | <b>Waxahachie Daily Light, P O Box 877, Waxahachie, TX, 75168</b> |                              |          |          |                 |            |                           |            |            |  |  |
| 00035865   | 03/04/16                                                          | Ads for Bids on 107.854 Land | 03/04/16 | \$476.02 | \$476.02        | 10-18-4366 | Publications & Subscripti | \$7,000.00 | \$6,517.00 |  |  |
|            |                                                                   |                              |          |          | <b>\$476.02</b> |            |                           |            |            |  |  |
| <b>680</b> | <b>Wright Express, PO Box 5727, Carol Stream, IL, 60197</b>       |                              |          |          |                 |            |                           |            |            |  |  |
| 44484788   | 03/15/16                                                          | Fuel & Lubricants            | 03/15/16 | \$137.29 | \$137.29        | 10-18-4211 | Fuel & Lubricants         | \$4,000.00 | \$3,554.24 |  |  |
|            |                                                                   |                              |          |          | <b>\$137.29</b> |            |                           |            |            |  |  |
|            |                                                                   |                              |          |          | <b>\$613.31</b> |            |                           |            |            |  |  |

**Total Code Compliance**

**Senior Services**

|            |                                                          |                                 |          |         |                |            |                     |            |            |  |  |
|------------|----------------------------------------------------------|---------------------------------|----------|---------|----------------|------------|---------------------|------------|------------|--|--|
| <b>530</b> | <b>Wickliffe, Sammyie, 204 Redbud, Ferris, TX, 75125</b> |                                 |          |         |                |            |                     |            |            |  |  |
| 03152016   | 03/15/16                                                 | Reimburse for Purchases for Srs | 03/15/16 | \$15.89 | \$15.89        | 10-30-4251 | Food Supplies & Ice | \$6,000.00 | \$4,094.32 |  |  |
| 03172016   | 03/17/16                                                 | Reimburse for Purchases for Srs | 03/17/16 | \$19.36 | \$19.36        | 10-30-4251 | Food Supplies & Ice | \$6,000.00 | \$4,094.32 |  |  |
| 03212016   | 03/21/16                                                 | Reimburse for Purchases for Srs | 03/21/16 | \$21.54 | \$21.54        | 10-30-4251 | Food Supplies & Ice | \$6,000.00 | \$4,094.32 |  |  |
| 03292016   | 03/29/16                                                 | Reimburse for Purchase for SRS  | 03/29/16 | \$16.17 | \$16.17        | 10-30-4251 | Food Supplies & Ice | \$6,000.00 | \$4,094.32 |  |  |
| 03302016   | 03/30/16                                                 | Reimburse for Purchase for SRS  | 03/30/16 | \$6.00  | \$6.00         | 10-30-4251 | Food Supplies & Ice | \$6,000.00 | \$4,094.32 |  |  |
| 03-2016    | 03/31/16                                                 | Travel Expense for March        | 03/31/16 | \$17.65 | \$17.65        | 10-30-4383 | Travel Expense      | \$600.00   | \$450.94   |  |  |
|            |                                                          |                                 |          |         | <b>\$96.61</b> |            |                     |            |            |  |  |
|            |                                                          |                                 |          |         | <b>\$96.61</b> |            |                     |            |            |  |  |

**Total Senior Services**

**Library**

|     |                                                                              |  |  |  |  |  |  |  |  |  |  |
|-----|------------------------------------------------------------------------------|--|--|--|--|--|--|--|--|--|--|
| 151 | The Library Store, Inc., 112 E. South St., P. O. Box 964, Tremont, IL, 61568 |  |  |  |  |  |  |  |  |  |  |
|-----|------------------------------------------------------------------------------|--|--|--|--|--|--|--|--|--|--|

**City of Ferris  
Council Approval Report  
(Council Approval Report)**

| Vendor               |                                                                                  |                                                |          |             |                   |                |                            |             |             |  |
|----------------------|----------------------------------------------------------------------------------|------------------------------------------------|----------|-------------|-------------------|----------------|----------------------------|-------------|-------------|--|
| InvoiceNumber        | Date                                                                             | Description                                    | Due Date | Invoice Amt | Approved Amt      | Account Number | Account Description        | Budgeted \$ | YTD Balance |  |
| 194584               | 03/10/16                                                                         | Dura Glass Bar Code Label Protectors           | 04/09/16 | \$46.84     | \$46.84           | 10-32-4228     | Audio Visual Supplies      | \$400.00    | \$362.18    |  |
| 194584               | 03/10/16                                                                         | Postage & Freight on Label Protectors/Wire Hin | 04/09/16 | \$12.09     | \$12.09           | 10-32-4301     | Postage & Freight          | \$450.00    | \$379.35    |  |
| 194584               | 03/10/16                                                                         | Wire Hinged Easel/Bookends                     | 04/09/16 | \$28.08     | \$28.08           | 10-32-4461     | Furniture & Fixtures       | \$2,500.00  | \$2,438.68  |  |
|                      |                                                                                  |                                                |          |             | <b>\$87.01</b>    |                |                            |             |             |  |
| <b>405</b>           | <b>Gale(Cengage Learning), P O Box 95501, Chicago, IL, 60694-5501</b>            |                                                |          |             |                   |                |                            |             |             |  |
| 57789964             | 03/22/16                                                                         | Books                                          | 04/21/16 | \$50.03     | \$50.03           | 10-32-4227     | Books & Pamphlets          | \$15,500.00 | \$11,090.77 |  |
|                      |                                                                                  |                                                |          |             | <b>\$50.03</b>    |                |                            |             |             |  |
| <b>752</b>           | <b>Office Depot, P O Box 88040, Chicago, IL, 60680-1040</b>                      |                                                |          |             |                   |                |                            |             |             |  |
| 821075663001         | 03/01/16                                                                         | Toner                                          | 03/31/16 | \$72.93     | \$72.93           | 10-32-4345     | Data Processing Mainten    | \$1,800.00  | \$818.00    |  |
|                      |                                                                                  |                                                |          |             | <b>\$72.93</b>    |                |                            |             |             |  |
| <b>1688</b>          | <b>Librarica, 6220 Campbell Road, Suite 101, Dallas, TX, 75248</b>               |                                                |          |             |                   |                |                            |             |             |  |
| 203912-101R          | 03/11/16                                                                         | Support/Updates Renewal: CASSIE 04/17/2016     | 04/10/16 | \$521.25    | \$521.25          | 10-32-4345     | Data Processing Mainten    | \$1,800.00  | \$818.00    |  |
|                      |                                                                                  |                                                |          |             | <b>\$521.25</b>   |                |                            |             |             |  |
| <b>2233</b>          | <b>Ingram Library Services, PO Box 277616, Atlanta, GA, 30384</b>                |                                                |          |             |                   |                |                            |             |             |  |
| 92165417CR           | 03/04/16                                                                         | Return of Books                                | 03/04/16 | (\$18.00)   | (\$18.00)         | 10-32-4227     | Books & Pamphlets          | \$15,500.00 | \$11,090.77 |  |
| 92350311             | 03/18/16                                                                         | Books                                          | 03/18/16 | \$251.29    | \$251.29          | 10-32-4227     | Books & Pamphlets          | \$15,500.00 | \$11,090.77 |  |
| 92350312             | 03/18/16                                                                         | Books                                          | 03/18/16 | \$56.85     | \$56.85           | 10-32-4227     | Books & Pamphlets          | \$15,500.00 | \$11,090.77 |  |
| 92385136             | 03/22/16                                                                         | Books                                          | 03/22/16 | \$94.67     | \$94.67           | 10-32-4227     | Books & Pamphlets          | \$15,500.00 | \$11,090.77 |  |
| 92395861             | 03/23/16                                                                         | Books                                          | 03/23/16 | \$148.91    | \$148.91          | 10-32-4227     | Books & Pamphlets          | \$15,500.00 | \$11,090.77 |  |
|                      |                                                                                  |                                                |          |             | <b>\$533.72</b>   |                |                            |             |             |  |
| <b>2879</b>          | <b>Center Point Large Print, 600 Brooks Road, PO Box 1, Thorndike, ME, 04986</b> |                                                |          |             |                   |                |                            |             |             |  |
| 1357973              | 03/01/16                                                                         | Books                                          | 03/01/16 | \$41.94     | \$41.94           | 10-32-4227     | Books & Pamphlets          | \$15,500.00 | \$11,090.77 |  |
|                      |                                                                                  |                                                |          |             | <b>\$41.94</b>    |                |                            |             |             |  |
| <b>3054</b>          | <b>EEC Enviro Service Co., LLC, PO Box 2535, Red Oak, TX, 75154</b>              |                                                |          |             |                   |                |                            |             |             |  |
| 160232               | 03/26/16                                                                         | AC Compressor, Parts, & Labor                  | 03/26/16 | \$2,124.41  | \$2,124.41        | 10-32-4321     | Building/Facilities Repair | \$5,910.00  | \$1,975.31  |  |
|                      |                                                                                  |                                                |          |             | <b>\$2,124.41</b> |                |                            |             |             |  |
|                      |                                                                                  |                                                |          |             | <b>\$3,431.29</b> |                |                            |             |             |  |
| <b>Total Library</b> |                                                                                  |                                                |          |             |                   |                |                            |             |             |  |
| <b>Fire</b>          |                                                                                  |                                                |          |             |                   |                |                            |             |             |  |
| <b>23</b>            | <b>R &amp; W Automotive, 401 S. Main, Ferris, TX, 75125</b>                      |                                                |          |             |                   |                |                            |             |             |  |
| 03212016             | 03/21/16                                                                         | Clean Carb & Drain Oil/Replace Fuel Pump on    | 04/20/16 | \$245.00    | \$245.00          | 10-40-4202     | Small Equipment Repair     | \$400.00    | \$14.48     |  |
|                      |                                                                                  |                                                |          |             | <b>\$245.00</b>   |                |                            |             |             |  |
| <b>60</b>            | <b>Wal-mart, P O Box 530934, #6032202000604091, Atlanta, GA, 30353-0934</b>      |                                                |          |             |                   |                |                            |             |             |  |
| 03162016             | 03/16/16                                                                         | 65' LED HDTV & TV Mount                        | 04/15/16 | \$1,022.96  | \$1,022.96        | 10-40-4253     | Volunteer Appreciation     | \$8,000.00  | \$5,312.84  |  |
|                      |                                                                                  |                                                |          |             | <b>\$1,022.96</b> |                |                            |             |             |  |

**City of Ferris**  
**Council Approval Report**  
 (Council Approval Report)

| Vendor            |                                                                              | InvoiceNumber | Date                                           | Description | Due Date   | Invoice Amt       | Approved Amt | Account Number            | Account Description | Budgeted \$ | YTD Balance |
|-------------------|------------------------------------------------------------------------------|---------------|------------------------------------------------|-------------|------------|-------------------|--------------|---------------------------|---------------------|-------------|-------------|
| <b>680</b>        | <b>Wright Express, PO Box 5727, Carol Stream, IL, 60197</b>                  |               |                                                |             |            |                   |              |                           |                     |             |             |
| 44484788          |                                                                              | 03/15/16      | Fuel & Lubricants                              | 03/15/16    | \$330.92   | \$330.92          | 10-40-4211   | Fuel & Lubricants         | \$12,500.00         | \$10,041.69 |             |
|                   |                                                                              |               |                                                |             |            | <b>\$330.92</b>   |              |                           |                     |             |             |
| <b>2270</b>       | <b>Ferris Auto Supply, PO Box 442, Ferris, TX, 75125</b>                     |               |                                                |             |            |                   |              |                           |                     |             |             |
| 03152016          |                                                                              | 03/15/16      | Brass Connector/Box Surf Recpt for New Fire D  | 03/15/16    | \$24.84    | \$24.84           | 10-40-4420   | Building/Construction Im  | \$100,973.16        | \$34,912.60 |             |
| 03152016CR        |                                                                              | 03/15/16      | Return of Box Surf Recpt                       | 03/15/16    | (\$13.95)  | (\$13.95)         | 10-40-4420   | Building/Construction Im  | \$100,973.16        | \$34,912.60 |             |
|                   |                                                                              |               |                                                |             |            | <b>\$10.89</b>    |              |                           |                     |             |             |
| <b>2780</b>       | <b>Bound Tree Medical, LLC, 23537 Network Place, Chicago, IL, 60673-1235</b> |               |                                                |             |            |                   |              |                           |                     |             |             |
| 82072244          |                                                                              | 03/01/16      | Oxygen Bag                                     | 03/01/16    | \$216.99   | \$216.99          | 10-40-4218   | First Aid/Medical Supplie | \$1,000.00          | \$753.96    |             |
|                   |                                                                              |               |                                                |             |            | <b>\$216.99</b>   |              |                           |                     |             |             |
| <b>3085</b>       | <b>Williams Scotsman Inc., PO Box 91975, Chicago, IL, 60693-1975</b>         |               |                                                |             |            |                   |              |                           |                     |             |             |
| 98857321          |                                                                              | 03/26/16      | Modular Buildings for Fire 03/26/2016-04/25/20 | 03/26/16    | \$1,479.06 | \$1,479.06        | 10-40-4420   | Building/Construction Im  | \$100,973.16        | \$34,912.60 |             |
|                   |                                                                              |               |                                                |             |            | <b>\$1,479.06</b> |              |                           |                     |             |             |
| <b>3086</b>       | <b>Cummins Southern Plains, LLC, PO Box 90027, Arlington, TX, 76004</b>      |               |                                                |             |            |                   |              |                           |                     |             |             |
| 03232016          |                                                                              | 03/23/16      | Temp Generator Rental 3/18-04/14 @ FIRE        | 03/23/16    | \$2,566.00 | \$2,566.00        | 10-40-4420   | Building/Construction Im  | \$100,973.16        | \$34,912.60 |             |
|                   |                                                                              |               |                                                |             |            | <b>\$2,566.00</b> |              |                           |                     |             |             |
| <b>3105</b>       | <b>Lowe's Home Centers, LLC, 1420 N Hwy 77, Waxahachie, TX, 75165</b>        |               |                                                |             |            |                   |              |                           |                     |             |             |
| 03252016          |                                                                              | 03/25/16      | Washer for Fire Station                        | 03/25/16    | \$323.10   | \$323.10          | 10-40-4253   | Volunteer Appreciation    | \$8,000.00          | \$5,312.84  |             |
| 03232016          |                                                                              | 03/23/16      | Roof Patching on Temp New Fire Dept            | 03/23/16    | \$18.73    | \$18.73           | 10-40-4420   | Building/Construction Im  | \$100,973.16        | \$34,912.60 |             |
|                   |                                                                              |               |                                                |             |            | <b>\$341.83</b>   |              |                           |                     |             |             |
| <b>Total Fire</b> |                                                                              |               |                                                |             |            | <b>\$6,213.65</b> |              |                           |                     |             |             |

**Police Administration**

|             |                                                                          |          |                                                 |          |            |                   |            |                          |              |             |  |
|-------------|--------------------------------------------------------------------------|----------|-------------------------------------------------|----------|------------|-------------------|------------|--------------------------|--------------|-------------|--|
| <b>627</b>  | <b>Danny's Automotive &amp; Hardware, 110 Central, Ferris, TX, 75125</b> |          |                                                 |          |            |                   |            |                          |              |             |  |
| 1881        |                                                                          | 03/05/16 | Oil Change on Unit 1513                         | 04/04/16 | \$29.99    | \$29.99           | 10-50-4211 | Fuel & Lubricants        | \$38,000.00  | \$30,231.48 |  |
|             |                                                                          |          |                                                 |          |            | <b>\$29.99</b>    |            |                          |              |             |  |
| <b>680</b>  | <b>Wright Express, PO Box 5727, Carol Stream, IL, 60197</b>              |          |                                                 |          |            |                   |            |                          |              |             |  |
| 44484788    |                                                                          | 03/15/16 | Fuel & Lubricants                               | 03/15/16 | \$1,181.14 | \$1,181.14        | 10-50-4211 | Fuel & Lubricants        | \$38,000.00  | \$30,231.48 |  |
|             |                                                                          |          |                                                 |          |            | <b>\$1,181.14</b> |            |                          |              |             |  |
| <b>2270</b> | <b>Ferris Auto Supply, PO Box 442, Ferris, TX, 75125</b>                 |          |                                                 |          |            |                   |            |                          |              |             |  |
| 03152016    |                                                                          | 03/15/16 | Contractor                                      | 03/15/16 | \$14.19    | \$14.19           | 10-50-4233 | Janitorial Supplies      | \$500.00     | \$266.30    |  |
| 03152016    |                                                                          | 03/15/16 | Mounting Squares/Screws/Washers for new PD      | 03/15/16 | \$28.65    | \$28.65           | 10-50-4420 | Building/Construction Im | \$119,718.61 | \$69,019.76 |  |
| 03152016    |                                                                          | 03/15/16 | Gauge Brads for Installing Modular Building lte | 03/15/16 | \$4.75     | \$4.75            | 10-50-4420 | Building/Construction Im | \$119,718.61 | \$69,019.76 |  |
| 03152016    |                                                                          | 03/15/16 | Keys for New PD Building                        | 03/15/16 | \$9.95     | \$9.95            | 10-50-4420 | Building/Construction Im | \$119,718.61 | \$69,019.76 |  |
| 03152016    |                                                                          | 03/15/16 | Shop Towels for Moving PD                       | 03/15/16 | \$23.45    | \$23.45           | 10-50-4420 | Building/Construction Im | \$119,718.61 | \$69,019.76 |  |

**City of Ferris  
Council Approval Report  
(Council Approval Report)**

| Vendor                             |                                                                               | InvoiceNumber | Date                                              | Description | Due Date    | Invoice Amt | Approved Amt       | Account Number            | Account Description | Budgeted \$ | YTD Balance |  |
|------------------------------------|-------------------------------------------------------------------------------|---------------|---------------------------------------------------|-------------|-------------|-------------|--------------------|---------------------------|---------------------|-------------|-------------|--|
|                                    |                                                                               |               |                                                   |             |             |             | <b>\$80.99</b>     |                           |                     |             |             |  |
| <b>2287</b>                        | <b>Nevill Financial Leasing, PO Box 13604, Philadelphia, PA, 19101-3604</b>   |               |                                                   |             |             |             |                    |                           |                     |             |             |  |
| 13966450                           |                                                                               | 03/21/16      | Copy Machine Lease@PD                             | 03/21/16    | \$47.13     | \$47.13     | 10-50-4342         | Copy Machine Lease/Mai    | \$1,000.00          | \$540.61    |             |  |
|                                    |                                                                               |               |                                                   |             |             |             | <b>\$47.13</b>     |                           |                     |             |             |  |
| <b>2820</b>                        | <b>RCI Technologies, Inc, 12829 Wetmore Road, San Antonio, TX, 78247</b>      |               |                                                   |             |             |             |                    |                           |                     |             |             |  |
| 29353                              |                                                                               | 03/18/16      | Initiation of Project-Scanning of Arrest Files @P | 03/18/16    | \$12,620.50 | \$12,620.50 | 10-50-4363         | Other Professional Servic | \$31,411.50         | \$21,949.55 |             |  |
|                                    |                                                                               |               |                                                   |             |             |             | <b>\$12,620.50</b> |                           |                     |             |             |  |
| <b>2917</b>                        | <b>Advantage Automotive Care, Inc., PO Box 458, Ferris, TX, 75125</b>         |               |                                                   |             |             |             |                    |                           |                     |             |             |  |
| 2966                               |                                                                               | 03/24/16      | Oil Change on Unit #1713                          | 03/24/16    | \$29.99     | \$29.99     | 10-50-4211         | Fuel & Lubricants         | \$38,000.00         | \$30,231.48 |             |  |
|                                    |                                                                               |               |                                                   |             |             |             | <b>\$29.99</b>     |                           |                     |             |             |  |
| <b>3055</b>                        | <b>Nottingham, Jason, 103 Meadow Glen Lane, Ovilla, TX, 75154</b>             |               |                                                   |             |             |             |                    |                           |                     |             |             |  |
| 03102016                           |                                                                               | 03/10/16      | Reimburse for Purchase                            | 03/10/16    | \$10.21     | \$10.21     | 10-50-4363         | Other Professional Servic | \$31,411.50         | \$21,949.55 |             |  |
|                                    |                                                                               |               |                                                   |             |             |             | <b>\$10.21</b>     |                           |                     |             |             |  |
| <b>3085</b>                        | <b>Williams Scotsman Inc., PO Box 91975, Chicago, IL, 60693-1975</b>          |               |                                                   |             |             |             |                    |                           |                     |             |             |  |
| 98857320                           |                                                                               | 03/26/16      | Modular Buildings for PD 03/26/2016-04/25/201     | 03/26/16    | \$1,398.06  | \$1,398.06  | 10-50-4420         | Building/Construction Im  | \$119,718.61        | \$69,019.76 |             |  |
|                                    |                                                                               |               |                                                   |             |             |             | <b>\$1,398.06</b>  |                           |                     |             |             |  |
| <b>3086</b>                        | <b>Cummins Southern Plains, LLC, PO Box 90027, Arlington, TX, 76004</b>       |               |                                                   |             |             |             |                    |                           |                     |             |             |  |
| 03232016                           |                                                                               | 03/23/16      | Temp Generator Rental 3/18-04/14 @ PD             | 03/23/16    | \$2,566.00  | \$2,566.00  | 10-50-4420         | Building/Construction Im  | \$119,718.61        | \$69,019.76 |             |  |
|                                    |                                                                               |               |                                                   |             |             |             | <b>\$2,566.00</b>  |                           |                     |             |             |  |
| <b>3105</b>                        | <b>Lowe's Home Centers, LLC, 1420 N Hwy 77, Waxahachie, TX, 75165</b>         |               |                                                   |             |             |             |                    |                           |                     |             |             |  |
| 03232016                           |                                                                               | 03/23/16      | Roof Patching on Temp New PD                      | 03/23/16    | \$18.74     | \$18.74     | 10-50-4420         | Building/Construction Im  | \$119,718.61        | \$69,019.76 |             |  |
|                                    |                                                                               |               |                                                   |             |             |             | <b>\$18.74</b>     |                           |                     |             |             |  |
| <b>3117</b>                        | <b>Schubert &amp; Evans, PC, 900 Jackson St, Suite 630, Dallas, TX, 75202</b> |               |                                                   |             |             |             |                    |                           |                     |             |             |  |
| 15147                              |                                                                               | 03/07/16      | Special Legal Services Regarding TML Claim o      | 03/07/16    | \$1,775.00  | \$1,775.00  | 10-50-4361         | Legal Service             | \$10,000.00         | \$4,843.00  |             |  |
|                                    |                                                                               |               |                                                   |             |             |             | <b>\$1,775.00</b>  |                           |                     |             |             |  |
| <b>Total Police Administration</b> |                                                                               |               |                                                   |             |             |             | <b>\$19,757.75</b> |                           |                     |             |             |  |
| <b><u>Municipal Court</u></b>      |                                                                               |               |                                                   |             |             |             |                    |                           |                     |             |             |  |
| <b>15</b>                          | <b>Verizon Southwest, P O Box 920041, Dallas, TX, 75392-0041</b>              |               |                                                   |             |             |             |                    |                           |                     |             |             |  |
| 9725442323-03071                   |                                                                               | 03/07/16      | Telephone Service                                 | 04/01/16    | \$254.96    | \$254.96    | 10-56-4355         | Telephone Service & MiF   | \$3,100.00          | \$1,826.10  |             |  |
|                                    |                                                                               |               |                                                   |             |             |             | <b>\$254.96</b>    |                           |                     |             |             |  |
| <b>406</b>                         | <b>Nevill, 2825 West Story Road, Irving, TX, 75038</b>                        |               |                                                   |             |             |             |                    |                           |                     |             |             |  |
| 55R1293630                         |                                                                               | 03/22/16      | Copy Machine Maintenance 03/22/2016-04/21/2       | 04/01/16    | \$24.34     | \$24.34     | 10-56-4342         | Copy Machine Lease/Mai    | \$0.00              | (\$576.00)  |             |  |
|                                    |                                                                               |               |                                                   |             |             |             | <b>\$24.34</b>     |                           |                     |             |             |  |

**City of Ferris  
Council Approval Report  
(Council Approval Report)**

| Vendor                                                                           |  | InvoiceNumber | Date     | Description                | Due Date | Invoice Amt | Approved Amt    | Account Number | Account Description    | Budgeted \$ | YTD Balance |
|----------------------------------------------------------------------------------|--|---------------|----------|----------------------------|----------|-------------|-----------------|----------------|------------------------|-------------|-------------|
| <b>2287 Nevill Financial Leasing, PO Box 13604, Philadelphia, PA, 19101-3604</b> |  | 13966449      | 03/21/16 | Copy Machine Lease@Finance | 03/21/16 | \$99.25     | \$99.25         | 10-56-4342     | Copy Machine Lease/Mai | \$0.00      | (\$576.00)  |
|                                                                                  |  |               |          |                            |          |             | <b>\$99.25</b>  |                |                        |             |             |
| <b>2447 Kurth, Scott Edward, 606 Cedar Ridge Court, Ovilla, TX, 75154</b>        |  | 03-2016-2     | 03/31/16 | Arraignments for March     | 03/31/16 | \$525.00    | \$525.00        | 10-56-4394     | Contract Labor         | \$18,500.00 | \$12,325.00 |
|                                                                                  |  |               |          |                            |          |             | <b>\$525.00</b> |                |                        |             |             |
| <b>3076 Ready Refresh by Nestle, PO Box 856680, Louisville, TX, 40285</b>        |  | 06C0120402904 | 03/12/16 | Water                      | 03/12/16 | \$1.00      | \$1.00          | 10-56-4251     | Food Supplies & Ice    | \$0.00      | (\$93.21)   |
|                                                                                  |  |               |          |                            |          |             | <b>\$1.00</b>   |                |                        |             |             |

**Total Municipal Court**

**\$904.55**

**Animal Control**

|                                                                              |  |            |          |                                              |          |            |                   |            |                            |             |             |
|------------------------------------------------------------------------------|--|------------|----------|----------------------------------------------|----------|------------|-------------------|------------|----------------------------|-------------|-------------|
| <b>627 Danny's Automotive &amp; Hardware, 110 Central, Ferris, TX, 75125</b> |  | J001021    | 03/01/16 | Repairs on 2008 Ford/Rear Brake Pads & Rotor | 03/31/16 | \$498.66   | \$498.66          | 10-60-4311 | Vehicle Repairs - Outside  | \$200.00    | (\$60.89)   |
|                                                                              |  | J001027    | 03/04/16 | Repair Balljoints & Front Strut Assembly     | 04/03/16 | \$1,125.64 | \$1,125.64        | 10-60-4311 | Vehicle Repairs - Outside  | \$200.00    | (\$60.89)   |
|                                                                              |  |            |          |                                              |          |            | <b>\$1,624.30</b> |            |                            |             |             |
| <b>680 Wright Express, PO Box 5727, Carol Stream, IL, 60197</b>              |  | 44484788   | 03/15/16 | Fuel & Lubricants                            | 03/15/16 | \$130.66   | \$130.66          | 10-60-4211 | Fuel & Lubricants          | \$2,800.00  | \$2,074.46  |
|                                                                              |  |            |          |                                              |          |            | <b>\$130.66</b>   |            |                            |             |             |
| <b>3095 The Anchor Group, Inc., 9765 Harry Hines Blvd, Dallas, TX, 75220</b> |  | 1-03312016 | 03/31/16 | Fence for Animal Shelter                     | 03/31/16 | \$9,700.00 | \$9,700.00        | 10-60-4321 | Building/Facilities Repair | \$10,000.00 | \$10,000.00 |
|                                                                              |  |            |          |                                              |          |            | <b>\$9,700.00</b> |            |                            |             |             |

**Total Animal Control**

**\$11,454.96**

**Information Technology**

|                                                                 |  |              |          |                        |          |          |                 |            |                         |             |             |
|-----------------------------------------------------------------|--|--------------|----------|------------------------|----------|----------|-----------------|------------|-------------------------|-------------|-------------|
| <b>752 Office Depot, P O Box 88040, Chicago, IL, 60680-1040</b> |  | 828761361001 | 03/11/16 | Keyboard               | 04/10/16 | \$64.39  | \$64.39         | 10-61-4345 | Data Processing Mainten | \$24,610.00 | \$17,853.97 |
|                                                                 |  | 828761385001 | 03/10/16 | Mouse                  | 04/09/16 | \$27.64  | \$27.64         | 10-61-4345 | Data Processing Mainten | \$24,610.00 | \$17,853.97 |
|                                                                 |  | 828761507001 | 03/10/16 | Riser Monitor Stands-4 | 04/09/16 | \$137.24 | \$137.24        | 10-61-4345 | Data Processing Mainten | \$24,610.00 | \$17,853.97 |
|                                                                 |  |              |          |                        |          |          | <b>\$229.27</b> |            |                         |             |             |

**Total Information Technology**

**\$229.27**

**4A EDC Operations**

2495 Martinez, Michael, 507 S Main St, Ferris, TX, 75125

**City of Ferris**  
**Council Approval Report**  
**(Council Approval Report)**

| Vendor                         |                                                                             | InvoiceNumber    | Date     | Description                                  | Due Date | Invoice Amt | Approved Amt       | Account Number | Account Description     | Budgeted \$  | YTD Balance |
|--------------------------------|-----------------------------------------------------------------------------|------------------|----------|----------------------------------------------|----------|-------------|--------------------|----------------|-------------------------|--------------|-------------|
|                                |                                                                             | 10-2015          | 03/01/16 | Reimburse for Travel Expenses 10/14-10/16 TE | 03/01/16 | \$166.66    | \$166.66           | 60-65-4383     | Travel Expense          | \$1,400.00   | \$743.44    |
|                                |                                                                             |                  |          |                                              |          |             | <b>\$166.66</b>    |                |                         |              |             |
| <b>2530</b>                    | <b>Pizza Hut of America, Inc., 711 Corporate Drive, Plano, TX, 75024</b>    |                  |          |                                              |          |             |                    |                |                         |              |             |
|                                |                                                                             | 03012016         | 03/01/16 | 2015 Pizza Hut Sales Tax Reimbursement       | 03/01/16 | \$3,536.53  | \$3,536.53         | 60-65-4398     | Rebate/Refunds          | \$5,000.00   | \$5,000.00  |
|                                |                                                                             |                  |          |                                              |          |             | <b>\$3,536.53</b>  |                |                         |              |             |
| <b>Total 4A EDC Operations</b> |                                                                             |                  |          |                                              |          |             | <b>\$3,703.19</b>  |                |                         |              |             |
| <b>4B EDC Operations</b>       |                                                                             |                  |          |                                              |          |             |                    |                |                         |              |             |
| <b>2530</b>                    | <b>Pizza Hut of America, Inc., 711 Corporate Drive, Plano, TX, 75024</b>    |                  |          |                                              |          |             |                    |                |                         |              |             |
|                                |                                                                             | 03012016         | 03/01/16 | 2015 Pizza Hut Sales Tax Reimbursement       | 03/01/16 | \$3,536.53  | \$3,536.53         | 62-67-4398     | Rebate/Refunds          | \$5,000.00   | \$5,000.00  |
|                                |                                                                             |                  |          |                                              |          |             | <b>\$3,536.53</b>  |                |                         |              |             |
| <b>Total 4B EDC Operations</b> |                                                                             |                  |          |                                              |          |             | <b>\$3,536.53</b>  |                |                         |              |             |
| <b>Water &amp; Wastewater</b>  |                                                                             |                  |          |                                              |          |             |                    |                |                         |              |             |
| <b>15</b>                      | <b>Verizon Southwest, P O Box 920041, Dallas, TX, 75392-0041</b>            |                  |          |                                              |          |             |                    |                |                         |              |             |
|                                |                                                                             | 9725442176-03162 | 03/16/16 | Telephone Service                            | 04/10/16 | \$74.80     | \$74.80            | 80-80-4355     | Telephone Service & MiF | \$7,000.00   | \$456.05    |
|                                |                                                                             |                  |          |                                              |          |             | <b>\$74.80</b>     |                |                         |              |             |
| <b>19</b>                      | <b>Trinity River Authority of Texas, P O Box 60, Arlington, TX, 76004</b>   |                  |          |                                              |          |             |                    |                |                         |              |             |
|                                |                                                                             | FL6245           | 03/09/16 | TRA Ind. Pre-Treatment Services for February | 04/08/16 | \$1,380.60  | \$1,380.60         | 80-80-4860     | TRA Ind. Pre-Treatment  | \$15,000.00  | \$9,835.75  |
|                                |                                                                             |                  |          |                                              |          |             | <b>\$1,380.60</b>  |                |                         |              |             |
| <b>60</b>                      | <b>Wal-mart, P O Box 530934, #6032202000604091, Atlanta, GA, 30353-0934</b> |                  |          |                                              |          |             |                    |                |                         |              |             |
|                                |                                                                             | 03162016-2       | 03/16/16 | Drinks & Water                               | 04/15/16 | \$49.22     | \$49.22            | 80-80-4251     | Food Supplies & Ice     | \$500.00     | \$312.72    |
|                                |                                                                             |                  |          |                                              |          |             | <b>\$49.22</b>     |                |                         |              |             |
| <b>131</b>                     | <b>Britton Meter Supply, Inc., P O Box 813, Red Oak, TX, 75154</b>          |                  |          |                                              |          |             |                    |                |                         |              |             |
|                                |                                                                             | 002296           | 03/28/16 | Bell/Joint Restraint/Adapters/PE Inserts     | 03/28/16 | \$340.40    | \$340.40           | 80-80-4282     | Utility Line Fittings   | \$6,000.00   | \$3,841.71  |
|                                |                                                                             | 002295           | 03/28/16 | Full Circle Clamps-2                         | 03/28/16 | \$230.65    | \$230.65           | 80-80-4283     | Utility Line Clamps     | \$2,000.00   | \$1,898.77  |
|                                |                                                                             |                  |          |                                              |          |             | <b>\$571.05</b>    |                |                         |              |             |
| <b>136</b>                     | <b>Rockett S.U.D., P O Box 40, Red Oak, TX, 75154</b>                       |                  |          |                                              |          |             |                    |                |                         |              |             |
|                                |                                                                             | 29-0001-00       | 04/16/16 | Water Purchases-Rocket for 02/24/16-03/28/16 | 05/02/16 | \$14,447.92 | \$14,447.92        | 80-80-4708     | Water Purchases-Rocket  | \$170,000.00 | \$99,585.40 |
|                                |                                                                             |                  |          |                                              |          |             | <b>\$14,447.92</b> |                |                         |              |             |
| <b>406</b>                     | <b>Nevill, 2825 West Story Road, Irving, TX, 75038</b>                      |                  |          |                                              |          |             |                    |                |                         |              |             |
|                                |                                                                             | 55R1293630       | 03/22/16 | Copy Machine Maintenance 03/22/2016-04/21/2  | 04/01/16 | \$23.00     | \$23.00            | 80-80-4342     | Copy Machine Lease/Mai  | \$2,650.00   | \$944.48    |
|                                |                                                                             | 55R1293630       | 03/22/16 | Copy Machine Maintenance 03/22/2016-04/21/2  | 04/01/16 | \$24.34     | \$24.34            | 80-80-4342     | Copy Machine Lease/Mai  | \$2,650.00   | \$944.48    |
|                                |                                                                             |                  |          |                                              |          |             | <b>\$47.34</b>     |                |                         |              |             |

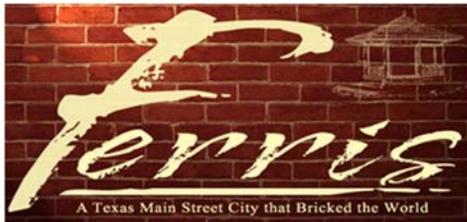
**City of Ferris  
Council Approval Report  
(Council Approval Report)**

| Vendor                                                                           |  | InvoiceNumber | Date     | Description                          | Due Date | Invoice Amt | Approved Amt        | Account Number | Account Description     | Budgeted \$ | YTD Balance |
|----------------------------------------------------------------------------------|--|---------------|----------|--------------------------------------|----------|-------------|---------------------|----------------|-------------------------|-------------|-------------|
| <b>680 Wright Express, PO Box 5727, Carol Stream, IL, 60197</b>                  |  | 44484788      | 03/15/16 | Fuel & Lubricants                    | 03/15/16 | \$294.16    | \$294.16            | 80-80-4211     | Fuel & Lubricants       | \$12,500.00 | \$10,091.00 |
|                                                                                  |  |               |          |                                      |          |             | <b>\$294.16</b>     |                |                         |             |             |
| <b>2059 Prairielands G.C.D., PO Box 3128, Cleburne, TX, 76033</b>                |  | 02-2016       | 03/21/16 | Water Production Report for February | 03/21/16 | \$572.69    | \$572.69            | 80-80-4397     | Federal-State-County Fe | \$11,000.00 | \$6,226.01  |
|                                                                                  |  |               |          |                                      |          |             | <b>\$572.69</b>     |                |                         |             |             |
| <b>2270 Ferris Auto Supply, PO Box 442, Ferris, TX, 75125</b>                    |  | 03152016      | 03/15/16 | Batteries                            | 03/15/16 | \$8.79      | \$8.79              | 80-80-4235     | Batteries               | \$50.00     | \$50.00     |
|                                                                                  |  | 03152016      | 03/15/16 | PVC                                  | 03/15/16 | \$2.85      | \$2.85              | 80-80-4282     | Utility Line Fittings   | \$6,000.00  | \$3,841.71  |
|                                                                                  |  | 03152016      | 03/15/16 | PVC Coupling                         | 03/15/16 | \$6.25      | \$6.25              | 80-80-4282     | Utility Line Fittings   | \$6,000.00  | \$3,841.71  |
|                                                                                  |  | 03152016      | 03/15/16 | Shop Towels                          | 03/15/16 | \$3.35      | \$3.35              | 80-80-4299     | Miscellaneous Supplies  | \$1,000.00  | \$615.57    |
|                                                                                  |  |               |          |                                      |          |             | <b>\$21.24</b>      |                |                         |             |             |
| <b>2287 Nevill Financial Leasing, PO Box 13604, Philadelphia, PA, 19101-3604</b> |  | 13966449      | 03/21/16 | Copy Machine Lease@Shop              | 03/21/16 | \$198.50    | \$198.50            | 80-80-4342     | Copy Machine Lease/Mai  | \$2,650.00  | \$944.48    |
|                                                                                  |  | 13966449      | 03/21/16 | Copy Machine Lease@Finance           | 03/21/16 | \$99.25     | \$99.25             | 80-80-4342     | Copy Machine Lease/Mai  | \$2,650.00  | \$944.48    |
|                                                                                  |  |               |          |                                      |          |             | <b>\$297.75</b>     |                |                         |             |             |
| <b>Total Water &amp; Wastewater</b>                                              |  |               |          |                                      |          |             | <b>\$17,756.77</b>  |                |                         |             |             |
| <b><u>Streets &amp; Drainage</u></b>                                             |  |               |          |                                      |          |             |                     |                |                         |             |             |
| <b>680 Wright Express, PO Box 5727, Carol Stream, IL, 60197</b>                  |  | 44484788      | 03/15/16 | Fuel & Lubricants                    | 03/15/16 | \$194.87    | \$194.87            | 10-91-4211     | Fuel & Lubricants       | \$4,500.00  | \$3,478.45  |
|                                                                                  |  |               |          |                                      |          |             | <b>\$194.87</b>     |                |                         |             |             |
| <b>2270 Ferris Auto Supply, PO Box 442, Ferris, TX, 75125</b>                    |  | 03152016      | 03/15/16 | Wiper Blades                         | 03/15/16 | \$12.98     | \$12.98             | 10-91-4203     | Vehicle Equipment Repai | \$300.00    | \$294.61    |
|                                                                                  |  | 03152016      | 03/15/16 | CRCT Tester                          | 03/15/16 | \$9.20      | \$9.20              | 10-91-4213     | Minor Hand Tools        | \$300.00    | \$276.58    |
|                                                                                  |  | 03152016      | 03/15/16 | Cont Tester/Button Connector         | 03/15/16 | \$11.28     | \$11.28             | 10-91-4230     | Equipment Repair Parts  | \$500.00    | \$410.51    |
|                                                                                  |  |               |          |                                      |          |             | <b>\$33.46</b>      |                |                         |             |             |
| <b>Total Streets &amp; Drainage</b>                                              |  |               |          |                                      |          |             | <b>\$228.33</b>     |                |                         |             |             |
| <b>Total Bills To Pay:</b>                                                       |  |               |          |                                      |          |             | <b>\$106,376.15</b> |                |                         |             |             |

# PROCLAMATION

APRIL 2016

## SEXUAL ASSAULT AWARENESS MONTH



**Whereas**, Sexual Assault Awareness Month calls attention to the fact that sexual violence is widespread and impacts every person in the community.

**Whereas**, one in four girls and one in six boys will be sexually assaulted before the age of 18.

**Whereas**, due to fear, the stigma associated with sexual assault, and a plethora of other reasons, sexual assault is one of most underreported crimes.

**Whereas**, sexual assault is a horrific, inhuman attack against the personhood & abusers often uses tactics such as manipulation & cohesion.

**Whereas**, in the United States, every 107 seconds another person is sexually assault, therefore, approximately 300,000 individuals are sexually assaulted each year.

**Whereas**, a vast proportion of sexual assault survivors experience the onset of psychological disorders related to their attack;

**Whereas**, 44% of survivors are under the age of 18 & 80% are under the age of 30.

**Whereas**, we must collectively educate our community about sexual violence prevention, empathetically support survivors, and proactively speak out against these detrimental attitudes and actions.

**Whereas**, the first step is to increase education on the severity of this form of abuse. Its time for all of us to take action to create a safer environment for all.

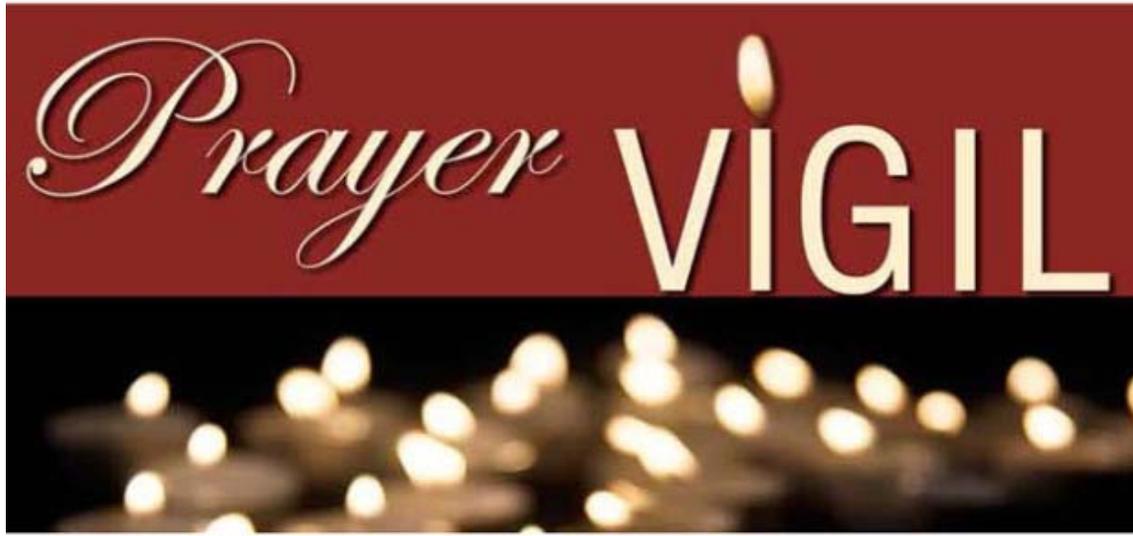
**Whereas**, advocates and communities across the country are joining forces to prevent sexual violence by participating in prevention activities throughout the month of April. April is Sexual Assault Awareness Month and each day of the year is an opportunity to create change for the future.

---

MICHAEL DRIGGARS, MAYOR  
CITY OF FERRIS



**PRESENTS**



**CHILD ABUSE/SEXUAL  
ABUSE/DOMESTIC VIOLENCE**

**Celebrating Survivors & Remembering  
the Victims**

**Date: Thursday, April 28, 2016**

**Time: 6:00 PM**

**Location: Getzendaner Park  
400 S. Grand Avenue  
Waxahachie, TX 75165**

**For additional information or to RSVP Call 972-388-4777**

**CITY OF FERRIS, TEXAS**

**RESOLUTION NO. R-16-196**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FERRIS, TEXAS, AWARDING A BID TO SELL APPROXIMATELY 107.854 ACRES OF LAND CONSISTING OF AN APPROXIMATELY 85.106 ACRE TRACT OF LAND LOCATED WITHIN THE MASON PHELPS SURVEY, ABSTRACT NO. 824, CITY OF FERRIS, ELLIS COUNTY, TEXAS, AN APPROXIMATELY 21.17 ACRE TRACT OF LAND LOCATED WITHIN THE MASON PHELPS SURVEY, ABSTRACT NO. 1112, CITY OF FERRIS, DALLAS COUNTY, TEXAS, AND AN APPROXIMATELY 1.578 ACRE TRACT OF LAND LOCATED WITHIN THE MASON PHELPS SURVEY, ABSTRACT NO. 824, CITY OF FERRIS, DALLAS COUNTY, TEXAS; AUTHORIZES THE CITY MANAGER TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY FOR THE CONVEYANCE OF SAID PROPERTY; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN IMMEDIATE EFFECTIVE DATE.**

**WHEREAS**, Section 272.001(a) of the Texas Local Government Code provides that a “before land owned by a political subdivision of the state may be sold or exchanged for other land, notice to the general public of the offer of the land for sale or exchange must be published in a newspaper of general circulation in either the county in which the land is located or, if there is no such newspaper, in an adjoining county. The notice must include a description of the land, including its location, and the procedure by which sealed bids to purchase the land or offers to exchange the land may be submitted. The notice must be published on two separate dates and the sale or exchange may not be made until after the 14th day after the date of the second publication;” and

**WHEREAS**, the City Council for the City of Ferris, Texas, in accordance with Section 272.001 of the Texas Local Government Code on two (2) separate dates published notice of its intent to receive bids on an approximately 107.854 acres of land consisting of an approximately 85.106 acre tract of land located within the Mason Phelps Survey, Abstract No. 824, City of Ferris, Ellis County, Texas, an approximately 21.17 acre tract of land located within the Mason Phelps Survey, Abstract No. 1112, City of Ferris, Dallas County, Texas, and an approximately 1.578 acre tract of land located within the Mason Phelps Survey, Abstract No. 824, City of Ferris, Dallas County, Texas (hereinafter referred to as the “Property”); and

**WHEREAS**, the City Council for the City of Ferris, Texas, finds and determines that it is in the best interest of the City of Ferris, Texas, to sell the Property in accordance with Section 272.001 of the Texas Local Government Code.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FERRIS, TEXAS, THAT:**

**SECTION 1.** The findings set forth above are hereby found to be true and correct findings

of the City and are incorporated into the body of this Resolution as if fully set forth herein.

**SECTION 2.** The City Council of the City of Ferris, Texas, does hereby approve and award the bid to sell the Property to **Old Brick Yard Group, LLC**, the sole bidder, for the purchase price of \_\_\_\_\_, pursuant to Section 272.001 of the Texas Local Government Code, as amended.

**SECTION 3.** The City Council of the City of Ferris, Texas, does hereby authorize the City Manager to execute any and all documents necessary for the conveyance of the Property.

**SECTION 4.** If any section, article paragraph, sentence, clause, phrase or word in this Resolution, or application thereto to any persons or circumstances, is held invalid or unconstitutional by a Court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Resolution; and the City Council hereby declares it would have passed such remaining portions of this Resolution despite such invalidity, which remaining portions shall remain in full force and effect.

**SECTION 5.** This Resolution shall become effective immediately upon passage.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF FERRIS, TEXAS, THIS 18th day of April, 2016.**

\_\_\_\_\_  
Michael Driggars, Mayor

**ATTEST:**

\_\_\_\_\_  
Deborah Watkins, Interim City Secretary



## City of Ferris Memorandum

To: Mayor and City Council  
From: Carl Sherman, City Manager  
Date: Friday, April 15, 2016  
RE: Approved Capital Expenditure 4450

---

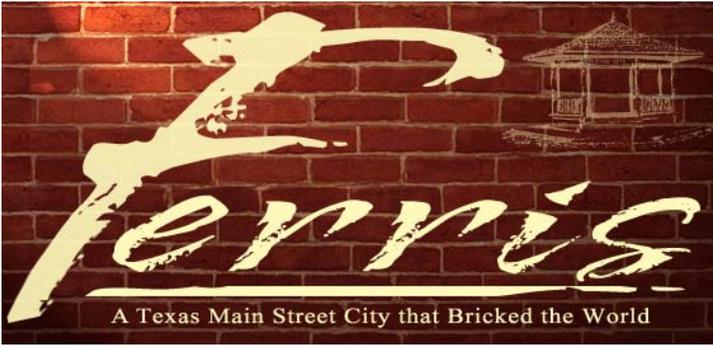
As discussed, the agreed road projects included in capital expenditure line 4450 exceeded the approved fifty thousand dollars (\$50,000.00) and would not cover the cost of three important road projects in the city. Those streets deemed by Council as being Birch, Red Bud Street and Ennis Scott, which were discussed at the last Council meeting. Per your approval, the City of Ferris initiated a counter proposal that would allow the city to fund the cost of the following road improvement projects in FY 2016 and FY 2017.

The City of Ferris received the official bid and work order from Ellis County for road improvements to Birch Street and Ennis Scott Street. The scope of work for each street improvement projects, include reclaiming existing surface and base, add additional road base as needed and resurface with two course limestone aggregate chip seal. The cost for Birch Street is forty eight thousand five hundred dollars (\$48,500.00), the cost for Ennis Scott Street is eighteen thousand four hundred and ninety two dollars (\$18,492.00) and the cost for Red Bud Street is thirteen thousand three hundred seventy six dollars (\$13,776.00), which include the following construction scope of work: remove and replace 72 liner ft. x 14' wide section of street paving, 6" thick, 4,000 PSI and replacement of sidewalk 72 liner ft. x 4', 4" thick, 3,000 PSI. The total road improvement cost for all three roads total eighty thousand three hundred sixty eight dollars (\$80,368.00).

Understanding the importance of these road improvement projects to the city and the Council, we solicited Ellis County Commissioner Dennis Robinson's approval for the proposal that we fund these three road projects within two fiscal years. Therefore, these projects would be paid for in two installments the first being fifty percent (50%) \$40,184.00 once the construction is completed and the remaining fifty percent (50%) on or before October 30, 2016, which would mean that the remaining half would be paid in fiscal year 2017. As reported last week, Ellis County has approved the proposed arrangements and await the signed authorized work order from the city.

Should this proposal meet your approval, we will proceed with requesting a work order from Ellis County to execute the road improvement projects.

Thank you.



## Memorandum

March 30, 2016

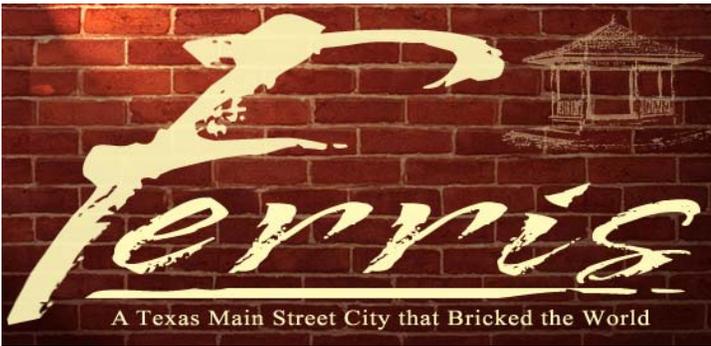
From: Chief E. Salazar

To: All Concerned

Subj: Off Duty Employment

In the past, the Ferris Police Department Policy Manual did not allow officers to work off duty jobs at establishments that sold alcohol. The present policy is being revised. This memorandum will serve as policy until a permanent change in the Ferris Police Department is made. The following policy change is to be followed by all Ferris Police Department Officers:

- A. No officers of the Ferris Police Department shall enter into any outside employment without first submitting an application for off duty, summarizing the proposed duties, location, hours of duty, and employer.
- B. Following Supervisory and/or chain of command review and with the determination having been made that the proposed outside employment is compatible with the Ferris Police Department's employment, an employee may not change the nature or location of his/her outside employment without first submitting the proposed change(s) for Supervisory and/or chain of command's review.
- C. Employment will be denied, at any establishment which may be construed as to bring discredit upon the Ferris Police Department. This includes Sexually Oriented Businesses, Taverns, Clubs or any establishment/business where the revenue is comprised of more than 51% of alcohol.
- E. Alcohol related violations will be strictly enforced and intoxicated individuals will be prevented from driving. At which point the off duty officer shall contact the municipal law enforcement agency and advise them of the situation.
- F. Officers will not enforce house rules and will function only in a law enforcement capacity.
- G. Officers may not use their city vehicle to travel to and from their part time employment.



## OFF DUTY EMPLOYMENT PROHIBITED AT SEXUALLY ORIENTED BUSINESSES

### A. Restrictions:

1. No member of the Precinct will be allowed to perform off-duty Law Enforcement Service, security, traffic control or parking lot security, or in the proximity of establishments that are regulated by a Sexually Oriented Business. Supervisors will determine whether a particular questionable business is covered by any City Ordinance defining the location as a Sexually Oriented Business by contacting the Local Agency having Law Enforcement Jurisdiction.

2. No member of the Precinct will be allowed to, own, lease, lend, or sub-let any property or structure that will be utilized for the purpose of promoting any Sexually Oriented Business.

3. No member of the Precinct will perform any outside non-law enforcement employment at any establishment defined as a Sexually Oriented Business. These functions include but not limited to:

- a. Manager / night manager / bouncer
- b. Clerk / cashier / waiter / waitress
- c. Contractor / sub-contractor
- d. Promoter
- e. Dancer
- f. Disc-jockey / sound-man

### B. Classification of Sexually Oriented Businesses:

1. ADULT ARCADE, ADULT BOOKSTORE OR ADULT VIDEO STORE

2. ADULT CABARET - a commercial establishment that regularly features the offering to customers of live entertainment that:

- a. Is intended to provide sexual stimulation or sexual gratification to such customers; and
- b. Is distinguished by or characterized by an emphasis on matter depicting simulating, describing, or relating to specified anatomical areas or specified sexual activities.

3. ADULT MOTEL - a hotel, motel or similar commercial establishment that:

- a. Offers accommodations to the public for any form of consideration; provides patrons with closed-circuit television transmissions, films, motion pictures, video cassettes, slides, or other photographic reproductions which are characterized by the depiction or description of specified sexual activities or specified anatomical areas; and or has a sign visible from the public right of way which advertises the availability of this adult type of photographic reproductions; or
- b. Offers a sleeping room for rent for a period of time that is less than 10 hours; or allows a tenant or occupant of a sleeping room to sub-rent the room for a period of time that is less than 10 hours.

4. ADULT MOTION PICTURE THEATER - a commercial establishment where, any form of consideration, films, motion pictures, video cassettes, slides, or similar photographic reproductions are shown which are characterized by the depiction or description of specified sexual activities or specified anatomical areas.

5. ADULT THEATER - a theater, concert hall, auditorium, or similar commercial establishment which regularly features persons who appear in a state of nudity or live performances which are characterized by the exposure of specified anatomical areas or by specified sexual activities.

6. ESCORT AGENCY - A person or business association who furnishes, offers to furnish, or advertises to furnish escorts as one of its primary business purposes, for a fee, tip, or other consideration.

7. NUDE MODEL STUDIO - Any place where a person who appears in a state of nudity, or displays specified anatomical areas, is provided to be observed, sketched, drawn, painted, sculptured, photographed, or similarly depicted by other persons to pay money or any form of consideration.

8. SEXUAL ENCOUNTER CENTER - A business or commercial enterprise that, as one of it's business purposes, offers for any form of consideration:



## Ferris Police Department Body Worn Camera



|                                            |  |                                         |      |
|--------------------------------------------|--|-----------------------------------------|------|
| Office with Primary Responsibility:        |  | Effective Date:<br>Prior Revision Date: |      |
| Office(s) with Secondary Responsibilities: |  | Number of Pages:                        | 8    |
| Forms Referenced in Procedure:             |  | Related Procedures:                     | None |

### **.01 INTRODUCTION**

The purpose of this procedure is to establish guidelines for the operation of body worn cameras (BWC) assigned to Ferris Police Officers for capturing audio/video evidence of police interactions including, but not limited to, traffic violations, field interviews, field sobriety testing, and/or other official police activity.

### **.02 TERMINOLOGY**

Body Worn Camera (BWC) means a bodily worn digital recording system and its components used to record audio and video during police interactions.

Digital Media Evidence (DME) means analog or digital media, including, but not limited to, electronic recordings of video, photograph, audio, film, magnetic and optical media, and/or the information contained therein digitally committed to file and of probative value that is stored or transmitted in binary form.

### **.03 POLICY**

- A. It is the policy of the Ferris Police Department to present for prosecution audio/video evidence of traffic and other law violations as outlined in Section .06 of this procedure. To this end, officers with properly functioning BWC equipment shall record all events surrounding the contact, stop, detention, interview, and arrest of suspected violators and maintain this recorded evidence for consideration in criminal prosecution.
- B. All digital media evidence (DME) generated on Department-owned BWC equipment is the property of the Ferris Police Department. The copying or reproducing of any DME generated by members of the Department for use outside of Department business is prohibited. Any and all Open Records requests for copies will be processed by the Video Evidence Custodian.
- C. Distribution of any DME generated by Department members in any format or for any purpose must be in compliance with this procedure and applicable unit SOPs.

### **.04 ADMINISTRATIVE**

- A. All generated DME will be retained according to Section .12 of this procedure.
- B. DME shall not be altered, modified, misused, or tampered with,
- C. Any disabling of the BWC system in any manner is prohibited.
- D. Standardized viewing privileges of DME for administrative and investigatory purposes shall be as follows:
  - 1. All officers will be able to view their own DME;
  - 2. Investigators and above will have viewing privileges for all DME.



## Ferris Police Department Body Worn Camera



### **.05 START UP**

- A. At the start of their shift, Police Officers will perform a function test of the BWC to ensure the unit powers on and recording initiates. (Note: officers do not need to validate recording). The officer should:
  - 1. Ensure proper alignment and positioning of the BWC on the officer's outer most garment (no object shall be placed in front of the camera in such a manner that it interferes with or obstructs the recording of video.)
  - 2. Perform a functions test by activating the BWC and stating their name, badge number, and the date. (If possible, the officer will then play back the recording on the BWC to ensure the system recorded correctly.)

### **.06 RECORDING**

- A. Officers are not required to advise citizens they are being recorded. Officers are prohibited from showing a recorded video to unauthorized personnel.
- B. Officers shall begin recording the following events and continue recording until the event is concluded. Any deviations will require a supervisor's approval and must be documented in the officer's video, report, or CFS comment entry field in accordance with Section .07 of this procedure.
  - 1. Upon observation of suspicious or criminal behavior;
  - 2. Upon reception of calls for service;
  - 3. Officer initiated contacts:
    - a. Arrest
    - b. Field Contacts
    - c. Traffic Stops
  - 4. During all prisoner or witness transports. If an officer arrives at a facility that is recorded, such as headquarters or the Magistrate's Office, the officer may cease recording upon entering the facility or transferring custody of the prisoner/witness;
  - 5. Contact with complainants regarding crimes against persons; and
  - 6. In instances where the Officer reasonably believes that the recording may provide evidence in criminal investigations.
- C. Subsequent arrest, handcuffing and search of violators should take place in view of the camera when practical and in accordance with Departmental policy. All arrests, handcuffing, and searches occurring out of view of the camera must be documented in the officer's video, report, or CFS comment entry field in accordance with Section .06 of this procedure.
- D. Officers may stop recording an event where camera use may compromise police operations. The BWC should be turned back on immediately following the stoppage or should a significant event arise.

*Examples include, but are not limited to:* conversations with criminal informants, private conversations between officers or supervisory personnel, performing crime scene duties, or situations where the officer would be placed in a tactical disadvantage.



## Ferris Police Department Body Worn Camera



- E. All stoppages, other than administrative functions testing or accidental activation, of the BWC must be documented in the officer's video, report or CFS comment entry field in accordance with Section .07 of this procedure.
- F. Recording Suspected DWI Violators
  - 1. When an officer makes a decision to start an investigation of a violator, the officer shall activate the BWC and may verbally articulate the initial traffic violation observed, thus starting the process of building reasonable suspicion. This articulation should continue through the entire recording including the field sobriety testing, arrest, search, and transportation of the suspect.  
Optimum lighting for DME recording should be considered whenever possible.
  - 2. The officer should articulate reasonable suspicion and probable cause as it develops.
  - 3. Any intoxicants found in the suspect vehicle, as well as any evidence seized, shall be brought in view of the camera and the officer shall articulate the description of the evidence in order to record such information in the officer's video, report, or CFS comment entry field in accordance with Section .08 of this procedure.
- G. Officers shall not:
  - 1. Intentionally create DME recordings of themselves or other employees in areas where a reasonable expectation of privacy exists such as locker rooms, restrooms, etc.
  - 2. Use the BWC for the clandestine recording of the voice or image of a member of the Department unless specifically authorized by the Office of the Chief.
  - 3. Knowingly record undercover officers or confidential informants.
  - 4. Use departmentally-owned BWC equipment to record any type of personal activities.
  - 5. Allow non-sworn personnel to view the DME video without permission from the officer's immediate supervisor. Governmental employees who are directly involved in the investigation and/or prosecution of a criminal case related to the DME video or who work in Internal Affairs or IT Services supporting BWC are exempt from this provision.
  - 6. Create recordings in patient care areas of medical facilities unless the recording is for official police business such as a criminal investigation, dying declaration, Horizontal Gaze Nystagmus (HGN) on injured drivers, or a specific call for police service, in compliance with Federal HIPPA regulations.

### ***.07 WHEN DEACTIVATION OF BWC EQUIPMENT IS AUTHORIZED***

- A. Unless otherwise permitted by this procedure, once the BWC is activated, it shall remain on until the incident has concluded.
- B. For the purpose of this section, conclusion of the incident has occurred when:
  - A. All arrests have been made and arrestees have been transported and released from custody;
  - B. All witnesses and victims have been interviewed; and
  - C. The continued recording will not serve to obtain additional evidence.
- C. All stoppages, other than administrative functions testing or accidental activation, of the BWC must be documented in the officer's video, report or CFS comment entry field.



## Ferris Police Department Body Worn Camera



- D. Failure to record activities as laid out in this policy will not be considered a policy violation as long as reasonable justification is documented to the officer's chain-of-command.

### **.08 REPORTS/RECORDING DATA ENTRY**

- A. Officers will upload video in accordance with the specific device's operational instructions.
- B. Prior to uploading BWC DME, the officer shall ensure the pertinent data field identifiers associated with each video have been annotated, and at minimum, include the following:
  - 1. Full FPD case number for all arrest cases or incidents requiring a case number. (In those instances where a CFS number is issued in lieu of a case number, the officer is responsible for entering the case number and proper "category tag" once the case number has been generated.);
  - 2. Traffic citation number(s) in the additional data/notes field;
  - 3. The appropriate video tag at the conclusion of each incident or when uploading video files; and
  - 4. Full CFS number in the designated entry field.
- C. Cover officers are to use the case number and/or CFS number to tag their video.
- D. Officers shall annotate in their reports and records the existence or absence of any associated DME.

### **.09 EQUIPMENT**

- A. On an individual basis, officers will sign for and be issued a BWC as well as the device's associated accessories. It will be the officer's responsibility to ensure the BWC device is fully charged and operable prior to their tour of duty.
- B. No member assigned BWC equipment shall alter, modify, reuse, tamper with or disable the device or associated accessories in any manner.
- C. Department BWC equipment shall not be connected to unauthorized computers. Non-Department-issued equipment shall not be connected to any Department-issued BWC device.
- D. Officers assigned BWC equipment are responsible for ensuring the equipment remains in operating condition. Officers shall notify their immediate supervisor of damaged or malfunctioning BWC. Damaged BWC will be returned to the BWC Program Manager or their designee. The Program Manager will conduct periodic functions checks.
- E. Lost BWC will be documented via an officer's report and submitted to their immediate supervisor and the BWC Program Manager or their designee.
- F. Replacement BWC will be issued by the BWC Program Manager or their designee.
- G. Officers promoting or who will be reassigned to duties where they will not be utilizing the BWC will return their BWC to the BWC Program Manager or their designee within 72 hours of the transfer.

### **.10 VIDEO COPIES/RECORDS REQUEST**

- A. Requests for DME will be handled under the Open Records Act in accordance with Department Procedure for *Release of Police Records*.
- B. A copy (for internal use only) of DME file may be requested through the Video Evidence Custodian or their designee. If such copy is provided, the file shall not be further copied except by the Video Evidence Custodian or their designee.



## Ferris Police Department Body Worn Camera



- C. Requests for DME from other criminal justice agencies are to be submitted in writing on agency letterhead and signed by the agency's chief executive officer to the Video Evidence Custodian or their designee.
- D. All copies of DME will be produced by the Video Evidence Custodian or their designee. A copy is defined as a reproduction of the primary recording of the event.
- E. Requests for DME for prosecutorial purposes may be submitted directly to the Video Evidence Custodian or their designee.
- F. Requests for DME from defense attorneys in county, district, or federal courts must be made through the appropriate prosecutor.
- G. The cost for producing the DME will be determined by the Records Unit.
- H. All other requests for DME should be referred to the Office of the Chief.
- I. An automated internal electronic data access log (chain-of-custody) will be generated and kept for every DME file produced via BWC to document the authenticity of the DME. Members shall be prepared to justify the reason for accessing/viewing DME.

### **.11 COMPLAINTS RECEIVED/VIDEO REVIEW**

- A. When a complaint is received alleging misconduct involving an officer who is assigned a BWC, the following procedures shall be followed:
  - 1. The officer's immediate supervisor or Internal Affairs Unit shall determine if BWC DME exists.
  - 2. The supervisor or Internal Affairs Unit shall view the video of the incident in question and determine if there is any cause for the allegations in the complaint.
  - 3. If no cause is determined, the supervisor or Internal Affairs Unit shall contact the complainant and advise them a BWC DME was made of the incident and that no misconduct was observed.
  - 4. The supervisor or Internal Affairs Unit shall advise the complaining party that they may make an open records request for a copy of the DME.
  - 5. The supervisor or Internal Affairs Unit shall proceed with their established protocols if misconduct is determined.
- B. An officer responding to a citizen or administrative complaint shall have the ability to review any BWC DME of the incident in question.
- C. The Internal Affairs Investigator may, for the purposes of an investigation or complaint, export or copy DME as needed.

### **.12 VIDEO CATEGORIZATION AND RETENTION**

- A. Officers shall categorize each video by selecting the appropriate event type from the menu. The categorization label will determine the minimum length of retention.
- B. Videos will be categorized based on the following criteria:
  - 1. Event 0 – is selected for non-evidentiary video such as false starts, testing, or IT administrative purposes;
  - 2. Event CRA – is selected for all CRASH or traffic accidents whereby a Case Number is used;



## Ferris Police Department Body Worn Camera



3. Event DWI – is selected for all DWI Offenses whereby a Case Number is used;
4. Event FOR – selected for all Felony Offenses whereby a Case Number is used;
5. Event INC – selected for instances whereby a Case Number is issued but there is no offense;
6. Event MOR – selected for all Misdemeanor Offenses whereby a Case Number is used;
7. Event NC – is selected for calls which are assigned an N-Code for disposition; and
8. Event TS – is selected for Traffic Stops.

| <b>VIDEO CATEGORIZATION AND RETENTION PERIODS</b> |                            |                           |
|---------------------------------------------------|----------------------------|---------------------------|
| <b>Event Code</b>                                 | <b>Category</b>            | <b>Retention Schedule</b> |
| 0                                                 | Admin/Default              | 180 days                  |
| CRA                                               | Crash                      | 180 days                  |
| DWI                                               | DWI                        | 3,650 days                |
| FOR                                               | Felony Offense Report      | 3,650 days                |
| INC                                               | Incident                   | 180 days                  |
| MOR                                               | Misdemeanor Offense Report | 730 days                  |
| NC                                                | N-Code                     | 180 days                  |
| TS                                                | Traffic                    | 180 days                  |

- C. Officers shall include the existence of DME in the case report for follow-up investigation.
- D. Any video considered to have evidentiary value, which needs to be retained past the standard retention period, must be identified by a Detective Investigator or a supervisor and have a hold request forwarded to the Records and Administration Office through the chain-of-command.
- E. Any video that becomes part of an internal investigation will:
  1. Have all viewing privileges blocked out with the exception of personnel assigned to the Professional Standards/Internal Affairs Unit, the Shooting Team, or as assigned by the Chief of Police. This will be done in “active case management” and can be done remotely by those with administrative rights.
  2. Be placed on hold for indefinite retention until it is no longer needed.

### **.13 VIDEO UPLOADS**

- A. Prior to the end of their duty day the officer will:
  1. Go to a designated docking station and upload the BWC video;
  2. Officers will ensure all DME are tagged appropriately i.e. CFS, N-Code, Citation, or Default.
- B. Special/Exigent Circumstance DME Uploading.
  1. Officers involved in collisions and/or otherwise not able to be return to the substation shall adhere to the following:



## Ferris Police Department Body Worn Camera



- a. The notified supervisor or Patrol Supervisor shall coordinate the retrieval and upload of the BWC;
- b. Upon completion of the video upload, the BWC must be returned to the Officer's supervisor.

### 2. Critical Incidents

- a. Upon the conclusion of a critical incident, all officers will return to the appropriate facility in order to have all DME uploaded. The BWC device will not be returned to service until all DME has been removed and completion confirmation of upload has been received; either automated or by CSI.
- C. All video must be uploaded before the officer's next assigned shift. No officer is permitted to take a BWC home while it still contains video on it.

## .14 SUPERVISOR RESPONSIBILITIES

- A. Supervisors shall ensure officers are using the recording equipment according to established guidelines, policies, and procedures.
  1. Supervisors, on a quarterly basis, will review at least one recording for all officers under their command to ensure proper usage of recording equipment and adherence to established policy and procedures.
  2. Supervisors will take corrective action for any procedural violation they observe and document the findings on the proper form.
- B. Supervisors shall record all incidents (i.e. use of force, officer involved accidents, and complaints on officers) when requested or required to respond, in addition to those listed under Section .06B of this procedure.
- C. Supervisors shall view the recordings of all use of force incidents, police vehicle crashes, and police pursuits prior to completing their evaluations.
- D. Supervisors may view the recordings of their subordinates in the field at any time during the shift.
- E. Minor infractions (non-criminal) discovered during the routine reviews of recorded material should be addressed by the reviewing supervisor, including retraining when appropriate. Disciplinary actions will be addressed in accordance with Department policy regarding *Disciplinary Procedures*.
- F. Any supervisor made aware of damaged or malfunctioning recording equipment shall arrange for repair or replacement of the equipment. Damage shall be inspected by the supervisor and he/she will make every attempt to locate and assign a working BWC system to the officer.

## .15 REVIEWING DME

- A. The viewing of videos is restricted for official use only. Videos may be viewed for the following purposes:
  1. Criminal investigations;
  2. Internal Affairs or complaint reviews in accordance with Section .11 of this procedure;
  3. Pursuits;
  4. Use of force reviews;



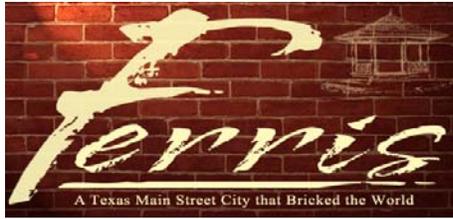
## Ferris Police Department Body Worn Camera



5. Open Record Requests (ORRs) in accordance with Section .10 of this procedure;
  6. Officer involved crashes; or
  7. Other – any purpose not listed in this procedure shall have prior documented approval by a supervisor.
- B. Personnel requiring access to locked videos will send a request for access/viewing of the specific DME through their chain-of-command.
- C. Personnel reviewing DME shall manually document name, badge number, and the purpose of their viewing in the “notes” field in the BWC application.
- D. An officer is entitled to access any recording of an incident involving the officer before the officer is required to make a statement about the incident.
- E. The making of unauthorized copies is prohibited.

### **.16 USE OF BWC OFF-DUTY**

- A. Officers working off-duty as an extension of police services shall utilize their BWCs in accordance with this procedure.
- B. Officers shall dock and upload their BWC on their next regularly scheduled duty day or within 72 hours of their last regular duty assignment.
1. Officers are required to appropriately tag all DME taken while working off-duty employment in accordance with .12 *VIDEO CATEGORIZATION AND RETENTION* within 24 hours of being uploaded.
  2. Video left uncategorized will be forwarded to the officer’s first line supervisor for review and possible disciplinary action.



# City of Ferris

## AGENDA ITEM REPORT

|                                |                                                                                    |
|--------------------------------|------------------------------------------------------------------------------------|
| <b>Meeting Date:</b>           | APRIL 18, 2016                                                                     |
| <b>Department:</b>             | FIRE                                                                               |
| <b>Submitted By:</b>           | CHIEF LEVERENTZ                                                                    |
| <b>Previously Reviewed By:</b> | NA                                                                                 |
| <b>Item Type:</b>              | <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action     |
| <b>Budgeted Expense:</b>       | <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, Amount: _____ |

### Attachments:

### Discussion / Justification:

DONATE A 2005 CHEVY SUBURBAN TO THE EMERGENCY SERVICE DISTRICT (ESD). AT THIS TIME THE MOTOR IS NOT RUNNING AND THE TRANSMISSION IS QUESTIONABLE. AS A PART OF THIS, THE ESD WILL BUY THE FIRE DEPT. A 2017 FORD POLICE INTERCEPTOR EXPLORER. THEY HAVE ALSO SAID THAT THEY WILL PUT THE MONEY IN THE 2005 AND WE CAN HAVE IT AS A SPARE CAR.

### Recommendation / Staff Comments:

DONATE THE 2005 CHEVY SUBURBAN TO ESD WITH THE AGREEMENT THEY WILL BUY THE FIRE DEPT A 2017 FORD POLICE INTERCEPTOR EXPLORER.

### Motion(s):

Recommended motion: Move to donate a 2005 Chevy Suburban to the Emergency Service District with the understanding ESD will buy the Fire Dept. a 2017 Ford Police Interceptor Explorer.