

## City of Florence Council Agenda

Mayor  
Mary Condon

Council Members  
Lesa Ragsdale  
Amanda Vance  
Jesus Castillo  
Richard Moon

Mayor Pro Tem  
Debra Bartos Cahill

**NOTICE IS HEREBY GIVEN** in accordance with order of the Office of the Governor issued March 16, 2020, the City Council of the City of Florence will conduct a Called Meeting scheduled for 5:30 p.m. on January 12, 2021, located at City Hall 106 South Patterson, Florence, Texas 76527 by telephone or video conference in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of the Coronavirus (COVID-19). There will be no public access to the location described above.

This Notice and Meeting Agenda are posted online at [www.florencetex.com](http://www.florencetex.com).

The public can participate in the telephonic/video meeting hosted through ZOOM. Please email me with a request for ID and password due to recent zoom bombings. [a.crane@florencetex.com](mailto:a.crane@florencetex.com)

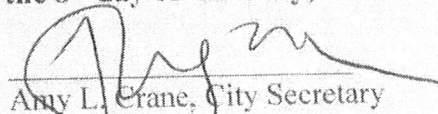
The public will be permitted to offer public comments telephonically as provided by the agenda and as permitted by the presiding officer during the meeting.

A recording of the telephone/video meeting will be made, and will be available to the public in accordance with the Open Meetings Act upon written request.

### Agenda:

1. Call to Order.
2. Pledge of Allegiance.
3. Invocation or Moment of Silence.
4. **Public Comment. THE RESPONSE OF THE COUNCIL TO ANY COMMENT UNDER THIS HEADING IS LIMITED TO MAKING A STATEMENT OF SPECIFIC FACTUAL INFORMATION IN RESPONSE TO THE INQUIRY, OR RECITING EXISTING POLICY. ANY DELIBERATION OF THE ISSUE IS LIMITED TO A PROPOSAL TO PLACE IT ON A LATER AGENDA.**
5. Discussion, Consideration, and possible action on Petition from Landowner for Voluntary Annexation submitted by Mark and Valerie Juster, including, but not limited to the following (1) acceptance of the petition; (2) establishment of two public hearings for consideration of the proposed petition; and (3) authorization of City personnel to create a Service Plan for review and discussion during such public hearings.
6. Discussion, consideration, and possible action on awarding Request for Proposal for grant administration for the 2021-2022 CDBG contract.
6. Discussion, consideration, and possible action on Expenditures.
7. Discussion, consideration, and possible action on date and time for next Meeting.
8. Adjournment.

I certify that the above notice of the City Council Meeting was posted at City Hall of the City of Florence, Texas at 4:45pm on the 8<sup>th</sup> day of January, 2021.

  
Amy L. Crane, City Secretary

Agenda items may be considered, deliberated and/or acted upon in a different order than set forth above. At any time during the meeting and in compliance with the Texas Open Meetings Act, Chapter 551 of the Texas Government Code, the Council reserves the right to meet in executive session on any of the above agenda items for consultation concerning attorney-client matters (§551.071); deliberation regarding real property (§551.072); deliberation regarding prospective gift (§551.073); personnel matters (§551.074); and deliberation regarding security devices (§551.076). Any subject discussed in executive session may be subject to action during open meeting.

**PETITION REQUESTING VOLUNTARY ANNEXATION BY AREA**  
**LANDOWNERS**

TO THE MAYOR AND CITY COUNCIL OF THE CITY OF FLORENCE, TEXAS:

The undersigned owners of the hereinafter described tract of land, which is vacant and without residents, or on which fewer than three qualified voters reside, hereby waive the requirement to be offered a development agreement pursuant to Section 43.016, and petition the City Council to extend the present city limits and extraterritorial jurisdiction so as to include as part of the City of Florence, Texas, the Property, containing approximately 40.52 acres of land, described as follows:

**Being all that certain tract or parcel of land consisting of 40.52 acres, more or less, situated in** Martin J. Wells Survey, Abstract No. 646 and the Washington P. Reese Survey, Abstract No. 523, in Williamson County, Texas, said 40.52 acres being a portion out of the remainder of an 83.452 acre tract, of record to Valerie Juster and Mark Juster, Exhibit A, Document No. 2019006195, Official Public Records Williamson County, Texas (OPRWCT), save and except a 9.01 acre tract described in Exhibit B of the same document. **as more particularly described in Exhibit 1, attached hereto.**

We desire to enter into a written agreement for municipal services with the City of Florence pursuant to Section 43.0672 of the Local Government Code.

We certify that the above described tract of land is contiguous and adjacent to the City of Florence, Texas, and that this petition is signed and duly acknowledged by each and every person having an interest in said land.

Signed: \_\_\_\_\_

Valerie Juster  
VALERIE JUSTER

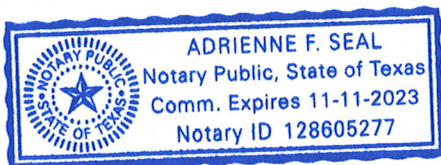
Signed: \_\_\_\_\_

Mark Juster  
MARK JUSTER

THE STATE OF TEXAS  
COUNTY OF WILLIAMSON

BEFORE ME, the undersigned authority, on this day personally appeared VALERIE JUSTER and MARK JUSTER, known to me to be the persons whose names are subscribed to the foregoing instrument and each acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office, this 4<sup>th</sup> day of JANUARY, 2020



Adrienne F. Seal  
Notary Public in and for  
The State of Texas.

**EXHIBIT 1**  
**LEGAL DESCRIPTION**  
*(metes & bounds description & plat)*

***Metes and Bounds Description by Surveyor attached.***



FOREST SURVEYING AND MAPPING CO.  
T.B.P.L.S Firm # 10002000  
1002 Ash St.  
Georgetown, TX, 78626

DESCRIPTION FOR: Builders Land Properties

Annexation Tract: 40.52 Acres

BEING 40.52 acres of land, situated in the Martin J. Wells Survey, Abstract No. 646 and the Washington P. Reese Survey, Abstract No. 523, in Williamson County, Texas, said 40.52 acres being a portion out of the remainder of an 83.452 acre tract, of record to Valerie Juster and Mark Juster, Exhibit A, Document No. 2019006195, Official Public Records Williamson County, Texas (OPRWCT), save and except a 9.01 acre tract described in Exhibit B of the same document. This tract was surveyed on the ground in December of 2020 under the direction of William F. Forest, Jr., Registered Professional Land Surveyor No. 1847. Survey note: The bearing basis for this survey is the State Plane Coordinate System, Texas Central Zone (4203), and being more particularly described by metes and bounds as follows:

BEGINNING, at a ½" iron pin found (steel pin), at the Northwest corner of said 83.452 acre tract, for the Northwest corner hereof, same being the Northwest corner of Tract 1, surveyed this date, same being the Northeast corner of a 9.66 acre tract, of record to R & D Bizzell Family Partnership, LTD, Exhibit A, Document No. 2003078765, (OPRWCT), same being the Southeast corner of a 15.00 acre tract, of record to R & D Bizzell Family Partnership, LTD, Exhibit G, Document No. 2003078765, (OPRWCT), same being the Southwest corner of a 14.00 acre tract, of record to Zachary Tyler Boldt and Corey L. Pulliam, Exhibit A, Document No. 2018098604, (OPRWCT),

THENCE, with the North boundary line of the remainder of said 83.452 acre tract along or near a fence, N 70°00'42" E, passing at 445.66 feet, a ½" capped iron pin found, marked "WALKER 5283", N 19°59'18" W, 0.06 feet, at the apparent Southeast corner of said 14.00 acre tract, same being the Southwest corner of a 10.00 acre tract (Tract 4), of record to Benjamin Lee Blakeman and wife Patricia Bruno, Exhibit B, Document No. 2019029531, (OPRWCT), passing at 762.98 feet, a ½" capped iron pin found, marked "WALKER 5283", N 19°59'18" W, 0.16 feet, at the apparent Southeast corner of said 10.00 acre tract (Tract 4), same being the Southwest corner of a 10.00 acre tract (Tract 3), of record to Benjamin Lee Blakeman and wife Patricia Bruno, Exhibit A, Document No. 2019029531, (OPRWCT), passing at 1126.84 feet, a ½" capped iron pin found, marked "WALKER 5283", N 19°59'18" W, 0.47 feet, at the apparent Southeast corner of said 10.00 acre tract (Tract 3), same being the Southwest corner of a 10.01 acre tract (Tract 2), of record to Samuel Douglas Beck and Tracy Dayle Beck, Exhibit A, Document No. 2019077993, (OPRWCT), in all a total distance of 1404.26 feet, to a point, for the Northeast corner hereof,

THENCE, over and across the remainder of said 83.452 acre tract S 22°32'31" E, 1110.90 feet, to a point, for the upper Southeast corner hereof, said point being in the South line of said 83.452 acre tract and in the North line of a 1.33 acre tract, of record to Nadine Williams, trustee of The Williams Family Trust, Document No. 2014012975, (OPRWCT),

THENCE, with the common boundary line of the remainder of said 83.452 acre tract and said 1.33 acre tract, the following (2) two courses and distances:

1. S 67°44'58" W, 120.14 feet to an ½" iron pin found, for an ell corner hereof, said point being the Northwest corner of said 1.33 acre tract,
2. S 23°20'26" E crossing the Martin J. Wells Survey line and the Washington P. Reese Survey line, in all a total distance of 148.88 feet, to a ½" iron pin found, for an ell corner hereof, same being the Northeast corner of a 0.36 acre tract, according to the Williamson County Appraisal District, Williamson County Texas, (WCAD),

THENCE, with the common boundary line of the remainder of said 83.452 acre tract and said 0.36 acre tract, along or near a fence, the following two (2) courses and distances:

1. S 66°46'24" W, 124.81 feet, to a ½" iron pin found, at an ell corner hereof, same being the Northwest corner of said 0.36 acre tract,
2. S 23°08'04" E, 124.81 feet, to a ½" iron pin found, for the lower Southeast corner hereof, same being the Southwest corner of said 0.36 acre tract, said point being a point in the North Right-of-Way line of Farm to Market Road 970 (FM 970), from which a ½" iron pin found, bears: N 66°53'26" E, 124.87 feet,

THENCE, with the South boundary line of the remainder of said 83.452 acre tract and the North Right-of-Way line of FM 970, (L1) S 66°49'23" W, 50.08 feet, to a ½" capped iron pin set, marked "FOREST RPLS 1847", at an ell corner hereof, same being the Southeast corner of a 0.654 acre tract, of record to Sean Reuschel & Brandi A. Reuschel, Exhibit A, Document No. 2016041679, (OPRWCT), from which a TXDOT Type I concrete marker found, bears: S 66°46'52" W, 319.24 feet,

THENCE, departing said Right-of-Way line, with the common boundary line of the remainder of said 83.452 acre tract and said 0.654 acre tract, N 23°02'27" W, 196.13 feet, to a 3/8" iron pin found, at an ell corner hereof, same being the Northeast corner of said 0.654 acre tract, said point being on or near the Martin J. Wells Survey line and the Washington P. Reese Survey line,

THENCE, continuing with the common boundary line of the remainder of said 83.452 acre tract and said 0.654 acre tract, along or near the Martin J. Wells Survey line and the Washington P. Reese Survey line, S 66°39'38" W, passing at 141.30 feet, a 1/2" iron pin found, at the Northwest corner of said 0.654 acre tract, same being the Northeast corner of a 0.646 acre tract, of record to Matthew Ricktor & Natalie Ann Ricktor, Exhibit A, Document No. 2017007280, (OPRWCT), continuing with the North boundary line of said 0.646 acre tract, in all a total distance of 281.01 feet, to a 3/8" iron pin found, at an angle point hereof, same being the Northwest corner of said 0.646 acre tract, same being the Northeast corner of a 1.00 acre tract, of record to Larry H. Coleman & Teresita R. Coleman, Exhibit B, Document No. 2001029206, (OPRWCT),

THENCE, with the common boundary line of the remainder of said 83.452 acre tract and said 1.00 acre tract, along or near the Martin J. Wells Survey line and the Washington P. Reese Survey line, along or near a fence, S 67°03'50" W, 222.30 feet, to a 1/2" iron pin found, at an angle point hereof, same being the Northwest corner of said 1.00 acre tract, same being the Northeast corner of a 0.994 acre tract, of record to Katherine A. McCorquodale, Exhibit A, Document No. 2004028003, (OPRWCT),

THENCE, with the common boundary line of the remainder of said 83.452 acre tract and said 0.994 acre tract, along or near the Martin J. Wells Survey line and the Washington P. Reese Survey line, along or near a fence, S 67°16'41" W, 221.43 feet, to a 3/4" iron pin found, at an angle point hereof, same being the Northwest corner of said 0.994 acre tract, same being the Northeast corner of a 0.997 acre tract, of record to Robert Eugene Jenkins & Jeany Hyman Jenkins, Exhibit A, Volume 1684, Page 411, Deed Records Williamson County, Texas (DRWCT),

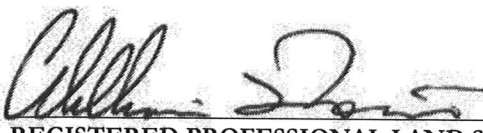
THENCE, with the common boundary line of the remainder of said 83.452 acre tract and said 0.997 acre tract, along or near the Martin J. Wells Survey line and the Washington P. Reese Survey line, along or near a fence, S 67°05'47" W, passing the common corner of said 0.997 acre tract and a 0.995 acre tract, of record to John H. Corn, Barbara R. Corn & Christopher W. Corn, Document No. 2012028022, (OPRWCT), described in Exhibit A, Document No. 2003060725, (OPRTCT), continuing with the North boundary line of said 0.995 acre tract, in all a total distance of 443.80 feet, at the Southwest corner of said 83.452 acre tract, for the Southwest corner hereof (Tract B), same being the Southwest corner of Tract 1, surveyed this date, same being the Northwest corner of said 0.995 acre tract, said point being a point in the East boundary line of said 9.66 acre tract,

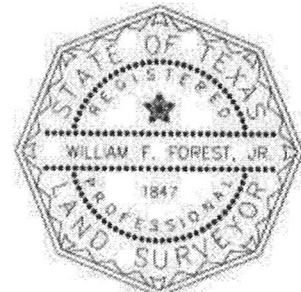
THENCE, with the common boundary line of the remainder of said 83.452 acre tract and said 9.66 acre tract, along or near a fence, N 19°51'53" W, 1262.77 feet, to the POINT OF BEGINNING, and containing 40.52 acres, more or less.

STATE OF TEXAS :  
: KNOW ALL MEN BY THESE PRESENTS;  
COUNTY OF WILLIAMSON :

THIS DOCUMENT WAS PREPARED UNDER 22 TAC §663.21, DOES NOT REFLECT THE RESULTS OF AN ON THE GROUND SURVEY, AND IS NOT TO BE USED TO CONVEY OR ESTABLISH INTEREST IN REAL PROPERTY EXCEPT THOSE RIGHTS AND INTEREST IMPLIED OR ESTABLISHED BY THE CREATION OR RECONIGUATION OF THE BOUNDARY OF THE POLITICAL SUBDIVISION FOR WHICH IT WAS PREPARED.

TO CERTIFY WHICH, WITNESS my hand and seal at Georgetown, Texas,  
this, the 18th day of December 2020, A.D. File: Juster Annex.Tract.doc

 WM.F. FOREST JR.  
REGISTERED PROFESSIONAL LAND SURVEYOR NO. 1847



## Texas Community Development Block Grant

## Phase Two Solicitation for Administrative/Planning Services

## Evaluation of Proposals

<b>Applicant Community:</b>	City of Florence						
<b>Evaluation Team:</b> (at least three persons required, including one local official)	<b>Name of Evaluator</b>		<b>Title</b>				
	Mary Condon		Mayor				
	Adrienne Seal		Building Services Director				
	Amy L Crane		City Secretary				
<b>Program:</b> (list ONLY one program per form, create a separate A508 for each additional program)	2021-2022 Community Development Fund						
<b>Description of Anticipated Project:</b>	Upgrade undersized waterlines and/or sewerlines						
<b>Date Solicitation Sent:</b>							
<b>Responses received:</b>	<b>Name of Firm</b>		<b>Date Response Received</b>				
	Langford CMS		January 4, 2021				
	Grantworks		January 4, 2021				
<b>Evaluation of Proposals:</b> (revise/add/delete services in this section as appropriate)	<b>Enter for each criterion &amp; proposal:</b> (criteria listed on A506) <ul style="list-style-type: none"> <li>• Points awarded, or</li> <li>• Evaluation such as Highly Advantageous (H), Advantageous (A), Not Advantageous (N), or Unacceptable (U).</li> </ul>						
Name of Firm	Experience 40	Prior Work Performance 30	Capacity to Perform 20	Proposed Cost 10	Other	Other	Notes
Langford Community Management Services	40	30	20	8			98
Grantworks	40	25	20	6			unexpected services? 91
<b>Firm Recommended:</b>	Langford						
<b>Firm Selected:</b>							
	* If Firm Selected differs from Firm recommended by Evaluators, provide explanation						
<b>Conflict of Interest Evaluated by:</b>	<input type="checkbox"/> Conflict exists, firm disqualified		<input checked="" type="checkbox"/> No conflict exists				
<b>Date Awarded by Governing Body:</b>	January 12, 2021						
<b>Signature of Lead Evaluator:</b>	Amy L Crane						

## Texas Community Development Block Grant

## Phase Two Solicitation for Administrative/Planning Services

## Evaluation of Proposals

<b>Applicant Community:</b>	City of Florence						
<b>Evaluation Team:</b> (at least three persons required, including one local official)	<b>Name of Evaluator</b>				<b>Title</b>		
	Mary Condon				Mayor		
	Adrienne Seal				Building Services Director		
	Amy L Crane				City Secretary		
<b>Program:</b> (list ONLY one program per form, create a separate A508 for each additional program)	2021-2022 Community Development Fund						
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<b>Responses received:</b>	<b>Name of Firm</b>				<b>Date Response Received</b>		
	Langford CMS				January 4, 2021		
	Grantworks				January 4, 2021		
<b>Evaluation of Proposals:</b> (revise/add/delete services in this section as appropriate)	<b>Enter for each criterion &amp; proposal:</b> (criteria listed on A506)						
	<ul style="list-style-type: none"> <li>Points awarded, or</li> <li>Evaluation such as Highly Advantageous (H), Advantageous (A), Not Advantageous (N), or Unacceptable (U).</li> </ul>						
Name of Firm	Experience 40	Prior Work 30 Performance	Capacity to 20 Perform	Proposed Cost 10	Other	Other	Notes
Langford Community Management Services	40	30	20	10			100
Grantworks	40	10	20	8			78
<b>Firm Recommended:</b>							
<b>Firm Selected:</b>							
	* If Firm Selected differs from Firm recommended by Evaluators, provide explanation						
<b>Conflict of Interest Evaluated by:</b>	<input type="checkbox"/> Conflict exists, firm disqualified <input checked="" type="checkbox"/> No conflict exists						
<b>Date Awarded by Governing Body:</b>							
<b>Signature of Lead Evaluator:</b>	Mary Condon 1/10/2021						

## Texas Community Development Block Grant

## Phase Two Solicitation for Administrative/Planning Services

## Evaluation of Proposals

<b>Applicant Community:</b>	City of Florence						
<b>Evaluation Team:</b> (at least three persons required, including one local official)	<b>Name of Evaluator</b>		<b>Title</b>				
	Mary Condon		Mayor				
	Adrienne Seal		Building Services Director				
	Amy L Crane		City Secretary				
<b>Program:</b> (list ONLY one program per form, create a separate A508 for each additional program)	2021-2022 Community Development Fund						
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	Langford CMS		January 4, 2021				
	Grantworks		January 4, 2021				
<b>Evaluation of Proposals:</b> (revise/add/delete services in this section as appropriate)	<b>Enter for each criterion &amp; proposal:</b> (criteria listed on A506) <ul style="list-style-type: none"> <li>• Points awarded, or</li> <li>• Evaluation such as Highly Advantageous (H), Advantageous (A), Not Advantageous (N), or Unacceptable (U).</li> </ul>						
Name of Firm	Experience 40	Prior Work Performance 30	Capacity to Perform 20	Proposed Cost 10	Other	Other	Notes
Langford Community Management Services	40	30	20	7			97
Grantworks	35	30	20	10			95
<b>Firm Recommended:</b>	Langford Community Management Services						
<b>Firm Selected:</b>							
	* If Firm Selected differs from Firm recommended by Evaluators, provide explanation						
<b>Conflict of Interest Evaluated by:</b>	<input type="checkbox"/> Conflict exists, firm disqualified <input checked="" type="checkbox"/> No conflict exists						
<b>Date Awarded by Governing Body:</b>							
<b>Signature of Lead Evaluator:</b>	Adrienne Seal 1/12/21						



City of Florence  
Unpaid Bills Detail  
As of January 12, 2021

Type	Date	Nu	Due Date	Aging	Open Balance
<b>Amazon Capital Services</b>					
Bill	01/09/2021	1YT...	01/19/2021		233.45
Total Amazon Capital Services					233.45
<b>Associated Time &amp; Parking Controls</b>					
Bill	12/02/2020	02991	12/12/2020	31	41.85
Bill	01/04/2021	03394	01/14/2021		44.75
Total Associated Time & Parking Controls					86.60
<b>Citibank</b>					
Bill	11/27/2020	Bann...	12/07/2020	36	79.17
Bill	12/02/2020	Zoom	12/12/2020	31	31.90
Bill	12/08/2020	TMC...	12/18/2020	25	100.00
Bill	12/08/2020	La F...	12/18/2020	25	43.31
Bill	12/08/2020	TMC...	12/18/2020	25	100.00
Bill	12/14/2020	Affor...	12/24/2020	19	25.00
Bill	12/15/2020	Post...	12/25/2020	18	26.35
Bill	12/15/2020	IONOS	12/25/2020	18	2.50
Bill	12/16/2020	ICC ...	12/26/2020	17	145.00
Bill	12/16/2020	Read...	12/26/2020	17	9.19
Bill	12/18/2020	Ama...	12/28/2020	15	86.55
Bill	12/28/2020	Post...	01/07/2021	5	4.60
Bill	01/02/2021	Zoom	01/12/2021		31.90
Total Citibank					685.47
<b>Dell Marketing L.P.</b>					
Bill	12/07/2020	2008...	12/17/2020	26	2,107.17
Total Dell Marketing L.P.					2,107.17
<b>Land's End Outfitters</b>					
Credit	03/03/2020	SCR...			-95.00
Total Land's End Outfitters					-95.00
<b>LexisNexis Risk Data Management, Inc</b>					
Bill	12/31/2020	1033...	01/10/2021	2	100.00
Total LexisNexis Risk Data Management, Inc					100.00
<b>OmniBase Services of Texas</b>					
Bill	01/05/2021	420-...	01/15/2021		84.00
Total OmniBase Services of Texas					84.00

City of Florence  
Unpaid Bills Detail  
As of January 12, 2021

Type	Date	Num	Due Date	Aging	Open Balance
Summer Energy Bill	01/08/2021	7656...	01/18/2021		3,203.28
Total Summer Energy					3,203.28
Texas Fleet Fuel Bill	01/03/2021	12/28...	01/13/2021		396.26
Total Texas Fleet Fuel					396.26
TOTAL					6,801.23

**Florence - Water & Sewer**  
**Unpaid Bills Detail**  
 As of January 12, 2021

Type	Date	Num	Due Date	Aging	Open Balance
<b>Citibank</b>					
Bill	12/08/2020	Acad...	12/18/2020	25	86.59
Total Citibank					86.59
<b>City of Georgetown Utilities</b>					
Bill	11/30/2020	10/30...	12/10/2020	33	12,477.40
Total City of Georgetown Utilities					12,477.40
<b>DSHS Central Lab MC2004</b>					
Bill	01/05/2021	CEN....	01/15/2021		213.92
Total DSHS Central Lab MC2004					213.92
<b>Summer Energy</b>					
Bill	01/08/2021	7656...	01/18/2021		4,365.34
Total Summer Energy					4,365.34
<b>Texas Fleet Fuel</b>					
Bill	01/03/2021	12/28...	01/13/2021		44.71
Total Texas Fleet Fuel					44.71
<b>TOTAL</b>					<b>17,187.96</b>