



NOTICE OF A PUBLIC MEETING

AN AGENDA OF A REGULAR MEETING OF THE CITY COUNCIL CITY OF WHITE SETTLEMENT, TEXAS

7:00 P.M. – Tuesday, May 4, 2021

City Hall – Council Chambers

214 Meadow Park Drive, White Settlement, TX 76108

The White Settlement City Hall is accessible to persons with disabilities. Specially marked parking spaces are available at both Meadow Park and Hanon Drive. Accessible entry is available at the main entrance which is located on the north side of the building. If additional assistance is needed to observe or comment, please notify the City Secretary at 817-246-4971 x203 at least 24 hours prior to the meeting.

Recordings of City Council meetings are available for copies beginning on the Thursday after each meeting.

*As a courtesy to those in attendance, please place your cell phone on "Silent" or "Vibrate".
Food and drink are not allowed in council chambers.
Thank You!*

CALL TO ORDER

INVOCATION / PLEDGE OF ALLEGIANCE

CITIZEN PARTICIPATION

The purpose of this item is to allow citizens an opportunity to address the City Council on items that are not listed on the agenda, as well as any consent agenda, executive session, or workshop items. Any person desiring to make a public comment must first fill out a speaker request form, and be recognized by the presiding officer. Individual citizen comments are limited to three minutes. The City Council has no obligation to respond in any manner to comments or questions from the public. Any response from a member of the City Council to comments on items not listed on the agenda is limited to a statement of specific factual information, a recitation of existing policy, or direction to staff to place the subject on the agenda for a future City Council meeting.

PRESENTATIONS

PRESENTATION OF PROCLAMATIONS BY MAYOR WHITE:

- 1) Proclamation observing May 09 -15 2021 as National Police Week.
- 2) Proclamation observing May 13, 2021 as "Falun Dafa Day" in the City of White Settlement.

STAFF PRESENTATIONS

- 3) Presentation of American Rescue Plan Funds overview.
- 4) Joint Land Use Study/Compatible Development presentation by NAS JRB Fort Worth Commanding Officer, Captain Mark McLean, US Navy, and Mission Sustainment Officer Edward Spurlin.

CONSENT AGENDA

All items on the Consent Agenda are routine or previously discussed items and will be approved with one motion; however, should a member of the City Council wish to discuss any item, said item may be removed from the Consent Agenda and considered under Deliberation Agenda.

- 5) Approval of City Council meeting minutes:
 - a. April 6, 2021

- b. April 10, 2021
- 6) Approval of a resolution to deny the ONCOR Electric Delivery Company LLC application for approval to amend its distribution cost recovery factor to increase distribution rates within the city.
- 7) Acknowledge receipt of Monthly Financial Statements for FY 20-21 as of March 31, 2021.
- 8) Acknowledge receipt of Quarterly Investment Report for period ending March 31, 2021.
- 9) Approval of reappointments to the Library Board as follows:
 - a) Place 1, reappointing Patricia England, with a new term to expire February 2023;
 - b) Place 2, reappointing Pamela Kenney, with a new term to expire February 2023;
 - c) Place 3, reappointing Mary Jackson, with a new term to expire February 2023; and
 - d) Place 4, reappointing Misty Smethers, with a new term to expire February 2023.

DELIBERATION AGENDA

ADMINISTRATIVE:

- 10) Discuss and consider changing the time of regular scheduled council meetings from 7:00 pm to 6:30 pm. This item is not to change the date of regular scheduled council meetings.
- 11) Receive information related to engineering services for Kimbrough Street and Mirike Drive CIP Improvements. This item is not to take action on these CIP improvements.

PUBLIC WORKS:

- 12) Discuss and consider JD Engineering Amendment for Professional Services, Kimbrough and Mirike CIP, to include Gibbs Drive from Meadow Park Drive to Las Vegas Trail.

FINANCIAL:

- 13) Discuss and consider an ordinance amending Ordinance 2020-09-019 to provide for revisions to the City of White Settlement, Texas operating budget for the fiscal year beginning October 1, 2020 and ending September 30, 2021.
- 14) Discuss and consider a resolution requesting financial assistance from the Texas Water Development Board; authorizing the filing of an application for assistance; and making certain findings in connection therewith.
- 15) Discuss and consider approving an ordinance authorizing the issuance and sale of City of White Settlement, Texas, Combination Tax and Limited Surplus Revenue Certificates of Obligation, Series 2021; levying an annual Ad Valorem Tax and providing for the security for and payment of said certificates; approving the official statement; providing an effective date; and enacting other provisions relating to the subject.

COMMUNITY SERVICES:

- 16) Receive information and discuss options for amending/changing current ordinances regulating vendors on public property (ordinances 883.87 and 874.87). This is a discussion item only and any future action amending the regulations will be made by ordinance at a future council meeting.
- 17) Discuss and Consider Adoption of the Proposed 2021 White Settlement Public Library Strategic Master Plan.

EXECUTIVE SESSION

Pursuant to the Texas Open Meetings Act, Chapter 551 of the Texas Government Code, the City Council may convene into Executive Session to deliberate regarding the following matters:

- 18) Sec. 551.071 Consultation with Attorney. The City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to seek legal advice from the City Attorney about any matters listed on the agenda, and the following:
 - a) Proposed multi-family development at Silver Creek Road and Bomber Road
- 19) Sec. 551.072 Deliberation Regarding Real Property. The City Council may deliberate the purchase, exchange, lease, or value of real property, including consideration of offers made on such properties, including
 - a) Lot 5, Block 3 Woolsey Addition, more commonly known as 216 Pemberton Drive.

RECONVENE IN OPEN SESSION

Take action, if any, on items discussed in Executive Session

ADJOURNMENT

Notice posted on the 30th day of April, 2021 on the City Hall bulletin board at 214 Meadow Park Drive, White Settlement, Texas by 5:00 p.m.

Amy Arnold

Amy Arnold, TRMC, CMC
City Secretary



To: City Council

From: John P. Bevering, Chief of Police

Date: May 4, 2021

Subject: Proclamation observing the week of May 09-15 2021 as National Police Week.

Each year, Congress and the President designate May 15 as Police Officer's Memorial Day and the week it falls in as National Police Week.

It is only fitting that the City of White Settlement proclaim the week of May 09 - May 15 as National Police Week so citizens may join in commemorating police officers, who, through their courageous deeds, have lost their lives or have become disabled in the performance of duty and to those present, who by their faithful and loyal devotion to their responsibilities render a dedicated service to our community.

City of White Settlement *Proclamation*

By virtue of the authority given to me by the Laws of the State of Texas and by the Charter of the City of White Settlement,

Whereas the Congress and President of the United States have designated May 15 as Peace Officers Memorial Day and the week in which it falls as National Police Week to honor of the women and men who put their lives on the line every day to maintain public safety and hold accountable those who break the law; and

Whereas law enforcement officers play an important role in upholding the rights and freedoms which are guaranteed by the Constitution and that members of our police department recognize their duty to serve people by safeguarding life and property, protecting them against violence or disorder, protecting the innocent against deception and protect the weak against oppression or intimidation; and

Whereas it is important that all citizens know and understand the problems, duties and responsibilities of their police department. Since the first recorded death in 1786, more than 22,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty, including Captain Scott Monier with the White Settlement Police Department; and

Whereas it is fitting and proper that we recognize all those who have dedicated their lives to this vital task, expressing our gratitude for the dedicated service and courageous deeds of law enforcement officers and for the contributions they have made to the security and well-being of all our citizens. And with heavy hearts, we mourn the heroes taken from us only because they chose to serve.

Now, Therefore, I, Ronald A. White, Mayor of the City of White Settlement, Texas, do hereby proclaim

May 9 - 15, 2021

as

"National Police Week"

in which people may join in commemorating police officers, who, through their courageous deeds, have lost their lives or have become disabled in performance of duty and for those officers currently serving their community, people may properly recognize their faithful and loyal devotion to their responsibilities and dedicated service to our community.

Witness Whereof, I have set my hand and caused the Seal of the City to be affixed this 4th day of May in the year 2021

Ronald A. White, Mayor



To: City Council

From: Amy Arnold, City Secretary

Date: May 4, 2021

Subject: Proclamation observing May 13, 2021 as "Falun Dafa Day" in the City of White Settlement.

Mayor White will present this proclamation. For information on Falun Dafa Day please see the attached memo to Mayor White from the requestor.



Proclamation or Greeting Letter/Video Request for 2021 Falun Dafa Day Anniversary

April 16, 2021

Dear Mayor White,

We hope that you and yours have been safe and well.

May 13 marks the annual World Falun Dafa Day. More than 100 million people from diverse cultural backgrounds in over 100 countries, including the United States of America, benefit from practicing Falun Gong.

I am writing to respectfully request a Proclamation to honor this special day and to highlight Falun Dafa's values and its remarkable contributions to Texas and society at large. Should you want to modify the language of the Proclamation sample, feel free to do so. Please, address the Proclamation to "To the friends of Falun Dafa", "To the Falun Dafa Community of the State of Texas" or "Southern USA Falun Dafa Association."

Falun Dafa (also known as Falun Gong) is a spiritual practice for mind and body, rooted in the ancient schools of self-cultivation in China. It consists of meditative exercises, and a moral philosophy aimed at promoting virtue. At the core of Falun Dafa's teachings are the tenets of "Truthfulness, Compassion, and Forbearance."

Free classes in [several cities across](#) the Lone Star State have been offered to people to help improve their mental, moral, and physical wellbeing and contribute to a more healthy and harmonious society in these difficult times. Free [on-line classes](#) are also offered. As traditional Chinese culture believes, and [scientific studies](#), as well as survey results, are now proving, the connection between mind and body is key for a healthy immune system and to combat illness and stress.

As you may be aware, for the past 22 years, major [human rights](#) organizations have documented the nation-wide campaign of hatred, torture, mass imprisonment, and killing of people who practice Falun Gong in China. [Evidence](#) of practitioners [being murdered for their vital organs](#) that are being sold by the Chinese Communist Party (CCP) has been presented. International legal experts say that [crimes against humanity](#), and [genocide](#), have occurred.

Facing two decades of unspeakable atrocities, the Falun Dafa community, both within China and abroad, have endured with resolute non-violence and persistence to uphold freedom and universal values. This has garnered global recognition, including thousands of greetings and proclamations



SOUTHERN USA
FALUN DAFU ASSOCIATION

from governments and officials.

By sending a proclamation/greeting to mark Falun Dafa Day, you help affirm the commitment by the United States of America to human rights, freedom of religion, and to the values of truthfulness, compassion and tolerance and its benefits to Americans.

We would truly appreciate if you could please send it to the e-mail shown below by May 11th, 2021.

Should you have questions, please don't hesitate to contact us. For more information, please visit <https://faluninfo.net>

Sincerely,

A handwritten signature in black ink, appearing to read 'Juha' followed by a stylized flourish.

Juha "JJ" Jussila
on behalf of Southern USA Falun Dafa Association

tel: 682-433-3799
Email: juha2013@gmail.com



SOUTHERN USA
FALUN DAFA ASSOCIATION



Peaceful Protest Raising Awareness of the Crimes by the Chinese Communist Party Against Humanity, Dallas-Fort Worth Metroplex, February 2021



World Falun Dafa Day, May 2020 – Plano, Texas

1301 W.Parker Rd.,#108,Plano, TX 75023



SOUTHERN USA
FALUN DAFU ASSOCIATION



Independence Day Parade 2019, Plano, Texas



Telling the General Public the Truth about Falun Gong
Dallas – Yoga Fest

City of White Settlement *Proclamation*

By virtue of the authority given to me by the Laws of the State of Texas and by the Charter of the City of White Settlement,

Whereas Falun Dafa, also known as Falun Gong, is a peaceful self-improvement practice rooted in ancient Chinese culture that centers around the universal principal of Truthfulness, Compassion and Forbearance and it consists of five gentle exercises, including meditation; and

Whereas Master Li Hongzhi, the founder of Falun Dafa, has helped millions across the world to improve their health and moral standards, as well as deepen their understanding of life, humanity and the universe, through the practice of Falun Dafa; and

Whereas transcending culture and racial boundaries, more than 100 million people in over 100 countries have become happier, healthier and more altruistic through their practice of Falun Dafa, and World Falun Dafa Day celebrates the benefits that this great practice has brought to our society; and

Whereas Falun Dafa was first introduced to the public in 1992 and to Dallas-Fort Worth in 1996. Since then, free introductory classes by volunteers have been held in public places such as city libraries and public parks, and practitioners have become an integral part of society's fabric; and

Whereas Falun Dafa practitioners' determination and courage to stand up for Truthfulness-Compassion-Forbearance while facing severe persecution from the Chinese Communist Party has shown the world the value of life and the preciousness of human dignity; and

Whereas Falun Dafa practitioners in the greater Dallas-Fort Worth area will celebrate World Falun Dafa Day on May 13.

Now, Therefore, I, Ronald A. White, Mayor of the City of White Settlement, Texas, do hereby proclaim

May 13th, 2021

as

"Falun Dafa Day"

In the City of White Settlement Texas.

In Witness Whereof, I have set my hand and caused the Seal of the City to be affixed this 4th day of May in the year 2021

Ronald A. White, Mayor



To: City Council

From: Krystal Crump, Finance Director

Date: May 4, 2021

Subject: Presentation of American Rescue Plan Funds overview.

Staff will present an overview of new federal funds being allocated to the City of White Settlement.



Overview

- Signed into law on March 11, 2021 – ARPA
- Texas receiving \$27.62B of \$350B
- White Settlement receiving \$3.89M estimate
 - Based on 2019 Population – not to exceed 75% of 2020-2021 Budget
- Must be Spent by December 31, 2024
- Payments will be made in 2 Allocations
 - 1st – 60 days after enactment (May 11, 2021) – can be delayed 2 months
 - 2nd – 1 year later (May 11, 2022)

Eligible Uses

- Revenue Replacement due to COVID 19 (Most recent fiscal year)
 - Not sure which budget and actuals will be used for calculation
- COVID19 Expenditures
 - Similar to CARES Act
- Negative Economic Impacts (tourism, travel, and hospitality)
 - Small Business Assistance
 - Renter and Homeowner / Utility Assistance
 - Economic Recovery
- Premium Pay for Essentials Workers
 - Essential Workers – Defined by City Manager
- Water, Sewer, and Broadband Infrastructure
- COBRA health insurance for laid off employees

Restrictions Outlined

- Funds allocated to states cannot be used to directly or indirectly offset tax reductions or delay a tax increase
- Funds cannot be deposited into any pension fund (Ex. TMRS)

Temporary Nature

- Care should be taken to avoid creating NEW programs or add-ons to existing programs that require an ongoing financial commitment
- Replenishing reserves used to offset revenue declines during pandemic should be given high priority
- Should be considered temporary and additional budget restraint may be necessary to achieve/maintain structural balance in future budgets
- Investment in critical infrastructure is well suited – non-recurring expenditure

Partnering Efforts

- Consider regional initiatives, including partnering with other ARPA recipients
 - Understand what they are planning and augment their efforts

Careful Consideration

- Use other programs first when possible
- Spread expenditures over the qualifying period to enhance budgetary and financial stability
- Carefully consider prudent uses of funds prior to committing resources
- Assess Government Operations and Community Needs
 - Ask for help creating a comprehensive needs assessment
 - Prioritize fiscal stability and returning to work

Other Information

- Inspector Generals / Treasury will audit spending to ensure eligible
- Periodic Reporting of detailed accounting
- Need to track expenditures by department better than we did for CARES ACT
 - More detailed invoices



To: City Council

From: Amy Arnold, City Secretary

Date: May 4, 2021

Subject: Joint Land Use Study / Compatible Development presentation by NAS JRB
Fort Worth Commanding Officer, Captain Mark McLean, US Navy, and Mission
Sustainment Officer Edward Spurlin.

This item is to receive Joint Land Use and compatible development information from
Captain Mark McLean.

CAPTAIN J. MARK MCLEAN, USN

Captain Mark McLean is native of Bullard, Texas. He graduated from the University of Texas at Tyler in 1997 with a Bachelor of Business Administration in Accounting. He also holds a Master of Arts in National Security and Strategic Studies from the Naval War College in Newport, Rhode Island.

After earning his naval aviator wings at Vance AFB, OK in 1999, Mark served operational assignments with the “Ironmen” of VQ-3 at Tinker AFB, OK from 2000-2003, where he was a E-6A/B Mission Commander Evaluator and E-6A/B Instructor Pilot and then remained at Tinker AFB from 2003-2006 to join the “Roughnecks” of VQ-7 as an E-6A/B Instructor Pilot, instructing student pilots in the E-6A/B, B737/200 and B737/600 aircraft.



In 2006, Mark transitioned to the Navy’s Full Time Support community and reported to VR-59 “Lone Star Express” squadron at NAS JRB Fort Worth where he was designated a Navy C-40 aircraft (Boeing 737) Instructor Pilot where he completed his Department Head tour while flying missions all over the world.

His staff assignments include tours on the staff of Fleet Logistics Support Wing at NAS JRB in 2006 and as a Battle Watch Captain at the Pentagon on the OPNAV staff from 2011-2014. Most recently Mark served as the Chief of Staff for the Deputy Assistant Secretary of Defense for Force Education and Training in 2017.

Mark’s Command tours have been Executive Officer and Commanding Officer of Navy Recruiting District Michigan and Indiana from 2014-2017. In July 2020 Mark assumed duties as Commanding Officer, NAS JRB Fort Worth.

Mark has accumulated more than 4,000 flight hours in numerous aircraft. His personal awards include the Meritorious Service Medal, Navy Commendation Medals, Navy Achievement Medal and various unit awards.

Minutes
White Settlement City Council
Regular Meeting



City Hall
214 Meadow Park Drive
White Settlement, Texas

April 6, 2021
7:00 PM

The public was provided the agenda via the city's website as well as access to the meeting via the following statement:

THIS MEETING WILL BE HELD VIA VIDEOCONFERENCE

This Notice and Agenda, and Agenda Packet are available on the City's website. The public may access the meeting via the following link: <https://us02web.zoom.us/j/83142298928?pwd=ei9KbjRxT0Ywd3p1YnJDUzZUZ01Ndz09>

Meeting ID: 831 4229 8928 Passcode: 016404

Please email the City Secretary at: aarnold@wstx.us if you plan to provide comments during citizen participation or an agenda item. In order to facilitate citizen comments during the meeting, each name on the speaking list will be called at which time you will be provided an opportunity to comment. In lieu of participating in the meeting, you may also email your comments to the City Secretary at: aarnold@wstx.us no later than one hour prior to the meeting, and any comments submitted will be read aloud during the respective agenda item. Although this meeting will be held remotely via videoconference, the public may also speak on agenda items in person at City Hall, where technology will be in place to allow participation.

CALL TO ORDER

Mayor White called the open meeting to order at 7:00 PM announcing a quorum of council members present as follows:

Council Member Paul Moore,
Mayor Pro Tem Evelyn Spurlock,
Council Member Amber Munoz
Council Member Christina Grudzinski, and
Council Member Gregg Geesa

Executive Staff present included City Manager Jeffrey J. James, City Secretary Amy Arnold, and City Attorney Drew Larkin. Other staff present included Executive Administrative Assistant Ann Elias, Community Services Director Rich Tharp, Finance Director Krystal Crump (Foght), Building Official Robert Nunley, Police Chief J. Bevering, Assistant Police Chief T. Denison, and Communications Manager Aaron Hall.

INVOCATION / PLEDGE OF ALLEGIANCE

Mayor White offered the invocation and led the Pledge of Allegiance

CITIZEN PARTICIPATION

Prior to acknowledging speakers, Mayor White made the following statement:

The purpose of this item is to allow citizens an opportunity to address the City Council on items that are not listed on the agenda, as well as any consent agenda, executive session, or workshop items. Any person desiring to make a public comment must first fill out a speaker request form, and be recognized by the presiding officer. Individual citizen comments are limited to three minutes.

The City Council has no obligation to respond in any manner to comments or questions from the public. Any response from a member of the City Council to comments on items not listed on the agenda is limited to a statement of specific factual information, a recitation of existing policy, or direction to staff to place the subject on the agenda for a future City Council meeting.

Michele Cooper (761 Hallvale Drive) addressed the City Council regarding her concern for and opinion of the operations of the Animal Control Shelter.

Eddie Delgado (519 Comal Ave) addressed the City Council regarding board activities and membership including thoughts on revamping the city board program and member training including expectations, deadlines, etc.

Katherine Bastidas (724 June Dr.) addressed the City Council concerning her current permit as a mobile food vendor and noting her understanding of authorized locations to sell as well as her confusion as to why other vendors are on park property. City Manager Jeff James responded to Ms. Bastidas explaining to the City Council the current vendor permit ordinance does not allow vendors to sell on park property unless the party renting the park (ball fields, etc.) invites a concessionaire during their specific event. Mayor Pro Tem Spurlock mentioned she would like a review of the current ordinance.

PRESENTATIONS

The following presentations were made prior to the citizen comments portion of the meeting. Any PowerPoint or documents presented to council during presentations will be attached hereto. Molly Horn, PR/Marketing Coordinator for Alliance for Children was in attendance via zoom to accept the proclamation recognizing April as Child Abuse Awareness Month on behalf of Alliance for Children. Ms. Horn expressed her gratitude and support from the city council and the community. Chief Bevering and Assistant Chief Dennison were present, along with Police Dispatcher Adrienne Steward to make comments and accept the Telecommunicators Week proclamation.

MAYOR / COUNCIL MEMBER PRESENTATIONS:

- 1) Presentation of proclamation recognizing April as Child Abuse Prevention Month
- 2) Presentation of proclamation recognizing April 11 - 17, 2021 as National Public Safety Telecommunicators Week

STAFF PRESENTATIONS:

- 3) City Manager presentation on status of in-person public meetings.
- 4) City Manager presentation to announce a scheduled pre-budget meeting and citizen survey related to waste collection services.

CONSENT AGENDA

Council Member Geesa made a motion to approve the consent agenda. Council Member Moore seconded the motion which carried unanimously. Approval of consent agenda items includes the following:

- 5) Approval of City Council meeting minutes:
 - a. March 2, 2021
 - b. March 4, 2021
- 6) Acknowledge receipt of Monthly Financial Statements for FY 20-21 as of February 28, 2021.

- 7) Approval of Interlocal Agreement with Tarrant County for the reconstruct and asphalt overlay of Marrett Dr., Wilbur St. and Harwell St. from N. Cherry Ln. to N. Roe St., and George St. from S. Judd St. to the Central Park Skate Park.

DELIBERATION AGENDA

FINANCIAL:

- 8) Discuss and consider an ordinance amending Ordinance 2020-09-019 to provide for revisions to the City of White Settlement, Texas operating budget for the fiscal year beginning October 1, 2020 and ending September 30, 2021.

Finance Director Krystal Crump (Foght) presented the item explaining the requested revisions

Council Member Munoz made a motion to postpone this item to the May 2021 meeting in order to hold the Pre-Budget meeting prior to considering this item. Mayor Pro Tem Spurlock seconded the motion which carried unanimously.

- 9) Discuss and consider a resolution amending the Donation and Gift Policy.

Finance Director Krystal Crump (Foght) presented the item explaining original adoption in 2016 with proposed amendments to include updating the policy to include all city staff, board members and city council.

Council Member Munoz made a motion to approve a resolution amending the donation and gift policy. Council Member Grudzinski seconded the motion which carried unanimously.

- 10) Discuss and consider an ordinance amending the Identity Theft Prevention Policy.

Finance Director Krystal Crump (Foght) presented the item explaining the original policy adoption in 2008 due to new state laws. Mrs. Crump (Foght) noted minimal changes including security of customer information, review by the city attorney and staff's recommendation to approve.

Council Member Moore made a motion to approve an ordinance amending the identity theft prevention policy. Council Member Grudzinski seconded the motion which carried unanimously.

- 11) Discuss and consider adoption of the City of White Settlement Fund Balance Policy.

Finance Director Krystal Crump (Foght) presented the item explaining prior review and approval in 2011 and noting the purpose of the policy is to establish guidelines for fund balances within each city fund. Mrs. Crump (Foght) mentioned review by the city attorney and staff's recommendation to approve.

Council Member Geesa made a motion to adopt the fund balance policy. Council Member Moore seconded the motion which carried unanimously.

- 12) Discuss and consider adoption of the City of White Settlement Fiscal and Budgetary Policies.

Finance Director Krystal Crump (Foght) presented the item mentioning prior approval in 2009 and the purpose of the policy to provide finance guidelines noting this policy is the main policy covering the city budget. Mrs. Crump (Foght) noted some of the changes including debt management policy guidelines, payment in lieu of taxes as recommended by bond counsel, and updates to the fund balance policy guidelines.

Council Member Munoz made a motion to adopt the purchasing policy which was seconded by Council Member Grudzinski. Council Member Munoz realized the incorrect language and amended her motion to be to adopt the fiscal and budgetary policies. Council Member Geesa seconded the amended motion which carried unanimously.

13) Discuss and consider a resolution amending the City of White Settlement Purchasing Policy.

Finance Director Krystal Crump (Foght) presented the item explaining prior approval in 2017, updates to guidelines including the sale of auction items and review by the city attorney with staff's recommendation to approve. Mrs. Crump (Foght) noted some of the major amendments include the process for change-orders to comply with local government code, grant requirements and adding in currently followed policies that were previously excluded.

Council Member Moore made a motion to approve a resolution amending the purchasing policy. Mayor Pro Tem Spurlock seconded the motion which carried unanimously.

ADMINISTRATIVE:

14) Discuss and consider participation in Texas Division of Emergency Management S.T.E.A.R. (State of Texas Emergency Assistance Registry) program; appointing White Settlement Fire Department Captain as primary custodian and White Settlement Police Department Support Lieutenant and City Secretary as alternate custodians.

City Manager Jeff James presented the item referencing council direction after the February winter storm to present programs which would benefit citizens. Mr. James stated Fire Chief Logan would present this item in detail.

Fire Chief Logan presented the item noting use of the program during hurricane Harvey in which members of WSFD assisted other communities utilizing this program. Chief Logan discussed benefits of the program including its free and voluntary registration process for participation by individuals and municipalities, use of the program by the city's local nursing homes, and the program would be an additional resource the city could provide. Chief Logan mentioned that although the program is free for the municipality to participate in, the city could incur unanticipated expenses as a result of participation. Chief Logan recommends further research prior to authorizing the city's participation in the program.

Mayor Pro Tem Spurlock requested more details and agreed with further research prior to committing to the program. Chief Logan stated the WSFD and WSPD will be working to come up with a plan that would not impact the city financially.

No motion was made on this item.

BOARD APPOINTMENTS:

15) Discuss and consider appointments to the following:

- a. Board of Adjustments and Appeals:
Place 3, currently held by Brinda Rhodes, with a new term to expire February 2023;
Place 5, currently held by Richard Huff, with a new term to expire February 2023.
- b. Planning and Zoning Commission:
Place 6, currently vacant, with a new term to expire February 2024;
Place 7, currently held by Victor Corralejo, with a new term to expire February 2024.
- c. Crime Control and Prevention District:
Place 6, currently held by Angie Nolan, with a new term to expire February 2024.

City Secretary Amy Arnold explained the applications received were provided in the agenda packet for council member review noting only those board positions which were confirmed to desire reappointment prior to agenda publication or an application has been received are listed.

Mayor Pro Tem Spurlock made a motion to reappoint members who have requested reappointment with terms as listed. Council Member Munoz seconded the motion which carried unanimously.

Council Member Munoz made a motion to appoint Jose M. Alfaro to P&Z Place 6 and Torey Osborne-Dill to P&Z Place 7, both terms to expire February 2024. Council Member Geesa seconded the motion which carried unanimously.

ADJOURNMENT

With there being no further discussion, Mayor White adjourned the meeting at 8:10 PM.

Approved this 4th day of May, 2021.

Ronald A. White, Mayor

ATTEST:

Amy Arnold, City Secretary

Minutes
White Settlement City Council
Regular Meeting



White Settlement Convention Center
405 N. Las Vegas Trail
White Settlement, Texas

April 10, 2021
9:00 AM – 1:00 PM

CALL TO ORDER

Mayor White called the open meeting to order at 9:00 AM announcing a quorum of council members present as follows:

Council Member Paul Moore,
Mayor Pro Tem Evelyn Spurlock,
Council Member Amber Munoz

Both Council Member Christina Grudzinski, and Council Member Gregg Geesa were absent.

Executive Staff present included City Manager Jeffrey J. James and City Secretary Amy Arnold. Other staff present included Executive Administrative Assistant Ann Elias, Community Services Director Rich Tharp, Finance Director Krystal Crump (Foght), Building Official Robert Nunley, Police Chief J. Bevering, Fire Chief Brandon Logan, Public Works Director Jeff Ray, and Communications Manager Aaron Hall.

CITIZEN PARTICIPATION

There were none.

DELIBERATION AGENDA

PRE-BUDGET:

- 1) This item is for City Council members and city staff to discuss, in depth, current fiscal year municipal finances in preparation for the FY 2021-2022 budget process.

City Manager Jeff James and Finance Director Krystal Crump (Foght) presented information to members related to current municipal finances including:

- Solid Waste collection
 - Current contract and proposals, 2018 survey results
 - Proposing an updated survey to ask citizens the following
 - Importance of curbside appeal
 - Willingness to pay an increased rate for more reliable service
 - Desired frequency of pickups including bulk
 - Type of containers (company provided cans or not)
 - Desire for recycling
 - Satisfaction with current provider
- Goals as listed in the 2040 Comprehensive Plan
- An explanation of the budget process

- Listing of accomplishments, lost businesses, new developments
- TAD information - Jeff Law, Chief Appraiser
 - Explained the city has no control over TAD decisions
- A recap of 2020-2021 budget decisions and current financial status on the following
 - General Fund – on target
 - Water Sewer Fund – on target
 - CCPD – on target
- Revenues by source
- Property taxes and property tax outlook
- Options to improve the following
 - Sales tax
 - Shop local campaign
 - Fines / forfeitures
 - Permits
 - Other revenues
- Projects and rates
 - Water / sewer, storm water
- Fund balance and review of fund balance policy
- Water utilities including city wells, TCAP agreement and TCEQ requirements
- Capital projects
- Employee health benefits
- Review of upcoming budget meeting dates and deadlines

Department Directors presented information to members explaining how they see their department now and provided department goals, including needs and wants to meet goals. Departments presenting included

- Finance
- Community Services
- Public Works
- Fire Department
- Police Department

(these listings will be provided by each director and attached to the final approved minutes).

Council members discussed, with staff, the following

- Concerns of public understanding and ways of providing accurate information
 - How the pandemic affects emotions and well-being – city has no control over pandemic
 - Use of city's mobile app to provide information and promote the city
 - Recent confusion over city boundaries
- Lost sales tax revenue and concerns of financing community services
- Improving sales tax revenue
 - Highway visibility of fast food locations attracting more customers
 - Purchases from sites such as Amazon benefits the city
 - Maximizing current agreements and services

- Utilizing services such as *Real News* to promote the city
 - Spend Local, Eat Local, Enjoy Local campaign
- Concerns of confusion over city boundaries by some patrons
- Relationship with Chamber of Commerce
- Water utilities
 - City well options, reporting and compliance, water loss, hidden costs & maintenance
 - Water rate study - rates not decreasing
- Employee medical insurance coverage

FINANCE:

- 2) Take action, if any, as a result of the Pre-Budget discussion.

No action was taken.

ADJOURNMENT

With there being no further discussion, Mayor White adjourned the meeting at 1:00 PM.

Approved this 4th day of May, 2021.

Ronald A. White, Mayor

ATTEST:

Amy Arnold, City Secretary

RESOLUTION NO. 2021-05-009

A RESOLUTION OF THE CITY OF WHITE SETTLEMENT, TEXAS FINDING THAT ONCOR ELECTRIC DELIVERY COMPANY LLC'S APPLICATION FOR APPROVAL TO AMEND ITS DISTRIBUTION COST RECOVERY FACTOR TO INCREASE DISTRIBUTION RATES WITHIN THE CITY SHOULD BE DENIED; AUTHORIZING PARTICIPATION WITH OCSC; AUTHORIZING THE HIRING OF LEGAL COUNSEL AND CONSULTING SERVICES; FINDING THAT THE CITY'S REASONABLE RATE CASE EXPENSES SHALL BE REIMBURSED BY THE COMPANY; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL.

WHEREAS, the City of White Settlement, Texas ("City") is an electric utility customer of Oncor Electric Delivery Company LLC ("Oncor" or "Company") with an interest in the rates and charges of Oncor; and

WHEREAS, the Steering Committee of Cities Served by Oncor ("OCSC") is a coalition of similarly situated cities served by Oncor that have joined together to efficiently and cost effectively review and respond to electric issues affecting rates charged in Oncor's service area in matters before the Public Utility Commission ("Commission") and the courts; and

WHEREAS, on or about April 8, 2021, Oncor filed with the Commission an Application for Approval to Amend its Distribution Cost Recovery Factor ("DCRF"), Commission Docket No. 51996, seeking to increase its total distribution revenue requirement by approximately \$97,826,277; and

WHEREAS, the City of White Settlement will cooperate with OCSC in coordinating their review of Oncor's DCRF filing with designated attorneys and consultants, prepare a common response, negotiate with the Company, and direct any necessary litigation, to resolve issues in the Company's filing; and

WHEREAS, all electric utility customers residing in the City will be impacted by this ratemaking proceeding if Oncor's Application is granted; and

WHEREAS, working with the OCSC to review the rates charged by Oncor allows members to accomplish more collectively than each city could do acting alone; and

WHEREAS, OCSC's members and attorneys recommend that members who have retained original jurisdiction over electric utility rates deny Oncor's DCRF.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WHITE SETTLEMENT TEXAS:

SECTION 1. That the City is authorized to participate with OCSC in Commission Docket No. 51996.

SECTION 2. That, subject to the right to terminate employment at any time, the City of White Settlement hereby authorizes the hiring of the law firm of Lloyd Gosselink Rochelle & Townsend, P.C. and consultants to negotiate with the Company, make recommendations to the City regarding reasonable rates, and to direct any necessary administrative proceedings or court litigation associated with an appeal Oncor's DCRF application.

SECTION 3. That the rates proposed by Oncor to be recovered through its DCRF charged to customers located within the City limits should be denied.

SECTION 4. That the Company should continue to charge its existing rates to customers within the City.

SECTION 5. That the City's reasonable rate case expenses shall be reimbursed in full by Oncor within 30 days of the adoption of this Resolution, and within 30 days of presenting monthly bills to Oncor thereafter.

SECTION 6. That it is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public as required by law and the public notice of the time, place, and purpose of said meeting was given as required.

SECTION 7. That a copy of this Resolution shall be sent to J. Michael Sherburne, Vice President – Regulatory, Oncor Electric Delivery Company LLC, 1616 Woodall Rodgers Freeway, Dallas, Texas 75202; to Tab R. Urbantke, Hunton Andrews Kurth LLP, 1445 Ross Avenue, Suite 3700, Dallas, Texas 7520; and to Thomas Brocato, General Counsel to OCSC, at Lloyd Gosselink Rochelle & Townsend, P.C., P.O. Box 1725, Austin, TX 78767-1725, or tbrocato@lglawfirm.com.

PASSED, APPROVED AND ADOPTED on this 4th day of May, 2021.

Ronald A. White, Mayor

ATTEST:

Amy Arnold, City Secretary

STAFF REPORT REGARDING ONCOR'S DISTRIBUTION COST RECOVERY FACTOR FILING

On April 8, 2021, Oncor Electric Delivery Company LLC (“Oncor” or “Company”) filed an Application for Approval to Amend its Distribution Cost Recovery Factor (“DCRF”) to Increase Distribution Rates with each of the cities in their service area. In the filing, the Company asserts that it is seeking an increase in total distribution revenue requirement by approximately \$97,826,277.

The resolution authorizes the City to join with the Steering Committee of Cities Served by Oncor (“OCSC”) to evaluate the filing, determine whether the filing complies with law, and if lawful, to determine what further strategy, including settlement, to pursue.

Purpose of the Resolution:

The purpose of the Resolution is to deny the DCRF application proposed by Oncor.

Explanation of “Be It Resolved” Paragraphs:

1. This section authorizes the City to participate with OCSC as a party in the Company’s DCRF filing, PUC Docket No. 51996.
2. This section authorizes the hiring of Lloyd Gosselink and consultants to review the filing, negotiate with the Company, and make recommendations to the City regarding reasonable rates. Additionally, it authorizes OCSC to direct any necessary administrative proceedings or court litigation associated with an appeal of this application filed with the PUC.
3. This paragraph finds that the Company’s application is unreasonable and should be denied.
4. This section states that the Company’s current rates shall not be changed.
5. The Company will reimburse Cities for their reasonable rate case expenses. Legal counsel and consultants approved by OCSC will submit monthly invoices that will be forwarded to Oncor for reimbursement.
6. This section recites that the Resolution was passed at a meeting that was open to the public and that the consideration of the Resolution was properly noticed.
7. This section provides that Oncor and counsel for OCSC will be notified of the City’s action by sending a copy of the approved and signed Resolution to counsel.

		CITY OF WHITE SETTLEMENT					
		MONTHLY FINANCIALS					
		AS OF MARCH 31, 2021					
01 -GENERAL FUND							
FINANCIAL SUMMARY					% OF YEAR COMPLETED : 50.00		
	CURRENT	CURRENT	YEAR TO DATE	TOTAL	BUDGET	% YTD	PRIOR YEAR
	BUDGET	PERIOD	ACTUAL	ENCUMBERED	BALANCE	BUDGET	YTD BALANCE
REVENUE SUMMARY							
PROPERTY TAXES	6,183,062.00	125,194.38	6,058,368.62	-	124,693.66	97.98	5,612,314.38
SALES AND USE TAXES	2,003,400.00	187,647.95	755,112.80	-	1,248,287.20	37.69	704,578.51
FRANCHISE FEES	925,000.00	117,732.13	378,874.12	35,000.00	511,125.88	44.74	429,275.74
FINES & FORFEITURES	237,050.00	42,151.20	133,755.88	-	103,294.16	56.43	178,528.45
LICENSES & PERMITS	251,295.00	35,692.80	142,028.18	-	109,267.10	56.52	150,749.75
CHARGES FOR SERVICES	195,074.00	24,281.24	95,987.72	-	99,086.36	49.21	90,197.87
INTEREST INCOME	130,000.00	18,374.66	72,166.21	-	57,833.87	55.51	138,300.38
OTHER REVENUE	67,485.00	23,583.40	362,741.08	-	(295,255.96)	537.51	119,539.41
TRANSFERS	1,372,716.00	115,146.86	692,068.38	-	680,647.50	50.42	769,756.41
TOTAL REVENUES	11,365,083.00	689,804.62	8,691,102.99	35,000.00	2,638,979.77	76.78	8,193,240.90
EXPENDITURE SUMMARY							
CITY COUNCIL							
PERSONNEL	7,927.00	-	31.36	-	7,895.34	0.40	412.26
MATERIALS & SUPPLIES	856.00	-	156.33	-	699.67	18.26	1,459.11
CONTRACTUAL SERVICES	292,786.00	9,132.15	90,496.34	192,583.96	9,705.24	96.69	161,951.64
TOTAL CITY COUNCIL	301,568.00	9,132.15	90,684.03	192,583.96	18,300.25	93.93	163,823.01
CITY MANAGER'S OFFICE							
PERSONNEL	229,007.00	17,223.09	103,477.29	-	125,529.77	45.19	165,502.43
MATERIALS & SUPPLIES	1,350.00	7.47	229.02	-	1,120.98	16.96	205.23
CONTRACTUAL SERVICES	11,600.00	106.97	2,489.85	-	9,110.15	21.46	5,565.74
RESERVES	242,400.00	-	-	-	242,399.52	-	-
TOTAL CITY MANAGER'S OFFICE	484,357.00	17,337.53	106,196.16	-	378,160.42	21.93	171,273.40

CITY SECRETARY							
PERSONNEL	111,604.00	8,153.91	48,957.55	-	62,646.67	43.87	51,024.90
MATERIALS & SUPPLIES	786.00	1.60	49.79	-	736.21	6.33	374.96
CONTRACTUAL SERVICES	45,712.00	418.13	18,775.45	1,935.00	25,001.55	45.31	8,518.57
TOTAL CITY SECRETARY	158,102.00	8,573.64	67,782.79	1,935.00	88,384.43	44.10	59,918.43
HUMAN RESOURCES							
PERSONNEL	92,128.00	7,204.02	43,866.41	-	48,261.94	47.61	42,387.25
MATERIALS & SUPPLIES	2,400.00	155.15	666.00	-	1,734.00	27.75	451.06
CONTRACTUAL SERVICES	78,196.00	5,249.10	26,325.52	30,075.00	21,795.48	72.13	30,195.26
TOTAL HUMAN RESOURCES	172,724.00	12,608.27	70,857.93	30,075.00	71,791.42	58.44	73,033.57
MIS							
PERSONNEL	172,557.00	11,472.56	69,974.99	-	102,582.17	40.55	68,334.73
MATERIALS & SUPPLIES	1,100.00	86.51	157.27	-	942.73	14.30	164.28
CONTRACTUAL SERVICES	127,318.00	9,240.34	43,796.60	5,347.50	78,173.90	38.60	27,852.46
TOTAL MIS	300,975.00	20,799.41	113,928.86	5,347.50	181,698.80	39.63	96,351.47
CITY MARSHAL							
PERSONNEL	133,944.00	6,465.28	53,963.32	-	79,980.69	40.29	54,508.28
MATERIALS & SUPPLIES	12,190.00	381.30	1,794.37	1,680.00	8,715.61	28.50	2,634.45
CONTRACTUAL SERVICES	33,162.00	1,544.97	19,127.72	2,909.48	11,124.73	66.45	38,826.01
TOTAL CITY MARSHAL	179,296.00	8,391.55	74,885.41	4,589.48	99,821.03	44.33	95,968.74
FINANCE							
PERSONNEL	453,339.00	34,511.94	199,950.22	-	253,388.45	44.11	183,446.36
MATERIALS & SUPPLIES	6,293.00	543.46	1,774.37	-	4,518.25	28.20	3,022.03
CONTRACTUAL SERVICES	29,206.00	612.60	13,593.76	7,941.15	7,671.47	73.73	18,212.55
TOTAL FINANCE	488,838.00	35,668.00	215,318.35	7,941.15	265,578.17	45.67	204,680.94
MUNICIPAL COURT							
PERSONNEL	75,642.00	5,776.89	34,642.54	-	40,999.88	45.80	34,607.53
MATERIALS & SUPPLIES	4,984.00	140.20	3,203.77	-	1,780.27	64.28	1,375.05
CONTRACTUAL SERVICES	67,569.00	4,244.71	28,223.59	29,679.27	9,666.14	85.69	30,358.21
TOTAL MUNICIPAL COURT	148,195.00	10,161.80	66,069.90	29,679.27	52,446.29	64.61	66,340.79
PURCHASING							
PERSONNEL	63,297.00	4,849.76	33,486.11	-	29,810.78	52.90	30,451.21
MATERIALS & SUPPLIES	600.00	-	35.63	-	564.37	5.94	89.97
CONTRACTUAL SERVICES	6,916.00	139.67	2,188.83	-	4,727.17	31.65	4,632.13
TOTAL PURCHASING	70,813.00	4,989.43	35,710.57	-	35,102.32	50.43	35,173.31

MEDIA							
PERSONNEL	62,366.00	5,332.95	28,223.42	-	34,142.88	45.25	25,834.17
MATERIALS & SUPPLIES	2,100.00	-	-	-	2,100.00	-	258.98
CONTRACTUAL SERVICES	66,671.00	4,000.00	33,539.87	26,630.51	6,500.62	90.25	12,187.70
TOTAL MEDIA	131,137.00	9,332.95	61,763.29	26,630.51	42,743.50	67.41	38,280.85
CODE COMPLIANCE							
PERSONNEL	-	122.03	122.03	-	(122.03)	-	38,829.56
MATERIALS & SUPPLIES	3,885.00	222.22	880.71	11.00	2,993.29	22.95	2,278.19
CONTRACTUAL SERVICES	58,068.00	562.89	4,959.67	113.33	52,994.83	8.74	13,401.04
TOTAL CODE COMPLIANCE	61,953.00	907.14	5,962.41	124.33	55,866.09	9.82	54,508.79
MUNICIPAL FACILITIES							
PERSONNEL	60,990.00	4,585.06	27,804.47	-	33,185.85	45.59	29,142.78
MATERIALS & SUPPLIES	5,575.00	615.35	1,718.80	238.00	3,618.12	35.10	2,106.57
CONTRACTUAL SERVICES	24,335.00	4,658.08	15,155.17	113.33	9,066.46	62.74	17,900.83
CAPITAL OUTLAY	-	-	-	-	-	-	2,759.34
TOTAL MUNICIPAL FACILITIES	90,900.00	9,858.49	44,678.44	351.33	45,870.43	49.54	51,909.52
STREETS							
PERSONNEL	328,859.00	12,572.30	78,279.18	-	250,580.18	23.80	103,813.39
MATERIALS & SUPPLIES	107,163.00	5,897.43	65,240.71	4,768.00	37,154.29	65.33	21,843.92
CONTRACTUAL SERVICES	175,850.00	16,190.35	80,119.63	56,818.32	38,911.95	77.87	70,761.82
TOTAL STREETS	611,872.00	34,660.08	223,639.52	61,586.32	326,646.42	46.62	196,419.13
PLANNING & DEVELOPMENT							
PERSONNEL	185,466.00	14,624.12	87,022.73	-	98,443.15	46.92	80,796.29
MATERIALS & SUPPLIES	5,496.00	136.11	1,278.04	536.00	3,681.92	33.01	1,059.24
CONTRACTUAL SERVICES	80,260.00	7,006.24	46,834.63	15,565.99	17,859.02	77.75	58,468.57
TOTAL PLANNING & DEVELOPMENT	271,221.00	21,766.47	135,135.40	16,101.99	119,984.09	55.76	140,324.10
POLICE ADMINISTRATION							
PERSONNEL	775,275.00	51,065.62	303,012.26	-	472,262.73	39.08	287,759.34
MATERIALS & SUPPLIES	97,795.00	8,098.81	37,760.81	24,474.99	35,559.22	63.64	25,729.17
CONTRACTUAL SERVICES	203,649.00	7,142.75	106,607.30	26,715.00	70,326.37	65.47	105,375.45
TOTAL POLICE ADMINISTRATION	1,076,719.00	66,307.18	447,380.37	51,189.99	578,148.32	46.30	418,863.96
POLICE PATROL							
PERSONNEL	3,098,990.00	230,396.33	1,313,030.21	-	1,785,959.30	42.37	1,705,818.20
TOTAL POLICE PATROL	3,098,990.00	230,396.33	1,313,030.21	-	1,785,959.30	42.37	1,705,818.20

ANIMAL CONTROL							
PERSONNEL	124,350.00	9,164.12	54,426.93	-	69,923.51	43.77	46,159.97
MATERIALS & SUPPLIES	17,392.00	2,208.28	4,714.33	280.00	12,397.67	28.72	7,250.03
CONTRACTUAL SERVICES	49,380.00	3,315.15	18,750.42	9,538.66	21,091.40	57.29	46,297.56
TOTAL ANIMAL CONTROL	191,123.00	14,687.55	77,891.68	9,818.66	103,412.58	45.89	99,707.56
FIRE DEPT							
PERSONNEL	1,440,115.00	121,887.76	650,813.40	-	789,301.66	45.19	670,182.00
MATERIALS & SUPPLIES	113,799.00	11,886.10	40,699.30	6,929.99	66,170.01	41.85	18,923.38
CONTRACTUAL SERVICES	190,164.00	19,779.20	109,222.54	8,193.06	72,748.65	61.74	116,707.18
CAPITAL OUTLAY	-	-	-	-	-	-	36,839.00
TOTAL FIRE DEPT	1,744,079.00	153,553.06	800,735.24	15,123.05	928,220.32	46.78	842,651.56
LIBRARY							
PERSONNEL	156,773.00	12,321.76	71,616.15	-	85,156.79	45.68	141,820.65
MATERIALS & SUPPLIES	13,020.00	561.55	3,766.04	-	9,253.96	28.93	16,415.72
CONTRACTUAL SERVICES	57,138.00	3,154.26	34,578.69	12,414.50	10,144.71	82.25	39,875.89
CAPITAL OUTLAY	-	4,715.00	4,715.00	-	(4,715.00)	-	-
TOTAL LIBRARY	226,931.00	20,752.57	114,675.88	12,414.50	99,840.46	56.00	198,112.26
SENIOR SERVICES							
PERSONNEL	109,488.00	7,687.48	41,343.78	-	68,144.21	37.76	68,707.25
MATERIALS & SUPPLIES	5,645.00	78.64	265.97	1,837.00	3,542.11	37.25	1,981.87
CONTRACTUAL SERVICES	43,087.00	3,569.27	14,352.08	10,052.56	18,682.36	56.64	25,701.40
CAPITAL OUTLAY	14,057.00	-	14,057.00	-	-	100.00	-
TOTAL SENIOR SERVICES	172,277.00	11,335.39	70,018.83	11,889.56	90,368.68	47.54	96,390.52
RECREATION							
PERSONNEL	97,654.00	8,294.29	42,033.61	-	55,620.86	43.04	83,236.98
MATERIALS & SUPPLIES	6,075.00	(4,180.80)	2,465.70	-	3,609.30	40.59	13,556.99
CONTRACTUAL SERVICES	48,432.00	2,028.01	23,769.96	11,032.00	13,629.95	71.86	30,325.82
CAPITAL OUTLAY	-	-	-	-	-	-	108,922.39
TOTAL RECREATION	152,161.00	6,141.50	68,269.27	11,032.00	72,860.11	52.12	236,042.18
PARKS MAINTENANCE							
PERSONNEL	296,644.00	20,217.56	121,797.89	-	174,846.35	41.06	136,987.03
MATERIALS & SUPPLIES	55,679.00	9,148.16	34,927.10	931.00	19,820.90	64.40	37,347.19
CONTRACTUAL SERVICES	248,962.00	24,529.87	117,610.54	104,088.20	27,263.31	89.05	139,987.20
CAPITAL OUTLAY	10,000.00	-	10,000.00	-	-	100.00	-
TOTAL PARKS MAINTENANCE	611,285.00	53,895.59	284,335.53	105,019.20	221,930.56	63.69	314,321.42

NON-DEPARTMENTAL							
MATERIALS & SUPPLIES	10,441.00	2,344.20	4,590.44	272.00	5,578.60	46.57	3,376.71
CONTRACTUAL SERVICES	235,157.00	6,900.00	123,742.27	49,126.33	62,288.35	73.51	141,807.01
CAPITAL OUTLAY	-	-	308,939.08	-	(308,939.08)	-	-
TRANSFERS	373,971.00	-	-	-	373,971.00	-	-
TOTAL NON-DEPARTMENTAL	619,569.00	9,244.20	437,271.79	49,398.33	132,898.87	78.55	145,183.72
TOTAL EXPENDITURES	11,365,086.00	770,500.28	4,926,221.86	642,831.13	5,796,032.86	49.00	5,505,097.43
REVENUE OVER/(UNDER) EXPENDITURES	(3.00)	(80,695.66)	3,764,881.13	(607,831.13)	(3,157,053.09)	(9,902.91)	2,688,143.47
					FUND BALANCE AVAILABLE:		17,154,089.04

02 - WATER & SEWER FUND							
FINANCIAL SUMMARY					% OF YEAR COMPLETED	: 50.00	
	CURRENT	CURRENT	YEAR TO DATE	TOTAL	BUDGET	% YTD	PRIOR YEAR
	BUDGET	PERIOD	ACTUAL	ENCUMBERED	BALANCE	BUDGET	YTD BALANCE
REVENUE SUMMARY							
WATER & SEWER REVENUES	9,519,399.00	727,884.98	4,576,660.08	-	4,942,738.80	48.08	4,401,353.58
INTEREST INCOME	100,000.00	16,912.94	75,600.75	-	24,399.21	75.60	141,129.01
OTHER REVENUE	5,000.00	3,201.65	14,909.57	-	(9,909.65)	298.20	386,430.44
TRANSFERS	-	-	-	-	-	-	101,015.00
TOTAL REVENUES	9,624,399.00	747,999.57	4,667,170.40	-	4,957,228.36	48.49	5,029,928.03
EXPENDITURE SUMMARY							
UTILITY BILLING							
PERSONNEL	188,059.00	14,416.02	84,937.22	-	103,121.60	45.17	112,682.34
MATERIALS & SUPPLIES	37,600.00	7,794.17	19,338.35	18,000.00	261.65	99.30	15,124.94
CONTRACTUAL SERVICES	190,114.00	10,277.19	67,663.75	86,485.22	35,965.24	81.08	61,656.57
CAPITAL OUTLAY	185,571.00	1,075.05	185,493.89	-	77.51	99.96	-
TOTAL UTILITY BILLING	601,344.00	33,562.43	357,433.21	104,485.22	139,426.00	76.81	189,463.85
METER TECHNICIAN							
PERSONNEL	226,527.00	25,147.95	107,900.00	-	118,627.46	47.63	79,644.67
MATERIALS & SUPPLIES	575,030.00	4,965.38	117,158.66	95,870.00	362,001.34	37.05	10,780.93
CONTRACTUAL SERVICES	22,244.00	1,439.19	11,926.83	453.32	9,863.85	55.66	17,055.50
CAPITAL OUTLAY	-	-	-	15,693.24	(15,693.24)	-	-
TOTAL METER TECHNICIAN	823,801.00	31,552.52	236,985.49	112,016.56	474,799.41	42.36	107,481.10
WATER DISTRIBUTION							
PERSONNEL	388,535.00	28,611.03	180,980.06	-	207,555.40	46.58	143,876.34
MATERIALS & SUPPLIES	108,463.00	13,118.74	43,368.36	5,965.00	59,129.90	45.48	26,821.51
CONTRACTUAL SERVICES	2,024,157.00	276,598.69	775,613.29	1,113,156.10	135,387.26	93.31	600,533.26
CAPITAL OUTLAY	180,298.00	33,460.00	126,835.10	36,340.00	17,122.55	90.50	31,145.12
TOTAL WATER DISTRIBUTION	2,701,453.00	351,788.46	1,126,796.81	1,155,461.10	419,195.11	84.48	802,376.23

WASTEWATER COLLECTION							
PERSONNEL	246,705.00	13,872.15	102,081.72	-	144,622.80	41.38	122,080.11
MATERIALS & SUPPLIES	67,508.00	9,977.27	28,758.57	2,800.00	35,949.47	46.75	29,253.50
CONTRACTUAL SERVICES	2,021,963.00	147,278.42	388,949.28	1,426,019.58	206,994.05	89.76	640,819.44
CAPITAL OUTLAY	275,000.00	117,719.00	126,356.50	116,167.00	32,476.50	88.19	45,053.75
TOTAL WASTEWATER COLLECTION	2,611,175.00	288,846.84	646,146.07	1,544,986.58	420,042.82	83.91	837,206.80
SANITATION							
CONTRACTUAL SERVICES	766,000.00	62,584.48	313,727.89	441,000.00	11,272.11	98.53	317,213.33
TOTAL SANITATION	766,000.00	62,584.48	313,727.89	441,000.00	11,272.11	98.53	317,213.33
WATER & SEWER DEBT SVC							
CONTRACTUAL SERVICES	5,000.00	-	2,283.65	-	2,716.35	45.67	2,902.75
DEBT SERVICE	700,375.00	-	49,537.50	-	650,837.50	7.07	54,393.75
TOTAL WATER & SEWER DEBT SVC	705,375.00	-	51,821.15	-	653,553.85	7.35	57,296.50
NON-DEPARTMENTAL							
PERSONNEL	380,313.00	42,287.93	193,012.92	-	187,300.50	50.75	168,587.10
MATERIALS & SUPPLIES	125,116.00	15,657.62	37,558.83	13,040.00	74,517.62	40.44	39,002.68
CONTRACTUAL SERVICES	624,766.00	58,398.53	315,680.41	31,095.77	277,990.07	55.50	376,601.85
CAPITAL OUTLAY	68,012.00	-	58,011.86	-	10,000.00	85.30	-
TRANSFERS	217,042.00	-	217,042.00	-	-	100.00	-
TOTAL NON-DEPARTMENTAL	1,415,250.00	116,344.08	821,306.02	44,135.77	549,808.19	61.15	584,191.63
TOTAL EXPENDITURES	9,624,399.00	884,678.81	3,554,216.64	3,402,085.23	2,668,097.49	72.28	2,895,229.44
REVENUE OVER/(UNDER) EXPENDITURES	(1.00)	(136,679.24)	1,112,953.76	(3,402,085.23)	2,289,130.87	1,911.67	2,134,698.59
					FUND BALANCE AVAILABLE:		15,159,192.04

07 -SPLASH DAYZ							
FINANCIAL SUMMARY					% OF YEAR COMPLETED	: 50.00	
	CURRENT	CURRENT	YEAR TO DATE	TOTAL	BUDGET	% YTD	PRIOR YEAR
	BUDGET	PERIOD	ACTUAL	ENCUMBERED	BALANCE	BUDGET	YTD BALANCE
REVENUE SUMMARY							
WATER PARK ADMISSIONS	592,000.00	3,535.25	11,851.61	-	580,148.39	2.00	15,863.35
WATER PARK RENTALS	43,000.00	-	-	-	43,000.00	-	-
EVENT CENTER	23,800.00	3,300.00	5,500.00	-	18,299.96	23.11	11,708.25
CONCESSIONS	130,000.00	-	200.00	-	129,800.00	0.15	-
MISCELLANEOUS	14,750.00	244.00	319.00	-	14,431.00	2.16	40.00
OTHER REVENUE	-	201.94	202.03	-	(202.03)	-	8,406,135.44
TRANSFERS	568,871.00	-	200,000.00	-	368,871.00	35.16	200,000.00
TOTAL REVENUES	1,372,421.00	7,281.19	218,072.64	-	1,154,348.32	15.89	8,633,747.04
EXPENDITURE SUMMARY							
SPLASH DAYZ							
PERSONNEL	102,796.00	6,884.27	41,238.21	-	61,557.57	40.12	42,107.63
MATERIALS & SUPPLIES	8,150.00	-	1,559.66	-	6,590.34	19.14	956.80
CONTRACTUAL SERVICES	289,451.00	2,250.00	57,935.78	96,850.00	134,665.18	53.48	58,296.30
TOTAL SPLASH DAYZ	400,397.00	9,134.27	100,733.65	96,850.00	202,813.09	49.35	101,360.73
CONVENTION CENTER							
PERSONNEL	70,331.00	5,343.87	32,232.55	-	38,098.43	45.83	32,375.32
MATERIALS & SUPPLIES	17,400.00	-	924.30	-	16,475.70	5.31	2,739.79
CONTRACTUAL SERVICES	62,696.00	3,834.58	13,650.22	16,916.50	32,129.24	48.75	14,554.99
TOTAL CONVENTION CENTER	150,427.00	9,178.45	46,807.07	16,916.50	86,703.37	42.36	49,670.10
FACILITY SERVICES							
PERSONNEL	98,023.00	4,860.86	31,319.00	-	66,704.11	31.95	36,978.82
MATERIALS & SUPPLIES	119,274.00	1,055.40	5,819.94	504.00	112,950.30	5.30	14,143.69
CONTRACTUAL SERVICES	136,800.00	14,254.46	46,575.86	74,558.67	15,665.43	88.55	56,059.03
CAPITAL OUTLAY	-	-	-	-	-	-	30,380.52
TOTAL FACILITY SERVICES	354,097.00	20,170.72	83,714.80	75,062.67	195,319.84	44.84	137,562.06

FOOD & BEVERAGE							
PERSONNEL	51,898.00	1.78	1,044.50	-	50,853.83	2.01	1,359.02
MATERIALS & SUPPLIES	60,250.00	-	1,751.53	-	58,498.47	2.91	2,744.27
TOTAL FOOD & BEVERAGE	112,148.00	1.78	2,796.03	-	109,352.30	2.49	4,103.29
LIFEGUARDS							
PERSONNEL	271,185.00	-	3,777.65	-	267,406.98	1.39	5,260.13
CONTRACTUAL SERVICES	7,100.00	2,880.00	2,880.00	-	4,220.00	40.56	814.00
TOTAL LIFEGUARDS	278,285.00	2,880.00	6,657.65	-	271,626.98	2.39	6,074.13
FRONT GATE							
PERSONNEL	48,783.00	68.83	156.62	-	48,626.18	0.32	473.69
MATERIALS & SUPPLIES	7,300.00	-	-	-	7,300.00	-	1,491.94
CONTRACTUAL SERVICES	1,500.00	-	-	-	1,500.00	-	-
TOTAL FRONT GATE	57,583.00	68.83	156.62	-	57,426.18	0.27	1,965.63
CASH CONTROL							
PERSONNEL	16,285.00	76.48	105.79	-	16,179.64	0.65	378.20
MATERIALS & SUPPLIES	500.00	-	-	-	500.00	-	-
TOTAL CASH CONTROL	16,785.00	76.48	105.79	-	16,679.64	0.63	378.20
EMT							
MATERIALS & SUPPLIES	2,700.00	-	290.11	-	2,409.89	10.74	-
TOTAL EMT	2,700.00	-	290.11	-	2,409.89	10.74	-
TOTAL EXPENDITURES	1,372,422.00	41,510.53	241,261.72	188,829.17	942,331.29	31.34	301,114.14
REVENUE OVER/(UNDER) EXPENDITURES	(1.00)	(34,229.34)	(23,189.08)	(188,829.17)	212,017.03	8,545.08	8,332,632.90
					FUND BALANCE AVAILABLE:		(59,627.04)

08 -CRIME DIST SPECIAL REV FINANCIAL SUMMARY					% OF YEAR COMPLETED : 50.00		
	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET	PRIOR YEAR YTD BALANCE
REVENUE SUMMARY							
SALES AND USE TAXES	1,025,000.00	92,321.31	366,366.39	-	658,633.65	35.74	332,871.19
INTEREST INCOME	5,000.00	843.74	3,604.92	-	1,395.00	72.10	7,657.83
OTHER REVENUE	-	-	159,520.45	-	(159,520.45)	-	73,405.48
TOTAL REVENUES	1,030,000.00	93,165.05	529,491.76	-	500,508.20	51.41	413,934.50
EXPENDITURE SUMMARY							
CRIME DISTRICT							
MATERIALS & SUPPLIES	42,690.00	3,546.55	9,857.90	6,849.07	25,983.03	39.14	13,666.02
CONTRACTUAL SERVICES	456,739.00	25,033.59	266,956.18	21,398.00	168,384.82	63.13	287,301.59
TRANSFERS	765,371.00	63,780.92	382,685.52	-	382,685.52	50.00	382,685.52
TOTAL CRIME DISTRICT	1,264,800.00	92,361.06	659,499.60	28,247.07	577,053.37	54.38	683,653.13
TOTAL EXPENDITURES	1,264,800.00	92,361.06	659,499.60	28,247.07	577,053.37	54.38	683,653.13
REVENUE OVER/(UNDER) EXPENDITURES	(234,800.00)	803.99	(130,007.84)	(28,247.07)	(76,545.17)	67.40	(269,718.63)
					FUND BALANCE AVAILABLE:		760,062.63

08 - CRIME DIST SPECIAL REV							
					% OF YEAR COMPLETED	: 50.00	
	CURRENT	CURRENT	YEAR TO DATE	TOTAL	BUDGET	% YTD	PRIOR YEAR
REVENUES	BUDGET	PERIOD	ACTUAL	ENCUMBERED	BALANCE	BUDGET	YTD BALANCE
SALES AND USE TAXES							
400-02-005 .5% CRIME DISTRICT SALES TAX	1,025,000.00	92,321.31	366,366.39	-	658,633.65	35.74	(332,871.19)
TOTAL SALES AND USE TAXES	1,025,000.00	92,321.31	366,366.39	-	658,633.65	35.74	332,871.19
INTEREST INCOME							
400-60-601 INTEREST INCOME	5,000.00	843.74	3,604.92	-	1,395.00	72.10	(7,657.83)
TOTAL INTEREST INCOME	5,000.00	843.74	3,604.92	-	1,395.00	72.10	7,657.83
OTHER REVENUE							
400-70-701 MISCELLANEOUS REVENUE	-	-	150,030.00	-	(150,030.00)	-	(1,239.23)
400-70-724 SALE OF ENTERPRISE ASSET	-	-	9,490.45	-	(9,490.45)	-	(72,166.25)
TOTAL OTHER REVENUE	-	-	159,520.45	-	(159,520.45)	-	73,405.48
TOTAL REVENUE	1,030,000.00	93,165.05	529,491.76	-	500,508.20	51.41	413,934.50
	CURRENT	CURRENT	YEAR TO DATE	TOTAL	BUDGET	% YTD	PRIOR YEAR
DEPARTMENTAL EXPENDITURES	BUDGET	PERIOD	ACTUAL	ENCUMBERED	BALANCE	BUDGET	YTD BALANCE
MATERIALS & SUPPLIES							
551-10-111 AMMUNITION	7,495.00	-	-	6,849.07	645.93	91.38	9,902.48
551-10-113 UNIFORMS	27,305.00	1,037.10	2,496.65	-	24,808.35	9.14	2,303.32
551-10-118 TOOLS & EQUIPMENT < \$5,000	7,890.00	2,509.45	7,361.25	-	528.75	93.30	1,460.22
TOTAL MATERIALS & SUPPLIES	42,690.00	3,546.55	9,857.90	6,849.07	25,983.03	39.14	13,666.02

CONTRACTUAL SERVICES							
551-20-214 OTHER PROFESSIONAL SERVICES	49,425.00	2,563.00	19,090.70	-	30,334.30	38.63	37,880.10
551-20-219 CELL PHONES/AIR CARDS	5,475.00	604.07	3,059.71	-	2,415.29	55.89	2,281.94
551-20-221 ANNUAL COMPUTER MAINTENANCE	49,145.00	-	42,395.00	-	6,750.00	86.27	37,074.50
551-20-222 ENTERPRISE VEHICLE MAINTENANC	1,152.00	105.00	654.00	-	498.00	56.77	720.40
551-20-223 VEHICLE MAINTENANCE/REPAIRS	52,300.00	2,491.62	12,650.90	-	39,649.10	24.19	12,026.15
551-20-224 EQUIPMENT MAINTENANCE/REPAIRS	57,800.00	6,322.57	40,114.57	11,894.00	5,791.43	89.98	2,498.71
551-20-228 INSURANCE	140.00	-	-	-	140.00	-	-
551-20-233 TRAVEL & TRAINING	22,100.00	657.36	10,857.83	-	11,242.17	49.13	7,169.62
551-20-242 CONTRIBUTE TO OTHER AGENCIES	9,600.00	-	9,600.00	-	-	100.00	11,500.00
551-20-245 ADMIN COST TO GENERAL FUND	51,250.00	4,616.07	27,820.89	-	23,429.11	54.28	25,785.53
551-20-246 PAYMENT PLAN - TASERS	9,504.00	-	-	9,504.00	-	100.00	9,504.00
551-20-247 PAYMENT PLAN - RADIOS	54,033.00	-	54,929.98	-	(896.98)	101.66	59,032.89
551-20-253 COMPUTER RELATED EQUIP < \$5K	3,605.00	52.16	52.16	-	3,552.84	1.45	11,340.78
551-20-254 ENTERPRISE LEASE COSTS	91,210.00	7,621.74	45,730.44	-	45,479.56	50.14	70,486.97
TOTAL CONTRACTUAL SERVICES	456,739.00	25,033.59	266,956.18	21,398.00	168,384.82	63.13	287,301.59
TRANSFERS							
551-70-701 TRANSFER TO GENERAL FUND	765,371.00	63,780.92	382,685.52	-	382,685.52	50.00	382,685.52
TOTAL TRANSFERS	765,371.00	63,780.92	382,685.52	-	382,685.52	50.00	382,685.52
TOTAL CRIME DISTRICT	1,264,800.00	92,361.06	659,499.60	28,247.07	577,053.37	54.38	683,653.13
TOTAL EXPENDITURES	1,264,800.00	92,361.06	659,499.60	28,247.07	577,053.37	54.38	683,653.13
REVENUE OVER/(UNDER) EXPENDITURES	(234,800.00)	803.99	(130,007.84)	(28,247.07)	(76,545.17)	67.40	(269,718.63)

23 -STORM WATER UTILITY FUND FINANCIAL SUMMARY					% OF YEAR COMPLETED : 50.00		
	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET	PRIOR YEAR YTD BALANCE
REVENUE SUMMARY							
WATER & SEWER REVENUES	578,100.00	49,313.77	271,055.73	-	307,044.27	46.89	271,975.00
INTEREST INCOME	35,000.00	3,162.01	14,120.80	-	20,879.24	40.35	30,219.96
OTHER REVENUE	-	17,396.92	17,396.92	-	(17,396.92)	-	3,737,979.56
TOTAL REVENUES	613,100.00	69,872.70	302,573.45	-	310,526.59	49.35	4,040,174.52
EXPENDITURE SUMMARY							
STORM WATER UTILITY							
PERSONNEL	299,943.00	16,158.78	114,967.74	-	184,975.04	38.33	131,930.98
MATERIALS & SUPPLIES	20,505.00	613.62	3,486.49	2,338.00	14,680.43	28.41	6,265.54
CONTRACTUAL SERVICES	261,993.00	18,580.86	62,262.08	159,113.54	40,617.14	84.50	79,627.99
CAPITAL OUTLAY	592,336.00	10,465.00	41,735.00	551,740.00	(1,139.00)	100.19	221,735.20
TRANSFERS	85,798.00	7,149.83	42,899.02	-	42,898.94	50.00	35,846.04
TOTAL STORM WATER UTILITY	1,260,574.00	52,968.09	265,350.33	713,191.54	282,032.55	77.63	475,405.75
TOTAL EXPENDITURES	1,260,574.00	52,968.09	265,350.33	713,191.54	282,032.55	77.63	475,405.75
REVENUE OVER/(UNDER) EXPENDITURES	(647,474.00)	16,904.61	37,223.12	(713,191.54)	28,494.04	104.40	3,564,768.77
					FUND BALANCE AVAILABLE:		2,751,009.78



QUARTERLY INVESTMENT REPORT For the Quarter Ended

March 31, 2021

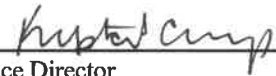
Prepared by

Valley View Consulting, L.L.C.

The investment portfolio of the City of White Settlement is in compliance with the Public Funds Investment Act and the Investment Policy and its incorporated strategies.



City Manager



Finance Director

Disclaimer: These reports were compiled using information provided by the City. No procedures were performed to test the accuracy or completeness of this information. The market values included in these reports were obtained by Valley View Consulting, L.L.C. from sources believed to be accurate and represent proprietary valuation. Due to market fluctuations these levels are not necessarily reflective of current liquidation values. Yield calculations are not determined using standard performance formulas, are not representative of total return yields and do not account for investment advisor fees.

Summary

Quarter End Results by Investment Category:

Asset Type	December 31, 2020		March 31, 2021		
	Book Value	Market Value	Book Value	Market Value	Ave. Yield
Pools/Bank/MMA	\$ 19,337,001	\$ 19,337,001	\$ 21,480,896	\$ 21,480,896	0.32%
Securities/CDs	24,987,104	24,987,104	23,977,213	23,977,213	1.30%
Totals	\$ 44,324,105	\$ 44,324,105	\$ 45,458,109	\$ 45,458,109	0.84%

Quarter End Average Yield (1)

Total Portfolio	0.84%
Rolling Three Month Treasury	0.06%
Rolling Six Month Treasury	0.09%
TexPool	0.02%

Fiscal Year-to-Date Average Yield (2)

Total Portfolio	0.93%
Rolling Three Month Treasury	0.08%
Rolling Six Month Treasury	0.10%
Quarterly TexPool Yield	0.05%

Interest Earnings (Approximate)

Quarterly Interest Income	\$ 102,783
Year-to-date Interest Income	\$ 216,241

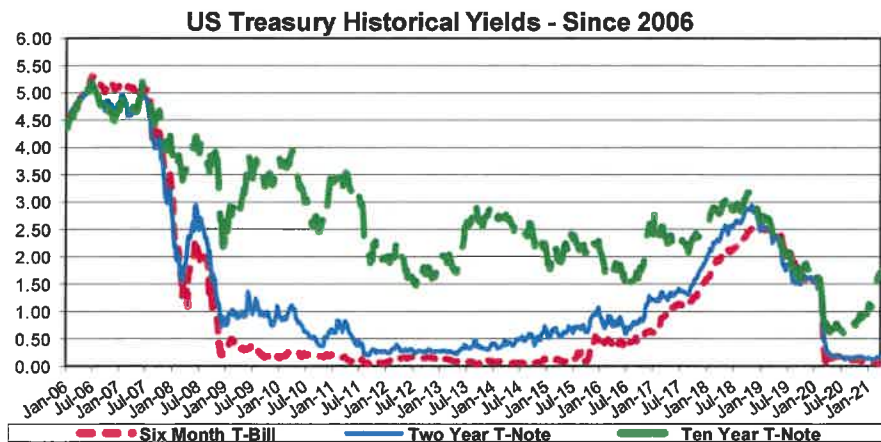
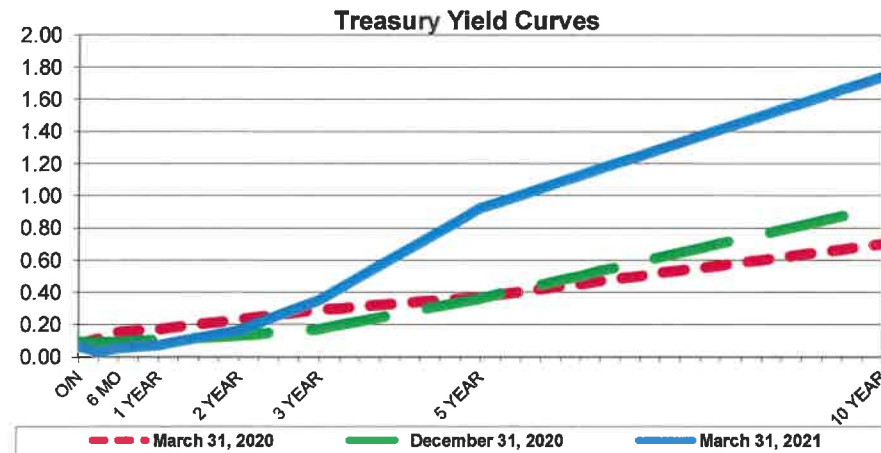
(1) **Quarter End Average Yield** - based on adjusted book value, realized and unrealized gains/losses and investment advisory fees are not considered. The yield for the reporting month is used for bank, pool, and money market balances.

(2) **Fiscal Year-to-Date Average Yield** - calculated using quarter end report yields and adjusted book values and does not reflect a total return analysis or account for advisory fees.

Economic Overview

3/31/2021

The Federal Open Market Committee (FOMC) maintained the Fed Funds target range at 0.00% to 0.25% (Effective Fed Funds are trading <0.10%), and projected that reduced rates could remain into 2023 or longer. Fourth Quarter GDP finalized at +4.3%. March Non Farm Payroll added 916k and Unemployment declined to 6.0%. Crude oil traded above \$60 per barrel. The Stock Markets reached new highs. Housing, Industrial Production, Durable Goods, Consumer Spending, and other indicators showed solid gains. An additional \$1.9 trillion stimulus package passed Congress and was signed by the President. The Yield Curve continued steepening on longer maturities.



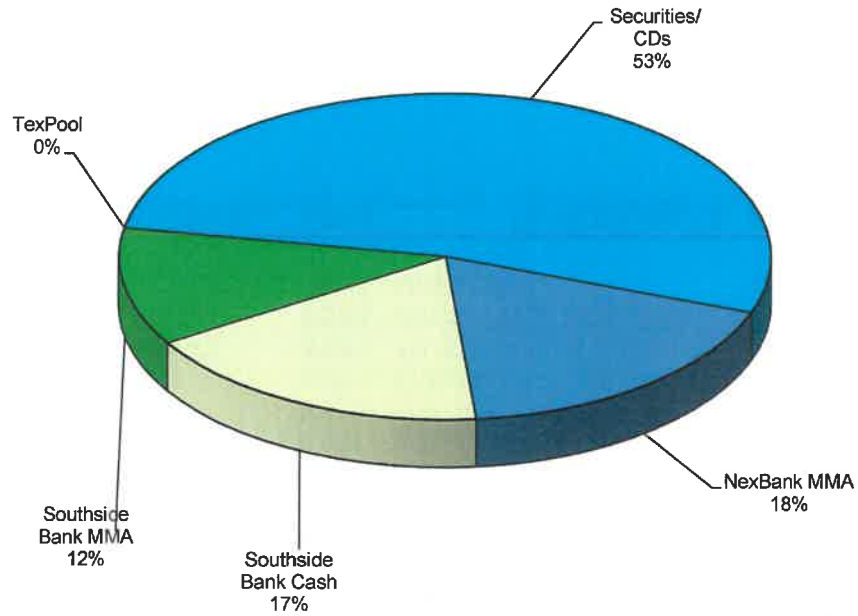
Investment Holdings
March 31, 2021

Description	Ratings	Coupon/ Discount	Maturity Date	Settlement Date	Par Value	Book Value	Market Price	Market Value	Life (Days)	Yield
Southside Bank Cash		0.25%	04/01/21	03/31/21	\$ 8,021,578	\$ 8,021,578	1.00	\$ 8,021,578	1	0.25%
Southside Bank MMA		0.22%	04/01/21	03/31/21	5,309,060	5,309,060	1.00	5,309,060	1	0.22%
NexBank MMA		0.45%	04/01/21	03/31/21	8,148,576	8,148,576	1.00	8,148,576	1	0.45%
TexPool	AAAm	0.02%	04/01/21	03/31/21	1,681	1,681	1.00	1,681	1	0.02%
Bank OZK CD		0.75%	4/20/2021	04/20/20	1,006,894	1,006,894	100	1,006,894	20	0.75%
BTH Bank CDARS		2.63%	4/21/2021	04/25/19	1,052,261	1,052,261	100	1,052,261	21	2.66%
East West Bank CD		1.70%	4/27/2021	01/27/20	1,048,726	1,048,726	100	1,048,726	27	1.71%
LegacyTexas Bank CD		2.50%	5/14/2021	05/14/19	1,046,838	1,046,838	100	1,046,838	44	2.53%
CapTex Bank CD		0.65%	5/21/2021	05/21/20	1,005,419	1,005,419	100	1,005,419	51	0.65%
Security State B&T CD		2.45%	6/26/2021	06/26/19	2,087,419	2,087,419	100	2,087,419	87	2.48%
Security State B&T CD		2.23%	7/24/2021	07/24/19	3,632,332	3,632,332	100	3,632,332	115	2.25%
Bank OZK CD		0.85%	10/20/2021	04/20/20	1,007,815	1,007,815	100	1,007,815	203	0.90%
BBVA USA CD		1.76%	10/25/2021	10/25/19	1,046,148	1,046,148	100	1,046,148	208	1.78%
CapTex Bank CD		0.70%	11/21/2021	05/21/20	1,005,845	1,005,845	100	1,005,845	235	0.70%
Bank OZK CD		0.53%	12/16/2021	06/16/20	1,003,979	1,003,979	100	1,003,979	260	0.53%
Prosperity Bank CD		0.60%	1/27/2022	07/27/20	1,003,994	1,003,994	100	1,003,994	302	0.60%
Prosperity Bank CD		0.40%	3/22/2022	09/22/20	1,001,982	1,001,982	100	1,001,982	356	0.40%
Bank OZK CD		0.95%	4/20/2022	04/20/20	1,008,737	1,008,737	100	1,008,737	385	0.96%
CapTex Bank CD		0.76%	5/21/2022	05/21/20	1,006,348	1,006,348	100	1,006,348	416	0.76%
Bank OZK CD		0.55%	6/16/2022	06/16/20	1,004,129	1,004,129	100	1,004,129	442	0.55%
Prosperity Bank CD		0.70%	7/27/2022	07/28/20	1,004,662	1,004,662	100	1,004,662	483	0.70%
Prosperity Bank CD		0.50%	9/22/2022	09/22/20	1,002,478	1,002,478	100	1,002,478	540	0.50%
CapTex Bank CD		0.35%	1/26/2023	1/28/2021	2,001,209	2,001,209	100	2,001,209	666	0.35%
Total					\$ 45,458,109	\$ 45,458,109		\$ 45,458,109	132	0.84%
									(1)	(2)

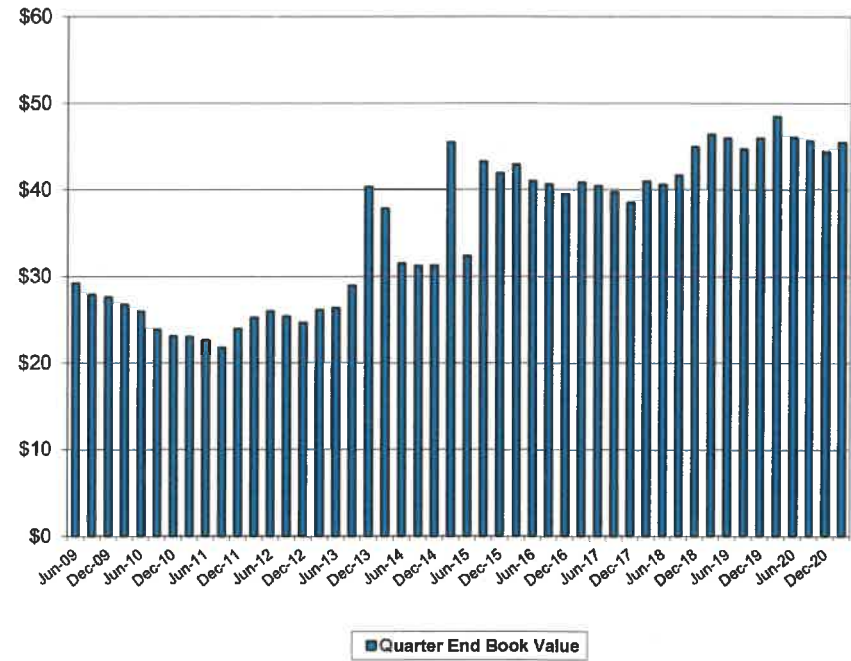
(1) Weighted average life - For purposes of calculating weighted average life, cash equivalent investments are assumed to have a one day maturity.

(2) Weighted average yield to maturity - The weighted average yield to maturity is based on adjusted book value, realized and unrealized gains/losses and investment advisory fees are not considered. The yield for the reporting month is used for pool, and bank account investments.

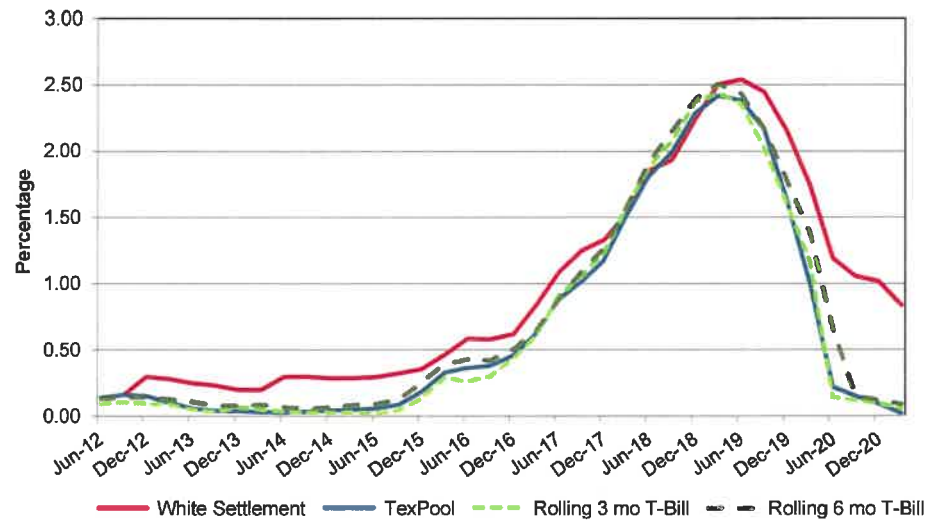
Portfolio Composition



Total Portfolio (Millions)



Total Portfolio Performance



Book & Market Value Comparison

Issuer/Description	Yield	Maturity Date	Book Value 12/31/20	Increases	Decreases	Book Value 03/31/21	Market Value 12/31/20	Change in Market Value	Market Value 03/31/21
Southside Bank Cash	0.25%	04/01/21	\$ 4,889,091	\$ 3,132,486	\$ —	\$ 8,021,578	\$ 4,889,091	\$ 3,132,486	\$ 8,021,578
Southside Bank MMA	0.22%	04/01/21	6,306,688	—	(997,628)	5,309,060	6,306,688	(997,628)	5,309,060
NexBank MMA	0.45%	04/01/21	8,139,541	9,036	—	8,148,576	8,139,541	9,036	8,148,576
TexPool	0.02%	04/01/21	1,681	—	—	1,681	1,681	—	1,681
BTH Bank CDARS	2.65%	01/21/21	1,045,283	—	(1,045,283)	—	1,045,283	(1,045,283)	—
LegacyTexas Bank CD	2.51%	02/12/21	1,040,086	—	(1,040,086)	—	1,040,086	(1,040,086)	—
Legend Bank CDARS	1.87%	03/11/21	1,000,000	—	(1,000,000)	—	1,000,000	(1,000,000)	—
Bank OZK CD	0.75%	4/20/2021	1,005,031	1,862	—	1,006,894	1,005,031	1,862	1,006,894
BTH Bank CDARS	2.66%	4/21/2021	1,045,459	6,802	—	1,052,261	1,045,459	6,802	1,052,261
East West Bank CD	1.71%	4/27/2021	1,044,339	4,387	—	1,048,726	1,044,339	4,387	1,048,726
LegacyTexas Bank CD	2.53%	5/14/2021	1,040,415	6,423	—	1,046,838	1,040,415	6,423	1,046,838
CapTex Bank CD	0.65%	5/21/2021	1,003,809	1,610	—	1,005,419	1,003,809	1,610	1,005,419
Security State B&T CD	2.48%	6/26/2021	2,074,861	12,557	—	2,087,419	2,074,861	12,557	2,087,419
Security State B&T CD	2.25%	7/24/2021	3,612,437	19,895	—	3,632,332	3,612,437	19,895	3,632,332
Bank OZK CD	0.90%	10/20/2021	1,005,703	2,112	—	1,007,815	1,005,703	2,112	1,007,815
BBVA USA CD	1.78%	10/25/2021	1,041,620	4,529	—	1,046,148	1,041,620	4,529	1,046,148
CapTex Bank CD	0.22%	11/21/2021	1,004,111	1,734	—	1,005,845	1,004,111	1,734	1,005,845
Bank OZK CD	0.53%	12/16/2021	1,002,665	1,313	—	1,003,979	1,002,665	1,313	1,003,979
Prosperity Bank CD	0.60%	1/27/2022	1,002,511	1,484	—	1,003,994	1,002,511	1,484	1,003,994
Prosperity Bank CD	0.40%	3/22/2022	1,000,995	987	—	1,001,982	1,000,995	987	1,001,982
Bank OZK CD	0.96%	4/20/2022	1,006,375	2,362	—	1,008,737	1,006,375	2,362	1,008,737
CapTex Bank CD	0.76%	5/21/2022	1,004,464	1,884	—	1,006,348	1,004,464	1,884	1,006,348
Bank OZK CD	0.55%	6/16/2022	1,002,766	1,363	—	1,004,129	1,002,766	1,363	1,004,129
Prosperity Bank CD	0.70%	7/27/2022	1,002,930	1,732	—	1,004,662	1,002,930	1,732	1,004,662
Prosperity Bank CD	0.50%	9/22/2022	1,001,244	1,235	—	1,002,478	1,001,244	1,235	1,002,478
CapTex Bank CD	0.35%	1/26/2023	—	2,001,209	—	2,001,209	—	2,001,209	2,001,209
TOTAL / AVERAGE	0.84%		\$ 44,324,105	\$ 5,217,000	\$ (4,082,996)	\$ 45,458,109	\$ 44,324,105	\$ 1,134,004	\$ 45,458,109



To: City Council

From: Amy Arnold, City Secretary

Date: May 4, 2021

Subject: Approval of reappointments to the Library Board as follows:

- a) Place 1, reappointing Patricia England, with a new term to expire February 2023;
- b) Place 2, reappointing Pamela Kenney, with a new term to expire February 2023;
- c) Place 3, reappointing Mary Jackson, with a new term to expire February 2023;
- and
- d) Place 4, reappointing Misty Smethers, with a new term to expire February 2023.

Current library board members, as listed, have requested reappointment at the will of the council. Staff recommends reappointment.



To: City Council

From: Amy Arnold, City Secretary

Date: May 4, 2021

Subject: Discuss and consider changing the time of regular scheduled council meetings from 7:00 pm to 6:30 pm. This item is not to change the date of regular scheduled council meetings.

City Manager Jeff James will discuss with council the possibility of returning to a 6:30 p.m. start time for council meetings.



To: City Council

From: Amy Arnold, City Secretary

Date: May 4, 2021

Subject: Receive information related to engineering services for Kimbrough Street and Mirike Drive CIP Improvements. This item is not to take action on these CIP improvements.

City Engineer, Brian Darby, P.E., will be present to provide information related to current CIP improvements on Mirike Drive and Kimbrough Street.



To: City Council

From: Amy Arnold, City Secretary

Date: May 4, 2021

Subject: Discuss and consider JD Engineering Amendment for Professional Services, Kimbrough and Mirike CIP, to include Gibbs Drive from Meadow Park Drive to Las Vegas Trail.

Staff will present information proposing an amendment to the current agreement for professional services related to the CIP improvements on Mirike Drive and Kimbrough Street. City engineer, Brian Darby, P.E., will be available to answer questions.



To: City Council

From: Krystal Crump, Finance Director

Date: May 4, 2021

Subject: Discuss and consider an ordinance amending Ordinance 2020-09-019 to provide for revisions to the City of White Settlement, Texas operating budget for the fiscal year beginning October 1, 2020 and ending September 30, 2021.

Staff is proposing a mid-year budget amendment for items not originally approved in the budget. This includes a code officer position, court clerk position, and land purchase on White Settlement Rd. Revenue is also being increased in the General Fund for the lawsuit settlement to offset some of the additional expenditures.

The General Fund will have \$60,388 come out of fund balance.

Staff recommends adoption.

ORDINANCE 2021 - XXXX

AN ORDINANCE AMENDING ORDINANCE 2020-09-019 TO PROVIDE FOR REVISIONS TO THE CITY OF WHITE SETTLEMENT, TEXAS OPERATING BUDGET FOR THE GENERAL FUND FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020 AND ENDING SEPTEMBER 30, 2021, INCREASING COSTS IN THE GENERAL FUND

WHEREAS, as on September 3, 2019 the City Council of the City of White Settlement, Texas, approved Ordinance No. 2018.09.025 adopting the Operating Budget for the City of White Settlement, Texas, for the fiscal year beginning October 1, 2019 and ending September 30, 2020; and

WHEREAS, the City would like to increase miscellaneous revenue in the General Fund for a total of \$300,000:

WHEREAS, the City would like to increase the following departments and accounts in the General Fund for a total of \$360,388:

- Code Compliance – \$27,550
 - Personnel– \$27,550
- Municipal Court – \$23,899
 - Personnel– \$23,899
- Non-Departmental - \$308,939
 - Land – \$308,939

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

Section 1.

That the 2020-2021 City of White Settlement General Fund other revenue budget is hereby increased by \$300,000 in revenues.

Section 2.

That the 2020-2021 City of White Settlement General Fund non-departmental budget is hereby increased by \$308,939.08 in expenditures.

Section 3.

That the 2020-2021 City of White Settlement, General Fund code compliance budget is hereby increased by \$27,550 in expenses.

Section 4.

That the 2020-2021 City of White Settlement, General Fund municipal court budget is hereby increased by \$23,899 in expenses.

Section 5.

That this ordinance be effective immediately upon its passage, and it is accordingly so ordained.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF WHITE SETTLEMENT
on this the 4th day of May, 2021.

APPROVED:

Ronald White, Mayor

ATTEST:

Amy Arnold, City Secretary



To: City Council

From: Krystal Crump, Finance Director

Date: May 4, 2021

Subject: Discuss and consider a resolution requesting financial assistance from the Texas Water Development Board; authorizing the filing of an application for assistance; and making certain findings in connection therewith.

The City wishes to apply for up to \$700,000 in funding from Texas Water Development Board (TWDB) through the SWIFT program to pay for 3rd party contractor services to identify water loss in the areas.

Motion Language:

MOVE TO APPROVE THE RESOLUTION REQUESTING FINANCIAL ASSISTANCE FROM THE TEXAS WATER DEVELOPMENT BOARD; AUTHORIZING THE FILING OF AN APPLICATION FOR ASSISTANCE; AND MAKING CERTAIN FINDINGS IN CONNECTION THEREWITH.

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Application Filing and Authorized Representative Resolution

A RESOLUTION by the City Council of the City of White Settlement requesting financial assistance from the Texas Water Development Board; authorizing the filing of an application for assistance; and making certain findings in connection therewith.

BE IT RESOLVED BY THE City Council OF THE City of White Settlement:

SECTION 1: That an application is hereby approved and authorized to be filed with the Texas Water Development Board seeking financial assistance in an amount not to exceed \$ 700,000 to provide for the costs of engineering, design and construction of water and wastewater system improvements and a public awareness campaign related to such improvements.

SECTION 2: That Krystal Crump, Finance Director be and is hereby designated the authorized representative of the City of White Settlement for purposes of furnishing such information and executing such documents as may be required in connection with the preparation and filing of such application for financial assistance and the rules of the Texas Water Development Board.

SECTION 3: That the following firms and individuals are hereby authorized and directed to aid and assist in the preparation and submission of such application and appear on behalf of and represent the City of White Settlement before any hearing held by the Texas Water Development Board on such application, to wit:

Financial Advisor: Laura Alexander
Hilltop Securities Inc.

Engineer: Mark Evans
Freese & Nichols

Bond Counsel: Sam Gill
McCall, Parkhurst & Horton L.L.P

PASSED AND APPROVED, this the 4th day of May, 20 21.

ATTEST: _____
City Secretary

By: _____
Mayor

(Seal)



To: City Council

From: Krystal Crump, Finance

Date: May 4, 2021

Subject: Discuss and consider approving an ordinance authorizing the issuance and sale of City of White Settlement, Texas, Combination Tax and Limited Surplus Revenue Certificates of Obligation, Series 2021; levying an annual Ad Valorem Tax and providing for the security for and payment of said certificates; approving the official statement; providing an effective date; and enacting other provisions relating to the subject.

The City needs Council approval to sale the 2021 CO bonds for about \$6M for the Kimbrough and Mirike complete street projects.

Staff recommends approval.

REQUIRED Motion Language:

Move for approval of the Ordinance authorizing the issuance and sale of City of White Settlement, Texas, Combination Tax and Limited Surplus Revenue Certificates of Obligation, Series 2021; Levying an annual Ad Valorem Tax and providing for the security for and payment of said certificates; approving the official statement; providing an effective date, and enacting other provisions relating to the subject.

ORDINANCE

AN ORDINANCE AUTHORIZING THE ISSUANCE AND SALE OF CITY OF WHITE SETTLEMENT, TEXAS, COMBINATION TAX AND LIMITED SURPLUS REVENUE CERTIFICATES OF OBLIGATION, SERIES 2021; LEVYING AN ANNUAL AD VALOREM TAX AND PROVIDING FOR THE SECURITY FOR AND PAYMENT OF SAID CERTIFICATES; APPROVING THE OFFICIAL STATEMENT; PROVIDING AN EFFECTIVE DATE; AND ENACTING OTHER PROVISIONS RELATING TO THE SUBJECT

THE STATE OF TEXAS §
COUNTY OF TARRANT §
CITY OF WHITE SETTLEMENT §

WHEREAS, the City Council of the City of White Settlement, Texas (the “Issuer”), deems it advisable to issue Certificates of Obligation for the purposes hereinafter set forth;

WHEREAS, the Certificates of Obligation hereinafter authorized and designated are to be issued and delivered for cash pursuant to Subchapter C of Chapter 271, Texas Local Government Code and Subchapter B, Chapter 1502, Texas Government Code;

WHEREAS, the City Council has heretofore passed a resolution authorizing and directing the City Secretary to give notice of intention to issue Certificates of Obligation, and said notice has been duly published in a newspaper of general circulation in said city, said newspaper being a “newspaper” as defined in Section 2051.044, Texas Government Code;

WHEREAS, the Issuer received no petition from the qualified electors of the Issuer protesting the issuance of such Certificates of Obligation;

WHEREAS, it is considered to be to the best interest of the Issuer that said interest-bearing Certificates of Obligation be issued to pay costs related to constructing, improving, acquiring and equipping the public improvements described below;

WHEREAS, no bond proposition to authorize the issuance of bonds for the same purpose as any of the projects being financed with the proceeds of the certificates of obligation was submitted to the voters of the Issuer during the preceding three years and failed to be approved; and

WHEREAS, it is officially found, determined, and declared that the meeting at which this Ordinance has been adopted was open to the public and public notice of the time, place and subject matter of the public business to be considered and acted upon at said meeting, including this Ordinance, was given, all as required by the applicable provisions of Chapter 551, Texas Government Code; Now, Therefore

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WHITE SETTLEMENT, TEXAS:

Section 1. RECITALS, AMOUNT AND PURPOSE OF THE CERTIFICATES. The recitals set forth in the preamble hereof are incorporated herein and shall have the same force and effect as if set forth in this Section. The certificates of the Issuer are hereby authorized to be issued and delivered in the aggregate principal amount of \$__ for paying all or a portion of the Issuer's contractual obligations incurred in connection with (i) constructing and improving streets, roads, alleys and sidewalks, and related utility relocation, drainage, signalization, landscaping, lighting and signage and including acquiring land and interests in land therefor; (ii) constructing, acquiring, installing and equipping additions, extensions and

improvements to the City's water and wastewater system and acquiring land and interests in land therefor; and (iii) paying legal, fiscal and engineering fees in connection with such projects (collectively, the "Project").

Section 2. DESIGNATION, DATE, DENOMINATIONS, NUMBERS, AND MATURITIES AND INTEREST RATES OF CERTIFICATES. Each certificate issued pursuant to this Ordinance shall be designated: "CITY OF WHITE SETTLEMENT, TEXAS, COMBINATION TAX AND LIMITED SURPLUS REVENUE CERTIFICATE OF OBLIGATION, SERIES 2021," and initially there shall be issued, sold, and delivered hereunder one fully registered certificate, without interest coupons, dated May 1, 2021, in the principal amount stated above and in the denominations hereinafter stated, numbered T-1, with certificates issued in replacement thereof being in the denominations and principal amounts hereinafter stated and numbered consecutively from R-1 upward, payable to the respective Registered Owners thereof (with the initial certificate being made payable to the initial purchaser as described in Section 10 hereof), or to the registered assignee or assignees of said certificates or any portion or portions thereof (in each case, the "Registered Owner"), and said certificates shall mature and be payable serially on February 15 in each of the years and in the principal amounts, respectively, and shall bear interest from the dates set forth in the FORM OF CERTIFICATE set forth in Section 4 of this Ordinance to their respective dates of maturity or redemption prior to maturity at the rates per annum, as set forth in the following schedule:

Years (2/15)	Principal Amounts (\$)	Interest Rates (%)
***	***	***
2022		
2023		
2024		
2025		
2026		
2027		
2028		
2029		
2030		
2031		
2032		
2033		
2034		
2035		
2036		
2037		
2038		
2039		
2040		
2041		

The term "Certificates" as used in this Ordinance shall mean and include collectively the certificates initially issued and delivered pursuant to this Ordinance and all substitute certificates exchanged therefor, as well as all other substitute certificates and replacement certificates issued pursuant hereto, and the term "Certificate" shall mean any of the Certificates.

Section 3. CHARACTERISTICS OF THE CERTIFICATES.

(a) Appointment of Paying Agent/Registrar. The Issuer hereby appoints BOKF, NA, Dallas, Texas, to serve as paying agent and registrar for the Certificates (the "Paying Agent/Registrar"). The Mayor or City Manager is authorized and directed to execute and deliver in the name and on behalf of the Issuer a Paying Agent/Registrar Agreement with the Paying Agent/Registrar.

(b) Registration, Transfer, Conversion and Exchange. The Issuer shall keep or cause to be kept at the corporate trust office of the Paying Agent/Registrar books or records for the registration of the transfer, conversion and exchange of the Certificates (the "Registration Books"), and the Issuer hereby appoints the Paying Agent/Registrar as its registrar and transfer agent to keep such books or records and make such registrations of transfers, conversions and exchanges under such reasonable regulations as the Issuer and Paying Agent/Registrar may prescribe; and the Paying Agent/Registrar shall make such registrations, transfers, conversions and exchanges as herein provided within three (3) days of presentation in due and proper form. The Paying Agent/Registrar shall obtain and record in the Registration Books the address of the registered owner of each Certificate to which payments with respect to the Certificates shall be mailed, as herein provided; but it shall be the duty of each registered owner to notify the Paying Agent/Registrar in writing of the address to which payments shall be mailed, and such interest payments shall not be mailed unless such notice has been given. The Issuer shall have the right to inspect the Registration Books during regular business hours of the Paying Agent/Registrar, but otherwise the Paying Agent/Registrar shall keep the Registration Books confidential and, unless otherwise required by law, shall not permit their inspection by any other entity. The Issuer shall pay the Paying Agent/Registrar's standard or customary fees and charges for making such registration, transfer, conversion, exchange and delivery of a substitute Certificate or Certificates. Registration of assignments, transfers, conversions and exchanges of Certificates shall be made in the manner provided and with the effect stated in the FORM OF CERTIFICATE set forth in this Ordinance. Each substitute Certificate shall bear a letter and/or number to distinguish it from each other Certificate.

(c) Authentication. Except as provided in subsection (j) of this section, an authorized representative of the Paying Agent/Registrar shall, before the delivery of any such Certificate, date and manually sign said Certificate, and no such Certificate shall be deemed to be issued or outstanding unless such Certificate is so executed. The Paying Agent/Registrar promptly shall cancel all paid Certificates and Certificates surrendered for conversion and exchange. No additional ordinances, orders or resolutions need be passed or adopted by the governing body of the Issuer or any other body or person so as to accomplish the foregoing conversion and exchange of any Certificate or portion thereof, and the Paying Agent/Registrar shall provide for the printing, execution and delivery of the substitute Certificates in the manner prescribed herein. Pursuant to Subchapter D, Chapter 1201, Texas Government Code, the duty of conversion and exchange of Certificates as aforesaid is hereby imposed upon the Paying Agent/Registrar, and, upon the execution of said Certificate, the converted and exchanged Certificate shall be valid, incontestable, and enforceable in the same manner and with the same effect as the Certificates which initially were issued and delivered pursuant to this Ordinance, approved by the Attorney General, and registered by the Comptroller of Public Accounts.

(d) Payment of Principal and Interest. The Issuer hereby further appoints the Paying Agent/Registrar to act as the paying agent for paying the principal of and interest on the Certificates, all as provided in this Ordinance. The Paying Agent/Registrar shall keep proper records of all payments made by the Issuer and the Paying Agent/Registrar with respect to the Certificates, and of all conversions and exchanges of Certificates, and all replacements of Certificates, as provided in this Ordinance. However, in

the event of a nonpayment of interest on a scheduled payment date, and for thirty (30) days thereafter, a new record date for such interest payment (a "Special Record Date") will be established by the Paying Agent/Registrar, if and when funds for the payment of such interest have been received from the Issuer. Notice of the Special Record Date and of the scheduled payment date of the past due interest (which shall be fifteen (15) days after the Special Record Date) shall be sent at least five (5) business days prior to the Special Record Date by United States mail, first class postage prepaid, to the address of each registered owner appearing on the Registration Books at the close of business on the last business day next preceding the date of mailing of such notice.

(e) Payment to Registered Owner. Notwithstanding any other provision of this Ordinance to the contrary, the Issuer and the Paying Agent/Registrar shall be entitled to treat and consider the person in whose name each Certificate is registered in the Registration Books as the absolute owner of such Certificate for the purpose of payment of principal and interest with respect to such Certificate, for the purpose of registering transfers with respect to such Certificate, and for all other purposes whatsoever. The Paying Agent/Registrar shall pay all principal of and interest on the Certificates only to or upon the order of the registered owners, as shown in the Registration Books as provided in this Ordinance, or their respective attorneys duly authorized in writing, and all such payments shall be valid and effective to fully satisfy and discharge the Issuer's obligations with respect to payment of principal of and interest on the Certificates to the extent of the sum or sums so paid. No person other than a registered owner, as shown in the Registration Books, shall receive a Certificate evidencing the obligation of the Issuer to make payments of principal and interest pursuant to this Ordinance.

(f) Paying Agent/Registrar. The Issuer covenants with the registered owners of the Certificates that at all times while the Certificates are outstanding the Issuer will provide a competent and legally qualified bank, trust company, financial institution or other agency to act as and perform the services of Paying Agent/Registrar for the Certificates under this Ordinance, and that the Paying Agent/Registrar will be one entity. By accepting the position and performing as such, each Paying Agent/Registrar shall be deemed to have agreed to the provisions of this Ordinance, and a certified copy of this Ordinance shall be delivered to each Paying Agent/Registrar.

(g) Substitute Paying Agent/Registrar. The Issuer reserves the right to, and may, at its option, change the Paying Agent/Registrar upon not less than one hundred-twenty (120) days written notice to the Paying Agent/Registrar, to be effective not later than sixty (60) days prior to the next principal or interest payment date after such notice. In the event that the entity at any time acting as Paying Agent/Registrar (or its successor by merger, acquisition, or other method) should resign or otherwise cease to act as such, the Issuer covenants that promptly it will appoint a competent and legally qualified bank, trust company, financial institution, or other agency to act as Paying Agent/Registrar under this Ordinance. Upon any change in the Paying Agent/Registrar, the previous Paying Agent/Registrar promptly shall transfer and deliver the Registration Books (or a copy thereof), along with all other pertinent books and records relating to the Certificates, to the new Paying Agent/Registrar designated and appointed by the Issuer. Upon any change in the Paying Agent/Registrar, the Issuer promptly will cause a written notice thereof to be sent by the new Paying Agent/Registrar to each registered owner of the Certificates, by United States mail, first-class postage prepaid, which notice also shall give the address of the new Paying Agent/Registrar.

(h) Book-Entry Only System. The Certificates issued in exchange for the Certificates initially issued to the purchaser or purchasers specified herein shall be initially issued in the form of a separate single fully registered Certificate for each of the maturities thereof and the ownership of each such Certificate shall be registered in the name of Cede & Co., as nominee of The Depository Trust Company, New York, New York ("DTC"), and except as provided in this Section, all of the outstanding Certificates shall be registered in the name of Cede & Co., as nominee of DTC.

(i) Blanket Letter of Representations. The previous execution and delivery of the Blanket Letter of Representations with respect to obligations of the Issuer is hereby ratified and confirmed; and the provisions thereof shall be fully applicable to the Certificates. Notwithstanding anything to the contrary contained herein, while the Certificates are subject to DTC's Book-Entry Only System and to the extent permitted by law, the Letter of Representations is hereby incorporated herein and its provisions shall prevail over any other provisions of this Ordinance in the event of conflict.

(j) Certificates Registered in the Name of Cede & Co. With respect to Certificates registered in the name of Cede & Co., as nominee of DTC, the Issuer and the Paying Agent/Registrar shall have no responsibility or obligation to any securities brokers and dealers, banks, trust companies, clearing corporations and certain other organizations on whose behalf DTC was created ("DTC Participant") to hold securities to facilitate the clearance and settlement of securities transactions among DTC Participants or to any person on behalf of whom such a DTC Participant holds an interest in the Certificates. Without limiting the immediately preceding sentence, the Issuer and the Paying Agent/Registrar shall have no responsibility or obligation with respect to (i) the accuracy of the records of DTC, Cede & Co. or any DTC Participant with respect to any ownership interest in the Certificates, (ii) the delivery to any DTC Participant or any other person, other than a registered owner of Certificates, as shown on the Registration Books, of any notice with respect to the Certificates, or (iii) the payment to any DTC Participant or any other person, other than a registered owner of Certificates, as shown in the Registration Books of any amount with respect to principal of or interest on the Certificates. Upon delivery by DTC to the Paying Agent/Registrar of written notice to the effect that DTC has determined to substitute a new nominee in place of Cede & Co., and subject to the provisions in this Ordinance with respect to interest checks being mailed to the registered owner at the close of business on the Record date, the words "Cede & Co." in this Ordinance shall refer to such new nominee of DTC.

(k) Successor Securities Depository; Transfers Outside Book-Entry Only System. In the event that the Issuer determines that DTC is incapable of discharging its responsibilities described herein and in the representation letter of the Issuer to DTC or that it is in the best interest of the beneficial owners of the Certificates that they be able to obtain certificated Certificates, the Issuer shall (i) appoint a successor securities depository, qualified to act as such under Section 17A of the Securities and Exchange Act of 1934, as amended, notify DTC and DTC Participants of the appointment of such successor securities depository and transfer one or more separate Certificates to such successor securities depository or (ii) notify DTC and DTC Participants of the availability through DTC of Certificates and transfer one or more separate Certificates to DTC Participants having Certificates credited to their DTC accounts. In such event, the Certificates shall no longer be restricted to being registered in the Registration Books in the name of Cede & Co., as nominee of DTC, but may be registered in the name of the successor securities depository, or its nominee, or in whatever name or names registered owners transferring or exchanging Certificates shall designate, in accordance with the provisions of this Ordinance.

(l) Payments to Cede & Co. Notwithstanding any other provision of this Ordinance to the contrary, so long as any Certificate is registered in the name of Cede & Co., as nominee of DTC, all payments with respect to principal of and interest on such Certificate and all notices with respect to such Certificate shall be made and given, respectively, in the manner provided in the representation letter of the Issuer to DTC.

(m) General Characteristics of the Certificates. The Certificates (i) shall be issued in fully registered form, without interest coupons, with the principal of and interest on such Certificates to be payable only to the Registered Owners thereof, (ii) may and shall be redeemed prior to their scheduled maturities, (iii) may be transferred and assigned, (iv) may be converted and exchanged for other Certificates, (v) shall have the characteristics, (vi) shall be signed, sealed, executed and authenticated, (vii)

the principal of and interest on the Certificates shall be payable, and (viii) shall be administered and the Paying Agent/Registrar and the Issuer shall have certain duties and responsibilities with respect to the Certificates, all as provided, and in the manner and to the effect as required or indicated, in the FORM OF CERTIFICATE set forth in this Ordinance. The Certificates initially issued and delivered pursuant to this Ordinance is not required to be, and shall not be, authenticated by the Paying Agent/Registrar, but on each substitute Certificate issued in conversion of and exchange for any Certificate or Certificates issued under this Ordinance the Paying Agent/Registrar shall execute the Paying Agent/Registrar's Authentication Certificate, in the FORM OF CERTIFICATE set forth in this Ordinance.

(n) Cancellation of Initial Certificate. On the closing date, one initial Certificate representing the entire principal amount of the Certificates, payable in stated installments to the order of the initial purchaser of the Certificates or its designee, executed by manual or facsimile signature of the Mayor and City Secretary, approved by the Attorney General of Texas, and registered and manually signed by the Comptroller of Public Accounts of the State of Texas, will be delivered to such purchaser or its designee. Upon payment for the initial Certificate, the Paying Agent/Registrar shall cancel the initial Certificate and deliver to DTC on behalf of such purchaser one registered definitive Certificate for each year of maturity of the Certificates, in the aggregate principal amount of all of the Certificates for such maturity, registered in the name of Cede & Co., as nominee of DTC. To the extent that the Paying Agent/Registrar is eligible to participate in DTC's FAST System, pursuant to an agreement between the Paying Agent/Registrar and DTC, the Paying Agent/Registrar shall hold the definitive Certificates in safekeeping for DTC.

Section 4. FORM OF CERTIFICATE. The form of the Certificate, including the form of Paying Agent/Registrar's Authentication Certificate, the form of Assignment and the form of Registration Certificate of the Comptroller of Public Accounts of the State of Texas to be attached to the Certificate initially issued and delivered pursuant to this Ordinance, shall be, respectively, substantially as follows, with such appropriate variations, omissions or insertions as are permitted or required by this Ordinance.

(a) Form of Certificate.

NO. R-	UNITED STATES OF AMERICA STATE OF TEXAS CITY OF WHITE SETTLEMENT, TEXAS COMBINATION TAX AND LIMITED SURPLUS REVENUE CERTIFICATES OF OBLIGATION, SERIES 2021	PRINCIPAL AMOUNT \$ _____
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Interest Rate	Delivery Date	Maturity Date	CUSIP No.
	June 2, 2021	February 15,	

REGISTERED OWNER:

PRINCIPAL AMOUNT: DOLLARS

ON THE MATURITY DATE specified above, the City of White Settlement, in Tarrant County, Texas (the "Issuer"), being a political subdivision and municipal corporation of the State of Texas, hereby promises to pay to the Registered Owner specified above, or registered assigns (hereinafter called the "Registered Owner"), on the Maturity Date specified above, the Principal Amount specified above. The Issuer promises to pay interest on the unpaid principal amount hereof (calculated on the basis of a 360-day

year of twelve 30-day months) from the Delivery Date specified above at the Interest Rate per annum specified above. Interest is payable on February 15, 2022 and semiannually on each August 15 and February 15 thereafter to the Maturity Date specified above, or the date of redemption prior to maturity; except, if this Certificate is required to be authenticated and the date of its authentication is later than the first Record Date (hereinafter defined), such Principal Amount shall bear interest from the interest payment date next preceding the date of authentication, unless such date of authentication is after any Record Date but on or before the next following interest payment date, in which case such principal amount shall bear interest from such next following interest payment date; provided, however, that if on the date of authentication hereof the interest on the Certificate or Certificates, if any, for which this Certificate is being exchanged is due but has not been paid, then this Certificate shall bear interest from the date to which such interest has been paid in full.

THE PRINCIPAL OF AND INTEREST ON this Certificate are payable in lawful money of the United States of America, without exchange or collection charges. The principal of this Certificate shall be paid to the registered owner hereof upon presentation and surrender of this Certificate at maturity, or upon the date fixed for its redemption prior to maturity, at the principal corporate trust office of BOKF, NA, Dallas, Texas, which is the "Paying Agent/Registrar" for this Certificate. The payment of interest on this Certificate shall be made by the Paying Agent/Registrar to the registered owner hereof on each interest payment date by check or draft, dated as of such interest payment date, drawn by the Paying Agent/Registrar on, and payable solely from, funds of the Issuer required by the ordinance authorizing the issuance of this Certificate (the "Certificate Ordinance") to be on deposit with the Paying Agent/Registrar for such purpose as hereinafter provided; and such check or draft shall be sent by the Paying Agent/Registrar by United States mail, first-class postage prepaid, on each such interest payment date, to the registered owner hereof, at its address as it appeared at the close of business on the last business day of the month preceding each such date (the "Record Date") on the Registration Books kept by the Paying Agent/Registrar, as hereinafter described. In addition, interest may be paid by such other method, acceptable to the Paying Agent/Registrar, requested by, and at the risk and expense of, the registered owner. In the event of a non-payment of interest on a scheduled payment date, and for thirty (30) days thereafter, a new record date for such interest payment (a "Special Record Date") will be established by the Paying Agent/Registrar, if and when funds for the payment of such interest have been received from the Issuer. Notice of the Special Record Date and of the scheduled payment date of the past due interest (which shall be fifteen (15) days after the Special Record Date) shall be sent at least five (5) business days prior to the Special Record Date by United States mail, first-class postage prepaid, to the address of each owner of a Certificate appearing on the Registration Books at the close of business on the last business day next preceding the date of mailing of such notice.

ANY ACCRUED INTEREST due at maturity or upon the redemption of this Certificate prior to maturity as provided herein shall be paid to the registered owner upon presentation and surrender of this Certificate for redemption and payment at the principal corporate trust office of the Paying Agent/Registrar. The Issuer covenants with the registered owner of this Certificate that on or before each principal payment date and interest payment date for this Certificate it will make available to the Paying Agent/Registrar, from the "Interest and Sinking Fund" created by the Certificate Ordinance, the amounts required to provide for the payment, in immediately available funds, of all principal of and interest on the Certificates, when due.

IF THE DATE for the payment of the principal of or interest on this Certificate shall be a Saturday, Sunday, a legal holiday or a day on which banking institutions in the city where the principal corporate trust office of the Paying Agent/Registrar is located are authorized by law or executive order to close, then the date for such payment shall be the next succeeding day that is not such a Saturday, Sunday, legal holiday or day on which banking institutions are authorized to close; and payment on such date shall have the same force and effect as if made on the original date payment was due.

THIS CERTIFICATE is one of a series of Certificates dated May 1, 2021, authorized in accordance with the Constitution and laws of the State of Texas in the principal amount of \$_____ for paying all or a portion of the Issuer's contractual obligations incurred in connection with (i) constructing and improving streets, roads, alleys and sidewalks, and related utility relocation, drainage, signalization, landscaping, lighting and signage and including acquiring land and interests in land therefor; (ii) constructing, acquiring, installing and equipping additions, extensions and improvements to the City's water and wastewater system and acquiring land and interests in land therefor; and (iii) paying legal, fiscal and engineering fees in connection with such projects.

ON February 15, 2030, or on any date thereafter, the Certificates of this series may be redeemed prior to their scheduled maturities, at the option of the Issuer, with funds derived from any available and lawful source, as a whole, or in part, and, if in part, the particular Certificates, or portions thereof, to be redeemed shall be selected and designated by the Issuer (provided that a portion of a Certificate may be redeemed only in an integral multiple of \$5,000), at a redemption price equal to the principal amount to be redeemed plus accrued interest to the date fixed for redemption.

[[THE CERTIFICATES scheduled to mature on February 15 in the years 20__ and 20__ (the "Term Certificates") are subject to scheduled mandatory sinking fund redemption by the Paying Agent/Registrar by lot, or by any other customary method that results in a random selection, at a price equal to the principal amount thereof, plus accrued interest to the redemption date, out of moneys available for such purpose in the interest and sinking fund for the Certificates, on each February 15 of the years, and in the respective principal amounts, as set forth in the following schedule:

Term Certificate	
Maturity: February 15, 20__	
Year	Principal Amount (\$)
2028	
2029*	

*Stated Maturity

The principal amount of Term Certificates of a stated maturity required to be redeemed on any mandatory redemption date pursuant to the operation of the mandatory sinking fund redemption provisions shall be reduced, at the option of the Issuer, by the principal amount of any Term Certificates of the same maturity which, at least forty-five (45) days prior to a mandatory redemption date (1) shall have been acquired by the Issuer and delivered to the Paying Agent/Registrar for cancellation, or (2) shall have been redeemed pursuant to the optional redemption provisions and not theretofore credited against a mandatory redemption requirement.

AT LEAST THIRTY (30) days prior to the date fixed for any redemption of Certificates or portions thereof prior to maturity a written notice of such redemption shall be sent by the Paying Agent/Registrar by United States mail, first-class postage prepaid to the registered owner of each Certificate to be redeemed at its address as it appeared at the close of business on the business day next preceding the date of mailing such notice; provided, however, that the failure of the registered owner to receive such notice, or any defect therein or in the sending or mailing thereof, shall not affect the validity or effectiveness of the proceedings for the redemption of any Certificate. By the date fixed for any such redemption due provision shall be made with the Paying Agent/Registrar for the payment of the required redemption price for the Certificates or portions thereof that are to be so redeemed. If such written notice of redemption is sent and if due provision for such payment is made, all as provided above, the Certificates or portions thereof that are to be so redeemed thereby automatically shall be treated as redeemed prior to their scheduled maturities, and

they shall not bear interest after the date fixed for redemption, and they shall not be regarded as being outstanding except for the right of the registered owner to receive the redemption price from the Paying Agent/Registrar out of the funds provided for such payment. If a portion of any Certificate shall be redeemed, a substitute Certificate or Certificates having the same maturity date, bearing interest at the same rate, in any denomination or denominations in any integral multiple of \$5,000, at the written request of the registered owner, and in aggregate principal amount equal to the unredeemed portion thereof, will be issued to the registered owner upon the surrender thereof for cancellation, at the expense of the Issuer, all as provided in the Certificate Ordinance.

WITH RESPECT TO ANY OPTIONAL REDEMPTION OF THE CERTIFICATES, unless certain prerequisites to such redemption required by this Ordinance have been met and moneys sufficient to pay the principal of and premium, if any, and interest on the Certificates to be redeemed shall have been received by the Paying Agent/Registrar prior to the giving of such notice of redemption, such notice shall state that said redemption may, at the option of the Issuer, be conditional upon the satisfaction of such prerequisites and receipt of such moneys by the Paying Agent/Registrar on or prior to the date fixed for such redemption, or upon any prerequisite set forth in such notice of redemption. If a notice of conditional redemption is given and such prerequisites to the redemption and sufficient moneys are not received, such notice shall be of no force and effect, the Issuer shall not redeem such Certificates and the Paying Agent/Registrar shall give notice, in the manner in which the notice of redemption was given, to the effect that the Certificates have not been redeemed.

ALL CERTIFICATES OF THIS SERIES are issuable solely as fully registered certificates, without interest coupons, in the denomination of any integral multiple of \$5,000. As provided in the Certificate Ordinance, this Certificate may, at the request of the registered owner or the assignee or assignees hereof, be assigned, transferred, converted into and exchanged for a like aggregate principal amount of fully registered certificates, without interest coupons, payable to the appropriate registered owner, assignee or assignees, as the case may be, having the same denomination or denominations in any integral multiple of \$5,000 as requested in writing by the appropriate registered owner, assignee or assignees, as the case may be, upon surrender of this Certificate to the Paying Agent/Registrar for cancellation, all in accordance with the form and procedures set forth in the Certificate Ordinance. Among other requirements for such assignment and transfer, this Certificate must be presented and surrendered to the Paying Agent/Registrar, together with proper instruments of assignment, in form and with guarantee of signatures satisfactory to the Paying Agent/Registrar, evidencing assignment of this Certificate or any portion or portions hereof in any integral multiple of \$5,000 to the assignee or assignees in whose name or names this Certificate or any such portion or portions hereof is or are to be registered. The form of Assignment printed or endorsed on this Certificate may be executed by the registered owner to evidence the assignment hereof, but such method is not exclusive, and other instruments of assignment satisfactory to the Paying Agent/Registrar may be used to evidence the assignment of this Certificate or any portion or portions hereof from time to time by the registered owner. The Paying Agent/Registrar's reasonable standard or customary fees and charges for assigning, transferring, converting and exchanging any Certificate or portion thereof will be paid by the Issuer. In any circumstance, any taxes or governmental charges required to be paid with respect thereto shall be paid by the one requesting such assignment, transfer, conversion or exchange, as a condition precedent to the exercise of such privilege. The Paying Agent/Registrar shall not be required to make any such transfer, conversion, or exchange (i) during the period commencing with the close of business on any Record Date and ending with the opening of business on the next following principal or interest payment date, or (ii) with respect to any Certificate or any portion thereof called for redemption prior to maturity, within forty-five (45) days prior to its redemption date.

IN THE EVENT any Paying Agent/Registrar for the Certificates is changed by the Issuer, resigns, or otherwise ceases to act as such, the Issuer has covenanted in the Certificate Ordinance that it promptly

will appoint a competent and legally qualified substitute therefor, and cause written notice thereof to be mailed to the registered owners of the Certificates.

IT IS HEREBY certified, recited and covenanted that this Certificate has been duly and validly authorized, issued and delivered; that all acts, conditions and things required or proper to be performed, exist and be done precedent to or in the authorization, issuance and delivery of this Certificate have been performed, existed and been done in accordance with law; and that annual ad valorem taxes sufficient to provide for the payment of the interest on and principal of this Certificate, as such interest comes due and such principal matures, have been levied and ordered to be levied against all taxable property in said Issuer, and have been pledged for such payment, within the limit prescribed by law, and that this Certificate is additionally secured by and payable from a limited pledge of the Surplus Revenues of the Issuer's waterworks and sewer system remaining after payment of all operation and maintenance expenses thereof, and all debt service, reserve and other requirements in connection with all of the Issuer's revenue obligations (now or hereafter outstanding) that are payable from all or part of said revenues, all as provided in the Certificate Ordinance.

THE ISSUER HAS RESERVED THE RIGHT to amend the Certificate Ordinance as provided therein, and under some (but not all) circumstances amendments thereto must be approved by the registered owners of a majority in aggregate principal amount of the outstanding Certificates.

BY BECOMING the registered owner of this Certificate, the registered owner thereby acknowledges all of the terms and provisions of the Certificate Ordinance, agrees to be bound by such terms and provisions, acknowledges that the Certificate Ordinance is duly recorded and available for inspection in the official minutes and records of the governing body of the Issuer, and agrees that the terms and provisions of this Certificate and the Certificate Ordinance constitute a contract between each registered owner hereof and the Issuer.

IN WITNESS WHEREOF, the Issuer has caused this Certificate to be signed with the manual or facsimile signature of the Mayor of the Issuer (or in the Mayor's absence, by the Mayor Pro Tem) and countersigned with the manual or facsimile signature of the City Secretary of said Issuer (or in the City Secretary's absence, by the Assistant City Secretary), and has caused the official seal of the Issuer to be duly impressed, or placed in facsimile, on this Certificate.

(signature)
City Secretary

(signature)
Mayor

(SEAL)

(b) Form of Paying Agent/Registrar's Authentication Certificate.

PAYING AGENT/REGISTRAR'S AUTHENTICATION CERTIFICATE

(To be executed if this Certificate is not accompanied by an executed Registration Certificate of the Comptroller of Public Accounts of the State of Texas)

It is hereby certified that this Certificate has been issued under the provisions of the Certificate Ordinance described in the text of this Certificate; and that this Certificate has been issued in conversion or replacement of, or in exchange for, a certificate, certificates, or a portion of a certificate or certificates of a series that originally was approved by the Attorney General of the State of Texas and registered by the Comptroller of Public Accounts of the State of Texas.

Dated: _____

BOKF, NA
Dallas, Texas
Paying Agent/Registrar

By: _____
Authorized Representative

(c) Form of Assignment.

ASSIGNMENT
(Please type or print clearly)

For value received, the undersigned hereby sells, assigns and transfers unto: _____

Transferee's Social Security or Taxpayer Identification Number: _____

Transferee's name and address, including zip code: _____

the within Certificate and all rights thereunder, and hereby irrevocably constitutes and appoints
_____, attorney, to register the transfer of
the within Certificate on the books kept for registration thereof, with full power of substitution in the
premises.

Dated: _____

Signature Guaranteed:

NOTICE: Signature(s) must be guaranteed by an eligible guarantor institution participating in a securities transfer association recognized signature guarantee program.

NOTICE: The signature above must correspond with the name of the registered owner as it appears upon the front of this Certificate in every particular, without alteration or enlargement or any change whatsoever.

(d) Form of Registration Certificate of the Comptroller of Public Accounts.

COMPTROLLER'S REGISTRATION CERTIFICATE: REGISTER NO. _____

I hereby certify that there is on file and of record in my office a true and correct copy of the opinion of the Attorney General of the State of Texas approving this Certificate and that this Certificate has been registered this day by me.

Witness my signature and seal this _____.

Comptroller of Public Accounts of the State of Texas

(COMPTROLLER'S SEAL)

(e) Initial Certificate Insertions.

(i) The initial Certificate shall be in the form set forth in paragraph (a) of this Section, except that:

A. immediately under the name of the Certificate, the headings "Interest Rate" and "Maturity Date" shall both be completed with the words "As shown below" and "CUSIP No. _____" shall be deleted.

B. the first paragraph shall be deleted and the following will be inserted:

"THE CITY OF WHITE SETTLEMENT, TEXAS, in Tarrant County, Texas (the "Issuer"), being a political subdivision and municipal corporation of the State of Texas, hereby promises to pay to the Registered Owner specified above, or registered assigns (hereinafter called the "Registered Owner"), on February 15 in each of the years, in the principal amounts and bearing interest at the per annum rates set forth in the following schedule:

Years (2/15)	Principal Amounts (\$)	Interest Rates (%)
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(Information from Section 2 to be inserted)

The Issuer promises to pay interest on the unpaid principal amount hereof (calculated on the basis of a 360-day year of twelve 30-day months) from the Delivery Date specified above at the respective Interest Rate per annum specified above. Interest is payable on February 15, 2022, and semiannually on each August 15 and February 15 thereafter to the date of payment of the principal installment specified above, or the date of redemption prior to maturity; except, that if this Certificate is required to be authenticated and the date of its authentication is later than the first Record Date (hereinafter defined), such Principal Amount shall bear interest from the interest payment date next preceding the date of authentication, unless such date of authentication is after any Record Date but on or before the next following interest payment date, in which case such principal amount shall bear interest from such next following interest payment date; provided, however, that if on the date of authentication hereof the interest on the Certificate or Certificates, if any, for which this Certificate is being exchanged is due but has not been paid, then this Certificate shall bear interest from the date to which such interest has been paid in full."

C. The Initial Certificate shall be numbered "T-1."

Section 5. INTEREST AND SINKING FUND; SURPLUS REVENUES.

(a) A special "Interest and Sinking Fund" is hereby created and shall be established and maintained by the Issuer as a separate fund or account and the funds therein shall be deposited into and held in an account at an official depository bank of said Issuer. Said Interest and Sinking Fund shall be kept separate and apart from all other funds and accounts of said Issuer, and shall be used only for paying the interest on and principal of said Certificates. All amounts received from the sale of the Certificates as accrued interest shall be deposited upon receipt to the Interest and Sinking Fund, and all ad valorem taxes levied and collected for and on account of said Certificates shall be deposited, as collected, to the credit of said Interest and Sinking Fund. During each year while any of said Certificates are outstanding and unpaid, the governing body of said Issuer shall compute and ascertain a rate and amount of ad valorem tax that will be sufficient to raise and produce the money required to pay the interest on said Certificates as such interest comes due, and to provide and maintain a sinking fund adequate to pay the principal of said Certificates as

such principal matures (but never less than 2% of the original amount of said Certificates as a sinking fund each year); and said tax shall be based on the latest approved tax rolls of said Issuer, with full allowances being made for tax delinquencies and the cost of tax collection. Said rate and amount of ad valorem tax is hereby levied, and is hereby ordered to be levied, against all taxable property in said Issuer, for each year while any of said Certificates are outstanding and unpaid, and said tax shall be assessed and collected each such year and deposited to the credit of the aforesaid Interest and Sinking Fund. Said ad valorem taxes sufficient to provide for the payment of the interest on and principal of said Certificates, as such interest comes due and such principal matures, are hereby pledged for such payment, within the limit prescribed by law.

(b) The Certificates are additionally secured by a limited pledge, not to exceed \$1,000, of revenues of the Issuer's waterworks and sewer system that remain after the payment of all maintenance and operation expenses thereof, and all debt service, reserve and other requirements in connection with all of the Issuer's revenue obligations (now or hereafter outstanding) that are secured by a lien on all or any part of the net revenues of the Issuer's waterworks and sewer system, constituting "Surplus Revenues". The Issuer shall deposit such Surplus Revenues to the credit of the Interest and Sinking Fund created pursuant to subsection (a) of this section, to the extent necessary to pay the principal of and interest on the Certificates. Notwithstanding the requirements of subsection (a) of this section, if Surplus Revenues or other lawfully available moneys of the Issuer are actually on deposit in the Interest and Sinking Fund in advance of the time when ad valorem taxes are scheduled to be levied for any year, then the amount of taxes that otherwise would have been required to be levied pursuant to subsection (a) of this Section may be reduced to the extent and by the amount of the Surplus Revenues or other lawfully available funds then on deposit in the Interest and Sinking Fund.

(c) Chapter 1208, Texas Government Code, applies to the issuance of the Certificates of Obligation and the pledge of the taxes and Surplus Revenues granted by the Issuer under this Section, and is therefore valid, effective, and perfected. Should Texas law be amended at any time while the Certificates of Obligation are outstanding and unpaid, the result of such amendment being that the pledge of the taxes and Surplus Revenues granted by the Issuer under this Section, is to be subject to the filing requirements of Chapter 9, Texas Business & Commerce Code, in order to preserve to the registered owners of the Certificates of Obligation a security interest in said pledge, the Issuer agrees to take such measures as it determines are reasonable and necessary under Texas law to comply with the applicable provisions of Chapter 9, Texas Business & Commerce Code and enable a filing of a security interest in said pledge to occur.

Section 6. DEFEASANCE OF CERTIFICATES.

(a) Any Certificate and the interest thereon shall be deemed to be paid, retired and no longer outstanding (a "Defeased Certificate") within the meaning of this Ordinance, except to the extent provided in subsection (d) of this Section, when payment of the principal of such Certificate, plus interest thereon to the due date (whether such due date be by reason of maturity or otherwise) either (i) shall have been made or caused to be made in accordance with the terms thereof, or (ii) shall have been provided for on or before such due date by irrevocably depositing with or making available to the Paying Agent/Registrar in accordance with an escrow agreement or other instrument (the "Future Escrow Agreement") for such payment (1) lawful money of the United States of America sufficient to make such payment or (2) Defeasance Securities that mature as to principal and interest in such amounts and at such times as will ensure the availability, without reinvestment, of sufficient money to provide for such payment, and when proper arrangements have been made by the Issuer with the Paying Agent/Registrar for the payment of its services until all Defeased Certificates shall have become due and payable. At such time as a Certificate shall be deemed to be a Defeased Certificate hereunder, as aforesaid, such Certificate and the interest

thereon shall no longer be secured by, payable from, or entitled to the benefits of, the ad valorem taxes herein levied and pledged or the limited pledge of Surplus Revenues as provided in this Ordinance, and such principal and interest shall be payable solely from such money or Defeasance Securities, and thereafter the Issuer will have no further responsibility with respect to amounts available to such paying agent (or other financial institution permitted by applicable law) for the payment of such Defeased Certificates, including any insufficiency therein caused by the failure of such paying agent (or other financial institution permitted by applicable law) to receive payment when due on the Defeasance Securities. Notwithstanding any other provision of this Ordinance to the contrary, it is hereby provided that any determination not to redeem Defeased Certificates that is made in conjunction with the payment arrangements specified in subsection 6(a)(i) or (ii) of this Section shall not be irrevocable, provided that: (1) in the proceedings providing for such payment arrangements, the Issuer expressly reserves the right to call the Defeased Certificates for redemption; (2) gives notice of the reservation of that right to the owners of the Defeased Certificates immediately following the making of the payment arrangements; and (3) directs that notice of the reservation be included in any redemption notices that it authorizes.

(b) Any moneys so deposited with the Paying Agent/Registrar may at the written direction of the Issuer be invested in Defeasance Securities, maturing in the amounts and times as hereinbefore set forth, and all income from such Defeasance Securities received by the Paying Agent/Registrar that is not required for the payment of the Certificates and interest thereon, with respect to which such money has been so deposited, shall be turned over to the Issuer, or deposited as directed in writing by the Issuer. Any Future Escrow Agreement pursuant to which the money and/or Defeasance Securities are held for the payment of Defeased Certificates may contain provisions permitting the investment or reinvestment of such moneys in Defeasance Securities or the substitution of other Defeasance Securities upon the satisfaction of the requirements specified in subsection 6(a)(i) or (ii) of this Section. All income from such Defeasance Securities which is not required for the payment of the Defeased Certificates, with respect to which such money has been so deposited, shall be remitted to the Issuer or deposited as directed in writing by the Issuer.

(c) The term “Defeasance Securities” means (1) direct noncallable obligations of the United States, including obligations that are unconditionally guaranteed by the United States; and (2) noncallable obligations of an agency or instrumentality of the United States, including obligations that are unconditionally guaranteed or insured by the agency or instrumentality and that, on the date the governing body of the Issuer adopts or approves the proceedings authorizing the issuance of refunding bonds, are rated as to investment quality by a nationally recognized investment rating firm not less than AAA or its equivalent.

(d) Until all Defeased Certificates shall have become due and payable, the Paying Agent/Registrar shall perform the services of Paying Agent/Registrar for such Defeased Certificates the same as if they had not been defeased, and the Issuer shall make proper arrangements to provide and pay for such services as required by this Ordinance.

(e) In the event that the Issuer elects to defease less than all of the principal amount of Certificates of a maturity, the Paying Agent/Registrar shall select, or cause to be selected, such amount of Certificates by such random method as it deems fair and appropriate.

Section 7. DAMAGED, MUTILATED, LOST, STOLEN, OR DESTROYED CERTIFICATES.

(a) Replacement Certificates. In the event any outstanding Certificate is damaged, mutilated, lost, stolen or destroyed, the Paying Agent/Registrar shall cause to be printed, executed and delivered, a new certificate of the same principal amount, maturity and interest rate, as the damaged, mutilated, lost, stolen or destroyed Certificate, in replacement for such Certificate in the manner hereinafter provided.

(b) Application for Replacement Certificates. Application for replacement of damaged, mutilated, lost, stolen or destroyed Certificates shall be made by the registered owner thereof to the Paying Agent/Registrar. In every case of loss, theft or destruction of a Certificate, the registered owner applying for a replacement certificate shall furnish to the Issuer and to the Paying Agent/Registrar such security or indemnity as may be required by them to save each of them harmless from any loss or damage with respect thereto. Also, in every case of loss, theft or destruction of a Certificate, the registered owner shall furnish to the Issuer and to the Paying Agent/Registrar evidence to their satisfaction of the loss, theft or destruction of such Certificate, as the case may be. In every case of damage or mutilation of a Certificate, the registered owner shall surrender to the Paying Agent/Registrar for cancellation the Certificate so damaged or mutilated.

(c) No Default Occurred. Notwithstanding the foregoing provisions of this Section, in the event any such Certificate shall have matured, and no default has occurred that is then continuing in the payment of the principal of, redemption premium, if any, or interest on the Certificate, the Issuer may authorize the payment of the same (without surrender thereof except in the case of a damaged or mutilated Certificate) instead of issuing a replacement Certificate, provided security or indemnity is furnished as above provided in this Section.

(d) Charge for Issuing Replacement Certificates. Prior to the issuance of any replacement certificate, the Paying Agent/Registrar shall charge the registered owner of such Certificate with all legal, printing, and other expenses in connection therewith. Every replacement certificate issued pursuant to the provisions of this Section by virtue of the fact that any Certificate is lost, stolen or destroyed shall constitute a contractual obligation of the Issuer whether or not the lost, stolen or destroyed Certificate shall be found at any time, or be enforceable by anyone, and shall be entitled to all the benefits of this Ordinance equally and proportionately with any and all other Certificates duly issued under this Ordinance.

(e) Authority for Issuing Replacement Certificates. In accordance with Section 1206.022, Texas Government Code, this Section 7 of this Ordinance shall constitute authority for the issuance of any such replacement certificate without necessity of further action by the governing body of the Issuer or any other body or person, and the duty of the replacement of such certificates is hereby authorized and imposed upon the Paying Agent/Registrar, and the Paying Agent/Registrar shall authenticate and deliver such Certificates in the form and manner and with the effect, as provided in Section 3 of this Ordinance for Certificates issued in conversion and exchange for other Certificates.

Section 8. CUSTODY, APPROVAL, AND REGISTRATION OF CERTIFICATES; BOND COUNSEL'S OPINION; CUSIP NUMBERS AND CONTINGENT INSURANCE PROVISION, IF OBTAINED; ENGAGEMENT OF BOND COUNSEL.

(a) The Mayor of the Issuer is hereby authorized to have control of the Certificates initially issued and delivered hereunder and all necessary records and proceedings pertaining to the Certificates pending their delivery and their investigation, examination, and approval by the Attorney General of the State of Texas, and their registration by the Comptroller of Public Accounts of the State of Texas. Upon registration of the Certificates said Comptroller of Public Accounts (or a deputy designated in writing to act for said Comptroller) shall sign manually, by facsimile, electronically or otherwise the Comptroller's Registration Certificate attached to such Certificates, and the seal of said Comptroller shall be impressed, or placed in facsimile, on such Certificate. The approving legal opinion of the Issuer's Bond Counsel and the assigned CUSIP numbers may, at the option of the Issuer, be printed on the Certificates issued and delivered under this Ordinance, but neither shall have any legal effect, and shall be solely for the convenience and

information of the registered owners of the Certificates. In addition, if bond insurance is obtained, the Certificates may bear an appropriate legend as provided by the insurer.

(b) The obligation of the initial purchaser to accept delivery of the Certificates is subject to the initial purchaser being furnished with the final, approving opinion of McCall, Parkhurst & Horton L.L.P., bond counsel to the Issuer, which opinion shall be dated as of and delivered on the date of initial delivery of the Certificates to the initial purchaser. The engagement of such firm as bond counsel to the Issuer in connection with issuance, sale and delivery of the Certificates is hereby approved and confirmed.

Section 9. COVENANTS REGARDING TAX EXEMPTION OF INTEREST ON THE CERTIFICATES.

(a) Covenants. The Issuer covenants to take any action necessary to assure, or refrain from any action that would adversely affect, the treatment of the Certificates as obligations described in section 103 of the Code, the interest on which is not includable in the “gross income” of the holder for purposes of federal income taxation. In furtherance thereof, the Issuer covenants as follows:

(1) to take any action to assure that no more than 10 percent of the proceeds of the Certificates (less amounts deposited to a reserve fund, if any) are used for any “private business use,” as defined in section 141(b)(6) of the Code or, if more than 10 percent of the proceeds or the projects financed therewith are so used, such amounts, whether or not received by the Issuer, with respect to such private business use, do not, under the terms of this Ordinance or any underlying arrangement, directly or indirectly, secure or provide for the payment of more than 10 percent of the debt service on the Certificates, in contravention of section 141(b)(2) of the Code;

(2) to take any action to assure that in the event that the “private business use” described in subsection (1) hereof exceeds 5 percent (5%) of the proceeds of the Certificates or the projects financed therewith (less amounts deposited into a reserve fund, if any) then the amount in excess of 5 percent (5%) is used for a “private business use” that is “related” and not “disproportionate,” within the meaning of section 141(b)(3) of the Code, to the governmental use;

(3) to take any action to assure that no amount that is greater than the lesser of \$5,000,000, or 5 percent (5%) of the proceeds of the Certificates (less amounts deposited into a reserve fund, if any) is directly or indirectly used to finance loans to persons, other than state or local governmental units, in contravention of section 141(c) of the Code;

(4) to refrain from taking any action that would otherwise result in the Certificates being treated as “private activity bonds” within the meaning of section 141(b) of the Code;

(5) to refrain from taking any action that would result in the Certificates being “federally guaranteed” within the meaning of section 149(b) of the Code;

(6) to refrain from using any portion of the proceeds of the Certificates, directly or indirectly, to acquire or to replace funds that were used, directly or indirectly, to acquire investment property (as defined in section 148(b)(2) of the Code) that produces a materially higher yield over the term of the Certificates, other than investment property acquired with –

(A) proceeds of the Certificates invested for a reasonable temporary period until such proceeds are needed for the purpose for which the Certificates are issued,

(B) amounts invested in a bona fide debt service fund, within the meaning of section 1.148-1(b) of the Treasury Regulations, and

(C) amounts deposited in any reasonably required reserve or replacement fund to the extent such amounts do not exceed 10 percent (10%) of the proceeds of the Certificates;

(7) to otherwise restrict the use of the proceeds of the Certificates or amounts treated as proceeds of the Certificates, as may be necessary, so that the Certificates do not otherwise contravene the requirements of section 148 of the Code (relating to arbitrage);

(8) to refrain from using proceeds of the Certificates or the proceeds of any prior bonds to pay debt service on another issue more than ninety (90) days after the issuance of the Certificates in contravention of section 149(d) of the Code (relating to advance refundings), if applicable;

(9) to pay to the United States of America at least once during each five-year period (beginning on the date of delivery of the Certificates) an amount that is at least equal to 90 percent of the “Excess Earnings,” within the meaning of section 148(f) of the Code and to pay to the United States of America, not later than sixty (60) days after the Certificates have been paid in full, 100 percent (100%) of the amount then required to be paid as a result of Excess Earnings under section 148(f) of the Code;

(10) to file or cause to be filed with the Secretary of the Treasury, not later than the 15th day of the second calendar month after the close of the calendar quarter in which the Certificates are issued, an information statement concerning the Certificates, all under and in accordance with section 149(e) of the Code and the applicable Treasury Regulations promulgated thereunder; and

(11) to assure that the proceeds of the Certificates will be used solely for new money projects.

(b) Rebate Fund. In order to facilitate compliance with the above covenant (a)(9), a “Rebate Fund” is hereby established by the Issuer for the sole benefit of the United States of America, and such Fund shall not be subject to the claim of any other person, including without limitation the certificateholders. The Rebate Fund is established for the additional purpose of compliance with section 148 of the Code.

(c) Use of Proceeds. For purposes of the foregoing covenants (a)(1) and (a)(2), the Issuer understands that the term “proceeds” includes “disposition proceeds” as defined in the Treasury Regulations and, in the case of refunding bonds, transferred proceeds (if any) and proceeds of the refunded bonds expended prior to the date of issuance of the Certificates. It is the understanding of the Issuer that the covenants contained herein are intended to assure compliance with the Code and any regulations or rulings promulgated by the U.S. Department of the Treasury pursuant thereto. In the event that regulations or rulings are hereafter promulgated that modify or expand provisions of the Code, as applicable to the Certificates, the Issuer will not be required to comply with any covenant contained herein to the extent that such failure to comply, in the opinion of nationally recognized bond counsel, will not adversely affect the exemption from federal income taxation of interest on the Certificates under section 103 of the Code. In the event that regulations or rulings are hereafter promulgated that impose additional requirements applicable to the Certificates, the Issuer agrees to comply with the additional requirements to the extent necessary, in the opinion of nationally recognized bond counsel, to preserve the exemption from federal income taxation of interest on the Certificates under section 103 of the Code. In furtherance of such intention, the Issuer hereby authorizes and directs the Mayor, the City Manager or the Finance Director of the Issuer to execute any documents, certificates or reports required by the Code and to make such elections, on behalf of the Issuer, that may be permitted by the Code as are consistent with the purpose for the issuance of the Certificates.

(d) Allocation of, and Limitation on, Expenditures for the Project. The Issuer covenants to account for the expenditure of sale proceeds and investment earnings to be used for the construction and acquisition of the Project on its books and records by allocating proceeds to expenditures within eighteen (18) months of the later of the date that (1) the expenditure is made, or (2) the Project is completed. The foregoing notwithstanding, the Issuer shall not expend proceeds of the sale of the Certificates or investment earnings thereon more than sixty (60) days after the earlier of (1) the fifth anniversary of the delivery of the Certificates, or (2) the date the Certificates are retired, unless the Issuer obtains an opinion of nationally-recognized bond counsel that such expenditure will not adversely affect the status, for federal income tax purposes, of the Certificates or the interest thereon. For purposes hereof, the Issuer shall not be obligated to comply with this covenant if it obtains an opinion that such failure to comply will not adversely affect the excludability for federal income tax purposes from gross income of the interest.

(e) Disposition of Project. The Issuer covenants that the property constituting the Project will not be sold or otherwise disposed in a transaction resulting in the receipt by the Issuer of cash or other compensation, unless any action taken in connection with such disposition will not adversely affect the tax-exempt status of the Certificates. For purpose of the foregoing, the Issuer may rely on an opinion of nationally-recognized bond counsel that the action taken in connection with such sale or other disposition will not adversely affect the tax-exempt status of the Certificates. For purposes of the foregoing, the portion of the property comprising personal property and disposed in the ordinary course shall not be treated as a transaction resulting in the receipt of cash or other compensation. For purposes hereof, the Issuer shall not be obligated to comply with this covenant if it obtains an opinion that such failure to comply will not adversely affect the excludability for federal income tax purposes from gross income of the interest.

(f) Qualified Tax-Exempt Obligations. The Certificates are hereby designated as “qualified tax-exempt obligations” as defined in section 265(b)(3) of the Code. In furtherance of such designation, the Issuer represents, covenants and warrants the following: (a) that during the calendar year in which the Certificates are issued, the Issuer (including any subordinate entities) has not designated nor will designate obligations, which when aggregated with the Certificates, will result in more than \$10,000,000 of “qualified tax-exempt obligations” being issued; (b) that the Issuer reasonably anticipates that the amount of tax-exempt obligations issued, during the calendar year in which the Certificates are issued, by the Issuer (or any subordinate entities) will not exceed \$10,000,000; and, (c) that the Issuer will take such action or refrain from such action as necessary, and as more particularly set forth in this Section 15 in order that the Certificates will not be considered “private activity bonds” within the meaning of section 141 of the Code.

Section 10. SALE OF CERTIFICATES AND APPROVAL OF OFFICIAL STATEMENT; FURTHER PROCEDURES.

(a) The Certificates are hereby sold and shall be delivered to _____ (the “Purchaser”), for the purchase price of \$_____ (representing the par value thereof, plus a premium of \$_____, and less a Purchaser’s discount of \$_____). The Certificates shall initially be registered in the name of such Purchaser or its designee. It is officially found, determined, and declared that the Certificates have been sold at public sale to the bidder offering the lowest true interest cost, after receiving sealed bids pursuant to an Official Notice of Sale and Bidding Instructions and Official Statement prepared and distributed in connection with the sale of the Certificates, and that the terms of such sale are the most advantageous reasonably obtainable. Said Official Notice of Sale and Bidding Instructions and Official Statement, and any addenda, supplement, or amendment thereto have been and are hereby approved by the City Council of the Issuer, and their use in the offer and sale of the Certificates is hereby approved.

(b) The Issuer hereby approves the form and content of the Official Statement relating to the Certificates and any addenda, supplement or amendment thereto, and approves the distribution of such

Official Statement in the reoffering of the Certificates by the Purchaser in final form, with such changes therein or additions thereto as the officer executing the same may deem advisable, such determination to be conclusively evidenced by his execution thereof. The distribution and use of the preliminary official statement prepared in connection with the issuance of the Certificates, prior to the date hereof is hereby ratified and confirmed.

(c) The Mayor, Mayor Pro Tem, City Manager, City Secretary and Finance Director, and any other officers of the Issuer, shall be and they are hereby expressly authorized, empowered and directed from time to time and at any time to do and perform all such acts and things and to execute, acknowledge and deliver in the name of the Issuer all other such documents, certificates and instruments, whether or not herein mentioned, as may be necessary or desirable in order to carry out the terms and provisions of this Ordinance, the Certificates, the sale of the Certificates and the Official Statement. In case any officer whose signature shall appear on any Certificate shall cease to be such officer before the delivery of such Certificate, such signature shall nevertheless be valid and sufficient for all purposes the same as if such officer had remained in office until such delivery.

Section 11. INTEREST EARNINGS ON CERTIFICATE PROCEEDS. Interest earnings derived from the investment of proceeds from the sale of the Certificates shall be used along with other certificate proceeds for the Project; provided that after completion of such purpose, if any of such interest earnings remain on hand, such interest earnings shall be deposited in the Interest and Sinking Fund. It is further provided, however, that any interest earnings on certificate proceeds that are required to be rebated to the United States of America pursuant to Section 9 hereof in order to prevent the Certificates from being arbitrage bonds shall be so rebated and not considered as interest earnings for the purposes of this Section.

Section 12. CONSTRUCTION FUND.

(a) The Issuer hereby creates and establishes and shall maintain on the books of the Issuer a separate fund to be entitled the "Series 2021 Combination Tax and Limited Surplus Revenue Certificates of Obligation Construction Fund" for use by the Issuer for payment of all lawful costs associated with the acquisition and construction of the Project as hereinbefore provided. Upon payment of all such costs, any moneys remaining on deposit in said Fund shall be transferred to the Interest and Sinking Fund. Amounts so deposited to the Interest and Sinking Fund shall be used in the manner described in Section 5 of this Ordinance.

(b) The Issuer may invest proceeds of the Certificates (including investment earnings thereon) and amounts deposited into the Interest and Sinking Fund in investments authorized by the Public Funds Investment Act, Chapter 2256, Texas Government Code, as amended; provided, however, that the Issuer hereby covenants that the proceeds of the sale of the Certificates will be used as soon as practicable for the purposes for which the Certificates are issued.

(c) All deposits authorized or required by this Ordinance shall be secured to the fullest extent required by law for the security of public funds.

Section 13. COMPLIANCE WITH RULE 15c2-12.

(a) Definitions. That as used in this Section, the following terms have the meanings ascribed to such terms below:

"MSRB" means the Municipal Securities Rulemaking Board.

"Rule" means SEC Rule 15c2-12, as amended from time to time.

“SEC” means the United States Securities and Exchange Commission.

(b) Annual Reports.

(i) The Issuer shall provide annually to the MSRB, in an electronic format as prescribed by the MSRB, within six (6) months after the end of each fiscal year ending in or after 2021, financial information and operating data with respect to the Issuer of the general type included in the final Official Statement authorized by Section 10 of this Ordinance, being the information described in Exhibit A hereto. The Issuer will additionally provide audited financial statements when and if available, and in any event, within twelve (12) months after the end of each fiscal year ending in or after 2021. If the audit of such financial statements is not complete within twelve (12) months after any such fiscal year end, then the Issuer will file unaudited financial statements within such twelve (12) month period and audited financial statements for the applicable fiscal year, when and if the audit report on such statements becomes available. Any financial statements so to be provided shall be prepared in accordance with the accounting principles described in Appendix B to the Official Statement, or such other accounting principles as the Issuer may be required to employ from time to time pursuant to state law or regulation.

(ii) If the Issuer changes its fiscal year, it will notify the MSRB of the change (and of the date of the new fiscal year end) prior to the next date by which the Issuer otherwise would be required to provide financial information and operating data pursuant to this Section. The financial information and operating data to be provided pursuant to this Section may be set forth in full in one or more documents or may be included by specific reference to any document that is available to the public on the MSRB's internet website or filed with the SEC. All documents provided to the MSRB pursuant to this Section shall be accompanied by identifying information as prescribed by the MSRB.

(c) Event Notices.

(i) The Issuer shall notify the MSRB in an electronic format as prescribed by the MSRB, in a timely manner (but not in excess of ten (10) business days after the occurrence of the event) of any of the following events with respect to the Certificates:

1. Principal and interest payment delinquencies;
2. Non-payment related defaults, if material;
3. Unscheduled draws on debt service reserves reflecting financial difficulties;
4. Unscheduled draws on credit enhancements reflecting financial difficulties;
5. Substitution of credit or liquidity providers, or their failure to perform;
6. Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the Certificates, or other material events affecting the tax status of the Certificates;
7. Modifications to rights of holders of the Certificates, if material;
8. Certificate calls, if material, and tender offers;
9. Defeasances;
10. Release, substitution, or sale of property securing repayment of the Certificates, if material;
11. Rating changes;
12. Bankruptcy, insolvency, receivership or similar event of the Issuer;
13. The consummation of a merger, consolidation, or acquisition involving the Issuer or the sale of all or substantially all of the assets of the Issuer, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the

- termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material;
- 14. Appointment of a successor trustee or change in the name of the trustee, if material;
- 15. Incurrence of a financial obligation of the Issuer, if material, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a financial obligation of the Issuer, any of which affect security holders, if material; and
- 16. Default, event of acceleration, termination event, modification of terms, or other similar events under the terms of a financial obligation of the Issuer, any of which reflect financial difficulties.

As used in clause 12 above, the phrase “bankruptcy, insolvency, receivership or similar event” means the appointment of a receiver, fiscal agent or similar officer for the Issuer in a proceeding under the U.S. Bankruptcy Code or in any other proceeding under state or federal law in which a court or governmental authority has assumed jurisdiction over substantially all of the assets of the Issuer, or if jurisdiction has been assumed by leaving the existing City Council and officials or officers of the Issuer in possession but subject to the supervision and orders of a court or governmental authority, or the entry of an order confirming a plan of reorganization, arrangement or liquidation by a court or governmental authority having supervision or jurisdiction over substantially all of the assets or business of the Issuer. For the purposes of clauses 15 and 16 above, the term “financial obligation” means a (i) debt obligation, (ii) derivative instrument entered into in connection with or pledged as security or a source of payment for, an existing or planned debt obligation, or (iii) a guarantee of (i) or (ii); provided however, that a “financial obligation” shall not include municipal securities as to which a final official statement (as defined in the Rule) has been provided to the MSRB consistent with the Rule.

(ii) The Issuer shall notify the MSRB, in a timely manner, of any failure by the Issuer to provide financial information or operating data in accordance with subsection (b) of this Section by the time required by such subsection.

(d) Limitations, Disclaimers, and Amendments.

(i) The Issuer shall be obligated to observe and perform the covenants specified in this Section for so long as, but only for so long as, the Issuer remains an “obligated person” with respect to the Certificates within the meaning of the Rule, except that the Issuer in any event will give notice of any deposit made in accordance with this Ordinance or applicable law that causes Certificates no longer to be outstanding.

(ii) The provisions of this Section are for the sole benefit of the registered owners and beneficial owners of the Certificates, and nothing in this Section, express or implied, shall give any benefit or any legal or equitable right, remedy, or claim hereunder to any other person. The Issuer undertakes to provide only the financial information, operating data, financial statements, and notices which it has expressly agreed to provide pursuant to this Section and does not hereby undertake to provide any other information that may be relevant or material to a complete presentation of the Issuer’s financial results, condition, or prospects or hereby undertake to update any information provided in accordance with this Section or otherwise, except as expressly provided herein. The Issuer does not make any representation or warranty concerning such information or its usefulness to a decision to invest in or sell Certificates at any future date.

(iii) UNDER NO CIRCUMSTANCES SHALL THE ISSUER BE LIABLE TO THE REGISTERED OWNER OR BENEFICIAL OWNER OF ANY CERTIFICATE OR ANY OTHER PERSON, IN CONTRACT OR TORT, FOR DAMAGES RESULTING IN WHOLE OR IN PART FROM ANY BREACH BY THE ISSUER, WHETHER NEGLIGENT OR WITHOUT FAULT

ON ITS PART, OF ANY COVENANT SPECIFIED IN THIS SECTION, BUT EVERY RIGHT AND REMEDY OF ANY SUCH PERSON, IN CONTRACT OR TORT, FOR OR ON ACCOUNT OF ANY SUCH BREACH SHALL BE LIMITED TO AN ACTION FOR MANDAMUS OR SPECIFIC PERFORMANCE.

(iv) No default by the Issuer in observing or performing its obligations under this Section shall comprise a breach of or default under this Ordinance for purposes of any other provision of this Ordinance. Nothing in this Section is intended or shall act to disclaim, waive, or otherwise limit the duties of the Issuer under federal and state securities laws.

(v) Should the Rule be amended to obligate the Issuer to make filings with or provide notices to entities other than the MSRB, the Issuer hereby agrees to undertake such obligation with respect to the Certificates in accordance with the Rule as amended. The provisions of this Section may be amended by the Issuer from time to time to adapt to changed circumstances that arise from a change in legal requirements, a change in law, or a change in the identity, nature, status, or type of operations of the Issuer, but only if (1) the provisions of this Section, as so amended, would have permitted an underwriter to purchase or sell Certificates in the primary offering of the Certificates in compliance with the Rule, taking into account any amendments or interpretations of the Rule since such offering as well as such changed circumstances and (2) either (a) the registered owners of a majority in aggregate principal amount (or any greater amount required by any other provision of this Ordinance that authorizes such an amendment) of the outstanding Certificates consent to such amendment or (b) a qualified person that is unaffiliated with the Issuer (such as nationally recognized bond counsel) determined that such amendment will not materially impair the interest of the registered owners and beneficial owners of the Certificates. The Issuer may also amend or repeal the provisions of this continuing disclosure agreement if the SEC amends or repeals the applicable provision of the Rule or a court of final jurisdiction enters judgment that such provisions of the Rule are invalid, but only if and to the extent that the provisions of this sentence would not prevent an underwriter from lawfully purchasing or selling Certificates in the primary offering of the Certificates. If the Issuer so amends the provisions of this Section, it shall include with any amended financial information or operating data next provided in accordance with subsection (b) of this Section an explanation, in narrative form, of the reason for the amendment and of the impact of any change in the type of financial information or operating data so provided.

Section 14. METHOD OF AMENDMENT. The Issuer hereby reserves the right to amend this Ordinance subject to the following terms and conditions, to-wit:

(a) The Issuer may from time to time, without the consent of any holder, except as otherwise required by paragraph (b) below, amend or supplement this Ordinance in order to (i) cure any ambiguity, defect or omission in this Ordinance that does not materially adversely affect the interests of the holders, (ii) grant additional rights or security for the benefit of the holders, (iii) add events of default as shall not be inconsistent with the provisions of this Ordinance and that shall not materially adversely affect the interests of the holders, (iv) qualify this Ordinance under the Trust Indenture Act of 1939, as amended, or corresponding provisions of federal laws from time to time in effect, or (v) make such other provisions in regard to matters or questions arising under this Ordinance as shall not be inconsistent with the provisions of this Ordinance and that shall not in the opinion of the Issuer's Bond Counsel materially adversely affect the interests of the holders.

(b) Except as provided in paragraph (a) above, the holders of Certificates aggregating in principal amount 51% of the aggregate principal amount of then outstanding Certificates that are the subject of a proposed amendment shall have the right from time to time to approve any amendment hereto that may be

deemed necessary or desirable by the Issuer; provided, however, that without the consent of 100% of the holders in aggregate principal amount of the then outstanding Certificates, nothing herein contained shall permit or be construed to permit amendment of the terms and conditions of this Ordinance or in any of the Certificates so as to:

- (1) Make any change in the maturity of any of the outstanding Certificates;
- (2) Reduce the rate of interest borne by any of the outstanding Certificates;
- (3) Reduce the amount of the principal of, or redemption premium, if any, payable on any outstanding Certificates;
- (4) Modify the terms of payment of principal or of interest or redemption premium on outstanding Certificates or any of them or impose any condition with respect to such payment; or
- (5) Change the minimum percentage of the principal amount of any series of Certificates necessary for consent to such amendment.

(c) If at any time the Issuer shall desire to amend this Ordinance under this Section, the Issuer shall send by U.S. mail to each registered owner of the affected Certificates a copy of the proposed amendment. Such notice shall briefly set forth the nature of the proposed amendment and shall state that a copy thereof is on file at the office of the Issuer for inspection by all holders of such Certificates.

(d) Whenever at any time within one year from the date of mailing of such notice the Issuer shall receive an instrument or instruments executed by the holders of at least 51% in aggregate principal amount of all of the Certificates then outstanding that are required for the amendment, which instrument or instruments shall refer to the proposed amendment and shall specifically consent to and approve such amendment, the Issuer may adopt the amendment in substantially the same form.

(e) Upon the adoption of any amendatory Ordinance pursuant to the provisions of this Section, this Ordinance shall be deemed to be modified and amended in accordance with such amendatory Ordinance, and the respective rights, duties, and obligations of the Issuer and all holders of such affected Certificates shall thereafter be determined, exercised, and enforced, subject in all respects to such amendment.

(f) Any consent given by the holder of a Certificate pursuant to the provisions of this Section shall be irrevocable for a period of six (6) months from the date of such consent, and shall be conclusive and binding upon all future holders of the same Certificate during such period. Such consent may be revoked at any time after six (6) months from the date of such consent by the holder who gave such consent, or by a successor in title, by filing notice with the Issuer, but such revocation shall not be effective if the holders of 51% in aggregate principal amount of the affected Certificates then outstanding, have, prior to the attempted revocation, consented to and approved the amendment.

(g) For the purposes of establishing ownership of the Certificates, the Issuer shall rely solely upon the registration of the ownership of such Certificates on the registration books kept by the Paying Agent/Registrar.

Section 15. DEFAULT AND REMEDIES

(a) Events of Default. Each of the following occurrences or events for the purpose of this Ordinance is hereby declared to be an Event of Default:

- (i) the failure to make payment of the principal of or interest on any of the Certificates when the same becomes due and payable; or

(ii) default in the performance or observance of any other covenant, agreement or obligation of the Issuer, the failure to perform which materially, adversely affects the rights of the registered owners of the Certificates, including, but not limited to, their prospect or ability to be repaid in accordance with this Ordinance, and the continuation thereof for a period of sixty (60) days after notice of such default is given by any Registered Owner to the Issuer.

(b) Remedies for Default.

(i) Upon the happening of any Event of Default, then and in every case, any Registered Owner or an authorized representative thereof, including, but not limited to, a trustee or trustees therefor, may proceed against the Issuer for the purpose of protecting and enforcing the rights of the Registered Owners under this Ordinance, by mandamus or other suit, action or special proceeding in equity or at law, in any court of competent jurisdiction, for any relief permitted by law, including the specific performance of any covenant or agreement contained herein, or thereby to enjoin any act or thing that may be unlawful or in violation of any right of the Registered Owners hereunder or any combination of such remedies.

(ii) It is provided that all such proceedings shall be instituted and maintained for the equal benefit of all Registered Owners of Certificates then outstanding.

(c) Remedies Not Exclusive.

(i) No remedy herein conferred or reserved is intended to be exclusive of any other available remedy or remedies, but each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or under the Certificates or now or hereafter existing at law or in equity; provided, however, that notwithstanding any other provision of this Ordinance, the right to accelerate the debt evidenced by the Certificates shall not be available as a remedy under this Ordinance.

(ii) The exercise of any remedy herein conferred or reserved shall not be deemed a waiver of any other available remedy.

(iii) By accepting the delivery of a Certificate authorized under this Ordinance, such Registered Owner agrees that the certifications required to effectuate any covenants or representations contained in this Ordinance do not and shall never constitute or give rise to a personal or pecuniary liability or charge against the officers or employees of the Issuer or the City Council.

Section 16. PREMIUM. The Certificates are being sold at a premium equal to \$____. With respect to such premium attributable to the Certificates, \$____ shall be used to pay Purchaser's discount, \$____ shall be used to pay costs of issuance, and \$____ shall be deposited into the Construction Fund.

Section 17. APPROPRIATION. To pay the debt service coming due on the Certificates prior to receipt of the taxes levied to pay such debt service, if any, there is hereby appropriated from current funds on hand, which are hereby certified to be on hand and available for such purpose, an amount sufficient to pay such debt service, and such amount shall be used for no other purpose.

Section 18. NO PERSONAL LIABILITY. No recourse shall be had for payment of the principal of or interest on any Certificates or for any claim based thereon, or on this Ordinance, against any official or employee of the Issuer or any person executing any Certificate.

Section 19. EFFECTIVE DATE. In accordance with the provisions of Texas Government Code, Section 1201.028, this Ordinance shall be effective immediately upon its adoption by the City Council.

Section 20. SEVERABILITY. If any section, article, paragraph, sentence, clause, phrase or word in this Ordinance, or application thereof 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 portion of this Ordinance, despite such invalidity, which remaining portions shall remain in full force and effect.

(Execution Page Follows)

DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF WHITE
SETTLEMENT, TEXAS on this _____.

ATTEST:

Mayor, City of White Settlement, Texas

City Secretary, City of White Settlement, Texas

[CITY SEAL]

EXHIBIT A

ANNUAL FINANCIAL STATEMENTS AND OPERATING DATA

The following information is referred to in Section 13(b) of this Ordinance:

The financial information and operating data with respect to the Issuer to be provided annually in accordance with such Section are as specified (and included in the Appendix or under the headings of the Official Statement referred to) below:

-- Tables 1 - 5 and 7 – 14

-- Appendix B



To: City Council

From: Richard Tharp, Community Services Director

Jeffery James, City Manager

Date: May 4, 2021

Subject: Receive information and discuss options for amending/changing current ordinances regulating vendors on public property (ordinances 883.87 and 874.87).

This is a discussion item only and any future action amending the regulations will be made by ordinance at a future council meeting.

Council asked staff to investigate the ordinance pertaining to vending on public property at the April meeting. To help frame the discussion it is important to look at the ordinance itself:

Why is the ordinance in place?

The vending ordinance was originally established in 1987, similar to other municipal park systems, to help promote public health and safety issues for those visiting our public parks. This includes traffic safety, fire lanes, child safety, nuisance issues, reduced parking availability and trash & litter issues potentially caused by vending trucks in public park areas. It is important to note that the current ordinance as it is written addresses both food and non-food vending on public property. Additionally, the ordinance was established to help promote and maximize the fundraising capabilities of youth sports programs which in turn benefits local low income youth with sponsorship grant opportunities.

The ordinance, by nature, provides for continuity and a reduction in the required resources necessary to monitor and enforce compliance from mobile vendors by differentiating residential street areas from public parkways rather than routinely inspecting individual vendors for compliance.

Staff has provided some possible discussion ideas for the Council to consider that might better address the issue at hand and possibly create additional revenue potential:

What are some possible solutions?

- Create food truck park(s) around the city
- Create mobile vending areas in city park area(s)
- Create a new permit for food vending at park area(s) with a unique identifier
- Create and select approved vending locations and times
- Create special event opportunities for food vendors throughout the year



Note: Although, this is not a time sensitive issue, Staff would ask the Council to provide direction on how to proceed forward from this deliberation.

ORDINANCE NO. 883-87

AN ORDINANCE DEFINING A "MOBILE FOOD UNIT" AND SETTING FORTH THE CRITERIA NECESSARY TO QUALIFY AS A MOBILE FOOD UNIT, THUS AMENDING SUBPARAGRAPH 5 OF SECTION E OF ORDINANCE NO. 874-87; OTHERWISE CONTINUING ORDINANCE NO. 874-87 IN FULL FORCE AND EFFECT; CONTAINING A SEVERABILITY CLAUSE, A PENALTY CLAUSE AND PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WHITE SETTLEMENT, TEXAS, THAT:

1.

Paragraph 5 of Section E of Ordinance No. 874-87 is hereby amended to read as follows:

(5) possesses a permit for a mobile food unit. A mobile food unit, as that term is used herein, is intended to require that the unit from which food is dispensed be appropriately licensed to travel upon the public right-of-way and which would also preclude the attachment of any utility lines or pipes to the same while parked in a stationary position, and further would permit and allow that any such unit remain stationary at one location only for a period of time not in excess of ten (10) minutes.

2.

Except as specifically amended herein, Ordinance No. 874-87 is continued in full force and effect.

3.

Should any section, clause or provision of this ordinance be declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of this ordinance as a whole or any part thereof, other than the part so declared to be invalid.

4.

Any person, firm or corporation that violates, disobeys, neglects or refuses to comply with, or that resists the enforcement of, any of the provisions of this ordinance shall be fined not less than TEN DOLLARS (\$10.00) nor more than TWO HUNDRED DOLLARS (\$200.00) for each offense. Each day that a violation is permitted to exist

shall constitute a separate offense and shall be punishable as such.

The City may also bring suit for injunction against any person, firm or corporation that shall violate or threaten to violate any of the provisions of this ordinance, in order to prevent a continued violation of such threatened violation.

5.

This ordinance shall be in full force and effect from and after the date of its passage and publication as required by law.

PASSED AND ADOPTED this the 14th day of July,

1987.



ATTEST:

Frances Colwell
CITY SECRETARY

James M. Henry
MAYOR

db:87

*Amended by
Ord. 883-87*

ORDINANCE NO. 874-87

An Ordinance prohibiting the sale of goods and services on public property with certain exception; providing for permits and regulations concerning distribution of goods or services and special events; in providing for certificate of occupancy requirements for vending goods or services on private property; providing a penalty not to exceed \$200.00; providing a saving clause; providing a severability clause; and providing an effective date.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WHITE SETTLEMENT:

SECTION 1. STREET VENDORS
DIVISION 1. IN GENERAL

SEC. A. DECLARATION OF POLICY.

It is policy of the city to promote the protection of the public health, safety, and welfare by the regulation of itinerant vendors operating inside the city. The provisions of this article are to be construed, according to the fair import of their terms, to effect this policy.

SEC B. GENERAL AUTHORITY AND DUTY OF THE CITY MANAGER

The City Manager or an officer or employee designated by the City Manager, shall implement and enforce this article. The City Manager may prescribe rules and regulations governing the conduct of itinerant vendors not inconsistent with the provisions of this article, including, but not limited to, the designation of zones and sites from which itinerant vendors may operate. The City Manager may appoint advisory committees to assist him in performing his duties under this article.

SEC. C. ARTICLE CUMULATIVE.

The provisions of this article and other city ordinances are cumulative law, and this chapter does not prevent enforcement of another city ordinance that regulates an area covered by this article and is otherwise applicable.

SEC. D. DEFINITIONS.

In this article:

(1) AGENT means any person contracting with the holder of a central business district concession license to sell or distribute products under the license.

(2) COMMERCIAL PRINTED MATTER means any printed or written matter, whether on a sample, device, dodger, circular, leaflet, pamphlet, paper, or booklet, and whether printed, reproduced, or copied which:

(A) advertises for sale any merchandise, product, commodity, or service; or

✓ (B) directs attention to a business or commercial establishment or other activity for the purpose of either directly or indirectly promoting sales; or

(C) directs attention to or advertises a meeting, performance, exhibition or event, for which an admission fee is charged for the purpose of private gain or profit; but does not include a meeting, performance, exhibition, or event for which an admission fee is charged or a collection is taken up only for the purpose of defraying the expenses; or

(D) while containing reading matter other than advertising matter, is predominantly and essentially an advertisement, and is distributed or circulated for advertising purposes, or for the private benefit and gain of any person so engaged as advertiser or distributor.

(3) ITINERANT VENDOR means a person who engages in a business of selling goods or services from any structure or vehicle which is not affixed to the ground or from no structure or vehicle. This definition shall not include those persons operating, or employed in the operation of special service vehicles, a licensed taxicab, limousine, or motor vehicle tow service.

(4) MOBILE FOOD UNIT means a vehicle, including, but not limited to, a pushcart, from which food is distributed or served to an ultimate consumer.

(5) PERSON means an individual, corporation, association, or other legal entity.

(6) PUBLIC PROPERTY means any property open or devoted to public use or owned by the city, including, but not limited to, sidewalks, streets, parkways, or esplanades.

(7) SPECIAL EVENT means an activity which makes a significant contribution to the cultural, economic, or social welfare of the city.

(8) VEHICLE means every device in, upon, or by which a person or property may be transported or drawn upon a street or sidewalk, including, but not limited to, devices moved by human power.

SEC. E. VENDORS ON PUBLIC PROPERTY

(a) No person shall occupy public property in the city for the purpose of selling, distributing, or offering for sale, services or goods, including, but not limited to, food, drinks, flowers, plants, or souvenirs.

(b) It is a defense to prosecution under this section if a person selling, distributing, or offering for sale, services or goods:

(1) is doing so in connection with the transaction of official government business;

(2) possesses a contract with the city to operate a concession on designated areas of public property;

(3) possesses a license to operate coin-operated periodical machines;

*Amended by
Ord. 883-82*

(4) possesses a special event permit;

(5) possesses a permit for a mobile food unit;

(6) possesses a vendor's permit for dairy food products;

(7) is authorized to do so at a special event by the City Council;

(8) is selling, distributing, or offering for sale, only printed matter that is not commercial printed matter, including, but not limited to, newspapers and magazines, and the selling, distributing, or offering for sale is not conducted from machines or other structures that occupy public property;

(9) is operating a vehicle for hire;

(10) is not receiving remuneration from the person being given the service or product, and the person distributing the goods or services does not use any type of vehicle or stand, a part of which touches the ground, when distributing goods or services, and the method of distribution does not interfere with proper traffic flow on public streets or sidewalks; and

a person possessing a license in connection with the above mentioned defenses is vending goods pursuant to the terms of his license and the applicable rules and regulations governing the license.

DIVISION 2 LICENSES AND PERMITS

SEC. F SPECIAL EVENT PERMIT

(a) Notwithstanding other provisions of this code, the director may issue a SPECIAL EVENT PERMIT to enable the holder to sell or distribute services or goods on public property during special events, as defined in this chapter.

(b) A special event permit shall be issued for one day only. Events lasting more than one day will require a separate permit for each day. An applicant or his or her agent shall be issued no more than 30 special event permits during any 12 month period. The time and location for which the permit is in effect shall be transcribed on the permit. However, all other rules and regulations of this chapter not in conflict with the specific requirements of this section shall be applicable as to any person operating under a special event permit.

SEC. G APPLICATION; ISSUANCE; FEES.

(a) An applicant for a special event permit shall file with the City Manager a written application upon a form provided for the purpose. The following information is required in the application:

(1) name, date of birth, and driver's license number of applicant;

(2) address and telephone number of establishment;

(3) the nature, character and quality of the goods or services to be offered for sale or delivered;

(4) proof that the applicant possesses a retail vendor's sales tax permit from the comptroller of the

State of Texas, if a sales tax permit is required for the type of proposed operation;

(5) the nature of the proposed advertising to be done for the business at the proposed location;

(6) license number and type of any vehicle which is to be used;

(7) nature of business and method of distributing products;

(8) proposed locations for business;

(9) times requested to be in operation;

(10) names and addresses of employees or agents who will be assisting the applicant in the proposed business;

(11) any other information which is required by the director of consumer affairs to clarify times on the application.

(b) When an application has been filed with the City Manager in proper form, the City Manager shall initiate appropriate action to process the application. The City Manager shall make an appropriate investigation of an applicant, which may include, but is not limited to, an inspection of the establishment and operation of the applicant to insure compliance with this code and state statutes concerning the sale and distribution of the products. The City Manager shall issue a license to an applicant within 30 days after receipt of an application unless he finds one or more of the following to be true:

(1) an applicant is under 18 years of age;

(2) all available sites, as designated by the City Manager, are occupied by permittee;

(3) an applicant or an applicant's spouse is overdue in his payment to the city of taxes, fees, fines, or penalties assessed against him or imposed upon him;

(4) an applicant is physically or mentally incapacitated to an extent that he cannot operate a vending business;

(5) an applicant has failed to answer or falsely answered a question or request for information of the application form provided;

(6) an applicant has failed to provide proof of a permit required by State law for the operation of the proposed business;

(7) an applicant, his employees, and agents, individually or cumulatively, have been convicted of two violations of any provision of this article, other than the offense of operating a business without a license, within two years immediately preceding the application. A plea of "guilty" or "no contest" in any court of law, including a municipal court, shall constitute a conviction is being appealed shall have no effect;

(8) the required permit fee has not been paid;

(9) an applicant has failed to comply with or the proposed business will violate any applicable laws, ordinances, or regulations of the city; or

(10) an applicant's business or method of doing business will interfere with proper traffic flow.

(c) After inspection or investigation, the City Manager shall approve or deny an application and if denied, he shall send to the applicant by certified mail, return receipt requested, a written statement setting forth the reasons for the denial and notifying the applicant of his right to appeal.

(d) The permit shall state on its face the name of the person to whom it is granted and the expiration date. If the permittee is allowed to do business at more than one location, the City Manager shall issue an individual permit for each additional site.

(e) An applicant for or the holder of a special event permit shall pay as a fee for the permit \$10.00 per day per location.

(f) The fees listed in this section are nonrefundable.

(g) A permittee shall not transfer his license or any of the sites from which he or she operates under the license to another without the approval of the City Manager.

SEC. H DUTIES OF PERMITTEE

A person selling, distributing, or offering for sale, goods or services on public property shall:

(a) possess a license authorizing the activity as provided for in this chapter;

(b) use a pushcart or other vehicle approved by the city Manager or no vehicle whatsoever from which to sell, or distribute, or offer to sell, goods or services;

(c) situate any vehicle so as to comply with all of the applicable parking regulations of this code;

(d) operate the business so as to offer the least physical or visible obstruction to pedestrian and vehicular traffic, including, but not limited to, refraining from placing boxes on public streets or sidewalks;

(e) refrain from entering a public roadway to solicit or conduct a sale, and/or seek contributions or donations;

(f) refrain from selling, distributing, or offering for sale, any item to a person on a public street;

(g) refrain from placing any signs or other advertising devices on any public property except those affixed to the vehicle or equipment and not extending beyond the basic dimension of the vehicle or equipment;

(h) take reasonable steps, including the provision of receptacles, to keep the area around which the business is being conducted free from litter;

(i) operate the business only after the hour of 6:00 a.m. and before the hour of 8:00 p.m., unless special operating hours are approved by the City Manager;

(j) sell, distribute, or offer for sale, only those goods or services for which the permit was issued or which the City Manager has approved as not endangering the public health, safety, or welfare; the City Manager may withdraw his previous approval of any goods or service by issuing a notice to the seller or distributor that he or she is to cease selling, distributing, or offering for sale the goods or service in question within 10 days after receiving notice;

(k) remove any equipment, sales aids, or vehicle from public property at the close of operation each day;

(l) refrain from selling, distributing, or offering for sale, products or services within the area of two city blocks or 600 feet, whichever is greater, from the grounds of any public, private, or parochial, elementary or secondary school between the hours of 7:30 a.m. and 4:30 p.m. on days when the school is in session;

(m) refrain from making or causing to be made any loud and raucous noise, including, but not limited to, the use of a musical instrument or any type of sound amplifying equipment, which renders the enjoyment of life or property uncomfortable or interferes with public peace and comfort;

(n) do business only in areas designated by the City Manager and indicated on the permit of the holder; the City Manager may withdraw his previous approval of a site if he determines that conducting business at the site endangers the public health, safety, or welfare; the City Manager shall issue a notice to the seller or distributor that he or she is to cease selling at the site in question within 10 days after receiving the notice;

(o) allow an inspection of his business operation as authorized in this article;

(p) comply with all rules and regulations promulgated by the City Manager, including but not limited to rules and regulations concerning the specifications for the size and design of any vehicles;

(q) post the applicable permit, or a copy of the permit, in a conspicuous place on a unit from which he or she is selling goods or services so that it may be easily read at any time; or if the person does not use a unit from which to sell goods or services, display the license or permit on his or her person at any time he or she is selling goods or services on public property;

(r) establish policy and take action to discourage, prevent, or correct violations of this chapter by employees or agents;

(s) prohibit employees or agents from operating under the permit if the person or his representative knows or has reasonable cause to suspect that the employee or agent has failed to comply with this chapter, the rules and regulations established by the City Manager, or other applicable law; and

(t) comply with any other applicable laws, ordinances, or regulations of the city.

SEC. I OFFENSES

(a) A person commits an offense if he fails to comply with or violates any of the requirements of this article. A culpable mental state is not required for the commission of an offense under this article.

(b) An offense committed under this article is punishable by imposition of a fine of not less than \$25.00 nor more than \$200.00; however, a second or subsequent conviction for the same offense within a period of less than one year from the first conviction is punishable by imposition of a fine of not less than \$100.00 nor more than \$200.00.

(c) If an enforcing officer designated by the City Manager has probable cause to believe that a person has committed an offense under this article, the enforcing officer may arrest the person or issue him a written citation requiring him to appear in municipal court to answer the charge against him. If, upon request by the enforcing officer, the person believed by the officer to have committed the offense or an owner, officer, manager, or other person in charge of the business believed by the officer to have violated this article, refuses to promise to appear in court by signing the citation, the enforcing officer shall arrest the person or cause him to be arrested. The citation must include the section of the code violated, the name and location of the business, identification and date of offense alleged, date of citation, and time and place of appearance in court. The officer issuing a citation shall sign it.

(d) Prosecution for an offense does not prevent the use of other administrative enforcement remedies or procedures applicable to the conduct involved in the offense.

SEC. J AUTHORITY TO INSPECT.

The City Manager or any representative of the environmental health department may inspect a vendor and his business procedure operating under this chapter to determine whether the vendor is complying with this article, regulations established under this article, or other applicable law.

SEC. K SUSPENSION.

(a) The City Manager may suspend a permit issued pursuant to this article for not less than 30 days nor more than one year if he determines that:

(1) a violation of this code or any other law concerning the sale or distribution of goods or services by a licensee, his employee or agent has occurred; or

(2) the permittee or his representative has failed to establish policy and take action to discourage, prevent, or correct violations of this article by employees or agents.

(b) The City Manager shall send to the licensee by certified mail, return receipt requested, a written

statement setting forth the reasons for the suspension and notifying the permittee of his right to appeal. A timely request for appeal by the permittee stays the effect of the suspension unless the City Manager determines that an emergency exists.

(c) For the purposes of this section, an emergency shall be deemed to exist if the City Manager determines that a violation has occurred and this violation constitutes an imminent and serious threat to the public health or safety. In case of an emergency the director may order the permittee or his representative to correct the violation immediately or cease business operations to the extent the director determines is necessary to abate the threat until the violation is corrected.

SEC. L

(a) The City Manager may revoke a license if he determines that:

(1) a permittee, his employees, and agents, individually or cumulatively, have committed two violations of this code or any other law concerning the sale or distribution of goods or services within a 12 month period; or

(2) a permittee has given false or misleading information or has withheld vital information in the material submitted to the City Manager during the application process;

(3) a permittee, his employee, or agent has intentionally or knowingly impeded a lawful inspection by the City Manager, his authorized representative or any representative of another department who has the authority to inspect the permittee or his business procedure; or

(4) a cause for suspension under Section _____ occurs and the license has been suspended within the preceding 12 months.

(b) The City Manager shall send to the permittee by certified mail, return receipt requested, a written statement setting forth the reasons for the revocation and notifying the licensee of his right to appeal.

(c) If the City Manager revokes a permit, the permit fee already paid shall be forfeited. After one year from the date revocation took effect, the terminated permittee may apply for a new license.

(d) The fact that a conviction in a court of law is being appealed shall have no effect.

SEC. M APPEAL

(a) If the City Manager denies the issuance of a permit, suspends or revokes a permit, or orders the cessation of any part of the business operation conducted under the permit, the aggrieved party may appeal the decision of the City Manager to the City Council if he files a written request for a hearing with the City Council within 10 days after receipt of the notice from the City Manager. The action of the City Manager is final unless a timely appeal is made. The filing of an appeal stays the action of the City Manager in suspending or revoking a permit or any part of the business operation being conducted under the

permit until the City Council makes its final decision unless the City Manager determines that operation of the facility in violation of the suspension or revocation constitutes an imminent and serious threat to the public health or safety, in which case the City Manager shall take or cause to be taken such action as is necessary to immediately enforce the suspension, revocation, or order.

(b) The City Council shall serve as hearing body and consider relevant evidence offered by an interested person. The formal rules of evidence do not apply to an appeal hearing under this section; the City Council shall make its decision on the basis of a preponderance of the evidence presented at the hearing. The City Council must render a final decision within 30 days after the request for a hearing is filed. The City Council shall affirm, reverse, or modify the action of the City Manager. The decision of the City Council is final.

DIVISION 3. VENDING ON PRIVATE PROPERTY

SEC. 50-168. CERTIFICATE OF OCCUPANCY

(a) No person shall occupy any privately owned property, his own or another's, for the purpose of vending goods or services within the city, unless he possess a certificate of occupancy issued by the building official or is conducting his business on the property in a structure which does not violate any code of the city, including, but not limited to, the zoning, building, or plumbing code of the city.

(b) Holders of certificates of occupancy shall comply with all the applicable rules and regulations provided for in the White Settlement Building Code. If a holder of a certificate of occupancy fails to comply with any of the applicable regulations provided in the building code, his certificate of occupancy shall be revoked by the building official.

(c) It shall be a defense to prosecution under this section if a person:

(1) is conducting an occasional sale; commonly known as a garage sale, as defined in Ordinance No. 740; or

(2) possesses a mobile food unit permit.

SECTION 2

Should any section, clause or provision of this ordinance be declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of this ordinance as a whole or any part thereof, other than the part so declared to be invalid.

SECTION 3

Any person, firm or corporation that violates, disobeys, neglects or refuses to comply with, or that resists the enforcement of, any of the provisions of this ordinance shall be fined not less than TEN DOLLARS (\$10.00) nor more than TWO HUNDRED DOLLARS (\$200.00) for each offense. Each day that a violation is permitted to exist shall constitute a separate offense and shall be punishable as such.

The City may also bring suit for injunction against any person, firm or corporation that shall violate or threaten to violate any of the provisions of this ordinance, in order to prevent a continued violation of such threatened violation.

SECTION 4

This ordinance shall be in full force and effect from and after the date of its passage and publication as required by law.

PASSED AND ADOPTED this 12th day of May, 1987.

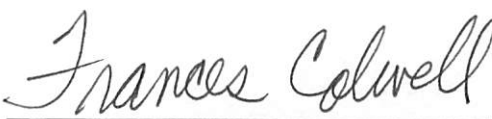
APPROVED:


JAMES M. HERRING, MAYOR

ATTESTED:


FRANCIS COLWELL, CITY SECRETARY

I, FRANCIS COLWELL, City Secretary of the City of White Settlement, Texas, hereby certify that the above and foregoing ordinance was duly and properly passed by a vote of 5 ayes and 0 nos at a regular meeting of the City Council of the said City, on the 12th day of May, 1987.


FRANCIS COLWELL,
CITY SECRETARY



To: City Council

From:

Richard Tharp, Community Services Director

Sandra Rosas, Library Manager

Date: May 4, 2021

Subject: Discuss and Consider Adoption of the Proposed 2021 White Settlement Public Library Strategic Master Plan.

Staff is pleased to bring this item to the Council as a recommendation from the Library Board meeting on 4/8/21. The White Settlement Library Master Plan was last formally adopted in 1989, and it is time for an updated master plan. The Library Board and City Staff have been working on developing the updated plan over the last 24 months in order to present to the City Council for consideration and adoption.

As you are aware, the purpose of the master plan should be to provide the City with a vision to motivate the citizenry to actively enjoy, participate, support and collaborate in a constructive and positive experience with library programs, services and facilities. To that end, it serves as a road map for staff and elected officials to follow and align resources accordingly to accomplish the community's desired goals and objectives in an effective manner.

Staff would ask the council to consider adoption of the Proposed 2021 Strategic Library Master Plan. For your convenience and reference hard copies of the plan will be provided to the Council.

Note: Staff is requesting a motion to approve this item



MASTER PLAN



White Settlement Public Library

2021

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Project Participants:

City Council

Mayor – Ronald A. White
Mayor Pro Tem Place 2 – Evelyn Spurlock
Councilman Place 1 – Paul Moore
Councilman Place 3 – Amber Munoz
Councilman Place 4 – Christina Grudzinski
Councilman Place 5 – Gregg Geesa

Library Board

Chairperson Position 7 – Kathy Nichols
Vice Chairperson Position 3 – Mary Jackson
Member Position 1 – Patricia England
Member Position 2 – Pamela Kenney
Member Position 4 – Misty Smethers
Member Position 5 – Vicki Norman 3/2013 to 02/2019, Lindsey Walker 3/2020 to present
Member Position 6 – Lillian Blackburn 5/2005 to 11/2019, Johanna Tanori 3/2020 to present

City Staff

City Manager – Jeffery J. James
City Secretary – Amy Arnold
Community Services Director – Richard Tharp
Finance Director – Krystal Crump (Foght)
Library Director – Sandra Rosas
Librarian – Kathryn King

Introduction & Welcome:

The White Settlement Public Library began service to the public in 1977. At that time, the Library was located next to what is now part of the Senior Center building. In the fall of 1988, it moved to its current location with a square footage of 13,500. Currently, the library houses a public collection of over 62,000 items including a large Spanish-language collection. The White Settlement Public Library participates in the Interlibrary Loan program and the North Texas Libraries on the Go Overdrive consortium and has access to 68 TexShare databases with over 15,000,000 electronic items available to patrons. For improved access and customer service prior to the COVID pandemic, the Library was open to the public six days a week: Monday through Saturday from 10:00 am to 7:00 pm.

In 2017, the White Settlement Library had over 61,000 visitors, and over 100,000 items were checked out. During the same fiscal year, 176 programs were offered to youth and adults, with a program attendance of 3,205. The Library offers programs year-round including story time programs, book clubs, children and youth reading programs, English as a second language classes, fine arts and STEAM-learning programs and activities, and children's summer programs. The Library also hosts A.A.R.P.'s tax-aide service and serves as a polling location for elections.

The Library also provides several services such as Wi-Fi access, public computer stations, and printing, copying, and faxing services for its patrons. In addition, the Library assists patrons with standard reference and research aid and reader's advisory.

During the COVID-19 pandemic, the Library was still able to provide some services to the public. Over 3,400 eBooks and downloadable audiobooks were checked out via the Library's eBook service Overdrive between March and November of 2020. Beginning in late July of 2020, the Library offered curbside pickup for physical library materials. By the end of November 2020, 176 patrons had used the service 614 times. An average of 8 patrons used the service each day.

As Library Director, I would like to invite you and your family to come visit our Library, check out all of our great services and programs, and see for yourself all that we have to offer. My staff and I are very proud of everything our Library has accomplished over the years, and we are excited to share it with you and the community.

Sandra Rosas, Library Director



Library Vision Statement

Inspire, Encourage, and
Empower



Library Mission Statement

To serve and enrich the lives of the citizens of White Settlement and the surrounding communities by providing an environment to encourage life-long learning opportunities for personal and professional development while fostering an appreciation for reading and the search for knowledge through various formats of communication.

Library Value Statement

The Library is committed to serving the needs of the citizens of White Settlement and its patrons through customer service in a personal, responsive, and innovative manner. The Library of White Settlement will adhere to the following values:

- Strive to provide high-quality library services to its patrons
- Operate as a community focal point and gathering place
- Provide fair and equitable services to everyone
- Protect patrons' intellectual freedom through the development of a diverse library collection
- Maintain confidentiality of personal information at all times
- Recognize the value of library staff and their individual contributions to helping the library to accomplish its mission, vision, and values
- Interact with patrons to develop innovative programs to meet the changing needs of the library community
- Achieve positive partnerships and interactions with other City departments
- Accomplish the Library's vision, goals, and objectives with results-oriented commitment

The Community

Community Snapshot

pg. 6



Community Snapshot

Location

The City of White Settlement is a 5.1 square mile area nestled between Loop 820, I-30 and Spur 341. The City is also bordered by Naval Air Station Joint Reserve Base and Lockheed Martin, which are the two largest employers in the region. White Settlement was incorporated in 1941 and adopted a home rule charter in 1954.

The City of White Settlement is becoming more interconnected with neighboring communities due to regional growth. Much of the surrounding area to White Settlement is incorporated sections of the City of Fort Worth. River Oaks, Westworth Village, and Westover Hills are smaller communities situated to the east of White Settlement and are served by the Fort Worth ISD. The City of Lake Worth is located to the north across the lake with the cities of Willow Park and Hudson Oaks to the west.

Population Trends

The City of White Settlement has generally experienced a positive growth trend over the past several decades, although a slower growth rate was experienced between the years of 2010 and 2017. However, recent growth trends have shown increases from 2017 through 2019. Population projections tend to show there will be an increase in population from 17,641 to over 24,000 in 2040.

Age & Sex

Currently, the median age of White Settlement residents is 35.3 years. This is slightly higher than the State of Texas and Tarrant County, both around 34.3 and 34.2 respectively. The largest cohort of the resident population is 30 to 34 years old. This group consists of young adults who are completing educational pursuits, starting families, and establishing working careers. The following data is presented in the City of White Settlement 2040 Comprehensive Plan document which can be viewed at: <https://www.wstx.us/DocumentCenter/View/957/White-Settlement-Comprehensive-Plan>

Fig. 1: Age & Sex Distribution

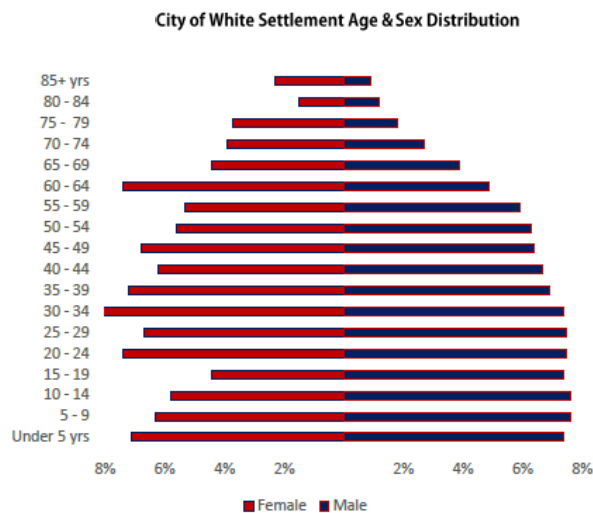
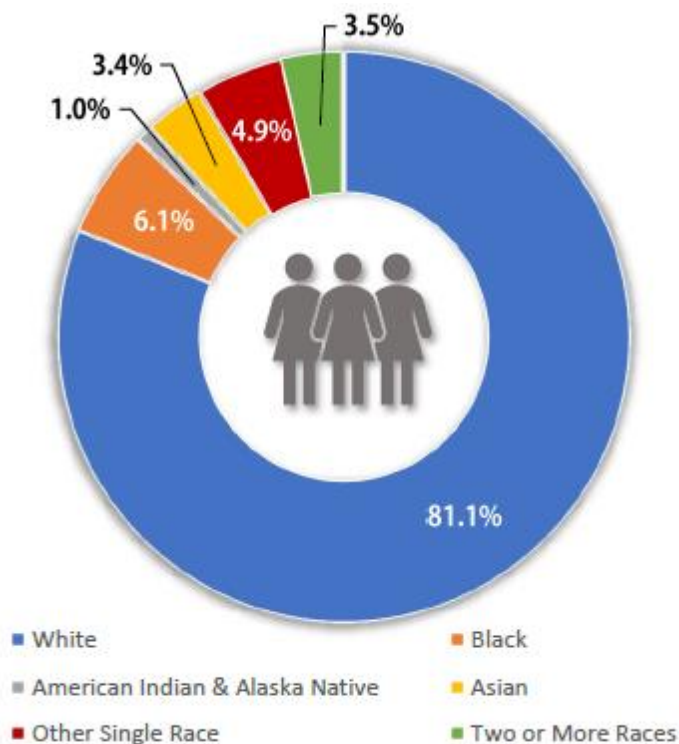


Fig. 2: Racial Distribution



Source: 2014-2017 ACS Estimate

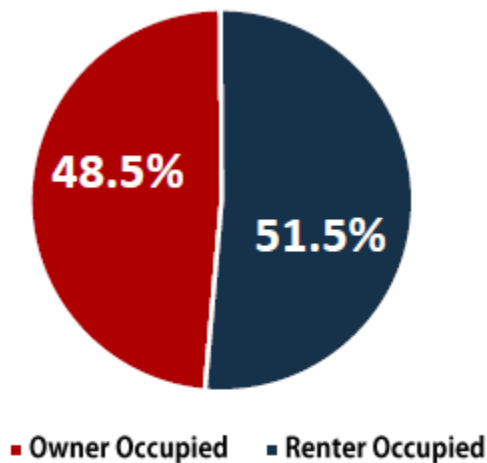


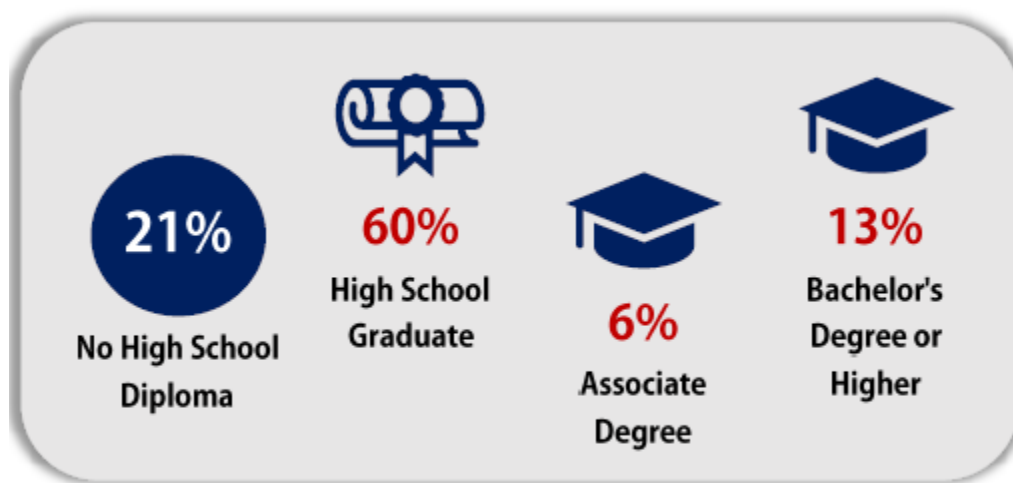
Fig. 3: Homeownership

Source: 2014-2017 ACS Estimate

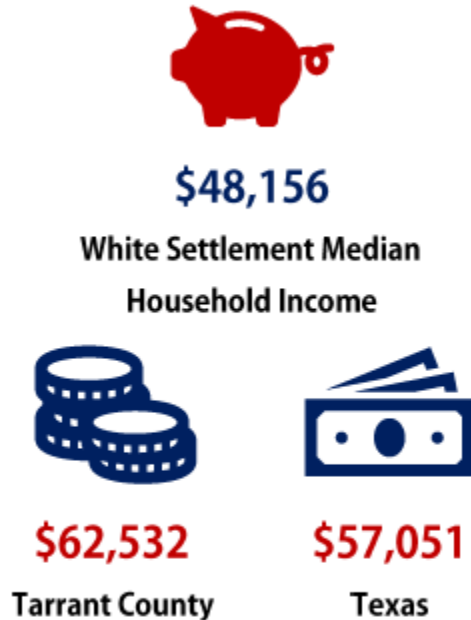
Table 3: White Settlement Utility Accounts	
Number	Account Type / Description
5,147	Single family accounts
220	Multi-family accounts (duplex and quad-plexes only)
784	Unassigned meters (vacant/unoccupied or old meters that have not yet been removed from the system). The US Census attributes 639 of these unassigned meters to vacant housing units.
665	Business accounts (apartments, nursing homes, commercial)
6,816	Total

Source: City of White Settlement Utility and Billing Customer Service Department

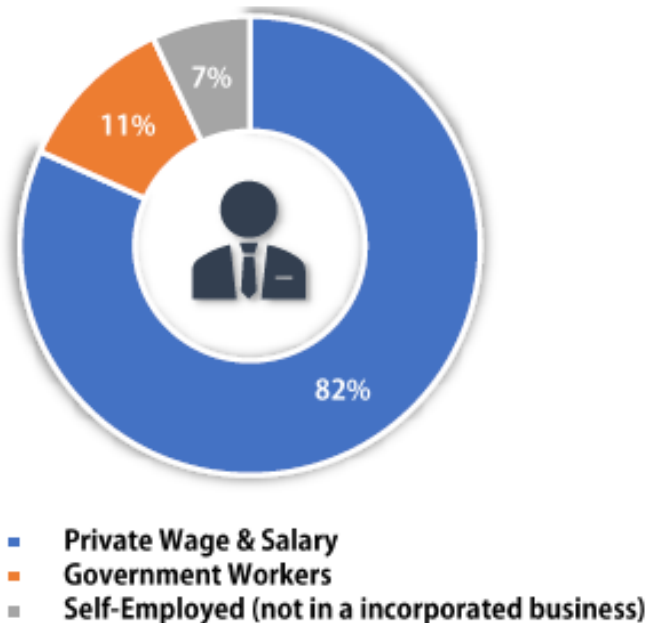
Fig. 4: Education



Source: 2014-2017 ACS Estimate

Fig. 5: Median Household Income

Source: 2014-2017 ACS Estimate

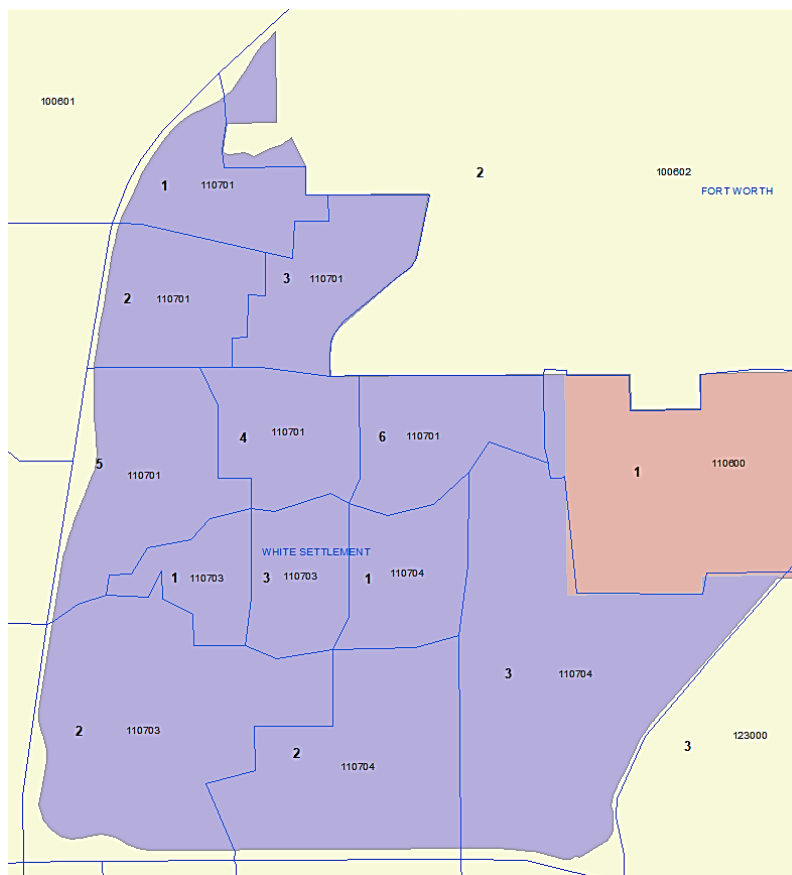
Fig. 6: Occupation

Source: 2014-2017 ACS Estimate

Fig. 7: Occupation Detail

Source: 2014-2017 ACS Estimate

City of White Settlement – 2020 HUD Low/Moderate Income Data by Block Group



2020 HUD LMISD (effective April 8, 2020)

1006.02 / 01	No data
1107.01 / 01	57.14%
1107.01 / 02	50.47%
1107.01 / 03	47.08%
1107.01 / 04	47.16%
1107.01 / 05	62.89%
1107.01 / 06	70.54%

1106.00 / 02	42.59%
1107.03 / 01	67.88%
1107.03 / 02	40.80%
1107.03 / 03	64.23%
1107.04 / 01	62.98%
1107.04 / 02	82.94%
1107.04 / 03	37.50%

Using 2010 Census data Geography, based on the 2011-2015 American Community Survey (ACS) data,
<https://www.hudexchange.info/news/updates-to-low-moderate-income-summary-data-now-available/>

NOTE: Effective July 2019, **Eligible area must be 50.78% or higher** for Tarrant County Consortium Cities*The LMISD are derived from special data tabulations provided to HUD by the U.S. Census Bureau. The special tabulations include data on family income, which were based on the Decennial Census in previous years and are now based upon the American Community Survey (ACS). HUD anticipates receiving these special tabulations of ACS data every five years. As always, the LMISD will be slightly revised each year for changes to grantee jurisdictions and Entitlement CDBG program participations. However, the family income data from ACS, upon which the LMISD are based, will only be fully updated upon receipt of the special tabulations every five years.

QUALIFIED SURVEYED AREAS = NO SURVEYS EXECUTED

Community Snapshot Summary

The demographic data allows planners an understanding of the extent of youth and aging populations within the community and how that may affect library programs and services. As the graph shows, those in their mid-30's are in the majority. This is important because it shows us that services and programs for young families should be a focus. Another demographic to focus on is women 60 – 70 years of age. The library caters to this demographic with programs like knitting class and materials like large print books. The racial makeup of the town is predominantly White (this includes Hispanic) with a smaller group comprised of Black, Asian, American Indian & Alaskan Native, and other. Knowing this information can help to direct our spending toward the needs and interests of these groups. The U.S. Census estimates the majority of the population in White Settlement are high school graduates and that less than 20% have a higher education degree. The housing breakdown is fairly evenly distributed between homeowners and renters. The average household income in White Settlement is \$48,156, which is below both the Tarrant County and Texas averages. Please refer to the low income hot spot map for resident income distribution. Over 80% of employed citizens work in the private sector, with the rest working for the government or being self-employed.

Methodology

Phase I – Inventory & Standards Analysis,
Needs Assessment pg. 14

Phase II – Recommendations &
Priorities Analysis pg. 15



Methodology

The Library Master Plan will be updated using a two phase process: Phase I involved completing an inventory of the library facilities and performing a Standards Analysis/Needs Assessment. Phase II involved the preparation and composition of the Plan to include a Recommended Library Action Plan, Priority Analysis, and possible funding options. The Library Board, elected officials, citizen volunteers, and city staff were all involved and worked to develop the 2020 Library Master Plan Update to reflect the best interests of the library patrons and the community.

Phase I:

Inventory Analysis: The first phase of the plan involved preparing a complete inventory of the existing City library facilities. In addition, the White Settlement Independent School District (WSISD) facilities were inventoried at each of the local campuses. A population analysis from the City of White Settlement 2040 Comprehensive Plan was analyzed to determine the current and future demographic profile of White Settlement residents and how projected changes might possibly impact the future resource needs of the White Settlement Public Library.

Standards and Guidelines Analysis: The next step in the process involved evaluating existing facilities against state standards established in the Texas State Library & Archives Commission (TSLAC) Library Standards and The Texas Administrative Code and Quantitative Standards for library accreditation. These standards were reviewed and considered in the analysis.

Needs Assessment Analysis: An integral part of the 2020 Library Master Plan study is the citizen survey tool to help obtain the most relevant data for the needs assessment analysis. The purpose of the survey tool is to help provide input from citizenry and customer patrons alike in building a library that is inclusive and reflective of the needs and desires for the library. In addition, a number of public meetings were held throughout 2019 for the purpose of gathering additional and necessary information from civic leaders, various board members, school district officials, and user groups.

Methodology (continued)

Phase II:

Recommendations and Priorities: A final overall priority ranking of **Desired Library Elements, Services, Programs, and Project Category Areas** was compiled considering the combined results of the citizen survey. Finalized recommendations from the City Council, Library Board, and City Staff were categorized as priorities based upon short-term (1-3 yrs.), mid-term (3-5 yrs.) and long-term (6-10 yrs.) goals and objectives. Then, an Action Plan Recommendation schedule was prepared by Staff to reflect specific project priority areas. Throughout this process the Library Board and City Staff were involved to ensure the Library Plan outlines a feasible and balanced Library system for the City that, once implemented, will serve the library needs of the City over the next five to ten years.

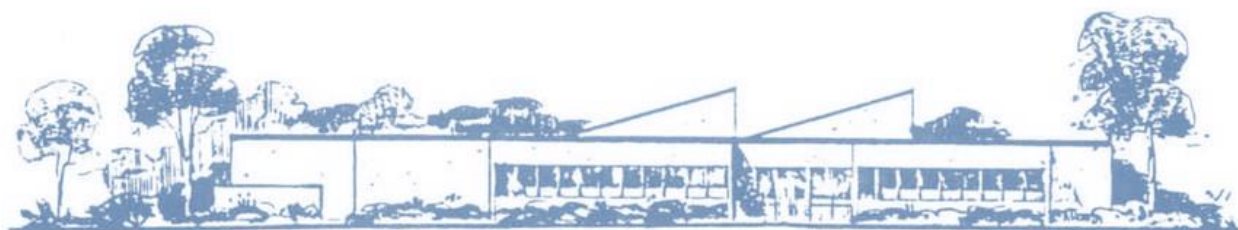
Action Plan Recommendation: The final step establishes the framework and methods for City Staff and public officials to use in the implementation of the 2020 Library Master Plan. Policies, ordinances, and sources of funding are recommended so that the resources are best allocated and focused to ensure the plan becomes a reality. This is a ten-year action plan to provide general priorities for specific projects outlined in the **Action Plan Recommendations** section.



Ribbon Cutting Ceremony, September 1988

Assessment of Library Services & Facilities

Existing White Settlement Facilities	pg. 17
Existing White Settlement Programs	pg. 33
Existing WSISD Facilities	pg. 27
Existing Library Facilities Map	pg. 41
Existing Library Services Area Map	pg. 43



Assessment of Existing Library Services & Facilities

White Settlement Public Library Collection

Collection Overview

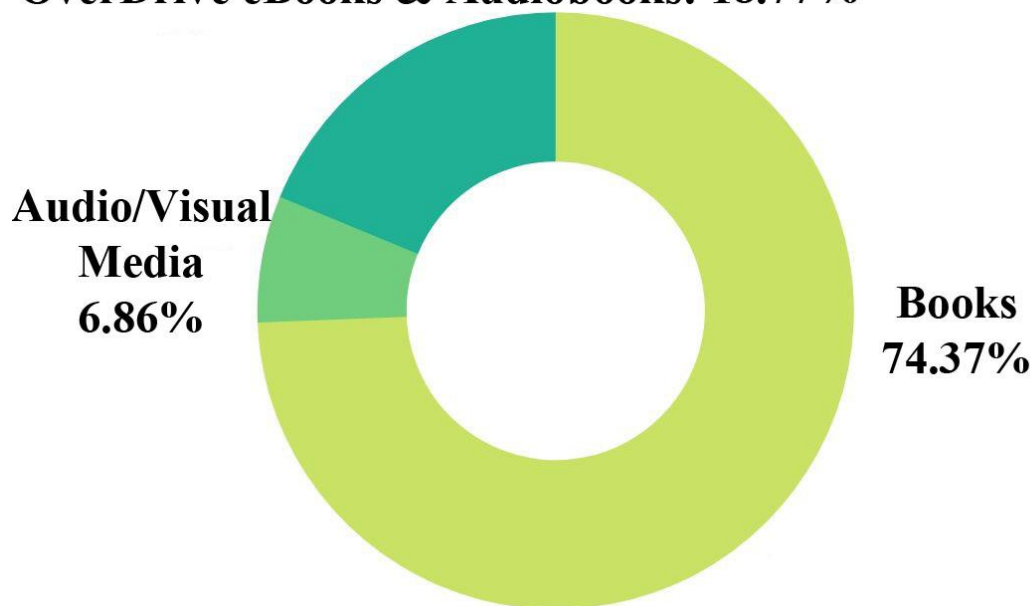
The White Settlement Library adheres to the Texas Library Standards by maintaining a diverse collection that reflects the population served in terms of age, ethnicity, gender, and other aspects of the community. The City of White Settlement Public Library has a substantial library collection, approaching 83,000 items. For the purposes of this study plan, collection media types have been compiled into three media type groups: books, audio/visual and Overdrive/eBooks. 74% of the total collection is made up of books, audio/visual 6.86% and Overdrive/eBooks 18.77%. However, circulation of media types is very different, as audio/visual media types make up 33.5% of the total circulation as compared to 61.3% of books and 5.2% Overdrive/eBooks.

There is a direct correlation between the age and condition of the Library's collection and the usage of circulation of Library materials; therefore, circulation data can be used to determine both collection material purchases and evaluation analysis as a part of this plan.

Collection by Media Type

as of September 2019

OverDrive eBooks & Audiobooks: 18.77%



Collection Circulation

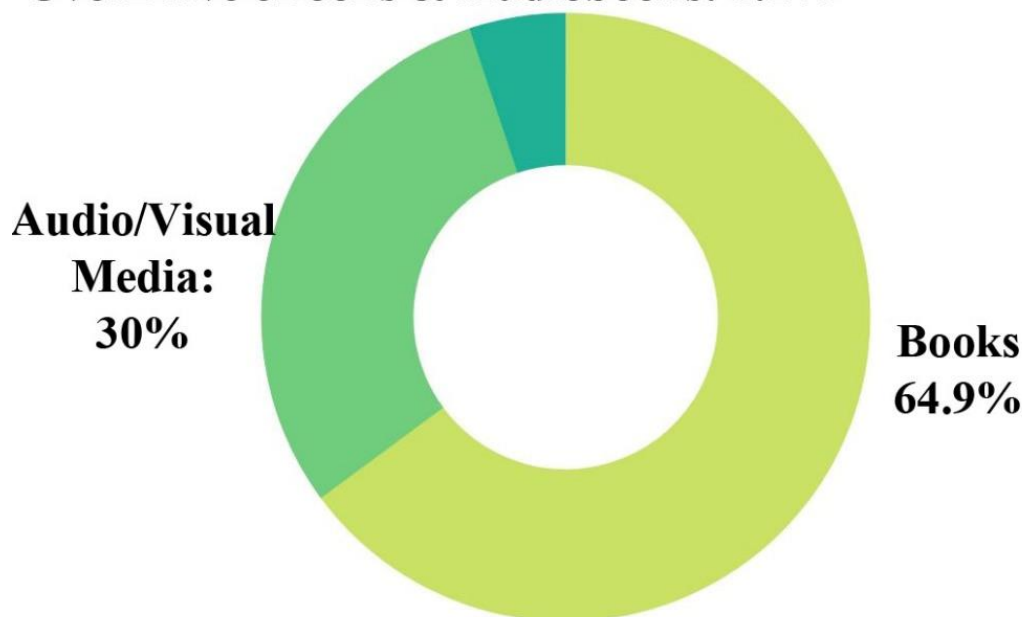
A brief overview of circulation information from the White Settlement Library reporting data (2016-2019) indicates that actual book circulation for the entire Library has declined slightly, while Audio/Visual circulation and in-house material usage has steadily increased. This is in line with the experience of most other libraries in the surrounding area during positive economic environments; therefore, it is safe to assume that the absence of higher book circulation can also be attributed to the ease of public access to eBooks and online services.

Circulation of library materials by media type shows substantial use of the Video collections, along with the CD/Record/Cassettes collections. While no actual data was reviewed concerning population trends in surrounding communities, rapid residential growth in nearby unincorporated areas and surrounding communities are likely to cause an increase in overall library circulation as more people visit the library each year. In turn, the White Settlement Library's collections will need to grow in order to meet community demand and circulation.

Circulation by Media Type

FY2016-2017

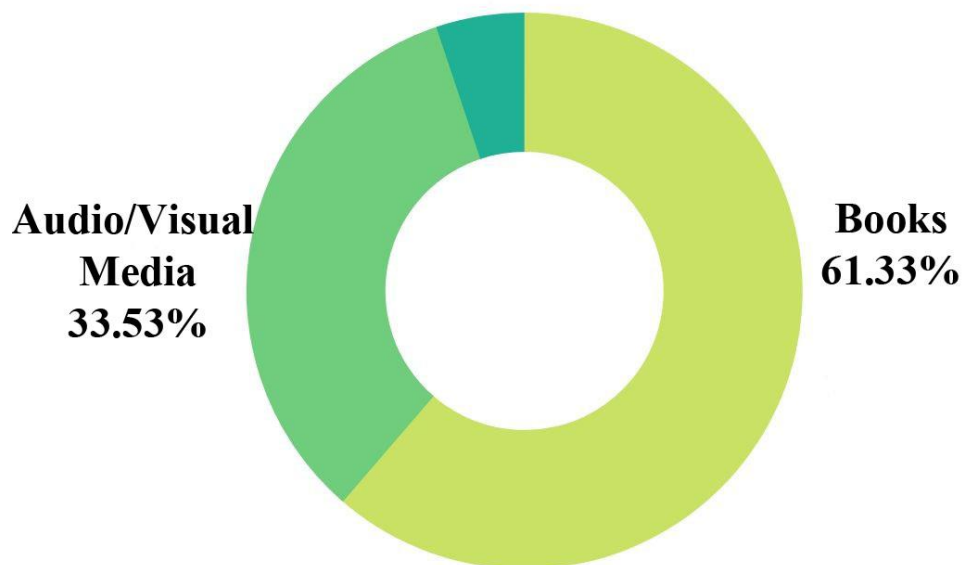
OverDrive eBooks & Audiobooks: 5.1%



Circulation by Media Type

FY2017-2018

OverDrive eBooks & Audiobooks: 5.14%



“The very existence of libraries affords the best evidence
that we may yet have hope for the future of man”

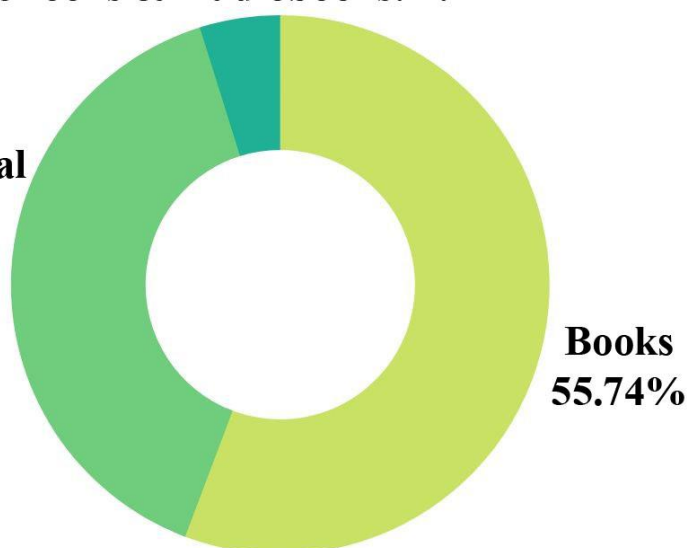
T.S. Eliot

Circulation by Media Type

FY2018-2019

Overdrive eBooks & Audiobooks: 4.83%

**Audio/Visual
Media
39.43%**



**Books
55.74%**

Collection Observations

In evaluating the Library's collection as part of the prior Master Plan study, it was also important to understand and consider the perception of its users. A quick look at the 2012 Library Needs Assessment Survey Tool that was administered voluntarily to library patrons reveals a clear picture of the collection importance to its users at that time. Respondents were given the opportunity to rank the value of the library's core collections and services. Some of the valued highlights from the 2012 survey are listed below (not necessarily in this order):

- Wide Selection of Books & Materials
- Videos, Music CDs, Audio Books
- Research/Reference collections
- Periodicals
- Interlibrary Loans/Overdrive Books

From this study, there are two interesting points to note: 1) that when respondents were asked to prioritize the value of Library materials and services, books and other printed material were ranked the most important, 2) the three most popular categories of books were; Best Sellers, Mystery, and History.

2012 Library Needs Assessment Survey Tool - Key Points about Value



Which type(s) of books do you like? (pick as many as you like)

- 131-Best Sellers
- 108-Religion/Philosophy
- 54-History
- 54-Science/Technology
- 54-Health/Medical
- 54-Travel
- 61-Large Print
- 60-Science Fiction
- 61-Juvenile
- 61-Children's
- 61-Young Adult
- 61-Non-Fiction
- 61-Other
- 73-Religion/Philosophy
- 84-Biography
- 54-Health/Medical
- 89-Self Help
- 45-Arts/Culture
- 90-Arts/Craft
- 127-Mystery
- 61-Juvenile
- 48-Juvenile Non-Fiction
- 47-Other

If yes, what service(s) do you value? (pick as many as you like)

- 104-Computer Center
- 104-Book Newspapers
- 104-Copy Machine
- 54-Fax Service
- 22-Teen Center
- 126-Forms/Tax Assistance
- 126-Videos/DVDs
- 198-Programs
- 198-Books
- 54-Children's
- 86-Reference Material
- 48-Quiet Study Place
- 59-IRS
- 48-Audio Books
- 50-Children's
- 27-Music CDs
- 22-GED Classes
- 32-Interlibrary Loan
- Comments: GED Classes-I hope to take it.



2012 Library Needs Assessment/Citizen Survey

(from page one of survey)

White Settlement Public Library

April 9, 2012

In order to serve the varied needs of the community, the White Settlement Public Library staff would appreciate your participation in this survey.

1. Do you or someone in your home have a White Settlement Public Library card?

236-Yes

72-No

2. Have you visited or phoned the White Settlement Public Library within the last year?

220-Yes

65-No

3. If yes, what service(s) do you value? (pick as many as you like)

104-Computer Center

55-Magazines/Newspapers

86-Copy Machine

54-Fax Service

48-Quiet Study Place

58-Reference Material

22- Teen Center

59-IRS Forms/Tax Assistance

48-Audio Books

126-Videos/DVDs

50-Children's Programs

27-Music CDs

198-Books

22-GED Classes

32-Interlibrary Loan

Comments: GED Classes – I hope to take it.

4. Which type(s) of books do you like? (pick as many as you like)

131-Best Sellers

73-Religion/Philosophy

84-Biography

108-History

54-Science/Technology

92-Health/Medical

54-Travel

89-Self Help

46-Arts/Culture

61-Large Print

90-Arts/Craft

127-Mystery

60-Science Fiction

61-Juvenile Fiction

70-Romance

42-Westerns

48-Juvenile Non-Fiction

47-Other

72-Paperbacks

54-Children's Picture Books

Comments: Other Fiction, Horror, Christian Fiction, Current/Up to Date Books, Spanish Books, Antique Guides, Home Improvement, How to, Organization, Laura Ingalls Wilder/Little House on the Prairie, Thrillers, Cookbooks, Yard and Gardening, Education/Teaching, Documentary, Cozies, Animal Books, All Classic Literature, Fantasy .

Spanish comments: Spanish Novels, Soccer, Football, Kid's Books.

White Settlement Public Library Collection Description Types

Book Collection

A little over two-thirds of the White Settlement collection is made up of books (61,982), broken down into different categories as per library industry standards.

Large Print:

The Library has over 2,000 large print books in the collection. The collection genres include mystery, fiction, Christian fiction, and westerns.

Adult Fiction:

The Library has over 26,000 titles in the adult print collection. The fiction genres are divided into general fiction, mystery, science fiction, westerns, paperbacks, and Christian fiction. The Library keeps up to date with new releases and best sellers. New items are housed on display shelves near the front of the Library for easy access.

Children and Teens:

The children's collection is split into "Easy" and "Juvenile" categories. The "Easy" category consists of picture books, nonfiction, board books, and puppet kits that include a picture book and a puppet. The "Juvenile" category includes fiction, nonfiction, and audio books suitable for elementary and middle-grade children.

Spanish:

The Library has a variety of Spanish materials which can be found near the adult fiction section, in the teen center and in the children's section. The Library has adult fiction and non-fiction, children's fiction/non-fiction, and teen fiction and nonfiction. The Spanish collection also includes movies in Spanish that patrons can check out.

Non-Fiction:

The Library has a variety of non-fiction books for all ages. The non-fiction collection includes over 14,000 items with large selections of cookbooks and biographies. The Library is constantly updating the non-fiction with new and current information. The Library also carries a few non-fiction DVDs and audio books that consist of documentaries or learning a new language.

Graphic Novels:

Graphic novels are fairly new to the library industry and are illustrated novels in a comic format. The White Settlement Library began their graphic novel collection three years ago, and it appears to be growing in popularity. The novels are separated into children's, young adult, adult, and graphic non-fiction genres.

Reference:

The Library has over 320 reference books combined in both children and adult sections. They include atlases, dictionaries, writing manuals, and law books.

Periodical Materials:

The Library houses popular magazines and newspapers for patrons to read and enjoy at the Library.

Audio/Visual Collection:

The Library has over 4,000 movies which include documentaries, TV shows, classics, children's movies, and new releases. The Library also has over 200 music CDs which include the latest new releases. The Library has a small collection of Playaway Launchpad tablets, which are preloaded learning tablets with games and activities for kids, young adults, and adults. The Library also has audiobooks for both children and adults in both CD and MP3 formats. For young children, audio CDs include a book so the child can read or sing along with the CD. The Library is part of the "North Texas Libraries On the Go" digital consortium, through which patrons are able to download e-books and audiobooks digitally via the Overdrive program.

E-Books/Overdrive:

The Library is part of a consortium referred to as the "North Texas Libraries on the Go" that leases popular e-books and audiobooks through the website Overdrive; therefore, it is considered by the TLA to be a part of the Library's collection. Patrons are able to read books or listen to audiobooks digitally using this service. Overdrive uses an app called "Libby" that

patrons can download to read or listen to their loans on their mobile device. Patrons can also read or listen directly from their computers through the Overdrive website.

Databases:

Through the Texas State Library and Archives Commission's TexShare program, library patrons have access to 68 electronic databases. Included in these databases are 27,000 journals, over 171,000 eBooks, and over 15 million images, videos and interactive resources. These include academic resources for students, test prep for entrance and occupation exams, downloadable legal forms, hobby and home repair resources, and much more. TexShare databases are accessible to patrons by logging into the Library's catalog at whitesettlement.biblionix.com.

Collection Donations

The Library graciously accepts donations of all types. If an item is in good condition and is relevant to the collection needs and interests of our community, it will be added to the collection. All other donations are given to the Friends of the Library for their book sale, which benefits the Library.

Collection Purchases

Historically the Library has budgeted an average of 36% (based on the sum of supplies and contractual operation expenditures from FY2016/2017, 2017/2018 and FY2018/2019) for the purchase of new collection materials. The reported total collection expenditures to the TLA for the last three years are as follows:

FY2016/2017 = \$28,656.00

FY2017-2018 = \$38,245.00

FY2018/2019 = \$34,104.00

Collection Weeding Procedures

The collection is continually reviewed and inspected throughout the year through a process known as "weeding". Routine weeding removes old, outdated and/or damaged items from the collection; while making much needed room for new collection materials each budget year.

Weeding Criteria

Poor content:

- Outdated and obsolete information (especially on subjects that change quickly or require absolute accuracy, such as computers, law, science, space, health and medicine, technology, travel, etc.)
- Inaccurate or false information, including outdated information and sources that have been superseded by new titles or editions
- Unneeded duplicates, especially if they are worn or tattered

Materials/Books of Poor Appearance:

- Worn out or ragged items
- Media that is beaten up from wear or has broken or missing parts
- Items that are dirty, shabby, warped, bug infested, marked up, mutilated or 'edited' by patrons
- Books with dust jackets or cover art that is dated, especially on children's and young adult books

Unused Materials:

- Items that have not circulated within the past three to five years and not actually used for reference or in-house research
- Unused volumes in sets or series
- Formats that are no longer popular in the community, especially if the technology needed to use the format is no longer owned by people in the community
- Material that is no longer important to the collection because of changes in local demographics, school curricula or other factors
- Date — When was the item published? When was it added to the collection?
- Author — Is the author still read or likely to be read in the future? Is the book a lesser work?
- Visual appeal—Are the illustrations in color? Are photographs clear? Is the layout of the book open (white space) and inviting?
- Use in school curricula — Are books available for the grade level where the subject is studied? Are teachers assigning specific titles?

Weeding History:

Library staff has weeded an annual average of 5.5% (an average of 3,433 items per year) from the book collection over the past four budget fund years.

- FY2015/2016 4,061 books
- FY2016/2017 2,025 books
- FY 2017/2018 2,762 books
- FY 2018/2019 4,883 books

Recycling and Disposal Procedures:

Once weeded books are “withdrawn” from the library system data base, the library staff determines the condition of the book(s) and media items for the appropriate disposal route to administer. The majority of collection items are in decent condition and can be recycled through book sales or sold directly to second hand retail outlets. Books and media items that are determined to be not “re-saleable” will be sent to a recycler or deposited into local recycle bins where they will be shredded and recycled. Books and media items that are determined to be in questionable condition (soiled, dirty, wet condition, insects, etc.) will be disposed of directly into the trash.

White Settlement ISD Library Collection

The White Settlement School District has seven school library campuses. The WSISD collection is taken into account as a part of this plan as it provides public access for school aged children and teens within the circulation demographics of the White Settlement Public Library.

Elementary Schools – The WSISD has five elementary school campuses in the district with a total collection of 56,843 items serving school aged children 5 to 10 years.

Non-Fiction: Between the five elementary schools there are a total of 21,949 non-fiction books. These include poetry for children, folktales and folklore, technology, sports, and different animals and habitats.

Reference: There are 269 reference books. The reference books include dictionaries, books for educators such as activities to do in the classroom, and elementary curriculum.

Spanish: The Spanish collection has 2,015 materials. Some of the collection includes non-fiction books like fairytales and folklore. There are also community helper books and animal books. The majority of the Spanish books are easy fiction picture books, but they do have a couple of middle grade fiction titles.

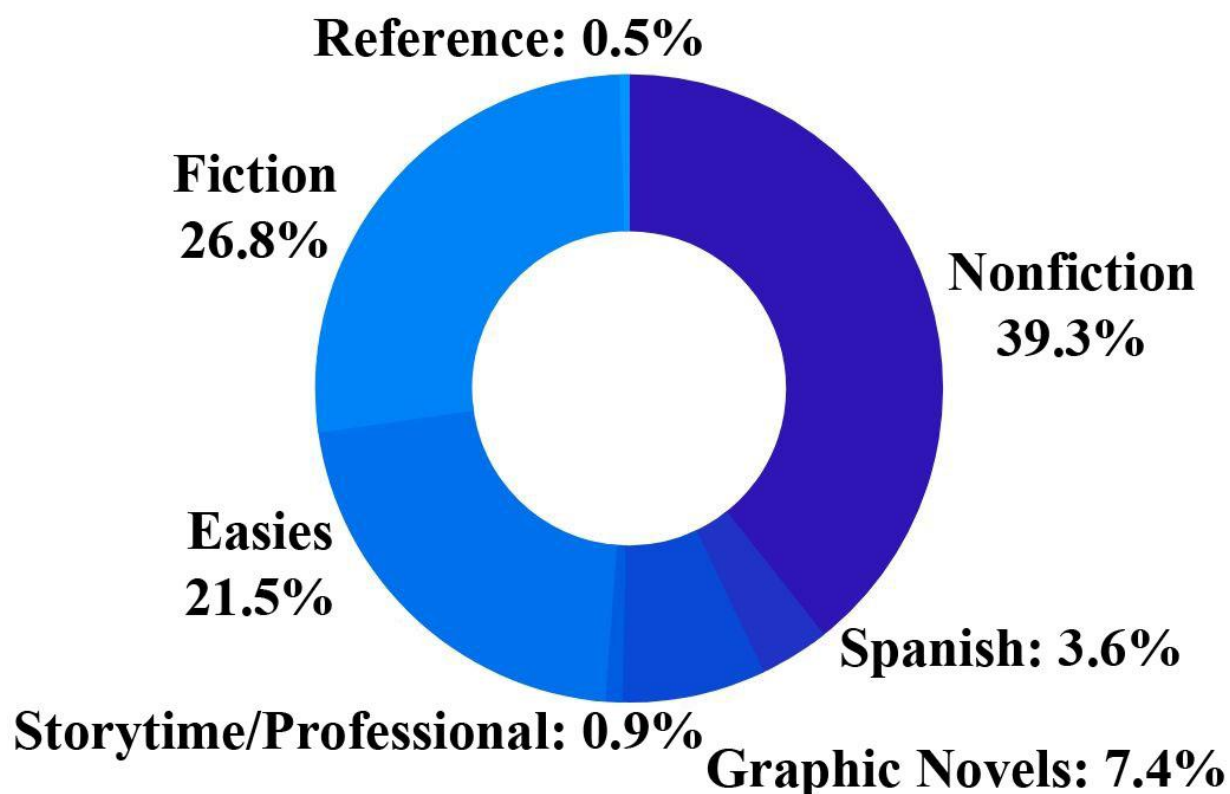
Graphic Novels: The elementary libraries have 4,132 graphic novels. There are Spanish non-fiction graphic novels as well as fiction Spanish graphic novels. The English graphic novels also include non-fiction, biographies, and fiction graphic novels.

Storytime and Professional Collection: The Library has 492 materials in the storytime and professional collection, including books for educators. There are also easy picture books in their collection.

Easies: The elementary school libraries have 12,014 items in easy picture books for kindergarten through third grade.

Fiction: The elementary school libraries have 14,953 fiction books in their collection. These are geared towards higher level reading.

WSISD Elementary Collection



“Whatever the cost of our libraries, the price is cheap compared to that of an ignorant nation.”

Walter Cronkite

Brewer Middle School and Tannahill Intermediate School – have a combined total of 26,483 of items in their collection that serve children and young teens aged 10 to 14 years.

Non-fiction: The non-fiction collection is geared towards 5th grade through 8th grade level. There are 10,912 total items in this collection. The collection includes biographies, science, animal, history, cars, computer programs, and more.

Reference: The reference collection has 638 materials. Reference materials include world atlases, literary works, encyclopedias, and a few online resources.

Spanish: Tannahill and Brewer both have collections of Spanish materials that consist of a total of 323 items between them. The Spanish section includes non-fiction books such as biographies, transportation, and history. The Spanish collection also includes a small number of picture books and fiction books.

Graphic Novels: There are 626 graphic novel titles between the two schools. These include adaptations of classic novels, popular fiction, and a small number of Spanish titles.

Storytime Collection: The storytime collection has 186 materials. It has both Spanish-language picture and fiction books as well as English-language fiction books.

Professional Collection: Brewer Middle School has 45 titles in its professional collection. This includes nonfiction books aimed at educators in subjects such as math, science, and reading. Holiday activity books are also included in this collection. Tannahill Intermediate does not have a professional collection at their library.

Easies: The middle school libraries have 16 easy picture books. These are mostly comprised of math books.

Fiction: All together, White Settlement middle schools have 7,655 fiction titles. The majority of these are in physical book format, but they do have a couple in e-book format.

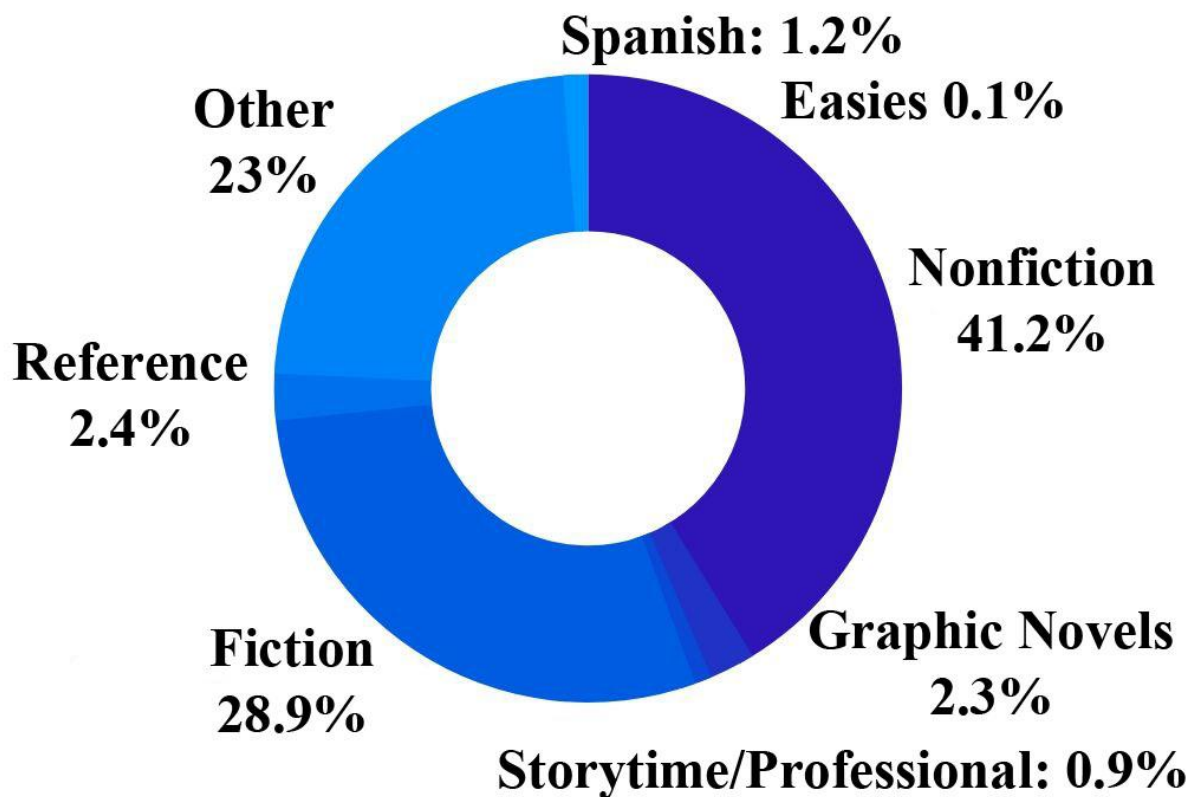
Other: 6,081 materials are listed as “other” in the collection, mostly at Tannahill. These consist of fiction books, online resources, bilingual books, storytime collection, and e-books.



“But libraries are about freedom. Freedom to read, freedom of ideas, freedom of communication. They are about education (which is not a process that finishes the day we leave school or university), about entertainment, about making safe spaces, and about access to information.”

Neil Gaiman

WSISD Intermediate Collection



Brewer High School – WSISD Brewer High School is the home of the Brewer Bears, and houses one onsite high school library campus. Currently the high school library contains 14,471 materials in the collection serving teens from the ages of 14 to 18 years.

Non-Fiction: 8,702 non-fiction items are in the Brewer High School Library collection. The collection consists of colleges and careers, literature, history, science, and computer programming.

Reference: There are 904 reference materials in the library. It has research guides to literature and history. The reference section also includes information about career opportunities.

Spanish: The Spanish collection has 96 materials in Spanish. These include fiction, biographies, non-fiction, and cultural books.

Graphic Novels: The high school library also has 197 graphic novels in their collection. The graphic novels include fiction, anime, and nonfiction genres.

Professional and Storytime Collection: There are 372 professional and storytime items. Some of the collection is library-related, having to do with cataloging, subject headings and copyright. There are also books for educators to use in the classroom. The rest of the collection is comprised of history and art books.

Easies: The high school also carries 169 easy picture books. Included in the easies are folklore and folktale books, biographies, nonfiction books, and a few easy fiction books.

Fiction: The high school has 3,996 fiction books.

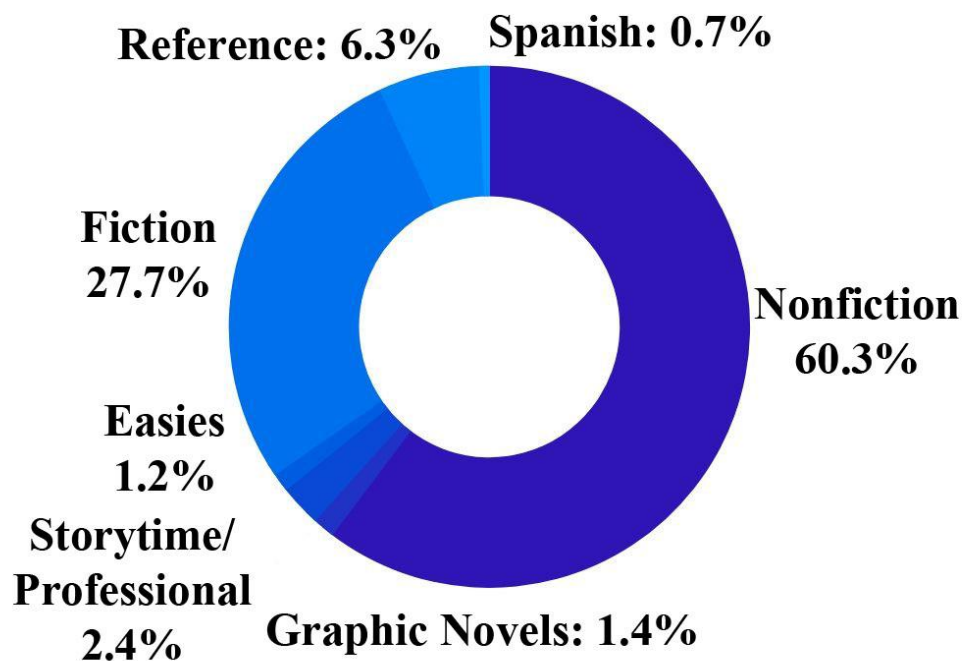


“Libraries allow children to ask questions about the world and find the answers. And the wonderful thing is that once a child learns to use a library, the doors to learning are always open.”

Laura Bush



WSISD High School Collection



"There is no substitute for books in the life of a child."

Mary Ellen Chase



White Settlement Public Library Programs & Services

Library Storytime Programs

Children's Storytime:

The weekly Children's Storytime takes place every Thursday at 10:30 a.m. at the library. All ages are welcome, but storytime is geared toward preschool-aged children. Each storytime has a theme. Past storytime themes have included cats, pumpkins, mermaids, dinosaurs, and unicorns. There will be a greeting song, three themed books, three themed songs, and a craft to go along with that week's theme. No registration is required for this event.

Back to School Storytime:

Back to School storytime takes place on a Wednesday in September at 4:30 p.m. All ages are welcome. Past Back to School storytimes have included an alphabet matching game, a number puzzle, and a school bus hopscotch. The story and song theme will be back to school for all ages. No registration is required for this event.

Halloween Storytime:

Halloween storytime takes place annually on a Wednesday before Halloween at 4:30 p.m. All ages are welcome to come dressed in their favorite Halloween costume. Halloween storytime includes several Halloween themed activities. Activities include a witch cauldron themed hopscotch, a Halloween themed matching numbers game, and coloring your own Halloween bookmark. Join the library for a storytime filled with fun, kid friendly Halloween stories, and songs. No registration is required for this event.

Thanksgiving Storytime:

Thanksgiving storytime takes place on a Wednesday in November before Thanksgiving at 4:30 p.m. All ages are welcome. Thanksgiving storytime will include Thanksgiving and turkey themed books and songs. Adults and children may gobble up to play turkey hop scotch and participate in making a turkey craft. No registration is required for this event.

Christmas Storytime:

Christmas storytime takes place on a Wednesday in December before Christmas at 4:30 pm and all ages are welcome. Children and parents are invited to listen to stories and songs about Santa, reindeer, elves, jingle bells, and the North Pole. Past story times have included a reindeer tossing activity, making Christmas ornaments, and making gingerbread houses. No registration is required for this event.

Dr. Seuss Storytime:

Dr. Seuss Storytime takes place on a Wednesday in March at 4:30 p.m. to celebrate Dr. Seuss's birthday, which is on March 2 and is celebrated nationwide as "National Read across America Day." Across the country, thousands of schools, libraries, and community centers participate. The White Settlement Library has been holding Dr. Seuss Storytime for over eight years with an average participation of 48 attendees. During Dr. Seuss story time, kids and parents are invited to participate in Dr. Seuss themed songs, storytelling, and a craft. Refreshments are served. All ages are welcome and no registration is required for this event.

Fancy Nancy:

The Library's annual Fancy Nancy Tea Party takes place on a Wednesday in May at 4:30 p.m. to celebrate Mother's Day. Fancy Nancy is a popular book series by author Jane O'Connor and illustrator Robin Preiss Glasser about a young girl who loves all things fancy, especially tea parties. The Library has been holding this event for over 8 years with an average participation of 34. Mothers, grandmothers, aunts and their children are welcome to come to the tea party dressed up in their fancy clothes. During this event, kids and parents are invited to participate in Fancy Nancy themed songs, stories, and a craft. Refreshments are served. All ages are welcome and no registration is required for this event.

Outreach Storytimes:

The library partners with local daycares to have monthly storytimes for children who attend daycare. A librarian will either visit the daycare to present storytime, or the group will visit the library in the morning before the library opens to the public. These storytimes include stories, songs, movement activities, and short films.



Fancy Nancy Tea Party & Storytime, May 2017

Library Reading Programs

Reading Warriors:

Reading Warriors is a program for children in grades first through third who are reading below grade level. Participants will practice reading aloud in small, supportive groups with a volunteer instructor. Reading warriors meets in the summer starting in June through July. Registration is required and space is limited.

Summer Reading Program:

School aged children who are in kindergarten through sixth grade are invited to participate in the library's summer reading program which is an eight week program that begins on the second Tuesday of June. During this time, children and their parents will record the child's reading on a reading log given to them by the library. Once the child has completed each section, he or she is invited to come to the library and pick up his or her prize that corresponds to the amount the child has read. No library card is needed and no registration is required.

Summer Shows:

These are interactive family shows including magicians, puppeteers, science experiments and hands-on technology that augment the Summer Reading Program and help to increase reader engagement. All ages are welcome. Refreshments are served at the grand finale, which is the last show of the season and also serves as the finale for the Summer Reading Program. These events are free and open to the public, no registration is required to attend.

1,000 Books before Kindergarten:

The "1,000 Books before Kindergarten" program is a nationwide challenge that encourages parents and caregivers to regularly read aloud with their children. Research shows that the most reliable predictor of school success is being read to during childhood. Most importantly sharing books with children promotes a lifelong love of books and reading. Participants in the Library's program receive a welcome packet with activities and tips, reading logs, stickers for reaching each 100-book milestone, a certificate, medal, and prize upon completing 100 books.

Teen Summer Reading Program:

Teens entering the 7th – 12th grades win prizes for reading books throughout the summer. In addition to this, there are weekly activities geared toward teens. Past activities have included life-size board games, cardboard forts, and slime.

Adult Summer Reading Program:

The Adult Summer Reading Program runs from June through July. Adults pick up a reading log at the library and win prizes for returning them completed. For every five books that they read they will receive a small prize and be entered in the grand finale prize drawing.

Activities & Services**Knit and Crochet Group:**

The knitting and crochet group meets every Tuesday afternoon from 4:00 p.m. to 5:00 p.m. All ages and all levels of experience are welcome to attend to learn how to knit or crochet.

ESL:

The Library offers ESL classes which are classes for adults wanting to learn English. They meet on Tuesdays at 10:00 a.m. during the school year. These classes are for beginning adult learners. Currently classes are free, but registration is required, and space is limited.

Computer Classes:

The Library holds two sets of beginner-level computer classes – one in the Fall focusing on computer basics and one in the Spring focusing on the Internet and social media. Classes are held once a week for eight weeks each. Students follow along with the instructor on laptops provided by the library. The curriculum is created by library staff and is updated as needed to keep up with changing technology.

Book Club:

The library hosts a monthly Book Club in which members vote on books to read together and discuss. Extra copies of the books are requested through Interlibrary Loan.

TinkerLab:

TinkerLab at the White Settlement Public Library is a program that facilitates creativity and learning. During TinkerLab hours, kids of all ages can participate in a variety of activities with a focus on STEAM learning (Science - Technology - Engineering - Arts - Math). TinkerLab activities include LEGO bricks, Snap Circuits, Arduino, Slime, and much more.

Movies at the Library:

The Library shows family friendly movies on the big projector screen in the storytime room during school holidays and summer breaks. Summer movies are on Mondays at 1:00 p.m., and snacks are provided. So bring the whole family for a big screen adventure at the library!

Storybook Pumpkin Contest:

The library hosts an annual pumpkin-decorating contest. During the last two weeks of October, participants of all ages are invited to decorate a pumpkin as their favorite book character. Volunteers from the community judge the contest, and prizes are given for the top two pumpkins in each age group.

Easter Program:

Each year an indoor Easter Egg Hunt is held at the library. This is an all-day event in which kids under 18 can find an egg hidden somewhere in the library and bring it to the front desk for a prize. Other activities like small crafts or an Easter-themed storytime have accompanied this program in the past.

AARP Tax-Aide Services:

The library is a hosting venue for the AARP Foundation Tax-Aide program. This is a free, volunteer-based that helps low to moderate-income taxpayers with tax preparation and filing. It usually starts late January to early February through April 15th.

Elections:

The Library meeting room is an election site for Tarrant County. It hosts early voting and Election Day voting for local, state, and federal elections.

Computer Access:

The Library has 17 public computers, 4 of which are reserved for our teen patrons (13-19 years old). To use the computer center, simply show valid photo ID at the front desk. Parents may use their ID to sign their minor children up for a computer account. Children under 11 must be accompanied by an adult while using the computers. Patrons are limited to a total of 2½ hours of computer time a day.

Copying & Faxing Services:

Patrons may make photocopies on the library's copy machine for \$.30 black and white per page and \$.60 color per page. Library staff is available to assist if needed. Faxing is also available starting at \$1.10 per page.

Patrons may print from any of our public computers or with our new MobilePrint Service™, with which they may use their personal computer or mobile device to print to the library's printers from anywhere. Patrons simply submit their documents via the free "PrinterOn" mobile app which can be found in the iOS and Android app stores, or through the website <http://www.printeron.net/wspl/main>. Regular printing rates apply to mobile printing.

TexShare Cards:

Sponsored by the Texas State Library and Archives Commission, the TexShare service is a program that allows members of participating libraries limited access to other participating libraries. Many other North Texas libraries are TexShare participants. Residents of White Settlement who have had their White Settlement Library card for at least six months and have no current library fines may apply for a TexShare card. While non-residents are eligible for a White Settlement library card, they are not eligible to apply for a TexShare card through the White Settlement Library. To apply for a TexShare card, non-residents must go to the library where they reside.

Mobile Customer Service:

"Ask a Librarian" service allows patrons to contact library staff directly via text at 817-678-8062 with any questions, including reference inquiries. They can also text "help" for a list of command prompts to automatically renew items and check their account status.

Interlibrary Loan Service:

If the Library does not have a particular item, patrons can request it through Interlibrary Loan (ILL). This service allows libraries to borrow materials from one another. Patrons may request items in person or over the phone. A \$3.02 per item delivery fee will be added to patron accounts for materials borrowed through ILL. Please be aware that rare items, new and popular items, and audiovisual materials may be unavailable. If for any reason the library is unable to have an item delivered, the delivery fee will not be charged. Standard overdue fines apply to ILL materials.

Homebound Services:

The library will be offering the new “Homebound” service to senior patrons over 60 residing in the City of White Settlement who are unable to visit the library. The City will deliver and pick up books and AV materials to homebound patrons on a weekly basis.

Curbside Services:

During the COVID-19 pandemic, the Library was still able to provide some services to the public. Over 3,400 eBooks and downloadable audiobooks were checked out via the Library’s eBook service Overdrive between March and November of 2020. Beginning in late July of 2020, the Library offered curbside pickup for physical library materials. By the end of November 2020, 176 patrons had used the service 614 times. An average of eight patrons used the service each day.



Knitting & Crochet Group, September 2011

White Settlement ISD Library Programs & District Events

The Library is often invited to school district events such as “Back to School Rally,” “Mad Scientist Night,” and “Family Literacy Night.” For each of these events, the library prepares folders with information on the library and its programs to hand out at the event. They also prepare activities for the event and bring prizes.

The WSISD First Class Learning Center makes special visits to the Library in the morning before the Library opens for storytimes. These programs are a great way to share information about library resources and programs with people who may otherwise not hear about them.

Due to the COVID pandemic, library staff and the school district have suspended programs for safety.



District Event, September 2019

See building plan on Appendix A.



Front Desk



Adult Fiction



Children's Section



Juvenile Section



Children's Section Display & Computers



Lounge



South Lounge

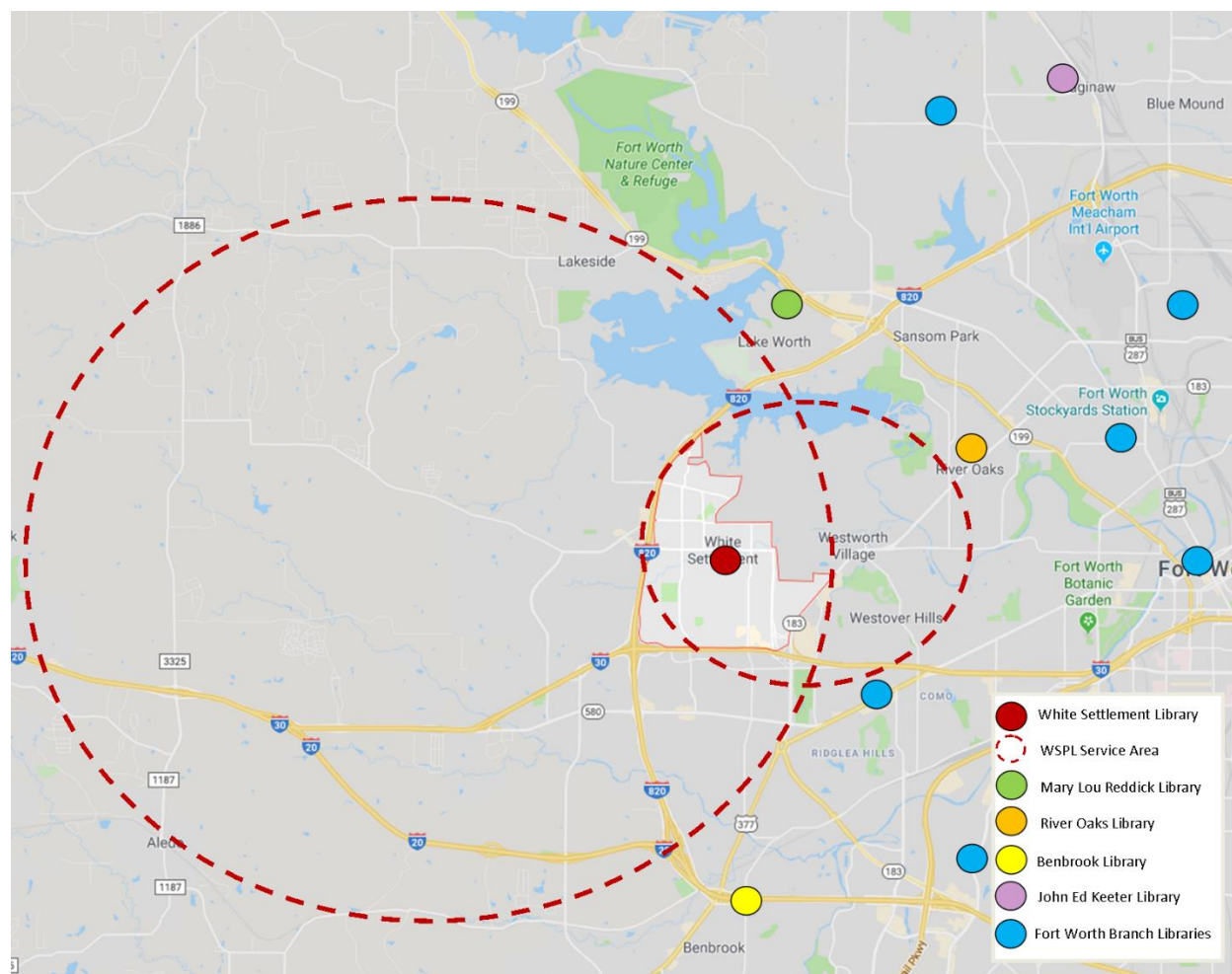


Teen Center

Existing Library Service Area Map

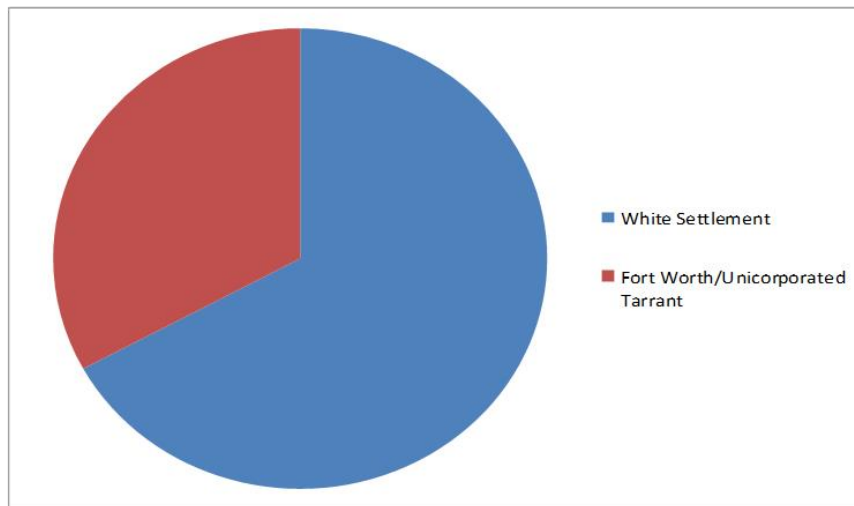
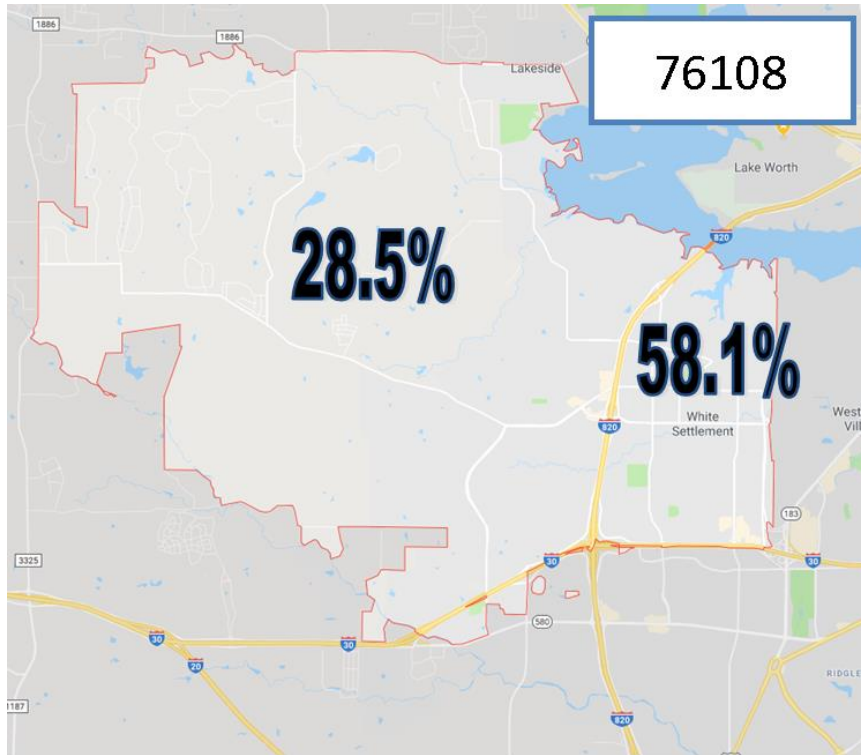
Based upon TSLAC reporting standards, the White Settlement Public Library currently has 5,824 registered patrons with active library membership cards. On average, that is about 1,487 users each year. The Library collects patron data through the use of an integrated library data collection system called “Apollo,” which then can be used to create service area maps among other things. A service area map helps to create a visual representation of the data contrasting where the library’s customers/patrons reside in relation to the White Settlement Library. It also shows where other public library facilities in surrounding cities are in relation to the White Settlement Public Library. As shown on Map A, the larger circle, the White Settlement Library is the closest public library to much of western Fort Worth and unincorporated areas of Tarrant County. As a result, this makes the White Settlement Public Library the most convenient choice for a great number of non-White Settlement residents. In contrast, east and north of White Settlement, there are several public libraries located relatively evenly throughout Fort Worth, River Oaks, Benbrook, Lake Worth and Saginaw for patrons to use.

Service Area Map A: Where Patrons Reside

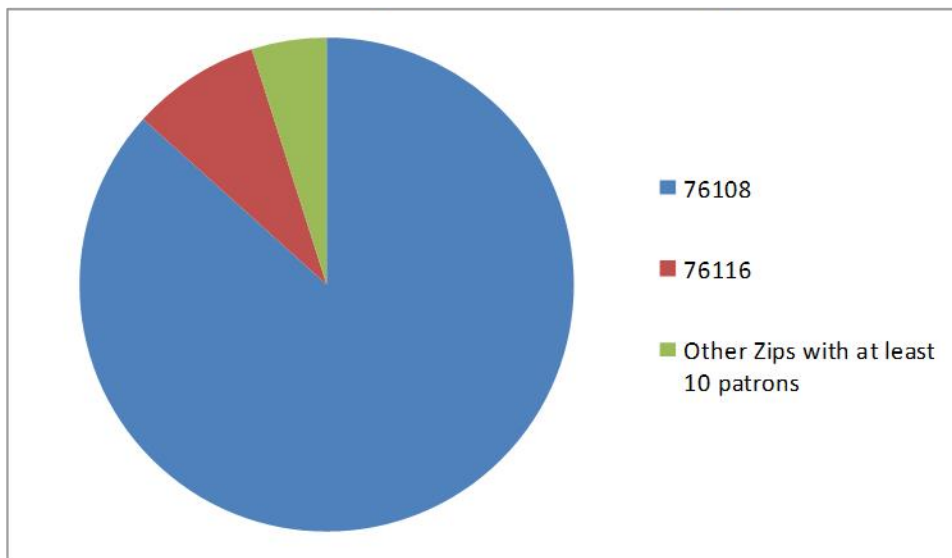
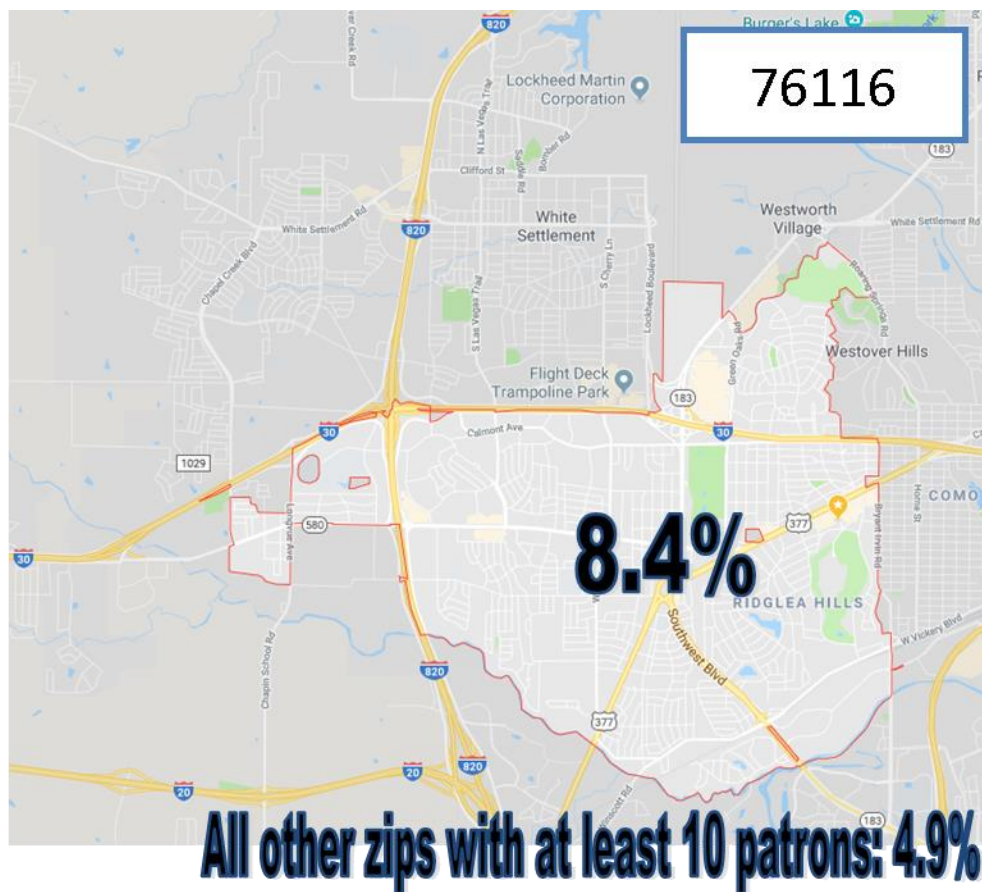


Another comparison that can be made with the library data is a comparison of users by zip code area. Map B shows almost 87% of patrons reside in the 76108 area code with a little over half of library patrons residing within the White Settlement city limits. Map C shows the remaining patrons mostly reside in the 76116 area to the south and southwest of White Settlement. Less than 5% of library patrons reside within other zip codes. This means while a majority of library patrons are White Settlement residents, a large minority of patrons are residents of Fort Worth and unincorporated areas in Tarrant County. Additionally, there is considerable evidence that many patrons cross library “boundaries,” using multiple library resources with the convenience and access of consortiums and electronic library materials.

Service Area Map B: Patrons in the 76108 Zip Code Area



Map C: Patrons in the 76116 Zip Code Area



Library Standards & Guidelines

Texas Administrative Code – Quantitative Standards for Library Accreditation	pg. 48
Texas Public Library Standards	pg. 68



Library Standards & Guidelines

Texas Administrative Code – Texas State Library and Archives Commission Annual Report

To maintain accreditation, White Settlement Public Library must continue to meet the minimum criteria set by the Texas State Library. Accredited libraries are eligible to participate in statewide Interlibrary Loan, apply for the agency's grant and other funding programs, participate in the TexShare Card and TexShare Databases programs, and are eligible for E-rate, the federal government telecommunication discount program. Any library submitting an Annual Report can take advantage of no-cost summer reading program materials through the Texas State Library's participation in the Collaborative Summer Library Program. All libraries have access to free continuing education and consulting offered through the Texas State Library, regardless of accreditation or reporting status. Accreditation standards are based on service population, which is defined as "persons residing in the local political subdivisions which provide monetary support to the library" (in our case, the population of the City of White Settlement as of the last census).

Minimum criteria for libraries with a service population of 10,001 – 25,000:

- With some exceptions (late fees, printing fees, etc.) library services must be provided free "to all persons residing in the local political subdivisions which provide monetary support to the library"
- Operating expenditures, at least half of which must come from local government, must be maintained or increased on average. In FY 2019-2020, libraries with a service population of 10,001 - 25,000 must have local expenditures of at least \$4.42 per capita.
- Must have a nondiscrimination statement on file at the Texas State Library
- Must have at least one item of library materials per capita
- At least 1% of library materials must be published within the last five years
- Must be open to the public at least 30 hours a week
- Must employ a library director for at least 30 hours a week in library duties

Comparative Analysis Chart of Minimum Standards

Minimum Standards	White Settlement Public Library
Library services provided for free to funding population	Library services provided for free to all (no non-resident fees)
Operating expenditures maintained or increased	Maintaining operating expenditures
Local expenditures at least \$4.42 per capita	\$25.80 per capita (based on 2017-2018 actual expenditures and 2010 census)
Nondiscrimination statement	The Library does have a nondiscrimination statement
1 item per capita	5.11 items per capita
1% published within last 5 years	Approximately 13% published within 5 years
Open 30 hours a week	Open 54 hours a week
Library director 30 hours a week	Library director 40 hours a week



"A library is not a luxury but one of the necessities of life."

Henry Ward Beecher





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Rules

§1.71	Definition of Population Served
§1.72	Public Library Service
§1.73	Public Library: Legal Establishment
§1.74	Local Operating Expenditures
§1.75	Nondiscrimination
§1.77	Public Library: Local Government Support
§1.79	Provisional Accreditation of Library
§1.80	Probational Accreditation of Library
§1.81	Quantitative Standards for Accreditation of Library
§1.82	Accreditation Based on Current Operating Budget
§1.83	Other Requirements
§1.84	Professional Librarian
§1.85	Annual Report
§1.86	Standards for Accreditation of Libraries Operated by Public School Districts, Institutions of Higher Education, Units of Local, State, or Federal Government, Accredited Non-Public Elementary or Secondary Schools, or Special or Research Libraries

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RULE §1.71	Definition of Population Served

For a city, nonprofit corporation, and/or county-established library receiving public monies for public library service, the population served by a public library is the population in the most recent decennial census or official population estimate of the United States Department of Commerce, Bureau of the Census, if available. If a library does not report receiving public monies for public library service, that library will be assigned no population. Calculations will be based upon the following.

- (1) In counties with one or more public libraries that receive only city and private funds, each library is credited with serving the population of the city or cities from which it receives funds or with which it has a contract.
- (2) In counties with only one public library and that library receives county funds, the library is credited with serving the entire county population.
- (3) In counties with more than one public library that receives both city and county funds, the libraries that receive city and county funds are credited with serving their city population plus a percentage of the population living outside the cities. This percentage is the ratio of each city's population to the total of all the populations of cities with public libraries within the county.
- (4) In counties with a library established by the county commissioners court and that receives no city funds or an incorporated library that receives no city funds, and one or more city libraries that receive county funds, the city libraries that receive county and city funds are credited with serving their city populations plus a percentage of the county population living outside the cities. The percentage is the ratio of each city's population to the county population. The county library or incorporated library that receives county funds and no city funds serves all county residents not served by a city library.
- (5) In counties with one library that receives county funds and one or more public libraries that do not receive county funds, the library that receives county funds is credited with serving the county population less the populations of cities with public libraries.
- (6) In counties with more than one library that receives county funds and no city funds, the county population living outside cities with public libraries will be prorated among the libraries in the same ratio as the county funds are allocated.
- (7) When school districts contract with one or more nonprofit corporations, cities, or counties for public library services as part of their students' educational program, the State Library will estimate the total population living within the school district.
- (8) Libraries that enter into agreements or contracts with counties, cities, or school districts to provide public library services will be assigned population under this section whether or not there is an exchange of funds.

(9) In libraries where the population of a federal or state eleemosynary or correctional institution or military installation exceeds 10% of the entire population of the area served by a public library, the residential or base population may be subtracted from the population served by that library if these persons are served by an institutional or base library. If the institution or military installation does not have a library that provides general library services, the population will not be subtracted.

(10) When a library believes that the acceptance of county funding would result in the assignment of an unrealistic population figure, it may request in writing that the Library Systems Act Advisory Board approve an exception to the population served methodology. The board will use its discretion to devise a method by which data from the Bureau of the Census will be used to calculate the assignment of population served.

Source Note: The provisions of this §1.71 adopted to be effective September 1, 1977, 2 TexReg 1925; amended to be effective September 1, 1979, 4 TexReg 2675; amended to be effective March 26, 1980, 5 TexReg 906; amended to be effective December 9, 1980, 5 TexReg 4766; amended to be effective July 22, 1983, 8 TexReg 2607; amended to be effective April 30, 1985, 10 TexReg 1228; amended to be effective July 20, 1987, 12 TexReg 2178; amended to be effective August 4, 1988, 13 TexReg 3633; amended to be effective November 11, 2007, 32 TexReg 7930; amended to be effective November 30, 2014, 39 TexReg 9200

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RULE §1.72

Public Library Service

(a) Library services for the general public must be provided without charge or deposit to all persons residing in the local political subdivisions which provide monetary support to the library. These library services include the dissemination of materials or information by the library to the general public during the hours of operations of all library facilities. In this context, library services include the circulation of any type of materials, reference services, use of computers to access information sources, databases, or other similar services, and admissions to the facility or any programs sponsored or conducted by the library.

(b) The following charges are permitted at the discretion of the library's governing authority: reserving library materials; use of facilities; replacement of lost borrower cards; fines for overdue, lost, or damaged materials in accordance with local library policies; postage; in-depth reference services on a contractual basis; photocopying; printing; telefacsimile services; library parking; service to nonresidents; sale of publications; rental and deposits on equipment; and charges for the use of materials and machine-readable data bases not owned by the library for which the vendor or supplier has charged a borrowing fee.

(c) Fees may not be charged for library services on the library premises by individuals or organizations other than the library unless the charges are permitted by subsection (b) of this section.

(d) As permitted by §1.73 of this subchapter, relating to Public Library: Legal Establishment, non profit corporations may enter into a contract with a school district to provide library services to the general public residing in the district. This public library service must be in addition to that provided to school students, faculty, and staff. Public library services must be provided at least the required number of hours all weeks of the year, except those weeks with national or state holidays. The number of hours is specified in §1.81 of this subchapter, relating to Quantitative Standards for Accreditation of Library.

Source Note: The provisions of this §1.72 adopted to be effective September 1, 1977, 2 TexReg 1925; amended to be effective September 1, 1979, 4 TexReg 2675; amended to be effective March 26, 1980, 5 TexReg 906; amended to be effective January 19, 1984, 9 TexReg 178; amended to be effective August 23, 1990, 15 TexReg 4577; amended to be effective December 16, 1991, 16 TexReg 7010; amended to be effective November 11, 2007, 32 TexReg 7930; amended to be effective November 30, 2014, 39 TexReg 9200

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RULE §1.73

Public Library: Legal Establishment

A public library must be established to render general library services. The library must be established as:

- (1) a department of a city or county government by charter, resolution, or ordinance; or by contract as provided for in the Government Code, Chapter 791; or
- (2) a library district established under the provisions of Local Government Code, Chapter 326, Library Districts; or
- (3) a library district established under the provisions of Local Government Code, Chapter 336, Multi-Jurisdictional Library Districts; or
- (4) a non profit corporation chartered by the Office of the Secretary of State for the purposes of providing free public library services; these corporations must have a current contract with each funding source (a city, county, or school district) to provide free public library services for the city, county, or school district.

Source Note: The provisions of this §1.73 adopted to be effective September 1, 1977, 2 TexReg 1925; amended to be effective April 30, 1985, 10 TexReg 1228; amended to be effective March 10, 1999, 24 TexReg 1612; amended to be effective November 11, 2007, 32 TexReg 7930

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RULE §1.74

Local Operating Expenditures

(a) A public library must demonstrate local effort on an annual basis by maintaining or increasing local operating expenditures or per capita local operating expenditures. Expenditures for the current reporting year will be compared to the average of the total local operating expenditures or to the average of the total per capita local operating expenditures for the three preceding years.

(b) A public library must have minimum total local expenditures of \$10,650 in local fiscal years 2013, 2014, 2015; \$15,000 in local fiscal years 2016, 2017, 2018; \$18,000 in local fiscal years 2019, 2020, 2021; and \$21,000 in local fiscal years 2022, 2023, 2024.

(c) Exemption: Libraries that expend at least \$17.50 per capita and at least \$150,000 of local funds are exempt from this membership criterion.

Source Note: The provisions of this §1.74 adopted to be effective November 30, 2014, 39 TexReg 9200

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RULE §1.75

Nondiscrimination

A library shall have on file at the state library a statement certifying that no person shall be excluded from participation in or denied the benefits of the services of that library on the grounds of race, color, or national origin.

Source Note: The provisions of this §1.75 adopted to be effective September 1, 1977, 2 TexReg 1925; amended to be effective June 27, 1995, 20 TexReg 4343.

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RULE §1.77

Public Library: Local Government Support

(a) At least half of the annual local operating expenditures required to meet the minimum level of per capita support for accreditation must be from local government sources. Local government sources are defined as money appropriated by library districts, by school districts, or by city or county governments. Exemption: A public library that expends at least \$17.50 per capita is exempt from this membership criterion if it shows evidence of some library expenditures from local government sources and is open to citizens under identical conditions without charge.

(b) If a currently accredited library is closed by action of its governing body, the commission, following a public hearing, may revoke that library's current membership in the state library system. This section will not apply if only the library building is temporarily closed because of natural or man-made disasters, or building construction, renovation, or maintenance. The library may be re-accredited as a member in the state library system during the next regular accreditation process, assuming that, by July 31, the library reports data showing that it currently meets all of the appropriate minimum requirements for membership in the state library system (as listed in §1.74 of this subchapter, related to Local Operating Expenditures; §1.75 of this subchapter, related to Nondiscrimination; §1.81 of this subchapter, related to Quantitative Standards for Accreditation of Library; §1.83 of this subchapter, related to Other Requirements; and §1.84 of this subchapter, related to Professional Librarian).

(c) If a currently accredited library suffers a funding reduction that causes the library to reduce its hours, staffing, or budget below its appropriate minimum requirements for membership in the state library system (as listed in §1.81 of this subchapter, related to Quantitative Standards for Accreditation of Library), the commission, following a public hearing, may revoke that library's current membership in the state library system. The library may be re-accredited as a member in the state library system during the next regular accreditation process, assuming that, by July 31, the library reports data showing that it currently meets all of the appropriate minimum requirements for membership in the state library system (as listed in §1.74 of this subchapter, related to Local Operating Expenditures; §1.75 of this subchapter, related to Nondiscrimination; §1.81 of this subchapter, related to Quantitative Standards for Accreditation of Library; §1.83 of this subchapter, related to Other Requirements; and §1.84 of this subchapter, related to Professional Librarian).

Source Note: The provisions of this §1.77 adopted to be effective September 1, 1977, 2 TexReg 1925; amended to be effective September 1, 1979, 4 TexReg 2675 amended to be effective July 22, 1983, 8 TexReg 2607; amended to be effective April 30, 1985, 10 TexReg 1228; amended to be effective August 23, 1990, 15 TexReg 4577; amended to be effective September 2, 1999, 24 TexReg 6727; amended to be effective May 18, 2006, 31 TexReg 3870; amended to be effective November 11, 2007, 32 TexReg 7930; amended to be effective November 30, 2014, 39 TexReg 9200

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RULE §1.79	Provisional Accreditation of Library

(a) A public library that does not meet one of the requirements for accreditation cited in §1.81 of this title (relating to Quantitative Standards for Accreditation of Library) may be provisionally accredited for not more than an initial three-year period, if the library can demonstrate a reasonable expectation of meeting the requirements within three years. At the end of the provisional accreditation, the library must fully meet all the requirements in effect at that time.

(b) A newly established library in a previously unserved county that does not meet two of the requirements for accreditation cited in §1.81 of this title (relating to Quantitative Standards for Accreditation of Library) may be provisionally accredited, if the library can demonstrate a reasonable expectation of meeting the requirements within three years. At the end of the three years, the library must fully meet all the requirements in effect at that time.

(c) After a library has been provisionally accredited, it must achieve full accreditation before it may be probationally accredited under §1.80 of this title (relating to Probational Accreditation of Library).

Source Note: The provisions of this §1.79 adopted to be effective September 1, 1977, 2 TexReg 1925; amended to be effective September 1, 1979, 4 TexReg 2675; amended to be effective July 22, 1983, 8 TexReg 2607; amended to be effective November 11, 2007, 32 TexReg 7930

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RULE §1.80

Probational Accreditation of Library

A public library that has been fully accredited may be granted probational accreditation for three years if the library fails to meet not more than one of the requirements in §1.81 of this title (relating to Quantitative Standards for Accreditation of Library). To regain full system membership, a library must equal or exceed its previous level of effort on the deficient requirement. At the end of the probational accreditation, the library must fully meet all the requirements in effect at that time. A library may not be probationally accredited for more than three years in a row, for any reason.

Source Note: The provisions of this §1.80 adopted to be effective September 1, 1977, 2 TexReg 1925; amended to be effective September 1, 1979, 4 TexReg 2675; amended to be effective December 9, 1980, 5 TexReg 4766; amended to be effective November 11, 2007, 32 TexReg 7930

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RULE §1.81

Quantitative Standards for Accreditation of Library

-
- (a) The definition of "local fiscal year" is the fiscal year in which January 1 of that year falls.
- (b) The following are the minimum requirements for membership in the state library system:
- (1) A library serving a population of at least 500,001 persons must:
 - (A) have local expenditures amounting to at least \$13.82 per capita in local fiscal years 2013, 2014, 2015; \$13.89 per capita in local fiscal years 2016, 2017, 2018; \$13.96 per capita in local fiscal years 2019, 2020, 2021; \$14.03 per capita in local fiscal years 2022, 2023, 2024;
 - (B) have at least one item of library materials per capita or expend at least 15% of the local expenditures on the purchase of library materials;
 - (C) have at least 1% of total items in collection published in the last five years;
 - (D) be open for service not less than 64 hours per week;
 - (E) employ a library director for at least 40 hours per week in library duties; and
 - (F) employ twelve full-time equivalent professional librarians, with one additional full-time equivalent professional librarian for every 50,000 persons above 500,000.
 - (2) A library serving a population of 200,001 - 500,000 persons must:
 - (A) have local expenditures amounting to at least \$11.95 per capita in local fiscal years 2013, 2014, 2015; \$12.01 per capita in local fiscal years 2016, 2017, 2018; \$12.07 per capita in local fiscal years 2019, 2020, 2021; \$12.13 per capita in local fiscal years 2022, 2023, 2024;
 - (B) have at least one item of library materials per capita or expend at least 15% of the local expenditures on the purchase of library materials;
 - (C) have at least 1% of total items in collection published in the last five years;
 - (D) be open for service not less than 64 hours per week;
 - (E) employ a library director for at least 40 hours per week in library duties; and
 - (F) employ six full-time equivalent professional librarians, with one additional full-time equivalent professional librarian for every 50,000 persons above 200,000.
 - (3) A library serving a population of 100,001 - 200,000 persons must:
 - (A) have local expenditures amounting to at least \$9.60 per capita in local fiscal years 2013, 2014, 2015; \$9.79 per capita in local fiscal years 2016, 2017, 2018; \$9.98 per capita in local fiscal years 2019, 2020, 2021; \$10.18 per capita in local fiscal years 2022, 2023, 2024;
 - (B) have at least one item of library materials per capita or expend at least 15% of the local expenditures on the purchase of library materials;
 - (C) have at least 1% of total items in collection published in the last five years;
 - (D) be open for service not less than 54 hours per week;
 - (E) employ a library director for at least 40 hours per week in library duties; and
 - (F) employ four full-time equivalent professional librarians, with one additional full-time equivalent professional librarian for each 50,000 persons above 100,000.

- (4) A library serving a population of 50,001 - 100,000 persons must:
- (A) have local expenditures amounting to at least \$8.00 per capita in local fiscal years 2013, 2014, 2015; \$8.16 per capita in local fiscal years 2016, 2017, 2018; \$8.32 per capita in local fiscal years 2019, 2020, 2021; at least \$8.48 per capita in local fiscal years 2022, 2023, 2024;
 - (B) have at least one item of library materials per capita or expend at least 15% of the local expenditures on the purchase of library materials;
 - (C) have at least 1% of total items in collection published in the last five years;
 - (D) be open for service not less than 48 hours per week;
 - (E) employ a library director for at least 40 hours per week in library duties; and
 - (F) employ at least two full-time equivalent professional librarians.
- (5) A library serving a population of 25,001 - 50,000 persons must:
- (A) have local expenditures of at least \$5.31 per capita in local fiscal years 2013, 2014, 2015; \$5.42 per capita in local fiscal years 2016, 2017, 2018; \$5.52 per capita in local fiscal years 2019, 2020, 2021; \$5.63 per capita in local fiscal years 2022, 2023, 2024;
 - (B) have at least one item of library materials per capita or expend at least 15% of the local expenditures on the purchase of library materials;
 - (C) have at least 1% of total items in collection published in the last five years;
 - (D) be open for service not less than 40 hours per week;
 - (E) employ a library director for at least 40 hours per week in library duties; and
 - (F) employ at least one full-time equivalent professional librarian.
- (6) A library serving a population of 10,001 - 25,000 persons must:
- (A) have local expenditures of at least \$4.25 per capita in local fiscal years 2013, 2014, 2015; \$4.34 per capita in local fiscal years 2016, 2017, 2018; \$4.42 per capita in local fiscal years 2019, 2020, 2021; \$4.51 per capita in local fiscal years 2022, 2023, 2024;
 - (B) have at least one item of library materials per capita or expend at least 15% of the local expenditures on the purchase of library materials, provided that in either case a minimum of 7,500 items are held;
 - (C) have at least 1% of total items in collection published in the last five years;
 - (D) be open for service not less than 30 hours per week; and
 - (E) employ a library director for at least 30 hours per week in library duties.
- (7) A library serving a population of 5,001 - 10,000 must:
- (A) have local expenditures of at least \$3.97 per capita in local fiscal years 2013, 2014, 2015; \$4.05 per capita in local fiscal years 2016, 2017, 2018; \$4.13 per capita in local fiscal years 2019, 2020, 2021; \$4.21 per capita in local fiscal years 2022, 2023, 2024;
 - (B) have at least one item of library materials per capita or expend at least 15% of the local expenditures on the purchase of library materials; provided that in either case a minimum of 7,500 items are held;
 - (C) have at least 1% of total items in collection published in the last five years;
 - (D) be open for service not less than 20 hours per week; and
 - (E) employ a library director for at least 20 hours per week in library duties.
- (8) A library serving a population of 5,000 or fewer persons must:
- (A) have local per capita expenditures or minimum total local expenditures, whichever is greater, of \$3.70 per capita or \$10,650 in local fiscal years 2013, 2014, 2015; \$3.77 per capita or \$15,000 total in local fiscal years 2016, 2017, 2018; \$3.85 per capita or \$18,000 total in local fiscal years 2019, 2020, 2021; \$3.92 per capita or \$21,000 in local fiscal years 2022, 2023, 2024;

(B) have at least one item of library materials per capita or expend at least 15% of the local expenditures on the purchase of library materials, provided that in either case a minimum of 7,500 items are held;

(C) have at least 1% of total items in collection published in the last five years;

(D) be open for service not less than 20 hours per week; and

(E) employ a library director for at least 20 hours per week in library duties.

Source Note: The provisions of this §1.81 adopted to be effective November 30, 2014, 39 TexReg 9200

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RULE §1.82

Accreditation Based on Current Operating Budget

A public library which has not previously qualified for system membership and is actively seeking accreditation by securing the per capita support necessary for qualification may be accredited as a system member on the basis of the library's current operating budget rather than its expenditures of the preceding year.

Source Note: The provisions of this §1.82 adopted to be effective September 1, 1979, 4 TexReg 2676.

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RULE §1.83	Other Requirements

Each public library applying for membership in the Texas Library System must meet the following requirements:

- (1) The library must have a website and a telephone with a published number.
- (2) The library must have available both a photocopier and a computer with Internet access for use by the library staff and at least one computer with Internet access and printing/copying capabilities for the general public.
- (3) The library must offer to borrow materials via the interlibrary loan resource sharing service for persons residing in the library's designated service area. A library must also participate in the interlibrary loan resource sharing service by lending its materials to other libraries, as requested. The library governing board may adopt policies regarding materials available for loan and the length of the loan, the good standing of the borrower, and other relevant issues; these policies must be available for the public.
- (4) The library director must have a minimum of ten hours of continuing education credits annually. Continuing education activities must be instructional and may include workshops, appropriate sessions at library association conferences, instructional webinars, and distance education courses. Board meetings, public hearings, other business meetings, author luncheons, and other non-instructional sessions are not considered continuing education activities. The director must maintain appropriate documentation of participation, duration, and relevance to the operation of a library.
- (5) The library must have a catalog of its holdings available to the public that is electronically searchable at a minimum by author, title, and subject.
- (6) The library must have a long-range plan that is approved by its governing board. This plan must be reviewed and updated at least every five years and must include a collection development element and a technology element.

Source Note: The provisions of this §1.83 adopted to be effective March 31, 2005, 30 TexReg 1765; amended to be effective September 2, 2007, 32 TexReg 5365; amended to be effective November 30, 2014, 39 TexReg 9200

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RULE §1.84

Professional Librarian

(a) A professional librarian is defined as a person holding either a fifth year degree in librarianship from a program accredited by the American Library Association or a master's degree in library or information science from a program accredited by the American Library Association or a higher credential from a library school offering an American Library Association-approved program in library or information science. Upon the written request of persons holding degrees in library or information science from schools outside the United States or Canada, the state librarian may certify them as professional librarians if their program of study is deemed comparable to that of a library school accredited by the American Library Association.

(b) Individuals who were issued a Grade I - Special County Librarians Certificate may be designated a professional librarian for the purposes of §1.81 of this subchapter (relating to Quantitative Standards for Accreditation of Library). This designation is valid only for the library where the person was employed on June 15, 2007. The individual must still comply with the annual requirements of §1.83(4) of this subchapter (relating to Other Requirements). Grade I - Special County Librarians Certificate were previously issued under the terms of a now-repealed rule (§5.5 of this title, relating to Special Provisions for Certifying County Librarians).

Source Note: The provisions of this §1.84 adopted to be effective April 30, 1985, 10 TexReg 1228; amended to be effective August 4, 1988, 13 TexReg 3633; amended to be effective September 2, 2007, 32 TexReg 5365

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RULE §1.85	Annual Report

A public library shall file a current and complete annual report with the Texas State Library and Archives Commission by April 30. Revisions to the annual report which would affect membership status for the next fiscal year will not be accepted after July 31. Staff vacancies that occur after the report is filed shall not adversely affect applications for system membership in the next fiscal year. Staff vacancies that occur prior to filing the report which affect system membership must be filled and reported prior to July 31. Willful falsification of annual reports shall cause the library to be disqualified for one year in the first instance and disqualified for three years in the second instance.

Source Note: The provisions of this §1.85 adopted to be effective April 30, 1985, 10 TexReg 1228; amended to be effective August 4, 1988, 13 TexReg 3633; amended to be effective March 10, 1999, 24 TexReg 1612

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RULE §1.86

Standards for Accreditation of Libraries Operated by Public School Districts, Institutions of Higher Education, Units of Local, State, or Federal Government, Accredited Non-Public Elementary or Secondary Schools, or Special or Research Libraries

These standards for accreditation apply only to libraries that are operated by a public school district, institution of higher education, unit of local, state, or federal government, accredited non-public elementary or secondary schools, or special or research libraries. The standards for accreditation of public libraries are specified in §1.81 of this title (relating to Quantitative Standards for Accreditation of Library).

(1) Libraries applying for membership must:

(A) agree to loan materials without charge to users of other libraries in the system; and

(B) submit an annual application for membership to the State Library by April 30.

(2) Any library eligible for membership in the Texas Library System under this section will be accredited by the following standards.

(A) For libraries operated by a public school district:

(i) the unit of membership shall be the school district;

(ii) the district must submit written verification that it is academically accredited by the Texas Education Agency.

(B) For libraries operated by an institution of higher education:

(i) the unit of membership in the Texas Library System shall be the institution. Institutions of higher education with libraries in multiple locations shall apply as a single unit. Community colleges shall apply per their certification by the Texas Higher Education Coordinating Board, in accordance with Government Code §61.063;

(ii) the institution must submit written verification that it is accredited by an accrediting agency recognized by the Texas Higher Education Coordinating Board.

(C) For libraries operated by a unit of local, state, or federal government, the library must:

(i) submit written verification from the governmental unit that it is operated by that governmental unit;

(ii) submit documentation showing that there is an organized collection, with staff, and regular hours of operation.

(D) For libraries operated by accredited non-public elementary or secondary schools:

(i) the unit of membership shall be the accredited organization;

(ii) the library must submit written documentation of its accreditation.

(E) For libraries operated by special or research organizations the library must:

(i) submit written verification from the organization that it is supported by that organization;

(ii) submit documentation showing that there is an organized collection, with staff, and regular hours of operation.

Source Note: The provisions of this §1.86 adopted to be effective August 30, 2009, 34 TexReg 5673

Texas Public Library Standards

The Texas Library Association (TLA) and the Texas State Library and Archives Commission (TSLAC) created a joint task force to review the Texas Public Library Standards in 2013. These standards are a set of uniform guidelines to measure performance; while promoting quality library service to all Texans and to raise the expectations of library clientele. It is important to note that the standards are not the minimum standards for accreditation, rather two levels of service above the requirements for accreditation, which are: 1) enhanced and 2) exemplary. The enhanced level of standards builds upon the basic, and the exemplary standards upon the enhanced.

The different areas the Texas Public Library focuses on are administration, collections, facility, finance, marketing/public relations/advocacy, personnel, services, and technology standards. To ensure relevance and meaning, most of the standards vary by population groupings and levels of service for all public libraries. In addition, each of these areas the Texas Public Library Standards compares the difference between enhanced and exemplary.

Administration Standards:

In order to meet enhanced standards, each Texas public library should have a Library Board, a written mission statement, and written policies and procedures in place, covering customer service, circulation, and rules of conduct among other procedures. In order to be exemplary they must meet the enhanced standards and have at least one library board member be a member in a professional library organization.

Collection Standards:

The purpose of the collection standard is to make sure the libraries are meeting the needs of the community with their collection. In the collection standard they are looking at the population, and it is broken down to collection size per capita, collection age and the collection turnover rate.

Facility Standards:

The library facility standards are based on the library's mission statement and service goals. A list is provided that should be utilized in developing a future facility plan or evaluating an existing facility.

Finance Standards:

The finance standards are broken down to materials expenditures per capita and operating expenditures per capita according to the population.

Marketing Standards, Advocacy Standards, and Public Relation Standards:

There is not a differentiation between enhanced and exemplary when it comes to Marketing, Advocacy, and Public Relations Standards. In marketing standards the library is responsible to promote services, programs, and resources to the community by having a plan in place. Advocacy standards create relationships with community members as well as elected officials to help the growth of the library. In public relations standards the library focuses on maintaining a positive image to the community as well as promoting news about the library on a regular basis.

Personnel Standards:

Personnel standards cover what is expected of staff and the education and training of library staff depending on the population.

Service Standards:

Service standards include accessibility, information services, programming, and output measures. These standards are broken down not only by enhanced versus exemplary but also by population. It looks at the hours the library is open, social media presence, and catalog access. Information services covers reference services in person and online. Libraries should strive to meet the needs of the citizens by providing programming for both children and adults. In programming the Texas public libraries should strive to meet the needs of the citizens of their community by providing library outreach services which bring library service to the underserved, providing appropriate adult, and children programming. In technology standards libraries must ensure patron privacies and e-resources should be easy to use for patrons.



Librarian Lorie Dahl with Patron, September 2007

Administration Standards

Enhanced Criteria	Exemplary Criteria	Achieved	Working On	Not Yet Begun
Meet the definition of a public library		✓		
Have a Library Board that meets at least quarterly and has written bylaws		✓		
Have a written mission statement		✓		
Adopt and periodically review policies and procedures responsive to the local community			✓	
Issue an annual report of some type to the general public and to members of the funding agency		✓		
Have written policies and procedures in place covering:				
• ADA compliance		✓		
• Circulation		✓		
• Collection development		✓		
• Copyright compliance		✓		
• Customer service		✓		
• Emergencies and safety		✓		
• Gifts and special collections			✓	
• Interlibrary loan		✓		
• Patron complaints		✓		
• Human resources		✓		
• Privacy and confidentiality		✓		
• Public relations			✓	
• Public service hours		✓		
• Rules of conduct for library users		✓		
• Records retention schedule		✓		
Other policies and procedures should be adopted as appropriate to the library's mission, goals, and facility		✓		
Have a written and publicly posted copyright compliance procedure		✓		
Cooperate with other (non-library) agencies to offer information, services, and programs to library users		✓		
Use a variety of indicators and outcome measures to determine the effectiveness of its service program to comply with reporting requirements of TSLAC		✓		
Have a written long-range plan, including a technology plan			✓	
Provide orientation and continuing education for Library Board				✓
Conduct community studies and make use of other needs assessment techniques to ensure community participation in the design and delivery of library service		✓		
Complete a community analysis at least every five years			✓	
Conduct a patron survey at least every three years			✓	

Have Friends of the Library and/or Library Foundation, at least one of which is a 501(c)(3) organization for the purpose of accepting tax-exempt donations in support of library programs		✓		
Library Director is a current member in a professional library organization				✓
	Conduct an annual meeting for the purpose of planning and evaluating programs and services attended by Library Board and Director	✓		
	Publish a report annually informing the community of the library's activities and progress in meeting the library's goals and identified in its long-range plan	✓		
	Review all policies at least every other year	✓		
	At least one Board member is a current member in a professional library organization			✓

Collection Standards

Enhanced Criteria	Exemplary Criteria	Achieved	Working On	Not Yet Begun
Have a collection development plan based on community needs that includes selection criteria, collection specialties, priorities, and requests for reconsideration		✓		
The library's collection reflects the diversity of the population serviced in terms of age, ethnicity, gender, religious preference, reading interests, and other aspects of the population		✓		
The collection includes access to a variety of formats included electronic resources such as databases, eBooks, streaming video, or online instruction		✓		
The collection includes basic reading skills and ESL materials for adult patrons learning to read		✓		
Collection is up to date and has been reviewed and weeded within the past 5 years		✓		
Interlibrary loan services are offered		✓		
The library participates in the TexShare card program		✓		
The library collects local history materials		✓		
The library maintains a core reference collection that may include online resources		✓		
Circulation per capita 3.12	Circulation per capita 5.25	4.42		
Collection per capita 2.21	Collection per capita 3.13	5.11		
20% of collection less than 5 years old	25% of collection less than 5 years old		13%	
Collection turnover rate 0.94 (total circulation / total collection)	Collection turnover rate 1.42	1.05		

Facility Standards

Enhanced Criteria	Exemplary Criteria	Achieved	Working On	Not Yet Begun
Comply with federal, state, and local building codes, including the ADA and Texas Accessibility Standards		✓		
Have emergency manual and disaster plan		✓		
All buildings have fire alarms, fire extinguishers, emergency evacuation routes, and emergency exits		✓		
Review the value and replacement cost of library buildings and their contents on a regular basis and either self-insures or purchases property and casualty insurance in an amount adequate to protect the library in the event of loss or damage		✓		
Review existing and future facilities to provide a safe, secure environment		✓		
Have a plan and annual budget for the maintenance of building and grounds		✓		
Have convenient and adequate parking		✓		
Have an exterior sign identifying the facility as a library that is clearly visible from the street		✓		
Feature well-designed signs and graphics including the display of the International Symbol of Accessibility, where appropriate		✓		
Incorporate changes to existing and future libraries to move toward sustainable buildings by addressing environmental issues, e.g. conserving water, using recyclable materials		✓		
Have adequate provision for current electrical, data, and telephone connections		✓		
Have controlled temperatures and humidity for the benefit of users and staff as well as the protection of library property		✓		
Have adequate interior and exterior lighting in all areas		✓		

Have an after-hours book return that is fireproof in a safe, well-lit area			✓	
Have furnishings and equipment adequate to the needs of users and staff		✓		
Have adequate noise control		✓		
Have meeting space available for library programming and for use by community groups		✓		
Be located and designed with input from all stakeholders, including users, staff, and governing officials, and provide accessibility to the greatest number of users		✓		
Review space needs assessment every five years		✓		

Finance Standards

Enhanced Criteria	Exemplary Criteria	Achieved	Working On	Not Yet Begun
Receive funds on an ongoing basis as the basic funding structure of the library		✓		
Submit an annual library budget that addresses the needs of the community as reflected in the long-range plan		✓		
Have fiscal procedures and financial management practices consistent with local government practices and state law		✓		
Provide the minimum salary for a starting librarian's position as reported by the TLA (\$40,500)				✓
Materials expenditures per capita \$1.72	Materials expenditures per capita \$2.65	\$3.29		
Operating expenditures per capita \$14.54	Operating expenditures per capita \$22.50	\$25.80		

Marketing Standards

Enhanced Criteria	Exemplary Criteria	Achieved	Working On	Not Yet Begun
Library staff will utilize all available marketing tools which could include printed material, social media, websites, and the media		✓		
The library will be aware that each communication reflects the image of the library and should be attractive and accurate		✓		
Printed flyers, posters, booklists, etc. have a recognizable look, brand, or logo		✓		
When appropriate, communications will be available in languages other than English		✓		

Advocacy Standards

Enhanced Criteria	Exemplary Criteria	Achieved	Working On	Not Yet Begun
The library will create and nurture non-partisan relationships by hosting events, attending hearings, and informing interested community members about opportunities to lobby for library funding, policy, and laws. An effort will be made to inform interested parties about legislative issues on a local, state, and federal level to effect positive change for all libraries				✓
Libraries will provide a communication plan, current usage statistics, and key budget information to board members, friends groups, and other support individuals. This will enable them to inform policy-making officials about the value of the library and promote library use.		✓		

Public Relations Standards

Enhanced Criteria	Exemplary Criteria	Achieved	Working On	Not Yet Begun
Public Relations will establish favorable press relationships and public understanding to promote goodwill and get news out about the library on a regular basis		✓		
Public Relations will target local demographics and reflect language(s) spoken in the community to take full advantage of the service area's promotional opportunities		✓		
Libraries will recognize that excellent library services and a courteous, well-trained staff that meets the needs of every segment of the community are the heart and soul of any public relations effort		✓		
Libraries will evaluate all policies and procedures in terms of effect on the public and the library's public relations		✓		
Library will regularly evaluate the public image of library services, staff, and programming		✓		
Libraries are encouraged to use materials provided by TSLAC and TLA			✓	

Personnel Standards

Enhanced Criteria	Exemplary Criteria	Achieved	Working On	Not Yet Begun
All staff members should:				
Project an image of competence and courtesy to the public		✓		

Have an understanding of the history and development of library services		✓		
Know the service goals of the library and be aware of all library policies		✓		
Be well-trained in the best practices and procedures required by their position		✓		
Participate in training and continuing education hours which can be fulfilled with distance learning, video conferencing workshops, and seminars held in-house		✓		
Having salaries, hours, and benefits comparable with other positions of the funding entities requiring similar educational preparation and job assignments		✓		
Planning and providing quality library services demands not only traditional bibliographic skills, about also the ability to:				
Assess needs		✓		
Set objectives as well as evaluate and measure the effectiveness of library programs		✓		
Select materials and provide guidance in the use of all library resources		✓		
Work within the political and social structures of the community		✓		
Communicate and work effectively with board members and staff		✓		
Make use of current and emerging technologies for information and communication		✓		
Manage financial resources, including fundraising, grants, gifts, endowments, etc.		✓		
In the interest of safety and security, libraries should ensure that at least two staff/volunteers are in the library during opening hours		✓		
If a library has a service population in which at least 30% speak a language other than English as their primary language, there should be at least one bilingual staff member on duty during open hours who speaks that language		✓		
Director has a Bachelor's degree plus at least three years of library experience	Director has a graduate degree in library and information studies from a program accredited by the ALA	B.A.		
Director has completed Small Library Management Training or an online alternative that is recognized by TSLAC	Director has 3 years library administrative experience	✓		
Have one full-time employee per 3,500 populations	Have at least 1 full-time employee per 2,500 populations			1 FTE/8,000
Have at least .25 full-time MLS-accredited librarian per 4,000 pop.	Have at least 1 full-time MLS-accredited librarian per 3,000 pop.			✓
Director has a minimum of 20 hours per year of continuing education or three hours of college credit per year		✓		

At least one training program for all other staff per year		✓		
--	--	---	--	--

Service Standards

Enhanced Criteria	Exemplary Criteria	Achieved	Working On	Not Yet Begun
Core library services shall be available whenever the library is open to the public		✓		
Libraries will have a minimum of two publically accessible Internet terminals		✓		
Provide Interlibrary Loan service either free of charge or for recovery of direct costs		✓		
Libraries will have Internet access for staff		✓		
Libraries will have an online catalog of holdings and an automated circulation system		✓		
Libraries will have a copy machine available for staff and the public		✓		
Libraries will have a telephone, fax machine, and scanner available for admin use		✓		
Libraries will have a system for reserving circulating books		✓		
Libraries will have daytime and either evening or weekend hours		✓		
The library will have staff, signage, and publications to help patrons use the library where there is significant population speaking languages other than English		✓		
Library is open at least 45 hours per week	Library is open at least 50 hours per week	✓		
Library has a website		✓		
Library has social media presence		✓		
	Library provides remote access to online catalog	✓		
	Library provides remote renewals for materials	✓		
Reference & readers advisory assistance		✓		
Reference service by telephone during all hours the library is open to the public		✓		
Information and instruction on the use of the library and its materials and equipment		✓		
Online database searching with remote access		✓		
Reference service via email or fax		✓		
	Virtual reference service	✓		
Presents educational, cultural, recreational, and reading programs that reflect diverse community needs and interests		✓		
Provides children's programming to encourage reading and lifelong learning		✓		
Collaborates with other community organizations and educational institutions to promote library services		✓		
Provides library outreach services which bring library service to the underserved and unserved		✓		

Provides summer reading programs for youth		✓		
Provides adult programming appropriate to the needs of the community		✓		
Provides online book clubs			✓	
Provides programming in computer literacy		✓		
Engages in historical digitization of community assets				✓

Technology Standards

Enhanced Criteria	Exemplary Criteria	Achieved	Working On	Not Yet Begun
One working computer for public use for 2,000 pop.	One working computer for public use per 1,500 pop.	948		
Office applications software and standard plug-ins loaded on all public computers		✓		
Antivirus and spam-blocker software on all public computers		✓		
At least one printer for public use		✓		
Authentication of access to e-resources with patron library cards		✓		
Scanning services		✓		
Establish a replacement/maintenance schedule for equipment and software (four years)	Establish a replacement/maintenance schedule for equipment and software (three years)	✓		
Dedicated Internet connection which can support simultaneous use of multiple computers		✓		
High-speed Internet access with enough bandwidth to support downloading audio and video files		✓		
Wireless access	Wireless access with printing capabilities	✓		
	Specialty software (e.g. Photoshop)			✓
Libraries should consider the following enhancements to current services:				
• Self-check equipment				✓
• Both Apple and PC computers for public use				✓
• Ability to use headphones with public computers		✓		
• Color printers for the public		✓		
• 3D printers		✓		
• Laptop computers, tablets, iPods, and e-readers for in-house use and checkout			✓	
• Digital cameras for checkout				✓
• Audio/visual editing software				✓
• Distance learning and video conferencing facilities				✓
• Gaming equipment for all ages		✓		
• Digitized archival and historical collections available on the web				✓
• Makerspaces – both low & high tech			✓	



“The only thing that you
absolutely have to know is the
location of the library.”

Albert Einstein



Needs Assessment

Strategic Planning Process & Methodology

Citizen Survey Study Highlights pg. 80

Citizen Survey Tool & Result Study pg. 82



Needs Assessment

Citizen Survey Tool Summary

An integral part of the 2019 Library master plan study is the citizen survey tool. The survey tool helps to provide input from citizenry and customer patrons alike in building a library that is inclusive and reflective of the needs, wants, and desires for the library. The survey tool also helps to gauge the desires of the community and their satisfaction level of the facilities and services provided by the White Settlement Library. Survey data may then be used comparatively with TLA reporting and departmental monthly/annual reporting to provide a baseline evaluation with other similar sized communities around the area and the state.

The citizen survey tool was administered to the public electronically via kiosk stations at the library and online on the City website. In addition, in-person paper surveys were made available at all public buildings. The survey administration time period was approved by the Library Board in September 2019 to be Monday, November 4, 2019 through Friday, November 22, 2019. The total number of completed surveys was 146, which was down from the prior library citizen survey in 2012. The majority of the 146 survey respondents/participants were White Settlement residents (93), and 105 of the respondents were homeowners versus 41 renters. In contrast, there was a fairly equal spread between residents and non-residents seeking new and renewed library cards. Most respondents were in the 25 to 54 years of age category.

Most respondents tend to use the Library more on a weekly basis; however, there was a significant portion that indicated that they used the Library on a monthly or less than once a month basis. While the survey results show pretty even interest in library usage Monday-Saturday, respondents did show a slight preference for Wednesday. This is particularly interesting as this does not match the actual daily people count, which shows Wednesday attendance well below Monday, Tuesday, and Thursday over the past two years. Respondents had a slight increased preference for Library use between the hours of 12:00 p.m. – 3:00 p.m. This is interesting, as it differs from the actual people count showing that our highest average usage times are between 10:00 a.m. and 11:00 a.m. Staff witness high morning usage for morning patrons and computer use.

Ninety-three participants say they get their information about library services from Facebook and social media. Other popular ways of receiving information were through the City's website (69 responders) and newspapers (55 responders). Some other common write-in responses to this question were: email, texting, and word-of-mouth.

Similar to the library monthly reports, checking out books was the highest response for both library services valued and services used. Other highly valued services were the computer

center, quiet study areas, DVD circulation, and children's programs. In addition, other services that respondents indicated that they use most were checking out DVDs, Wi-Fi internet usage, public computer use, printing/copying services, reference services, and staff assistance. A few respondents also commented that they enjoyed the annual library book sale and programs offered.

When asked to rate the quality of the library's services, 108 respondents gave the library either an Excellent or a Good rating. There were many suggestions for additional library services, many of which were additional programming suggestions. Customer service received from library staff was ranked very high, as 124 respondents gave the library a combination of an Excellent or a Good rating. This sentiment was also reflected in the 2012 survey.

Respondents were very satisfied when asked to rate the quality of the library facilities. 119 respondents gave the library either an Excellent or a Good rating. Some suggestions regarding the library facilities and possible future improvements included updating library furniture, updating the children's area, painting the outside of the building, adding more electrical outlets around study areas, and adding individual study rooms.

This survey is an important tool for budgeting purposes as it provides tangible data to reflect library patron interests and desires in terms of collection materials, policies, practices, and services provided and assist in the decision making process of where library monies and resources are to be directed. For instance, we can see that patrons value books and DVDs over other types of media like audiobooks on CD and music CDs; therefore, through the survey tool, resources can be prioritized and better spent on high interest items. A variety of criteria should be evaluated and considered for program management decisions at the library, including: patron demographics, times and availability offerings, patron interests and willingness to participate in new and existing programs to be provided. Many times there is perceived enthusiasm for a particular program, but the inability of respondents to participate due to personal schedules and/or conflicts. It is important for library staff to keep track of attendance and participation data to use for future program planning and reference. Lastly, information about the facilities and amenities can also be obtained from the survey tool to consider existing facilities that may need to be remodeled and/or repurposed rather than new construction. For example, respondents indicated that quiet study areas were highly valued, and many patrons made suggestions about ways to improve existing areas within the library to accomplish these desires.

White Settlement Library Citizen Survey Tool

1. Where do you live?

- ☐ City of White Settlement
 - ☐ City of Fort Worth in zip code 76108
 - ☐ City of Fort Worth in zip code 76116
 - ☐ Other (please specify)
-

2. Do you rent or own the place where you live?

- ☐ Own
 - ☐ Rent
 - ☐ Neither (please specify)
-

3. What is your gender?

- ☐ Female
 - ☐ Male
 - ☐ Prefer not to answer
 - ☐ Other (please specify)
-

4. Including yourself, how many people are in your household? _____

5. What is your age?

- | | |
|-----------------------------------|--------------------------------------|
| ☐ 18 to 24 | ☐ 55 to 64 |
| ☐ 25 to 34 | ☐ 65 to 74 |
| ☐ 35 to 44 | ☐ 75 or older |
| ☐ 45 to 54 | |

6. What is the highest level of school you have completed or the highest degree you have received?

- | | |
|--|---|
| ☐ Less than high school degree | ☐ Associate degree |
| ☐ High school degree or equivalent
(e.g., GED) | ☐ Bachelor degree |
| ☐ Some college but no degree | ☐ Graduate degree |

7. How frequently do you use the library?

- ☐ Daily
-

- ☐ Weekly
- ☐ Monthly
- ☐ Less than once a month
- ☐ Never

8. What day(s) of the week do you prefer to use the library? (Check all that apply)

- ☐ Monday
- ☐ Tuesday
- ☐ Wednesday
- ☐ Thursday
- ☐ Friday
- ☐ Saturday

9. What time of day do you prefer to use the library? (Check all that apply)

- ☐ 10 AM – 12 PM
- ☐ 12 PM – 3 PM
- ☐ 3 PM – 5 PM
- ☐ 5 PM – 7 PM

10. Which library services do you value? (Check all that apply)

- ☐ Computer Center
 - ☐ Fax Service
 - ☐ Magazines/Newspapers
 - ☐ Copy Machine
 - ☐ Quiet Study Areas
 - ☐ Reference Material
 - ☐ Teen Center
 - ☐ Other (please specify) _____
- ☐ Tax Assistance
 - ☐ Audiobooks
 - ☐ DVDs
 - ☐ Children's Programs
 - ☐ Books
 - ☐ Interlibrary Loan
 - ☐ Voter Registration

11. Which type(s) of books do you like? (Pick as many as you like)

- ☐ Best Sellers
- ☐ Religion/Philosophy
- ☐ Biography
- ☐ History
- ☐ Science/Technology
- ☐ Health/Medical
- ☐ Travel
- ☐ Self-Help
- ☐ Arts/Culture
- ☐ Large Print
- ☐ Arts & Crafts
- ☐ Mystery/Crime
- ☐ Science Fiction/Fantasy
- ☐ Juvenile Fiction
- ☐ Romance
- ☐ Westerns
- ☐ Juvenile Non-Fiction
- ☐ Paperbacks

☐ Children's Picture Books☐ Young Adult☐ Other (please specify) _____**12. Please rate the importance of the following library services.**

	Very important	Important	Somewhat Important	Not Important	Don't Know / Not applicable
Checking out materials (books, DVDs, music, etc.)	☐	☐	☐	☐	☐
Programs (classes, storytimes, etc.)	☐	☐	☐	☐	☐
Internet access	☐	☐	☐	☐	☐
Interlibrary Loan (borrowing items from other libraries)	☐	☐	☐	☐	☐
Computers, printing, faxing, photocopying, etc.	☐	☐	☐	☐	☐
Newspapers and magazines	☐	☐	☐	☐	☐
Reference (research assistance from library staff, help with library computers, etc.)	☐	☐	☐	☐	☐
Study rooms / reading areas	☐	☐	☐	☐	☐
Community meeting rooms	☐	☐	☐	☐	☐
Online services (website, catalog, research databases, etc.)	☐	☐	☐	☐	☐
Homebound services / bookmobile	☐	☐	☐	☐	☐
Overall, how important is the library to you and your family?	☐	☐	☐	☐	☐

13. Which of the following library services and programs do you use?

- | | |
|---|--|
| ☐ Borrowing books | ☐ Reference (research assistance from library staff, help on computers, etc.) |
| ☐ Borrowing movies (DVDs) | ☐ Storytime |
| ☐ Borrowing audiobooks (on CD) | ☐ Kids' Summer Reading Program |
| ☐ Borrowing music (on CD) | ☐ Teen Summer Reading Program |
| ☐ Downloading eBooks | ☐ Adult Summer Reading Program |
| ☐ Downloading audiobooks | ☐ 1000 Books Before Kindergarten |
| ☐ Online databases (research, test prep, etc.) | ☐ Knitting/Crochet Group |
| ☐ Wireless Internet | ☐ Book Club |
| ☐ Public computers | ☐ Reading Warriors |
| ☐ Printing | ☐ Computer Classes |
| ☐ Photocopying | ☐ English as a Second Language (ESL) |
| ☐ Faxing | ☐ TinkerLab |
| ☐ Newspapers and magazines | ☐ Booksale |
| ☐ Games | |
| ☐ Other (please specify) _____ | |

14. Please rate the current quality of the following library services.

	Excellent	Good	Fair	Poor	Don't Know / Not applicable
Checking out books and other media from the library	☐	☐	☐	☐	☐
Overall collection (books, audiovisual, magazines, etc.)	☐	☐	☐	☐	☐
Programs (classes, storytimes, etc.)	☐	☐	☐	☐	☐
Internet access	☐	☐	☐	☐	☐
Interlibrary Loan (borrowing items from other libraries)	☐	☐	☐	☐	☐
Computers, printing, faxing, photocopying, etc.	☐	☐	☐	☐	☐
Newspapers and magazines	☐	☐	☐	☐	☐
Reference (research assistance from library)	☐	☐	☐	☐	☐

staff, help with library computers, etc.)					
Study rooms / reading areas	☐	☐	☐	☐	☐
Community meeting rooms	☐	☐	☐	☐	☐
Online services (website, catalog, research databases, etc.)	☐	☐	☐	☐	☐
Overall, rate the quality of the current library services.	☐	☐	☐	☐	☐

15. What other types of library services and programs would you like to see?

16. In what ways do you receive information?

- ☐ Newspaper
- ☐ Facebook
- ☐ Twitter
- ☐ Instagram
- ☐ Snapchat
- ☐ City's website
- ☐ Flyers
- ☐ Other (please specify) _____

17. Please rate the quality of the library's facilities in the following categories:

	Excellent	Good	Fair	Poor	Don't Know / Not Applicable
General Condition	☐	☐	☐	☐	☐
Lighting	☐	☐	☐	☐	☐
Organization	☐	☐	☐	☐	☐
Technology	☐	☐	☐	☐	☐
Cleanliness	☐	☐	☐	☐	☐
Children's Area	☐	☐	☐	☐	☐
Teen Center	☐	☐	☐	☐	☐
Restrooms	☐	☐	☐	☐	☐

**South Lounge
(seating/study
area near the
large
windows
facing the
creek)**

☐☐☐☐☐

18. In what ways can we improve the library's facilities?

19. Please rate the quality of customer service at the library.

	Excellent	Good	Fair	Poor	Don't Know / Not Applicable
Staff Helpfulness	☐	☐	☐	☐	☐
Staff Knowledge	☐	☐	☐	☐	☐
Staff Friendliness	☐	☐	☐	☐	☐
Cost Effectiveness	☐	☐	☐	☐	☐
Overall Customer Service	☐	☐	☐	☐	☐

20. In what ways can customer service at the library be improved?

21. If you would like to be updated on library news and programs, please provide your contact information (optional)

Name: _____

Address: _____

Phone : _____

Email: _____



"I have found the most valuable thing
in my wallet is my library card."

Laura Bush

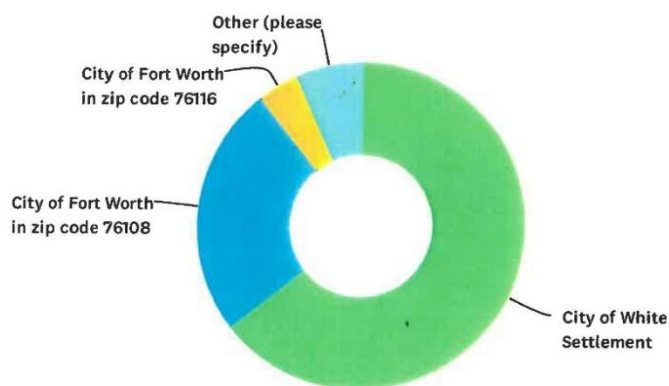


Library Citizen Survey Tool Results November 2019

Library Citizen Survey

Q1 Where do you live?

Answered: 149 Skipped: 3



ANSWER CHOICES

City of White Settlement

City of Fort Worth in zip code 76108

City of Fort Worth in zip code 76116

Other (please specify)

TOTAL

RESPONSES

64.43% 96

24.83% 37

4.03% 6

6.71% 10

149

OTHER (PLEASE SPECIFY)

1 Spring town, TX

2 Weatherford

3 Fort Worth zip 76135

4 76118

5 homeless

6 City of Burleson zip code 76028

7 76109

8 76114

9 Benbrook

10 76114

DATE

12/6/2019 4:50 PM

11/21/2019 9:09 AM

11/15/2019 3:04 PM

11/13/2019 5:54 PM

11/12/2019 1:50 PM

11/9/2019 11:48 AM

11/7/2019 11:34 PM

11/5/2019 5:02 PM

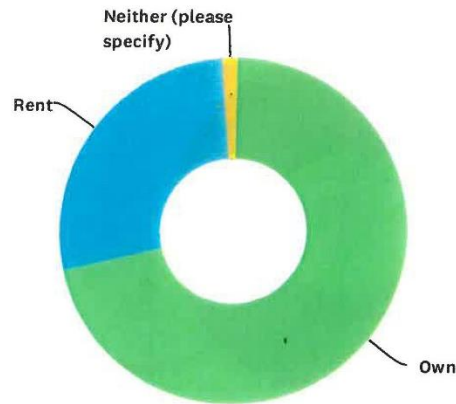
11/4/2019 1:01 PM

11/4/2019 12:11 PM

Library Citizen Survey

Q2 Do you rent or own the place where you live?

Answered: 150 Skipped: 2



ANSWER CHOICES

Own

Rent

Neither (please specify)

TOTAL

RESPONSES

71.33%

27.33%

1.33%

107

41

2

150

#	NEITHER (PLEASE SPECIFY)
1	live with daughter
2	out on the streets

DATE

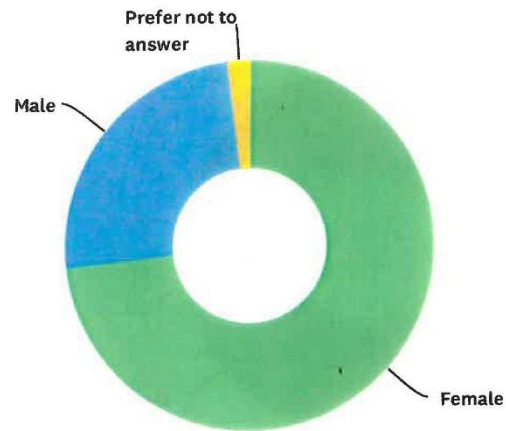
12/2/2019 4:54 PM

11/12/2019 1:50 PM

Library Citizen Survey

Q3 What is your gender?

Answered: 149 Skipped: 3



ANSWER CHOICES

Female

Male

Prefer not to answer

Other (please specify)

TOTAL

RESPONSES

73.15%

24.83%

2.01%

0.00%

109

37

3

0

149

#

OTHER (PLEASE SPECIFY)

DATE

There are no responses.

Library Citizen Survey

Q4 Including yourself, how many people are in your household?

Answered: 147 Skipped: 5

Library Citizen Survey

#	RESPONSES	DATE
1	1	12/6/2019 5:04 PM
2	2	12/6/2019 5:00 PM
3	4	12/6/2019 4:57 PM
4	1	12/6/2019 4:53 PM
5	4	12/6/2019 4:46 PM
6	5	12/3/2019 11:28 AM
7	1	12/3/2019 11:23 AM
8	2	12/3/2019 11:20 AM
9	4	12/2/2019 4:54 PM
10	1	12/2/2019 4:51 PM
11	4	11/21/2019 11:32 AM
12	3	11/21/2019 9:09 AM
13	6	11/20/2019 5:29 PM
14	1	11/20/2019 9:13 AM
15	4	11/19/2019 8:23 PM
16	5	11/19/2019 2:55 PM
17	1	11/19/2019 2:52 PM
18	1	11/19/2019 2:50 PM
19	1	11/19/2019 2:45 PM
20	2	11/19/2019 2:41 PM
21	1	11/19/2019 2:36 PM
22	2	11/19/2019 11:25 AM
23	4	11/19/2019 11:22 AM
24	2	11/19/2019 9:36 AM
25	2	11/18/2019 2:26 PM
26	3	11/18/2019 12:44 PM
27	4	11/18/2019 12:05 PM
28	1	11/18/2019 11:03 AM
29	2	11/18/2019 10:08 AM
30	3	11/17/2019 7:15 PM
31	4	11/17/2019 7:00 PM
32	4	11/17/2019 6:45 PM
33	2	11/17/2019 1:49 PM
34	1	11/16/2019 5:27 PM
35	3	11/16/2019 2:19 PM
36	1	11/16/2019 10:23 AM
37	3	11/15/2019 6:29 PM

Library Citizen Survey

38	one	11/15/2019 3:39 PM
39	3	11/15/2019 3:20 PM
40	2	11/15/2019 3:04 PM
41	3	11/15/2019 2:50 PM
42	5	11/15/2019 1:30 PM
43	6	11/15/2019 12:18 PM
44	3	11/15/2019 11:46 AM
45	2	11/15/2019 11:40 AM
46	1	11/15/2019 10:54 AM
47	2	11/15/2019 10:43 AM
48	2	11/14/2019 4:25 PM
49	4	11/14/2019 3:39 PM
50	2	11/14/2019 1:32 PM
51	2	11/14/2019 11:43 AM
52	1	11/14/2019 11:42 AM
53	1	11/14/2019 10:53 AM
54	2	11/13/2019 5:54 PM
55	3	11/13/2019 1:38 PM
56	4	11/13/2019 12:50 PM
57	1	11/13/2019 10:14 AM
58	4	11/12/2019 8:44 PM
59	1	11/12/2019 5:02 PM
60	1	11/12/2019 1:50 PM
61	3	11/12/2019 12:17 PM
62	4	11/12/2019 11:12 AM
63	4	11/12/2019 9:38 AM
64	3	11/12/2019 12:03 AM
65	5	11/11/2019 11:18 AM
66	3	11/9/2019 5:46 PM
67	5	11/9/2019 2:18 PM
68	2	11/9/2019 11:48 AM
69	3	11/9/2019 11:03 AM
70	3	11/9/2019 8:13 AM
71	4	11/8/2019 8:28 PM
72	7	11/8/2019 7:08 PM
73	2	11/8/2019 7:06 PM
74	8	11/8/2019 7:05 PM
75	2	11/8/2019 2:52 PM

Library Citizen Survey

76	1	11/8/2019 2:38 PM
77	5	11/8/2019 1:59 PM
78	2	11/8/2019 1:36 PM
79	1	11/7/2019 11:34 PM
80	4	11/7/2019 7:40 PM
81	5	11/7/2019 7:40 PM
82	2	11/7/2019 7:29 PM
83	3	11/7/2019 6:49 PM
84	4	11/7/2019 6:28 PM
85	4	11/7/2019 6:20 PM
86	09	11/7/2019 5:47 PM
87	1	11/7/2019 5:39 PM
88	1	11/7/2019 3:45 PM
89	3	11/7/2019 3:16 PM
90	11	11/7/2019 2:54 PM
91	4	11/7/2019 2:46 PM
92	4	11/7/2019 2:45 PM
93	1	11/7/2019 2:16 PM
94	4	11/7/2019 1:14 PM
95	2	11/7/2019 1:05 PM
96	4	11/7/2019 12:53 PM
97	5	11/7/2019 12:51 PM
98	4	11/7/2019 10:22 AM
99	4	11/7/2019 8:43 AM
100	3	11/7/2019 8:23 AM
101	5	11/6/2019 5:50 PM
102	7	11/6/2019 5:24 PM
103	4	11/6/2019 4:24 PM
104	3	11/6/2019 3:07 PM
105	6	11/6/2019 1:07 PM
106	6	11/6/2019 10:58 AM
107	1	11/5/2019 5:50 PM
108	2	11/5/2019 5:02 PM
109	2	11/5/2019 4:00 PM
110	3	11/5/2019 2:37 PM
111	2	11/5/2019 1:46 PM
112	1	11/5/2019 1:32 PM
113	1	11/5/2019 1:31 PM

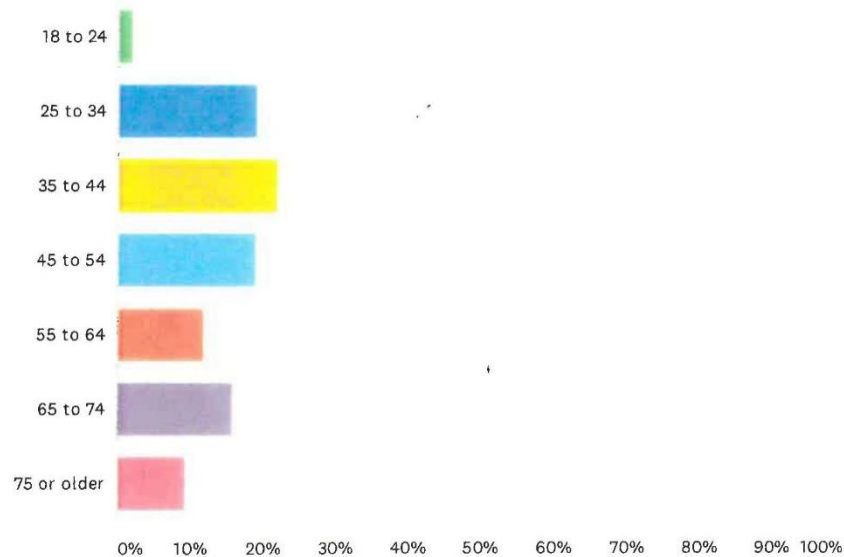
Library Citizen Survey

114	4	11/5/2019 12:48 PM
115	2	11/5/2019 12:26 PM
116	1	11/5/2019 12:15 PM
117	2	11/5/2019 9:25 AM
118	3	11/5/2019 4:26 AM
119	4	11/4/2019 8:41 PM
120	7	11/4/2019 8:27 PM
121	One	11/4/2019 7:51 PM
122	2	11/4/2019 7:04 PM
123	5	11/4/2019 6:38 PM
124	2	11/4/2019 6:18 PM
125	3	11/4/2019 5:39 PM
126	3	11/4/2019 3:56 PM
127	4	11/4/2019 3:46 PM
128	2	11/4/2019 2:33 PM
129	1	11/4/2019 1:45 PM
130	3	11/4/2019 1:23 PM
131	1	11/4/2019 1:01 PM
132	2	11/4/2019 12:50 PM
133	3	11/4/2019 12:49 PM
134	2	11/4/2019 12:11 PM
135	1	11/4/2019 11:54 AM
136	4	11/4/2019 11:52 AM
137	4	11/4/2019 11:24 AM
138	1	11/4/2019 11:07 AM
139	4	11/4/2019 11:07 AM
140	4	11/4/2019 11:07 AM
141	4	11/4/2019 11:06 AM
142	2	11/4/2019 10:51 AM
143	3	11/4/2019 10:49 AM
144	4	11/4/2019 10:39 AM
145	2	11/4/2019 10:29 AM
146	4	11/4/2019 10:25 AM
147	5	11/4/2019 10:25 AM

Library Citizen Survey

Q5 What is your age?

Answered: 150 Skipped: 2



ANSWER CHOICES

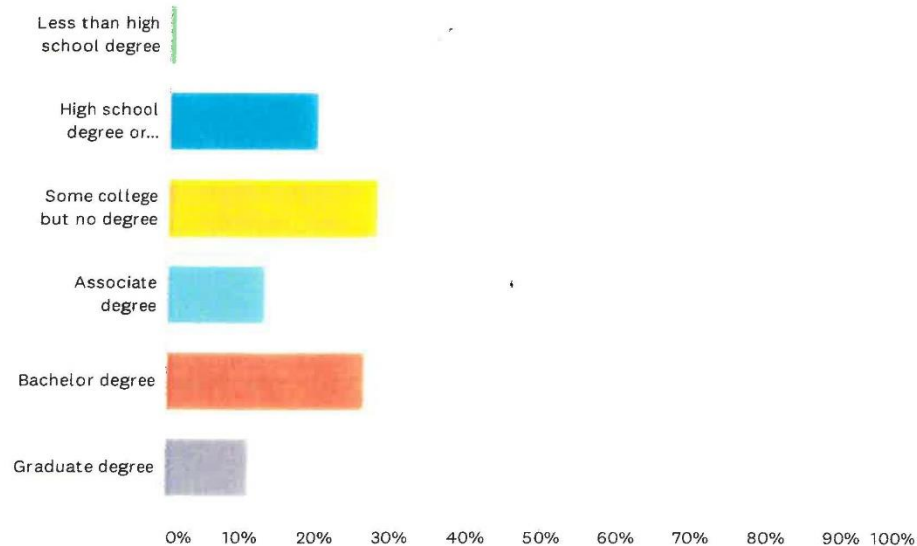
RESPONSES

18 to 24	2.00%	3
25 to 34	19.33%	29
35 to 44	22.00%	33
45 to 54	19.33%	29
55 to 64	12.00%	18
65 to 74	16.00%	24
75 or older	9.33%	14
TOTAL		150

Library Citizen Survey

Q6 What is the highest level of school you have completed or the highest degree you have received?

Answered: 150 Skipped: 2

**ANSWER CHOICES**

Less than high school degree
 High school degree or equivalent (e.g. GED)
 Some college but no degree
 Associate degree
 Bachelor degree
 Graduate degree
 TOTAL

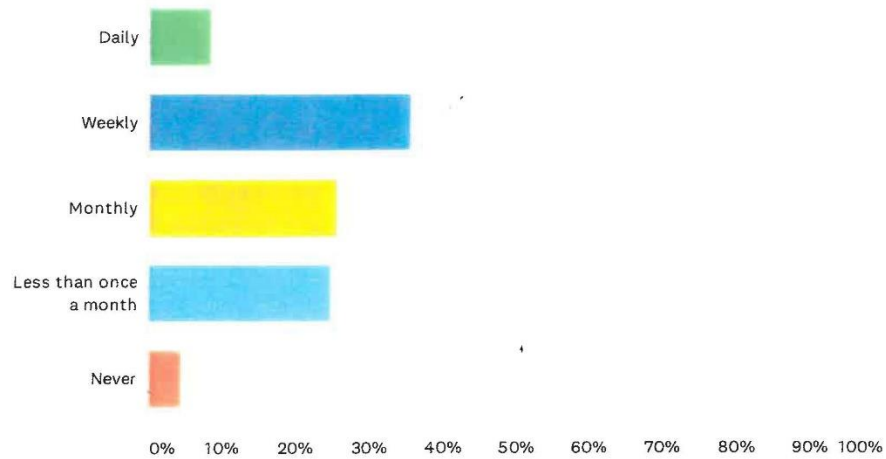
RESPONSES

0.67% 1
 20.00% 30
 28.00% 42
 13.33% 20
 26.67% 40
 11.33% 17
 150

Library Citizen Survey

Q7 How frequently do you use the library?

Answered: 151 Skipped: 1



ANSWER CHOICES

Daily
Weekly
Monthly
Less than once a month
Never
TOTAL

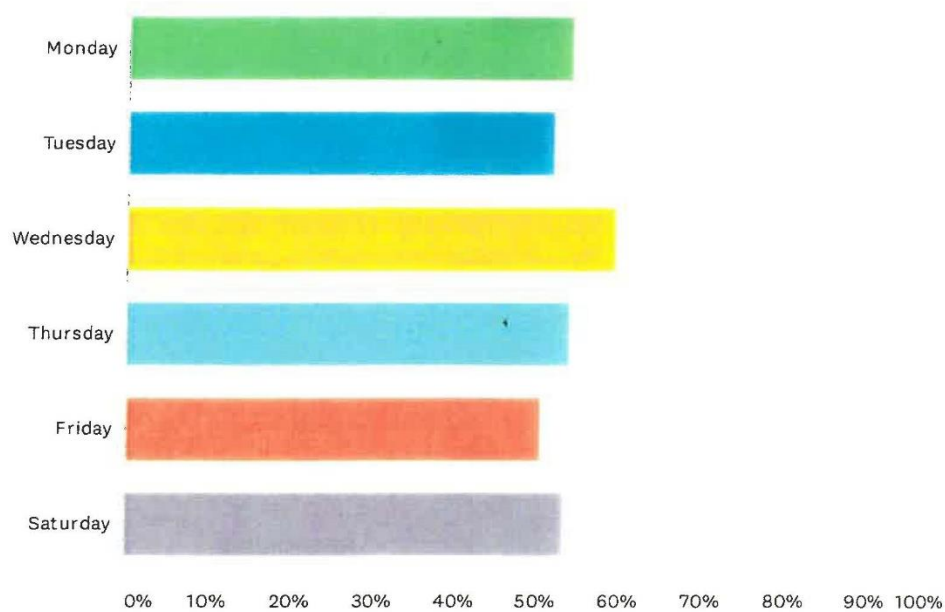
RESPONSES

8.61%	13
35.76%	54
25.83%	39
25.17%	38
4.64%	7
	151

Library Citizen Survey

Q8 What day(s) of the week do you prefer to use the library? (Click all that apply)

Answered: 144 Skipped: 8



ANSWER CHOICES

Monday
 Tuesday
 Wednesday
 Thursday
 Friday
 Saturday
 Total Respondents: 144

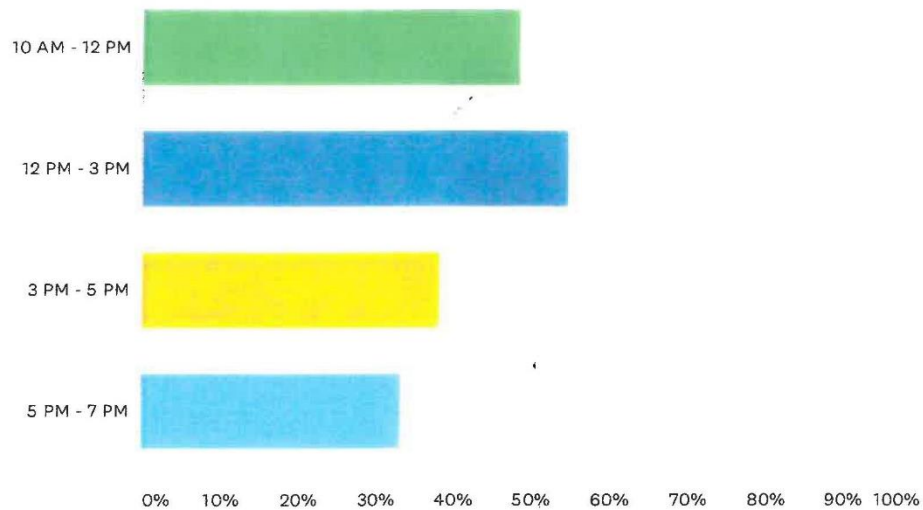
RESPONSES

Monday	54.17%	78
Tuesday	52.08%	75
Wednesday	59.72%	86
Thursday	54.17%	78
Friday	50.69%	73
Saturday	53.47%	77

Library Citizen Survey

Q9 What time of day do you prefer to use the library? (Click all that apply)

Answered: 146 Skipped: 6



ANSWER CHOICES

10 AM - 12 PM

12 PM - 3 PM

3 PM - 5 PM

5 PM - 7 PM

Total Respondents: 146

RESPONSES

48.63%

54.79%

38.36%

33.56%

71

80

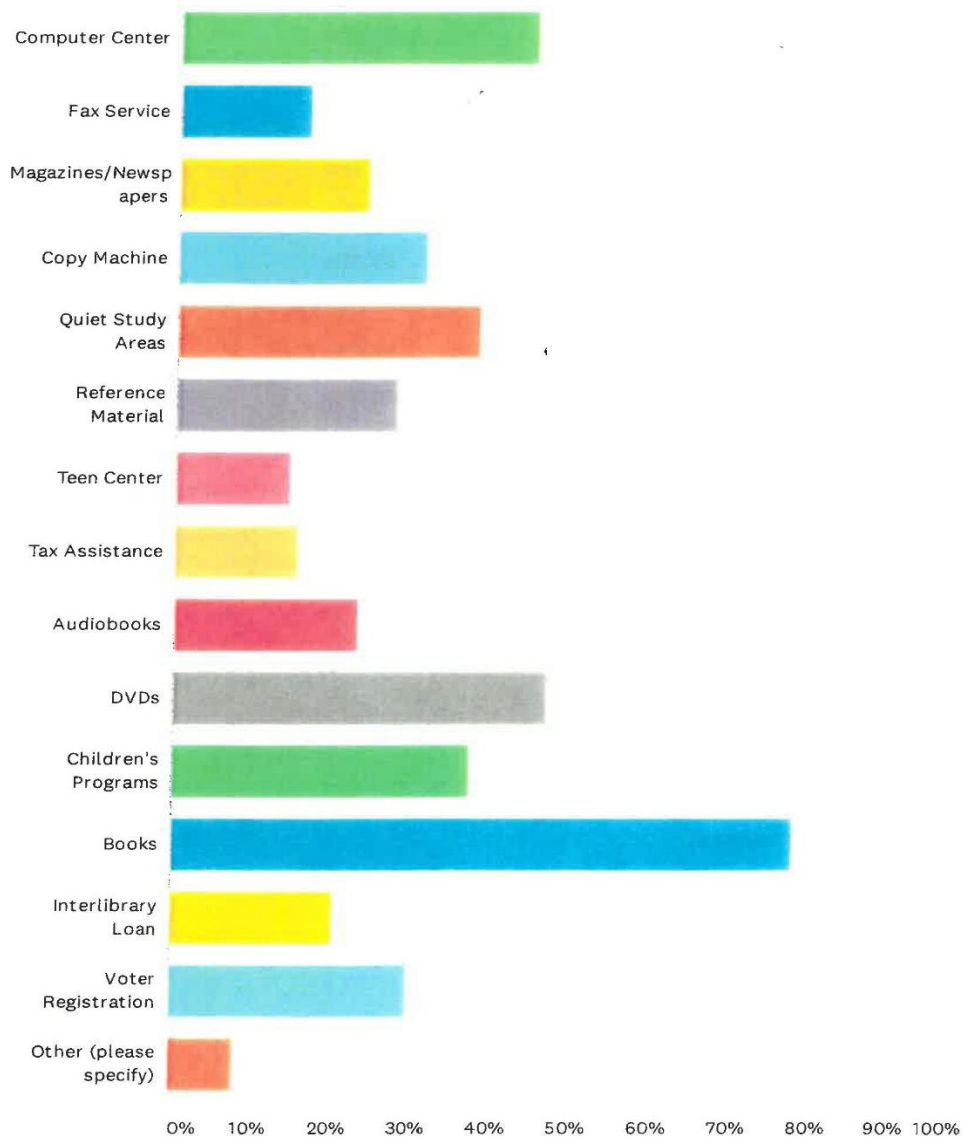
56

49

Library Citizen Survey

Q10 Which library services do you value?

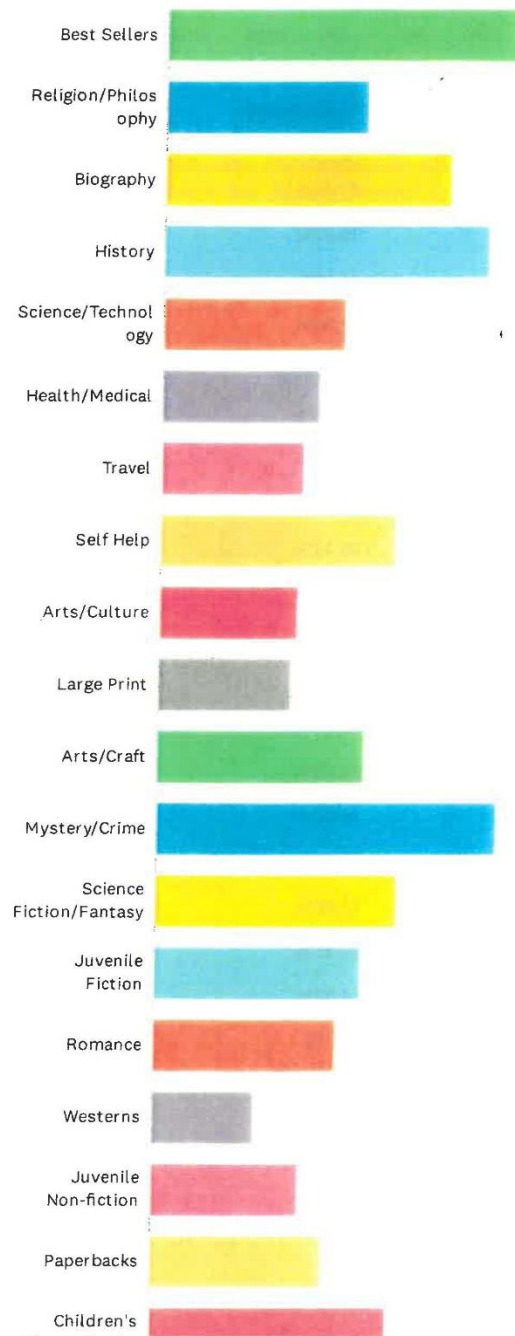
Answered: 146 Skipped: 6



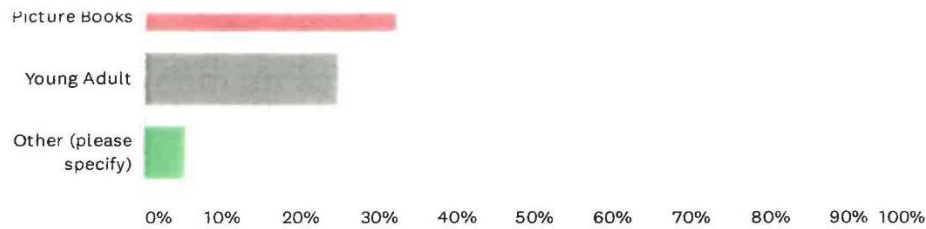
Library Citizen Survey

Q11 Which type(s) of books do you like? (Pick as many as you like)

Answered: 149 Skipped: 3



Library Citizen Survey



ANSWER CHOICES

RESPONSES

Best Sellers	48.32%	72
Religion/Philosophy	27.52%	41
Biography	38.93%	58
History	44.30%	66
Science/Technology	24.83%	37
Health/Medical	21.48%	32
Travel	19.46%	29
Self Help	32.21%	48
Arts/Culture	18.79%	28
Large Print	18.12%	27
Arts/Craft	28.19%	42
Mystery/Crime	46.31%	69
Science Fiction/Fantasy	32.89%	49
Juvenile Fiction	28.19%	42
Romance	24.83%	37
Westerns	14.09%	21
Juvenile Non-fiction	20.13%	30
Paperbacks	23.49%	35
Children's Picture Books	32.21%	48
Young Adult	24.83%	37
Other (please specify)	5.37%	8
Total Respondents: 149		

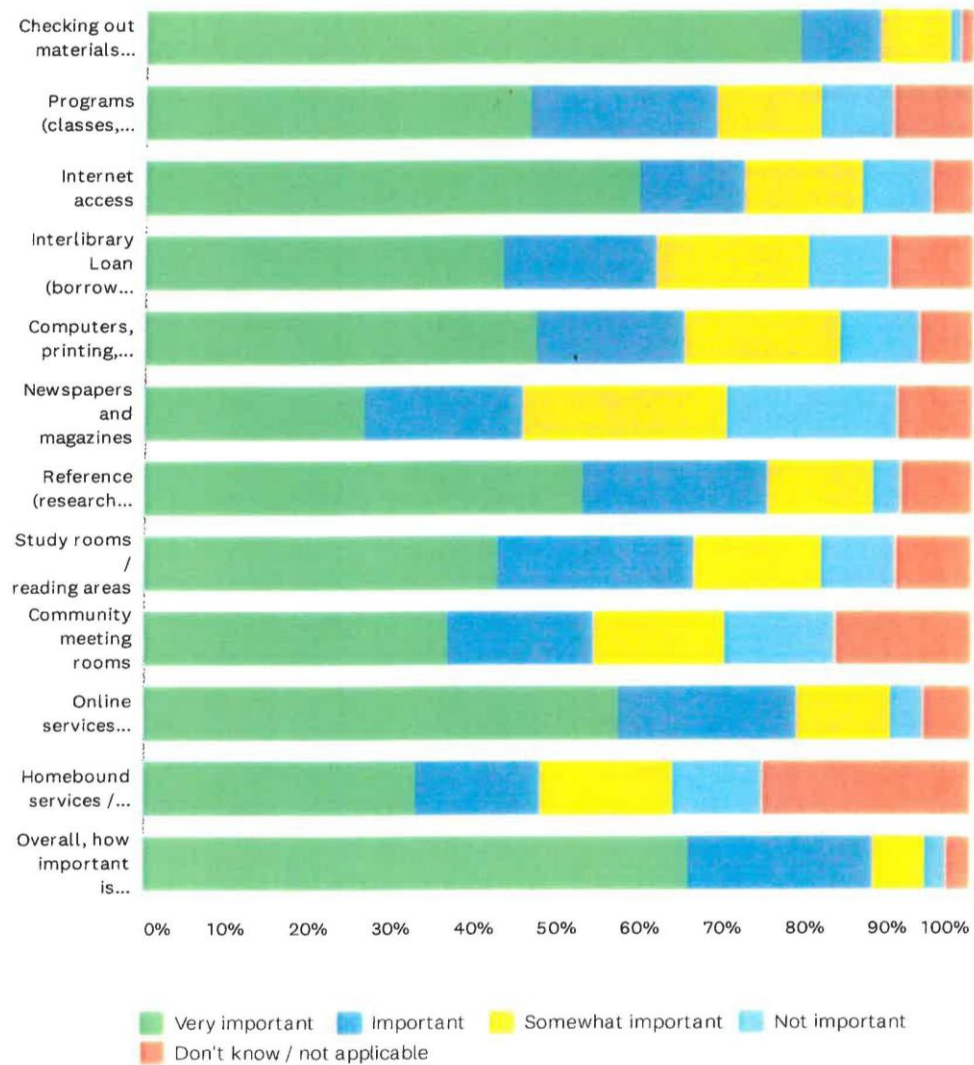
Library Citizen Survey

#	OTHER (PLEASE SPECIFY)	DATE
1	Music history	12/3/2019 11:20 AM
2	Novels	11/18/2019 2:26 PM
3	historical fiction	11/18/2019 11:03 AM
4	Graphic Novels	11/15/2019 3:04 PM
5	None	11/12/2019 9:38 AM
6	Graphic Novels of any Genre	11/9/2019 11:03 AM
7	Audiobooks/ EAudiobooks	11/7/2019 6:28 PM
8	Reference	11/7/2019 5:39 PM

Library Citizen Survey

Q12 Please rate the importance of the following library services

Answered: 149 Skipped: 3



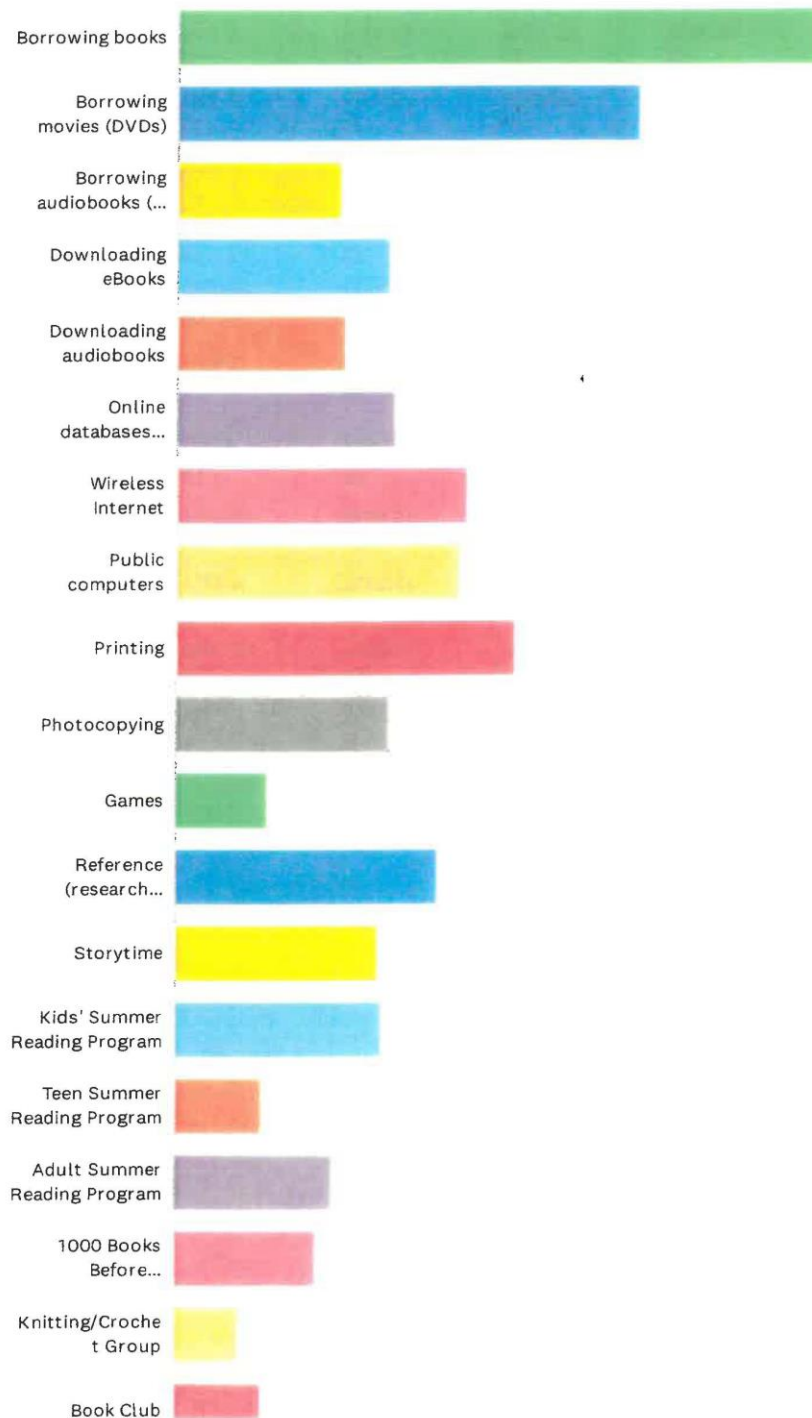
Library Citizen Survey

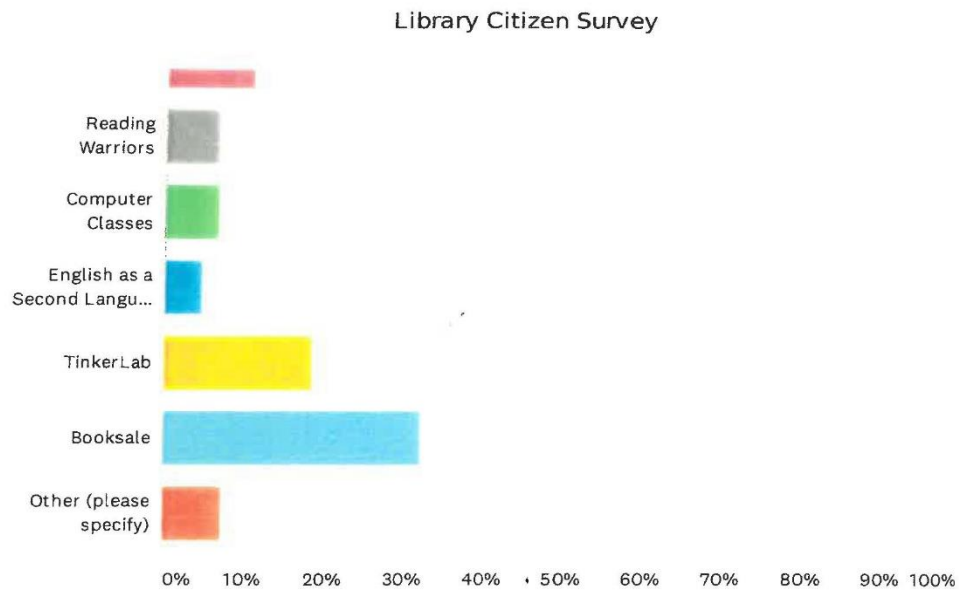
	VERY IMPORTANT	IMPORTANT	SOMEWHAT IMPORTANT	NOT IMPORTANT	DON'T KNOW / NOT APPLICABLE	TOTAL
Checking out materials (books, DVDs, music, etc.)	79.31% 115	9.66% 14	8.28% 12	1.38% 2	1.38% 2	145
Programs (classes, storytimes, etc.)	46.72% 64	22.63% 31	12.41% 17	8.76% 12	9.49% 13	137
Internet access	60.14% 86	12.59% 18	13.99% 20	8.39% 12	4.90% 7	143
Interlibrary Loan (borrowing items from other libraries)	43.66% 62	18.31% 26	18.31% 26	9.86% 14	9.86% 14	142
Computers, printing, faxing, photocopying, etc.	47.59% 69	17.93% 26	18.62% 27	9.66% 14	6.21% 9	145
Newspapers and magazines	26.71% 39	19.18% 28	24.66% 36	20.55% 30	8.90% 13	146
Reference (research assistance from library staff, help with library computers, etc.)	53.15% 76	22.38% 32	12.59% 18	3.50% 5	8.39% 12	143
Study rooms / reading areas	43.06% 62	23.61% 34	15.28% 22	9.03% 13	9.03% 13	144
Community meeting rooms	36.88% 52	17.73% 25	15.60% 22	13.48% 19	16.31% 23	141
Online services (website, catalog, research databases, etc.)	57.64% 83	21.53% 31	11.11% 16	4.17% 6	5.56% 8	144
Homebound services / bookmobile	33.09% 46	15.11% 21	15.83% 22	10.79% 15	25.18% 35	139
Overall, how important is the library to you and your family?	65.99% 97	22.45% 33	6.12% 9	2.72% 4	2.72% 4	147

Library Citizen Survey

Q13 Which of the following library services and programs do you use?

Answered: 145 Skipped: 7





Library Citizen Survey

ANSWER CHOICES	RESPONSES	
Borrowing books	81.38%	118
Borrowing movies (DVDs)	58.62%	85
Borrowing audiobooks (on CD)	20.69%	30
Downloading eBooks	26.90%	39
Downloading audiobooks	21.38%	31
Online databases (research, test prep, etc)	27.59%	40
Wireless Internet	36.55%	53
Public computers	35.86%	52
Printing	42.76%	62
Photocopying	26.90%	39
Games	11.72%	17
Reference (research assistance from library staff, help on computers, etc.)	33.10%	48
Storytime	25.52%	37
Kids' Summer Reading Program	26.21%	38
Teen Summer Reading Program	11.03%	16
Adult Summer Reading Program	20.00%	29
1000 Books Before Kindergarten	17.93%	26
Knitting/Crochet Group	8.28%	12
Book Club	11.03%	16
Reading Warriors	6.90%	10
Computer Classes	6.90%	10
English as a Second Language (ESL)	4.83%	7
TinkerLab	18.62%	27
Booksale	32.41%	47
Other (please specify)	7.59%	11
Total Respondents: 145		

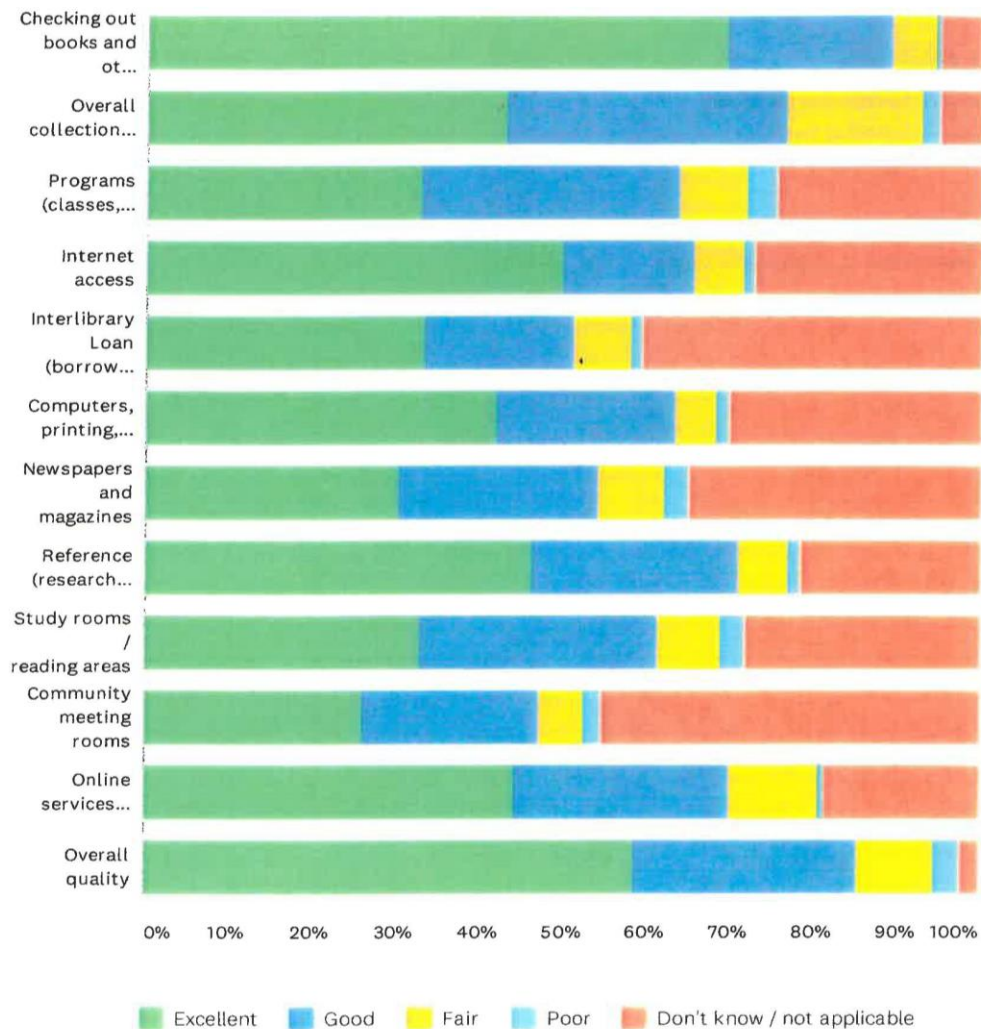
Library Citizen Survey

#	OTHER (PLEASE SPECIFY)	DATE
1	newspapers and magazines	12/6/2019 4:57 PM
2	newspapers and magazines	12/6/2019 4:50 PM
3	faxing, newspapers	12/3/2019 11:28 AM
4	Faxing	11/19/2019 2:41 PM
5	Book club/ knitting/ craft	11/18/2019 2:26 PM
6	attending various functions at the library	11/15/2019 3:39 PM
7	Holiday events	11/12/2019 8:44 PM
8	None	11/12/2019 9:38 AM
9	Community events	11/9/2019 8:13 AM
10	Bring my grandchildren to children programs	11/7/2019 7:40 PM
11	Browser	11/4/2019 10:49 AM

Library Citizen Survey

Q14 Please rate the current quality of the following library services

Answered: 145 Skipped: 7



Library Citizen Survey

	EXCELLENT	GOOD	FAIR	POOR	DON'T KNOW / NOT APPLICABLE	TOTAL
Checking out books and other media from the library	69.72% 99	19.72% 28	4.93% 7	0.70% 1	4.93% 7	142
Overall collection (books, audiovisual, magazines, etc.)	43.17% 60	33.81% 47	15.83% 22	2.16% 3	5.04% 7	139
Programs (classes, storytimes, etc.)	33.09% 45	30.88% 42	8.09% 11	3.68% 5	24.26% 33	136
Internet access	50.00% 69	15.94% 22	5.80% 8	1.45% 2	26.81% 37	138
Interlibrary Loan (borrowing items from other libraries)	33.58% 45	17.91% 24	6.72% 9	1.49% 2	40.30% 54	134
Computers, printing, faxing, photocopying, etc.	42.14% 59	21.43% 30	5.00% 7	1.43% 2	30.00% 42	140
Newspapers and magazines	30.43% 42	23.91% 33	7.97% 11	2.90% 4	34.78% 48	138
Reference (research assistance from library staff, help with library computers, etc.)	46.32% 63	25.00% 34	5.88% 8	1.47% 2	21.32% 29	136
Study rooms / reading areas	33.08% 44	28.57% 38	7.52% 10	3.01% 4	27.82% 37	133
Community meeting rooms	26.32% 35	21.05% 28	5.26% 7	2.26% 3	45.11% 60	133
Online services (website, catalog, research databases, etc.)	44.44% 60	25.93% 35	10.37% 14	0.74% 1	18.52% 25	135
Overall quality	58.78% 77	26.72% 35	9.16% 12	3.05% 4	2.29% 3	131

Library Citizen Survey

Q15 What other types of library services and programs would you like to see?

Answered: 79 Skipped: 73

Library Citizen Survey

#	RESPONSES	DATE
1	Genre book club Senior-centered classes (app, internet, phones)	12/6/2019 5:04 PM
2	Spanish Class Class to use smartphones ASL class	12/6/2019 4:46 PM
3	Do not use any services - allergy to cats	12/3/2019 11:23 AM
4	I don't know	12/2/2019 4:54 PM
5	.	11/21/2019 11:32 AM
6	Adult Literacy classes there are many people in need of help in that area	11/20/2019 9:13 AM
7	n/a	11/19/2019 2:55 PM
8	N/A	11/19/2019 9:36 AM
9	?	11/18/2019 10:08 AM
10	N/A	11/17/2019 7:15 PM
11	None	11/17/2019 7:00 PM
12	Go to the Benbrook Library and do what they are doing.	11/17/2019 6:45 PM
13	More donations of History Items.	11/17/2019 1:49 PM
14	Senior get togethers for socialization	11/16/2019 5:27 PM
15	none	11/16/2019 10:23 AM
16	Not sure	11/15/2019 6:29 PM
17	needs more staff They do an excellent job.....but more library staff is needed	11/15/2019 3:39 PM
18	None	11/15/2019 1:30 PM
19	Author signings. Indie authors sections	11/15/2019 12:18 PM
20	Book club	11/15/2019 11:40 AM
21	Can't think of anything	11/15/2019 10:54 AM
22	NONE	11/15/2019 10:43 AM
23	Y'all have it all, at least everything that I could possibly need :)	11/14/2019 11:43 AM
24	Ancestry.com library version	11/14/2019 10:53 AM
25	Better communication of services and events.	11/13/2019 1:38 PM
26	More events, story times, or classes during 5p-7p.	11/12/2019 8:44 PM
27	Laptop Computers.	11/12/2019 1:50 PM
28	none	11/12/2019 11:12 AM
29	None	11/12/2019 9:38 AM
30	None	11/12/2019 12:03 AM
31	Is there an archive available for the White Settlement Bomber News publication?	11/11/2019 11:18 AM
32	all good	11/9/2019 2:18 PM
33	bigger reference library, more business histories	11/9/2019 11:47 AM
34	Theatre with books, puppetry, craft activities for adults, and events that are LGBTQT friendly or centric.	11/9/2019 11:03 AM
35	Kids events like Benbrook Library has	11/8/2019 8:28 PM
36	Library dog	11/8/2019 7:08 PM
37	None that I can think of.	11/8/2019 7:06 PM

Library Citizen Survey

38	I do not know.	11/8/2019 2:38 PM
39	none	11/8/2019 1:36 PM
40	More classes.	11/7/2019 7:40 PM
41	Eventually self checkout. I know this is very time consuming and expensive, but quite a few libraries have already done this.	11/7/2019 7:40 PM
42	More kids programs.	11/7/2019 6:49 PM
43	Larger selection of Eaudiobooks and audiobooks on CD. More kids programs offered year round. More inter-library loan options.	11/7/2019 6:28 PM
44	Individual small study rooms	11/7/2019 2:54 PM
45	Maybe self scanner for books? Btw. My daughters and I love the cat!	11/7/2019 2:46 PM
46	Maybe self scanner for books? Btw. My daughters and I love the cat!	11/7/2019 2:45 PM
47	Everything's fine	11/7/2019 2:16 PM
48	N/A	11/7/2019 1:05 PM
49	Musical storytime	11/7/2019 12:53 PM
50	I would enjoy a kind of community movie night. I'm a little new so apologies if this already exists	11/7/2019 10:22 AM
51	Any?	11/7/2019 8:43 AM
52	i	11/6/2019 5:51 PM
53	I don't know of other services that a library provides.	11/6/2019 5:24 PM
54	after school reading help for school age kids	11/6/2019 4:24 PM
55	GED Class offered/ possible would be awesome	11/6/2019 3:07 PM
56	I'd love to see a free American Sign Language class.	11/6/2019 10:58 AM
57	Larger digital collection	11/5/2019 5:50 PM
58	board games	11/5/2019 4:00 PM
59	Children Programming on different days/times	11/5/2019 12:48 PM
60	More programs and a book club for college aged or adults in their twenties. I would love to be apart of a book club but I don't think that most of the books that are assigned are intriguing to that demographic. Volunteer tutoring programs could also be a good way for college and high school students to tutor those in our community that need it.	11/5/2019 12:26 PM
61	More preschool programs: Move and Shake, or Baby Sign	11/5/2019 4:26 AM
62	Somehow work in conjunction with WSISD to provide volunteer opportunities, reading programs, research opportunities, community involvement.	11/4/2019 8:41 PM
63	Guest speakers/authors. Adult education. Not sure if you provide access to Linda or other online learning services but those are good too.	11/4/2019 8:27 PM
64	all beneficial ones	11/4/2019 7:04 PM
65	Additional story times	11/4/2019 6:38 PM
66	Libraries are integral to the community as a whole. I'd like to see 7 day availability and as many programs for the youth and working adults to participate in after work.	11/4/2019 6:18 PM
67	I would like to see the computers and internet service work better. Since the recent change in the computer system the computer services have been extremely slow which is very unproductive to the point where i can't even use the computer.	11/4/2019 5:39 PM
68	Programs and materials to help stay at home parents keep active.	11/4/2019 3:56 PM
69	I am not sure. Keep up the great job y'all are currently doing.	11/4/2019 3:46 PM

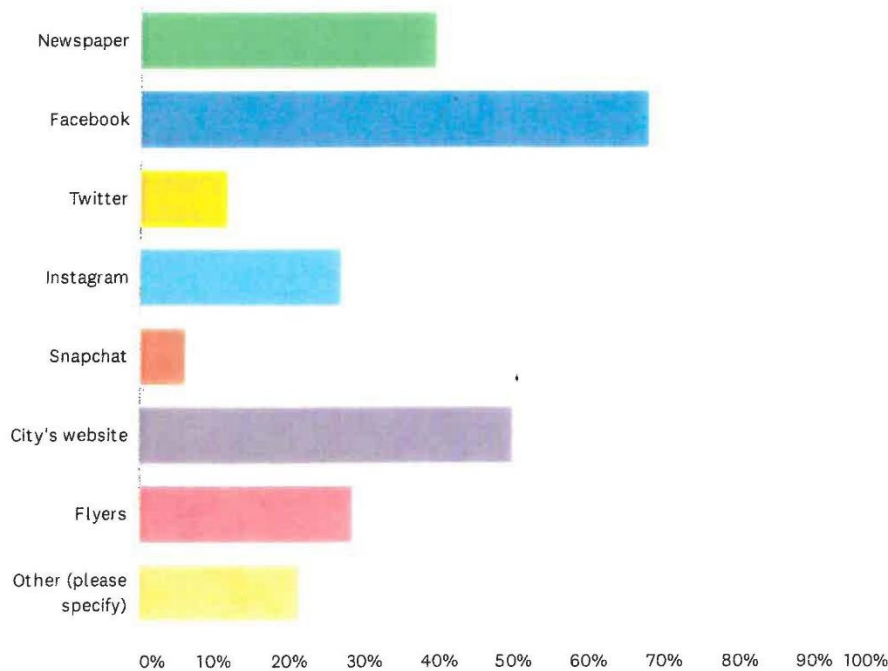
Library Citizen Survey

70	More toddler classes or programs	11/4/2019 1:23 PM
71	More community events	11/4/2019 12:50 PM
72	I will be using the library more in the new year & will explore everything it offers. When I have used it, all of my needs were met. By the postings on social media, it offers a wide variety of services for all ages. I will need more computer skills & will see what classes are offered.	11/4/2019 11:54 AM
73	A toddler program	11/4/2019 11:24 AM
74	Not sure	11/4/2019 11:07 AM
75	More audio books	11/4/2019 11:06 AM
76	I'm not sure, we work during the week so my son has not been able to participate in the kids things during the day as he is at daycare.	11/4/2019 10:49 AM
77	More private study areas	11/4/2019 10:39 AM
78	More children's programs and events	11/4/2019 10:25 AM
79	I prefer to visit the benbrook library. They are inclusive to non residents. They have extended hours and a large quantity and large variety of programs and amenities that appeal to many aspects of life. I like their early morning hours and child toys and variety of baby toddler and child classes.	11/4/2019 10:25 AM

Library Citizen Survey

Q16 In what ways do you receive information?

Answered: 144 Skipped: 8



ANSWER CHOICES

RESPONSES

Newspaper	39.58%	57
Facebook	68.06%	98
Twitter	11.81%	17
Instagram	27.08%	39
Snapchat	6.25%	9
City's website	50.00%	72
Flyers	28.47%	41
Other (please specify)	21.53%	31
Total Respondents: 144		

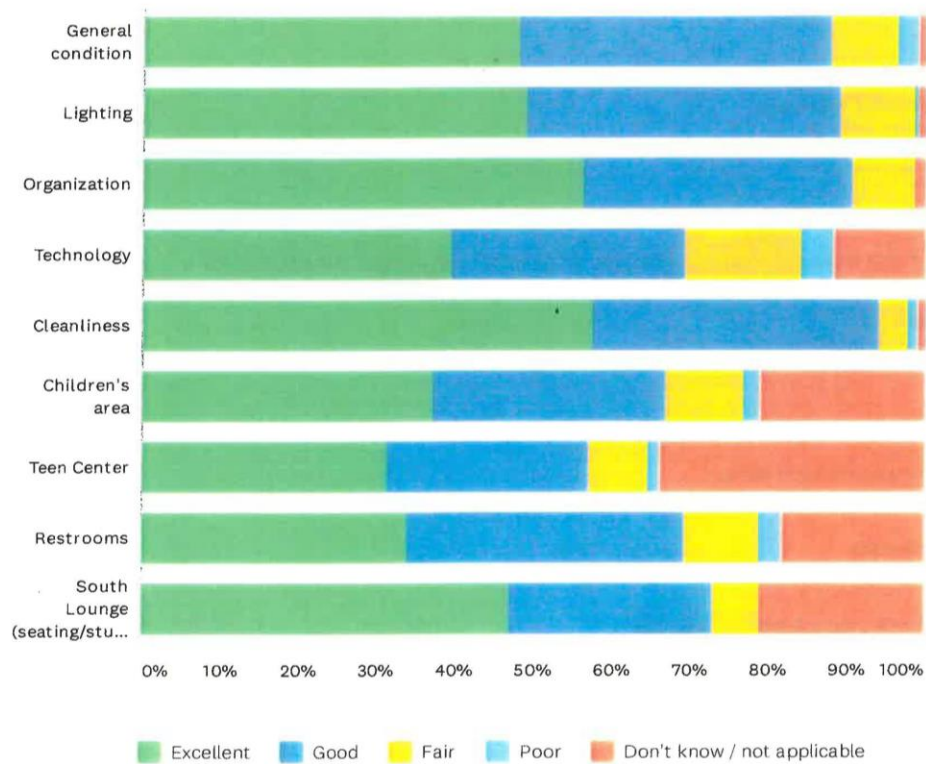
Library Citizen Survey

#	OTHER (PLEASE SPECIFY)	DATE
1	tv	12/6/2019 4:53 PM
2	word of mouth	12/6/2019 4:46 PM
3	texting	12/2/2019 4:54 PM
4	television	12/2/2019 4:51 PM
5	email	11/21/2019 9:09 AM
6	Emails	11/19/2019 2:45 PM
7	staff is very helpful, thank you!	11/19/2019 11:30 AM
8	signs in front of city hall	11/19/2019 11:22 AM
9	social media	11/18/2019 12:44 PM
10	N/A	11/17/2019 7:15 PM
11	Do you mean info about the library or information in general? You omitted TV/radio and the ever popular "work of mouth" (that means talking to people face to face).	11/15/2019 3:39 PM
12	Text messages	11/15/2019 1:30 PM
13	Mainly online newspapers.	11/14/2019 11:43 AM
14	Internet	11/14/2019 10:53 AM
15	email	11/13/2019 5:54 PM
16	TV, Magazines, non-fiction books	11/9/2019 11:47 AM
17	texts	11/8/2019 2:52 PM
18	mail and computers	11/8/2019 2:38 PM
19	people	11/8/2019 1:36 PM
20	News (TV) & news apps & internet websites	11/7/2019 6:28 PM
21	Email	11/7/2019 2:54 PM
22	News channels on YouTube	11/7/2019 8:23 AM
23	radio	11/6/2019 5:24 PM
24	Gmail	11/6/2019 3:07 PM
25	internet browsing	11/5/2019 12:48 PM
26	Online	11/5/2019 12:26 PM
27	email	11/4/2019 6:18 PM
28	www.nextdoor.com	11/4/2019 2:33 PM
29	Text	11/4/2019 1:45 PM
30	Word of mouth	11/4/2019 12:11 PM
31	Cell	11/4/2019 11:07 AM

Library Citizen Survey

Q17 Please rate the quality of the library's facilities in the following categories:

Answered: 142 Skipped: 10



Library Citizen Survey

	EXCELLENT	GOOD	FAIR	POOR	DON'T KNOW / NOT APPLICABLE	TOTAL
General condition	48.23% 68	39.72% 56	8.51% 12	2.84% 4	0.71% 1	141
Lighting	49.28% 68	39.86% 55	9.42% 13	0.72% 1	0.72% 1	138
Organization	56.43% 79	34.29% 48	7.86% 11	0.00% 0	1.43% 2	140
Technology	39.86% 55	29.71% 41	14.49% 20	4.35% 6	11.59% 16	138
Cleanliness	57.55% 80	36.69% 51	3.60% 5	1.44% 2	0.72% 1	139
Children's area	37.31% 50	29.85% 40	9.70% 13	2.24% 3	20.90% 28	134
Teen Center	31.58% 42	25.56% 34	7.52% 10	1.50% 2	33.83% 45	133
Restrooms	34.06% 47	35.51% 49	9.42% 13	2.90% 4	18.12% 25	138
South Lounge (seating/study area near the large windows facing the creek)	47.10% 65	26.09% 36	5.80% 8	0.00% 0	21.01% 29	138

Library Citizen Survey

Q18 In what ways can we improve the library's facilities?

Answered: 91 Skipped: 61

Library Citizen Survey

#	RESPONSES	DATE
1	More publicity on programs	12/6/2019 5:04 PM
2	Have only been to library to vote and get library card	12/6/2019 4:53 PM
3	Keep the kitty!	12/3/2019 11:28 AM
4	take the cat away	12/3/2019 11:23 AM
5	I am not sure	12/2/2019 4:54 PM
6		11/21/2019 11:32 AM
7	the outside entrance looks boring, needs some landscaping , flowers and to be clean looking and fresh. not Dated	11/21/2019 9:09 AM
8	Things seem to be working well	11/20/2019 9:13 AM
9	Love it the way it is.	11/19/2019 2:55 PM
10	every good as are	11/19/2019 2:50 PM
11	No ways	11/19/2019 2:45 PM
12	N/A	11/19/2019 9:36 AM
13	outside access to return books during business hours	11/18/2019 11:03 AM
14	Enlarge	11/18/2019 10:08 AM
15	Update and modernize	11/17/2019 7:15 PM
16	None	11/17/2019 7:00 PM
17	Go to the Benbrook Library and see the difference between the facilities.	11/17/2019 6:45 PM
18	Very good as it is.	11/17/2019 1:49 PM
19	none	11/16/2019 10:23 AM
20	Modern updates	11/15/2019 6:29 PM
21	Improve lightning in children's area, update some of the toys in that area, add more wall plugs	11/15/2019 3:39 PM
22	No cats	11/15/2019 3:20 PM
23	None	11/15/2019 1:30 PM
24	It's perfect	11/15/2019 12:18 PM
25	More activities in the children's area	11/15/2019 11:46 AM
26	New books are too slow to get to the shelves.	11/15/2019 10:54 AM
27	none	11/15/2019 10:43 AM
28	More electrical outlets for plugging in laptops.	11/14/2019 10:53 AM
29	Cleanliness	11/13/2019 1:38 PM
30	Bathrooms could be updated, but otherwise the library is great for our little city.	11/12/2019 8:44 PM
31	having laptops computers	11/12/2019 1:50 PM
32	none	11/12/2019 11:12 AM
33	I dont know I don't go there I have the internet I think it's kind of obsolete plus I'm allergic to cats	11/12/2019 9:38 AM
34	Moree books, self checkt	11/12/2019 12:03 AM
35	more lounge furniture (toddler/kid friendly)	11/11/2019 11:18 AM
36	its all good	11/9/2019 2:18 PM

Library Citizen Survey

37	More updated books selection re non-fiction	11/9/2019 11:47 AM
38	It would be lovely if we could paint the outside of the building to be something more bright and welcoming. The inside is totally accommodating but the outside looks like a correctional facility. Brown is drab and boring. Maybe more murals? The one in the garden could expand to cover more space.	11/9/2019 11:03 AM
39	Don't know	11/8/2019 8:28 PM
40	A whole new update.	11/8/2019 7:08 PM
41	The librarians aren't always very nice. The library also seems a bit dated. Other than that things seem good.	11/8/2019 7:06 PM
42	everything is great	11/8/2019 2:52 PM
43	Have police patrol more.	11/8/2019 2:38 PM
44	more electrical outlets (for laptops, charging phones, etc)	11/7/2019 11:34 PM
45	More classes.	11/7/2019 7:40 PM
46	Improvements to all areas. New furniture, more equipment, seating in children's area. Newer furniture and more comfortable seating in study areas. Eventually expand the size of the library.	11/7/2019 7:40 PM
47	I'd like to see more new current books and DVDs.	11/7/2019 7:29 PM
48	N/a	11/7/2019 6:49 PM
49	We really love the children's area at the Benbrook Library because it's sort of sectioned off and has lots of toys for the kids to play and be loud without worrying that they'll disrupt other people in the other parts of the library.	11/7/2019 6:28 PM
50	the mens toilet	11/7/2019 5:47 PM
51	Remove the cat. For all can enjoy the library without having to worry about allergies	11/7/2019 3:16 PM
52	Have good lighting, electrical outlets for laptops. Bathrooms are not in good condition. Should have individual study rooms even is these are small	11/7/2019 2:54 PM
53	Bigger bathroom.	11/7/2019 2:46 PM
54	Bigger bathroom.	11/7/2019 2:45 PM
55	N/A	11/7/2019 2:16 PM
56	N/a	11/7/2019 1:05 PM
57	More materials, separate children room	11/7/2019 12:53 PM
58	I apologize i'm fairly new so my experience is limited but so far I am enjoying the services	11/7/2019 10:22 AM
59	?	11/7/2019 8:43 AM
60	Plugs near every study area. Dream: enclosed childrens area	11/6/2019 5:50 PM
61	No complaints.	11/6/2019 5:24 PM
62	no suggestions	11/6/2019 4:24 PM
63	None. Love the library :)	11/6/2019 3:07 PM
64	I'd like to see updated sitting area furniture and more natural lighting in the kids area.	11/6/2019 10:58 AM
65	No comment	11/5/2019 5:50 PM
66	modernize the entire library, it feels outdated	11/5/2019 4:00 PM
67	Fire code violation - plants to close to fire exits / blocking escape route from building. Men's room urinal not properly scrubbed. Some areas of the building where isles are not wide enough for wheelchair access.	11/5/2019 2:37 PM
68	not sure	11/5/2019 12:48 PM

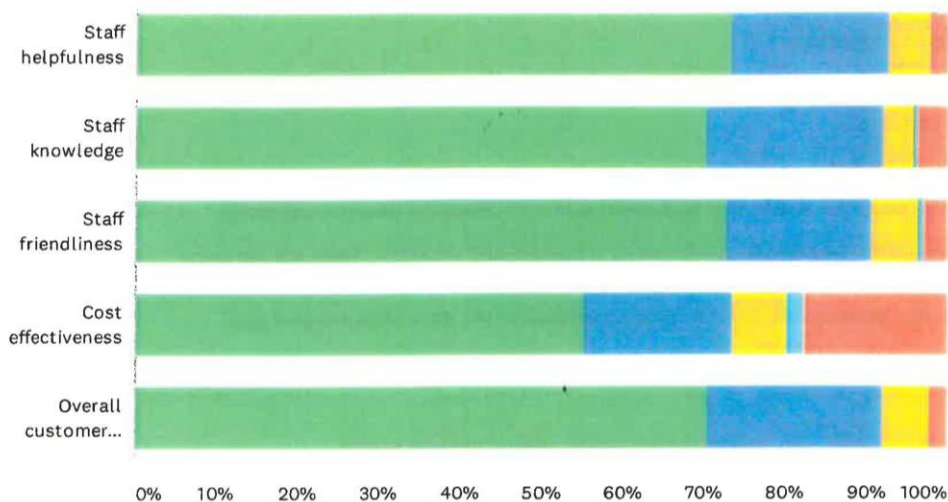
Library Citizen Survey

69	The teen center could be updated because it hasn't changed much since it was first introduced when I was a teenager. New computers would also help. Many libraries now have check out kiosks so that individuals can check out materials by themselves by scanning their library card.	11/5/2019 12:26 PM
70	Enhance the children's play area. They have a few puzzles (which I did notice you got a few more) and some puppets. It would be nice to see magnet tiles, coloring or project area, legos tables, or other STEM activities	11/5/2019 4:26 AM
71	Front entrance beautification.	11/4/2019 8:41 PM
72	Keep browser and you're good.	11/4/2019 8:27 PM
73	keep up the great work!	11/4/2019 7:04 PM
74	Needs general updating	11/4/2019 6:38 PM
75	Unless you can clone the helpful staff and open more hours/days the library is wonderful!	11/4/2019 6:18 PM
76	The computer system needs to be fixed so they run faster and smoother. There are too many issues with the computers to actually use them productively.	11/4/2019 5:39 PM
77	Better community outreach. Provide city related documents like the comprehensive plan.	11/4/2019 3:56 PM
78	Not sure. Keep up the great job.	11/4/2019 3:46 PM
79	Unsure	11/4/2019 12:50 PM
80	More toys for kids to play with, maybe even a couple geared towards infants.	11/4/2019 12:49 PM
81	Update/modernize. Make sure all seating is comfortable. If painting, PLEASE NO!!! Gray colors. Gray is depressing, drab, dull, ugly. The library needs light happy colors: yellows, blues, greens, purples, reds, corals, etc...	11/4/2019 11:54 AM
82	Clarify the late fee rules and how they work! Also, \$1 per paper to fax is too expensive. Adjust the fees and prices that are more affordable.	11/4/2019 11:24 AM
83	The facilities are fine. The only suggestion I would have is that you might consider opening at 9am, M-F.	11/4/2019 11:07 AM
84	Very outdated	11/4/2019 11:07 AM
85	None at this time	11/4/2019 11:07 AM
86	Move the audio books where you can walk all the way around them. Or you can combine the audio books on the uppers racks where it's easier to look through.	11/4/2019 11:06 AM
87	New furniture, renovate bathroom, fix water fountain,	11/4/2019 10:51 AM
88	Not sure. We love the library and staff tho.	11/4/2019 10:49 AM
89	More private study areas	11/4/2019 10:39 AM
90	More room	11/4/2019 10:29 AM
91	Maybe some new furniture and chairs but overall I love the way it is not super modernized.	11/4/2019 10:25 AM

Library Citizen Survey

Q19 Please rate the quality of customer services at the library

Answered: 141 Skipped: 11



■ Excellent
 ■ Good
 ■ Fair
 ■ Poor
 ■ Don't know / not applicable

	EXCELLENT	GOOD	FAIR	POOR	DON'T KNOW / NOT APPLICABLE	TOTAL
Staff helpfulness	73.57% 103	19.29% 27	5.00% 7	0.00% 0	2.14% 3	140
Staff knowledge	70.50% 98	21.58% 30	3.60% 5	0.72% 1	3.60% 5	139
Staff friendliness	72.86% 102	17.86% 25	5.71% 8	0.71% 1	2.86% 4	140
Cost effectiveness	55.47% 76	18.25% 25	6.57% 9	2.19% 3	17.52% 24	137
Overall customer service	70.71% 99	21.43% 30	5.71% 8	0.00% 0	2.14% 3	140

Library Citizen Survey

Q20 In what ways can customer service at the library be improved?

Answered: 78 Skipped: 74

Library Citizen Survey

#	RESPONSES	DATE
1	I've had no issues with service or Staff	12/6/2019 5:04 PM
2		11/21/2019 11:32 AM
3	when you see people looking ask if they need assistance. it would save me some time, otherwise I think they are busy with other tasks	11/21/2019 9:09 AM
4	The staff is very friendly and very professional	11/20/2019 9:13 AM
5	Never had problems.	11/19/2019 2:55 PM
6	All is good	11/19/2019 2:45 PM
7	Doing a great job now, very helpful and friendly, thank you! five stars	11/19/2019 11:30 AM
8	N/A	11/19/2019 9:36 AM
9	Great as is.	11/18/2019 10:08 AM
10	The staff here is amazing.	11/17/2019 7:15 PM
11	None	11/17/2019 7:00 PM
12	Hire employees that have personalities.	11/17/2019 6:45 PM
13	Best Customer Service.	11/17/2019 1:49 PM
14	none	11/16/2019 10:23 AM
15	Not sure	11/15/2019 6:29 PM
16	Hire more people AND have voting at Splash Dayz. Library programs get moved out of the rooms and the doorway gets blocked during voting. There is plenty of room and parking at the Splash Dayz	11/15/2019 3:39 PM
17	None	11/15/2019 1:30 PM
18	Perfect	11/15/2019 12:18 PM
19	It is really irritating to have check-out staff ask me if I still have a book out. The question would be helpful if the book was past due. I rarely have a past due book.	11/15/2019 10:54 AM
20	none	11/15/2019 10:43 AM
21	no comment	11/14/2019 4:25 PM
22	I'm pleased with the customer service.	11/14/2019 10:53 AM
23	Na	11/13/2019 1:38 PM
24	I have only had wonderful experiences with customer service at the library.	11/12/2019 8:44 PM
25	The worker.	11/12/2019 1:50 PM
26	none	11/12/2019 11:12 AM
27	I dont know I assume it's fine	11/12/2019 9:38 AM
28	I don't know	11/12/2019 12:03 AM
29	n/a	11/11/2019 11:18 AM
30	its all good	11/9/2019 2:18 PM
31	It's fine now, any 'better' and it just becomes annoying	11/9/2019 11:47 AM
32	The librarians have always been nice and friendly.	11/9/2019 11:03 AM
33	Don't know	11/8/2019 8:28 PM
34	Friendliness, but I understand that it isn't always easy. Also, I don't think it's right to have a cat when some are allergic.	11/8/2019 7:06 PM

Recommendations & Priorities / Goals & Objectives

Goals & Objectives Summary pg. 126

Goals & Objectives, Priority &
Recommendations Timeline pg. 128



Action Plan Recommendations & Priorities

Goals & Objectives Summary

Successful public libraries establish a clear vision for the future of the organization and the necessary steps to achieve that vision. This section of the plan prioritizes the recommendations into short-term (1 - 3 year), mid-term (3 - 5 year) and long-term (6 – 10 year) goals and objectives to follow. The success of the strategic library master plan will be, in part, the result of a concerted and sustained effort by City staff and elected officials to complete it over the next five to ten years. To that end, this section serves as a road map for staff to follow and align resources to accomplish multiple objectives. As resources are limited, it is important to establish a realistic timeline to accomplish each task.

It is understood that these are merely recommendations and are not “etched in stone” goals and objectives. Unforeseen events may arise over time, like the COVID-19 pandemic, that will change the immediate focus and direction of the library. However, over the long run, the course of the public library is stable and indentured in its mission and objectives to serve its residents.

Goal 1 – Collection Development: Offer collections of books, audiovisual materials, and other items that meet the needs and expectations of the community.

- Objective 1.1: To regularly monitor circulation statistics and evaluate the collections to ensure an appropriate (considering the library’s limited space) mix of materials from varying categories (fiction/non-fiction, children’s/adults, regular/large print, etc.) is readily available on site.
- Objective 1.2: To facilitate patrons’ special requests by borrowing on their behalf through Interlibrary Loan or by incorporating their suggestions into the collection.
- Objective 1.3: To weed the collection to make it a more up to date, attractive, and useful collection.
- Objective 1.4: Pursue grant opportunities to incorporate a “Library of Things” into the library’s collection. This might include items like tools, baking pans, and Wi-Fi hotspots.

Goal 2 – Facility: Maintain and update the library facility to ensure an appealing building that is safe, clean, and functional.

- Objective 2.1: To replace and/or restore existing library furnishings as needed.
- Objective 2.2: To provide a drive-through book drop in order to meet the Texas Library Association’s exemplary standard.
- Objective 2.3: To update the game room with more current gaming systems.

- Objective 2.4: To continue to grow the library's makerspace offerings.
- Objective 2.5: To consider storage options in order to expand the library's storage space.

Goal 3 – Technology: Evaluate and keep up-to-date with changing technology in order to provide for the needs of the community.

- Objective 3.1: To replace library computers within the next couple of years.
- Objective 3.2: To provide device-charging stations in high-use areas of the library.
- Objective 3.3: To add children's learning computers to the children's section.
- Objective 3.4: To establish an online book club in order to meet the Texas Library Association's exemplary standard.
- Objective 3.5: To consider adding circulating electronic devices into the library collection.

Goal 4 – Community Engagement: Build and maintain partnerships with area schools and organizations as well as with other city departments.

- Objective 4.1: To continue and expand relationships with local daycares for programming.
- Objective 4.2: To partner with local schools for programming and information sharing.
- Objective 4.3: To partner with other city community services for programming.

Goal 5 – Programming: Continue to evaluate current programming and consider new programming in order to meet the needs of the community.

- Objective 5.1: To consider expanding makerspace programs.
- Objective 5.2: To consider incorporating online programming into our current offerings.
- Objective 5.3: To evaluate current programs and consider changes according to patrons needs and desires.

See Goals & Objectives, Priority and Recommendations
Timeline Chart on Appendix B.

Implementation

Summary pg. 130

Funding Sources pg. 133



Implementation

Implementation Summary

The very purpose of implementing this plan should be to provide the City of White Settlement with a vision to motivate its citizenry to actively enjoy, participate, support, and collaborate to achieve a constructive and positive experience with library programs, services, and facilities. This section provides some guidance to follow in order to make the attainment of the goals and objectives section possible through the application of policies and best practices, city ordinances, and potential funding sources for daily operations.

During the process of implementing the strategic plan, it will be important for the organization to continually self-evaluate library programs and services and how they impact the community by considering the following principle questions:

- How can we better serve our patrons and customers?
- How can we be more cost effective in providing programs and services?
- How can we improve library programming and services?
- Are we serving the library needs of our community?
- Are we inclusive in our endeavors, serving the broadest segment of the community?
- What are current and new prevailing trends in library programming and services?

Policies, Programs & Best Practices

- **City Staff**
 - Find ways to better use existing library facilities
 - Find ways to reduce overall facility maintenance costs
 - Find new ways to inspire the community to utilize facilities, programs, and services offered
 - Encourage teamwork between departments to achieve goals
 - Continue to obtain and maintain applicable industry licensure, certification, and continuing education
 - Improve promotion of Library programs and activities
 - Continue to provide excellent customer services
 - Promote public involvement
 - Actively pursue grant opportunities
 - Encourage program sustainability
- **City Council**

- Create comprehensive strategies for long term library services
- Promote a cohesive sense of community and parks
- Encourage a balanced and sustainable library system
- Seek a city-wide master plan that incorporates elements of this Library Master Plan
- **Library Board**
 - Explore grant opportunities
 - Frequently review revenue fee structure
 - Seek out revenue generating programs and activities
 - Explore new programming ideas
 - Advise city staff regarding library operations
 - Participate in continuing education
 - Advocate for the library in the community and advocate for the community as a member of the Library Board
 - Participate with community garden projects
 - Devise public beautification projects
 - Increase public awareness of library services and programs
- **School District - WSISD**
 - Continually partner for joint programs and opportunities
 - Youth reading programs
 - Outreach storytimes at daycares
 - After school programs and activities
 - Partnership with the City on community outreach programs
 - Special community events
 - Encourage student volunteer opportunities
 - Marketing efforts
- **Non-Profit Groups/Organizations**
 - Build viable win-win partnerships through volunteer projects, events, and activities
 - Friends of the White Settlement Public Library
 - YMCA
 - Boy Scouts
 - Girl Scouts
 - Youth Associations
 - School groups, clubs, societies, and associations
 - Boys and Girls Clubs
 - Churches
 - Chamber of Commerce

Ordinances

To help provide the legal framework for successful implementation of the Library Master Plan, the following ordinances will assist the City of White Settlement in meeting its goals and objectives as set forth by this plan.

- **Collection of Fees – *Payment of fees.*** All persons, firms, corporations, or other entities are required to pay library service fees as outlined in Chapter 20, sec. 20-3.
- **Failure to Return Materials –** Makes it unlawful for any person to intentionally or knowingly remove and/or return materials to/from the library without permission any tangible property owned, leased or in the care, custody, or control of the White Settlement public library system.
- **Creation of the Library Board –** The purpose of the library board shall be to advise the City Council on activities relating to the public library and to recommend to the City Council general rules and regulations governing the uses of the public library. The library board shall recommend to the City Council plans and programs to best promote the public library for the city.



"Libraries always remind me that
there are good things in this world."

Lauren Ward





Patrons using library, c. 1980



Patrons in library computer class, 2012

Funding Sources

Implementing this strategic master plan, a variety of funding source mechanisms and tools are available for use by the City of White Settlement. The following sources of funding could include:

- **General Fund** – primarily used for operations, improvements, and/or repairs to the library facilities. Typical general fund expenditures are for smaller repair and replacement efforts.
- **General Obligation Bonds** – issued by the city following an election in which the voters authorize their issuance for specific stated purposes, as well as the necessary tax increases to support them. These bonds pledge the property or ad valorem taxing power of the city.
- **Certificates of Obligation** – have basically the same effect as general obligation bonds except they do not require an election to authorize them. An election can be petitioned by five percent of the registered voters of the city. These certificates are issued on the authorization of the City Council. Repayment is based on the property taxing power of the city, utility system revenues, or a combination of the two.
- **Water Utility Bill Contributions** – established in 1996, residents of the City can choose to add a \$1.00 donation amount to their water collection bills for a 1/3 portion (.33¢) to fund library facilities and improvements.
- **Library Donation Funds** – donations from foundations, corporations, and/or private individuals are often used to maintain and develop the library. The city should constantly identify and pursue opportunities to receive such funding for opportunities.
- **User Fees** – requires the eventual user of library to pay a fee for the use of the service, e.g. printing and copying fees. Fees to be charged users can be established to pay for debt service, maintenance, and operation of the library system.
- **Partnerships with Volunteer Groups / Friends of the Library** – are typically non-profit organizations keenly interested in particular subjects e.g. reading opportunities, language, education, services, and programs in a dedicated environment, and are often

willing to contribute time and energy free of charge for the betterment of the library and its services and programs.

- **Corporate Sponsorships** – are a mean to secure funding through businesses operating within the city or businesses interested in promoting/advertising to library patrons and users. Entities could contribute through a Library Foundation or directly to the City to support library facilities and programming efforts.
- **Private Library Foundations** – are tax exempt 501(C)(3) foundations allowed by the IRS to raise funds for public library improvements. These nonprofit organizations provide opportunities for donation of time and money for the enhancement of public spaces and programs.
- **Grant Opportunities** – a variety of library grant sources exist:
 - Texas Family Place Libraries
 - Dollar General Literacy Foundation
 - The Hatchett Foundation
 - Texas Reads Grant
 - TexTreasures Grant
 - Special Projects Grant

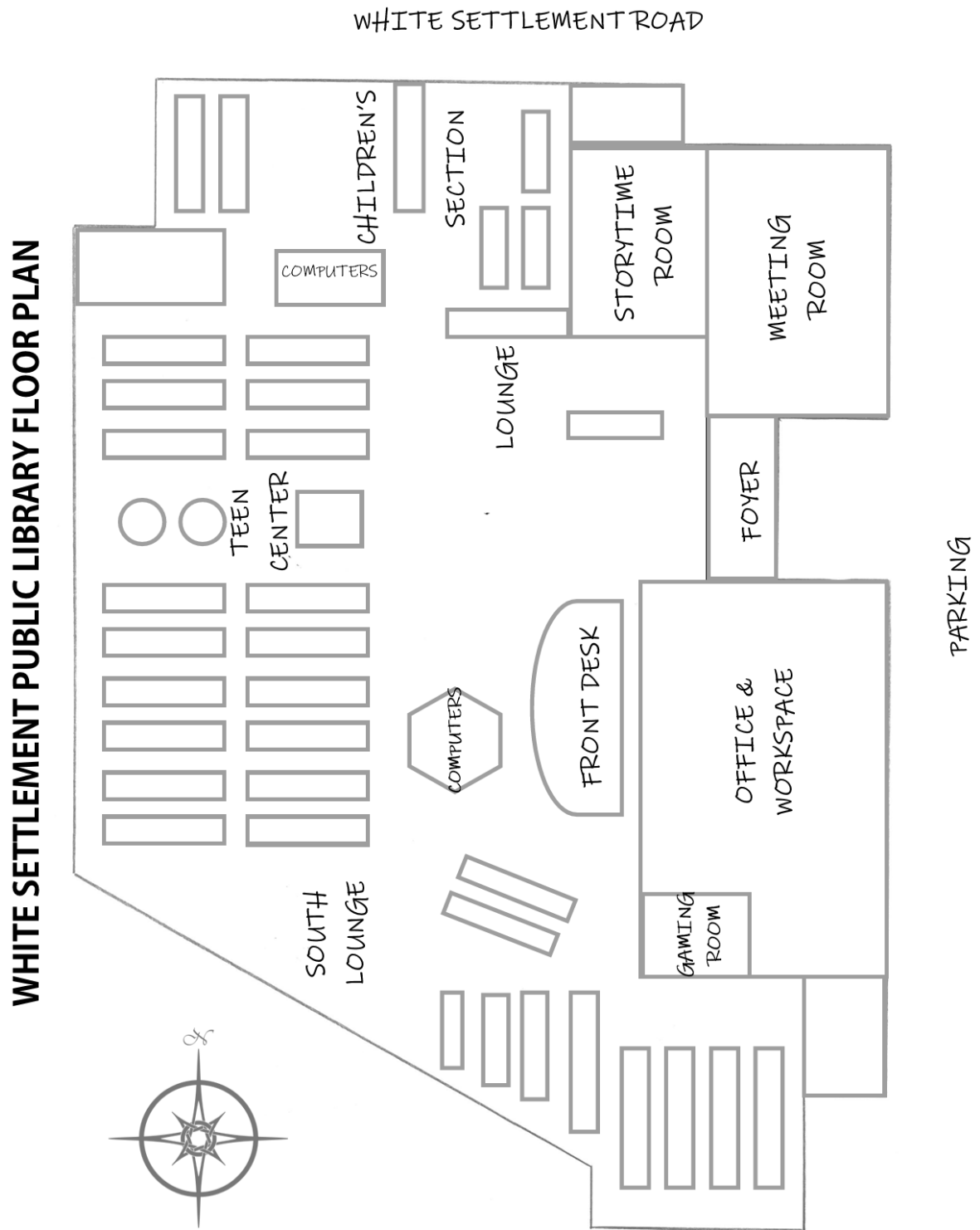
Appendices

Appendix A: Existing White Settlement
Library Facilities pg. 130

Appendix B: Goals & Objectives,
Priority and Recommendation Timeline pg. 133



Appendix A: Existing White Settlement Library Facilities



Appendix B: Goals & Objectives, Priority and Recommendations Timeline

Goal	Objective	Funding Required	Short-Term	Mid-Term	Long-Term	Recommendation
Goal 1: Collection Development	1.1: To regularly monitor circulation statistics and evaluate the collections to ensure an appropriate mix of materials from varying categories is readily available onsite	\$	X			Consider adding one or more cloud-based digital concept platform like Hoopla or Kanopy to supplement the A/V collection.
	1.2: To consider patrons' special requests and suggestions.		X			Incorporate patrons' suggestions into the collection or borrow on their behalf through Interlibrary Loan.
	1.3: To weed the collection to make it a more up to date, attractive, and useful collection.		X			Follow the weeding criteria as outlined in the master plan and continue to follow a routine schedule of weeding.
	1.4: Expand the Library's collection to include a "Library of Things" by adding items like cookware, tools, and games.	\$		X		Pursue grant opportunities and request in annual budget.
	5.6: To make librarian-curated booklists and recommendations more accessible to patrons	\$		X		To create themed bundles of materials for kids, teens, and adults.

Goal	Objective	Funding Required	Short-Term	Mid-Term	Long-Term	Recommendation
Goal 2: Facility	2.1: To replace and/or restore existing library furnishings as needed.	\$	X			Explore grant opportunities and request in annual budget
	2.2: Create more spaces for study, as has been requested by patrons.					Convert the gaming room as a study room during the school year.
	2.3: To provide a drive-through book drop in order to meet the Texas Library Association's exemplary standard.	\$	X			In progress
	2.4: Create a designated makerspace area.	\$			X	Add storage capabilities for items like sewing machines, video editing equipment, and other tools to the makerspace, giving the program a more all-ages appeal.
	2.5: To consider storage options in order to expand existing storage capability.	\$		X		Reorganize and install storage systems in order to expand building storage.

Goal	Objective	Funding Required	Short-Term	Mid-Term	Long-Term	Recommendation
Goal 3: Technology	3.1: To replace library computers.	\$		X		Explore grant opportunities. Request in annual budget.
	3.2: To provide device-charging stations in high-use areas of the library.	\$	X			Explore sponsorship options. Request in annual budget.
	3.3: To add children's "learning computers to the children's section.	\$			X	Explore grant opportunities and request in annual budget.
	3.4: To establish an online book club in order to meet the Texas Library Association's exemplary standard.			X		In progress with adults. Explore youth/teen programs for book club.
	3.5: To consider adding circulating electronic devices to the collection.	\$	X			Add Wi-Fi hotspots and Roku sticks for patron checkout into the library collection.
	3.6: To update the gaming room.	\$			X	Add newer gaming systems and games.

Goal	Objective	Funding Required	Short-Term	Mid-Term	Long-Term	Recommendation
Goal 4: Community Engagement	4.1: To continue and expand relationships with local daycares for programming		X			Incorporate STEM learning into our existing daycare and school programs
	4.2: To partner with local schools for programming and information sharing.		X			Explore field trips and on-campus presentations. Reach out to homeschooling organizations.
	4.3: To partner with other city community services for programming.		X			Partner with Senior Center on story and craft times geared toward grandparents and grandchildren. Partner with Parks department for outdoor programs like StoryWalks™, environmental-themed storytimes, and drive-in movies and storytimes.

Goal	Objective	Funding Required	Short-Term	Mid-Term	Long-Term	Recommendation
Goal 5: Programs and Services	5.1: To consider expanding STEM based programming.			X		Add additional makerspace programs to supplement the existing TinkerLab program.
	5.2: To consider incorporating online programs into our current offerings.		X			Incorporate online features into Summer Reading Program and Book Club.
	5.3: To evaluate current programs and consider changes according to patrons' needs and desires.		X			Maintain statistics on attendance. Make an online form available through the city app for comments.
	5.4: To build/expand language classes	\$		X		Continue with the program English as a second language. Add online software tools.
	5.5: To consider adding a mobile library delivery service	\$			X	Adding a Bookmobile, Senior homebound service

