

**CITY COUNCIL AGENDA**

**October 12, 2020**

**7:00 P.M.**

New Fairview City Hall 999

Illinois Ln.

New Fairview TX 76078

**AGENDA**

**I. CALL MEETING TO ORDER:**

**II. ROLL CALL:**

**III. PLEDGE TO FLAGS**

**A.** United States of America

**B.** Texas Flag Honor the Texas Flag, I pledge allegiance to thee, Texas, one state under God, one and indivisible

**IV. CONSENT AGENDA:** All matters listed as Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be a separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.

**A.** Approve to extend the application for Pioneer Ranch preliminary plat till next monthly meeting in November.

**B.** Approve to extend the application for Pioneer Ranch final plat till next monthly meeting in November.

**C.** Approve the Petition for Consent to Addition of Land to a Municipal Utility District.

**V. EXECUTIVE SESSION:** The Council will conduct a closed session pursuant to Texas Government Code, annotated, Chapter 551, Subchapter D for the following:

**A.** Section 551.074 - Personnel Matters; (a) This chapter does not require a governmental body to conduct an open meeting: (1) to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or (2) to hear a complaint or charge against an officer or employee; (b) Subsection (a) does not apply if the officer or employee who is the subject of the deliberation or hearing requests a public hearing: City Administrator

**B.** Section 551.087 - Deliberation Regarding Economic Development Negotiations (1) to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or (2) to deliberate the offer of a financial or other incentive to a business prospect described by Subdivision (1) for the following: New Fairview MUD

**VI. OPEN FORUM:** The City Council invites persons with comments or observations related to city issues, projects, or policies to briefly address the City Council. Anyone wishing to speak should sign-in with the City Secretary before the beginning of the City Council Meeting. In order to expedite the flow of business and to provide all citizens the opportunity to speak, there is a three-minute limitation on any person addressing the City Council. State law prohibits the City Council from discussing or taking action on any item not listed on the posted agenda.

**VII. NEW BUSINESS:**

- A.** Consider a resolution designating the City Administrator as the responsible official on behalf of the City in dealing with the Texas Parks & Wildlife Department for the purpose of participating in the Local Park Grant Program; and approve the City Administrator to enter into an agreement with Stephens Engineering for professional services.
- B.** Consider a resolution authorizing the City Administrator to negotiate and sign an agreement for a municipal management software solution not to exceed \$21,500.
- C.** Presentation by Dr. Warren the Superintendent of Northwest ISD regarding the district and the upcoming election.
- D.** Provide the audience a summary of the workshop discussion.
- E.** Update the Council on current projects and seek their input.

**VIII. ADJOURN:**

I, the undersigned authority, do hereby certify the above notice of the meeting of the City Council of New Fairview, is a true and correct copy of the said notice that I posted on the official posting place at New Fairview City Hall, FM 407, New Fairview, Texas, a place of convenience and readily accessible to the general public at all times, and said notice posted this 9th day of October 2020 at 7:00 PM at least 72 hours proceeding the meeting time.

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**Monica Rodriguez, City Secretary**

**SEAL:**

This facility is wheelchair accessible; parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary at city hall 817-638-5366 or fax 817-638-5369 or by email at [citysecretary@newfairview.org](mailto:citysecretary@newfairview.org) for further information.



## **City Council Agenda October 12, 2020**

### **Agenda Item:**

**(Consent Item)**

### **Agenda Description:**

State law allows for the developer to request an extension on the City's determination of preliminary and final plats through a written request.

### **Background Information:**

Staff has met with Lackland Holdings and they are amenable to discuss annexation of the Pioneer Ranch development into the MUD and providing water and sewer services. Staff is discussing the infrastructure and ROW requirements with the Pioneer Ranch development team.

Staff has been working with the Pioneer Ranch development team to resolve several issues that have arisen during the platting process, including a proposed update to the City's Master Thoroughfare Plan, dedication of ROW and participation in the improvement of Pioneer Road, as well as dedication of ROW for the proposed rerouting of FM 2264 to the East of the Pioneer Ranch Parcel.

### **Financial Information:**

N/A

### **City Contact and Recommendation:**

Ben Nibarger, City Administrator

Approve the extension until the November 2020 meeting.

### **Attachments:**

Map



The current MTP places the extension of FM 2264 from FM 407 represented by the green dashed line. The proposed realignment of FM 2264 would follow the yellow line and either merge with Pioneer Road to the south of the property or continue to run directly south without merging into Pioneer Road.



## **City Council Agenda October 12, 2020**

**Agenda Item:**

**(Consent Item)**

### **Agenda Description:**

A petition by the developers of Fairview Meadows to annex property within the City limits into the MUD.

### **Background Information:**

The Fairview Meadows development has acquired an additional 313 acres to the North which is inside the City limits. They are requesting the right to annex this additional property into their Municipal Utility District to provide infrastructure.

### **Financial Information:**

N/A

### **City Contact and Recommendation:**

Ben Nibarger, City Administrator  
Approve the petition.

### **Attachments:**

Map  
Petition

# ANNEXATION TRACTS – NEW FAIRVIEW MUD #1



PETITION FOR CONSENT TO ADDITION OF LAND  
TO A MUNICIPAL UTILITY DISTRICT

THE STATE OF TEXAS                   §

COUNTY OF NEW FAIRVIEW       §

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE CITY OF NEW  
FAIRVIEW, TEXAS:

The undersigned, FFILP Land Holdings, LLC, a Texas limited liability company, (the "Property Owner"), respectfully petition the City of New Fairview, Texas for its consent to the addition of land to the New Fairview Municipal Utility District No. 1 (the "District"). In support of this Petition, the Property Owner would show the following:

I.

The land sought to be added to the District (the "Tract") is described by metes and bounds in Exhibit "A," attached hereto and made a part hereof for all purposes.

II.

The Tract lies within Wise County, and not within the boundaries of any incorporated city or town. The Tract lies wholly within the exclusive extraterritorial jurisdiction of the City of New Fairview, Texas, as such term is determined pursuant to Chapter 42 V.T.C.A. Local Government Code.

III.

The Property Owner is the holder of title to the Tract as shown by the New Fairview County Tax Rolls and conveyance of record. There are no lienholders on the Tract with the exception of Heritage Land Bank, FLCA.

IV.

The District was organized, created and established pursuant to an Act of the 85th Legislature of Texas, Regular Session, 2017 (the "Act"), codified at Chapter 7987, Texas Special District Local Laws Code, as a conservation and reclamation district created under and essential to accomplish the purposes of Section 52, Article III, and Section 59, Article XVI, of the Texas Constitution and operating pursuant to Chapters 49 and 54 of the Texas Water Code, as amended. The District generally is empowered and authorized to purchase, construct, acquire, own, operate, maintain, repair, improve, or extend inside and outside its boundaries any and all works, improvements, facilities, plants, equipment, and appliances necessary to accomplish the purposes of its creation.

V.

The general nature of the work to be done by and within the Tract at the present time is the construction, maintenance and operation of a waterworks system for residential and commercial purposes; the construction, maintenance and operation of a sanitary sewer collection system and sewage disposal plant; the control, abatement and amendment of the harmful excess of waters and the reclamation and drainage of overflowed lands within the lands to be included within the District; and the construction of roads and of such additional facilities, systems, plants and enterprises as shall be consonant with the purposes for which the District is organized.

VI.

There is a necessity for the improvements above described because the Tract is located within an area that is experiencing substantial and sustained residential and commercial growth, is urban in nature and is not supplied with adequate water, sanitary sewer and drainage facilities and roads. The health and welfare of the future inhabitants of the Tract require the acquisition and installation of an adequate waterworks, sanitary sewer and storm drainage system and roads. The purchase, construction, extension, improvement, maintenance and operation of such waterworks system and storm and sanitary sewer collection and disposal systems and roads will conserve and preserve the natural resources of this State by promoting and protecting the purity and sanitary condition of the State's waters and will promote and protect the public health and welfare of the community; therefore, a public necessity exists for the inclusion of the Tract within the District.

VII.

Said proposed improvements are practicable and feasible, in that the terrain of the Tract is of such a nature that a waterworks system and sanitary and storm sewer systems and roads can be constructed at a reasonable cost; and said land will be rapidly developed for commercial, multi-family and residential purposes.

VIII.

A preliminary investigation has been instituted to determine the cost of the project attributable to the Tract, and it is now estimated that the ultimate cost of the development contemplated on the Tract will be approximately \$21,000,000.

WHEREFORE, the undersigned respectfully pray that this Petition be granted in all respects and that the City Council of the City of New Fairview, Texas, adopt a resolution giving its written consent to the addition of the Tract to the District.

[EXECUTION PAGE FOLLOWS]



"PROPERTY OWNER"

FFILP Land Holdings, LLC  
a Texas limited liability company

By: \_\_\_\_\_  
Tim H. Fleet, Manager

THE STATE OF TEXAS           §

COUNTY OF TARRANT       §

This instrument was acknowledged before me on the \_\_\_\_\_ day of \_\_\_\_\_, 2020, by Tim H. Fleet, Manager of FFILP Land Holdings, LLC, a Texas limited liability company, in his capacity for the limited liability company.

\_\_\_\_\_  
Notary Public in and for the State of Texas

(NOTARY SEAL)

EXHIBIT "A"

Legal Description of the Property

TRACT 1

BEING a 29.935 acres tract of land out of the T. CARPENTER SURVEY, ABSTRACT No. 172, Wise County, Texas; being all of that certain tract conveyed to Peterson in Volume 5, Page 151, Real Property Records, Wise County, Texas; and being further described by metes and bounds as follows:

The following Bearings, Distances, and/or Areas derived from GNSS observations and reflect Surface Adjusted, N.A.D. 1983, Texas State Plane Coordinate System, North Central Zone 4202, using Texas Department of Transportation Surface Adjustment Factor of 1.00012.

BEGINNING at a found 1" iron pipe, at the southwest corner of that certain tract conveyed to FFILP Land Holdings, LLC in CC# 201911473, R.P.R.W.C.T. and in the called east line of the F.W. and D.C. Railroad right of way, for the northwest and beginning corner of this tract. WHENCE the northwest corner of said T. CARPENTER SURVEY is calculated to bear N 09°29'58" W 3021.26 feet.

THENCE N 89°26'34" E 2432.34 feet along the south line of said FFILP Land Holdings, LLC tract to a found 1" iron pipe at a common corner of said FFILP Land Holdings, LLC tract and that certain tract conveyed to VLMC, Inc. in CC# 201712320, R.P.R.W.C.T., for the northeast corner of this tract.

THENCE along said VLMC, Inc. tract as follows:

S 01°02'34" E 533.58 feet to a 4" steel fence post, for the southeast corner of this tract.

S 89°35'28" W 2484.70 feet to a set 1/2" capped iron rod in said east line of the F.W. and D.C. Railroad right of way, for the southwest corner of this tract.

THENCE along said east line of the F.W. and D.C. Railroad right of way as follows:

N 04°36'18" E 447.78 to a point, for a corner of this tract.

along the arc of a curve to the right, having a radius of 6736.55 feet, an arc length of 81.51 feet, and whose chord bears N 04°45'19" E 81.51 feet to the POINT OF BEGINNING.

TRACT 2

BEING A 283.828 ACRES TRACT OF LAND OUT OF THE T. CARPENTER SURVEY, ABSTRACT NO. 172, WISE COUNTY, TEXAS; BEING ALL OF THAT CERTAIN PARCEL 1 AND PARCEL 2 (THIRD TRACT) AS DESCRIBED IN DOC# 201322567, OFFICIAL RECORDS, WISE COUNTY, TEXAS; BEING FURTHER DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING AT A FOUND 1" IRON PIPE, AT THE NORTHWEST CORNER OF THAT CERTAIN TRACT OF LAND AS DESCRIBED IN V. 5, P. 151, O.R.W.C.T., IN THE CALLED EAST LINE OF F.W. AND D.C. RAILROAD RIGHT OF WAY AND AT THE SOUTHWEST CORNER OF SAID PARCEL 1, FOR THE SOUTHWEST AND BEGINNING CORNER OF THIS TRACT. WHENCE THE NORTHWEST CORNER OF SAID T. CARPENTER SURVEY IS CALCULATED TO BEAR N 09°29'58" W 3021.26 FEET.

THENCE ALONG THE CALLED EAST LINE OF SAID F.W. AND D.C. RAILROAD RIGHT OF WAY AND THE WEST LINE OF SAID PARCEL 1 THE FOLLOWING COURSES AND DISTANCES:

ALONG A CURVE TO THE RIGHT HAVING A RADIUS OF 6736.55 FEET, A CHORD THAT BEARS N 07°19'49" E 523.89 FEET, AN ARC DISTANCE OF 524.02 FEET TO A SET 1/2" IRON ROD CAPPED "TEXAS SURVEYING, INC.", FOR A CORNER OF THIS TRACT.

N 09°57'25" E 3436.20 FEET TO A SET 1/2" IRON ROD CAPPED "TEXAS SURVEYING, INC.", AT THE SOUTHWEST CORNER OF THAT SECOND TRACT AS DESCRIBED IN V. 218, P. 477, O.R.W.C.T. AND AT THE NORTHWEST CORNER OF SAID PARCEL 1, FOR THE NORTHWEST CORNER OF THIS TRACT. WHENCE A 6" STEEL POST BEARS N 89°50'07" W 2.40 FEET.

THENCE S 89°50'07" E 1724.83 FEET ALONG SAID V. 218, P. 477 TO A 4" STEEL POST, IN THE WEST LINE OF THAT CERTAIN TRACT OF LAND AS DESCRIBED IN V. 255, P. 84, O.R.W.C.T. AND AT THE NORTHEAST CORNER OF SAID PARCEL 1, FOR THE NORTHERNMOST NORTHEAST CORNER OF THIS TRACT.

THENCE S 00°33'54" E 1776.31 FEET ALONG THE EAST LINE OF SAID PARCEL 1 AND THE WEST LINE OF SAID V. 255, P. 84 TO A 8" STEEL POST, AT THE NORTHWEST CORNER OF SAID THIRD TRACT AND AT THE SOUTHWEST CORNER OF SAID V. 255, P. 84, FOR A CORNER OF THIS TRACT.

THENCE N 88°50'00" E 1326.22 FEET ALONG THE SOUTH LINE OF SAID V. 255, P. 84 AND THE NORTH LINE OF SAID THIRD TRACT TO A 6" STEEL POST, AT THE SOUTHWEST CORNER OF THAT CERTAIN TRACT OF LAND AS DESCRIBED IN DOC.# 201320956, O.R.W.C.T., FOR A CORNER OF THIS TRACT.

THENCE N 89°07'21" E 661.37 FEET ALONG THE SOUTH LINE OF SAID DOC.# 201320956 AND THE NORTH LINE OF SAID THIRD TRACT TO A FOUND 1/2" IRON ROD, AT THE SOUTHWEST CORNER OF THAT CERTAIN TRACT OF LAND AS DESCRIBED IN V. 475, P. 385, O.R.W.C.T., FOR A CORNER OF THIS TRACT.

THENCE N 89°02'50" E 663.72 FEET ALONG THE NORTH LINE OF SAID THIRD TRACT AND THE SOUTH LINE OF SAID V. 475, P. 385 TO A FOUND 3/8" IRON ROD, AT THE SOUTHEAST CORNER OF SAID V. 475, P. 385, WITHIN PIONEER STREET AND

AT THE NORTHEAST CORNER OF SAID THIRD TRACT, FOR THE EASTERNMOST NORTHEAST CORNER OF THIS TRACT.

THENCE S 00°31'22" E 1292.76 FEET ALONG THE EAST LINE OF SAID THIRD TRACT AND ALONG SAID PIONEER STREET TO A SET 1/2" IRON ROD CAPPED "TEXAS SURVEYING, INC.", AT THE NORTHEAST CORNER OF THAT CERTAIN TRACT OF LAND AS DESCRIBED IN DOC.# 201322568, O.R.W.C.T., FOR THE EASTERNMOST SOUTHEAST CORNER OF THIS TRACT. WHENCE A FOUND PK NAIL BEARS S 02°41'15" W 491.43 FEET.

THENCE ALONG SAID DOC.# 201322568 THE FOLLOWING COURSES AND DISTANCES:

N 88°59'32" W 868.55 FEET TO A FOUND 3/8" IRON ROD CAPPED, FOR A CORNER OF THIS TRACT.

S 00°05'20" W 510.92 FEET TO A SET 1/2" IRON ROD CAPPED "TEXAS SURVEYING, INC.", IN THE SOUTH LINE OF SAID THIRD TRACT, AND IN THE NORTH LINE OF THAT CERTAIN TRACT OF LAND AS DESCRIBED IN DOC.# 201712320, O.R.W.C.T., FOR A CORNER OF THIS TRACT.

THENCE ALONG SAID DOC.# 201712320 THE FOLLOWING COURSES AND DISTANCES:

S 89°40'40" W 1762.96 FEET TO A FOUND 3/8" IRON ROD, AT THE SOUTHWEST CORNER OF SAID THIRD TRACT AND IN THE EAST LINE OF SAID PARCEL 1, FOR A CORNER OF THIS TRACT.

S 00°16'14" W 349.12 FEET TO A FOUND 1" IRON PIPE, AT THE NORTHEAST CORNER OF SAID V. 5, P. 151 AND AT THE SOUTHEAST CORNER OF SAID PARCEL 1, FOR THE SOUTHERNMOST SOUTHEAST CORNER OF THIS TRACT.

THENCE S 89°26'34" W 2432.34 FEET ALONG THE SOUTH LINE OF SAID PARCEL 1 AND THE NORTH LINE OF SAID V. 5, P. 151 TO THE POINT OF BEGINNING.

BEARINGS, DISTANCES, AND/OR AREAS DERIVED FROM GNSS OBSERVATIONS PERFORMED BY TEXAS SURVEYING, INC. AND REFLECT SURFACE ADJUSTED, N.A.D. 1983, TEXAS STATE PLANE COORDINATE SYSTEM, NORTH CENTRAL ZONE 4202, USING TEXAS DEPARTMENT OF TRANSPORTATION SURFACE ADJUSTMENT FACTOR OF 1.00012.



**City Council Agenda  
October 12, 2020**

**Agenda Item: Resolution 202010-01 (Action Item)**

**Agenda Description:**

Consider a resolution designating the City Administrator as the responsible official on behalf of the City in dealing with the Texas Parks & Wildlife Department for the purpose of participating in the Local Park Grant Program; and approve the City Administrator to enter into an agreement with Stephens Engineering for professional services.

**Background Information:**

The City of New Fairview had approximately seven acres of parkland dedicated to the City in October 2013. The parkland is located on Stewart Street in the Chisholm Hills subdivision. Historically, the City has not been maintaining the property and it has been sitting as an overgrown lot. Staff reached out to Kyle Stephens, an engineer who specializes in preparing grant applications for the Texas Parks & Wildlife Department, to explore possibilities for the installation of park amenities and potential funding sources. Kyle recommended the City participate in the Local Park Grant Program, which provides a 100% state funded match upto \$150,000. Staff has reached out to local developers to ask for support of this application and has received confirmation that they would be willing to participate in the matching portion of the local matching funds, either through in-kind donations or through cash contributions.

The City will only have to pay for the engineering services, to prepare the application and initial design work, if the application is successfully funded by the Texas Parks & Wildlife Department. Successful completion and acceptance of the grant application will permanently designate the use of the property to a Texas Parks & Wildlife Park.

**Financial Information:**

Upto \$150,000 of contributions; if the City is unable to obtain all \$150,000, the City may choose to use a portion of the fund balance to maximize the matching grant funds or reduce the grant request to the amount available.

**City Contact and Recommendation:**

Ben Nibarger, City Administrator

Staff recommends that Council approve the resolution and authorize the City Administrator to sign the agreement with Stephens Engineering.

**Attachments:**

Image of approximate property lines of the dedicated parkland

Local Parks Resolution Authorizing Application

City Financial and Shovel Ready Letter

Local Parks Applicants Certification Program Assurance

Stephens Engineering Agreement and fee schedule





## Local Park Grant Program Resolution Authorizing Application

A resolution of the City of New Fairview as hereinafter referred to as "Applicant," designating certain officials as being responsible for, acting for, and on behalf of the Applicant in dealing with the Texas Parks & Wildlife Department, hereinafter referred to as "Department," for the purpose of participating in the Local Park Grant Program, hereinafter referred to as the "Program"; certifying that the Applicant is eligible to receive program assistance; certifying that the Applicant matching share is readily available; and dedicating the proposed site for permanent (or for the term of the lease for leased property) public park and recreational uses.

**WHEREAS**, the Applicant is fully eligible to receive assistance under the Program; and

**WHEREAS**, the Applicant is desirous of authorizing an official to represent and act for the Applicant in dealing with the Department concerning the Program;

**BE IT RESOLVED BY THE APPLICANT:**

**SECTION 1:** That the Applicant hereby certifies that they are eligible to receive assistance under the Program, and that notice of the application has been posted according to local public hearing requirements.

**SECTION 2:** That the Applicant hereby certifies that the matching share for this application is readily available at this time.

**SECTION 3:** That the Applicant hereby authorizes and directs the City Administrator to act for the Applicant in dealing with the Department for the purposes of the Program, and that Ben Nibarger is hereby officially designated as the representative in this regard.

**SECTION 4:** The Applicant hereby specifically authorizes the official to make application to the Department concerning the site to be known as New City Park in the City of New Fairview or use as a park site and is hereby dedicated (or will be dedicated upon completion of the proposed acquisition) for public park and recreation purposes in perpetuity (or for the lease term, if legal control is through a lease). Projects with federal monies may have differing requirements.

Introduced, read and passed by an affirmative vote of the "Applicant" on this 12 day of October, 2020.

\_\_\_\_\_  
Signature of Local Government Official

\_\_\_\_\_  
Typed Name and Title

**ATTEST:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Typed Name and Title

October 6, 2020

Re: City of New Fairview  
New Park Development  
Financial Commitment and Desire for Shovel Ready Project

The City of New Fairview has shown a desire to financially support the proposed project. The Council voted on **October 12, 2020** to provide the necessary match for the project and adopt the resolution of support and authorization for the project. The City, its City Council, and staff fully support the proposed project at the proposed project site. The City Staff and Council is excited for the opportunity to invest in outdoor recreation in New Fairview.

In an effort to expedite the delivery of the project, should the City receive a notice of award, the City is committed to fully funding the engineering design of the project. On October 12, 2020 the City Council approved and executed a contract between Stephens Engineering and the City for professional design services for the proposed project. Upon notice of award, the City will issue a notice to proceed to their design professional to begin engineering design. The intent of this pre-effective activity is the have completed plans prior to City-TPWD contract execution. After contract execution and the subsequent portal set up, all design documents, construction contracts, and other supporting documentation will be uploaded to the portal. It is the City's desire to have a TPWD notice to proceed within 30 days of TPWD contract execution.

The City appreciates the opportunity to submit this important project to the Texas Parks and Wildlife Department and looks forward to another successful park improvement project.

Thank You





## Local Park Grant Program Applicant's Certification & Program Assurances

As the duly authorized representative of the sponsor designated in the Resolution Section 3, ***I certify that the Applicant:***

1. Has complied with all pertinent local and state laws, and Local Parks Grants Program requirements regarding public hearings, including floodplain development, if appropriate.
2. Has the required proportionate share of funds available and sufficient for the project as required by Section 13.309 of the Parks and Wildlife Code.
3. Will maintain and operate areas acquired or developed with program assistance at sponsor expense as required by Section 13.309 of the Parks & Wildlife Code.
4. Will permanently dedicate for public park and recreation use all project area(s) which receive program assistance, as required by Chapter 640.1.2 of the *Local Park Grant Program Manual*.
5. Has the legal authority to apply for program assistance and the institutional, managerial and financial capability to ensure proper planning, management and completion of the project described in this application.
6. Will give the State of Texas, hereafter referred to as "State," through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
7. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the Texas Parks & Wildlife Department, and will record any federal interest in the title of real property in accordance with U. S. Department of Interior directives.
8. Will dedicate and permanently maintain any property designated as a natural area, wetland, or open space to meet program guidelines.
9. Will comply with all provisions of the "Summary of Guidelines for Administration of Local Park Grant Acquisition & Development Projects."
10. Will comply with the requirements of the Department with regard to the drafting, review and approval of construction plans and specifications.
11. Will obtain all required state and/or federal permits related to project development.
12. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the completed work conforms to the approved plans and specifications.
13. Will furnish quarterly progress reports and such other information as may be required by the Department.
14. Will initiate and complete the work within the applicable time frame after receipt of approval from the Department.
15. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest or personal gain.

**Applicant's Certification & Program Assurances - Continued**

- 16. Will comply with all State and Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681-1686) which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794) which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101-6107) which prohibits discrimination on the basis of age; (e) any other non-discrimination provisions in the specific statute(s) under which application for program assistance is being made, and (f) the requirements of any other non-discrimination statute(s) which may apply to the application.
- 17. Will comply with the flood insurance purchase requirements of Section 4012(a) of the Flood Disaster Protection Act of 1973 which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance in an amount at least equal to its development or project cost.
- 18. Will comply with environmental standards which may be prescribed to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplain in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S. C. §§ 1451 et seq.); (f) conformity of Federal actions to State (Clear Air) Implementation Plans under Section 176(c) of the Clear Air Act of 1955, as amended (42 U.S.C. § 7401 et seq.);(g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
- 19. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§ 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
- 20. Will assist the Department in assuring compliance with the Texas Antiquities Code.
- 21. Will cause to be performed the required financial and compliance audits in accordance with the state or federal Single Audit requirements.
- 22. Will comply with all applicable requirements of all other State and Federal laws, regulations and policies governing this program.

City of New Fairview - New City Park

Sponsor/ Project Name

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Signature of Official Authorized in Resolution

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Ben Nibarger, City Administrator

Print Name and Title of Official

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Date

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P.O. Box 6618  
Longview, TX 75608

Texas Registered Engineering Firm F-20395

O: 903.215.8990  
stephenseng.net

**WORK ORDER FOR PROFESSIONAL SERVICES  
WORK ORDER NO. NF-21-01**

This will constitute authorization by the City of New Fairview (Owner) for KJS2, LLC dba Stephens Engineering (Engineer) to proceed with professional engineering services for the following described "Project":

**2021 TPWD Park Improvements  
New Fairview, Texas**

We understand the scope of services includes design and preparation of TPWD submittals for the above referenced project. Park improvements include a new playground, pavilion, ADA parking and 1,320 linear foot accessible walking trail, and other park amenities. The following is a list of the Scope of Services:

<u>Design Phase:</u>	<b>\$30,000</b>
1) Prepare TPWD grant application for submission.	
2) Prepare preliminary plans including site plans, grading plans, and details for the proposed park improvements. Review documents with Owner.	
3) Prepare final plans for submittal to the TPWD. Review documents with Owner.	
4) Register the project with TDLR for compliance with Americans with Disabilities Act.	
5) Submit all required TPWD paperwork to receive a notice to proceed from TPWD staff.	
<b>Total Basic Fee</b>	<b>\$30,000</b>
 <u>Additional Services:</u>	
1) Topographic Surveying	<u>\$3,000</u>
<b>Total Fee</b>	<b>\$33,000</b>

**Not Included:**

- a. TDLR registration, review, and inspection fees are the responsibility of the City.
- b. Resident project representative services;

For performing the services described, the Engineer is to be paid a maximum not to exceed the amount of \$33,000 for basic engineering and additional services. Partial payments for services shall be made monthly, as evidenced by monthly statements submitted by the Engineer and approved by the Owner. Payments are due Net 30. If payment is not made within 30 days, work shall cease until such payment is received. Any additional services requested beyond the scope of the Work Order shall be billed at an hourly rate per the attached Fee Schedule. Note that work performed under this agreement will only begin after notice of award by TPWD and after receiving a notice to proceed to begin design work from the City.

APPROVED:  
CITY OF NEW FAIRVIEW, TEXAS

BY \_\_\_\_\_  
The Honorable Joe Max Wilson, Mayor

ATTEST \_\_\_\_\_

DATE \_\_\_\_\_

ACCEPTED:  
KJS2, LLC dba Stephens Engineering

BY KJS  
Kyle Stephens, P.E., Principal

ATTEST Joey Scott  
Joey Scott

DATE: 10/6/20

**Stephens Engineering  
Fee Schedule  
2020**

Principal	\$145.00	/Hour
Project Manager	\$125.00	/Hour
Engineer-in-Training	\$85.00	/Hour
Project Designer	\$85.00	/Hour
Engineering Technician	\$75.00	/Hour
Administrative Assistant	\$50.00	/Hour
Project Representative	\$60.00	/Hour
Mileage	\$0.575	/Mile
Non-Labor Expenses		10 %
Subconsultant Services		15 %



## City Council Agenda October 12, 2020

**Agenda Item:**   **Resolution 202010-02**   **(Action Item)**

### **Agenda Description:**

Consider a resolution authorizing the City Administrator to negotiate and sign an agreement with WAGsys Software Solutions, Inc., for a municipal management software solution with a not to exceed implementation cost of \$21,500 and annual maintenance cost of \$7,500.

### **Background Information:**

Traditionally, municipalities put systems and processes in place after the fact. In many cases, this leads to situations where the only short-term solution is to increase staff or consultant hours to keep up with the increased workload. In the case of New Fairview, a municipal management software solution allows for the City to create and develop the system before the fact, increasing efficiency and effectiveness of staff time and customer satisfaction.

Civicgov is an enterprise level system that allows for communication across all departments, property and asset management, digital document repository, mobile off-line operations, citizen access and notification system, GIS record mapping, municipal analytics, inspection results, local online code repository, reporting and data queries.

The online portal allows for citizen and contractor registration, invoicing, cashiering, code enforcement, complaint processing, animal control and licensing, planning and zoning operations, permitting and inspections, fire/safety operations, public works, and damage assessments.

The City of New Fairview has been awarded, through the 2020 Coronavirus Relief Fund (CRF) and funded through the CARES Act, \$55 per resident. This equals approximately \$86,000 of grant funding that is available for specific uses. 75% of the expended funds that are eligible are required to be spent on direct Coronavirus healthcare related activities, but the remaining 25% of the expended funds can be utilized for "*Expenses to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions*".

The municipal management software allows for the City staff to accept all payments, applications, registrations, complaints, as well as interact with each of these processes electronically from any location. The purpose of the software and the funds are perfectly aligned, as it helps to reduce public traffic into City Hall while still allowing the City residents, stakeholders, and staff to continue with necessary City business.

**Financial Information:**

Approximately \$13,000 should be reimbursed from the City’s allotted CRF funds, if the City expends all remaining funds available, approximately \$69,000; the City will be responsible for the ongoing annual maintenance costs of \$7,500.

**City Contact and Recommendation:**

Ben Nibarger, City Administrator

Staff recommends that Council approve the resolution and authorize the City Administrator to sign the agreement with WAGsys Software Solutions, Inc.

**Attachments:**

- Resolution
- Presentation
- Proposal



**City of New Fairview, Texas  
Resolution No. 202010-02**

**A RESOLUTION OF THE CITY OF NEW FAIRVIEW, TX AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT FOR A MUNICIPAL MANAGEMENT SOFTWARE SOLUTION AND OBTAIN REIMBURSEMENT FOR THE TELEWORK IMPROVEMENTS FROM THE 2020 CORONAVIRUS RELIEF FUNDS (CRF).**

**WHEREAS,** the City of Fairview is an incorporated city in the State of Texas; and

**WHEREAS,** the City of New Fairview is a General Law city as classified by the Texas Municipal Code; and

**WHEREAS,** the City desires to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions; and

**WHEREAS,** the municipal management software solution provides electronic submission, tracking, and notification, of all current municipal business activities, such as: permits, registrations, plans, etc.; and

**WHEREAS,** the municipal management software solution allows staff to complete their duties and responsibilities virtually, from any location with an internet connection, which reduces public traffic in City Hall; and

**WHEREAS,** the City Council finds this to be in the best interest of the Citizens of New Fairview.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY NEW FAIRVIEW:**

1. That, all matters stated in the recitals herein above are found to be true and correct and are incorporated herein by reference as if copied in their entirety.

2. That the City Council does hereby authorize the City Administrator to negotiate and sign the agreement with WAGsys Software Solutions, Inc.
3. That, if any portion of this resolution shall, for any reason, be declared invalid by any court of competent jurisdiction, such invalidity shall not affect the remaining provisions hereof and the Council hereby determined that it would have adopted this Resolution without the invalid provision.
4. That this Resolution shall become effective from and after its date of passage.

PRESENTED AND PASSED on this **12<sup>th</sup> day of October**, at a meeting of the New Fairview City Council.

APPROVED:

ATTESTED:

\_\_\_\_\_  
Signature of Local Government Official

\_\_\_\_\_  
Monica Rodriguez

\_\_\_\_\_  
Name and Title

\_\_\_\_\_  
City Secretary





**CIVICgov**

*Municipal Management Application*

*Powered by Wagsys Software*



## **A Smart-City Software Solution for Government**

**Empowers Constituent Engagement**

**Reduces Recurring Software Operating Costs**

**Increases Communication & Collaboration Across Departments**

**POWERFULLY *simple!***

*The Features Make it POWERFUL*

*The Technology Makes it **simple!***

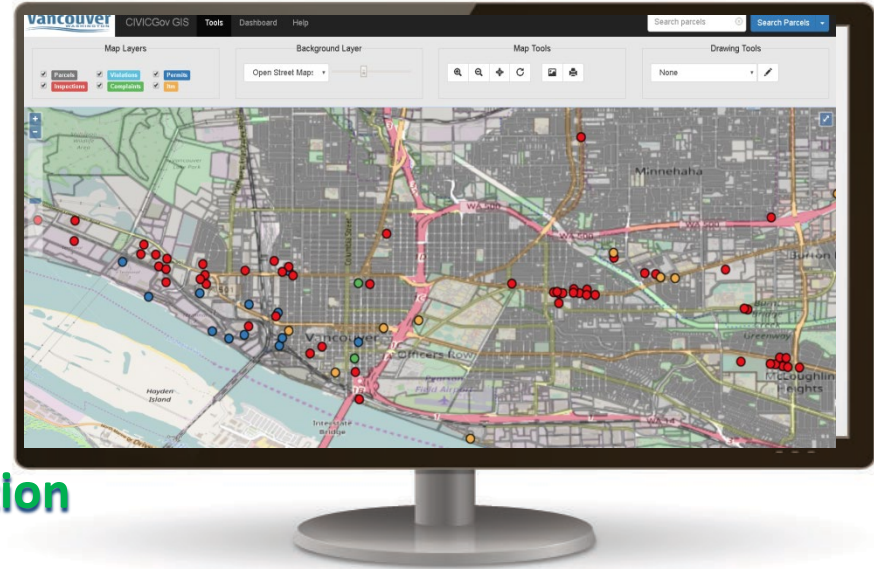


# CIVICgov

*Municipal Management Application*  
Powered by Wagsys Software

## Core Functions

- **Property & Asset Management**
- **Collaboration Across Departments**
- **Digital Document Repository**
- **Mobile Off-Line Operations**
- **Citizen Access & Notification System**
- **GIS Record Mapping**
- **Municipal Analytics**
- **Inspection Results via Voice Recognition**
- **Local Online Codes Repository**
- **Reporting & Data Queries**





# CIVICgov

## Municipal Management Application

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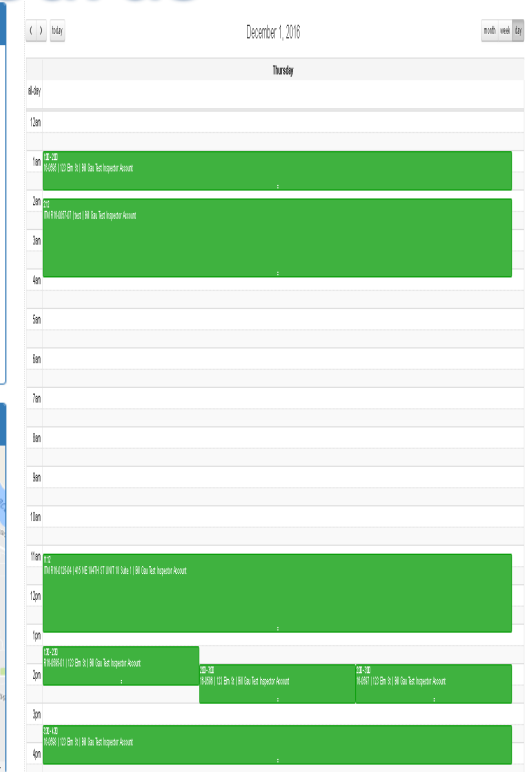
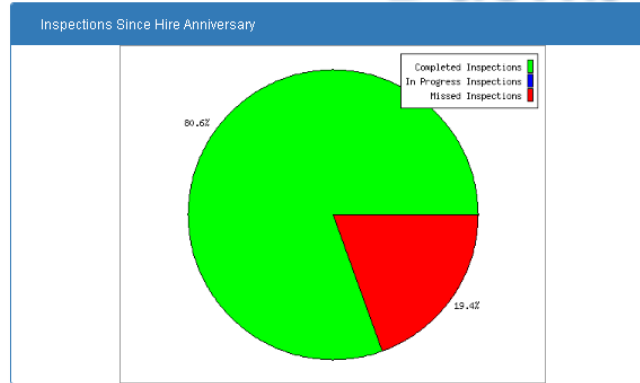
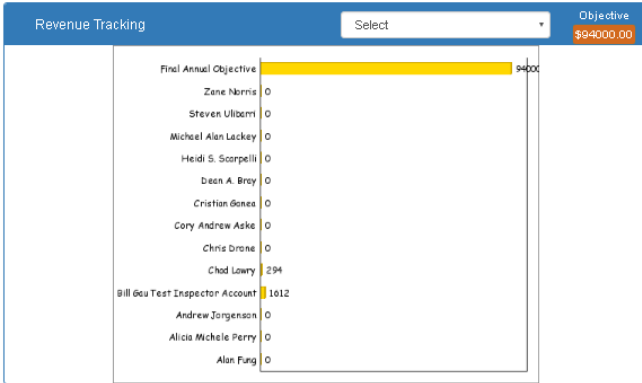
# System Modules

- Business & Contractor Licensing System
- Invoicing , Cashiering & General Ledger
- Code Enforcement Operations
- Complaint Processing Management
- Animal Control & Licensing System
- Planning & Zoning Operations Management
- Permitting & Inspection Processing
- Mobile App for Off-line Inspection Processing
- Fire/Safety Operations & Inspections
- Public Works Operations
- Damage Assessment System



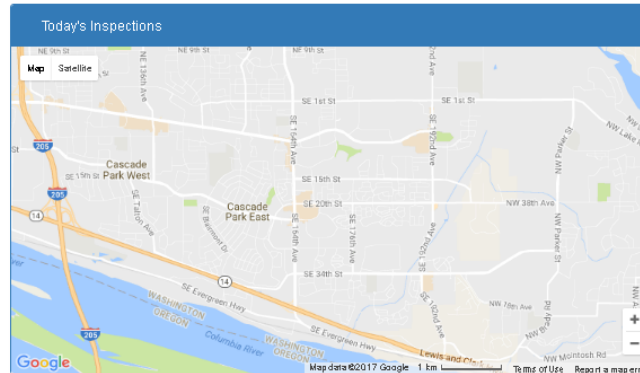


# Custom Dashboards



### My Reports

Count	Report Name	Action
359	inspections Not Billed	✘
0	Incomplete Fire Inspections	✘
13	AR Aging	✘
20	Daily Invoices	✘
90	List of New Permits Submitted online (pending)	✘
31	New Company Endorsment Applications	✘
31	New Individual Endorsment	✘
8	Expired Individual Endorsments	✘





# CIVICgov

## Municipal Management Application

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# Custom Dashboards

**Civicgov Application**

Bill Day  
City Clerk

Search

Menu

- Dashboard
- Scheduler
- Asset Management
- Business Licensing
- Complaints
- Fire/Safety Inspections
- Inspections
- Permits
- Planning & Zoning
- Violations
- Settings

**Dashboard**

Good Day Bill Day Below are the departments you have access to within the system. To access a specific department click the link.

City Clerk

Code Enforcement

Community Development

Environmental Health

Public Works

**My Tasks**

**Permits & Projects**

Department	Permit Application Number	Department Review Status	Location	Permit Application Status
Building Department	17-0019	In Progress	265 GLEN MILL LN (Suite #1), AMBSVILLE	Pending
Building Department	17-0022	In Progress	423 RIVERSIDE CT, Not Provided	Funding
Building Department	17-0024	In Progress	16493 LAKE BREEZE LN, CLUPEFER	Pending
Planning Department	17-0006	In Progress	17423 WATERLOO RD, Not Provided	Pending
Planning Department	18-0002	In Progress	4210 WATERFORD RD, Not Provided	Pending
Planning Department	18-0003	In Progress	4210 WATERFORD RD, Not Provided	Pending

**Citizen Request & Concerns**

Record #	Parcel #	Building/Suite ID	Location	Record Type	Record SubType	Status
18-0002	TEST		1 Test Lane	Animal Control - Unlicensed Pet		Pending
18-0001	38 1 5		423 RIVERSIDE CT, AMBSVILLE, VA 20106	Uniform Code - Fire & Life Safety		Pending

**Violations & Citations**

Violation #	Parcel #	Building ID	Location	Type	Sub Type	Status
18-0003	38 1 5		423 RIVERSIDE CT, AMBSVILLE, VA 20106	Uniform Code - Property Maintenance		Open
18-0002	5 1		4210 WATERFORD RD			Pending
18-0001	2 138		18437 WATERLOO RD	PUBC Works - Sewer Related		Open
17-0004	2 4C		1236 DULIN DR, AMBSVILLE	Uniform Code - Fire & Life Safety		Pending

**Licenses**

Business Name	Business Type	Business SubType	License #	Status	Expiration Date
Do We Cheatem and How	Construction	Residential Building Contractors	54-123456	Pending	May 1, 2020
great excavating	Construction	Residential Building Contractors	045321	Pending	March 30, 2019

**My Analytics**

NUMBER OF PERMITS

2018

More Info

NUMBER OF OPEN COMPLAINTS

3

More Info

NUMBER OF OPEN PERMITS

112

More Info

NUMBER OF EXPIRED PERMITS

6

More Info

NUMBER OF EXPIRED PROJECTS

8

More Info

NUMBER OF OPEN INSPECTIONS

70

More Info

NUMBER OF VIOLATIONS

11

More Info

NUMBER OF FAILED INSPECTIONS

26

More Info

NUMBER OF OPEN PROJECTS

38

More Info

**Today's Inspections**

Category	Inspection #	Parcel #	Contractor	Location	Status	Date	Type
Permit	18-0024	34 1 8 20		1998 OLD BRIDGE RD, Not Provided	Open	May 23, 2018	ELECTRIC ROUGH-IN
Project	18-0002	5 1		4210 WATERFORD RD, Not Provided	Open	March 15, 2018	Planning Minor Site Plan Checkoff
Project	18-0003	5 1		4210 WATERFORD RD, Not Provided	Open	March 15, 2018	Commercial Building Permit Application

**Past Due Inspections**

Category	Inspection #	Parcel #	Contractor	Location	Status	Date	Type
Permit	18-12034	2 4C		1236 DULIN DR, AMBSVILLE	Open	September 22, 2017	BACKFLOW PREVENTOR
Fire/Safety	17-0026	2 12 (Unit: 30261-0002)		265 GLEN MILL LN (Suite #1), AMBSVILLE	Open	September 6, 2017	A-1 Assembly General Fire
Project	17-0016	38 1 5		423 RIVERSIDE CT, Not Provided	Open	August 17, 2017	Commercial Building Permit Application

**Today's Appointments**

Title	Start Date	End Date	Location
Civicgov Training	2018-09-10 08:00:00	2018-09-14 18:00:00	
Civicgov Meeting	2018-09-10 15:30:00	2018-09-10 18:30:00	
OFF	2018-09-22 07:30:00	2018-09-22 07:30:00	
insidgen meeting building dept	2017-09-22 14:30:00	2017-11-24 18:30:00	



# CIVICgov

## Municipal Management Application

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# Scheduling Tools

Completed Inspection Scheduled Inspection Past Due Inspection

< > today

February 2017

month week day

Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	31	1	2	3	4
4a ITM 17-0774   1900 NE 162ND AVE	9a ITM 17-0775   3220 E FOURTH PL 10a 17-0657   13703 NW GATEWAY AVE 10a ITM 17-0553   312 W 8TH ST   Tai 11a 17-0952   221 NE 104TH AVE   Jaa 11a 17-0655   13909 NE 28TH ST   Del 12p 17-0955   221 NE 104TH AVE   Jaa 12p ITM 17-0674   1601 E FOURTH PL 12p R17-0555-01   13909 NE 28TH ST +7 more	9a 17-0273   5000 E FOURTH PLAIN B 9a R17-0160-01   1705 NW HARBORSIDE 9a 17-0256   5000 E FOURTH PLAIN B 9a 17-0583   6601 NW OLD LOWER RIV 10a 17-0533   10801 E MILL PLAIN BLV 10a 17-0258   5000 E FOURTH PLAIN B 10a 17-0576   221 NE 104TH AVE   Jaa 10a 17-0582   1009 E MCLOUGHLIN BL +17 more	1a 17-0249   5000 E FOURTH PLAIN B 9a R17-0388-01   12712 SE 2ND CIR   J 9a 17-0584   2610 SE 164TH AVE   Chr 10a 17-0585   16110 SE 1ST ST   Crist 10a 17-0590   221 NE 104TH AVE   Jaa 10a R17-0145-01   1300 W 12TH ST   J 11a 17-0590   2601 W 20TH AVE (Bldg) 11a 17-0587   6617 E MILL PLAIN BLV +18 more	9:30a ITM 17-0604   1401 E 13TH ST   J 9a R17-0061-01   1408 FRANKLIN ST   J 10a 17-0600   6617 E MILL PLAIN BLV 10a 17-0601   1420 NE MOTHER JOSEF 10a R17-0161-01   2265 NW HARBORS 11a 17-0253   5000 E FOURTH PLAIN B 11a 17-0602   400 NE MOTHER JOSEF 11:30a 17-0606   1115 W 13TH ST   Cal +4 more	9:30a ITM 17-0611   1401 E 13TH ST   J 9:30a 17-0600   110147 NE 60TH CIR   J 10a 17-0602   2925 E FOURTH PLAIN B 10a 17-0602   5305 NE 121ST AVE   SJ 11a 17-0613   221 NE 104TH AVE   Jaa 11a 17-0614   2925 E FOURTH PLAIN B 11a 17-0619   3410 FRUIT VALLEY RD 1p 17-0615   10512 SE MILL PLAIN BL 3p 17-0617   221 NE 104TH AVE   Jaa	9a 17-0321   10329 SE MILL PLAIN BL 10a 17-0316   10321 SE MILL PLAIN B 11a 17-0322   10409 SE MILL PLAIN B
5	6	7	8	9	10	11
11:55a ITM 17-0708   10204 SE MILL P 9p R17-0144-01   2211 SAINT FRANCIS	9a ITM 17-0641   8917 NE FOURTH PL 10a 17-0626   2695 NW HARBORSIDE 10a 17-0627   11900 NE 10:30a 17-0628   221 NE 11a 17-0631   2695 NW HARBORSIDE 11a 17-0629   9009 NE 5 11a 17-0646   2203 FAIRMOUNT AVE   J +18 more	9:30a 17-0695   719 SE 164TH AVE   O 9a 17-0643   3201 E 33RD ST   Cristian Inspector: 17-0626 Location: 2695 NW HARBORSIDE DR Occupant: Inspector: Andrew Jorgensen Type: Fire/Safety Inspection Status: +1   1114 W FOURTH PL 1   3301 NW LOWER RIV 2401 SAINT FRANCIS LI 900 WASHINGTON ST   J 10:30a 17-0644   6503 E MILL PLAIN B +23 more	8:25a ITM 17-0718   16600 SE MCGILL 9a 17-0661   3201 NW LOWER RIVER   J 9a R17-0388-01   5701 NE FOURTH PL 10a 17-0269   5000 E FOURTH PLAIN B 10a 17-0668   4801 E 5TH ST   Cristian 10:55a ITM 17-0725   4250 E FOURTH 11a 17-0665   10512 SE MILL PLAIN B +20 more	9a R17-0331-01   3409 MAIN ST   Mich 9a R17-0351-01   7809 NE VANCOUVER 9:05a ITM 17-0694   1705 SE 164TH A 11:40a ITM 17-0743   501 SE 164TH A 12p 17-0680   7809 NE VANCOUVER P 1p 17-0676   6319 E MILL PLAIN BLVD +3 more	9:30a ITM 17-0684   16410 SE 5TH ST 10:30a 17-0272   5000 E FOURTH PL 10:30a 17-0686   6409 E MILL PLAIN B 11:30a 17-0687   9714 SE MILL PLAIN 12:05p ITM 17-0712   10214 SE MILL P 12:30p 17-0688   2903 E FOURTH PLA 1p 17-0737   6305 NE 121ST AVE, BLD +3 more	
12	13	14	15	16	17	18
9a 17-0279   5301 NE 121ST AVE   Ski 10a 17-0278   5301 NE 121ST AVE   SJ 11a 17-0280   5301 NE 121ST AVE   SJ 12p 17-0295   5305 NE 121ST AVE   SJ 1p 17-0294   5305 NE 121ST AVE   SJ	10a 17-0906   2631 SCOTT AVE   Andi 10a 17-0908   221 NE 104TH AVE   Jaa 10a ITM 17-0723   13025 NE FOURTH 11a 17-0708   221 NE 104TH AVE   Jaa 12p 17-0708   3301 E FOURTH PLAIN B 12:30p 17-0709   9900 SE MILL PLAIN 12:30p 17-0710   9900 SE MILL PLAIN +9 more	9:05a ITM 17-0717   16600 SE MCGILL 9:30a 17-0759   6609 E MILL PLAIN BL 10a 17-0612   6615 E MILL PLAIN BLV 10a 17-0721   2631 SCOTT AVE   Andi 10:30a 17-0724   12409 BROADWAY ST 11a 17-0727   1800 W FOURTH PLAIN 11a 17-0721   1404 E 16TH ST   Cristian +9 more	9a R17-0381-01   2615 NE 112TH AVE 10a 17-0232   3503 E FOURTH PLAIN B 10a 17-0739   7600 NE 41ST ST   Crist 10:30a 17-0741   1200 E FOURTH PLA 11a 17-0742   1601 E FOURTH PLAIN B 12p 17-0740   1601 E FOURTH PLAIN B 12p 17-0747   10006 SE MILL PLAIN B +10 more	12a R17-0741-01   2200 E FOURTH PL 9a 17-0765   1115 SE 164TH AVE   Chr 10a 17-0771   3309 NW GATEWAY AVE 10a 17-0234   3503 E FOURTH PLAIN B 10:30a R17-0336-01   10302 SE MILL I 11a 17-0768   18519 SE MCGILLVILLY 11:30a 17-0768   2700 CAPLES AVE   J +15 more	9a 17-0790   800 SE MARITIME AVE   J 9a R17-0790-01   800 SE MARITIME AV 10a 17-0675   6610 E MILL PLAIN BLV 11a 17-0796   1212 W FOURTH PLAIN 11:55a ITM 17-0797   4400 E FOURTH 12p R17-0333-01   10300 SE MILL PLA 1p 17-0236   3503 E FOURTH PLAIN B +2 more	
19	20	21	22	23	24	25
9a ITM R17-0165-01   1901 SE COLUM 10a 16-0004   6025 E 18TH ST   Cristia 10a ITM R17-0174-01   8100 FALK RD 11a ITM R17-0389-01   400 E MILL PL 12p 17-0178   2203 FAIRMOUNT AVE   J 12:30p 17-0179   2205 FAIRMOUNT AV 2p 17-0182   2211 FAIRMOUNT AVE   J +2 more	12a R17-0164-01   2911 SE VILLAGE I 12a R17-0393-01   9600 E MILL PLAIN 9a R17-0352-01   5305 NE 121ST AVE 9a R17-0396-01   5305 NE 121ST AVI 2p R17-0310-01   10214 SE MILL PLA 5p R17-0561-01   10411 NE FOURTH P	12a R17-0167-02   1905 W 17TH ST   B 9a R17-0093-02   1900 FORT VANCOU 9a R17-0328-01   10417 SE MILL PLA 10a R17-0286-01   5000 E FOURTH PL 11a 17-0277-01   2600 GENERAL ANI 12p R17-0236-01   3503 E FOURTH PL +4 more	9a ITM R17-0343-01   6701 NE 147TH 10a R17-0487-01   1101 W FOURTH PL 11a R17-0490-01   3201 NW LOWER R 12a R17-0308-01   10214 SE MILL PLA 12a R17-0309-01   10214 SE MILL PLA 12a R17-0311-01   10214 SE MILL PLA 9a R17-0489-01   11320 NE 49TH ST   J 10a R17-0198-01   2924 FALK RD   Mik 10a R17-0487-01   5101 NE 112TH AVE 10a R17-0505-01   1311 SE CARDINAL +4 more	9a R17-0522-01   6701 E MILL PLAIN E 1p 17-0705   3001 E FOURTH PLAIN B		

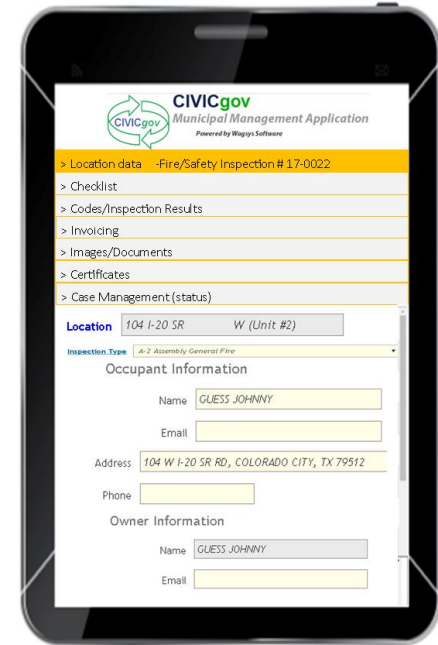
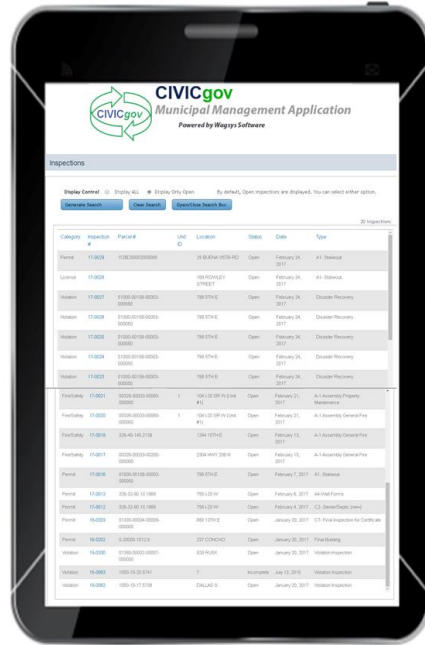


# CIVICgov Municipal Management Application

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## Mobile Inspection App

- Works Off-Line
- Never Drop Data Again!
- Turn-by-turn Directions
- Capture Images in Field
- Voice Recognition
- Talk-to-text Inspection Results





# CIVICgov

## Municipal Management Application

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# GIS Record Mapping

Vancouver

CIVICGov GIS

Tools

Dashboard

Help

Search parcels

Search Parcels

Map Layers

Background Layer

Map Tools

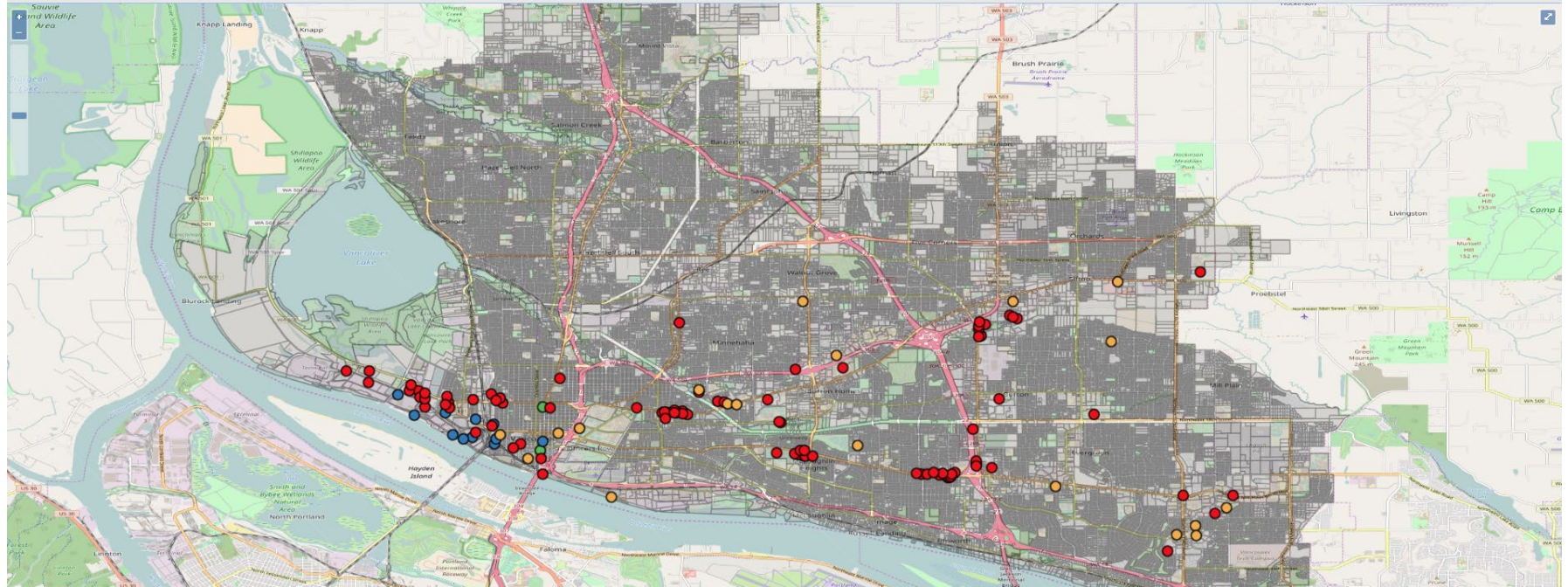
Drawing Tools

- Parcels
- Pipelines
- Motions
- Complaints
- Permits
- Info

Open Street Maps



None







**CIVICgov**

*Municipal Management Application*

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## **A Complete Mobile Enterprise Level Solution**

**Digital Plan Review System**

**Complete Project Management**

**Planning Department Management**

**Zoning Department System**

**Complete Codes Database**

**Permits & Inspections**

**Mobile Inspections Checklists**

**Direct Link to Enforcement System**

**Review Fire Safety Concerns**

**Citizen & Contractor Access**

**Instant Field Updates**





# CIVICgov

## Municipal Management Application

Powered by Wagsys Software

# Case Management & Plan Review

### Case Status

[Print Status](#) [Refresh Status](#)

#### Routing Details

✓ Department: Building Approved: May 17, 2017 | Status: Approved

✓ Department: City Manager Approved: May 17, 2017 | Status: Approved

Department: Community Development Status: In Progress

Department: Finance Status: On Hold

X Department: Fire Status: Rejected

✓ Department: Planning (Final Approval Authority) Approved: May 2, 2017 | Status: Approved

#### Override Routing

#### Record Actions

Instantly track status of routing to various departments.

Utilize email notifications to monitor review progress

Override routing per record as required

Track due dates and deadlines



# CIVICgov

## Municipal Management Application

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# Case Management & Plan Review

Project Details - A14-0010 (Parcel #141.43-7-23)

[Display In Map](#)

[Edit](#) [Print](#) Project Details/Report PDF Record #10 of 10

[Applicant](#) [Property](#) [Structure](#) [Contractors](#) [Checklists](#) [Insurance](#) [Contacts](#) [Affidavits](#) [Certificates](#) [Fees](#) [Bonds](#) [Escrow](#) [Documents](#)

[Related Permits](#) [Actions](#) **Status** [Meeting Minutes](#) [Adjacent / Proximity](#) [Questions & Answers](#) [Conditions](#) [Variances](#)

### Status

Checklist Item	Approval Entity	Notes	Deadline	Status
<b>x Application Checklist - Landscape Plan</b>			October 29, 2014	Past Due
<b>x Application Checklist - Land Survey - 2 plans</b>			October 29, 2014	Past Due
Application Checklist - Photographs of Property & Adjacents			November 7, 2014	
<b>✓ Application Checklist - Permit Application Complete</b>			November 7, 2014	Complete
Application Checklist - FEMA Elevation Certificate in flood zone			November 17, 2014	

Utilize integrated checklists to ensure all steps are complete

System notifies of past due or missing checklist items



**CIVICgov**

*Municipal Management Application*

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## Case Management & Plan Review

Edit

Print Menu

Record #19 of 20

Applicant	Property	Structure	Contractors	Inspections	Checklist	Insurance	Contacts	Affidavits	Codes	Certificates	Fees	Bonds
Escrow	Documents	Related Permits	<b>Related Projects</b>	Status	Forms	Meeting Minutes	Adjacent / Proximity	Questions & Answers				
Conditions	Variances											

Project #	Project Type	Project Use	File Date	Status
<a href="#">PB A17-0011</a>	Planning Board	Sub-Division-Major	April 13, 2017	Pending
<a href="#">ZB A17-0012</a>	Zoning Hearing Board	Variance-Use	April 13, 2017	Pending
<a href="#">PJ A17-0014</a>	Municipal Authority	storm water	April 19, 2017	Pending

Link multiple planning and zoning records to each master project

Link all related permits to the master project record

Track complicated bond and escrow accounts.

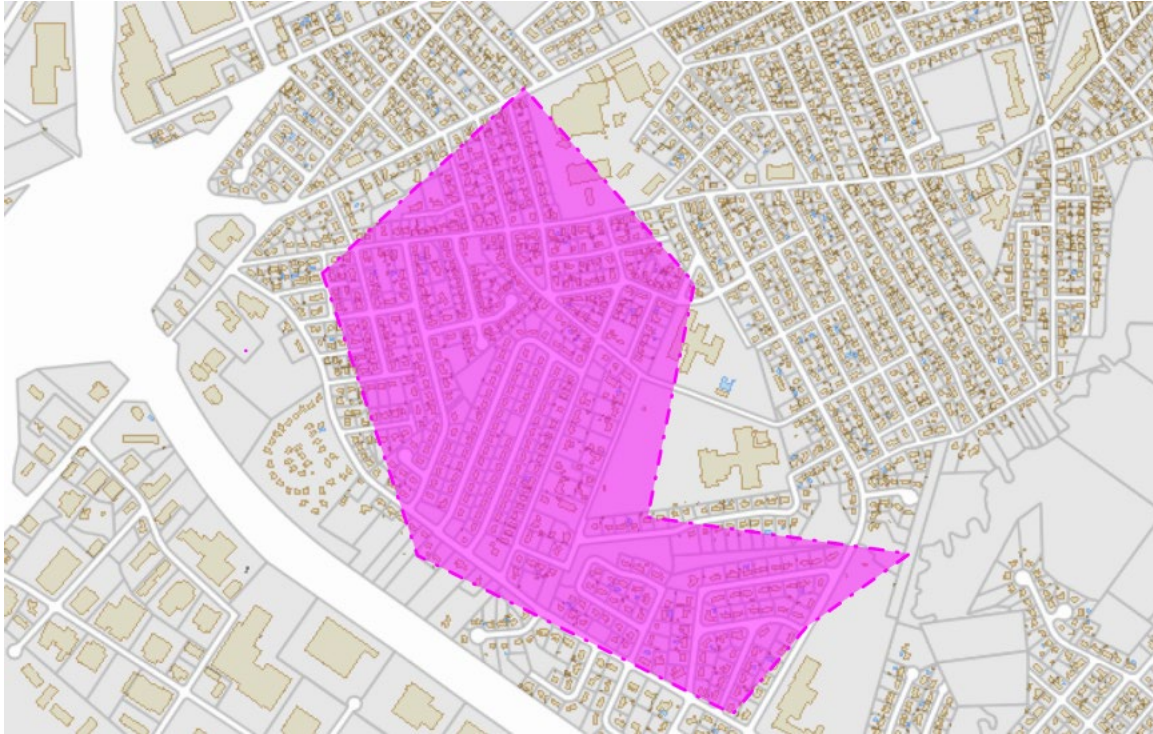


**CIVICgov**

*Municipal Management Application*

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## Case Management & Plan Review



Instantly identify adjacent / abutter properties for processing of bulk letters or forms.

Draw shapes and determine properties within those boundaries or identify by distance.



# CIVICgov

## Municipal Management Application

Powered by Wagsys Software

# Case Management & Plan Review

Save Project Cancel Print Menu

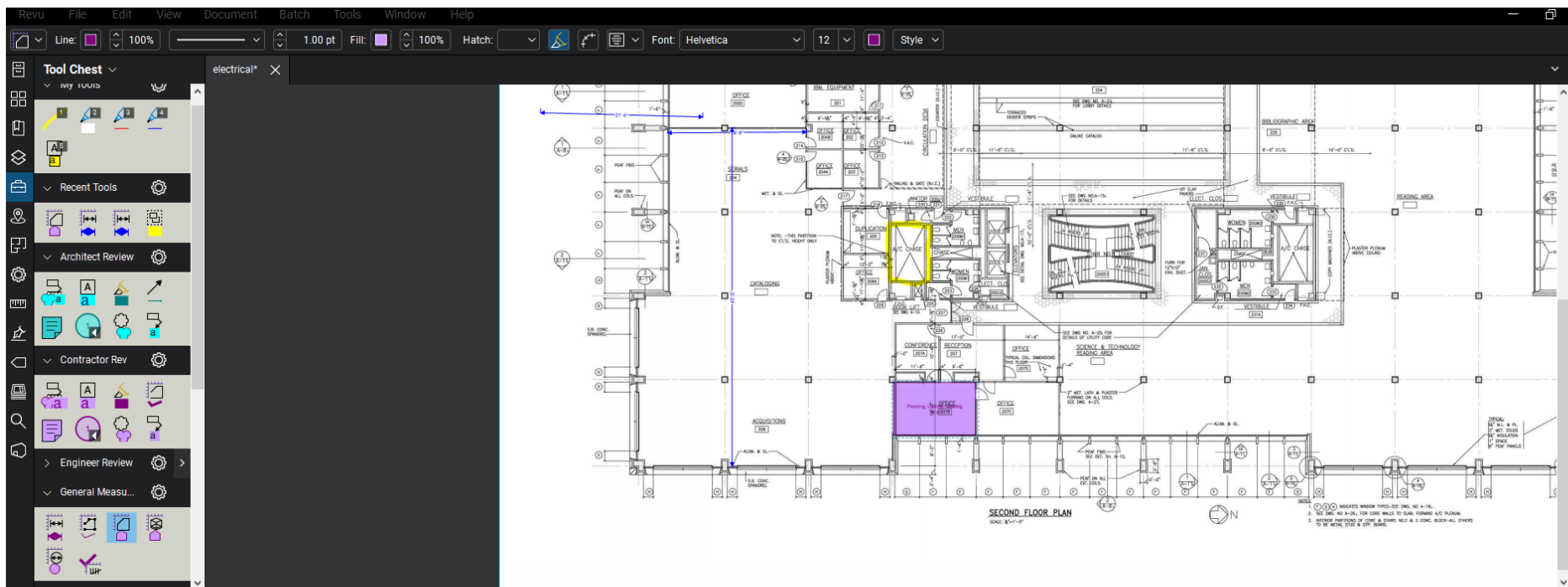
Applicant Property Structure Contractors Inspections Checklist Ins  
Escrow **Documents** Related Permits Related Projects Status For  
Conditions Variances

[Click here to attach files to the project](#)  
Only jpg, pdf, png, gif, doc, docx, ppt, pptx, xls, xlsx, txt are allowed.

- PDF\_Arch01.pdf 0.5MB [Remove](#)
- PDF\_Arch01\_082514\_1.pdf 0.5MB [Remove](#)
- PDF\_Arch02.pdf 0.6MB [Remove](#)
- PDF\_Arch03.pdf 0.5MB [Remove](#)
- PDF\_civil01.pdf 0.3MB [Remove](#)
- PDF\_elec02.pdf 0.4MB [Remove](#)

Utilize the online storage to attach plans and all related documents to the project or permit record.

The public can upload documents via the citizen portal for review by officials



Subject	Page Label	Comments	Author	Date	Status	Color	Layer	Space
8/30/2018 (1)								
Highlight	1	Need to obtain the detailed plans for the a/c chase area	Bill Gau	8/30/2018 7:48:03	Accepted set by Bill Gau on 8/30/2018 at 7:49:16 AM	Yellow		
Re: Highlight	1	I agree please notify the applicant and have them send us the plans via CG	Bill Gau	8/30/2018 7:48:43		Yellow		
9/8/2018 (4)								
Engineer	1	21'-9"	Bill Gau	9/8/2018 5:03:07 PM		Blue		
Engineer	1	18'-8"	Bill Gau	9/8/2018 5:03:20 PM		Blue		
Engineer	1	45'-5"	Bill Gau	9/8/2018 5:03:30 PM		Blue		
Area Measurement	1	78 sf	Bill Gau	9/8/2018 5:04:58 PM		Purple		



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## Case Management & Plan Review

Codes Referenced

[search for and add another code to this record](#)

[Violation Of](#)

Municipal Code of Ordinances

Reason

02 001(a) and (c) Chapter 3, International Building Code, Comm.

[Delete Code](#)

Offense

Adopted. A certain document, one (1) copy of which is on file in the office of the office of the city secretary, being marked and designated as the International Building Code, 2015 edition, including all appendix chapters (see International Building Code section 101.2.1, 2015 edition), as published by the International Code Council, be and is hereby adopted as the building code of the city, in the state, for regulating and governing the conditions and maintenance of all property, buildings and structures; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use; and the condemnation of buildings and structures unfit for human occupancy and use and the demolition of such structures as herein provided; providing for the issuance of permits and collection of fees therefor; and each and all of the regulations, provisions, penalties, conditions and terms of said building code on file in the office of the city secretary are hereby referred to, adopted, and made a part hereof, as if fully set out in this section, with the additions, insertions, deletions and changes, if any, prescribed in subsection (b) of this section.

Conditions  
Observed /  
Corrective  
Action Required

Create Plan Review Letters and include a reference to the associated national or local building codes.

The system contains an entire code repository shared among the various modules.

Each code can be listed in the outbound review letter





Edit Permit - #A18-0147

PERMIT AMOUNT DUE: \$35.00



Record #156 of 156

Save Permit Clone Permit Cancel Print Menu

Display Property Data County Tax Data Display GIS

Applicant Property Structure Contractors Codes Inspections Insurance Contacts Affidavits Certificates Fees Documents  
Related Permits Status Conditions Forms

Search Location 48 PRESTONFIELD RD U-101 Application # 18-0147 Permit #

Permit Type Building Safety Department Permit Use Residential Deck - Replace Sam

Tax Parcel # 44978 Building/Suit ID Temporary Child Lot# Project # Select Project

Account Number # Tax Map # Lot # 0001 Block # 0

Section # 0000 Census Bcc O/S-Out of Scope Building / suite Name

Parent Permit # Select One

- Open/Close Search Box
- Add Permit
- Add Zoning Permit
- Reports
- Import
- Import Zoning Permits
- Import Insurances
- Import Affidavits



## Search/Add New Contractor

### Search Contractors

NOTE: Use this section to search the contractors database and apply an existing contractor to this record. The search results will appear at the bottom of this screen. If the contractor you searched for is not found in the database, please [click here](#) to add it.

Business Name Address License Number Business (Sub) Type 

Business Name	Name	Phone	Type	Licensed Upto	Insured Upto	Add
A Sign Company	Jack Mann	555-565-6555	Construction - Sign Hanging	January 19, 2019	Insurance Exempt - Permanent	<input type="button" value="Add"/>
abc	john smith	555-5555	Construction - Architect	May 31, 2018	Insurance Exempt - Permanent	<input type="button" value="Add"/>
ABC Construction	John Smith		Construction - General	January 2018	December 31, 2018	<input type="button" value="Add"/>

### Add Contractor



Edit Permit - #A18-0147

PERMIT A



Record #156 of 156

Save Permit Clone Permit Cancel Print Menu

[Display Property Data](#) [County Tax Data](#) [Display GIS](#)

Applicant Property Structure Contractors Codes **Inspections** Insurance Contacts Affidavits Certificates Fees Documents  
Related Permits Status Conditions Forms

### Permit Inspections

Inspection #	Type	Date	Status	Inspector	Actions <a href="#">Add New</a>
<input checked="" type="radio"/> 18-0231	Building Rough Footing	September 3, 2018	Pass	Russell Reuthe	<a href="#">Edit</a>   <a href="#">Delete</a>
<input type="radio"/> 18-0232	Building Deck Frame/Flashing	September 7, 2018	Fail	Russell Reuthe	<a href="#">Edit</a>   <a href="#">Re-Inspect</a>   <a href="#">Delete</a>
<input type="radio"/> R18-0232-01	Building Deck Frame/Flashing	September 10, 2018	Pass	Russell Reuthe	<a href="#">Edit</a>   <a href="#">Delete</a>
<input type="radio"/> 18-0233	Building Final	September 11, 2018	Open	Russell Reuthe	<a href="#">Edit</a>   <a href="#">Delete</a>



## Permitting & Inspections

<input checked="" type="radio"/> 18-0232	Building Deck Frame/Flashing	September 7, 2018	Fail	Russell Reuthe	<a href="#">Edit</a>   <a href="#">Re-Inspect</a>   <a href="#">Delete</a>
<input type="radio"/> R18-0232-01	Building Deck Frame/Flashing	September 10, 2018	Pass	Russell Reuthe	<a href="#">Edit</a>   <a href="#">Delete</a>
	Building Final	September 11, 2018	Open	Russell Reuthe	<a href="#">Edit</a>   <a href="#">Delete</a>

Inspection #  Type  Status

Show all inspection type

Calendar  Signatory Title

Start At     Inspection End At

Notify Flag

Requestor

Canned Response  Contractor Name

# of Units

Status Value  Uncheck this if you do not want to automatically determine pass/fail status to this inspection as per checklist answers.

Final Flag  Check this if this is the FINAL inspection. It can be checked only when status is PASS i.e. for successful inspections.

Comments

### Documents

[Click here to attach files to the inspection](#)

Only jpg, pdf, png, gif, doc, docx, ppt, pptx, xls, xlsx, txt are allowed.

deckframing.PNG 0.4MB [Remove](#)



### Checklist(s)



## Permitting & Inspections

### Checklist(s)

#### 01 Building Final

##### 01 General

Question/Checklist Item	Answer	Notes
All other finals are approved.	<input type="text" value="N/A"/>	<input type="text"/>
FEMA elevation certificate by licensed surveyor for construction in flood hazard areas.	<input type="text" value="N/A"/>	<input type="text"/>
Exterior	<input type="text" value="N/R"/>	<input type="text"/>
House numbers plainly visible legible from the street or road fronting the property minimum 4" and of contrasting color.	<input type="text" value="N/A"/>	<input type="text"/>
All exterior windows, penetrations and openings caulked	<input type="text" value="N/A"/>	<input type="text"/>
Chimney terminations are 2' above any roof/structure within 10' and not less than 3' above the highest point where the chimney passes through the roof.	<input type="text" value="N/A"/>	<input type="text"/>
Spark arresters installed on top of chimney.	<input type="text" value="N/A"/>	<input type="text"/>



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## Specialty Permits

- **Rental Properties**
- **Food Service Operations**
- **Health & Safety**
- **Stormwater Facility**

### 01 Stormwater - Site Plan - Planning Board Checklist

Question/Checklist Item	Answer
Area of land disturbance	<input type="text" value="N/A"/> ▼
Identify temporary erosion and control measures and show on site plan	<input type="text" value="N/A"/> ▼
Identify permanent stormwater control measures and show on site plan	<input type="text" value="N/A"/> ▼
Grading/Erosion Control Phasing Plan	<input type="text" value="N/A"/> ▼
Notice of Intent - MS4 acceptance to be signed prior to submitting NOI to DEC	<input type="text" value="N/A"/> ▼
SWPPP Review and Approval by Town Engineer Required prior to approval of NOI	<input type="text" value="N/A"/> ▼
SWPPP Review and Approval by Stormwater Manager Required prior to approval of NOI	<input type="text" value="N/A"/> ▼
Final Sub/Site plans signed. PB approval needed before submitting NOI	<input type="text" value="N/A"/> ▼
Easement Maps and Descriptions Review and approved by SW Mgr. and Town Attorney	<input type="text" value="N/A"/> ▼
Stormwater Maintenance Agreement Review and approved by SW Mgr. and Town Attorney	<input type="text" value="N/A"/> ▼
SPEDES Permit Received (if required)?	<input type="text" value="N/A"/> ▼



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# Online File Storage



- **Maintain Parcel Level Records**
- **Maintain Deeds & Other Property Records**
- **Complete Local Zoning Codes Databases**
- **Complete National Codes Database Access**
- **Quickly Search Record Archives**



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# Municipal Management Application **Project & Permit Placards**

Powered by Wagsys Software



**CITY OF YUKON**  
Development Services

P.O. Box 850500, Yukon, Oklahoma 73099  
(405) 354-6676



Print and deliver permit and project placards via PDF printing or email.

## Building Permit

Permit No.:  
has been issued for this building  
117 Holland Ave

Unit/Lot No.:

This notice is to be fastened on a part of the building for which it is issued where it may be seen plainly by all persons All work on this building must be done in accordance with the Ordinances of the Building Code of the CIVICgov Demo Program Work must commence within SIX months of .

**EXPIRATION DATE:**

Tax Map No.: 141.51-1-7.1	Owner Information: Spates Jacqueline	Permit Type: Construction - Residential Permit Use: Addition
---------------------------	--------------------------------------	---

\_\_\_\_\_  
Building Inspector

The public can print approved placards directly from the Citizen Portal

QR reader codes allow contractors and other members of the public to instantly determine the status of the permit or project





# CIVICgov

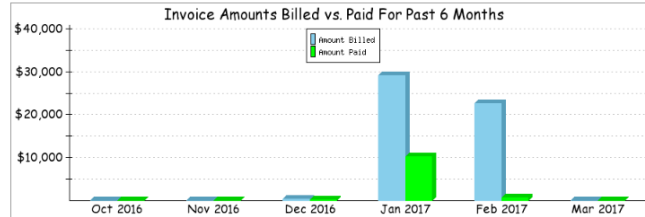
## Municipal Management Application

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# Invoicing & Cashiering System

Invoicing

Invoices



YTD Income

\$10,905.00

Amount Billed

\$52,159.00

Total Outstanding

\$41,186.00

Aged AR

0 - 30 Days Old:	\$30,864.00
30 - 60 Days Old:	\$10,254.00
60 - 90 Days Old:	\$68.00
Over 90 Days Old:	\$9.00

Current Invoices

Invoice #	Case Number	Client	Due Date	Invoice Amount	Balance
77000198	17-0389	ANGELO PROPERTY CO	02/19/2017	\$44.00	\$44.00
77000200	17-0390	SHELL PORT OF VANCOUVER_100 COLUMBIA ST	02/19/2017	\$72.00	\$72.00
77000201	17-0286	KIN SAN NICOLAS	02/19/2017	\$226.00	\$226.00
77000202	17-0326	DUTCH BROE	02/19/2017	\$66.00	\$66.00
77000203	17-0277	Mike Sinhose	02/19/2017	\$88.00	\$88.00
77000205	17-0386	Rover Reserve	02/19/2017	\$110.00	\$110.00
77000206	17-0235	Finders Insurance	02/19/2017	\$66.00	\$66.00
77000209	17-0416	BIG LOTS	02/19/2017	\$44.00	\$44.00
77000211	17-0310	Brizo's Cigarette City	02/22/2017	\$66.00	\$66.00
77000212	17-0488	FIRST PRESBYTERIAN CHURCH	02/22/2017	\$44.00	\$44.00

On Hold Invoices

Invoice #	Case Number	Client	Due Date	Invoice Amount	Balance
-----------	-------------	--------	----------	----------------	---------

Past Due Invoices

Invoice #	Case Number	Client	Due Date	Invoice Amount	Balance
77000009	16-0005	KATHY JOY	01/26/2017	\$60.00	\$60.00
77000012	16-0008	FORT VANCOUVER REGIONAL LIBRARY DISTRICT	01/29/2017	\$69.00	\$69.00



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# 24/7 Citizen Access



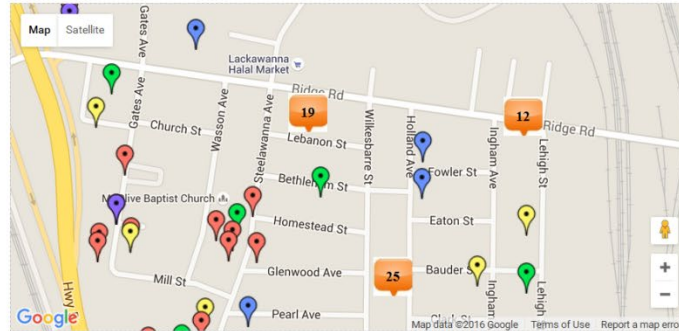
CIVICgov Web Application

## When Citizen Access to Government is Important...

Citizen Portal      Manage Permits      Cancel/Request Inspection      Submit Complaint      Manage Licenses      Logout (otv47421)

- Go to My Dashboard
- Apply for Permit
- Request/Cancel Inspection
- Submit a Complaint
- Apply for a License
- Renew a License
- Make a Payment
- Information Request

- ▶ My Parcels
- ▶ My Permits
- ▶ My Complaints
- ▶ My Inspections
- ▶ My Licenses
- ▶ My Violations
- ▶ My Projects
- ▶ My Invoices





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# Information Request Tracking System

- Comprehensive Web Portal to Process Requests
- View and Search Previous Requests
- Send Real-time information updates
- Manage by Department Concerned
- Control Distribution of Request Responses
- Redact Specific Words/Phrases
- Collect Payments for Receive Documents



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## When Disasters Strike!

Your teams will be ready with complete field access & GPS Parcel Lookup

Provide real-time destruction level data back to command

Instantly tag locations as condemned, unsafe, habitable, or safe & record destruction levels





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## Municipal Management Application

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**\$** APPLY  
**BUSINESS LICENSE**  
NEW LICENSES & RENEWALS

Apply For License

Step 1: Location

Step 2: License

Step 3: Officers

Step 4: Insurances

Step 5: Parcels

Step 6: Review

Parcels



Parcel Number

**Parcel Association** ✕

Description

Is your business associated in this municipality

Yes

No

City

State

Zip

Phone

Mailing Address

Mailing City

Mailing State

Mailing Zip

Phone



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# Fire Marshal' Office System

- Track Property Fire Protection Equipment
- Track Contractor Installations & Repairs
- Track Contractor Licensing Requirements
- Manage Recurring Fire/Safety Inspections
- Complete Mobile Inspection Processing
- Track Fire/Safety Related Complaints
- Map Commercial & Cluster Housing Complexes
- Track Fire Member Training Records
- Track Incident Management Records
- Manage Occupancy Classifications
- Track Occupancy Capacity Certificates





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# Fire Marshal' Office System

Tax Parcel ID (S-B-L) **0-2012-25.14522** Association (Ovrnr) **HURST FARM SUPPLY INC JOE HURS**

Location ? City **Colorado City** State **Texas** Zip **79512**

Contact **HURST FARM SUPPLY INC JOE HI** Phone Email

Mailing Address **2305 N HWY 208, COLORADO CITY, TX 79512**

Property Type Code Zoning District

Occupancy Details Empty Room  With Chairs  Tables & Chairs

Occupancy Class  Sprinkler System

Construction Class  No of Stories

Track detailed fire/safety inspections

Utilize the recurring inspection system to create cyclical inspections based on occupancy type and class

Parcel Card **Fire/Safety Inspections** Fees Status [Show/Hide Fire/Safety Inspection Details For This Parcel](#)

Inspection Number	Inspection Type	Status	Date	Inspector	
17-0070	A-3 Assembly Property Maintenance	Open	May 15, 2017	Rayanna McGaha	<a href="#">Details  </a>
17-0068	A-1 Assembly Property Maintenance	Open	May 9, 2017	Roy Stice	<a href="#">Details  </a>



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# Fire Marshal' Office System

Parcel Card

Fire/Safety Inspections

Fees

Status

[Show/Hide Fire/Safety Inspection Details For This Parcel](#)

Knox Box Location

SE Corner of

Location of Nearest Fire Hydrant

Does A Fire Department Connection Exist

No

Location of Fire Department Connection if one exists

Does the building have an alarm

No

If yes, is the alarm connected to Central/FD

No

Is Building Equipped With A Sprinkler System

No

If yes, Identify the type of Sprinkler System

Are Hazardous Materials Stored On Site

No

If yes, List of Hazardous Materials Stored

The system tracks the following:

Knox box location and type

Fire Protection Equipment, location, type, status and inspection history

Track Inspection, Testing & Maintenance Records of equipment

Track Contractor Licensing

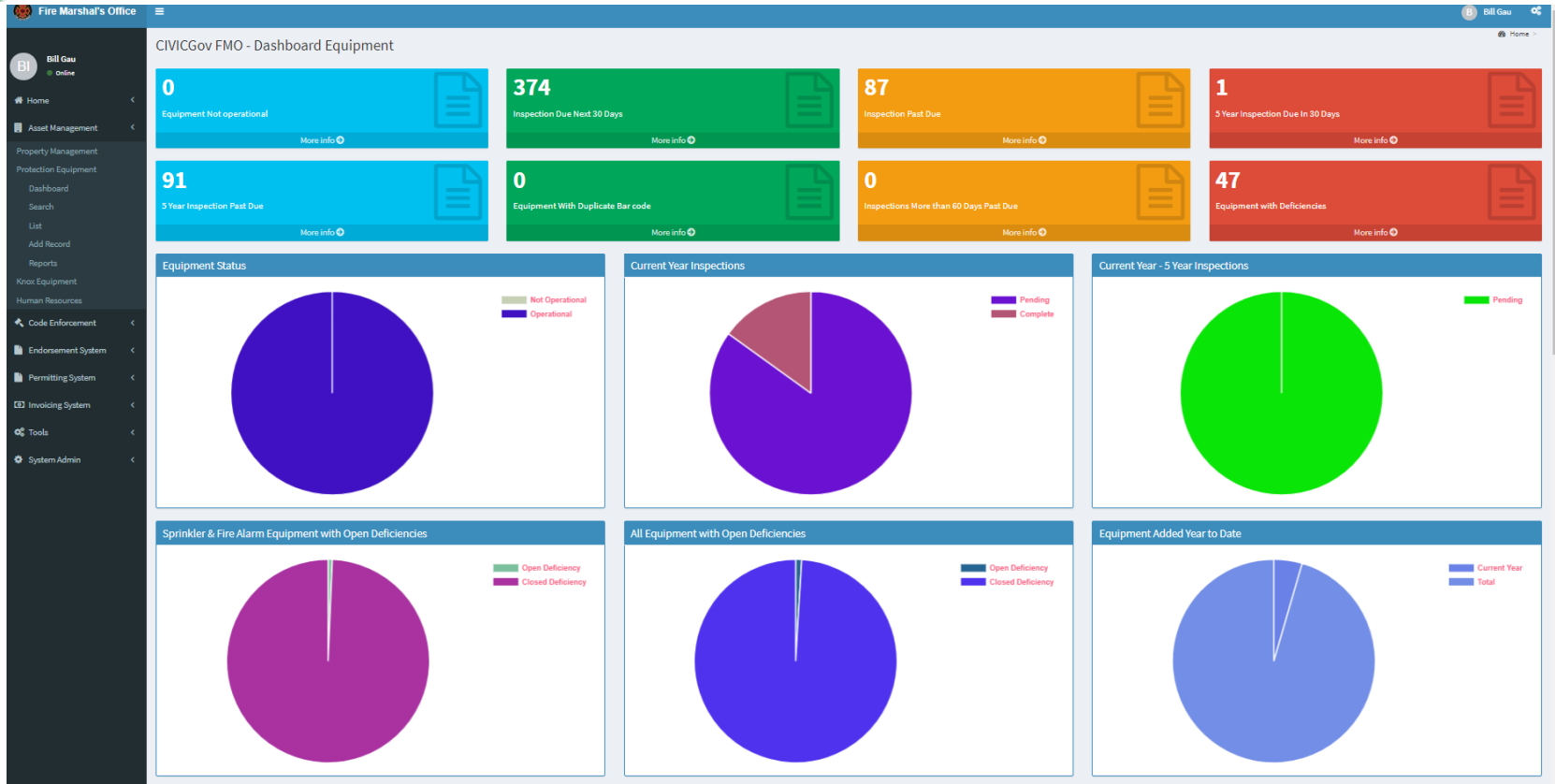




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# Public Works Operations

- **Asset Management & Inspections**
  - Storm Drains
  - Utility Poles
  - Catch Basins
  - Roadway Maintenance
- **Work Ticket System**
- **Asset Complaint Management**
- **Track Project Bonds & Escrows**





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# Code Enforcement

## **CODE ENFORCEMENT**

**A complete mobile solution**

**Access your complete code set**

**Instantly Print Orders and Notices**

**Monitor All Court Activity**

**Track fines and fees**

**Upload electronic evidence**

**Review location history files**

**Officer safety flag incident tracking**

**Show open violations & complaints in map view**

**Instantly convert complaints to violations**



American Association of  
Code Enforcement




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# Code Enforcement

Violation #	Parcel #	Building ID	Location	Type	Status
<a href="#">17-0015</a>	0-20000-1012.8		237 CONCHO		Pending
<a href="#">17-0014</a>	0-83100-5741.361	2nd floor east	745 2ND E (Bldg #2ND FLOOR EAST)	Uniform Code and Ordinance	Open
<a href="#">17-0012</a>	1000-41-12.4525		102 OAK	Quality of Life	Open
<a href="#">17-0011</a>	0-2011-54.14441		150 Park Row	Uniform Code and Ordinance	Open
 <a href="#">17-0010</a>	01000-00041-00001-000010		123 2ND W	Uniform Code and Ordinance	Open

Instantly track and manage all violation records. Staff in the field can operate without live connections to the databases from within vehicles, or by using handheld devices such as tablets and smart phones.

Officer safety flags can be applied to the various locations.



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# Code Enforcement

## Search Codes

### Search Codes

**NOTE:** Use this section to search the code database and apply an existing code to this record. You can select multiple codes to add. The search results will appear at the bottom of this screen. If the code you searched for is not found in the database, please [click here](#) to add it.

Violation Of	<input type="text" value="Any/All Violation Reasons"/>	Search Term	<input type="text"/>	<input type="button" value="Search"/>
<b>Violation Of</b>	<ul style="list-style-type: none"><li>Any/All Violation Reasons</li><li>2015 International Building Code</li><li>2015 International Existing Building Code</li><li>2015 International Fire Code</li><li>2015 International Fuel Gas Code</li><li>2015 International Mechanical Code</li><li>2015 International Plumbing Code</li><li>2015 International Property Maintenance Code</li><li>2015 International Residential Code</li><li>Municipal Code of Ordinances</li></ul>	<b>Offense</b>	<b>Penalty</b>	

A full codes repository is available for staff to search and attach multiple codes to violation records. Codes are provide under license agreement between the various code issuing agencies, civicgov and the customer.



# CIVICgov

## Municipal Management Application

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# Code Enforcement

### Inspection Details

Inspection #  Inspection Type

Status  Assigned Inspector (Calendar)

Start At     Inspection End At

Canned Response

### Requested Dates

Status Value  Uncheck this if you do not want to automatically determine pass/fail status to this inspection as per checklist answers.

Comments

### Documents

[Click here to attach files to the inspection](#)

Only jpg, pdf, png, gif, doc, docx, ppt, pptx, xls, xlsx, txt are allowed.

### Checklist(s)

[01 Violation Checklist](#)



Field staff can easily complete inspections and attach image from their mobile devices.

Data is submitted back in realtime with notification to the public via the system

Checklists can be utilized for the various type of inspections



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# Complaint Processing

- Submit Complaints Online
- Route Complaints to Appropriate Department
- Link Directly to Violation Processing System
- Track Common Complaints
- Map Complaints across Municipality
- Complete Mobile Operation System



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# Technical Compliance

- ❑ A True Cloud-based Web Application
  - ❑ Not local server based pretending to be a web application
  - ❑ Eliminates additional server management costs
- ❑ Service Organization Control 2 (SOC 2) Compliant Servers and Network Infrastructure
  - ❑ 5 Data Centers in Continental United States
  - ❑ 24/7 Server Management and Monitoring
  - ❑ Daily Data backups
  - ❑ Security, Availability, Processing Integrity, Confidentiality/Privacy Compliant
- ❑ Latest Software Technology using the LAMP Model
  - ❑ Complete in-house development and support team
- ❑ Dedicated U.S.-based support team with built-in trouble ticket system and toll free support numbers
- ❑ Complete On-line help guides and training videos. In house training available but never required





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# Our Experience

- Strong Customer Base
  - Over 30 Municipal and County Government's in New York State
  - Over 400 Customers in 14 States
  - Pending Joint Venture Operations in Bangladesh, and Qatar
  - Largest Customer Under Contract – City of Portland Oregon – 4.2 Million People and 150 field inspectors
  - Smallest Municipality – Lisbon, New York with 1 inspector
- Staff Experience
  - Former CEO and Founder with over 40 years Building Inspector and Code Enforcement Officer in New York
  - Key Management Officials with an average of 25 years' experience managing government software operations
  - Top Secret and Sensitive Compartmented Information (SCI) Federal Security Clearances
- All Project Managers must have a minimum of 10 year's experience with Municipal Government Operations
- Dedicated Support and Training Staff



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## **Why Wagsys and the Civicgov Solution?**

- Customer Satisfaction Rating
  - 100% Past 2 years
  - 98% Past 5 years
  - Lifetime Average 97.5%
  - Extremely High Capterra Satisfaction Ratings
- Fastest Return on Investment (ROI)
  - Not a basic entry-level system. Includes very robust features and latest technology
  - Able to Customize Many features on-the-fly
- Quickest Implementation Times
- We have actual experience as Municipal, State and Federal Employees. We're not just computer programmers



Prepared for; Ben Nibarger- City Administrator  
City of New Fairview  
999 Illinois Street  
Rhome, TX 76078



Prepared by: Dean Sefrin- Sales Director  
844-790-6107  
dean.sefrin@wagsys.com

Submitted on October 2, 2020,

## Project Cost

WAGsys has developed this cost proposal based on our experienced management approach to leverage relevant technologies and services. We believe that this formula provides the highest level of service and return on investment to our clients. Our management team is empowered to make rapid and deliberate operational decisions in the field that are in your best interest. At the foundation of our approach is a commitment to transparency, flexibility and responsiveness that ensures “seamless” operations and project administration. Our work plan is a “living document” designed for any changes as the project unfolds. We submit this cost proposal as follows:

Proposal for Implementation of CIVICgov web-based software solution		
<b>1. IMPLEMENTATION COST: (hosted by WAGsys) max 10 Users</b>		<b>One Time Implementation Cost</b>
<b>Application Software</b>		
<b>MODULES</b>		<b>\$ 16,550.00</b>
1.	Property Management	included
2.	Permit System	included
3.	Project System	included
4.	Fire/Safety Inspections	included
5.	Complaint System ( only if # 15 is included )	included
6.	Violation System	included
7.	Core Tools	included
8.	Mobile offline Inspection System	included
9.	Pre-Planning System	included
10.	Fire Protection Equipment Tracking	N/A
10a	Hazmat Tracking	N/A
11.	Customization of Outbound Forms	included
12.	Configuration of Fees/Fines	Included
13. National Codes ICC or NFPA inclusive in system, fees charged by respective organization, not included. Customer will provide local PMC		\$450.00
14.	GIS ( layer must have GIS REST connectivity )	\$ 1,500.00
14.1	Each additional layer to configure \$ 1,000.00	\$ 1,500.00

Proposal for City of New Fairview, TX

<b>15. Citizen &amp; Contractors Portal &amp; Complaint Portal</b>	\$ 1,500.00
<b>16. Data Conversion, (we need to see data before pricing) conversion can range from \$2,500-\$ 6,000 )</b>	<b>Optional</b>
<b>TOTAL SOFTWARE IMPLEMENTATION COST (one time cost)</b>	<b>\$ 21,500.00</b>

INTENTIONALLY LEFT BLANK

Proposal for City of New Fairview, TX

<b>The Annual Subscription Cost – Fee starts 1 year from date of contract.</b>	<b>Cloud Solution Hosted by WAGsys</b>
<b>Total Annual Costs:</b>	<b>Annual Charge</b>
<b>Software as a Service (SaaS). WAGsys LLC retains the ownership of the system and software. The Municipality purchases the right to utilize the software, and owns all data maintained in the system</b>	
<b>Base Yearly Subscription Fee for all modules marked Included</b>	\$3,650.00
<b>7AM- 8PM est. technical support (all levels)</b>	included
<b>Daily Data Backup</b>	included
<b>Standard training, max of 40 hours, after product release and for system upgrade/modification training</b>	included
<b>GIS Integration Management</b>	\$ 1,850.00
<b>Citizen &amp; Contractors Portal</b>	\$ 2,000.00
<b>TOTAL Yearly Subscription Fee</b>	<b>\$ 7,500.00</b>