NOTICE

A regular monthly meeting of the Town of New Hope Board of Aldermen/Town Council will be held on Tuesday March 31, 2020 at 7:30 p.m. in the New Hope Town Hall, 121 Rockcrest Road, New Hope, Collin County, TX 75071. For the health and safety of the public, a maximum of ten (10) people will be allowed in Town Hall.

To accommodate State and County orders, this open meeting will also be held via videoconference by visiting: https://zoom.us/j/406520782, and via teleconference by dialing this toll-free number: +1 346 248 7799, Meeting ID: 406 520 782.

AGENDA

Item 1. Call to Order and Roll Call

Persons wishing to address the Town Council are requested to complete the Public Comment form and submit it to the Town Secretary, preferably prior to the start of the meeting.

General Comments: A person may address the Council on subjects not listed on the agenda. Speakers are limited to three (3) minutes each, which cannot be given to other speakers. The General Comment session is limited to a total of 45 minutes. The Texas Open Meetings Act prohibits the Council from deliberating on any item not on the agenda. Any discussion of the subject must be limited to a statement of fact, a statement of policy, or a proposal to place the subject on the agenda for a future meeting.

Public Testimony: A person wishing to address the Council on listed agenda items will be called upon by the presiding officer. Speakers are limited to three (3) minutes each, which cannot be given to other speakers. Public comment for each listed agenda item is limited to 15 minutes total time. The Council reserves the right to table any item and/or call a Special Meeting to address items to provide enough time for public comment.

Item 2. Presentation of the Town’s Annual Audit for FY 2018-2019 by Kirk Evans, CPA. Discuss and take action to accept the Annual Audit.

Item 3. Consent Items
   a. Minutes of previous meeting(s)
   b. Treasurer’s report(s)
   c. Monthly reports:
      i. Report from Code Enforcement Officer Bob Matthews regarding violations, presented by Code Enforcement Liaison Andy Reitinger.
      ii. Report from Planning & Zoning (P&Z) Commissioner Jess Herbst regarding P&Z meeting updates and status of possible revisions to the Comprehensive Zoning Ordinance (CZO)
      iii. Report from Media and Communications Committee (MCC) Chair Jennifer Gray regarding MCC recent meeting updates.
      iv. Report from Events Planning and Coordination Committee (EPCC) Chair Kimberly Barrow regarding Town events for 2020.
Item 4.  Report from Road Commissioner Terry Sanner regarding road repairs, maintenance and Expenditures

Item 5.  Report from Park Commissioner Sandra Sanner regarding repairs, maintenance and Expenditures of Town Park

Item 6.  Discuss and take action to adopt policy and procedure on Document Identification, Presentation, and Management, version 1.

Item 7.  Discuss and take action to adopt policy and procedure on Mandate of Commissions and Committees, version 2.

Item 8.  Discuss and take action to adopt Ordinance No. 2020-002 prohibiting high grass and weeds.

Item 9.  Discuss possible corrections to GIS zoning map that was completed June of 2017.

Item 10. Discuss and take action on replacing current lights around the Town of New Hope with brighter streetlights.

Item 11. Discuss and take action regarding postponement of the Town’s General Election on May 2, 2020.

Item 12. Items for future discussion.

Item 13. Set or confirm date(s) for next Town Council meeting(s) and workshop(s).


CERTIFICATION

I, the undersigned authority, do hereby certify that this Notice of Meeting was posted on the Town’s website and the front door of the Town of New Hope Town Hall, at 121 Rockcrest Road, New Hope, Texas, facing the outside, a place convenient and readily accessible to the general public at all times, and that said Notice was posted on the date and time below, and remained posted at least 72 hours before such meeting was convened.

GIVEN UNDER MY HAND AND POSTED THIS 28th DAY OF MARCH AT 7:15 P.M.

/s/ Rita Petty
Rita Petty, Town Secretary
Town of New Hope, Collin County, Texas

THE TOWN COUNCIL OF THE TOWN OF NEW HOPE, COLLIN COUNTY, TEXAS, RESERVES THE RIGHT TO ENTER INTO AN EXECUTIVE SESSION PURSUANT TO THE TEXAS OPEN MEETINGS ACT, TEXAS GOVERNMENT CODE CHAPTER 551, AS AMENDED, FOR ANY ITEM ON THE AGENDA.
TOWN OF NEW HOPE, TEXAS

Financial Statements
(With Auditor’s Report Thereon)

September 30, 2019
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INDEPENDENT AUDITOR’S REPORT

Town of New Hope Town Council
New Hope, Texas

We have audited the accompanying financial statements of the governmental activities and each major fund of the Town of New Hope, Texas, as of and for the year ended September 30, 2019, and the related notes to the financial statements, which collectively comprise the Town’s basic financial statements as listed in the table of contents.

Management’s Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor’s Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor’s judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity’s preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity’s internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities of each major fund of the Town of New Hope, Texas, as of September 30, 2019, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.


Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management’s discussion and analysis and budgetary comparison information on pages 3-6 and 21 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of New Hope, Texas’ basic financial statements. The introductory section, combining and individual non-major fund financial statements, and statistical section are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual non-major fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

K. Evans & Associates, CPA’s
Frisco, TX
January 7, 2020
As management of the Town of New Hope, we offer readers of the Town of New Hope’s financial statements this narrative overview and analysis of the financial activities of the Town of New Hope for the fiscal year ended September 30, 2019.

Financial Highlights

- The assets of the Town of New Hope exceeded its liabilities at the close of the most recent fiscal year by $625,334 (net position). Of this amount, $199,182 (unrestricted net position) may be used to meet the government’s ongoing obligations to citizens and creditors.

- The government’s total net position decreased by $35,154.

- As of the close of the current fiscal year, the Town of New Hope’s governmental funds reported combined ending fund balances of $187,117, a decrease of $19,363 in comparison with the prior year. Of the total fund balance, all of it is available for spending at the government’s discretion (unassigned fund balance).

- At the end of the current fiscal year, the unassigned fund balance was $187,117 or 52 percent of total general fund expenditures.

Overview of the Financial Statements

This discussion and analysis are intended to serve as an introduction to the Town of New Hope’s basic financial statements. The Town of New Hope’s basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements and 3) notes to the financial statements.

Government-Wide Financial Statements. The government-wide financial statements are designed to provide readers with a broad overview of the Town of New Hope’s finances, in a manner similar to a private-sector business.

The statement of net position presents information on all of the Town of New Hope’s assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Town of New Hope is improving or deteriorating.

The statement of activities presents information showing how the government’s net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g. uncollected taxes).

Both of the government-wide financial statements report functions of the Town of New Hope that are principally supported by taxes and intergovernmental revenues (governmental activities). The governmental activities of the Town of New Hope include general government, public safety, and streets.

The government-wide financial statements include only the Town of New Hope itself (known as the primary government). The Town has no component units.

The government-wide financial statements can be found on pages 8-9 of this report.
**Fund Financial Statements.** A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Town of New Hope, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Town of New Hope are governmental funds.

**Governmental Funds.** *Governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating a government’s near term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government’s near term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The Town of New Hope maintains one governmental fund. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the general fund, which is considered to be a major fund.

The Town of New Hope adopts an annual appropriated budget for its general fund. Budgetary comparison statements have been provided for the general fund to demonstrate compliance with this budget.

The basic governmental fund financial statements can be found on pages 10-13 of this report.

**Proprietary Funds.** The Town of New Hope has no proprietary funds.

**Notes to the Financial Statements.** The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 14-19 of this report.

**Government-Wide Financial Analysis**

As noted earlier, net position may serve over time as a useful indicator of a government’s financial position. In the case of the Town of New Hope, assets exceed liabilities by $625,334 at the close of the most recent fiscal year.

A portion of the Town of New Hope’s net position (68 percent) reflects its investment in capital assets (e.g. land and buildings) less any related debt used to acquire those assets that is still outstanding. The Town of New Hope uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending.

The remaining balance of *unrestricted net position* $199,182 may be used to meet the government’s ongoing obligations to citizens and creditors.

At the end of the current fiscal year, the Town of New Hope is able to report positive balances of net position for the government as a whole.
TOWN OF NEW HOPE
Management’s Discussion and Analysis

## Financial Analysis of the Government’s Funds

As noted earlier, the Town of New Hope uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

**Governmental Funds.** The focus of the Town of New Hope’s governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Town of New Hope’s financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government’s net resources available at the end of the fiscal year.

### TOWN OF NEW HOPE - Net Position

<table>
<thead>
<tr>
<th></th>
<th>Governmental Activities</th>
<th>Governmental Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>09/30/19</td>
<td>09/30/18</td>
</tr>
<tr>
<td>Current &amp; Other Assets</td>
<td>$ 199,582</td>
<td>$ 217,051</td>
</tr>
<tr>
<td>Capital Assets</td>
<td>426,152</td>
<td>443,437</td>
</tr>
<tr>
<td></td>
<td>625,734</td>
<td>660,488</td>
</tr>
<tr>
<td>Other Liabilities</td>
<td>400</td>
<td>-</td>
</tr>
<tr>
<td>Total Liabilities</td>
<td>400</td>
<td>-</td>
</tr>
</tbody>
</table>

**Net Position:**
- Net Investment in Capital Assets 426,152 $443,437
- Unrestricted 199,182 $217,051
- Total Net Position $625,334 $660,488

### TOWN OF NEW HOPE - Changes in Net Position

<table>
<thead>
<tr>
<th></th>
<th>Governmental Activities</th>
<th>Governmental Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>09/30/19</td>
<td>09/30/18</td>
</tr>
<tr>
<td>Revenues</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Program Revenues</td>
<td></td>
<td></td>
</tr>
<tr>
<td>General Government</td>
<td>$ 4,600</td>
<td>4,795</td>
</tr>
<tr>
<td>General Revenues</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Property Tax</td>
<td>109,056</td>
<td>98,026</td>
</tr>
<tr>
<td>Other Tax</td>
<td>30,306</td>
<td>35,110</td>
</tr>
<tr>
<td>Other Revenue</td>
<td>195,840</td>
<td>244,185</td>
</tr>
<tr>
<td></td>
<td>339,802</td>
<td>382,116</td>
</tr>
<tr>
<td>Expenses</td>
<td></td>
<td></td>
</tr>
<tr>
<td>General Government</td>
<td>224,987</td>
<td>223,278</td>
</tr>
<tr>
<td>Streets</td>
<td>149,969</td>
<td>58,002</td>
</tr>
<tr>
<td></td>
<td>374,956</td>
<td>281,280</td>
</tr>
<tr>
<td>Increase/(Decrease) in Net Position</td>
<td>(35,154)</td>
<td>100,836</td>
</tr>
<tr>
<td>Net Position - Beginning</td>
<td>660,488</td>
<td>559,652</td>
</tr>
<tr>
<td>Net Position - Ending</td>
<td>$ 625,334</td>
<td>$ 660,488</td>
</tr>
</tbody>
</table>

**Governmental Funds.** The focus of the Town of New Hope’s governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Town of New Hope’s financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government’s net resources available at the end of the fiscal year.
As the end of the current fiscal year, the Town of New Hope’s governmental funds reported combined ending fund balance of $187,117 a decrease of $19,363 from the prior year. Of the current combined ending fund balance, $187,117 is unassigned.

The general fund is the only fund of the Town of New Hope. At the end of the current fiscal year, unassigned fund balance of the general fund was $187,117. Total unassigned fund balance represents 52% of total general fund expenditures.

General Fund Budgetary Highlights

During the year, revenues exceeded budget by $54,275, primarily due to greater than expected bond conduit revenue. Expenditures were under budget by $127,860, primarily due to no actual contingency expenses.

Capital Assets & Debt Administration

Capital Assets. The Town of New Hope’s investment in capital assets for its governmental activities as of September 30, 2019, amounts to $426,152. This investment in capital assets consists of land, buildings, infrastructure, and equipment.

Additional information on the Town of New Hope’s capital assets can be found on page 18 of this report.

Long-Term Debt. At the end of the current fiscal year, the Town of New Hope had no outstanding debt.

Economic Factors & Next Year’s Budgets and Rates

- The tax rate for 2019 was $0.1960 per $100 of assessed value.
- The tax rate for 2020 was increased to $0.2300 per $100 of assessed value.

These factors were considered in preparing the Town of New Hope’s budget for the 2020 fiscal year.

Request for Information

This financial report is designed to provide a general overview of the Town of New Hope’s finances for all those with an interest in the government’s finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Office of the Mayor, P.O. Box 562, McKinney, Texas 75070.
<table>
<thead>
<tr>
<th>ASSETS</th>
<th>Governmental Activities</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash &amp; Cash Equivalents:</td>
<td>$ 182,735</td>
<td>182,735</td>
</tr>
<tr>
<td>Receivables (Net of Allowance for Uncollectibles):</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Franchise Fees</td>
<td>3,901</td>
<td>3,901</td>
</tr>
<tr>
<td>Property Taxes</td>
<td>12,066</td>
<td>12,066</td>
</tr>
<tr>
<td>Sales Taxes</td>
<td>880</td>
<td>880</td>
</tr>
<tr>
<td>Capital Assets (Net of Accumulated Depreciation):</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Land</td>
<td>234,513</td>
<td>234,513</td>
</tr>
<tr>
<td>Buildings</td>
<td>28,940</td>
<td>28,940</td>
</tr>
<tr>
<td>Infrastructure</td>
<td>106,601</td>
<td>106,601</td>
</tr>
<tr>
<td>Park</td>
<td>56,098</td>
<td>56,098</td>
</tr>
<tr>
<td>Total Assets</td>
<td>625,734</td>
<td>625,734</td>
</tr>
</tbody>
</table>

| LIABILITIES                                 |                         |       |
| Accounts Payable                           | 400                     | 400   |
| Total Liabilities                          | 400                     | 400   |

| NET POSITION                                |                         |       |
| Net Investment in Capital Assets            | 426,152                 | 426,152 |
| Unrestricted                               | 199,182                 | 199,182 |
| Total Net Position                         | $ 625,334               | 625,334 |

The notes to the financial statements are an integral part of this statement.
# TOWN OF NEW HOPE

**Statement of Activities**

For the Fiscal Year Ended September 30, 2019

## Functions/Programs

<table>
<thead>
<tr>
<th>Functions/Programs</th>
<th>Program Revenues</th>
<th>Net (Expense)/Revenue and Change in Net Position</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Expenses</td>
<td>Operating Charges for Services</td>
</tr>
<tr>
<td><strong>Primary Government:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General Government</td>
<td>224,987</td>
<td>4,600</td>
</tr>
<tr>
<td>Streets</td>
<td>149,969</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Governmental Activities</strong></td>
<td>374,956</td>
<td>4,600</td>
</tr>
<tr>
<td><strong>Total Primary Government</strong></td>
<td>$ 374,956</td>
<td>4,600</td>
</tr>
</tbody>
</table>

## General Revenues:

- Property Taxes: 109,056
- Sales Taxes: 13,821
- Franchise Fees: 16,485
- Bond Conduit Revenue: 162,380
- Miscellaneous Revenue: 33,460

**Total General Revenues**: 335,202

**Change in Net Position**: (35,154)

**Net Position - Beginning**: 660,488

**Net Position - Ending**: $ 625,334

The notes to the financial statements are an integral part of this statement.
## TOWN OF NEW HOPE
### Balance Sheet
#### Governmental Funds
#### September 30, 2019

<table>
<thead>
<tr>
<th></th>
<th>General Fund</th>
<th>Governmental Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ASSETS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash &amp; Cash Equivalents</td>
<td>$182,735</td>
<td>182,735</td>
</tr>
<tr>
<td>Receivables (Net of Allowance for Uncollectibles):</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Franchise Fees</td>
<td>3,901</td>
<td>3,901</td>
</tr>
<tr>
<td>Property Taxes</td>
<td>12,066</td>
<td>12,066</td>
</tr>
<tr>
<td>Sales Taxes</td>
<td>880</td>
<td>880</td>
</tr>
<tr>
<td><strong>Total Assets</strong></td>
<td>$199,582</td>
<td>199,582</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>General Fund</th>
<th>Governmental Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>LIABILITIES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accounts Payable</td>
<td>400</td>
<td>400</td>
</tr>
<tr>
<td><strong>Total Liabilities</strong></td>
<td>400</td>
<td>400</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>General Fund</th>
<th>Governmental Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>DEFERRED INFLOWS OF RESOURCES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unavailable Property Tax Revenue</td>
<td>12,065</td>
<td>12,065</td>
</tr>
<tr>
<td><strong>Total Deferred Inflow of Resources</strong></td>
<td>12,065</td>
<td>12,065</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>General Fund</th>
<th>Governmental Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>FUND BALANCES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unassigned</td>
<td>187,117</td>
<td>187,117</td>
</tr>
<tr>
<td><strong>Total Fund Balances</strong></td>
<td>187,117</td>
<td>187,117</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>General Fund</th>
<th>Governmental Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Liabilities, Deferred Inflows &amp; Fund Balances</td>
<td>$199,582</td>
<td>199,582</td>
</tr>
</tbody>
</table>

The notes to the financial statements are an integral part of this statement.
Total Fund Balances - Governmental Funds

Capital assets used in governmental activities are not financial resources, and therefore, are not reported in governmental funds. At the beginning of the year, the cost of these assets was $694,187 and the accumulated depreciation was $(250,750). The net effect of including the beginning balances for capital assets (net of depreciation) in the governmental activities is to increase net assets.

The current year depreciation expense increases accumulated depreciation. The net effect of the current year's depreciation is to decrease net assets.

Various other reclassifications and eliminations are necessary to convert from the modified accrual basis of accounting to accrual basis of accounting. These include recognizing $12,065 of deferred revenue as revenue. The net effect of this reclassification is to increase net position.

Net Position of Governmental Activities
TOWN OF NEW HOPE
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Fiscal Year Ended September 30, 2019

<table>
<thead>
<tr>
<th>REVENUES</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Taxes:</td>
<td></td>
</tr>
<tr>
<td>Franchise</td>
<td>$ 16,485</td>
</tr>
<tr>
<td>Property</td>
<td>107,562</td>
</tr>
<tr>
<td>Sales</td>
<td>13,821</td>
</tr>
<tr>
<td>Permits/Fees</td>
<td>4,600</td>
</tr>
<tr>
<td>Bond Conduit Revenue</td>
<td>162,380</td>
</tr>
<tr>
<td>Grant Revenue</td>
<td>24,237</td>
</tr>
<tr>
<td>In-Kind Revenue</td>
<td>4,655</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>4,568</td>
</tr>
<tr>
<td>Total Revenues</td>
<td>338,308</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>EXPENDITURES</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries</td>
<td>12,000</td>
</tr>
<tr>
<td>Payroll Taxes</td>
<td>813</td>
</tr>
<tr>
<td>Attorney Fees</td>
<td>80,157</td>
</tr>
<tr>
<td>Accounting &amp; Audit</td>
<td>7,913</td>
</tr>
<tr>
<td>Public Safety</td>
<td>28,128</td>
</tr>
<tr>
<td>Animal Control</td>
<td>6,000</td>
</tr>
<tr>
<td>Building Inspector</td>
<td>5,000</td>
</tr>
<tr>
<td>Municipal Court</td>
<td>1,800</td>
</tr>
<tr>
<td>Central Appraisal District</td>
<td>964</td>
</tr>
<tr>
<td>EPC Committee</td>
<td>10,315</td>
</tr>
<tr>
<td>Dues &amp; Subscriptions</td>
<td>663</td>
</tr>
<tr>
<td>Election Expense</td>
<td>6,176</td>
</tr>
<tr>
<td>Insurance</td>
<td>1,495</td>
</tr>
<tr>
<td>Maintenance</td>
<td>35,026</td>
</tr>
<tr>
<td>Office Supplies</td>
<td>4,157</td>
</tr>
<tr>
<td>Paving</td>
<td>149,969</td>
</tr>
<tr>
<td>Telephone</td>
<td>985</td>
</tr>
<tr>
<td>Utilities</td>
<td>6,110</td>
</tr>
<tr>
<td>Total Expenditures</td>
<td>357,671</td>
</tr>
</tbody>
</table>

Excess/(Deficiency) of Revenues
Over/(Under) Expenditures
(19,363)

Fund Balances - Beginning
206,480

Fund Balances - Ending
$ 187,117

The notes to the financial statements are an integral part of this statement.
Total Net Change in Fund Balances - Governmental Funds $ (19,363)

The current year depreciation expense increases accumulated depreciation. The net effect of the current year's depreciation is to decrease net assets. (17,285)

Various other reclassifications and eliminations are necessary to convert from the modified accrual basis of accounting to accrual basis of accounting. These include recognizing deferred revenue as revenue. The net effect of this reclassification is to increase net position. 1,494

Change in Net Position of Governmental Activities $ (35,154)

The notes to the financial statements are an integral part of this statement.
SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Town of New Hope, Texas (located in Collin County), have been prepared in conformity with accounting principles generally accepted (GAAP) in the United States of America as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the government's accounting policies are described below.

Reporting Entity

In evaluating how to define the government, for financial reporting purposes, management has considered all potential component units. The decision to include a potential component unit in the reporting entity was made by applying the criteria set forth in GAAP. The basic, but not the only, criterion for including a potential component unit within the reporting entity is the governing body's ability to exercise oversight responsibility. The most significant manifestation of this ability is financial interdependency. Other manifestations of the ability to exercise oversight responsibility include, but are not limited to, the selection of governing authority, the designation of management, the ability to significantly influence operations, and accountability for fiscal matters. A second criterion used in evaluating potential component units is the scope of public service. Application of this criterion involves considering whether the activity benefits the government and/or its citizens, or whether the activity is conducted within the geographic boundaries of the government and is generally available to its citizens. A third criterion used to evaluate potential component units for inclusion or exclusion from the reporting entity is the existence of special financing relationships, regardless of whether the government is able to exercise oversight responsibilities. Based upon the application of these criteria, the government has no component units.

Government-Wide & Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds. Major individual governmental funds are reported as separate columns in the fund financial statements.

Measurement Focus, Basis of Accounting & Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.
SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Measurement Focus, Basis of Accounting & Financial Statement Presentation (continued)

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting.

Property taxes, franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the government.

The government reports the following major governmental funds:

The general fund is the government’s primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The government has no proprietary fund.

Amounts reported as program revenues include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes.

Deposits

Cash and cash equivalents includes cash on hand, demand deposits, and short-term investments with a maturity date within three months of the date acquired by the government.

Capital Assets

Capital assets, which include property, are reported in the applicable governmental activities column in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than $5,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Property, plant and equipment of the primary government is depreciated using the straight-line method over the following estimated useful lives:

<table>
<thead>
<tr>
<th>Asset</th>
<th>Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Buildings</td>
<td>30-40</td>
</tr>
<tr>
<td>Building Improvements</td>
<td>15</td>
</tr>
<tr>
<td>Equipment</td>
<td>7-10</td>
</tr>
</tbody>
</table>
SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Compensated Absences

Vacation and sick leave are not paid upon termination. Therefore, no liability is recorded.

Fund Equity

Fund Balance Classification: The governmental fund financial statements present fund balance classifications that comprise a hierarchy that is based primarily on the extent to which the Town is bound to honor constraints for which amounts in the respective governmental funds can be spent. The classifications used in the governmental fund financial statements are as follows:

- **Non-spendable**: This classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) are legally or contractually required to be maintained intact.

- **Restricted**: This classification includes amounts for which constraints have been placed on the use of the resources either (a) externally imposed by creditors (such as through a debt covenant), grantors, contributors, or laws or regulations of other governments, or (b) imposed by law through constitutional provisions or enabling legislation.

- **Committed**: This classification includes amounts that can be used only for specific purposes pursuant to constraints imposed by formal action of the Town Council. These amounts cannot be used for any other purpose unless the Town Council removes or changes the specified use by taking the same type of action (ordinance) that was employed when the funds were initially committed. This classification also includes contractual obligations to the extent that existing resources have been specifically committed for use in satisfying those contractual requirements. The Town did not have any committed resources as of September 30, 2019.

- **Assigned**: This classification includes amounts that are constrained by the Town’s intent to be used for a specific purpose but are neither restricted nor committed. This intent can be expressed by an official to which the Town Council delegates this authority. This delegation of authority was granted by ordinance.

- **Unassigned**: This classification includes amounts that have not been assigned to other funds or restricted, committed or assigned to a specific purpose within the governmental funds.

When an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available, the Town considers restricted funds to have been spent first. When an expenditure is incurred for which committed, assigned, or unassigned fund balances are available, the Town considers amounts to have been spent first out of unassigned funds, then assigned funds, and finally committed funds, as needed.

Comparative Data/Reclassifications

Comparative total data for the prior year has not been presented in the fund financial statements.

STEWARDSHIP, COMPLIANCE & ACCOUNTABILITY

Budgetary Information

Annual budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America. Annual appropriated budgets are legally adopted for the general fund. All annual appropriations lapse at fiscal year end.
STEWARDSHIP, COMPLIANCE & ACCOUNTABILITY (continued)

Budgetary Information (continued)

The Town follows these procedures in establishing the budgetary data reflected in the financial statements.

1. Prior to September 1, the Town Council prepares a proposed operating budget for the fiscal year commencing the following October 1. The operating budget includes proposed expenditures and the means of financing them.

2. Public hearings are conducted to obtain taxpayer comments

3. The budget is legally enacted by the Town Council through passage of an ordinance prior to the beginning of the fiscal year to which it applies, which can be amended by the Council.

4. Formal budgetary integration, using the modified accrual basis, is employed as a management control device during the year for the General Fund. No supplemental appropriations were made during the fiscal year.

Encumbrances for goods or purchased services are documented by purchase orders or contracts. At year end, encumbrances are canceled or re-appropriated as part of the following year budget.

DEPOSITS

At September 30, 2019, the Town’s carrying amount of deposits was $182,735 and the bank balance was $219,088. All of the bank balance was covered by federal depository insurance.

In compliance with the Public Funds Investment Act, the government has adopted a deposit and investment policy. That policy addresses the following risks:

Credit Risk is the risk that a security issuer may default on an interest or principal payment. It is the government’s policy to limit its investments to those investments rated at least AAAM.

Custodial Credit Risk is the risk that, in the event of the failure of a depository financial institution or counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover its deposits, value of its investments, or collateral securities that are in the possession of an outside party. The PFIA, the government’s investment policy, and Government Code Chapter 2257 “Collateral for Public Funds” contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits and investments. The government’s funds are deposited and invested under terms of a depository contract with amounts greater than the FDIC insurance coverage protected by approved pledged securities held on behalf of the government. Public funds investment pools created to function as money market mutual funds must mark their portfolios to market daily, and, to the extent reasonably possible, stabilize at a $1 net asset value. The government’s policy manages custodial credit risk by requiring securities purchased by a broker-dealer for the government to be held in a Safekeeping account in the government’s name. The policy also requires that security transactions be conducted on a delivery-versus-payment basis.

Concentration of Credit Risk is the risk of loss attributed to the magnitude of the government’s investment in a single issuer (i.e., lack of diversification). Concentration risk is defined as positions of 5 percent or more in the securities of a single issuer. It is the government’s policy to not allow for a concentration of credit risk. Investments issued by the U. S. Government and investments in investment pools are excluded from the 5 percent disclosure requirement. The government is not exposed to concentration of credit risk.
DEPOSITS (continued)

Interest Rate Risk is the risk that changes in interest rates will adversely affect the fair value of an investment. In accordance with its investment policy, the government manages its exposure to declines in fair values by limiting the weighted average maturity of its investment portfolio to less than one year from the time of purchase. The weighted average maturity for the government’s investment in external investment pools is less than 60 days.

Foreign Currency Risk is the potential for loss due to fluctuations in exchange rates. The government’s policy does not allow for any direct foreign investments, and therefore the government is not exposed to foreign currency risk.

RECEIVABLES

Receivables at September 30, 2019 consisted of the following.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Franchise Fees</td>
<td>$3,901</td>
</tr>
<tr>
<td>Property Taxes</td>
<td>$12,066</td>
</tr>
<tr>
<td>Sales Taxes</td>
<td>$880</td>
</tr>
<tr>
<td>Net Receivables</td>
<td>$16,847</td>
</tr>
</tbody>
</table>

Property taxes are based on the appraised values provided by the Collin County Central Appraisal District. Taxes are levied by October 1 of each year. Unpaid property taxes become delinquent on February 1 of the following year. Penalty is calculated after February 1 up to the date collected by the government at the rate of 6% for the first month and increased 1% per month up to a total of 12%. Interest is calculated after February 1 at the rate of 1% per month up to the date collected by the government. Under state law, property taxes levied on real property constitute a lien on the real property which cannot be forgiven without specific approval of the State Legislature. The lien expires at the end of twenty years. Taxes levied on personal property can be deemed uncollectible by the Town. The Town’s current policy is to write off uncollectible personal property taxes after four years.

Property taxes are due in full on October 1 and there are no discounts granted. The 2018-19 levy was based on the assessed value as of January 1, 2018. The tax rate for fiscal year 2018-19 was $0.1960 per $100 of assessed valuation.

CAPITAL ASSETS

Capital asset activity for the year ended September 30, 2019 was as follows:

<table>
<thead>
<tr>
<th>Description</th>
<th>Beginning Balance</th>
<th>Additions</th>
<th>Retirements</th>
<th>Ending Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Governmental Activities:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Land</td>
<td>234,513</td>
<td>-</td>
<td>-</td>
<td>234,513</td>
</tr>
<tr>
<td>Buildings</td>
<td>150,755</td>
<td>-</td>
<td>-</td>
<td>150,755</td>
</tr>
<tr>
<td>Infrastructure</td>
<td>112,212</td>
<td>-</td>
<td>-</td>
<td>112,212</td>
</tr>
<tr>
<td>Furniture &amp; Equipment</td>
<td>23,716</td>
<td>-</td>
<td>-</td>
<td>23,716</td>
</tr>
<tr>
<td>Park</td>
<td>172,991</td>
<td>-</td>
<td>-</td>
<td>172,991</td>
</tr>
<tr>
<td>Less Accumulated Depreciation</td>
<td>(250,750)</td>
<td>(17,285)</td>
<td>-</td>
<td>(268,035)</td>
</tr>
<tr>
<td>Governmental Activities Capital</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Assets, Net</td>
<td>$ 443,437</td>
<td>(17,285)</td>
<td>-</td>
<td>426,152</td>
</tr>
</tbody>
</table>

Depreciation expense was charged to functions/programs of the primary government as follows:

Governmental Activities $17,285
RISK MANAGEMENT

The government is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The government is a participant in the Texas Municipal League Workers' Compensation Joint Insurance Fund (WC Fund) and the Texas Municipal League Joint Self-Insurance Fund (Property-Liability Fund), a public entity risk pool operated by the Texas Municipal League Board for the benefit of individual governmental units located with Texas. The government pays an annual premium to the Funds for its workers' compensation and property and liability insurance coverage. The WC Fund and Property-Liability Fund are considered self-sustaining risk pools that provide coverage for its members for up to $2,000,000 per insured event. There were no significant reductions in insurance coverage from the previous year. Settled claims for risks have not exceeded insurance coverage for the past three years.

PENSION PLAN

The Town does not participate in a pension plan or provide retirement benefits to any employees.

BOND CONDUIT REVENUE

The New Hope Finance Corporation is a wholly owned subsidiary of The Town of New Hope. The Town uses this subsidiary organization as a conduit entity to assign tax-exempt status to municipal bonds for third party organizations, made up primarily of Universities in the state of Texas. The Town receives payment for these services at a predefined rate of 1/10 of 1% of the par amount of bonds issued, not to exceed $25,000. These fees are due and payable only when the transaction closes. At closing, the funds are wired to the Town’s legal counsel who retains 20% of the fee as legal costs and remits the balance to the Town.

TAX ABATEMENTS

In compliance with GASB Statement #77, the Town did not have any outstanding tax abatements for the year ended September 30, 2019.

SUBSEQUENT EVENTS

The Town has evaluated events through January 7, 2020, the date which the financial statements were available to be issued.
REQUIRED SUPPLEMENTARY INFORMATION
<table>
<thead>
<tr>
<th>Revenues</th>
<th>Original Budget</th>
<th>Final Budget</th>
<th>Actual Amounts</th>
<th>Variance from Final Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Taxes:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Franchise</td>
<td>$16,000</td>
<td>16,000</td>
<td>16,485</td>
<td>485</td>
</tr>
<tr>
<td>Property</td>
<td>107,000</td>
<td>107,000</td>
<td>107,562</td>
<td>562</td>
</tr>
<tr>
<td>Sales</td>
<td>13,500</td>
<td>13,500</td>
<td>13,821</td>
<td>321</td>
</tr>
<tr>
<td>Permits/Fees</td>
<td>5,000</td>
<td>5,000</td>
<td>4,600</td>
<td>(400)</td>
</tr>
<tr>
<td>Bond Conduit Revenue</td>
<td>125,000</td>
<td>117,895</td>
<td>162,380</td>
<td>44,485</td>
</tr>
<tr>
<td>Grant Revenue</td>
<td>35,000</td>
<td>24,238</td>
<td>24,237</td>
<td>(1)</td>
</tr>
<tr>
<td>In-Kind Revenue</td>
<td>-</td>
<td>-</td>
<td>4,655</td>
<td>4,655</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>-</td>
<td>400</td>
<td>4,568</td>
<td>4,168</td>
</tr>
<tr>
<td>Total Revenues</td>
<td>301,500</td>
<td>284,033</td>
<td>338,308</td>
<td>54,275</td>
</tr>
</tbody>
</table>

| Expenditures                 |                 |              |                |                          |
| Salaries                     | 10,700          | 10,700       | 12,000         | (1,300)                  |
| Payroll Taxes                | 2,300           | 2,300        | 813            | 1,487                    |
| Attorney Fees                | 42,000          | 42,000       | 80,157         | (38,157)                 |
| Accounting & Audit           | 8,100           | 8,100        | 7,913          | 187                      |
| Public Safety                | 28,128          | 28,128       | 28,128         | -                        |
| Animal Control               | 4,125           | 6,000        | 6,000          | -                        |
| Building Inspector           | 4,500           | 4,500        | 5,000          | (500)                    |
| Engineering Services         | 500             | 500          | -              | 500                      |
| Municipal Court              | 1,800           | 1,800        | 1,800          | -                        |
| Planning & Zoning            | 100             | 100          | -              | 100                      |
| Central Appraisal District   | 856             | 966          | 964            | 2                        |
| EPC Committee                | 5,000           | 5,000        | 10,315         | (5,315)                  |
| Dues & Subscriptions         | -               | 663          | 663            | -                        |
| Election Expense             | 5,700           | 5,700        | 6,176          | (476)                    |
| Insurance                    | 1,450           | 1,450        | 1,495          | (45)                     |
| Maintenance                  | 54,000          | 35,480       | 35,026         | 454                      |
| Office Supplies              | 3,534           | 3,934        | 4,157          | (223)                    |
| Paving                       | 170,000         | 150,000      | 149,969        | 31                       |
| Telephone                    | 2,000           | 2,000        | 985            | 1,015                    |
| Utilities                    | 6,000           | 6,000        | 6,110          | (110)                    |
| Miscellaneous                | 800             | 600          | -              | 600                      |
| Contingency                  | 114,907         | 169,610      | -              | 169,610                  |
| Total Expenditures           | 466,500         | 485,531      | 357,671        | 127,860                  |

Excess/(Deficiency) of Revenues

Over/(Under) Expenditures (165,000) (201,498) (19,363) 182,135

Fund Balance - Beginning 206,480 206,480 206,480 -

Fund Balance - Ending $41,480 4,982 187,117 182,135

The notes to the financial statements are an integral part of this statement.
INDEPENDENT AUDITOR’S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Town of New Hope Town Council
New Hope, TX

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, the financial statements of the governmental activities of the Town of New Hope, Texas (Town), as of and for the year ended September 30, 2019, and the related notes to the financial statements, which collectively comprise the Town’s basic financial statements, and have issued our report thereon dated January 7, 2020.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Town’s internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town’s internal control. Accordingly, we do not express an opinion on the effectiveness of the Town’s internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity’s financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Town’s financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.
Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity’s internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity’s internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Frisco, TX
January 7, 2020
MINUTES: Of March 23, 2020 Special-Called Town Council Meeting

Item 1. Call to order and Roll call.
A special called meeting of the Town of New Hope Board of Aldermen/Town Council was held on Monday, March 23, 2020 in the New Hope Town Hall, 121 Rockcrest Road, New Hope, Collin County, TX 75071. Mayor Angel Hamm called the meeting to order at 7:00 p.m., determining a quorum was present with, Alderman Andy Reitinger, Alderman Terry Sanner, Alderman Kimberly Barrow, Alderman Luke Martincevic, and Alderman Carol King (by phone). Staff members present were Attorney Maria Huynh and Town Secretary Rita Petty (by phone).

Item 2. Discuss and take action regarding postponement of the Town’s General Election to be held on May 2, 2020 to November 3, 2020.
After discussion, Ald Luke Martincevic made a motion to postpone the Town’s General Election to be held on May 2, 2020 to November 3, 2020, as authorized by the Texas Governor. Ald Carol King seconded. A vote was taken and the motion did not pass with 3 votes for the motion by Mayor Hamm, Ald Luke Martincevic, and Ald Carol King, and 3 votes against the motion by Ald Terry Sanner, Ald Kimberly Barrow, and Ald Andy Reitinger.

Item 3. Set, confirm, or cancel date(s) for the next Town Council meeting(s) and workshop(s).
Regular Town Council Meeting confirmed for March 31, 2020 at 7:30 pm, held via Zoom.

Item 4. Adjournment
Mayor Hamm adjourned meeting at 7:34pm

APPROVED by the Town Council of the Town of New Hope, Collin County, Texas, on this 31st day of March, 2020.

Rita Petty, Town Secretary
Town of New Hope, Collin County, Texas
MINUTES: Of February 25, 2020 Town Council

A regular monthly meeting of the Town of New Hope Board of Aldermen/Town Council was held on Tuesday February 25, 2020 in the New Hope Town Hall, 121 Rockcrest Road, New Hope, Collin County, TX 75071. Mayor Hamm called the meeting to order at 7:30 p.m., determining a quorum was present with Alderman Carol King, Alderman Andy Reitinger, Alderman Terry Sanner, Alderman Kimberly Barrow, and Alderman Luke Martincevic. Staff present included Town Secretary Rita Petty and Attorney Maria Huynh.

Item 1. Call to order and Roll call.

Persons wishing to address the Town Council are requested to complete the Public Comment form and submit it to the Town Secretary, preferably prior to the start of the meeting.

General Comments: A person may address the Council on subjects not listed on the agenda. Speakers are limited to three (3) minutes each, which cannot be given to other speakers. The General Comment session is limited to a total of 45 minutes. The Texas Open Meetings Act prohibits the Council from deliberating on any item not on the agenda. Any discussion of the subject must be limited to a statement of fact, a statement of policy, or a proposal to place the subject on the agenda for a future meeting.

Public Testimony: A person wishing to address the Council on listed agenda items will be called upon by the presiding officer. Speakers are limited to three (3) minutes each, which cannot be given to other speakers. Public comment for each listed agenda item is limited to 15 minutes total time. The Council reserves the right to table any item and/or call a Special Meeting to address items to provide enough time for public comment.

Jess Herbst commented the phrase “preferably prior to the meeting” was not needed in the first sentence of the public comment statement. Town Council indicated the intention was that no person be prohibited from making public comments.

Item 2. Consent items:

- Minutes of previous meeting(s)
- Treasurer’s report(s)

After Town Council review of the consent items, Ald. Barrow made a motion to approve the minutes of the January 28, 2020 Regular Town Council Meeting, the minutes of the February 4, 2020 Town Council Special Meeting, and the minutes of the February 18, 2020 Town Council Workshop, and to accept the February 2020 Treasurer’s report as presented. Ald. Martincevic seconded the motion. The motion passed unanimously.
Item 3. **Discuss and take action to approve Resolution No. 2020-002-R, a resolution relating to approving financing by the New Hope Cultural Education Facilities Finance Corporation for Education Revenue Bonds (Cumberland Academy) Series 2020A and Taxable Education Revenue Bonds (Cumberland Academy) Series 2020B and related matters.**

After discussion, Ald. King made a motion to approve Resolution 2020-002-R as presented. Ald. Reitinger seconded the motion. The motion passed unanimously.

Item 4. **Report from Road Commissioner Terry Sanner regarding road repairs, maintenance and expenditures**

Ald. Sanner reported that no road repairs were done since his last report. After discussion on work remaining to be done on the FM 1827 project, Ald. Sanner stated he will request that TXDOT send the Town a punch list of items remaining to be completed. Ald. Martincevic requested that Mayor Hamm ask TXDOT to attend the next Town Council meeting.

Item 5. **Report from Code Enforcement Officer Bob Matthews regarding violations, presented by Code Enforcement Liaison Andy Reitinger**

Code Enforcement Liaison Reitinger presented the January 1, 2020 to January 31, 2020 Animal Control Report. There were 5 patrols for strays. A code report was not submitted. Liaison Reitinger will request the report and add it to next meeting.

Item 6. **Report from Park Commissioner Sandra Sanner regarding repairs, maintenance and expenditures of Town Park**

Park Commissioner Sandra Sanner was not present. Ald. Sanner gave the Park report. There were no expenditures for the Park since the last report. He also stated that the timers and light switches in the Gazebo were reported as repaired last Fall but have not been working. Park Commissioner Sanner will follow-up.

Item 7. **Report from P&Z Commissioner Jess Herbst regarding P&Z meeting updates and status of possible revisions to the CZO.**

Planning and Zoning (P&Z) Commissioner Herbst reported that the P&Z commission is still reviewing the Town Attorney’s comments in the CZO revision. They have found some conflicts with the Subdivision Ordinance from 1990 and would like to recommend to the Council that the subdivision ordinance be repealed. No action taken on that recommendation.
Item 8. **Report from Media and Communications Committee Chair Jennifer Gray regarding MCC recent meeting updates.**

Media and Communications (MCC) Chairperson Gray was not present. Ald. Barrow read the written MCC report stating the committee has been working on a Welcome to New Hope letter for the website. A new calendar has been added to the website and will be updated as information is gathered. Links have been fixed. Nitro Pro was not purchased for the town computer because it is not compatible with Apple. Further research is being done on other programs. MCC is recommending the Town Council have an off-boarding process for when Council members leave. Next MCC meeting will be March 17, 2020.

Item 9. **Report from Events Planning and Coordination Committee Chair Kimberly Barrow regarding National Night Out 2020.**

Chairperson Barrow reported the Committee has a set date of October 3, 2020 next fall for National Night Out (NNO). In-N-Out Burger will donate 500 free meals worth $4,800 for the event. Chairperson Barrow will be adding NNO to the town calendar and sending out invites. The New Hope Community Church has reached out asking if Fowler Park could be used for an Easter Egg Hunt, open to the Public, on April 11, 2020.

Item 10. **Discuss and take action to approve Resolution No. 2020-003-R, amending the Annual Budget for Fiscal Year 2019-2020; and providing an effective date.**

After discussion, Ald. Martincevic made a motion to approve Resolution No. 2020-003-R as presented. Ald. Reitinger seconded the motion. The motion passed unanimously.

Item 11. **Discuss and take action on New Hope Policy and Procedure Manual to include the following new policies and procedures as listed in the Table of Contents under General:**

a. New Hope Town Hall and Pat Fowler Park Allocation and Use Policy
b. Document Identification, Presentation and Management

After discussion, Ald. Reitinger made a motion to approve New Hope Town Hall and Pat Fowler Park Allocation and Use Policy as amended striking the date at the top of the first page and adding the date passed and version number to the footer. Ald. Barrow seconded the motion. The motion passed unanimously. Document Identification, Presentation and Management was tabled.

Item 12. **Discuss and take action to adopt Ordinance No. 2020-002, Tall Grass and Weed Ordinance**

Item was tabled.

Item 13. **Discuss and take action to adopt Ordinance No. 2020-003, amending, ratifying, and reaffirming Sections 5 and 8 of Ordinance No. 2020-001 regarding the Town’s General Election on May 2, 2020, and to approve a related Joint General and Special Election Services Contract with the Collin County Elections Administrator.**

After discussion of changes for polling places and times by Collin County Elections Department for this election year, Ald. Reitinger made a motion to adopt Ordinance No. 2020-003 as presented. Ald. Barrow seconded the motion. The motion passed unanimously.
Item 14.  Items for future discussion

Setting limitations of duties, on-boarding process, revisit animal control, how to approach P&Z on new policies, audit for FY2018-19, discuss changing time of April meeting due to election early voting.

Item 15.  Set or confirm date(s) for next Town Council meeting and workshop(s) in March, 2020.

Next regular Town Council meeting confirmed for March 31, 2020; Town Council will hold a workshop on March 10, 2020 at 7:00 p.m.

Item 16.  Adjournment

Mayor Hamm adjourned the meeting at 8:29 p.m.

APPROVED by the Town Council of the Town of New Hope, Collin County, Texas, on this 31st day of MARCH 2020.

_________________________________
Rita Petty, Town Secretary
Town of New Hope, Collin County, Texas
MINUTES: Of March 10, 2020 Town Council Workshop

A Workshop of the Town of New Hope Board of Aldermen/Town Council was held on Tuesday March 10, 2020 in the New Hope Town Hall, 121 Rockcrest Road, New Hope, Collin County, TX 75071. Mayor Angel Hamm called the meeting to order at 7:02 p.m., determining a quorum was present with Alderman Luke Martincevic, Alderman Kimberly Barrow, Alderman Andy Reitinger, Alderman Terry Sanner, and Alderman Carol King.

Item 1. Call to order and Roll call.

Persons wishing to address the Town Council are requested to complete the Public Comment form and submit it to the Town Secretary, preferably prior to the start of the meeting.

Public Testimony: A person wishing to address the Council on listed agenda items will be called upon by the presiding officer. Speakers are limited to three (3) minutes each, which cannot be given to other speakers. Public comment for each listed agenda item is limited to 15 minutes total time. The Council reserves the right to table any item and/or call a Special Meeting to address items to provide enough time for public comment.

There was no public testimony during the meeting.

Item 2. Discuss limitations/definitions of Aldermen, Liaisons, Chairmen, Committee member duties.

After discussion, the Council decided only Liaison duties needed to be better defined. Ald. Martincevic will revise the policy and procedure for Mandate of Commissions and Committees to add limitations and definitions of Liaison duties as discussed by the Council. He will present the revised policy for adoption at the March 31, 2020 regular monthly Town Council meeting.

Item 3. Discuss Ordinance on Animal Control.

The Council decided to table discussion of this item.

Item 4. Discuss how to cascade policy and procedures to P&Z.

The Council discussed the necessity of uniform policies and procedures on all Boards, Commissions, and Committees. Planning and Zoning (P&Z) Liaison Andy Reitinger will give the current Town Council policies and procedures to P&Z to use as templates to adopt their own similar policies and procedures.

Item 5. Discuss in-boarding and out-boarding policy.

The Council discussed check lists for “on”-boarding and “off”-boarding of Council, Commission, and Committee members. Ald. Barrow suggested items for check lists for new and retiring members including but not limited to ordering name plates, knowledge of current policies and procedures, Open
Meetings Act training, Public Information Act training, email set-up/shut down, assigning and returning Town Hall keys. Ald. Barrow will work on a draft check-list.

Item 6. Discuss revised Grass Ordinance.

The Council discussed edits to Attorney Maria Huynh’s draft Ordinance 2020-002 regarding High Grass and Weeds. Ald. Martincevic will send a red-line copy of the Ordinance to Attorney Huynh correcting typos, changing 165 feet to 100 feet in Section 2, fixing formatting, changing Section 2, (v) to delete all words after “all as determined by….,” eliminate redundant wording in Section 3, additional clarification of fines and liens as discussed by the Council. Final Ordinance 2020-002 will be placed on the March 31, 2020 Town Council agenda for discussion and approval.

Item 7. Discuss Procedure for Document Identification, Presentation, and Management.

The Council discussed business cards presented in the Procedure for Document Identification, Presentation, and Management. The Council agreed to adopt one format for business cards; a white two-sided horizontal card with a blue stripe across the middle with the following edits: correct zip codes (P.O. Box is 75070 and 121 Rockcrest Road is 75071), make all writing in the blue stripe white to make it more legible, change the symbol on the bottom left to the Texas flag, top right remains Town logo, add word “website” before newhopetx.gov. Additionally, the naming convention for Resolutions was changed to eliminate the “R” (Resolution YYYY NN – no “R”). Ald. Martincevic will make the necessary changes and present this procedure for approval at the March 31, 2020 Council Meeting.

Item 8. Discuss GIS zoning map that was completed June of 2017.

Ald. Barrow discussed problems with the June 2017 GIS zoning map: secretary name error, zoning errors, and map not signed by Mayor. Ald. Barrow will contact contractor EJES for pricing on correcting these errors. Ald. Sanner will contact Collin County Appraisal District (CAD) to determine tax status on Lone Star Circle citizens who have property half in and half out of New Hope; Ald. Barrow will contact Collin County Elections to determine voting status of these Lone Star Circle citizens.

Item 9. Adjournment

Mayor Hamm adjourned the meeting at 8:41 p.m.

APPROVED by the Town Council of the Town of New Hope, Collin County, Texas, on this 31st day of March 2020.

Rita Petty, Town Secretary
Town of New Hope, Collin County, Texas
Town of New Hope
BALANCE SHEET
As of March 27, 2020

<table>
<thead>
<tr>
<th>ASSETS</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Assets</td>
<td></td>
</tr>
<tr>
<td>Bank Accounts</td>
<td></td>
</tr>
<tr>
<td>1000 American National Bank</td>
<td>$319,861.52</td>
</tr>
<tr>
<td>Total Bank Accounts</td>
<td>$319,861.52</td>
</tr>
<tr>
<td>Accounts Receivable</td>
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<tr>
<td>Accounts Receivable (A/R)</td>
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<tr>
<td>Total Accounts Receivable</td>
<td>$0.00</td>
</tr>
<tr>
<td>Other Current Assets</td>
<td></td>
</tr>
<tr>
<td>1200 Franchise Tax Receivable</td>
<td>3,901.00</td>
</tr>
<tr>
<td>1201 Sales Tax Receivable</td>
<td>880.00</td>
</tr>
<tr>
<td>1203 Property Taxes Receivable</td>
<td>13,406.00</td>
</tr>
<tr>
<td>1204 Allowance for Uncollectible Prop Tax</td>
<td>-1,340.00</td>
</tr>
<tr>
<td>Total Other Current Assets</td>
<td>$16,847.00</td>
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<tr>
<td>Total Current Assets</td>
<td>$336,708.52</td>
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<tr>
<td>TOTAL ASSETS</td>
<td>$336,708.52</td>
</tr>
</tbody>
</table>

| LIABILITIES AND EQUITY                      |       |
| Liabilities                                 |       |
| Current Liabilities                         |       |
| Accounts Payable                           |       |
| 2000 Accounts Payable                      | $0.00 |
| Total Accounts Payable                     | $0.00 |
| Other Current Liabilities                  |       |
| 2100 Deferred Inflow - Prop Tax            | 12,065.00 |
| Payroll Tax Payable                        | 0.00  |
| Total Other Current Liabilities            | $12,065.00 |
| Total Current Liabilities                  | $12,065.00 |
| Total Liabilities                          | $12,065.00 |
| Equity                                      |       |
| 3000 Fund Balance                          | 187,117.06 |
| Net Income                                  | 137,526.46 |
| Total Equity                                | $324,643.52 |
| TOTAL LIABILITIES AND EQUITY                | $336,708.52 |
## Town of New Hope

**BUDGET VS. ACTUALS: BUDGET FY 2019-20 FOR TOWN USE - FY20 P&L**

**October 2019 - September 2020**

<table>
<thead>
<tr>
<th>Description</th>
<th>Actual</th>
<th>Budget</th>
<th>Remaining</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Income</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4000 Building Permits</td>
<td>2,690.00</td>
<td>4,000.00</td>
<td>1,310.00</td>
</tr>
<tr>
<td>4010 Franchise Fees</td>
<td>8,068.19</td>
<td>15,000.00</td>
<td>6,931.81</td>
</tr>
<tr>
<td>4015 Property Tax</td>
<td>132,957.54</td>
<td>141,964.00</td>
<td>9,006.46</td>
</tr>
<tr>
<td>4020 Sales Tax</td>
<td>7,165.51</td>
<td>12,500.00</td>
<td>5,334.49</td>
</tr>
<tr>
<td>4030 Bond Conduit Revenue</td>
<td>40,000.00</td>
<td>-40,000.00</td>
<td></td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td>$190,881.24</td>
<td>$173,464.00</td>
<td>$-17,417.24</td>
</tr>
<tr>
<td><strong>GROSS PROFIT</strong></td>
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<td>$173,464.00</td>
<td>$-17,417.24</td>
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<tr>
<td><strong>Expenses</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5005 Insurance</td>
<td>1,422.96</td>
<td>1,600.00</td>
<td>177.04</td>
</tr>
<tr>
<td>5010 Road Maintenance</td>
<td>605.31</td>
<td>100,000.00</td>
<td>99,394.69</td>
</tr>
<tr>
<td>5011 Oak Meadows Roads</td>
<td>20,000.00</td>
<td>20,000.00</td>
<td>0</td>
</tr>
<tr>
<td>5030 Animal Control</td>
<td>3,300.00</td>
<td>6,000.00</td>
<td>2,700.00</td>
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<tr>
<td>5040 Salaries</td>
<td>6,000.00</td>
<td>12,000.00</td>
<td>6,000.00</td>
</tr>
<tr>
<td>5045 Payroll Taxes</td>
<td>459.00</td>
<td>918.00</td>
<td>459.00</td>
</tr>
<tr>
<td>5046 Dues &amp; subscriptions</td>
<td>691.00</td>
<td>663.00</td>
<td>-28.00</td>
</tr>
<tr>
<td>5050 Building Maintenance</td>
<td>2,900.78</td>
<td>4,000.00</td>
<td>1,099.22</td>
</tr>
<tr>
<td>5055 Office Equipment</td>
<td>500.00</td>
<td>500.00</td>
<td>0</td>
</tr>
<tr>
<td>5060 PO Box Rental</td>
<td></td>
<td>150.00</td>
<td>150.00</td>
</tr>
<tr>
<td>5065 Office Expenses</td>
<td>1,526.60</td>
<td>6,000.00</td>
<td>4,473.40</td>
</tr>
<tr>
<td>5075 Telephone</td>
<td>447.56</td>
<td>1,000.00</td>
<td>552.44</td>
</tr>
<tr>
<td>5080 Electric</td>
<td>1,543.96</td>
<td>3,000.00</td>
<td>1,456.04</td>
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<td>5085 Water</td>
<td>1,158.57</td>
<td>3,000.00</td>
<td>1,841.43</td>
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<tr>
<td>5090 Attorney Fees - Town</td>
<td>15,783.65</td>
<td>28,000.00</td>
<td>12,216.35</td>
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<tr>
<td>5091 Attorney Fees - P&amp;Z</td>
<td>1,237.50</td>
<td>14,000.00</td>
<td>12,762.50</td>
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<tr>
<td>5100 Accounting &amp; Auditing</td>
<td>7,792.00</td>
<td>8,000.00</td>
<td>208.00</td>
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<td>5105 Building Inspector</td>
<td>2,325.00</td>
<td>4,000.00</td>
<td>1,675.00</td>
</tr>
<tr>
<td>5110 Central Appraisal District</td>
<td>494.00</td>
<td>800.00</td>
<td>306.00</td>
</tr>
<tr>
<td>5115 Tax Assessor</td>
<td>267.75</td>
<td>270.00</td>
<td>2.25</td>
</tr>
<tr>
<td>5116 Municipal Court</td>
<td>900.00</td>
<td>1,800.00</td>
<td>900.00</td>
</tr>
<tr>
<td>5117 Code Enforcement</td>
<td>4,200.00</td>
<td>8,400.00</td>
<td>4,200.00</td>
</tr>
<tr>
<td>5135 Park Maint &amp; Repair</td>
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<td>15,000.00</td>
<td>14,700.86</td>
</tr>
<tr>
<td>5140 EPC Committee Expenses</td>
<td>5,000.00</td>
<td>5,000.00</td>
<td>0</td>
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<tr>
<td>5146 Election Expense</td>
<td>6,176.00</td>
<td>6,176.00</td>
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<tr>
<td><strong>Total Expenses</strong></td>
<td>$53,354.78</td>
<td>$250,277.00</td>
<td>$196,922.22</td>
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</table>

**NET OPERATING INCOME**

<table>
<thead>
<tr>
<th>Description</th>
<th>Actual</th>
<th>Budget</th>
<th>Remaining</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>NET OPERATING INCOME</strong></td>
<td>$137,526.46</td>
<td>$-76,813.00</td>
<td>$-214,339.46</td>
</tr>
</tbody>
</table>

**NET INCOME**

<table>
<thead>
<tr>
<th>Description</th>
<th>Actual</th>
<th>Budget</th>
<th>Remaining</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>NET INCOME</strong></td>
<td>$137,526.46</td>
<td>$-76,813.00</td>
<td>$-214,339.46</td>
</tr>
<tr>
<td>Date</td>
<td>Program 1</td>
<td>Program 2</td>
<td>Program 3</td>
</tr>
<tr>
<td>------------</td>
<td>-----------</td>
<td>-----------</td>
<td>-----------</td>
</tr>
<tr>
<td>1/01/2020</td>
<td>$10,000</td>
<td>$8,000</td>
<td>$6,000</td>
</tr>
<tr>
<td>1/15/2020</td>
<td>$9,500</td>
<td>$7,800</td>
<td>$5,600</td>
</tr>
<tr>
<td>2/01/2020</td>
<td>$10,200</td>
<td>$8,100</td>
<td>$6,050</td>
</tr>
<tr>
<td>2/15/2020</td>
<td>$9,700</td>
<td>$7,850</td>
<td>$5,550</td>
</tr>
<tr>
<td>3/01/2020</td>
<td>$10,300</td>
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<td>$6,100</td>
</tr>
<tr>
<td>3/15/2020</td>
<td>$9,800</td>
<td>$7,900</td>
<td>$5,600</td>
</tr>
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</table>

**Total:** $315,000

---

October 2019 - September 2020

Profit and Loss by Month

Town of New Hope
<table>
<thead>
<tr>
<th>Address</th>
<th>Notes</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mar 6, 2020 4:32 PM</td>
<td>issued 10 day warning to move vehicles that are without wheels and other vital parts</td>
<td>Code Enforcement</td>
</tr>
<tr>
<td>671 new hope rd W</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mar 6, 2020 4:28 PM</td>
<td>issued 2nd 10 day warning for tarp cover car. attempting to make contact because it is a church</td>
<td>Code Enforcement</td>
</tr>
<tr>
<td>601 w new hope rd</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mar 6, 2020 3:35 PM</td>
<td>issued 10 day warning for loud music at night</td>
<td>Code Enforcement</td>
</tr>
<tr>
<td>320 Oak Creek Dr</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mar 6, 2020 2:10 PM</td>
<td>portable building has been disconnected from utilities. owners need time to remove.</td>
<td>Code Enforcement</td>
</tr>
<tr>
<td>500 rockcrest rd</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Feb 26, 2020 12:46 PM</td>
<td>took a look at concern of motor home on property. currently it is not hooked up to utilities and no one seems to be staying in it</td>
<td>Code Enforcement</td>
</tr>
<tr>
<td>408 farms rd</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Feb 21, 2020 9:59 PM</td>
<td>check up tarp cover car still there attempting to make contact</td>
<td>Code Enforcement</td>
</tr>
<tr>
<td>601 w new hope rd</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Feb 21, 2020 9:04 PM</td>
<td>left 10 day notice to remove portable building</td>
<td>Code Enforcement</td>
</tr>
<tr>
<td>500 rockcrest rd</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Address</td>
<td>Notes</td>
<td>Code</td>
</tr>
<tr>
<td>--------------------</td>
<td>----------------------------------------------------------------------</td>
<td>------------------------</td>
</tr>
<tr>
<td>Feb 7, 2020 9:12 PM</td>
<td>issued 10 day warning for a tarp covered car parked in the lot of the church</td>
<td>Code Enforcement</td>
</tr>
<tr>
<td>601 w new hope rd</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jan 31, 2020 7:34 PM</td>
<td>truck has been moved</td>
<td>Code Enforcement</td>
</tr>
<tr>
<td>671 new hope rd W</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jan 29, 2020 9:08 PM</td>
<td>no inspection turned into city hall citation issued</td>
<td>Code Enforcement</td>
</tr>
<tr>
<td>330 hillside dr</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jan 29, 2020 9:07 PM</td>
<td>issued citations for the lack of permits</td>
<td>Code Enforcement</td>
</tr>
<tr>
<td>621 new hope rd east</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jan 17, 2020 7:21 PM</td>
<td>issued warning for grey truck sitting out near the road way. needs to be moved in 10 days</td>
<td>Code Enforcement</td>
</tr>
<tr>
<td>671 new hope rd W</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jan 10, 2020 2:14 PM</td>
<td>issued 10 day warning for collection for trash bags</td>
<td>Code Enforcement</td>
</tr>
<tr>
<td>460 rock crest dr.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jan 10, 2020 2:13 PM</td>
<td>issued 10 day warning to clean random junk up</td>
<td>Code Enforcement</td>
</tr>
<tr>
<td>141 drift dr</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
The last regular P&Z meeting held March 12, 2020
All commissioners were present
The commission completed last legal review and identified 3 definitions needing to be inserted and the need to write a proposal for a performance standard stand alone ordinance. The ordinance is to facilitate future updates in a more time efficient manor.
Meeting opened at 7.04 and adjourned at 9:01

Jess Herbst
Jess@Herbst.com
(972) 754-7804
There are no updates from MCC as their meeting on March 17, 2000 was canceled due to the Covid-19 pandemic. A meeting via ZOOM will be setup soon.

Information typed and submitted via Kimberly Barrow after text/email with MCC Chair – Jennifer Gray
National Night Out 2020 is scheduled for Saturday, October 3, 2020 at 5pm in Pat Fowler Park. The EPCC committee will be meeting soon via ZOOM to plan the event. If any council member would like to submit ideas for the event please email Kimberly.Barrow@NewHopeTX.gov.

Thanks,
Kimberly Barrow
Events Planning and Coordination Committee Chair
Report from Road Commissioner Terry Sanner regarding road repairs, maintenance and Expenditures
Report from Park Commissioner Sandra Sanner regarding repairs, maintenance and Expenditures of Town Park
1. Document Identification (definitions)
   a. Internal Documents
      i. Procedures
         Established or official manner of execution of a task or series of tasks.
      ii. Policies
         A course or principle of action proposed or adopted.
   b. External Documents
      i. Agendas, Meeting Minutes, Publications
         Any document intended for pro-active posting with the intent of gaining the attention of the public at large.
      ii. Ordinances, and Resolutions
         Legislation enacted by the Town Council
      iii. Business Cards
         A small card bearing information (such as name and address) about the Town or a Town representative.
      iv. Email
         Electronic communication intended to be sent specifically to a member (or members) of the public, specific to the body of the email exclusive of attachments.

2. Document Structure
   a. Internal Documents
      i. Procedures and Policies
         (a) Font shall be Arial
         (b) The document name (header) shall be 13 pitch, all-caps and centered on the page.
         (c) Town logo or address is not required.
         (d) Footers shall include document name, version number, date of version adoption and page number in the form of “page x of x”.
         (e) Footers shall be in Arial 9 pitch
         (f) A line may be deployed across the width of the page from margin to margin. If deployed, then the line must be black and not exceed 3 pitch in width.
         (g) Indented lists should have tab stops in quarter inch intervals. (This prevents deep indents from consuming the width of the page).
         (h) Indented numbered lists shall use the format of:

            1. Indent 1
               a. Indent 2
                  i. Indent 3
                     (a) Indent 4
                     1 Indent 5 etc.

         (i) The document name and select headers/indents may be in bold in order to clearly differentiate headers from the document body.
(j) Headers must not appear as orphans on the bottom of a page with no following text. Orphan control (keep together) should be used to keep headers on the same page as the first section of associated text.

b. External Documents
   i. Agendas, Meeting Minutes, Publications
      (a) Font shall be Arial
      (b) If used, the document name (header) shall be 13 pitch, all-caps and centered on the page.
      (c) Town logo and address are required.
      (d) Town logo will be presented (by priority):
          1. Centered
          2. Top left corner
          3. Top right corner of the document
      (e) Town mailing address shall appear in the header, centered, below the Town Logo.
      (f) If used, section dividers shall be Arial 11 pitch, all-caps, centered with character spacing set to “Expanded” and 4 pitch points
          Example::
          
          A G E N D A
          
          (g) Footers shall include document name, date, and page number in the form of “page x of x”.
          (h) Footers shall be in Arial 9 pitch
          (i) A line may be deployed across the width of the page from margin to margin for headers or footers. If deployed, then the line must be black and not exceed 3 pitch in width.
          (j) Indented lists shall have tab stops in quarter inch intervals.
          (k) Indented numbered lists shall use the format of:
              1   Indent 1
                  a. Indent 2
                      i. Indent 3
                          (a) Indent 4
                              1   Indent 5   etc.

          (l) The document name and select headers/indents may be in bold in order to clearly differentiate headers from the document body.
          (m) Headers should not appear as orphans on the bottom of a page with no following text. Orphan control (keep together) should be used to keep headers on the same page as at least the first section of associated text.

   ii. Ordinances and Resolutions
       (a) Font shall be Arial
       (b) The document name (header) shall be 13 pitch, all-caps and centered on the page.
       (c) Town logo or address is not required.
(d) Footers shall include document name according to standards set forth in section 3e of this policy and procedure as well as page number in the form of “page x of x”.
(e) Footers shall be in Arial 9 pitch
(f) A line may be deployed across the width of the page from margin to margin for headers or footers. If deployed, then the line must be black and not exceed 3 pitch in width.
(g) Indented lists shall have tab stops in intervals or approximately one quarter inch.
(h) Indented numbered lists shall use the format of:

1 Indent 1
   a. Indent 2
      i. Indent 3
         (a) Indent 4
            1 Indent 5

iii. Business Cards
(a) Business cards may be two sided and will be primarily white or ivory.
(b) A single borderless blue band shall extend across the entire width of the card, spaced in the middle of the vertical alignment and should not be larger than 1/3 of the height of the card. Color shall be RGB Red:0, Green:0, Blue:255
(c) Name shall be Arial, 10 pitch points and set in the vertical center of the blue band, justified so that it appears on the right side of the card. This text shall be white. Text may be bold.
(d) All other information shall be Calibri, 8 pitch points, color black. Text shall not be bold.
(e) Must bear the New Hope logo in the top right corner. Height 0.4”. Width 0.96”
(f) Roles shall be printed above the town name in the same pitch as the town name.
(g) All roles filled by the card-holder may be presented on the card, or the name of the governing body of which the card-holder is a member, may be presented alone, above the Town name.
(h) Town of New Hope, Tx shall be printed below the card-holder name.
(i) The Town Hall street address, mailing address, email address, telephone number and website address shall be presented on the back of the card. It is recommended that this be positioned in the bottom right corner so as to provide “white space” on the card for hand written notes.
(j) Telephone number is optional.
(k) Additional graphics: Shall be limited to any single representation of the Texas flag. This may have a border or shadow to provide contrast to the card background. Height 0.33”. Width 0.5”
iv. Email

(a) Emails will be drafted in professional fonts (Arial, Courier, Garamond, Tahoma etc). Comic, script or decorative fonts are not to be used.

(b) Signature line must be clearly legible. Comic, script or decorative fonts are not to be used.

(c) Emails intended for recipients external to Town staff should be written using the official Town logo at the center top of the document.

(d) Signature line for initiating (first draft) emails intended for recipients external to Town staff must include full name of the sender. Forwarded or response emails may bear a signature of first name only.

(e) Additional information such as telephone number or street/mailing address may be included, but are not required. If included, this detail should be secondary to “Town of New Hope”

(f) The senders’ role should appear below the senders’ name. This must be limited to the role pertinent to the content of the email.

For instance: If the sender is both an Alderman and the Parks Commissioner, then only one of these two roles should be presented on the signature line.

(g) Example:

Assuming that John Smith is an Alderman and the Roads Commissioner
(h) Role is not required for email responses if the initiating email was sent to an individual. Role should be included if the initiating email was sent to a group email (eg: Council@newHopeTx.gov) or to several recipients.

(i) “Town of New Hope, Collin County, Texas” must be below the senders’ name for emails intended for recipients external to Town staff.

3. Document Presentation and Management
   a. Internal Documents
      i. Maintenance and Approval
         Shall be maintained in a single comprehensive manual for the town. Only the Table of Contents (TOC) shall be approved and dated with the date of approval. Each document will be dated and will bear a version number, both of which will be reflected in the TOC. Updates to the TOC must be approved by the Town Council by simple majority vote. Documents covered by the TOC will be approved by the appropriate governing body, and the approval will be reflected in the minutes of the respective governing body with reference to title, version number and date of approval.
      
      ii. Revision Management
         (a) New versions shall automatically adopt the next version number and a draft number.
         (b) This shall be indicated in the document footer as: Ver: x Draft y
         (c) All draft versions shall be watermarked with the word “Draft”
         (d) The draft number shall be updated incrementally with each successive modification
         (e) Upon adoption of the document, the “Draft y” nomenclature shall be removed from the document footer along with the watermark.
         (f) Example process:
            1. Changes are required to version 17 of a document.
            2. The footer is changed to reflect “Ver: 18, Draft 1”. The document is watermarked with the word “Draft”.
            3. With each review and subsequent change, the draft number is incrementally updated: e.g.
               Ver: 18, Draft 2
               Ver: 18, Draft 3
            4. Upon adoption, the watermark is removed; the footer is changed to reflect Ver:18 and date of version adoption.
      (g) Electronic naming:
         1. The electronic name of the version/draft should be limited to:
            a. Document title
            b. Version Number
c. Draft number

2. Extraneous information
   Extraneous information such as:
   a. Date of the draft,
   b. Author or reviewer name or initials,
   c. Any other information should not be included in the document name as
      this information is redundant as it is inherently incorporated into the
      document by the word processing software.

iii. Archival
   Previous whole number (adopted) versions will be saved to PDF format or scanned,
   and electronically archived. Archiving of draft versions is not required. Paper
   archives are not required.

b. External Documents
   i. Agendas, Meeting Minutes, Publications, Ordinances and Resolutions
      (a) Maintenance and Approval
         Shall be approved by the relevant governing body. Electronic signatures are
         permitted for versions/copies of the document published on the website or any
         electronic repository where word-search capability is anticipated as a
         requirement. Paper copies should bear a signature in pen and ink.
      (b) Archival
         Shall be archived for posterity both electronically and in hardcopy.

   ii. Business Cards
      (a) Maintenance and Approval
         Design must comply with standards set forth within this document. Approval is
         not required
      (b) Archival
         Not required.

   iii. Email
      (a) Presentation, Maintenance and Approval
         1. All emails to be sent externally must be created using an official Town of
            New Hope (@NewHopeTx.gov) email account.
         2. Aldermen and Commissioners must exclusively use @NewHopeTx.gov
            accounts for all email correspondence.
         3. Internal emails are typically not subject to approval, though all emails
            directed to the public should be reviewed by the lead official relevant to the
            content of the communication prior to release. And if necessary, as deemed
            by the lead official, legal review prior to release.
         4. Emails intended for internal communication are not to be sent to the public.
            Care must be exercised when forwarding an email, so as not to inadvertently
            include internal communications.
      (b) Archival
         Emails are to be electronically stored for posterity.

c. Minutes and Agenda Document Naming (for Electronic Storage)
   i. Document Name Format
Year [space] month [space] day [space] governing body [space] meeting type
[space] document type [space]

ii. Document Name Codes
(a) Date
   yyyy mm dd
(b) Governing Body
   1 TC - Town Council
   2 PZ - Planning & Zoning Commission
   3 EPCC - Events Planning & Coordination Committee
   4 MCC - Media & Communications Committee
   5 BOA - Board of Adjustments
   6 CEFFC - Cultural Educational Facilities Finance Corporation
(c) Meeting Type
   1 PH - public hearing
   2 RM - regular meeting
   3 SM - special meeting
   4 WS - workshop
(d) Document Type
   1 MIN - minutes
   2 AG - agenda
(e) Example
   2020 02 18 TC WS AG (document type would appear last)

d. Ordinances, Resolutions and Building Permits Document Naming
i. Coding
   (a) All Ordinances, Resolutions, and Building Permits are numbered by calendar
      year starting with 001.
   (b) Building Permit numbering will be effective calendar year 2020 (previously
      done as "01").
   (c) The coding order will be:
      document type [space] number [space] description
ii. Document Types
   1. ORD - ordinances
   2. RES - resolution
   3. BP - Building Permit
iii. Examples:
   (a) Ord 2020 001 Ordering General Election
   (b) Res 2020 001 Repealing Resolution 806
   (c) BP 2020 003 501 Farms Rd

Footers should be at least 2 pitch points smaller than the body of the document, so that the footer is clearly discernable as not being part of the document body.
## Title/Object

<table>
<thead>
<tr>
<th>Title/Object</th>
<th>Ver</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>A. General</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. Mandate of Commissions and Committees</td>
<td>2</td>
<td>2020 03 31 TC MIN</td>
</tr>
<tr>
<td>2. New Hope Town Hall &amp; Pat Fowler Park Allocation &amp; Use Policy</td>
<td>1</td>
<td>2020 02 25 TC MIN</td>
</tr>
<tr>
<td>3. Document Identification and Presentation</td>
<td>1</td>
<td>2020 03 31 TC MIN</td>
</tr>
<tr>
<td><strong>B. Town Council</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. Meeting Agendas and Minutes Management</td>
<td></td>
<td></td>
</tr>
<tr>
<td>i. Policy &amp; Procedures for Conduct of Meetings – Town of New Hope Board of Aldermen/Town Council</td>
<td>1</td>
<td>2020 02 04 TC MIN</td>
</tr>
<tr>
<td>ii. Town Council Standard Agenda Template</td>
<td>1</td>
<td>2020 02 04 TC MIN</td>
</tr>
<tr>
<td>iii. Town Council Standard Minutes Template</td>
<td>1</td>
<td>2020 02 04 TC MIN</td>
</tr>
<tr>
<td>iv. Agenda Management Timeline</td>
<td>1</td>
<td>2020 02 04 TC MIN</td>
</tr>
<tr>
<td>v. Minutes Management Timeline</td>
<td>1</td>
<td>2020 02 04 TC MIN</td>
</tr>
<tr>
<td>vi. Graphic – Agenda &amp; Minutes Management</td>
<td>1</td>
<td>2020 02 04 TC MIN</td>
</tr>
<tr>
<td>vii. Public Comment Form</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>C. Other Commissions and Committees</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. Media and Communications Committee</td>
<td>1</td>
<td>2020 02 04 TC MIN</td>
</tr>
<tr>
<td>i. MCC Charter</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Approved by: _____________________ on this _____ day of ____________, 2020
Angel Hamm, Mayor

Attest by: ______________________ on this _____ day of ____________, 2020
Rita Petty, Town Secretary
Section 1. Definitions:

(a) Mandate

1. The authority to carry out a policy or course of action.
2. The authority granted by the council to act as its representative.
3. An official order or commission to carry out a task.

(b) Commission(er): A person or group of people officially charged with a particular function.

(c) Liaison: A person appointed to facilitate communications between a Commission or Committee and the Town Council.

Section 2. Mandate and Responsibilities (Commissions and Committees):

(a) To the Town Council

1. Execute the assigned charter to the best ability with a focus on quality of delivery and consistency in decision making and results.
2. Operate within any assigned budget without additional oversight from the Town Council, on the provision that any expenditures fall directly within the charter of said Commission or Committee, directly relate to the ability for the Commission or Committee to continue operations, and does not directly or indirectly benefit any Commissioner or individual(s) within a given Commission or Committee.
3. Request (additional) budget from the Town Council as is required, and justify the request using approved mechanisms.
4. Report status including budget (where possible), and progress on tasks and issues on a regular basis.
5. Execute tasks as assigned by the Town Council as is appropriate and aligned with the Charter of the particular Commission.

(b) To the citizenry and other Commission(er)s and Committees:

1. Provide services to the public as stipulated by law, by Town Ordinance or Resolution.
2. Represent only those items as covered by the charter of the particular Commission.
3. Refer questions or issues outside of the Commissions’ or Committees’ charter to the relevant Commission, Committee or to the Town Council, and advise any affected citizens of the referral.
4. Provide accurate information based on documented ordinances or resolutions.
5. If the Commission / Committee is a group, then obtain consensus regarding the response to the citizen from at least two other members of the Commission / Committee, prior to communicating with the citizen. (For Committees, this requirement may be suspended with written consensus from the Committee members.
6. Speak “with one voice” and be consistent. In the situations where a Commission or Committee is in place and not a sole Commissioner, have one person who is the Commissions’ voice to the public. This may be any member of the Commission and does not need to be the Chair or presiding official.
M A N D A T E  O F  C O M M I S S I O N S  A N D  C O M M I T T E E S

(c) Responsibilities to Town Administration

1. Provide meeting agendas and meeting minutes per statute, ordinance, resolution, or documented and approved Town processes.
2. Advise of additions or changes to the Town calendar within 24 hours of the need for additions or changes becoming known.

Section 3. Mandate and Responsibilities (Liaisons):

(a) To the Town Council

Aid communication between their assigned Commission or Committee, and the Town Council.

(b) To the citizenry and other Commission(er)s and Committees:

None. The liaison has no role or authority to represent a Commission, Committee or the Town Council.

(d) Responsibilities to Town Administration

None.
**Title/Object**  |  **Ver**  |  **Date**  
---|---|---
A. General  
1. Mandate of Commissions and Committees  |  2  |  2020 03 31 TC MIN  
2. New Hope Town Hall & Pat Fowler Park Allocation & Use Policy  |  1  |  2020 02 25 TC MIN  
3. Document Identification and Presentation  |  1  |  2020 03 31 TC MIN  
B. Town Council  
1. Meeting Agendas and Minutes Management  
   i. Policy & Procedures for Conduct of Meetings – Town of New Hope Board of Aldermen/Town Council  |  1  |  2020 02 04 TC MIN  
   ii. Town Council Standard Agenda Template  |  1  |  2020 02 04 TC MIN  
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   vii. Public Comment Form  
C. Other Commissions and Committees  
1. Media and Communications Committee  
   i. MCC Charter  |  1  |  2020 02 04 TC MIN  

Approved by: _____________________ on this _____ day of ____________, 2020  
Angel Hamm, Mayor

Attest by: _____________________ on this _____ day of ____________, 2020  
Rita Petty, Town Secretary
ORDINANCE NO. 2020-002

AN ORDINANCE OF THE TOWN OF NEW HOPE, COLLIN COUNTY, TEXAS, PROHIBITING HIGH GRASS AND WEEDS; PROVIDING FOR NOTICE OF VIOLATION; PROVIDING FOR EnFORCEMENT; PROVIDING FOR NOTICE OF VIOLATION AND ABATEMENT FOR FAILURE TO COMPLY AND ASSESSMENT OF LIEN ON THE PROPERTY FOR THE TOWN’S EXPENDITURES RELATED TO THE ABATEMENT; PROVIDING FOR A FINE NOT TO EXCEED $500.00 PER DAY FOR EACH DAY OF VIOLATION; PROVIDING FOR PUBLICATION OF THIS ORDINANCE; AND PROVIDING FOR SEVERABILITY, REPEAL OF ORDINANCE NOS. 90-06 & 90-06A, CONFLICTS AND SAVINGS, AND AN EFFECTIVE DATE.

WHEREAS, the Town Council of the Town of New Hope, Texas (the “Town Council”) finds that high grass and weeds are a fire hazard to citizens and property within the Town limits, can be unsanitary and unsightly, and cause traffic hazards or other conditions that may produce breeding and living places for insects and rodents;

WHEREAS, the Texas Health and Safety Code § 342.004 provides that the Town may require the owner of real property in the municipality to keep the property free from weeds, brush, and a condition constituting a public nuisance; and

WHEREAS, the Town Council finds that it is in the best interest of the Town and citizens to provide a reasonable regulation to secure the public health, safety, and general welfare of its citizens caused by high grass and weeds.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF NEW HOPE, COLLIN COUNTY, TEXAS THAT:

SECTION 1. Recitals Incorporated.

The recitals set forth above are incorporated into the body of this Ordinance by reference for all purposes herein.


(a) It shall be unlawful for any owner of any real property within the Town of New Hope, Texas (the “Town”) to permit grass, weeds, and vegetation to grow to a greater height than twelve inches (12”) in height upon such real property within 165 feet of any property line which abuts street right-of-ways, alleys, subdivided additions, developed property or any buildings or other structures.

(b) Exemptions to the required maximum height in the above subsection (a) are as follows:

(i) real property used for tilling soil, raising field or tree crops or animal husbandry and is income-producing;

(ii) areas of land devoted to growing small grain crops, including wheat, oats, barley, or rye;
(iii) real property that retains agricultural exemption on the most recent tax rolls as certified by the county appraisal district;

(iv) grass used for a decorative purpose or part of or within a planned and orderly landscaping improvement on property, including but not limited to flower gardens, shrubbery, or vegetable gardens; and

(v) naturally wooded areas, regulated wetlands or meadows, native grass and wildflower areas, all as determined by the Town’s Code Enforcement Officer and his or her authorized representatives, provided that the area is cultivated, continuously maintained and cut as necessary to maintain proper care of the specific trees, wetlands, meadows, grasses or wildflowers.

(c) It shall be the duty of any person owning, claiming, occupying, or having supervision or control of any real property in the Town to cut or remove all weeds, brush, vegetative growth and other objectionable or unsightly matter as often as may be necessary to comply with this Ordinance, and to use every precaution to prevent the same from occurring or growing on such property.

SECTION 3. Enforcement.

(a) The provisions of this Ordinance shall be enforced by Town’s Code Enforcement Officer and authorized representatives, including but not limited to the authorization to inspect. To the extent as allowed by law, the Town’s Code Enforcement Officer and authorized representatives may enter the property which violate this Ordinance to the extent as allowed by law.

(b) In addition to any other remedies or penalties contained herein, the Town may enforce the provisions of this Ordinance in accordance with the applicable provisions of Chapter 54 of the Texas Local Government Code, providing for the enforcement of municipal ordinances.

SECTION 4. Notice of Violation, Failure to Comply and Abatement, Assessment of Liens.

(a) In accordance with Texas Health and Safety Code § 342.006, written notice shall be given to the owner of property that does not comply with this Ordinance and allow ten (10) days to comply with this Ordinance. If the Town mails notice to the property owner and the United States Postal Service returns notice as refused or unclaimed, the validity of the notice is not affected, and the notice is considered delivered.

(b) If any person fails or refuses to comply with the provisions of this Ordinance after 10 days of such notice, the Town may do such work or make improvements and/or pay for the work done or improvement made to correct the violation at the owner’s expense.

(c) All expenses to correct the violation shall be assessed against the property in the form of a lien, plus an Administration Fee of Fifty Dollars ($50.00), and shall be filed with the Collin County Clerk. To perfect the lien against the real property, the Mayor or other official designated by the Mayor, such as the Code Enforcement Officer, Town Secretary, or Town Attorney, shall file a written statement of such expenses with the county clerk for filing in the county deed records.

(d) The assessment and all expenses and fees shall bear interest at a rate of ten percent
(10%) per annum from the date of payment by the Town until the assessment is paid. Upon filing such lien, the Town will have a privileged lien on the real property including all fixtures and improvements thereon, second only to tax liens and liens for street improvements. The Town may bring suit to collect the assessment, institute foreclosure proceedings or both. The written statement of such assessment, or a certified copy thereof, shall be prima facie evidence of the Town's claim for charges or right to foreclose the lien. The owner of the real property or any other person claiming, occupying, or having supervision or control of the real property shall be jointly and severally liable for such charges.

(e) In accordance with Texas Health and Safety Code § 342.008, the Town may abate, without notice, weeds that have grown higher than 48 inches (48”) and are an immediate danger to the health, life, or safety of any person. Accordingly, notice must be subsequently provided after such abatement and other requirements must be followed as provided by Tex. Health & S. C. § 342.008.

(f) The remedy in Section 4 of this Ordinance is in addition to any penalty provision provided in this Ordinance.

SECTION 5. Penalty.

(a) Any person violating or failing to comply with any provision or requirement of this Ordinance, who continues to violate or fail to comply with the same after written notice of ten (10) days, shall also be deemed guilty and upon conviction thereof in municipal court, shall be fined in an amount not to exceed Five Hundred Dollars ($500.00). Each and every day during or on which a violation or failure to comply occurs shall constitute a separate offense. Allegation and evidence of a culpable mental state is not required for the proof of an offense defined herein.

(b) Notwithstanding the foregoing, any violation of any provision of this article which constitutes an immediate danger or threat to the health, safety and welfare of the public may be enjoined in a suit brought by the Town for such purpose.

SECTION 6. Publication.

The caption of this Ordinance shall be published in a newspaper having general circulation in the Town and in accordance with Chapter 52 of the Texas Local Government Code.

SECTION 7. Severability.

It is the intent that each word, phrase, clause, sentence, paragraph, subdivision, or section of this Ordinance be deemed severable, and should any such word, phrase, clause, sentence, paragraph, subdivision, or section be declared invalid or unconstitutional for any reason, such declaration of invalidity or unconstitutionality shall not be construed to affect the validity of those left standing in this Ordinance.

SECTION 8. Repeal of Ordinance Nos. 90-06 and 90-06A; Conflicts and Savings.

All ordinances and provisions of ordinances of the Town that are in conflict with this Ordinance, including but not limited to Ordinance Nos. 90-06 and 90-06A, are hereby repealed, and all ordinances and provisions of ordinances of the Town not so repealed are hereby retained in full force and effect.
SECTION 9. Effective Date.

This Ordinance shall take effect and be in full force from and after the date of its passage.

APPROVED and ADOPTED by the Town Council of the Town of New Hope, Collin County, Texas, on this 25th/31st day of February/March, 2020.

[Town seal]

Angel Hamm, Mayor

ATTEST: APPROVED AS TO FORM:

Rita Petty, Town Secretary Maria Huynh, Attorney
ORDINANCE NO. 2020-002

AN ORDINANCE OF THE TOWN OF NEW HOPE, COLLIN COUNTY, TEXAS, PROHIBITING HIGH GRASS AND WEEDS; PROVIDING FOR NOTICE OF VIOLATION; PROVIDING FOR ENFORCEMENT; PROVIDING FOR NOTICE OF VIOLATION AND ABATEMENT FOR FAILURE TO COMPLY AND ASSESSMENT OF LIEN ON THE PROPERTY FOR THE TOWN’S EXPENDITURES RELATED TO THE ABATEMENT; PROVIDING FOR A FINE NOT TO EXCEED $500.00 PER DAY FOR EACH DAY OF VIOLATION; PROVIDING FOR PUBLICATION OF THIS ORDINANCE; AND PROVIDING FOR SEVERABILITY, REPEAL OF ORDINANCE NOS. 90-06 & 90-06A, CONFLICTS AND SAVINGS, AND AN EFFECTIVE DATE.

WHEREAS, the Town Council of the Town of New Hope, Texas (the “Town Council”) finds that high grass and weeds are a fire hazard to citizens and property within the Town limits, can be unsanitary and unsightly, and cause traffic hazards or other conditions that may produce breeding and living places for insects and rodents;

WHEREAS, the Texas Health and Safety Code § 342.004 provides that the Town may require the owner of real property in the municipality to keep the property free from weeds, brush, and a condition constituting a public nuisance; and

WHEREAS, the Town Council finds that it is in the best interest of the Town and citizens to provide a reasonable regulation to secure the public health, safety, and general welfare of its citizens caused by high grass and weeds.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF NEW HOPE, COLLIN COUNTY, TEXAS THAT:

SECTION 1. Recitals Incorporated.

The recitals set forth above are incorporated into the body of this Ordinance by reference for all purposes herein.


(a) It shall be unlawful for any owner of any real property within the Town of New Hope, Texas (the “Town”) to permit grass, weeds, and vegetation to grow to a greater height than twelve inches (12") in height upon such real property within 100 feet of any property line which abuts street right-of-ways, alleys, subdivided additions, developed property or any buildings or other structures.

(b) Exemptions to the required maximum height in the above subsection (a) are as follows:

(i) real property used for tilling soil, raising field or tree crops or animal husbandry and is income-producing;

(ii) areas of land devoted to growing small grain crops, including wheat, oats, barley, or rye;
(iii) real property that retains agricultural exemption on the most recent tax rolls as certified by the county appraisal district;

(iv) grass used for a decorative purpose or part of or within a planned and orderly landscaping improvement on property, including but not limited to flower gardens, shrubbery, or vegetable gardens; and

(v) naturally wooded areas, regulated wetlands or meadows, native grass and wildflower areas.

(c) It shall be the duty of any person owning, claiming, occupying, or having supervision or control of any real property in the Town to cut or remove all weeds, brush, vegetative growth and other objectionable or unsightly matter as often as may be necessary to comply with this Ordinance, and to use every precaution to prevent the same from occurring or growing on such property.

SECTION 3. Enforcement.

(a) The provisions of this Ordinance shall be enforced by Town’s Code Enforcement Officer and authorized representatives, including but not limited to the authorization to inspect. To the extent as allowed by law, the Town’s Code Enforcement Officer and authorized representatives may enter the property which violate this Ordinance to the extent as allowed by law.

(b) In addition to any other remedies or penalties contained herein, the Town may enforce the provisions of this Ordinance in accordance with the applicable provisions of Chapter 54 of the Texas Local Government Code, providing for the enforcement of municipal ordinances.

SECTION 4. Notice of Violation, Failure to Comply and Abatement, Assessment of Liens.

(a) In accordance with Texas Health and Safety Code § 342.006, written notice shall be given to the owner of property that does not comply with this Ordinance and allow ten (10) days to comply with this Ordinance. If the Town mails notice to the property owner and the United States Postal Service returns notice as refused or unclaimed, the validity of the notice is not affected, and the notice is considered delivered.

(b) If any person fails or refuses to comply with the provisions of this Ordinance after 10 days of such notice, the Town may do such work or make improvements and/or pay for the work done or improvement made to correct the violation at the owner’s expense.

(c) All expenses to correct the violation shall be assessed against the property in the form of a lien, plus an Administration Fee of Fifty Dollars ($50.00), and shall be filed with the Collin County Clerk. To perfect the lien against the real property, the Mayor or other official designated by the Mayor, such as the Code Enforcement Officer, Town Secretary, or Town Attorney, shall file a written statement of such expenses with the county clerk for filing in the county deed records.

(d) The assessment and all expenses and fees shall bear interest at a rate of ten percent (10%) per annum from the date of payment by the Town until the assessment is paid. Upon filing such lien, the Town will have a privileged lien on the real property including all fixtures and improvements thereon, second only to tax liens and liens for street improvements. The Town may
bring suit to collect the assessment, institute foreclosure proceedings or both. The written statement of such assessment, or a certified copy thereof, shall be prima facie evidence of the Town’s claim for charges or right to foreclose the lien. The owner of the real property or any other person claiming, occupying, or having supervision or control of the real property shall be jointly and severally liable for such charges.

(e) In accordance with Texas Health and Safety Code § 342.008, the Town may abate, without notice, weeds that have grown higher than 48 inches (48") and are an immediate danger to the health, life, or safety of any person. Accordingly, notice must be subsequently provided after such abatement and other requirements must be followed as provided by Tex. Health & S. C. § 342.008.

(f) The remedy in Section 4 of this Ordinance is in addition to any penalty provision provided in this Ordinance.

SECTION 5. Penalty.

(a) Any person violating or failing to comply with any provision or requirement of this Ordinance, who continues to violate or fail to comply with the same after written notice of ten (10) days, shall also be deemed guilty and upon conviction thereof in municipal court, shall be fined in an amount not to exceed Five Hundred Dollars ($500.00). Each and every day during or on which a violation or failure to comply occurs shall constitute a separate offense. Allegation and evidence of a culpable mental state is not required for the proof of an offense defined herein.

(b) Notwithstanding the foregoing, any violation of any provision of this article which constitutes an immediate danger or threat to the health, safety and welfare of the public may be enjoined in a suit brought by the Town for such purpose.

SECTION 6. Publication.

The caption of this Ordinance shall be published in a newspaper having general circulation in the Town and in accordance with Chapter 52 of the Texas Local Government Code.

SECTION 7. Severability.

It is the intent that each word, phrase, clause, sentence, paragraph, subdivision, or section of this Ordinance be deemed severable, and should any such word, phrase, clause, sentence, paragraph, subdivision, or section be declared invalid or unconstitutional for any reason, such declaration of invalidity or unconstitutionality shall not be construed to affect the validity of those left standing in this Ordinance.

SECTION 8. Repeal of Ordinance Nos. 90-06 and 90-06A; Conflicts and Savings.

All ordinances and provisions of ordinances of the Town that are in conflict with this Ordinance, including but not limited to Ordinance Nos. 90-06 and 90-06A, are hereby repealed, and all ordinances and provisions of ordinances of the Town not so repealed are hereby retained in full force and effect.
SECTION 9. Effective Date.

This Ordinance shall take effect and be in full force from and after the date of its passage.

APPROVED and ADOPTED by the Town Council of the Town of New Hope, Collin County, Texas, on this 31st day of March, 2020.

[Town seal]

________________________________________
Angel Hamm, Mayor

ATTEST: APPROVED AS TO FORM:

________________________________________
Rita Petty, Town Secretary

________________________________________
Maria Huynh, Attorney
Discuss possible corrections to GIS zoning map that was completed June of 2017.
Discuss and take action on replacing current lights around the Town of New Hope with brighter streetlights.
Discuss and take action regarding postponement of the Town's General Election on May 2, 2020.