

**William A. "Bert" Miller, III**  
Mayor  
**Bernie Gessner**  
Councilmember  
**Josh M. Fultz**  
Councilmember



**Grant E. Holt**  
Mayor Pro-Tem  
**Pattie Pederson**  
Councilmember

**NOTICE OF MEETING OF THE GOVERNING BODY OF THE  
CITY OF NAVASOTA, TEXAS  
APRIL 24, 2023**

Notice is hereby given that a Regular Meeting of the governing body of the City of Navasota will be held on the 24th of April, 2023 at 6:00 PM at the City Hall in the City Council Chambers, Room No. 161, located at 200 E. McAlpine Street, Navasota, Texas 77868, at which time the following subjects will be considered, to wit:

To watch the City Council meeting live please visit the City of Navasota's Youtube here: <https://www.youtube.com/channel/UCItnx7BQt0TCIYJRiZ14g5w>

1. Call to Order.
2. Invocation  
Pledge of Allegiance
3. Remarks of visitors: Any citizen may address the City Council on any matter. Registration forms are available on the podium and/or table in the back of the city council chambers. This form should be completed and delivered to the City Secretary by 5:45 p.m. Please limit remarks to three minutes. The City Council will receive the information, ask staff to look into the matter, or place the issue on a future agenda. Topics of operational concerns shall be directed to the City Manager.
4. Staff Report:
  - (a) Update on Capital Improvement Plan (CIP) Projects. [Jennifer Reyna, Director of Public Works]
  - (b) Library update. [Tiffany Byers, Library Director]
  - (c) Proclamation - National Travel and Tourism Week. [Mayor Bert Miller]
  - (d) Proclamation - Public Service Recognition Week. [Mayor Bert Miller]
  - (e) Board and Commission update [City Council]
  - (f) Reports from City Staff or City Officials regarding items of community interests, including expressions of thanks, congratulations or condolence; information regarding holiday schedules; honorary or salutary recognition of public officials, public employees, or other citizens; reminders about upcoming events organized or sponsored by the City; information regarding social, ceremonial, or community events organized or sponsored by a non-City entity that is scheduled to be attended by City officials or employees; and announcements involving imminent threats to the public health and safety of people in the City that has arisen after the posting of the agenda. [Jason Weeks, City Manager]

5. The City Council will hold a public hearing for the purpose of receiving public comment and testimony regarding a recommendation by the Planning and Zoning Commission to adopt on the first reading of Ordinance No. 1018-23, a zoning change application submitted by JCLB Investments, LLC, for the property located in the Dove Crossing Subdivision to change the zoning from Article V R-1A: high density, single dwelling unit, 7,000 square foot lot, residential district to Dove Crossing PUD, a planned unit development, for the development of a 5.04-acre single dwelling unit subdivision; followed by discussion and possible action to consider adopting on the first reading Ordinance No. 1018-23, a zoning change application requests to change the zoning from Article V R-1A: high density, single dwelling unit, 7,000 square foot lot, residential district to Dove Crossing PUD, a planned unit development, for the development of a 5.04-acre single dwelling unit subdivision. The property affected is legally described as Dove Crossing, Block 7, Lot 3, Acres 5.04, located in Navasota, Grimes County, Texas. [Lupe Diosdado, Development Services Director]
  
6. The City Council will hold a public hearing for the purpose of receiving public comment and testimony regarding a recommendation by the Planning and Zoning Commission to adopt on the first reading of Ordinance No. 1019-23, a zoning change application submitted by James C & Dorothy Hassell, for the property located along County Road 424, Navasota, Grimes County, TX 77868. The zoning change application requests to change the zoning from A/O: Agriculture Open Space District to Pecan Lakes Estates Phase III PUD, amending the boundaries of the PUD, for the development of a 1.310-acre single dwelling unit subdivision. The property affected is legally described as A0062 J Whitesides, Tract 14-3, Tract 19-3; followed by discussion and possible action to consider adopting on the first reading Ordinance No. 1019-23, a zoning change application requests to change the zoning from A/O: Agriculture Open Space District to Pecan Lakes Estates Phase III PUD, amending the boundaries of the PUD, for the development of a 1.310-acre single dwelling unit subdivision. The property affected is legally described as A0062 J Whitesides, Tract 14-3, Tract 19-3. [Lupe Diosdado, Development Services Director]
  
7. The City Council will hold a public hearing for the purpose of receiving public comment and testimony regarding a sign variance application submitted by Joes Italian Restaurant & Pizza, for the property located at 1010 S LaSalle, Navasota, Grimes County, TX 77868, for the installation of a free-standing sign ten (10') in height, four feet taller than permitted with a clearance from the ground to the bottom of the sign six (6') in height, five (5') more feet than permitted; followed by discussion and possible action to consider a sign variance application submitted by Joes Italian Restaurant & Pizza, for the property located at 1010 S LaSalle, Navasota, Grimes County, TX 77868, for the installation of a free-standing sign ten (10') in height. [Lupe Diosdado, Development Services Director]

8. The City Council will hold a public hearing for the purpose of receiving public comment and testimony regarding a sign variance application submitted by Navasota Welding Supply for the property located at 1002 Spur 515, Navasota, Grimes County, TX 77868, for the installation of a Pylon sign eighteen feet two inches (18'2") in height, ten feet two inches (10'2") taller than permitted and a sign area of eighty (80) square feet, sixteen (16) square feet larger in area than permitted; followed by discussion and possible action to consider a sign variance application submitted by Navasota Welding Supply for the property located at 1002 Spur 515, Navasota, Grimes County, TX 77868, for the installation of a Pylon sign eighteen feet two inches (18'2") in height. [Lupe Diosdado, Development Services Director]
9. The City Council will hold a public hearing for the purpose of receiving public comment and testimony regarding a sign variance application submitted by KHR Properties, LLC (Jack in the Box) for the property located at 2010 State Highway 105 East, Navasota, Grimes County, TX 77868, for the installation of a freeway pole sign sixty feet (60') in height, seventeen feet five-inches (17'5") taller than permitted; followed by discussion and possible action to consider a sign variance application submitted by KHR Properties, LLC (Jack in the Box) for the property located at 2010 State Highway 105 East, Navasota, Grimes County, TX 77868, for the installation of a freeway pole sign sixty feet (60') in height. [Lupe Diosdado, Development Services Director]
10. Consideration and possible action to approve Resolution No. 733-23, supporting the City of Navasota Public Safety Office (PSO) grant application for the purchase of body-worn camera grant for the Navasota Police Department. [Evette Fannin, Grants Coordinator]
11. Consideration and possible action to approve Resolution No. 732-23, supporting the City of Navasota Public Safety Office (PSO) grant application for the purchase of rifle-resistant body armor for the Navasota Police Department. [Evette Fannin, Grants Coordinator]
12. Consideration and possible action to award Knife River Corporation the contract for the Fiscal Year 2021 & FY 2022 Street Maintenance Project to Knife River in the amount of \$377,828.20 [Jose Coronilla, Assistant Public Works Director]
13. The City Council shall meet in Executive Session in accordance with the Texas Government Code, Section 551.072, deliberation regarding real property for the purpose of discussion and deliberation regarding the City of Navasota's potential acquisition of real property for City projects/purposes.
14. Reconvene into open session.
15. Consideration and possible action on the City of Navasota's potential acquisition of real property for City projects/purposes.
16. Consideration and possible action to approve Resolution No. 735-23, supporting the City of Navasota General Land Office (GLO) grant application for the CDBG-MIT Method of Distribution. [Evette Fannin, Grants Coordinator]
17. Adjourn.

**DATED THIS THE 20TH OF APRIL, 2023**

**/JW/**

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**BY: JASON WEEKS, CITY MANAGER**

**I, the undersigned authority, do hereby certify that the above notice of meeting of the governing body of the CITY OF NAVASOTA, is a true and correct copy of said notice and that I posted a true and correct copy of said notice in the glass bulletin board, in the foyer, on the south side of the Municipal Building as well as in the bulletin board on the north side of the Municipal Building of the City of Navasota, Texas, a place convenient and readily accessible to the general public at all times, and said notice was posted on the 20th of April, 2023 at 11:17 AM and will remain posted continuously for at least 72 hours preceding the scheduled time of said meeting. Agendas may be viewed at [www.navasotatx.gov](http://www.navasotatx.gov).**

***The City Council reserves the right to convene in Executive Session at any time deemed necessary for the consideration of confidential matters under the Texas Government Code, Sections 551.071-551.089.***

**DATED THIS THE 20TH OF APRIL, 2023**

**/SMH/**

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**BY: SUSIE M. HOMEYER, CITY SECRETARY**

**THIS FACILITY IS WHEELCHAIR ACCESSIBLE AND ACCESSIBLE PARKING SPACES ARE AVAILABLE. REQUESTS FOR ACCOMMODATIONS OR INTERPRETIVE SERVICES MUST BE MADE 48 HOURS PRIOR TO THIS MEETING. PLEASE CONTACT THE CITY SECRETARY'S OFFICE AT (936) 825.6475 OR (936) 825.6408 OR BY FAX AT (936) 825.2403.**



**REQUEST FOR CITY COUNCIL AGENDA ITEM #4**

Agenda Date Requested: April 24, 2023

Requested By: Jason Weeks, City Manager

Department: Administration

Report     Resolution     Ordinance

Appropriation	
Source of Funds:	<u>N/A</u>
Account Number:	<u>N/A</u>
Amount Budgeted:	<u>N/A</u>
Amount Requested:	<u>N/A</u>
Budgeted Item:	<input type="radio"/> Yes <input checked="" type="radio"/> No

Exhibits: Proclamations

**AGENDA ITEM #4**

**Staff Report:**

- (a) Update on CIP projects [Jennifer Reyna, Director of Public Works]
- (b) Library Update [Tiffany Byers, Library Director]
- (c) Proclamation – National Travel and Tourism [Mayor Bert Miller]
- (d) Proclamation – Public Service Recognition Week [Mayor Bert Miller]
- (e) Board and Commission update [City Council]
- (f) Reports from City Staff or City Officials regarding items of community interests, including expressions of thanks, congratulations or condolence; information regarding holiday schedules; honorary or salutary recognition of public officials, public employees, or other citizens; reminders about upcoming events organized or sponsored by the City; information regarding social, ceremonial, or community events organized or sponsored by a non-City entity that is scheduled to be attended by City officials or employees; and announcements involving imminent threats to the public health and safety of people in the City that has arisen after the posting of the agenda. [Jason Weeks, City Manager]

**SUMMARY & RECOMMENDATION**

- (a) Jennifer Reyna, Public Works Director, will give the City Council an update on CIP Projects.
- (b) Tiffany Byers, Library Director, will give an update on upcoming activities at the Library.

- (c) Mayor Bert Miller will proclaim May 7-13, 2023, as “National Travel and Tourism Week” in Navasota.
- (d) Mayor Bert Miller will proclaim May 7-13, 2023, as Public Service Recognition Week in Navasota.
- (e) If applicable, the City Council will provide Board and Commission updates.
- (f) Staff and City Council will give updates on other events coming up.

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**ACTION REQUIRED BY CITY COUNCIL**

**None**

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**Approved for the City Council meeting agenda.**

  
\_\_\_\_\_  
**Jason B. Weeks, City Manager**

4/17/23  
\_\_\_\_\_  
**Date**



## **National Travel and Tourism Week 2023**

**WHEREAS** the travel industry fuels every industry and will continue to be an essential part of Navasota's economy, development and workforce.

**WHEREAS** travel is an economic powerhouse for every state and destination across the country, with an economic output of \$2.6 trillion in 2022, supporting 14.5 million American jobs.

**WHEREAS** travel spending supports vibrant and safe communities in *Navasota* and across the United States by generating \$84 billion in state and local tax revenue in 2022 to support essential services, such as education, emergency response, public safety and more.

**WHEREAS** travel enables success for all industries—including manufacturing, agriculture, defense, healthcare and more—by driving sales growth, innovation, education and operations that move our economy, our nation and Navasota forward.

**WHEREAS** the travel industry cannot recover without the full return of leisure, business and international inbound travelers; increasing travel to and within the United States drives America forward to a more prosperous future.

**WHEREAS** the travel industry's success will grow Navasota's economy and workforce, since, prior to the pandemic, small businesses accounted for 60% of leisure and hospitality employment.

**WHEREAS** travel is an essential industry, and we must continue to communicate that growing travel leads to economic growth, benefits businesses and fosters mutual understanding.

**Therefore, I, Bert Miller, Mayor of the City of Navasota, Texas** do hereby proclaim May 7-13, 2023 as National Travel and Tourism Week in Navasota, Texas and urge the citizens of Navasota, Texas to join me in recognizing the critical role this industry plays in our City.

**SIGNED THIS THE 24<sup>TH</sup> DAY OF APRIL, 2023**

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**BERT MILLER, MAYOR**



# PROCLAMATION

## “PUBLIC SERVICE RECOGNITION WEEK”

**WHEREAS**, service to others is a hallmark of the American character, and central to how we meet our challenges; and

**WHEREAS**, Americans are served every day by public servants at the federal, state, county and city levels, who supply continuity to our democratic society; and

**WHEREAS**, public employees and community volunteers serve in areas such as health, education, public safety, the arts, the environment, finance, public infrastructure, community planning, human rights, recreation, and more; and

**WHEREAS**, the public employees of the City of Navasota are committed to exhibiting the highest standards of professional excellence, creativity, skill, and customer service; and

**WHEREAS**, the dedicated volunteers who serve on City of Navasota’s commissions and boards inform and advise policymakers and are integral to the advancement of the quality of life that we enjoy here; and

**WHEREAS**, the efficiency of government relies on public employees and volunteers, who provide services in the quality and quantity required and expected by the public; and

**WHEREAS**, the City of Navasota recognizes the generous contributions of time and talent by public employees and community volunteers, and the importance of the services they render;

**NOW, THEREFORE**, I, Bert Miller, Mayor of the City of Navasota, Texas do hereby proclaim the week of May 7th – 13th, 2023, as Public Service Recognition Week and encourage all residents of Navasota to join with me in celebrating the employees and volunteers of the City of Navasota.

**DATED THIS THE 24<sup>TH</sup> DAY OF APRIL, 2023**

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**BERT MILLER, MAYOR**

## AGENDA PLANNING CALENDAR

### **APRIL 24, 2023** – [DEADLINE FOR SUBMITTING ITEMS AND COVER SHEETS FOR THIS MEETING IS 04/10/2023](#)

1. Called to order
2. Invocation/Pledge of Allegiance
3. Remarks of visitors
4. Staff Report: (a) Update of all CIP projects; (b) Library update; (c) Proclamation – National Travel and Tourism Week; (d) Proclamation – Public Service Recognition Week; (e) Board and Commission update; and (f) Reports from staff and City Council
5. Public hearing and first reading of Ordinance No. 1018-23, zoning change for JCLB Investments
6. Public hearing and first reading of Ordinance No. 1019-23, zoning change for James Hassell
7. Public hearing on sign variance for Joe’s Italian Restaurant & Pizza
8. Public hearing on sign variance for Navasota Welding Supply
9. Public hearing on sign variance for Jack in the Box
10. Resolution No. 733-23, grant application for body worn cameras
11. Resolution No. 732-23, grant application for rifle resistant body armor
12. Bid Award for Street Maintenance Project
13. Executive Session: Purchase of land
14. Reconvene in open session
15. Action on Purchase of land
16. Resolution No. 735-23, grant application for CDBG – Mitigation grant
17. Adjourn

May 8, 2023 – Workshop @ 4:30 p.m. – Community wide survey platform – On-Pointe Insights

### **MAY 8, 2023** – [DEADLINE FOR SUBMITTING ITEMS AND COVER SHEETS FOR THIS MEETING IS 04/24/2023](#)

1. Called to order
2. Invocation/Pledge of Allegiance
3. Remarks of visitors
4. Staff Report: (a) Update of all CIP projects; (b) Proclamation – Economic Week; (c) Board and Commission update; and (d) Reports from staff and City Council
5. Consent agenda: (a) Minutes for the month of April 2023 and (b) Municipal Court report for the month of April 2023
6. Adjourn

May 15, 2023 – **12:00 Noon** - Canvass election results, elect a Mayor and Mayor Pro-Tem

May 22, 2023

June 12, 2023

June 26, 2023

July 10, 2023 – Proclamation – Parks & Recreation Month

July 24, 2023

August 14, 2023

August 21, 2023

September 11, 2023

September 25, 2023

October 9, 2023 – Proclamation – Support your local Chamber Day

October 23, 2023

November 13, 2023

November 27, 2023

December 11, 2023



**REQUEST FOR CITY COUNCIL AGENDA ITEM #5**

Agenda Date Requested: <u>April 24, 2023</u>
Requested By: <u>Lupe Diosdado, Director</u>
Department: <u>Development Services</u>
<input type="radio"/> Report <input type="radio"/> Resolution <input checked="" type="radio"/> Ordinance

Appropriation	
Source of Funds:	<u>N/A</u>
Account Number:	<u>N/A</u>
Amount Budgeted:	<u>N/A</u>
Amount Requested:	<u>N/A</u>
Budgeted Item:	<input type="radio"/> Yes <input checked="" type="radio"/> No

**Exhibits:** Ordinance No. 1018-23

**AGENDA ITEM #5**

The City Council will hold a public hearing for the purpose of receiving public comment and testimony regarding a recommendation by the Planning and Zoning Commission to adopt on the first reading of Ordinance No. 1018-23, a zoning change application submitted by JCLB Investments, LLC, for the property located in the Dove Crossing Subdivision to change the zoning from Article V R-1A: high density, single dwelling unit, 7,000 square foot lot, residential district to Dove Crossing PUD, a planned unit development, for the development of a 5.04-acre single dwelling unit subdivision; followed by discussion and possible action to consider adopting on the first reading Ordinance No. 1018-23, a zoning change application requests to change the zoning from Article V R-1A: high density, single dwelling unit, 7,000 square foot lot, residential district to Dove Crossing PUD, a planned unit development, for the development of a 5.04-acre single dwelling unit subdivision. The property affected is legally described as Dove Crossing, Block 7, Lot 3, Acres 5.04, located in Navasota, Grimes County, Texas.

**SUMMARY & RECOMMENDATION**

In March 2023, property owner JCLB Investments, LLC, filed a petition with the City of Navasota requesting the rezoning of 5.04 acres from R-1A to Dove Crossing PUD, a planned unit development. The developer intends to develop approximately 15 single dwelling/family lots.

The proposed concept plan proposes extending White Wing to the eastern edge of the property as a dead-end and platting five (5) lots on the north and south side of the extended White Wing right-of-way. An additional five (5) lots are proposed to be platted along Dove Crossing Lane either directly or indirectly with an internal cul-de-sac/street. Staff has attached the finalized ordinance for City Council review and consideration outlining the development standards for the proposed Dove Crossing PUD.





On April 13, 2023, the Planning and Zoning Commission held a public hearing and voted in favor of recommending the proposed zoning change to City Council.

Staff requests City Council hold a public hearing on this zone change:

**Public hearing opened at \_\_\_\_\_p.m.**

**Public hearing closed at \_\_\_\_\_p.m.**

At the conclusion of the public hearing, Staff recommends City Council uphold P&Z Commission recommendation by approving the first reading of Ordinance No. 1018-23 related to the zoning change application requests to change the zoning from Article V R-1A: high density, single dwelling unit, 7,000 square foot lot, residential district to Dove Crossing PUD, a planned unit development, for the development of a 5.04-acre single dwelling unit subdivision. The property affected is legally described as Dove Crossing, Block 7, Lot 3, Acres 5.04, located in Navasota, Grimes County, Texas.

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#### **ACTION REQUIRED BY CITY COUNCIL**

**Uphold or deny Planning & Zoning Commission recommendation of first reading of Ordinance No. 1018-23, regarding a zoning change application submitted by JCLB Investments, LLC, for the property located in the Dove Crossing Subdivision. The zoning change application requests to change the zoning from Article V R-1A: high density, single dwelling unit, 7,000 square foot lot, residential district to Dove Crossing PUD, a planned unit development, for the development of a 5.04-acre single dwelling unit subdivision. The property affected is legally described as Dove Crossing, Block 7, Lot 3, Acres 5.04, located in Navasota, Grimes County, Texas.**

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Approved for the City Council meeting agenda.

*Jason Weeks*

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**Jason B. Weeks, City Manager**

4/17/23

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**Date**

**ORDINANCE NO. 1018-23**

**AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF NAVASOTA, TEXAS TO REZONE THE PROPERTY LEGALLY DESCRIBED AS DOVE CROSSING, BLOCK 7, LOT 3, ACRES 5.04, FROM R-1A: HIGH DENSITY, SINGLE DWELLING UNIT, 7,000 SQUARE FOOT LOT, RESIDENTIAL, TO "DOVE CROSSING PUD" A PLANNED UNIT DEVELOPMENT; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, on the 30<sup>th</sup> of March, 2023, JCLB Development, LLC, filed a petition requesting the rezoning of the property legally described as Dove crossing, block 7, lot 3, acres 5.04, from R-1A: high density, single dwelling unit, 7,000 square foot lot, residential, to "Dove Crossing PUD" a planned unit development, for the purpose of building single family dwelling units; and

**WHEREAS**, the rezoning request is in harmony with the Comprehensive Plan of the City of Navasota; and

**WHEREAS**, on the 13<sup>th</sup> of April 2023, a public hearing was held before the Planning and Zoning Commission of the City of Navasota, a quorum being present on the occasion and said matter of rezoning being part of the agenda for said Commission meeting, an opportunity to present arguments for and against the proposed rezoning was held; and

**WHEREAS**, the property is shown on Exhibit "A" attached hereto and incorporated herein for all purposes pertinent; and

**WHEREAS**, the "Dove Crossing PUD" concept plan is also attached hereto as part of Exhibit "B", outlining the requirements and standards of the "Dove Crossing PUD" a Planned Unit Development; and

**WHEREAS**, the Planning and Zoning Commission recommends to the Navasota City Council that best interest and the benefit of the residents of the City of Navasota, that the 5.04 acres legally described as Dove Crossing, block 7, lot 3, be rezoned as Dove Crossing PUD a planned unit development; and

**WHEREAS**, on the 24<sup>th</sup> day of April 2023, a public hearing was held before the Navasota City Council, a quorum being present on the occasion and said matter of rezoning being part of the agenda, an opportunity to present arguments for and against the proposed rezoning was held;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NAVASOTA, TEXAS:**

**SECTION 1.** The Official zoning map of the City of Navasota is hereby amended to change the 5.04 acres legally described as Dove Crossing Block, Block 7, Lot 3, shown in Exhibit "A", from R-1A to "Dove Crossing PUD" a planned unit development; and such zoning shall be entered on the Official Zoning Map of the City of Navasota. Unless otherwise provided for or modified herein, the property located within the Dove Crossing PUD area shall conform to the provisions of the City's Zoning Ordinance, Subdivision Ordinance, and all other applicable ordinances.

**SECTION 2.** That if any section, subsection, word, sentence or phrase of this ordinance is held invalid, it shall not affect the remaining parts of this ordinance.

**SECTION 3.** That this ordinance shall be effective upon final reading and approval of this ordinance.

**PASSED AND ADOPTED ON FIRST READING THIS 24<sup>th</sup> DAY OF APRIL 2023.**

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**BERT MILLER, MAYOR**

**ATTEST:**

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**SUSIE M. HOMEYER, CITY SECRETARY**

**PASSED AND ADOPTED ON SECOND READING THIS 8<sup>TH</sup> DAY OF MAY 2023.**

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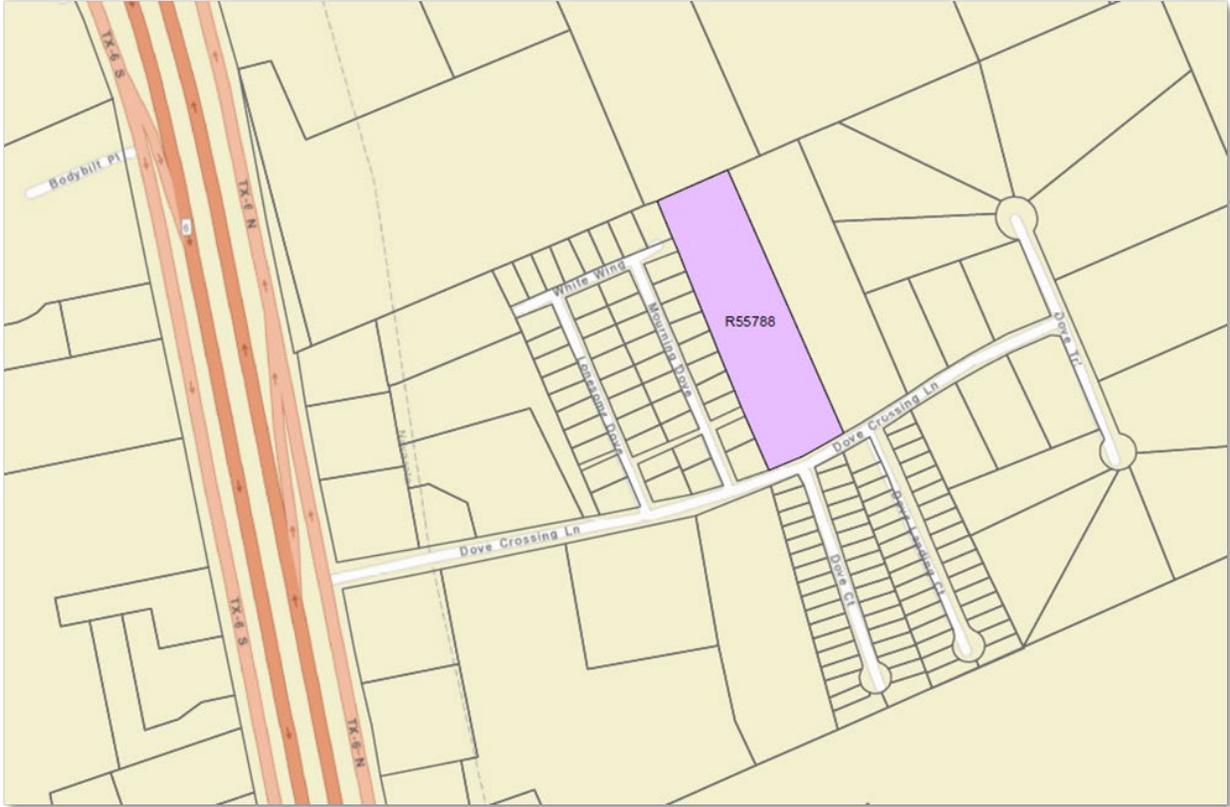
**BERT MILLER, MAYOR**

**ATTEST:**

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**SUSIE M. HOMEYER, CITY SECRETARY**

## Exhibit "A"



## Exhibit "B"

### Dove Crossing PUD Standards:

#### 5.1 PERMITTED USES

A. Single dwelling units (DUs).

B. Accessory units, customarily incident to the above uses, and located on the same lot not involving the conduct of retail business except as allowed by this Ordinance, and provided that any accessory structure shall be located not less than five (5) feet from any side or rear lot line.

#### 5.2 CONDITIONAL USES

E. Water supply reservoirs, pumping plants, transmission towers, and sewer lift stations.

#### 5.3 DEVELOPMENT STANDARDS

A. Height restrictions. No structure shall exceed thirty-five (35) feet in height.

B. Building setbacks:

(1) Front Setback. There shall be a front setback having a depth of not less than twenty (20) feet.

(2) Rear Setback. There shall be a rear setback having a depth of not less than twenty (20) feet.

(3) Side Setback. There shall be side setbacks, on each side, having a width of not less than five (5) feet. When abutting a street, the minimum side setback shall be at least twenty (20) feet (Street Side Setback).

C. Lot dimensions.

(1) Lot Area. The minimum lot size is 5,000 square feet.

(2) Lot Width. No lot shall average less fifty (50) feet wide between the property lines.

(3) Lot Depth. No lot shall average less than one hundred (100) feet in depth between the side property lines.

D. Density. The maximum dwelling units (Dus) per acre shall not exceed 6 units per acre. Five lots will abut Dove Crossing for single family dwelling. Ten lots will have White Wing addresses as White Wing will extend through the property, five lots on each side.

E. Mobile homes and manufactured homes are not permitted in this District.

F. White Wing Street ROW will be extended to the eastern property line of Dove Crossing Block 7, Lot 3 as a dead end for a future extension.



**REQUEST FOR CITY COUNCIL AGENDA ITEM #6**

Agenda Date Requested: <u>April 24, 2023</u>
Requested By: <u>Lupe Diosdado, Director</u>
Department: <u>Development Services</u>
<input type="radio"/> Report <input type="radio"/> Resolution <input checked="" type="radio"/> Ordinance

Appropriation	
Source of Funds:	<u>N/A</u>
Account Number:	<u>N/A</u>
Amount Budgeted:	<u>N/A</u>
Amount Requested:	<u>N/A</u>
Budgeted Item:	<input type="radio"/> Yes <input checked="" type="radio"/> No

**Exhibits:** Ordinance No.1019-23

**AGENDA ITEM #6**

The City Council will hold a public hearing for the purpose of receiving public comment and testimony regarding a recommendation by the Planning and Zoning Commission to adopt on the first reading of Ordinance No. 1019-23, a zoning change application submitted by James C & Dorothy Hassell, for the property located along County Road 424, Navasota, Grimes County, TX 77868. The zoning change application requests to change the zoning from A/O: Agriculture Open Space District to Pecan Lakes Estates Phase III PUD, amending the boundaries of the PUD, for the development of a 1.310-acre single dwelling unit subdivision. The property affected is legally described as A0062 J Whitesides, Tract 14-3, Tract 19-3; followed by discussion and possible action to consider adopting on the first reading Ordinance No. 1019-23, a zoning change application requests to change the zoning from A/O: Agriculture Open Space District to Pecan Lakes Estates Phase III PUD, amending the boundaries of the PUD, for the development of a 1.310-acre single dwelling unit subdivision. The property affected is legally described as A0062 J Whitesides, Tract 14-3, Tract 19-3.

**SUMMARY & RECOMMENDATION**

In March 2023, property owner James C & Dorothy Hassell, filed a petition with City staff requesting the rezoning of the recently annexed 1.310 acres from A/O: Agriculture Open Space District to Pecan Lakes Estates Phase III PUD, a planned unit development, amending the boundaries of the PUD. The developer intends to develop approximately 4-6 single dwelling/family lots.

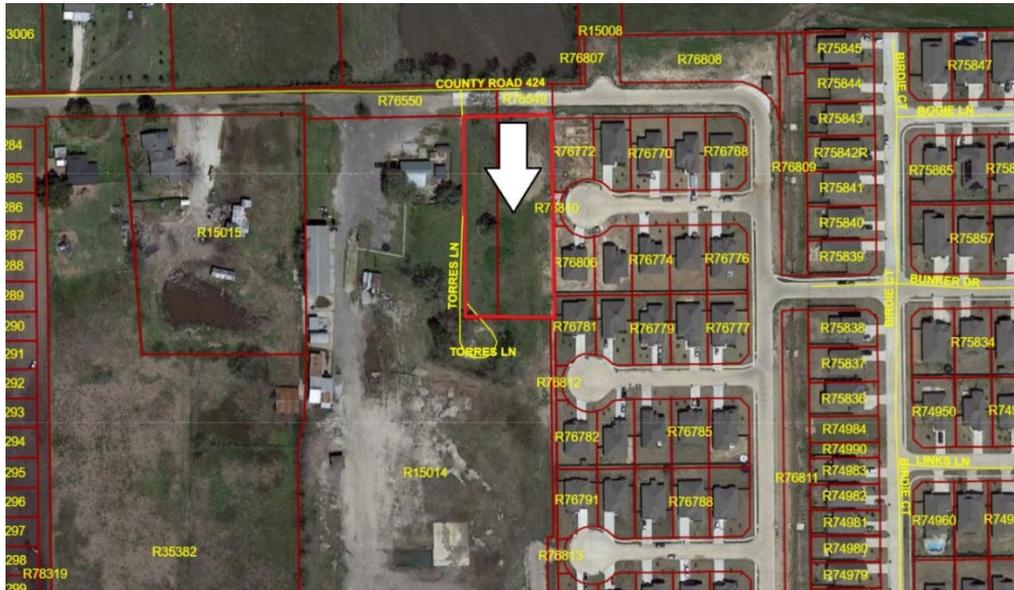
**2015-2025 Comprehensive Plan Relation:**

Excerpts from the City's 2015-25 Comprehensive Plan states, "The most important step the City can take is to provide a framework that welcomes responsible and directed growth via planning and policy (Growth Management and Land Use Plan). Public input

has indicated a strong need for more housing options in Navasota, such as multi-family, senior/garden homes, and a variety of single-family residential options at all income levels.” (Pg.103)

**Public Notices & Map Location:**

Staff mailed out a total of 216 Public Notice letters to adjacent property owners within 550 feet of the affected property. An ad was published in the Navasota Examiner and a sign outlining the date and time of the public hearings was placed on the property.



On April 13, 2023, the Planning and Zoning Commission held a public hearing and voted in favor of recommending the proposed zoning change to City Council.

Staff requests City Council hold a public hearing on this zone change:

**Public hearing opened at \_\_\_\_\_p.m.**

**Public hearing closed at \_\_\_\_\_p.m.**

At the conclusion of the public hearing, Staff recommends City Council uphold P&Z Commission recommendation by approving the first reading of Ordinance No. 1019-23 related to the zoning change application requests to change the zoning from A/O: Agriculture Open Space District to Pecan Lakes Estates Phase III PUD, amending the boundaries of the PUD, for the development of a 1.310-acre single dwelling unit subdivision. The property affected is legally described as A0062 J Whitesides, Tract 14-3, Tract 19-3. If approved the next step in the development process will be to submit a subdivision plat and engineered construction drawings outlining the proposed lots/roadway extension for staff review.

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**ACTION REQUIRED BY CITY COUNCIL**

**Uphold or deny Planning & Zoning Commission recommendation of first reading of Ordinance No. 1019-23, regarding a zoning change application submitted by James C & Dorothy Hassell, for the property located along County Road 424, Navasota, Grimes County, TX 77868. The zoning change application requests to change the zoning from A/O: Agriculture Open Space District to Pecan Lakes Estates Phase III PUD, amending the boundaries of the PUD, for the development of a 1.310-acre single dwelling unit subdivision. The property affected is legally described as A0062 J Whitesides, Tract 14-3, Tract 19-3.**

---

Approved for the City Council meeting agenda.

  
\_\_\_\_\_  
Jason B. Weeks, City Manager

4/17/23  
\_\_\_\_\_  
Date

**ORDINANCE NO. 1019-23**

**AN ORDINANCE AMENDING THE "PECAN LAKES ESTATES PHASE III PUD" BOUNDARIES TO INCORPORATE 1.310 ACRES; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, on the 22<sup>nd</sup> of March 2023, property owner James Hassell, filed a petition requesting the rezoning of 1.310 acres more particularly described as A0062 J WHITESIDES, TRACT 14-3, TRACT 19-3, and legally described by metes and bounds in Exhibit "A" which is attached hereto and incorporated herein for all purposes pertinent, from A/O: Agriculture/Open Space District to "Pecan Lakes Estates Phase III PUD" a planned unit development to expand the existing residential subdivision Pecan Lakes Estates; and

**WHEREAS**, the rezoning request is in harmony with the Comprehensive Plan of the City of Navasota; and

**WHEREAS**, on the 13<sup>th</sup> of April 2023, a public hearing was held before the Planning and Zoning Commission of the City of Navasota, a quorum being present on the occasion and said matter of rezoning being part of the agenda for said Commission meeting, an opportunity to present arguments for and against the proposed rezoning was held; and

**WHEREAS**, the property is shown on Exhibit "B" attached hereto and incorporated herein for all purposes pertinent; and

**WHEREAS**, the "Pecan Lakes Estates Phase III PUD: Concept Plan" is also attached hereto as Exhibit "C" and incorporated herein for all purposes pertinent, outlining the requirements and standards of the "Pecan Lakes Estates Phase III PUD" a Planned Unit Development; and

**WHEREAS**, the Planning and Zoning Commission recommends to the City Council of the City of Navasota that it is in the best interest and to the benefit of the residents of the City of Navasota, that the said 1.310 acres described in Exhibit "A" be rezoned from A/O Agriculture Open Space District to Pecan Lakes Estates Phase III PUD a Planned Unit Development; and

**WHEREAS**, on the 24<sup>th</sup> day of April 2023, after notice as required by law, a public hearing was held before the Navasota City Council, a quorum being present on the occasion and said matter of rezoning being part of the agenda, an opportunity to present arguments for and against the proposed rezoning was held;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NAVASOTA, TEXAS THAT:**

**SECTION 1.** The Official Zoning Map of the City of Navasota is hereby amended to change the property legally described in Exhibit "A" and shown on Exhibit "B" from A/O Agriculture Open Space District to "Pecan Lakes Estates Phase III PUD" a Planned Unit Development; and said 1.310 acres described in Exhibit "A" shall be incorporated into the boundaries of the Pecan Lakes Estates Phase III PUD unless otherwise provided for or modified by Exhibit "C", the property located within the Pecan Lakes Estates Phase III PUD area shall conform to the provisions of the City's Zoning Ordinance, Subdivision Ordinance and all other applicable ordinances.

**SECTION 2.** If any section, subsection, word, sentence or phrase of this Ordinance is held invalid, it shall not affect the remaining parts of this Ordinance.

**SECTION 3.** This Ordinance shall become effective from and after its passage, approval, and adoption on second reading.

**PASSED AND ADOPTED ON FIRST READING THIS 24<sup>th</sup> DAY OF APRIL 2023.**

---

**BERT MILLER, MAYOR**

**ATTEST:**

---

**SUSIE M. HOMEYER, CITY SECRETARY**

**PASSED AND ADOPTED ON SECOND READING THIS 8<sup>TH</sup> DAY OF APRIL 2023.**

---

**BERT MILLER, MAYOR**

**ATTEST:**

---

**SUSIE M. HOMEYER, CITY SECRETARY**

# Exhibit "A"

## METES AND BOUNDS DESCRIPTION

of a

1.310 Acre Tract

James Whitesides Survey, A-62, Grimes County, Texas

December 7, 2020

All certain tract or parcel of land lying and being situated in Grimes County, Texas, out of the James Whitesides Survey, Abstract No. 62, being a part of Tract Two, called 27.49 acres, as described in a Warranty Deed with Vendor' Lien from Torres Salvage, Inc. to James C. Hassell, et ux, dated March 16th, 2018, of record in Volume 1684, Page 451 of the Real Property Records of Grimes County, Texas, being a part of a called 1.2275 acre tract as described in a General Warranty Deed from Robert L. Waltrip to Meaux Hassell LLC, dated January 25, 2018, of record in Volume 1676, Page 324 of the Real Property Records of Grimes County, Texas and more fully described as follows:

COMMENCING at a found 5/8 inch iron rod, in fence line, for a Northwest corner of Pecan Lakes Estates, Phase 3, Section 1, (Plat - Doc. No. 309888), the Northwest corner of Sand Trap Lane (60 ft. ROW), the Northeast corner of a 0.607 acre tract surveyed this date to be conveyed to Grimes County, in the generally fenced and North line of the called 1.2275 acre tract mentioned above and same being in the South line of a called 9.9 acre tract as described in a Deed to Charles Greenwood, Jr. (1061/421), from which a found 1/2 inch iron rod, at the base of a t-post, for the Northwest corner of said 1.2275 acre tract and the Northerly Northeast corner of the called 27.49 acre tract mentioned above brs. S 87°19'06" W, 105.47 ft.;

THENCE S 02°44'20" E, 60.00 ft., along a portion of the West line of Pecan Lakes Estates, Phase 3, Section 1 and Sand Trap Lane to a found 5/8 inch iron rod for the Southwest corner thereof, the Southeast corner of said 0.607 acre tract surveyed this date, the Northeast corner and TRUE PLACE OF BEGINNING of the tract of land herein described;

THENCE S 02°44'20" E, 352.39 ft., along a portion of the West line of Pecan Lakes Estates, Phase 3, Section 1 to a found 1/2 inch iron rod, at t-post, for the Southeast corner of the called 1.2275 acre tract mentioned above, a Northeast corner of the called 27.49 acre tract mentioned above and same being the Southeast corner of the tract of land herein described;

THENCE S 87°15'07" W, along the South line of the called 1.2275 acre tract mentioned above, a North line of the called 27.49 acre tract mentioned above and PASSING at 15.00 ft. a set 5/8 inch iron rod for the Easterly Northeast of a 10.00 acre tract surveyed this date, in the West line of a called 15 ft. drainage easement ("to be dedicated in the future") per the Final Plat of Pecan Lakes Estates, Phase 3, Section 1, continuing along said lines and PASSING at 105.62 ft. a found 1/2 inch iron rod, at t-post, for the Southwest corner of said 1.2275 acre tract and an interior corner of said 27.49 acre tract and continuing for a TOTAL DISTANCE of 162.09 ft. to a set 5/8 inch iron rod for the Southwest corner of the tract of land herein described and same being an interior corner of said 10.00 acre tract surveyed this date;

THENCE N 02°43'02" W, 351.60 ft., along an East line of said 10.00 acre tract surveyed this date to a set 5/8 inch iron rod for the Northerly Northeast corner thereof, the Northwest corner of the tract of land herein described and same being in a South line of said 0.607 acre tract surveyed this date;

THENCE N 86°19'55" E, 56.96 ft., along a South line of said 0.607 acre tract surveyed this date to a set 5/8 inch iron rod for a common angle point in line for corner;

THENCE N 87°19'06" E, 105.01 ft., along a South line of said 0.607 acre tract surveyed this date to the TRUE PLACE OF BEGINNING and containing 1.310 acres of land.

Basis of Bearings: Grid North, State Plane Coordinate System of 1983, Central Zone, Leica RTK Network.

  
Steven M. Wisnoski 12-07-2020  
Registered Professional Land Surveyor  
State of Texas No. 6006  
Job #: 2014-04-03-01





## **Exhibit "C"**

### **Pecan Lakes Estates Phase III PUD: Concept Plan**

#### **Subdivision Homeowner's Association**

Pecan Lakes Estates will have an HOA which will be responsible for public/common areas of the subdivision, regulate parking off of the street, provide for design covenant review/construction finishes.

#### **Permitted Uses**

1. Single dwelling units
2. Temporary construction buildings for use incidental to permitted construction work on the premises. Such buildings must be removed upon completion or abandonment of construction.
3. Real Estate sales offices during the development of residential subdivisions, but not to exceed two (2) years.
4. Accessory units, customarily incidental to the above uses, and located on the same lot not involving the conduct of retail business except as allowed by the Zoning Ordinance, and provided that any accessory structure shall be located not less than five (5) feet from any side or rear lot line.
5. Parkland and open space
6. Water supply, sanitary sewer, storm sewer and similar utility facilities

#### **Prohibited Uses**

1. Uses that are not listed as permitted uses.

#### **Development Standards**

1. Height Restrictions
  - a. Thirty-five (35) feet high is the maximum height including roof gables, chimneys, vent stacks, or other mechanical equipment
2. Building Setbacks
  - a. Front setback
    - i. Twenty-five (25) feet
  - b. Rear setback
    - i. Twenty (20) feet
  - c. Side Setback
    - i. On each side of a single dwelling unit having a width of not less than five feet. When abutting a street, the minimum side setback shall be at least twenty (20) feet.
3. Lot Dimensions
  - a. Lot Area for Single Dwelling Unit minimum lot area shall be 6,000 square feet
  - b. Lot Width for Single Dwelling Unit shall be a minimum of 50 feet wide
  - c. Lot Depth shall average a minimum of 100 feet in depth between the side lot lines

4. Density
  - a. The maximum number of single dwelling units, shall not exceed 6 units per acre
5. Parking
  - a. Two on-site parking spaces per single dwelling shall be required
6. Facades
  - a. Front and Side exterior facades of the single dwelling units shall be constructed of 100% brick or stone masonry.
7. Exterior Lighting
  - a. All Street Lighting and Exterior Lighting of the dwellings shall be designed to direct light down onto the site and away from neighboring property. Lighting shall be designed to include cut-off shielding to minimize light pollution.
8. Landscape Standards
  - a. Landscape designs shall be prepared to enhance the visual appeal of the built environment, screen undesirable views, strengthen the pedestrian scale, provide a buffer between auto and pedestrian environments, help define the site, provide congruency with the existing neighborhood, and break up large areas of hard surface.
  - b. Re-naturalization of all areas disturbed by the construction of the site and buildings is required. Re-naturalizing includes the following native plant materials:
    - i. 5–10% Trees
    - ii. 25–45% Shrubs (a minimum of 3 varieties encouraged)
    - iii. 35–55% Grasses
    - iv. 0–25% Forbs
  - c. Development shall minimize potable water consumption for irrigation. Reductions can be attributed to any combination of the following items:
    - i. Predominate use (greater than fifty (50) percent) native plant species.
    - ii. Efficient irrigation systems (WaterSense labeled irrigation controllers, rain guards, check valves, drip irrigation, etc.).
    - iii. Use of captured rainwater for irrigation.
  - d. Where landscaping is intended to provide a visual screen, the species, quantity, maturity (size), and spacing of the initial plantings shall be sufficient to provide a functional screen within a single growing season.
  - e. Landscaping shall be completed within one year of receiving building occupancy. Exceptions for weather delays to landscape completion may be considered.
  - f. No evergreen tree with a mature width greater than twenty (20) feet shall be planted within fifteen (15) feet of a hardscaped area.
9. Sidewalks
  - a. Sidewalks shall be installed on at least one side of all public streets.



**REQUEST FOR CITY COUNCIL AGENDA ITEM #7**

Agenda Date Requested: April 24, 2023  
 Requested By: Lupe Diosdado, Director  
 Department: Development Services  
 Report     Resolution     Ordinance

Appropriation	
Source of Funds:	<u>N/A</u>
Account Number:	<u>N/A</u>
Amount Budgeted:	<u>N/A</u>
Amount Requested:	<u>N/A</u>
Budgeted Item:	<input type="radio"/> Yes <input checked="" type="radio"/> No

**Exhibits:** Variance Request Letter

**AGENDA ITEM #7**

The City Council will hold a public hearing for the purpose of receiving public comment and testimony regarding a sign variance application submitted by Joes Italian Restaurant & Pizza, for the property located at 1010 S LaSalle, Navasota, Grimes County, TX 77868, for the installation of a free-standing sign ten (10') in height, four feet taller than permitted with a clearance from the ground to the bottom of the sign six (6') in height, five (5') more feet than permitted; followed by discussion and possible action to consider a sign variance application submitted by Joes Italian Restaurant & Pizza, for the property located at 1010 S LaSalle, Navasota, Grimes County, TX 77868, for the installation of a free-standing sign ten (10') in height.

**SUMMARY & RECOMMENDATION**

*On February 27, 2023, Navasota City Council voted to approve the proposed sign variance request. However, Chapter 3 Sign Regulations outlines that the City Council is required to conduct a public hearing for every sign variance requested. Due to staff error the previous agenda item did not include the necessary wording to properly conduct/include a public hearing. Proper notification processes were redone to comply with applicable regulations.*

A sign ordinance variance request was submitted to the City of Navasota by Joe's Italian Restaurant & Pizza for the property located at 1010 S LaSalle Street, Navasota, Grimes County, TX 77868.

The variance requests to install a free-standing sign, ten-feet (10') in height, which is four-feet taller than permitted. Additionally, the sign is six feet (6') clearance from the ground to the bottom of the sign, which is five feet (5') more than permitted. The property affected is legally described as Camp IM, Block 41, Lot 8 (N/9'), 9(S/43').

Current free-standing sign regulations that constituted a variance highlighted below:  
<https://ecode360.com/39184446>

(6) Freestanding sign.

(A) Generally. A sign not attached to a building, permanently erected upon or standing in the ground and usually supported from the ground by one or more poles, columns, uprights, braces.

(B) Required conditions.

(i) Zoning overlay district: Sign area 32 sq. ft. - maximum height 4 ft.

(ii) Within 400 feet of Highway 6: Sign area 64 sq. ft. - maximum height 10 ft.

(iii) All other areas: Sign area - 32 sq. ft. - max height 6 ft.

(iv) Less than 12" clearance between sign and ground.

(v) Only one sign per business location.



The freestanding sign was constructed without permits; however, once staff contacted the tenant, they were willing to comply with all applicable requirements following the result of the variance request.

Staff recommends City Council conduct a public hearing on this sign variance request.

**Public hearing opened at \_\_\_\_ p.m.**

**Public hearing closed at \_\_\_\_ p.m.**

As with the February 27<sup>th</sup> meeting, staff still recommends the City Council approve the variance request as presented, the proposed height allows for improved visibility due to the existing parking layout.

---

**ACTION REQUIRED BY CITY COUNCIL**

**Conduct a public hearing; followed by approving or denying the sign variance request submitted by Joes Italian Restaurant & Pizza, for the property located at 1010 S LaSalle, Navasota, Grimes County, TX 77868, for the installation of a free-standing sign ten (10') in height.**

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**Approved for the City Council meeting agenda.**

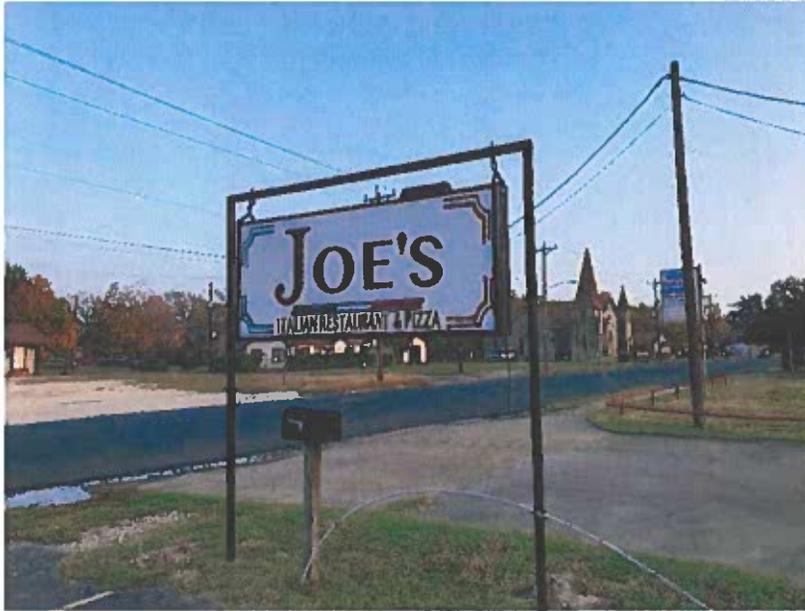
*Jason Weeks*  
\_\_\_\_\_  
**Jason B. Weeks, City Manager**

*4/17/23*  
\_\_\_\_\_  
**Date**

City of Navasota  
200 East McAlpine Street  
Navasota, TX 77868

Re: Sign Appeal Request – 1010 S LaSalle – Free Standing Sign

To whom it may concern, I would like to request an appeal to Chapter 3 Sign Regulations, specifically Permissible signs and requirements, Section 6 Freestanding Signs, 6 feet maximum height requirement and 12" clearance between sign and ground.



Sign Dimensions: Height 10' Width 9.5' Area 28 square feet.

Respectfully,

Adi Hajrullaj  
1010 S LaSalle  
Navasota, TX 77868



**REQUEST FOR CITY COUNCIL AGENDA ITEM #8**

Agenda Date Requested: April 24, 2023  
 Requested By: Lupe Diosdado, Director  
 Department: Development Services  
 Report     Resolution     Ordinance

Appropriation	
Source of Funds:	<u>N/A</u>
Account Number:	<u>N/A</u>
Amount Budgeted:	<u>N/A</u>
Amount Requested:	<u>N/A</u>
Budgeted Item:	<input type="radio"/> Yes <input checked="" type="radio"/> No

**Exhibits:** Variance Request Letter

**AGENDA ITEM #8**

The City Council will hold a public hearing for the purpose of receiving public comment and testimony regarding a sign variance application submitted by Navasota Welding Supply for the property located at 1002 Spur 515, Navasota, Grimes County, TX 77868, for the installation of a Pylon sign eighteen feet two inches (18'2") in height, ten feet two inches (10'2") taller than permitted and a sign area of eighty (80) square feet, sixteen (16) square feet larger in area than permitted; followed by discussion and possible action to consider a sign variance application submitted by Navasota Welding Supply for the property located at 1002 Spur 515, Navasota, Grimes County, TX 77868, for the installation of a Pylon sign eighteen feet two inches (18'2") in height.

**SUMMARY & RECOMMENDATION**

*On February 27, 2023, Navasota City Council voted to approve the proposed sign variance request. However, Chapter 3 Sign Regulations outlines that the City Council is required to conduct a public hearing for every sign variance requested. Due to staff error the previous agenda item did not include the necessary wording to properly conduct/include a public hearing. Proper notification processes were redone to comply with applicable regulations.*

A sign ordinance variance request was submitted to the City of Navasota by D & K Pecos Holdings, LLC (Navasota Welding Supply) for the property located at 1002 Spur 515, Navasota, Grimes County, TX 77868.

The variance requests to install a pylon sign, eighteen-feet two inches (18'2") in height, which is ten-feet two inches taller than permitted. Additionally, the sign has an area of eighty square feet (80), which is sixteen square feet (16) larger than permitted. The property affected is legally described as Allen-Hammett, Block 1, Lot 1-R, Acres 1.002.

Current pylon sign regulations that constitute a variance highlighted below:

<https://ecode360.com/39184484>

(10) Pylon sign.

(A) Generally. A sign where the message surface contains deliberate visual demarcations used to divide the message area of the sign into separate message departments to show multiple tenants.

(B) Required conditions.

(i) Sign area: Maximum 64 sq. ft.

(ii) Sign height:

a. Highway 6 Frontage: 30 ft.

b. All other areas: 8 ft.

(iii) One per roadway frontage.

(iv) Prohibited in Washington Overlay District.



Staff recommends City Council conduct a public hearing on this sign variance request.

**Public hearing opened at \_\_\_\_\_ p.m.**

**Public hearing closed at \_\_\_\_\_ p.m.**

As with the February 27<sup>th</sup> meeting, staff still recommends the City Council approve the proposed variance request as presented. Spur 515 is a part of the City's truck route; the proposed height and square footage additions will assist visibility with the 45-mph speed limit.

---

**ACTION REQUIRED BY CITY COUNCIL**

Conduct a public hearing; followed by approving or denying the sign variance request submitted by Navasota Welding Supply for the property located at 1002 Spur 515, Navasota, Grimes County, TX 77868, for the installation of a Pylon sign eighteen feet two inches (18'2") in height.

---

Approved for the City Council meeting agenda.

*Jason Weeks*

\_\_\_\_\_  
Jason B. Weeks, City Manager

4/17/23

\_\_\_\_\_  
Date



2114 McCaleb Rd, Suite C-100  
Montgomery, TX 77316  
936-204-8224  
[www.UniversalSignandGraphics.com](http://www.UniversalSignandGraphics.com)

RE: Sign Variance  
Navasota Welding  
1002 Spur 515  
Navasota, TX 77868

To whom it may concern,

We are requesting consideration for a sign variance to Chapter 3 Sign Regulations, specifically pylon signs. The request is for the sign to be 10 feet 2 inches taller than allowed and 16 square feet area larger than allowed.

Thank you for your consideration,

Mike Hopkins, owner  
Universal Sign and Graphics



**REQUEST FOR CITY COUNCIL AGENDA ITEM #9**

Agenda Date Requested: <u>April 24, 2023</u>
Requested By: <u>Lupe Diosdado, Director</u>
Department: <u>Development Services</u>
<input checked="" type="radio"/> Report <input type="radio"/> Resolution <input type="radio"/> Ordinance

Appropriation	
Source of Funds:	<u>N/A</u>
Account Number:	<u>N/A</u>
Amount Budgeted:	<u>N/A</u>
Amount Requested:	<u>N/A</u>
Budgeted Item:	<input type="radio"/> Yes <input checked="" type="radio"/> No

**Exhibits:** Variance Request Letter, Drawing Exhibits

**AGENDA ITEM #9**

The City Council will hold a public hearing for the purpose of receiving public comment and testimony regarding a sign variance application submitted by KHR Properties, LLC (Jack in the Box) for the property located at 2010 State Highway 105 East, Navasota, Grimes County, TX 77868, for the installation of a freeway pole sign sixty feet (60') in height, seventeen feet five-inches (17'5") taller than permitted; followed by discussion and possible action to consider a sign variance application submitted by KHR Properties, LLC (Jack in the Box) for the property located at 2010 State Highway 105 East, Navasota, Grimes County, TX 77868, for the installation of a freeway pole sign sixty feet (60') in height.

**SUMMARY & RECOMMENDATION**

*Chapter 3 Sign Regulations outlines that the City Council is required to conduct a public hearing for every sign variance requested. Due to staff error the previous agenda item on April 10, 2023, did not include the necessary wording to properly conduct/include a public hearing. Proper notification processes were redone to comply with applicable regulations.*

Sign Remedy on behalf of KHR Properties, LLC (Jack in the Box) submitted a sign variance request related to current freeway pole sign regulations. The request asks for the approval of a 60' freeway pole sign vs the current 42.5' maximum height allowed.

Current adopted Freeway Pole Sign Regulations:

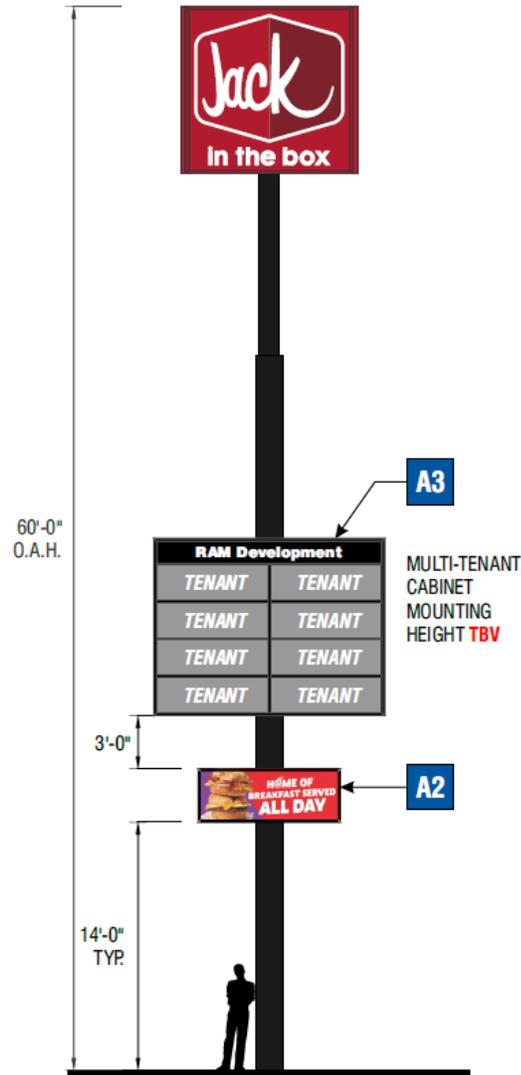
<https://ecode360.com/39184438#39184438>

Freeway sign.

(A) Generally. Any sign that is mounted on visible poles or structures.

(B) Required conditions.

- (i) A sign oriented to and designed to be viewed from a freeway.
- (ii) Allowed within 400 feet of Highway 6/249 Highway 105 E.
- (iii) **Maximum height 42-1/2 ft.**
- (iv) Sign area maximum 150 sq. ft.
- (v) Only 1 sign per lot or parcel of land.



Public notice requirements were completed to include an ad in the Navasota Examiner, 10 letters mailed to the adjacent property owners within 500 feet as well as installation of a temporary public hearing notice sign on the property.

Staff recommends City Council conduct a public hearing on this sign variance request.

**Public hearing opened at \_\_\_\_\_ p.m.**

**Public hearing closed at \_\_\_\_\_ p.m.**

Staff recommends City Council approving the sign variance as requested with a condition that Lot 3 directly behind Lot 3 will not construct a freeway pole sign once the property is developed and will only be limited to a freestanding or monument sign.

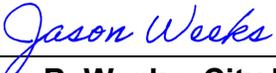
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**ACTION REQUIRED BY CITY COUNCIL**

**Conduct a public hearing; followed by approving or denying the sign variance request submitted by KHR Properties, LLC (Jack in the Box) for the property located at 2010 State Highway 105 East, Navasota, Grimes County, TX 77868, for the installation of a freeway pole sign sixty feet (60') in height with a condition that Lot 3 directly behind Lot 3 will not construct a freeway pole sign once the property is developed and will only be limited to a freestanding or monument sign.**

---

**Approved for the City Council meeting agenda.**

  
\_\_\_\_\_  
**Jason B. Weeks, City Manager**

4/17/23  
\_\_\_\_\_  
**Date**



March 8, 2023

City of Navasota  
200 East W. McApline St  
Navasota, TX 77868

Re: Request for Variance for Jack In the Box\_2010 E Hwy 105

To Whom It May Concern:

Our Client Jack In the Box, has decided that they would like to request a variance for their pylon that was currently approved at a 42ft max height. Since they are developing the parcels behind the Jack In the Box and Chicken Express and Chicken Express' pylon has already been installed and appears to be taller than the 42ft per current sign code. Jack In the Box is seeking a max height of 60ft, which will allow them to make their pylon a multi-tenant once the new pad sites are completed. Jack in the Box feels that by granting the variance request this will eliminate a need for another pylon on that side of Hwy 105 for the quarter mile stretch that currently has 3 pylons. Which will be more aesthetically pleasing to the eye when traveling down Hwy 105 and trying to keep the country feeling versus big city.

Any questions please contact Stephanie Stewart at (281)639-1560 or [stephanie.stewart@signremedy.com](mailto:stephanie.stewart@signremedy.com)

Sincerely;

A handwritten signature in blue ink that reads 'Stephanie Stewart'.

Stephanie Stewart

Partner

Houston Office  
21281 Blair Rd. Bldg. 10  
Conroe, TX 77385  
Ph: (281)639-1560

Dallas Office  
2300 Penn St. Ste. 103  
Irving, TX 75061  
Ph:(817)808-1408



**in the box**

**JACK IN THE BOX # 4960**  
**2010 Highway 105 Navasota, TX 77868**

**PERMIT**

Revisions:  
R1: Updated sign to 60' OAH with multi-tenant cabinet. 3/8/23-JMc



4444 Federal Blvd San Diego, CA 92102  
(619) 527-6100 signtech.com

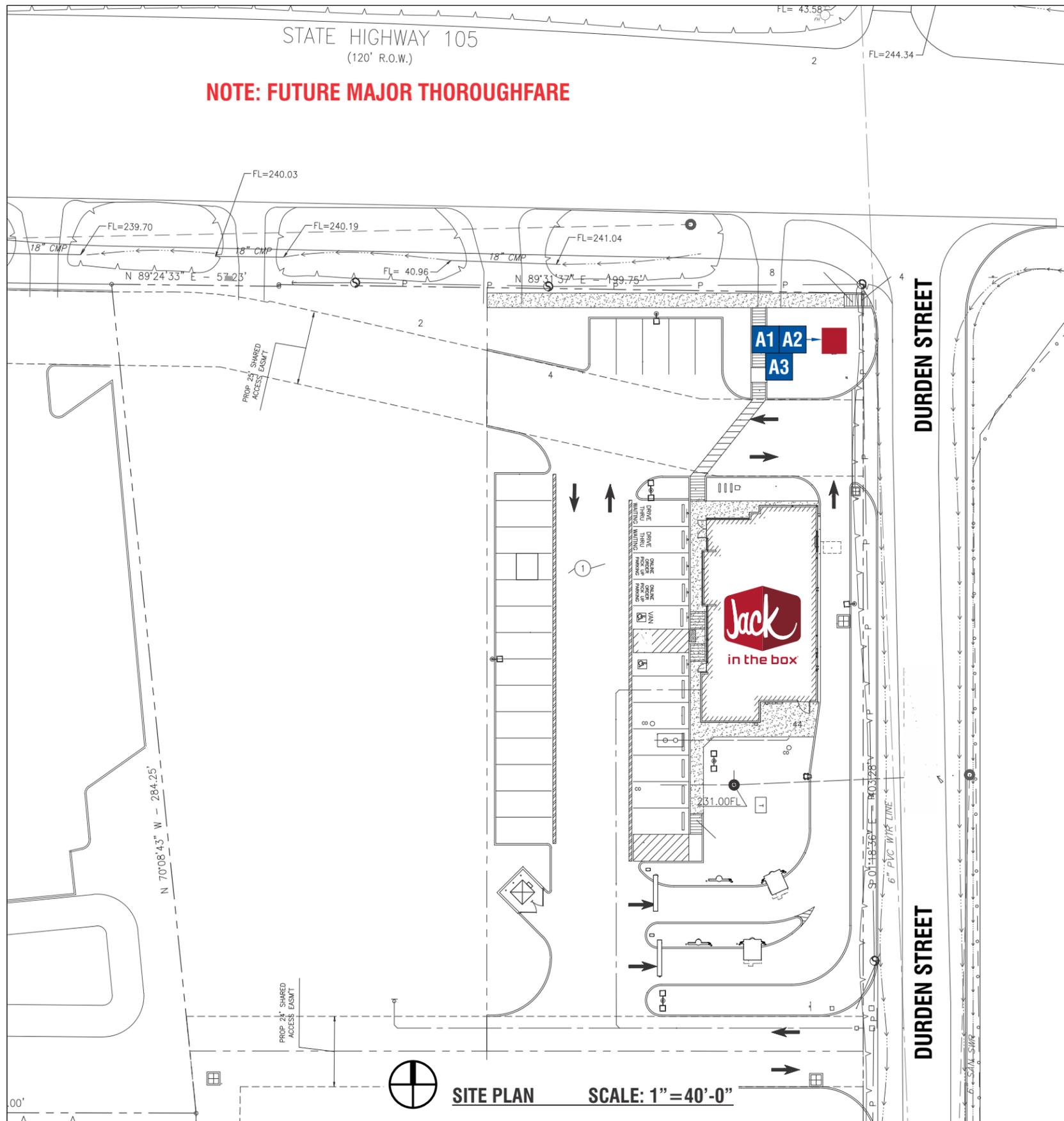
**JACK IN THE BOX**

J4960  
2010 Highway 105 Navasota, TX 77868 USA

This design is the exclusive property of Signtech and cannot be reproduced in whole or in part, without their prior written approval

**Sales:** Bob McCarter  
**Project Manager:** Steve Wood  
**Design:** JMc  
**Engineering:**

**date:** 2/6/23  
**drawing:** J4960 Pylon Sign Permit Package  
**revision:** R1-3/8/23-JMc  
**project ID:** JIB\_4960\_1



SIGN LEGEND				
SIGN #	DESCRIPTION	SIGN TYPE	SF	QTY
A1	10x10 PYLON CUBE SIGN	JITB-PYL-113x119-CUBE-FLEX-720	93.38	1
A2	READER BOARD	JITB-RB-36x96	24.0	2
A3	MULTI-TENANT PYLON CAB.	JITB-PYL-CABINET-120x156	130.0	1



4444 Federal Blvd San Diego, CA 92102  
(619) 527-6100 signtech.com

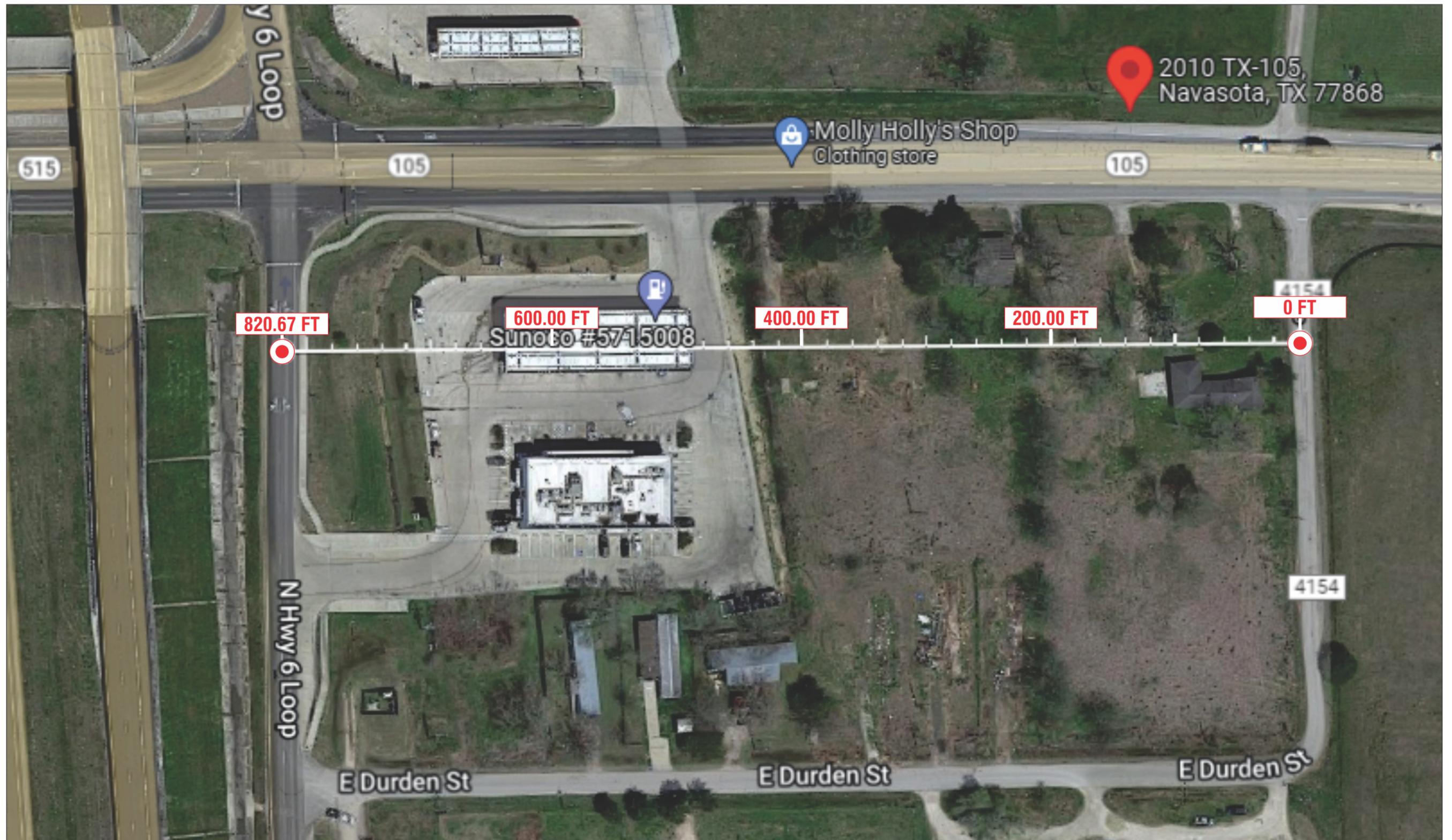
**JACK IN THE BOX**

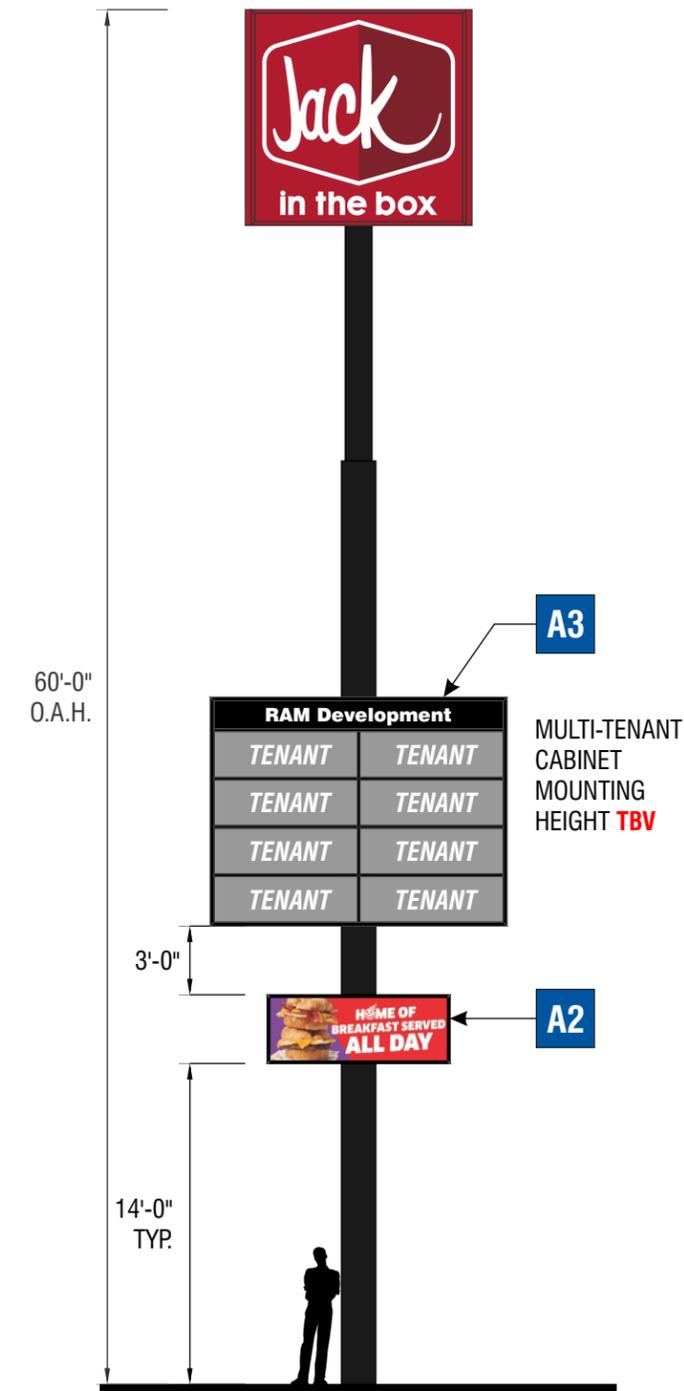
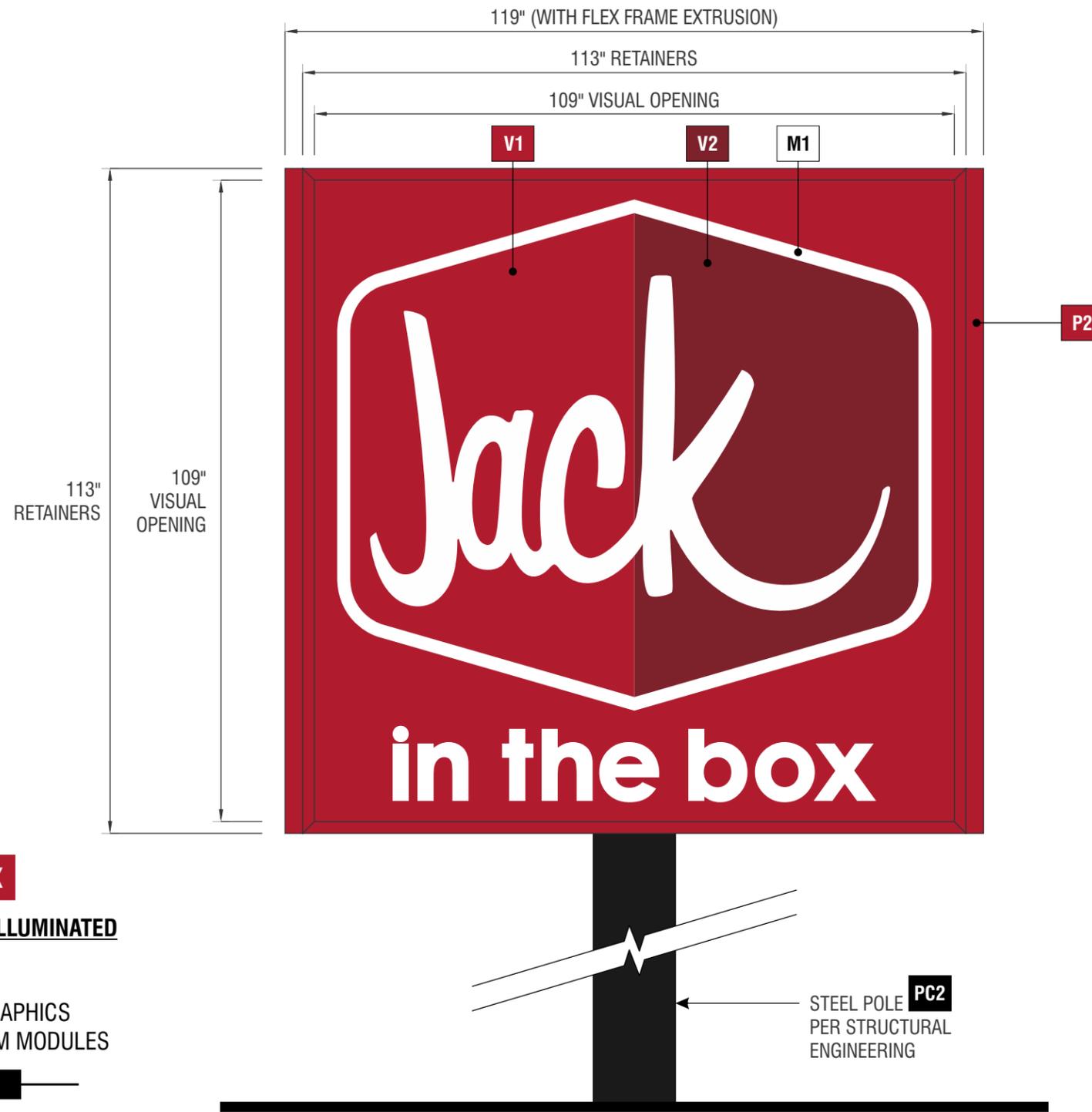
J4960  
2010 Highway 105 Navasota, TX 77868 USA

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Sales: Bob McCarter  
Project Manager: Steve Wood  
Design: JMc  
Engineering:

date: 2/6/23  
drawing: J4960 Pylon Sign Permit Package  
revision: R1-3/8/23-JMc  
project ID: JIB\_4960\_1





**A1 SIGNTYPE JITB-PYL-113x119-CUBE-FLEX**

**MANUFACTURE AND INSTALL ONE (1) D/F INTERNALLY ILLUMINATED 10'-0" x 10'-0" CUBE SIGN WITH FLEX FACES @ 60' OAH**

**FRAME:** STEEL TUBE FRAME AND PLATES

**FACES:** WHITE PANAFLEX WITH FIRST SURFACE VINYL GRAPHICS

**ILLUMINATION:** 6500K SINGLE-SIDED SLOAN PRISM BEAM MODULES

**VINYL**

**V1** 3M 3630-73 'DARK RED'

**V2** 3M 3630-49 'BURGUNDY'

**MATERIAL**

**M1** WHITE PANAFLEX

**PAINT**

**P2** TO MATCH MP 64691 'JIB RED' W/ SATIN FINISH

**PC2** POWDER COATED TO MATCH RAL 9004 'SIGNAL BLACK' W/ SATIN FINISH

**ELEVATION VIEW (ALL SIDES)**

**SCALE: 1/2"=1'-0"**

**FULL VIEW  
SCALE: 1/8"=1'-0"**



4444 Federal Blvd San Diego, CA 92102  
(619) 527-6100 signtech.com

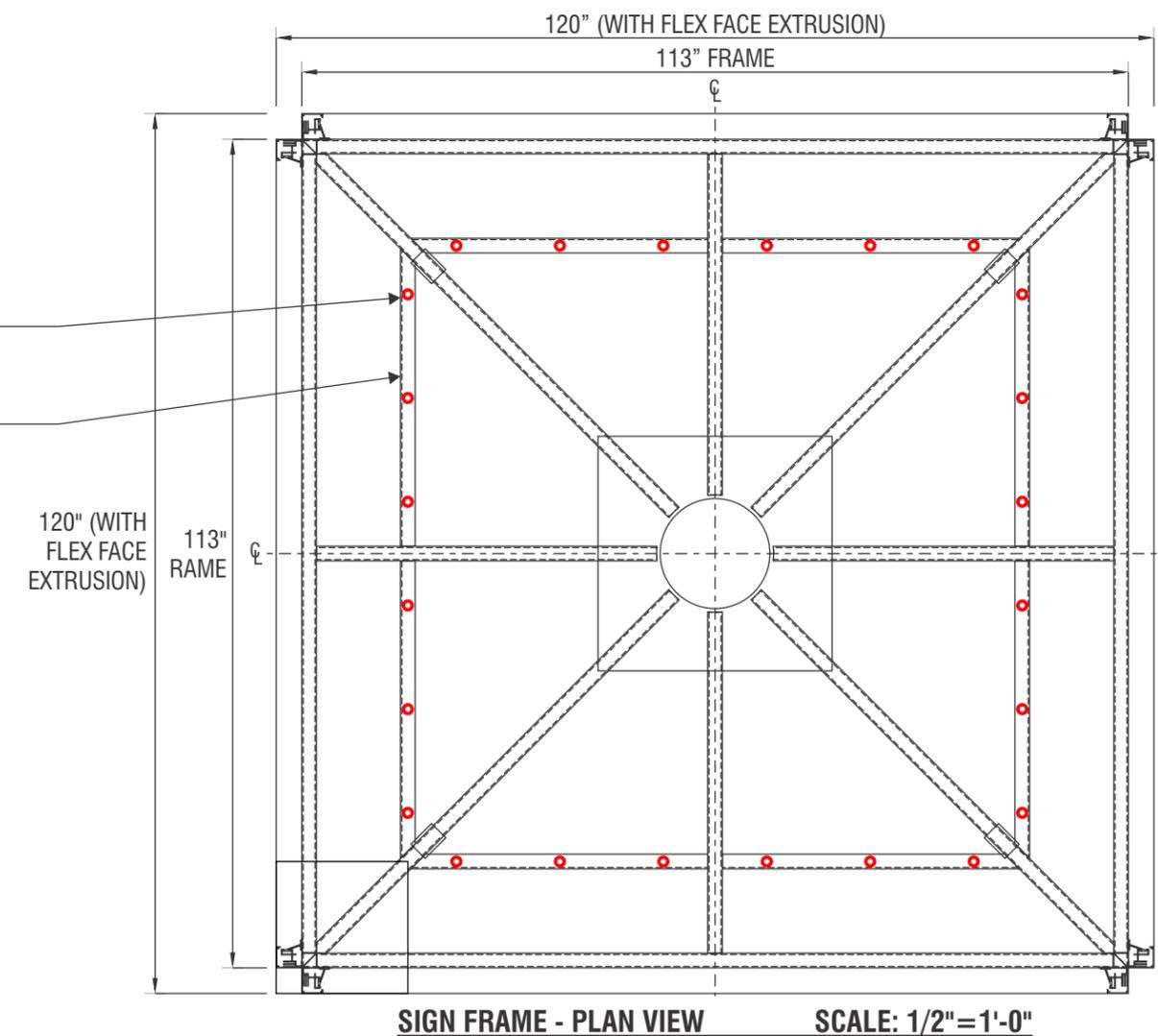
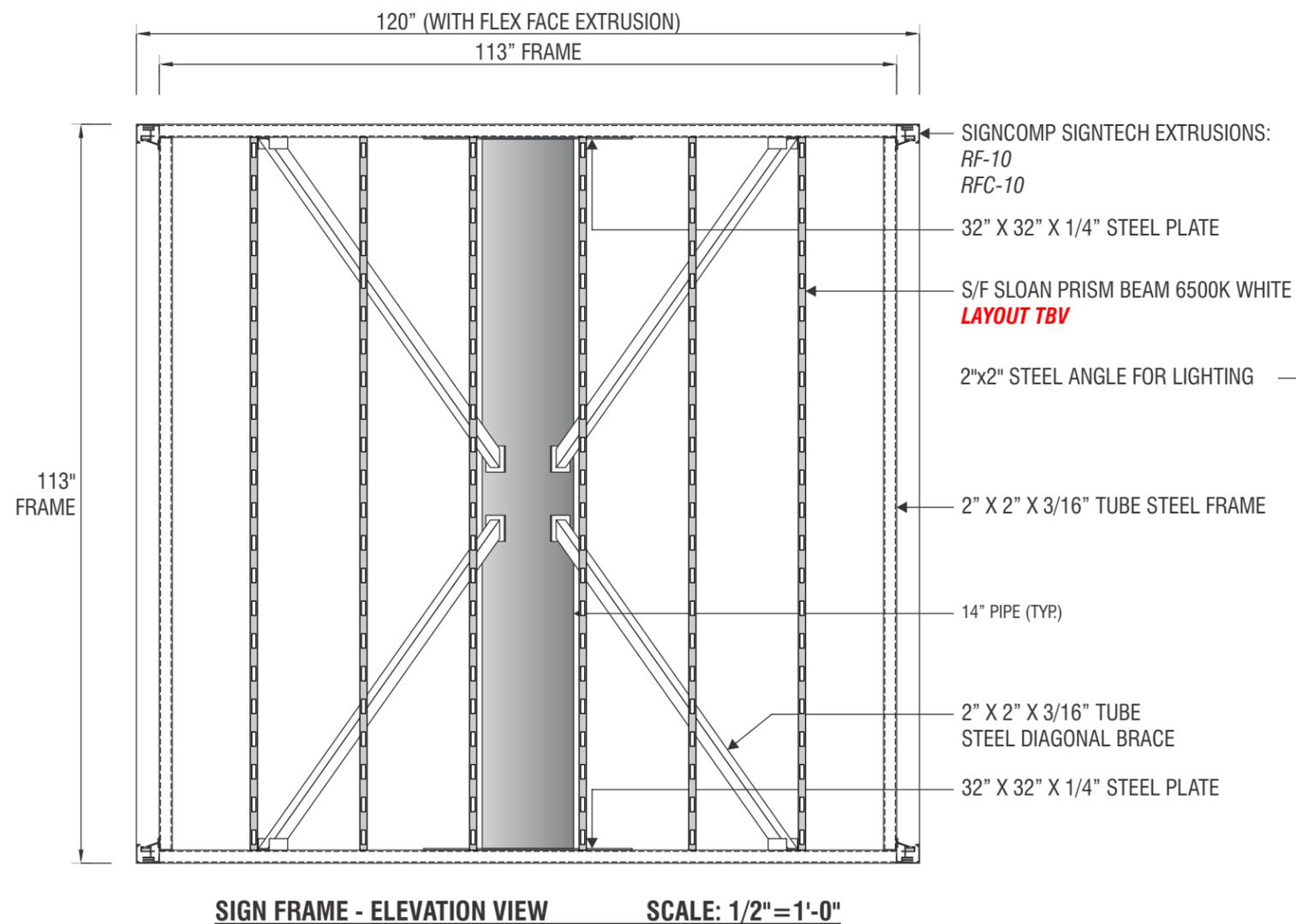
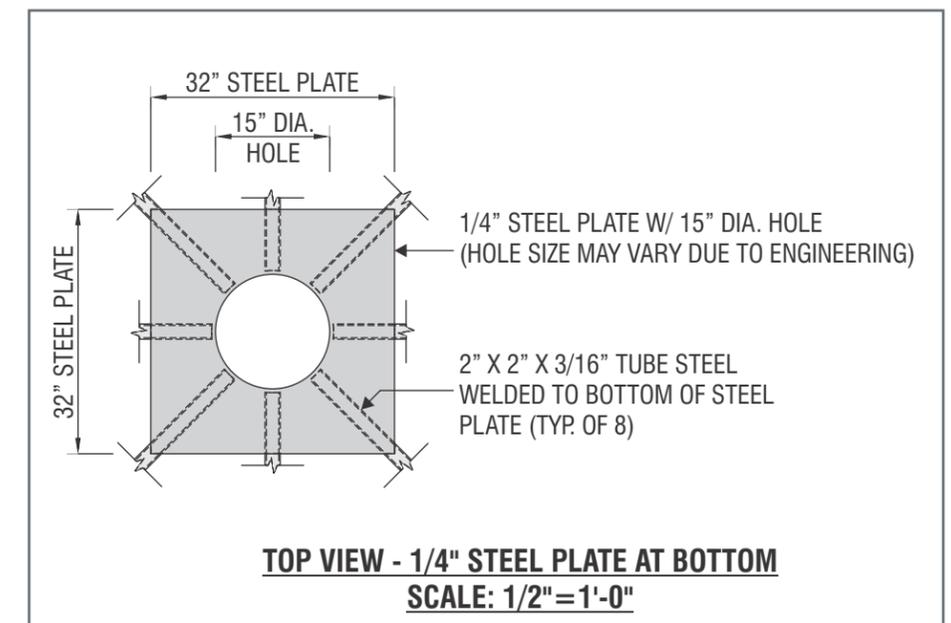
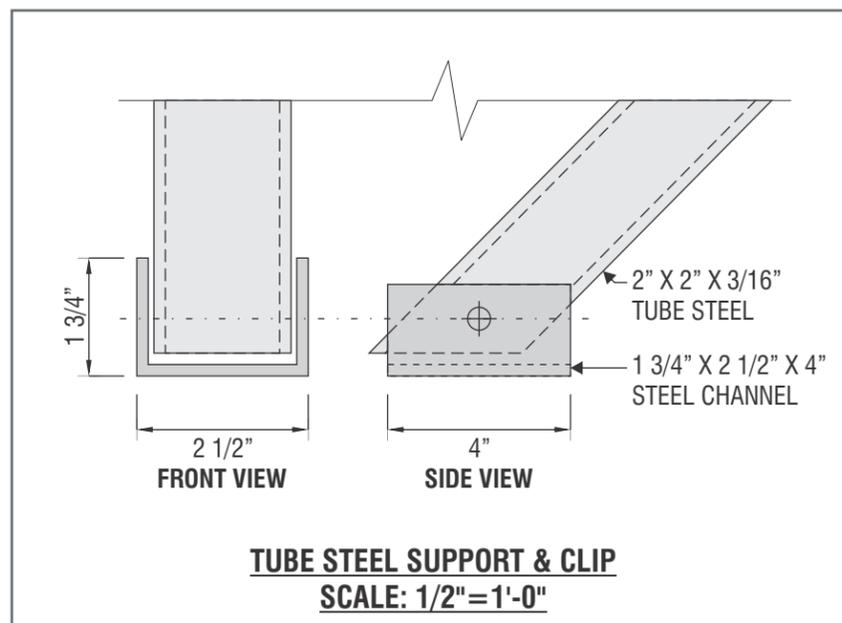
**JACK IN THE BOX**

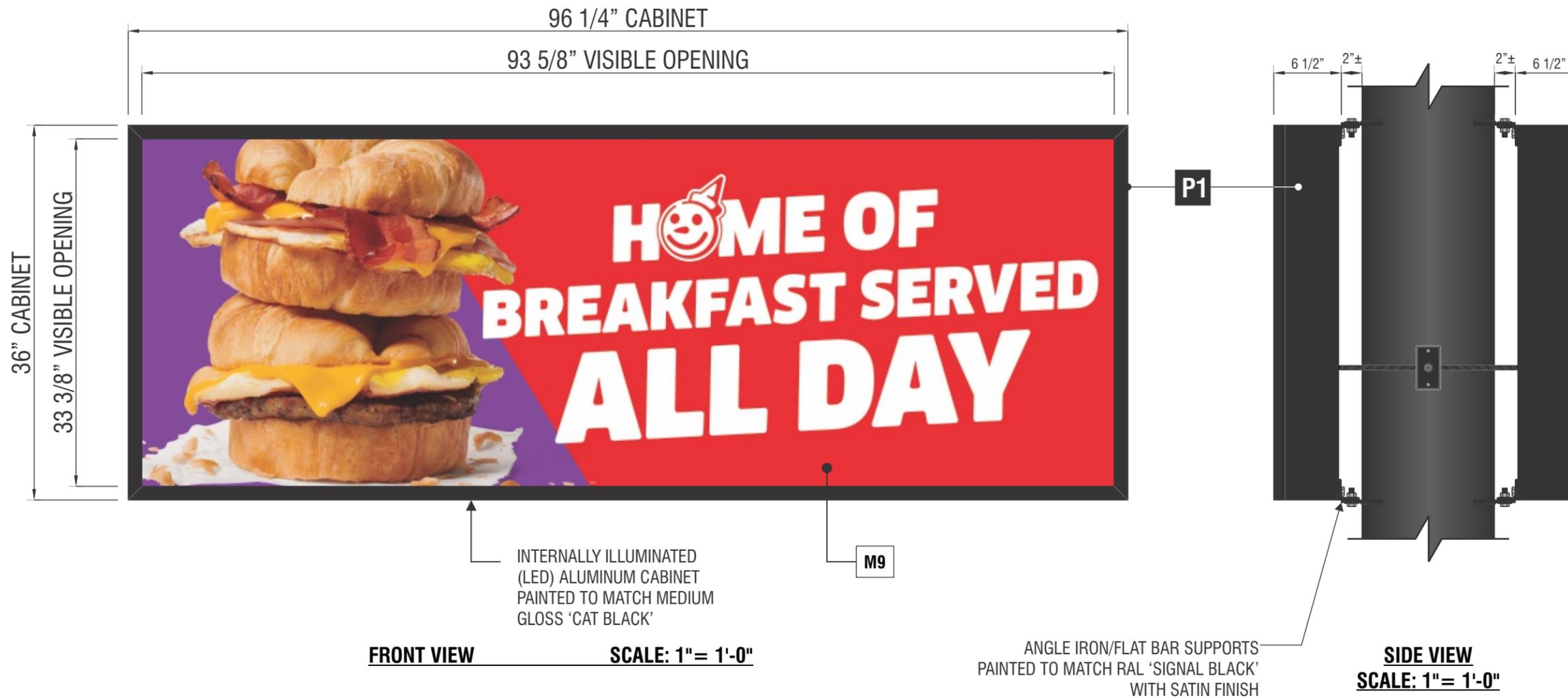
J4960  
2010 Highway 105 Navasota, TX 77868 USA

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**Sales:** Bob McCarter  
**Project Manager:** Steve Wood  
**Design:** JMc  
**Engineering:**

**date:** 2/6/23  
**drawing:** J4960 Pylon Sign Permit Package  
**revision:** R1-3/8/23-JMc  
**project ID:** JIB\_4960\_1





SIDE ONE: BREAKFAST PANEL



SIDE TWO: TACOS PANEL

**GRAPHIC PANELS**

**A2 SIGNTYPE JITB-RB-36x96**

**MANUFACTURE AND INSTALL TWO (2) D/F INTERNALLY ILLUMINATED S/F READERBOARD CABINETS TO BE MOUNTED ON POLE BY OTHERS**

**CABINET BODY:** SIGNCOMP ALUM. EXTRUSION PART NO. 2034, WITH INTERNAL LED ILLUMINATION

**CABINET RETAINERS:** SIGNCOMP ALUM. EXTRUSION PART NO. 2056, PAINTED TO MATCH "P1"

**FACES:** .150" THICK CLEAR POLYCARBONATE FACE WITH SECOND SURFACE PRINTED DIGITAL GRAPHICS

**CABINET BACK:** .063" ALUM. PRE-PAINTED WHITE, PAINT BACK SIDE TO MATCH "P1"

**ILLUMINATION:** LED - PRINCIPAL QWIK MOD 3 - 6500K WHITE

**PAINT**

**P9** TO MATCH RAL 'SIGNAL BLACK' W/ SATIN FINISH

**MATERIALS**

**M9** .150" CLEAR POLYCARBONATE WITH SECOND SURFACE DIRECT DIGITAL PRINT



4444 Federal Blvd San Diego, CA 92102  
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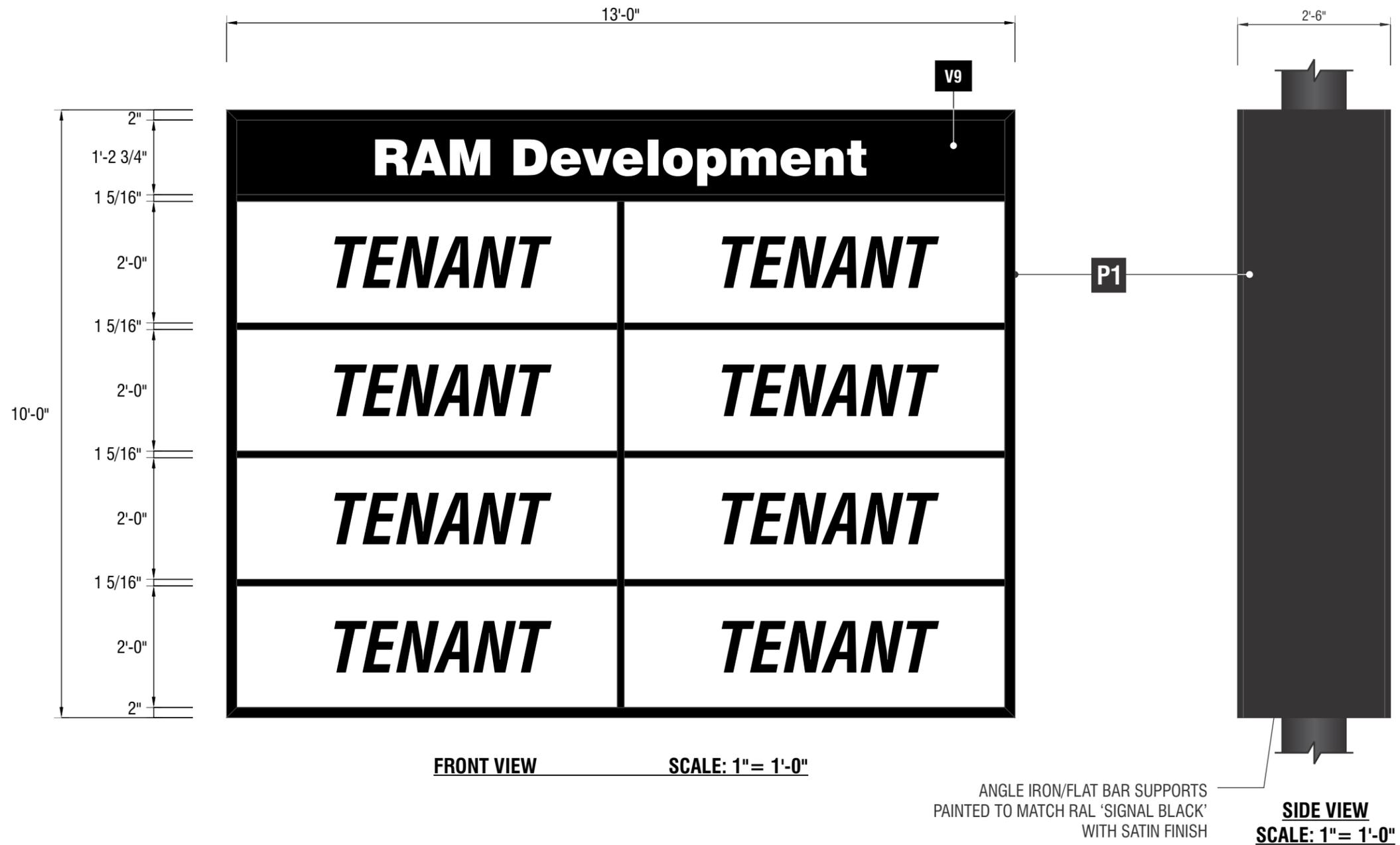
**JACK IN THE BOX**

J4960  
2010 Highway 105 Navasota, TX 77868 USA

This design is the exclusive property of Signtech and cannot be reproduced in whole or in part, without their prior written approval

**Sales:** Bob McCarter  
**Project Manager:** Steve Wood  
**Design:** JMc  
**Engineering:**

**date:** 2/6/23  
**drawing:** J4960 Pylon Sign Permit Package  
**revision:** R1-3/8/23-JMc  
**project ID:** JIB\_4960\_1



**A3 SIGNTYPE JITB-PYL-CABINET-120x156**

**MANUFACTURE AND INSTALL TWO (2) D/F INTERNALLY ILLUMINATED S/F MULTI-TENANT CABINETS TO BE MOUNTED ON CUBE SIGN POLE**

**CABINET BODY:** ALUM. ANGLE FRAME WITH .063" ALUM. SKIN

**CABINET RETAINERS:** SIGNCOMP ALUM. EXTRUSION PART NO. 2056, PAINTED TO MATCH "P9"

**DIVIDER BARS:** SIGNCOMP ALUM. EXTRUSION PART NO. 2140, PAINTED TO MATCH "P9"

**FACES:** 3/16" WHITE PLEX WITH FIRST SURFACE APPLIED VINYL, GRAPHICS BY TENANT

**CABINET BACK:** .063" ALUM. PRE-PAINTED WHITE, PAINT BACK SIDE TO MATCH "P9"

**ILLUMINATION:** LED - PRINCIPAL QWIK MOD 3 - 6500K WHITE - LAYOUT TBV

**PAINT**

**P9** TO MATCH RAL 'SIGNAL BLACK' W/ SATIN FINISH

**VINYL**

**V9** TO MATCH RAL 'SIGNAL BLACK' W/ SATIN FINISH



**REQUEST FOR CITY COUNCIL AGENDA ITEM #10**

Agenda Date Requested: <u>April 24, 2023</u>
Requested By: <u>Evette Fannin, Grants Coord.</u>
Department: <u>Finance</u>
<input type="radio"/> Report <input checked="" type="radio"/> Resolution <input type="radio"/> Ordinance

Appropriation	
Source of Funds:	<u>N/A</u>
Account Number:	<u>N/A</u>
Amount Budgeted:	<u>\$4,064.91</u>
Amount Requested:	<u>\$12,194.73</u>
Budgeted Item:	<input type="radio"/> Yes <input checked="" type="radio"/> No

**Exhibits:** Resolution No. 733-23

**AGENDA ITEM #10**

**Consideration and possible action to approve Resolution No. 733-23, supporting the City of Navasota Public Safety Office (PSO) grant application for the purchase of body-worn camera grant for the Navasota Police Department.**

**SUMMARY & RECOMMENDATION**

The Navasota Police Department is applying for the body-worn camera grant totaling \$12,194.73 with a cash match of \$4,064.91 for a total of 12 body-worn cameras from the Office of the Governor, Public Safety Office. The body cameras are a vital safety resource for NPD Officers that respond to rapid response situations with an active threat. The grant requires a 25% commitment to provide matching funds. The City budgeted funds to cover three (3) new body-worn cameras for the three (3) new police officers this fiscal year. The amount budgeted to purchase will cover the required match, and NPD will receive an additional nine (9) body-worn cameras for other officers through this grant application. An approved Resolution is a requirement to apply for the grant. Therefore, staff is recommending City Council approve Resolution No. 733-23 that supports the City of Navasota Police Department grant application for the purchase of body-worn cameras.

**ACTION REQUIRED BY CITY COUNCIL**

**Approve or deny Resolution No. 733-23, supporting the City of Navasota Public Safety Office (PSO) grant application for the purchase of body-worn cameras for the Navasota Police Department.**

**Approved for the City Council meeting agenda.**

---

**Jason B. Weeks, City Manager**

---

**Date**

**RESOLUTION NO. 733-23**  
**Grant Number: 4720201**

**SUPPORTING THE CITY OF NAVASOTA PUBLIC SAFETY OFFICE (PSO)  
GRANT APPLICATION**

**WHEREAS**, The City of Navasota finds it in the best interest of the citizens of Navasota, that the City of Navasota Body-Worn Camera grant be submitted; and

**WHEREAS**, The City of Navasota agrees that in the event of loss or misuse of the Office of the Governor funds, the City of Navasota assures that the funds will be returned to the Office of the Governor in full; and

**WHEREAS**, The City of Navasota agrees to the commitment to provide all applicable matching funds; and

**WHEREAS**, The City of Navasota designates Michael Mize, Chief of Police, as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

**NOW THEREFORE, BE IT RESOLVED** that the City of Navasota approves submission of the grant application for the City of Navasota Body-Worn Camera grant to the Office of the Governor – Public Safety Office (PSO).

**PASSED, APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE  
CITY OF NAVASOTA ON THIS THE 24<sup>TH</sup> DAY OF APRIL, 2023.**

\_\_\_\_\_  
**BERT MILLER, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**SUSIE M. HOMEYER, CITY SECRETARY**



**REQUEST FOR CITY COUNCIL AGENDA ITEM #11**

Agenda Date Requested: <u>April 24, 2023</u>
Requested By: <u>Evette Fannin, Grants Coord.</u>
Department: <u>Finance</u>
<input type="radio"/> Report <input checked="" type="radio"/> Resolution <input type="radio"/> Ordinance

Appropriation	
Source of Funds:	<u>N/A</u>
Account Number:	<u>N/A</u>
Amount Budgeted:	<u>N/A</u>
Amount Requested:	<u>\$65,234.99</u>
Budgeted Item:	<input type="radio"/> Yes <input checked="" type="radio"/> No

**Exhibits:** Resolution No. 732-23

**AGENDA ITEM #11**

**Consideration and possible action to approve Resolution No. 732-23, supporting the City of Navasota Public Safety Office (PSO) grant application for the purchase of rifle-resistant body armor for the Navasota Police Department.**

**SUMMARY & RECOMMENDATION**

The Navasota Police Department is applying for the rifle-resistant body armor grant totaling \$65,234.99 for 25 RTS Tactical Level III rifle-resistant body armor vests from the Office of the Governor, Public Safety Office. The vests are a vital safety resource for NPD Officers that respond to rapid response situations with an active threat. The grant requires a zero percent commitment to provide matching funds. An approved Resolution is a requirement to apply for the grant. Therefore, staff is recommending City Council approve Resolution No. 732-23 that supports the City of Navasota Police Department grant application for the purchase of rifle-resistant body armor.

**ACTION REQUIRED BY CITY COUNCIL**

**Approve Resolution No. 732-23, supporting the City of Navasota Public Safety Office (PSO) grant application for the purchase of rifle-resistant body armor for the Navasota Police Department.**

Approved for the City Council meeting agenda.

Jason Weeks  
Jason B. Weeks, City Manager

4/17/23  
Date

**RESOLUTION NO. 732-23  
Grant Number: 4823901**

**SUPPORTING THE CITY OF NAVASOTA PUBLIC SAFETY OFFICE (PSO)  
GRANT APPLICATION**

**WHEREAS,** The City of Navasota finds it in the best interest of the citizens of Navasota, that the City of Navasota Rifle-Resistant Body Armor grant be submitted; and

**WHEREAS,** The City of Navasota agrees that in the event of loss or misuse of the Office of the Governor funds, the City of Navasota assures that the funds will be returned to the Office of the Governor in full; and

**WHEREAS,** The City of Navasota agrees to the commitment to provide all applicable matching funds; and

**WHEREAS,** The City of Navasota designates Michael Mize, Chief of Police, as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

**NOW THEREFORE, BE IT RESOLVED** that the City of Navasota approves submission of the grant application for the City of Navasota Rifle-Resistant Body Armor grant to the Office of the Governor – Public Safety Office (PSO).

**PASSED, APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE  
CITY OF NAVASOTA ON THIS THE 24<sup>TH</sup> DAY OF APRIL, 2023.**

---

**BERT MILLER, MAYOR**

**ATTEST:**

---

**SUSIE M. HOMEYER, CITY SECRETARY**



**REQUEST FOR CITY COUNCIL AGENDA ITEM #12**

Agenda Date Requested: April 24, 2023  
 Requested By: Jose Coronilla, Asst. Director  
 Department: Public Works  
 Report     Resolution     Ordinance

Appropriation	
Source of Funds:	<u>560 Street Fund</u>
Account Number:	<u>100-560-304.00</u>
Amount Budgeted:	<u>\$450,000</u>
Amount Requested:	<u>\$377,828.20</u>
Budgeted Item:	<input checked="" type="radio"/> Yes <input type="radio"/> No

**Exhibits:** Recommendation of Award & Bid Tab

**AGENDA ITEM #12**

**Consideration and possible action to award Knife River Corporation the contract for the Fiscal Year 2021 & 2022 Street Maintenance Project in the amount of \$377,828.20.**

**SUMMARY & RECOMMENDATION**

Last year, City staff worked closely with Gessner Engineering for the design and bidding process for two year’s street maintenance projects. However, due to errors in the bid documents and the need for asphalt to be installed during warmer months, the project was delayed until this spring. Over the past month, the Public Works Street Department has been working closely with Gessner Engineering on this project. The project consists of the paving rehabilitation, and chipseal for the following roadways:

Ruth Court	Dallas St.	Frazier St.	Ella St.
Don St.	Waco St.	N Railroad St.	Doris St.
Sycamore St.	Smith St.	Wright St.	Grace St.
McNair St.	Chinski St.	Fanthorp St.	Florida St.
Houston St.	Owen St.	N Eight St.	New York St.
Schumacher St.	E Hill St.	N Ninth St.	Texas St.
Ashville St.	Park St.	Second St.	N Jones St.
West Virginia St.	Pierce Road	Cemetery Road	New Cemetery Road

On April 17, 2023, at 2:00 pm, Gessner Engineering received public bids on behalf of the City of Navasota for the FY 21 & FY 22 Street Maintenance Project. A total of three

(3) bids were submitted for this project. Knife River Corporation was identified as the lowest bidder with a base bid of \$377,828.20. The lowest base bid is within the allocated budgeted funds. Therefore, Gessner Engineering and staff recommendation is to award the FY 21 & FY 22 Street Maintenance Project contract to Knife River Corporation, the lowest qualified bidder. The total project timeline is 90 consecutive calendar days.

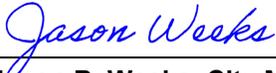
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**ACTION REQUIRED BY CITY COUNCIL**

**Award Knife River Corporation the contract for the Fiscal Year 2021 & 2022 Street Maintenance Project in the amount of \$377,828.20.**

---

Approved for the City Council meeting agenda.

  
\_\_\_\_\_  
Jason B. Weeks, City Manager

4/19/23  
\_\_\_\_\_  
Date



April 17, 2023

City of Navasota  
Jason Weeks, City Manager  
200 E. McAlpine  
Navasota, Texas 77868

Re: 2022 Street Maintenance Project  
Gessner Engineering Project 21-0931

Mr. Weeks:

Accompanying this letter is the bid tabulation for the bids received April 17<sup>th</sup>, 2023, for the 2021 Street Maintenance Project. Three bids were received, with the lowest complete bid coming from Knife River of Bryan, Texas. Their bid of \$377,828.20 is proposed to rehabilitate all or portions of the following streets:

- |               |                    |                          |
|---------------|--------------------|--------------------------|
| RUTH CT       | CHINSKI ST         | GRACE ST                 |
| DON ST        | OWEN ST            | FLORIDA ST & NEW YORK ST |
| SYCAMORE ST   | E HILL ST          | TEXAS ST                 |
| N MCNAIR ST   | PARK AVE           | ASHVILLE ST              |
| HOUSTON ST    | FRAZIER ST         | N JONES ST               |
| SCHUMACHER ST | N. RAILROAD ST     | 9TH ST                   |
| DALLAS ST     | WRIGHT ST          | WEST VIRGINIA ST         |
| SMITH ST      | FANTHORP ST        | CEMETERY ROAD            |
| WACO ST       | N 8TH ST & 2ND ST  | PIERCE ROAD              |
| CHINSKI ST    | ELLA ST & DORIS ST | PROP CEMETERY ROAD       |

The total of \$377,828.20 is significantly lower than the engineer’s estimated cost of \$442,959.33. Knife River is a well-known contractor in the Bryan/College Station area that performs projects similar to the street maintenance work on the 2022 Street Maintenance Project.

Therefore, based on Knife River’s bid total, ability to perform, and completed proposal, I recommend that the contract for the 2022 Street Maintenance Project be awarded to Knife River in the amount of \$377,828.20. As always, please contact me with any questions that you have related to this project.

Sincerely,

Johnny Price, P.E., CFM  
Internal Consultant/Project Manager



Firm # 7451

Attachment: Bid Tabulation

BRYAN • BRENHAM • FORT WORTH • GEORGETOWN • SAN ANTONIO

Corporate: 401 West 26<sup>th</sup> Street, Bryan, Texas 77803 • 1-877-GESSNER • www.gessnerengineering.com

CIVIL CONSTRUCTION MATERIALS TESTING GEOTECHNICAL STRUCTURAL SURVEYING

**BID TABS**  
**Navasota Street Maintenance Project 2022**

**Pavement, Demolition, and Earthwork**  
**Gessner Engineering, LLC**  
**March 20, 2023**



<b>GE Job #: 21-0931-01</b>									
<b>General Items (Base Bid)</b>									
Knife River									
Texcon									
BPI									
<i>Item #</i>	<i>Item</i>	<i>Quantity</i>	<i>Units</i>	<i>Unit Cost</i>	<i>Total</i>	<i>Unit Cost</i>	<i>Total</i>	<i>Unit Cost</i>	<i>Total</i>
100	Mobilization	1	LS	\$ 38,900.00	\$ 38,900.00	\$ 38,600.00	\$ 38,600.00	\$ 78,580.00	\$ 78,580.00
101	Install and Maintain Traffic Control (all Base Bid locations) including all necessary signage and personnel to execute traffic control procedures	1	LS	\$ 21,000.00	\$ 21,000.00	\$ 25,325.00	\$ 25,325.00	\$ 38,000.00	\$ 38,000.00
102	Install and maintain SWPPP, NOI/NOT filing, silt fencing and relocation of controls as necessary at each project location	1	LS	\$ 1,700.00	\$ 1,700.00	\$ 5,000.00	\$ 5,000.00	\$ 8,360.00	\$ 8,360.00
103	Site preparation and Final Clean Up including, but not limited to, spoils haul-off, street sweeping, and removal of excess and/or demolished materials	1	LS	\$ 17,300.00	\$ 17,300.00	\$ 30,000.00	\$ 30,000.00	\$ 44,300.00	\$ 44,300.00
<b>Sub Total - General Items</b>					<b>\$ 78,900.00</b>		<b>\$ 98,925.00</b>		<b>\$ 169,240.00</b>
<b>Pavement (Seal Coat)</b>									
<i>Item #</i>	<i>Item</i>	<i>Quantity</i>	<i>Units</i>	<i>Unit Cost</i>	<i>Total</i>	<i>Unit Cost</i>	<i>Total</i>	<i>Unit Cost</i>	<i>Total</i>
200	Furnish and install Chip Seal Surface Single Course, complete and in place	45,586	SY	\$ 5.00	\$ 227,930.00	\$ 6.71	\$ 305,882.06	\$ 6.25	\$ 284,912.50
<b>Sub Total - Pavement (Seal Coat)</b>					<b>\$ 227,930.00</b>		<b>\$ 305,882.06</b>		<b>\$ 284,912.50</b>
<b>Cemetery Road Addition, Pierce Road and New Cemetery Road Reconstruction (Asphalt)</b>									
<i>Item #</i>	<i>Item</i>	<i>Quantity</i>	<i>Units</i>	<i>Unit Cost</i>	<i>Total</i>	<i>Unit Cost</i>	<i>Total</i>	<i>Unit Cost</i>	<i>Total</i>
300	Cement Stabilization of Materials in Place, 6" depth with 4% Portland Cement Fully Incorporated, including incorporation of 4% Cement (ASTM C150 Type 1, dry), Grading, & Compaction. To include all required materials, labor, and equipment to complete the work. Complete in Place. (Pierce Road and Cemetery Road Addition)	1,667	SY	\$ 9.00	\$ 15,003.00	\$ 7.33	\$ 12,219.11	\$ 20.85	\$ 34,756.95
301	Furnish and install 2" Depth - Type D HMAC, including Prime Coat, Tack Coat, and compaction, complete in place (Cemetery Road Addition, Pierce Road and New Cemetery Road)	2,043	SY	\$ 19.20	\$ 39,225.60	\$ 19.25	\$ 39,327.75	\$ 18.60	\$ 37,999.80
302	Furnish and Install 6" depth Crushed Limestone Base (TxDOT 247, Type A, Grade 1), complete in Place (New Cemetery Road)	376	SY	\$ 25.10	\$ 9,437.60	\$ 20.25	\$ 7,614.00	\$ 28.50	\$ 10,716.00
303	Cement Stabilization of Materials in Place, 6" depth with 4% Portland Cement Fully Incorporated, including incorporation of 4% Cement (ASTM C150 Type 1, dry), Grading, & Compaction. To include all required materials, labor, and equipment to complete the work. Complete in Place. (New Cemetery Road)	376	SY	\$ 19.50	\$ 7,332.00	\$ 21.36	\$ 8,031.36	\$ 30.60	\$ 11,505.60
<b>Sub Total - Cemetery Road Addition, Pierce Road and New Cemetery Road Reconstruction (Asphalt)</b>					<b>\$ 70,998.20</b>		<b>\$ 67,192.22</b>		<b>\$ 94,978.35</b>
<b>Construction Cost (Base Bid)</b>					<b>\$ 377,828.20</b>		<b>\$ 471,999.28</b>		<b>\$ 549,130.85</b>
<b>TOTAL BASE BID CONSTRUCTION COST</b>									



**REQUEST FOR CITY COUNCIL AGENDA ITEM #13**

Agenda Date Requested: <u>April 24, 2023</u>
Requested By: <u>Susie M. Homeyer, Secretary</u>
Department: <u>Administration</u>
<input checked="" type="radio"/> Report <input type="radio"/> Resolution <input type="radio"/> Ordinance

Appropriation	
Source of Funds:	<u>N/A</u>
Account Number:	<u>N/A</u>
Amount Budgeted:	<u>N/A</u>
Amount Requested:	<u>N/A</u>
Budgeted Item:	<input type="radio"/> Yes <input checked="" type="radio"/> No

Exhibits: None

**AGENDA ITEM #13**

The City Council shall meet in Executive Session in accordance with the Texas Government Code, Section 551.072, deliberation regarding real property for the purpose of discussion and deliberation regarding the City of Navasota’s potential acquisition of real property for City projects/purposes.

**SUMMARY & RECOMMENDATION**

City staff has determined there is a need for City Council to meet in Executive Session in accordance with the Texas Government Code, Section 551.072, to discuss the acquisition of real property for City projects/purposes.

The time is \_\_\_\_\_p.m.

**ACTION REQUIRED BY CITY COUNCIL**

Conduct an Executive Session in accordance with Texas Government Code, Section 551.072, deliberation regarding real property for the purpose of discussion and deliberation regarding the City of Navasota’s potential acquisition of real property for City projects/purposes.

Approved for the City Council meeting agenda.

Jason Weeks  
Jason B. Weeks, City Manager

4/19/23  
Date



**REQUEST FOR CITY COUNCIL AGENDA ITEM #14**

Agenda Date Requested: April 24, 2023

Requested By: Susie M. Homeyer, Secretary

Department: Administration

Report     Resolution     Ordinance

Appropriation	
Source of Funds:	<u>N/A</u>
Account Number:	<u>N/A</u>
Amount Budgeted:	<u>N/A</u>
Amount Requested:	<u>N/A</u>
Budgeted Item:	<input type="radio"/> Yes <input checked="" type="radio"/> No

Exhibits: None

---

**AGENDA ITEM #14**

Reconvene into open session.

---

**SUMMARY & RECOMMENDATION**

The time is \_\_\_\_\_ p.m.

---

**ACTION REQUIRED BY CITY COUNCIL**

Reconvene in open session.

---

Approved for the City Council meeting agenda.

Jason Weeks  
Jason B. Weeks, City Manager

4/19/23  
Date



**REQUEST FOR CITY COUNCIL AGENDA ITEM #15**

Agenda Date Requested: <u>April 24, 2023</u>
Requested By: <u>Susie M. Homeyer, Secretary</u>
Department: <u>Administration</u>
<input checked="" type="radio"/> Report <input type="radio"/> Resolution <input type="radio"/> Ordinance

Appropriation	
Source of Funds:	<u>N/A</u>
Account Number:	<u>N/A</u>
Amount Budgeted:	<u>N/A</u>
Amount Requested:	<u>N/A</u>
Budgeted Item:	<input type="radio"/> Yes <input checked="" type="radio"/> No

Exhibits: None

---

**AGENDA ITEM #15**

Consideration and possible action on the City of Navasota’s potential acquisition of real property for City projects/purposes.

---

**SUMMARY & RECOMMENDATION**

---

**ACTION REQUIRED BY CITY COUNCIL**

City Council to take action, if necessary, on Executive Session Item.

---

Approved for the City Council meeting agenda.

*Jason Weeks*  
Jason B. Weeks, City Manager

4/19/23  
Date



**REQUEST FOR CITY COUNCIL AGENDA ITEM #16**

Agenda Date Requested: <u>April 24, 2023</u>
Requested By: <u>Evette Fannin, Grants Coord.</u>
Department: <u>Finance</u>
<input type="radio"/> Report <input checked="" type="radio"/> Resolution <input type="radio"/> Ordinance

Appropriation	
Source of Funds:	<u>N/A</u>
Account Number:	<u>N/A</u>
Amount Budgeted:	<u>N/A</u>
Amount Requested:	<u>\$996,400.00</u>
Budgeted Item:	<input type="radio"/> Yes <input checked="" type="radio"/> No

**Exhibits:** Resolution No. 73-23

**AGENDA ITEM #16**

**Consideration and possible action to approve Resolution No. 735-23, supporting the City of Navasota General Land Office (GLO) grant application for the CDBG-MIT Method of Distribution.**

**SUMMARY & RECOMMENDATION**

The City of Navasota is applying for the CDBG-MIT Method of Distribution totaling \$996,400.00 for water and sewer line improvements along Foster St., Louise St., and Levey St. from the General Land Office. The water and sewer line improvements are a vital part of the city’s ground functions and haven’t been updated in years. The grant requires the city to spend at least 33% of its allocation on an LMI-benefitting project. An approved Resolution is a requirement to apply for the grant. Therefore, staff is recommending the City Council approve Resolution No. 735-23 that supports the City of Navasota grant application for the CDBG-MIT Method of Distribution.

**ACTION REQUIRED BY CITY COUNCIL**

**Approve Resolution No. 735-23, supporting the City of Navasota General Land Office (GLO) grant application for the CDBG-MIT Method of Distribution.**

Approved for the City Council meeting agenda.

Jason Weeks  
Jason B. Weeks, City Manager

4/20/23  
Date

**RESOLUTION NO: 735-23**

**A RESOLUTION OF THE CITY COUNCIL OF NAVASOTA, TEXAS, AUTHORIZING THE SUBMISSION OF AN APPLICATION TO THE TEXAS GENERAL LAND OFFICE (GLO) FOR COMMUNITY DEVELOPMENT BLOCK GRANT – MITIGATION (CDBG-MIT) PROGRAM; AND AUTHORIZING THE MAYOR AND CITY MANAGER TO ACT AS THE CITY'S EXECUTIVE OFFICER AND AUTHORIZED REPRESENTATIVE IN ALL MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE CDBG-MIT PROGRAM.**

**WHEREAS,** The City of Navasota desires to increase resilience to disasters and reduce or eliminate the long-term risk of loss of life, injury, damage to and loss of property, and suffering and hardship, by lessening the impact of future disasters; and

**WHEREAS,** The City of Navasota desires a viable community, including decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low-to-moderate income; and

**WHEREAS,** The City of Navasota aims to Affirmatively Further Fair Housing by identifying projects that overcome or do not increase patterns of residential segregation based on race, color, religion, national origin, sex, disability or family status;

**WHEREAS,** it is necessary and in the best interests of the City of Navasota to apply for funding under the Community Development Block Grant – Mitigation (CDBG-MIT) Regional Mitigation Program;

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

1. That a Community Development Block Grant – Mitigation (CDBG-MIT) application is hereby authorized to be filed by the City of Navasota with the General Land Office for the recovery and mitigation efforts under the CDBG-MIT Regional Mitigation Program.
2. That the project detailed within the application will address water and sewer improvements in the Foster area which were identified as a risk due to Hurricanes/Tropical Storms/Tropical Depressions and Riverine Flooding, thereby placing undue and certain health and safety risks on residents.
3. That the CDBG-MIT Application request amount be filed for \$996,400.00.
4. That the total project cost is \$996,400.00 to include construction, environmental services, and administration services.

5. That the City Council directs and designates the Mayor and City Manager as the City's Chief Executive Officer and Authorized Representative to act in all matters in connection with this application and the City's participation in the Community Development Block Grant – Mitigation (CDBG-MIT) Program.
6. That all funds will be used in accordance with all applicable federal, state, local and programmatic requirements including but not limited to procurement, environmental review, labor standards, real property acquisition, fair housing, and civil rights requirements.

**PASSED AND APPROVED THIS THE 24<sup>TH</sup> DAY OF APRIL, 2023**

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**BERT MILLER, MAYOR**

**ATTEST:**

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**SUSIE M. HOMEYER, CITY SECRETARY**