

William A. 'Bert' Miller, III
Mayor
Bernie Gessner
Mayor Pro-Tem
Josh M. FultzCouncilmember



James Harris
Councilmember
Pattie Pederson
Councilmember

**NOTICE OF MEETING OF THE GOVERNING BODY OF THE
CITY OF NAVASOTA, TEXAS
MAY 13, 2024**

Notice is hereby given that a Regular Meeting of the governing body of the City of Navasota will be held on May 13, 2024 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/@NavasotaTx>

1. Call to Order.
2. Invocation - Pastor Mac Vaughn
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) Proclamation - Proclaiming May 12-18, 2024 as "National Skilled Nursing Week" (Navasota Nursing and Golden Creek). [Bert Miller, Mayor]
 - (b) Introduction of new employees: Heaven Dominguez, Accounting Manager; Ana Romero, Parks and Recreation Manager; Keiontre Hightower, Parks & Facilities Maintenance Laborer; Alex Lindeman, Communications Operator and Derrick Hodge, Cadet Police Officer. [Peggy Johnson, HR Director]
 - (c) Library and Parks and Recreation update. [Tiffany Byers, Community Services Director]
 - (d) Update on all CIP Projects. [Jon MacKay, Graduate Engineer]
 - (e) Changing City Council Meeting from May 27, 2024 (Memorial Day Holiday) to May 28, 2024. [Jason Weeks, City Manager]
 - (f) Board and Commissions update. [City Council]
 - (g) Reports from City Staff or City Officials regarding issues 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; reminds about upcoming events organized or sponsored by the City;

information attended by the 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. Consideration and possible action on Resolution No. 767-24, canvassing the returns and declaring the results of the Special Election held on May 4, 2024 at which were submitted twenty-eight (28) proposed amendments to the City of Navasota Home Rule Charter, ordering the adoption of the Charter Amendments, and adopting the Charter as amended. [Susie M. Homeyer, City Secretary]

Consideración y posible acción sobre la Resolución No. 767-24, que realiza el escrutinio de las declaraciones y declara los resultados de la Elección Especial celebrada el 4 de mayo de 2024 en la que se presentaron veintiocho (28) enmiendas propuestas a la Carta de Gobierno Autónomo de la Ciudad de Navasota, ordenando la adopción de las Enmiendas a la Carta y adoptando la Carta según enmendada.

6. Consideration and possible action on qualifying newly elected Council members to Positions 1, 2 and 3 and administering the Oaths of Office. [Susie M. Homeyer, City Secretary]
7. Consideration and possible action on the election of a Councilmember to serve as Mayor of the City of Navasota. [Susie M. Homeyer, City Secretary]
8. Consideration and possible action on the election of a Councilmember to serve as Mayor Pro-Tem for the City of Navasota. [Susie Homeyer, City Secretary]
9. Consideration and possible action to approve Resolution No. 765-24, designating authorized signatories for contractual documents and documents for requesting funds pertaining to the Community Development Block Grant -- Mitigation (CDBG-MIT) Resilient Communities Program. [Maribel Frank, CFO]
10. Consideration and possible action to approve Resolution No. 766-24, amending the City of Navasota's Procurement Policy in Relation to Federal Grants. [Maribel Frank, CFO]
11. Consideration and possible action to approve Change Order No. 3 for the Street and Utility Bond Capital Improvement Plan (CIP) Project in the amount of \$61,720.00. [Jon MacKay, Graduate Engineer]
12. Consideration and possible action on appointments to the Board of Adjustment and Keep Navasota Beautiful Commission. [Susie M. Homeyer, City Secretary]
13. Consideration and possible action authorizing the City Manager to enter into a Professional Services Agreement with Burditt Consultants, LLC in the amount of \$57,750.00 for the Navasota Center and Pool Facility Feasibility Study Project. [Tiffany Byers, Community Services Director]
14. Consideration and possible action on the first reading of Ordinance No. 1045-24, relating to speed zones which specifically designate additional areas along State Highway 90 in the City of Navasota in which rates of speed of thirty (30) miles per hour or more are

authorized. [Lupe Diosdado, Development Services Director]

15. Consideration and possible action on the first reading of Ordinance No. 1046-24, relating to speed zones which specifically designate additional areas along State Highway 105 in the City of Navasota in which rates of speed of thirty (30) miles per hour or more are authorized. [Lupe Diosdado, Development Services Director]
16. Consideration and possible action on Resolution No. 768-24, accepting the water, sewer, gas, street, and underground storm water drainage improvements in Hidden Hills Phase 2, Block 5, Lots 1-10 and Block 6, Lots 1-11, except entrance signage, common areas, detention pond and open channel storm drainage improvements, in the City of Navasota, Texas. [Lupe Diosdado, Development Services Director]
17. Consideration and possible action on creating a subcommittee to decide the best use of the Horlock House Art Gallery and History Museum as well as the immediate repairs that are needed. [Jason Weeks, City Manager]
18. Consent agenda: The following items may be acted upon with one motion and a vote. No separate discussion or action is necessary unless requested by the Mayor or City Council members, in which event the item will be removed from the Consent Agenda for separate discussion and/or action by the City Council as part of the regular agenda. [City Council]

Consent agenda items are:

A. Approve the minutes for the month of April 2024.

B. Approve the Municipal Court report for the month of April 2024.

C. Approve the financials for the month of April 2024.

19. Executive Session: 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. [Jason Weeks, City Manager]
20. Reconvene in open session.
21. Consideration and possible action 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. [Jason Weeks, City Manager]
22. Adjourn

DATED THIS THE 9TH DAY OF MAY, 2024

/JW/

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 9th of May, 2024 at 11:15 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.

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 9TH DAY OF MAY, 2024
/SMH/

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	05/13/2024
Requested By	Jason Weeks, City Manager
Department	Administration
Type	Report

Agenda Item

Staff Report:

(a) Proclamation - Proclaiming May 12-18, 2024 as "National Skilled Nursing Week" (Navasota Nursing and Golden Creek). [Bert Miller, Mayor]

(b) Introduction of new employees: Heaven Dominguez, Accounting Manager; Ana Romero, Parks and Recreation Manager; Keiontre Hightower, Parks & Facilities Maintenance Laborer; Alex Lindeman, Communications Operator and Derrick Hodge, Cadet Police Officer. [Peggy Johnson, HR Director]

(c) Library and Parks and Recreation update. [Tiffany Byers, Community Services Director]

(d) Update on all CIP Projects. [Jon MacKay, Graduate Engineer]

(e) Changing City Council Meeting from May 27, 2024 (Memorial Day Holiday) to May 28, 2024. [Jason Weeks, City Manager]

(f) Board and Commissions update. [City Council]

(g) Reports from City Staff or City Officials regarding issues 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; reminds about upcoming events organized or sponsored by the City; information attended by the 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. Mayor Bert Miller will proclaim May 12-18, 2024 as "National Skilled Nursing Week" and present Navasota Nursing and Golden Creek with a proclamation.

b. Peggy Johnson, HR Director, will introduce the following new employees: Heaven Dominguez, Ana Romero, Keiontre Hightower, Alex Lindeman, and Derrick Hodge.

c. Tiffany Byers, Community Services Director, will give an update on the library and Parks and Recreation activities.

- d. Jon MacKay, Graduate Engineer, will give the City Council an update on all CIP Projects.
- e. Jason Weeks will inform the City Council about changing the regular City Council meeting scheduled for May 27, 2024 (Memorial Day Holiday) to May 28, 2024.
- f. If applicable, the City Council will provide Board and Commission updates.
- g. Staff and the City Council will provide updates on other upcoming events.

Action Requested by Council

No action required.

Attachments

Proclamation
Planning Calendar
Strategic Plan



PROCLAMATION RECOGNIZING NATIONAL SKILLED NURSING CARE WEEK

WHEREAS, the week of May 12 to May 18, 2024, has been designated as National Skilled Nursing Care Week® (NSNCW), an observance that honors the dedicated care provided in skilled nursing centers across the nation; and

WHEREAS, this year's theme, "Radiant Memories: A Tribute to the Golden Age of Radio," celebrates the rich tapestry of stories and experiences of those who reside and work within skilled nursing care centers, recalling an era cherished by many of our community's elders; and

WHEREAS, skilled nursing care providers play a pivotal role in delivering compassionate care to America's elderly and individuals with disabilities; and

WHEREAS, NSNCW acknowledges and celebrates the invaluable contributions of skilled nursing care centers and their staff to the lives of residents and their families.

NOW THEREFORE BE IT PROCLAIMED, that I, Bert Miller, as Mayor, of the **City of Navasota**, do hereby proclaim May 12-18, 2024, as National Skilled Nursing Care Week® in Navasota, Texas and encourage all community members to recognize and participate in NSNCW activities and events. This week serves as a testament to the essential role that skilled nursing care plays in our communities and in the lives of many individuals and their families.

SIGNED THIS THE 13TH DAY OF May, 2024

BERT MILLER, MAYOR

AGENDA PLANNING CALENDAR

MAY 13, 2024 – DEADLINE FOR SUBMITTING ITEMS AND COVER SHEETS FOR THIS MEETING IS 04/29/2024

1. Called to order
2. Invocation/Pledge of Allegiance
3. Remarks of visitors
4. Staff Report: (a) Introduction of new employees: Heaven Dominguez, Accounting Manager; Ana Romero, Parks and Recreation Manager; Keiontre Hightower, Parks & Recreation Maintenance Laborer; Alex Lindeman, Communications Operator; and Derrick Hodge, Cadet Police Officer (b) Library update; (c) Update of all CIP projects; (d) Changing 2nd Council meeting in May from May 27th to May 28th; (d) Proclamation – National Skilled Nursing Week – May 12-18, 2024 - Navasota Nursing and Garden Creek; (e) Board and Commission update; and (f) Reports from staff and City Council
5. Resolution No. 767-24, canvassing election results and approving the charter amendments
6. Certificate of Election, statement of elected officer and oath of office administered to elected Councilmembers
7. Elect a Mayor
8. Elect a Mayor Pro-Tem
9. Resolution No. 765-24, designating authorized signatures for contractual documents and documents requesting funds
10. Resolution No. 766-24, Procurement Policy for federal grants
11. Change Order No. 3 – CIP Project
12. Board and Commission appointments
13. Professional Services Agreement – feasibility study by Burditt for Parks and Recreation Department
14. 1st reading of Ordinance No. 1045-24, speed limit study for Highway 90
15. 1st reading of Ordinance No. 1046-24, speed limit study for Highway 105
16. Sub-Committee for the Horlock House future and repairs
17. Resolution No. 768-24 – Hidden Hills – Phase 2 Acceptance
18. Consent agenda: (a) Minutes for the month of April 2024, (b) Municipal Court Report for April 2024; and (c) Expenditures for the month of April 2024
19. Executive Session: Real Property
20. Reconvene
21. Action on Executive Session
22. Adjourn

MAY 28, 2024 – HOLIDAY - DEADLINE FOR SUBMITTING ITEMS AND COVER SHEETS FOR THIS MEETING IS 05/13/2024

1. Called to order
2. Invocation/Pledge of Allegiance
3. Remarks of visitors
4. Presentation to Pattie Pederson
5. Staff Report: (a) Recognizing NISD Top Ten Students; (b) Recognizing Natalie Nobles for UIL State Golf Tournament – 3rd Place; (c) Update of all CIP projects; (d) Board and Commission update; and (e) Reports from staff and City Council
6. Public hearing for zoning change and approval of Ordinance No. 1047-24, zoning change
7. Development agreement for Pecan Grove
8. NRA Grant Report
9. Quarterly Investment report for 1st quarter 2024
10. Adjourn

JUNE 10, 2024 – **DEADLINE FOR SUBMITTING ITEMS AND COVER SHEETS FOR THIS MEETING IS 05/24/2024**

1. Called to order
2. Invocation/Pledge of Allegiance
3. Remarks of visitors
4. Staff Report: (a) Update of all CIP projects; (b) Board and Commission update; and (c) Reports from staff and City Council
5. Appointment to the Arts Council Board
6. Consent agenda: (a) Minutes for the month of May 2024; (b) Expenditures for the month of May, 2023; and (c) Municipal Court report for the month of May 2023
7. Adjourn

JUNE 28, 2024 – **DEADLINE FOR SUBMITTING ITEMS AND COVER SHEETS FOR THIS MEETING IS 06/10/2024**

1. Called to order
2. Invocation/Pledge of Allegiance
3. Remarks of visitors

JULY 8, 2024 – **DEADLINE FOR SUBMITTING ITEMS AND COVER SHEETS FOR THIS MEETING IS 06/28/2024**

1. Called to order
2. Invocation/Pledge of Allegiance
3. Remarks of visitors
4. Staff Report: (a) Update of all CIP projects; (b) Board and Commission update; and (c) Reports from staff and City Council
5. Presentation to NCU candidates
6. Consent:
7. Adjourn



So much, so close.

Core Values

T

Teamwork & Collaboration

- We believe in the power of collective effort and cooperation.
- Foster a culture of collaboration among residents, businesses, and government.
- Together, we can achieve greater outcomes and overcome challenges.

H

Honor & Integrity

- Uphold honesty, transparency, and ethical conduct in all endeavors.
- Demonstrate integrity in decision-making and actions for the greater good.
- Earn and maintain the trust of our community through principled leadership.

R

Resilience & Adaptability

- Embrace change and remain agile in a constantly evolving world.
- Build resilience to face adversity and bounce back stronger.
- Learn from experiences to continuously improve and innovate.

I

Inclusivity & Diversity

- Celebrate and embrace the richness of our diverse community.
- Promote inclusivity, ensuring that all voices are heard and valued.
- Create an environment where everyone feels welcome and respected.

V

Vision & Progress

- Pursue a forward-thinking vision for the city's growth and development.
- Encourage innovation and progressive ideas that benefit our residents.
- Strive to be a model city that sets new standards and inspires others.

E

Empowerment & Engagement

- Empower individuals to participate in shaping the city's future.
- Encourage active citizenship and engagement in local decision-making.
- Support initiatives that enhance community involvement and civic pride.



2023-2024 Strategic Plan

Mission Statement

To guide Navasota's growth in a way that maintains our heritage, culture and uniqueness while maximizing our economic and social development.

Vision Statement

Navasota 2027: What America wants to be — A beautiful, progressive, vibrant, service-oriented, close-knit community filled with historical charm and promise for people and business.

Core Values: THRIVE

Teamwork &
Collaboration

Honor &
Integrity

Resilience &
Adaptability

Inclusivity &
Diversity

Vision &
Progress

Empowerment &
Engagement

Goals

Planning &
Economic
Development

Marketing/
Communications

Quality of Life

Staffing

Human
Resources

Facilities/
Buildings

Infrastructure



REQUEST FOR CITY COUNCIL AGENDA ITEM # 5.

Agenda Date Requested	05/13/2024
Requested By	Susie Homeyer, City Secretary
Department	Administration
Type	Resolution

Agenda Item

Consideration and possible action on Resolution No. 767-24, canvassing the returns and declaring the results of the Special Election held on May 4, 2024 at which were submitted twenty-eight (28) proposed amendments to the City of Navasota Home Rule Charter, ordering the adoption of the Charter Amendments, and adopting the Charter as amended. [Susie M. Homeyer, City Secretary]

Consideración y posible acción sobre la Resolución No. 767-24, que realiza el escrutinio de las declaraciones y declara los resultados de la Elección Especial celebrada el 4 de mayo de 2024 en la que se presentaron veintiocho (28) enmiendas propuestas a la Carta de Gobierno Autónomo de la Ciudad de Navasota, ordenando la adopción de las Enmiendas a la Carta y adoptando la Carta según enmendada.

Summary & Recommendation

The Texas Election Code, Subsection 67.003, states that the May 4, 2024, City General Election results must be canvassed between May 7, 2024, and May 15, 2024. Staff has attached the unofficial election results. The official results will be received by Monday, May 15, 2024 by 5:00 p.m. after the early voting ballot board has qualified and counted all provisional ballots. A hard copy of the official results will be placed at each of your chairs prior to the meeting. Staff recommends approval of canvassing the returns and declaring the results of the Special Election held on May 4, 2024 for the twenty-eight (28) proposed amendments. Once the amendments are approved, an authenticated copy of the Charter will be submitted to the Secretary of State.

Action Requested by Council

Approve Resolution No. 767-24, canvassing the returns and declaring the results of the Special Election held on May 4, 2024 at which were submitted twenty-eight (28) proposed amendments to the City of Navasota Home Rule Charter, ordering the adoption of the Charter Amendments, and adopting the Charter as amended.

Attachments

Resolution No. 767-24
2024 Unofficial Election Results

RESOLUTION NO. 767-24

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NAVASOTA, TEXAS CANVASSING THE RETURNS AND DECLARING THE RESULTS OF THE SPECIAL ELECTION HELD ON MAY 4, 2024 FOR THE PURPOSE OF SUBMITTING TO THE QUALIFIED VOTERS OF NAVASOTA, TEXAS TWENTY-EIGHT (28) PROPOSED AMENDMENTS TO THE CITY'S HOME RULE CHARTER; ORDERING THE ADOPTION OF THE CHARTER AMENDMENTS; ADOPTING THE CHARTER AS AMENDED; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on February 12, 2024 the Navasota City Council adopted Ordinance No. 1040-24 ordering a Special Election to be held on May 4, 2024 for the purpose of submitting twenty-eight (28) propositions to the qualified voters of Navasota, Texas for proposed amendments to the existing Home Rule Charter of the City; and

WHEREAS, on March 26, 2024 the Navasota City Council adopted Ordinance No. 1042-24 to correct the numbering of the propositions described in Ordinance No. 1040-24 by assigning a letter of the alphabet to each proposition that corresponds to its order on the ballot to be voted upon in the Special Election to be held on May 4, 2024; and

WHEREAS, at a regular meeting of the City Council of the City of Navasota, Texas, held at the regular meeting place in City Hall located at 200 E. McAlpine Street, Navasota, Texas on May 13, 2024, a quorum being present, there came to be considered the returns of the special election held on May 4, 2024 for the purposes of canvassing said special election, declaring the results of said special election, and declaring that each Proposition for which a majority of the qualified voters voting in said special election voted "For" has been approved by such voters, and that such amendments shall become a part of the City's Home Rule Charter;

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

SECTION 1.

The Special Election of May 4, 2024 was duly called, notice of the election was given in accordance with law, and the election was held in accordance with law.

SECTION 2.

The tabulation of votes cast in the Special Election held on May 4, 2024, a copy of which is attached to and made a part of this Resolution as Exhibit "A", is adopted as the official tabulation of the votes cast at the election, and the tabulation will be filed and recorded in the official records of the City of Navasota as the official canvass of the election.

SECTION 3.

The official canvass of the returns of the special election reflects the following votes were cast for and against the twenty-eight (28) propositions:

PROPOSITION A:

Shall all affected Articles and Sections of the Navasota City Charter be amended by 1) making corrections to grammar, spelling and punctuation errors; 2) deleting redundant or surplus wording, and deleting outdated or antiquated wording; 3) making non-substantive vocabulary changes in order to use modern and consistent terminology; 4) deleting reserved sections; and 5) renumbering affected Articles and Sections due to deletions?

Votes for Proposition A:	293
Votes against Proposition A:	40

PROPOSITION B:

Shall Article III, Sections 8(a) and 8(b); Article IV, Section 20; Article IV, Section 35; Article VI, Section 3; Article VII, Section 1; Article VII, Section 4; Article VII, Section 7; Article X, Section 11 and Article 12, Section 5 of the Navasota City Charter be amended by updating and correcting references to current state laws, deleting provisions of the Charter that are inconsistent with current law or are preempted by current law, and deleting references to obsolete laws?

Votes for Proposition B:	297
Votes against Proposition B:	36

PROPOSITION C:

Shall Article II, Section 2 of the Navasota City Charter be amended by revising the authority, procedures and timelines for annexation of territory to be consistent with applicable state law, and clarifying the authority and procedures for the disannexation of territory from the City boundary limits?

Votes for Proposition C:	277
Votes against Proposition C:	50

PROPOSITION D:

Shall Article II, Section 3 of the Navasota City Charter be amended by deleting all provisions concerning platting of real property as unnecessary due to existing state laws providing for and regulating municipal platting requirements and procedures?

Votes for Proposition D:	251
Votes against Proposition D:	70

PROPOSITION E:

Shall Article III, Section 12 of the Navasota City Charter be amended by deleting the provisions creating the Planning and Zoning Commission as unnecessary due to existing state laws providing for the creation and appointment of a Planning and Zoning Commission by the City Council?

Votes for Proposition E: 243

Votes against Proposition E: 82

PROPOSITION F:

Shall Article IV, Section 2 of the Navasota City Charter be amended by deleting the provisions stating that members of the City Council are to be compensated as provided in the Charter, due to its conflict with Article IV, Section 15 of the Charter stating that the members of the City Council serve without compensation?

Votes for Proposition F: 248

Votes against Proposition F: 69

PROPOSITION G:

Shall Article IV, Section 3 of the Navasota City Charter be amended by requiring a filing fee in the amount of \$100.00 to be a candidate for City Council; providing for a process for submitting a petition to the City Secretary with a sufficient number of signatures as an alternative to paying the \$100.00 filing fee; and providing for the review of the validity of such a petition and the accompanying signatures supporting the petition?

Votes for Proposition G: 245

Votes against Proposition G: 75

PROPOSITION H:

Shall Article IV, Section 7 of the Navasota City Charter be amended by providing that the regular general election of City Council members shall be held each year on the first Saturday of May, as required by current state law, or on any other date authorized by applicable law?

Votes for Proposition H: 299

Votes against Proposition H: 26

PROPOSITION I:

Shall Article IV, Sections 5, 5A, 7, and 8 of the Navasota City Charter be amended by changing the terms of office of the members of the City Council from two (2) years to three (3) years; providing that a candidate for a City Council position having a term of office of more than two (2) years must be elected by a majority vote, as required by state law; providing for a runoff election process in the event no candidate for a City Council position receives a majority of the votes cast in an election; providing for the staggering of the terms of office of City Council members such that beginning at the May, 2024 election, the Place 1 City Council member shall serve a term of three (3) years, beginning at the May, 2024 election, the Place 2 and 3 City Council members shall serve a term of two (2) years, and beginning at the May, 2025 election, the Place

4 and 5 City Council members shall serve a term of three (3) years; and providing that beginning at the May, 2025 election and continuously thereafter all City Council members shall serve terms of three (3) years?

Votes for Proposition I: 234
Votes against Proposition I: 87

PROPOSITION J:

Shall Article IV, Section 12 of the Navasota City Charter be amended by providing that vacancies on the City Council shall be filled by special election to be held within one hundred twenty (120) days of the vacancy unless the vacancy occurs not more than 120 days prior to the next regular election, in which case the vacancy shall be filled at a special election to be held on the same date as the next regular election; and providing that if the remaining unexpired term of any vacant City Council position is twelve (12) months or less, the vacant City Council position, after public notice of the vacancy and the opportunity for qualified persons to submit applications requesting appointment to the vacancy, shall be filled by appointment by the remaining City Council members, and the appointed City Council member shall serve for the unexpired term of the vacant council position to which the person was appointed?

Votes for Proposition J: 277
Votes against Proposition J: 36

PROPOSITION K:

Shall Article IV, Sections 11 and 23 of the Navasota City Charter be amended to clarify that an individual City Council member may be removed for knowingly permitting any provision of the Charter to be violated without exercising the City Council member's power to prevent the violation; and providing that a vacancy created by the removal of a City Council member may be filled by the City Council appointing a qualified person to fill the vacant City Council position pursuant to article IV, section 12 of this Charter?

Votes for Proposition K: 275
Votes against Proposition K: 40

PROPOSITION L:

Shall Article IV, Section 24 of the Navasota City Charter be amended by authorizing the City Council to adopt rules of ethics governing the conduct of City Council members?

Votes for Proposition L: 292
Votes against Proposition L: 27

PROPOSITION M:

Shall Article IV, Section 26 of the Navasota City Charter be amended by providing that, in addition to performing duties required by the Charter and the City Council, the City Secretary shall perform duties as may be required by applicable law, city ordinances and resolutions, or the City Manager?

Votes for Proposition M: 271
Votes against Proposition M: 44

PROPOSITION N:

Shall Article IV, Sections 27 and 28 of the Navasota City Charter be amended by providing that an ordinance may be enacted finally on the date it is introduced, read, voted upon and passed at one (1) meeting of the City Council; and by deleting Section 28 providing for emergency measures as no longer being necessary if ordinances may be introduced, read, voted upon and passed at one (1) meeting of the City Council?

Votes for Proposition N: 224
Votes against Proposition N: 88

PROPOSITION O:

Shall Article IV, Section 34 and Article V, Sections 2(a) and 2(h) of the Navasota City Charter be amended by clarifying that the City Manager is authorized to determine the salaries and wages of all employees of the City?

Votes for Proposition O: 183
Votes against Proposition O: 128

PROPOSITION P:

Shall Article V, Section 1(a) of the Navasota City Charter be amended by providing that the City Manager may be removed by a vote of four (4) members of the City Council, rather than a majority of the City Council?

Votes for Proposition P: 189
Votes against Proposition P: 129

PROPOSITION Q:

Shall Article V, Section 1(a) of the Navasota City Charter be amended by providing that in the event the City Manager does not reside within the corporate limits of the City when employed by the City as the City Manager, the City Manager shall establish residence within the corporate limits of the City within a reasonably prompt period of time after employment, as determined solely by the City Council?

Votes for Proposition Q: 280
Votes against Proposition Q: 41

PROPOSITION R:

Shall Article V, Section 2(a) of the Navasota City Charter be amended by providing that the City Manager is authorized to appoint and remove one or more Assistant City Managers?

Votes for Proposition R: 220

Votes against Proposition R: 96

PROPOSITION S:

Shall Article VI, Section 2 of the Navasota City Charter be amended by providing that a delinquent tax policy adopted the City Council shall be subject to the provisions of state law allowing the tax assessor/collector to adopt a policy accepting partial payments of property taxes?

Votes for Proposition S: 275

Votes against Proposition S: 45

PROPOSITION T:

Shall Article VII, Section 2 of the Navasota City Charter be amended by providing that the Municipal Court Judge shall not serve in any other elected public office except as allowed by applicable law?

Votes for Proposition T: 297

Votes against Proposition T: 24

PROPOSITION U:

Shall Article VII, Section 10 of the Navasota City Charter be amended by deleting the provisions authorizing the Grimes County Attorney to prosecute cases in Navasota Municipal Court due to state law providing that the County Attorney has no power, duty, or privilege in Grimes County relating to criminal matters?

Votes for Proposition U: 256

Votes against Proposition U: 50

PROPOSITION V:

Shall Article VIII, Section 2 of the Navasota City Charter be amended by providing that the City's proposed budget shall be posted on the City's website at least seventy-two (72) hours prior to the meeting(s) at which the proposed budget will be discussed by the City Council members; and providing that failure to post the proposed budget on the City's website shall not prohibit the City Council from discussing the proposed budget at said meeting(s)?

Votes for Proposition V: 247

Votes against Proposition V: 65

PROPOSITION W:

Shall Article VIII, Section 4 of the Navasota City Charter be amended by providing that the City Council shall see that the City's financial accounts are kept in compliance with generally accepted accounting principles and the standards adopted by the Governmental Accounting Standards

Board applicable to cities?

Votes for Proposition W: 294

Votes against Proposition W: 18

PROPOSITION X:

Shall Article VIII, Section 5 of the Navasota City Charter be amended by deleting the provisions authorizing the City Manager to publish in a newspaper monthly reports showing the receipts and disbursements for the preceding month and fiscal year to date?

Votes for Proposition X: 209

Votes against Proposition X: 105

PROPOSITION Y:

Shall Article VIII, Section 7 of the Navasota City Charter addressing the temporary borrowing authority of the City through deficiency warrants be deleted because this type of debt instrument is outdated and unnecessary due to other borrowing authority being provided for in state law?

Votes for Proposition Y: 267

Votes against Proposition Y: 39

PROPOSITION Z:

Shall Article IX, Section 3 of the Navasota City Charter be amended by providing that all ordinances granting, renewing or extending franchises for public utilities shall be read at two (2), rather than three (3), separate regular meetings of the City Council?

Votes for Proposition Z: 212

Votes against Proposition Z: 95

PROPOSITION AA:

Shall Article X, Section 4 of the Navasota City Charter be amended by requiring that a sinking fund or other monetary funds of the City shall only be invested or reinvested in compliance with applicable law and the City's investment policy, and all amendments thereto?

Votes for Proposition AA: 271

Votes against Proposition AA: 31

PROPOSITION BB:

Shall Article XI, Sections 1 and 2 of the Navasota City Charter be deleted as unnecessary and redundant due to the municipal election provisions set forth in Article IV of the Charter providing for and regulating elections conducted by the City?

Votes for Proposition BB: 249

Votes against Proposition BB: 48

SECTION 4.

That the City Council hereby finds and determines, as a result of this canvass, that a total of 350 persons voted in the Special Election concerning proposed amendments to the City Charter held on May 4, 2024. The City Council further finds, determines, and declares that there were no Propositions not approved by a majority of the qualified voters. The City Council further finds, determines, and declares that Propositions A through BB each received a majority vote in favor of adoption of such Proposition, and were approved by a majority of qualified voters. Accordingly, the City Council hereby orders that the amendments to the City's Home Rule Charter as set forth in all Propositions A through BB shall become a part of the City's Home Rule Charter in accordance with the provisions of Texas Local Government Code Section 9.005, and that this order shall be entered in the records of the City.

SECTION 5.

That Amendments to the City Charter in the Propositions A through BB having been approved by a majority of the votes cast in the election, are hereby declared to be adopted and to be a part of the City's Home Rule Charter from and after such adoption.

SECTION 6.

That the Mayor and the City Secretary, and any other officers and employees of the City of Navasota, Texas required to take any action as a result of the adoption of the amendments to the City's Home Rule Charter as herein provided for, are hereby authorized and directed to take any and all such actions.

SECTION 7. EFFECTIVE DATE

This Resolution shall become effective immediately upon adoption.

PASSED AND APPROVED ON THIS 13TH DAY OF MAY, 2024

BERT MILLER, MAYOR

ATTEST:

SUSIE M. HOMEYER, CITY SECRETARY

Cumulative Results Report

Grimes County, Texas

Unofficial Results

ELECTION RESULTS

GENERAL ELECTION

Registered Voters

1489 of 17899 = 8.32%

Precincts Reporting

0 of 28 = 0.00%

Run Time 9:10 PM

Run Date 05/04/2024

5/4/2024

Page 1

IOLA INDEPENDENT SCHOOL DISTRICT TRUSTEE POSITION 3 - Vote for none or one

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
JASON GOOCH		22	100.00%	181	100.00%	174	100.00%	377	100.00%
Cast Votes:		22	100.00%	181	100.00%	174	100.00%	377	100.00%
Undervotes:		5		38		29		72	
Overvotes:		0		0		0		0	

IOLA INDEPENDENT SCHOOL DISTRICT TRUSTEE POSITION 4 - Vote for none or one


Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
TAMMY HARVEY		12	48.00%	120	55.30%	97	48.02%	229	51.58%
STEPHANIE PADGETT		13	52.00%	97	44.70%	105	51.98%	215	48.42%
Cast Votes:		25	100.00%	217	100.00%	202	100.00%	444	100.00%
Undervotes:		1		2		1		4	
Overvotes:		1		0		0		1	

IOLA INDEPENDENT SCHOOL DISTRICT TRUSTEE POSITION 5 - Vote for none or one

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
MARK CUNNINGHAM		14	60.87%	138	65.09%	141	72.31%	293	68.14%
MICHAEL NELSON		9	39.13%	74	34.91%	54	27.69%	137	31.86%
Cast Votes:		23	100.00%	212	100.00%	195	100.00%	430	100.00%
Undervotes:		4		7		8		19	
Overvotes:		0		0		0		0	

CITY OF IOLA PROPOSITION A

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
FOR		0	0.00%	32	72.73%	19	76.00%	51	73.91%
AGAINST		0	0.00%	12	27.27%	6	24.00%	18	26.09%
Cast Votes:		0	0.00%	44	100.00%	25	100.00%	69	100.00%
Undervotes:		0		0		0		0	
Overvotes:		0		0		0		0	


Cumulative Results Report

Grimes County, Texas

Unofficial Results

ELECTION RESULTS

GENERAL ELECTION

Registered Voters

1489 of 17899 = 8.32%

Precincts Reporting

0 of 28 = 0.00%

Run Time 9:10 PM
Run Date 05/04/2024

5/4/2024

Page 2

TOWN OF ANDERSON ALDERMAN - Vote for none, one, two or three

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
SOPHIA DEVINE		0	0.00%	4	12.50%	6	8.82%	10	9.62%
KASON MENGES		1	25.00%	10	31.25%	19	27.94%	30	28.85%
Z. BRETT MIZE		0	0.00%	5	15.63%	9	13.24%	14	13.46%
TANNER KRAUSE		2	50.00%	10	31.25%	23	33.82%	35	33.65%
WILLIAM BORSKI		1	25.00%	3	9.38%	11	16.18%	15	14.42%
Cast Votes:		4	100.00%	32	100.00%	68	100.00%	104	100.00%
Undervotes:		2		4		4		10	
Overvotes:		0		0		0		0	

CITY OF NAVASOTA CITY COUNCIL POSITION 1 - Vote for none or one

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
BOBBY GENTRY		16	37.21%	69	41.57%	49	38.28%	134	39.76%
B.F. "BERNIE" GESSNER JR.		27	62.79%	97	58.43%	79	61.72%	203	60.24%
Cast Votes:		43	100.00%	166	100.00%	128	100.00%	337	100.00%
Undervotes:		1		5		7		13	
Overvotes:		0		0		0		0	

CITY OF NAVASOTA CITY COUNCIL POSITION 2 - Vote for none or one

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
KENNETH STEVENS		38	100.00%	140	100.00%	106	100.00%	284	100.00%
Cast Votes:		38	100.00%	140	100.00%	106	100.00%	284	100.00%
Undervotes:		6		31		29		66	
Overvotes:		0		0		0		0	

CITY OF NAVASOTA CITY COUNCIL POSITION 3 - Vote for none or one

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
JOSH M. FULTZ		38	100.00%	144	100.00%	109	100.00%	291	100.00%
Cast Votes:		38	100.00%	144	100.00%	109	100.00%	291	100.00%
Undervotes:		6		27		26		59	
Overvotes:		0		0		0		0	

Rachel Wadsworth
Charles Bosinski

Wicki McNew

Cumulative Results Report

Grimes County, Texas

Unofficial Results

ELECTION RESULTS

GENERAL ELECTION

Run Time 9:10 PM
Run Date 05/04/2024

5/4/2024

Page 3

Registered Voters

1489 of 1789 = 8.32%

Precincts Reporting

0 of 28 = 0.00%

CITY OF PLANTERSVILLE ALDERMAN - Vote for none, one, two or three

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
SONYA BREWER		3	27.27%	10	24.39%	16	6.78%	29	10.07%
SANDRA KUTA		1	9.09%	2	4.88%	33	13.98%	36	12.50%
DEEN MILLER		0	0.00%	0	0.00%	6	2.54%	6	2.08%
DEDRICK MALLARD SR.		2	18.18%	7	17.07%	38	16.10%	47	16.32%
JOHN A. GREENWOOD		2	18.18%	6	14.63%	38	16.10%	46	15.97%
MARILYN BETTES		2	18.18%	6	14.63%	35	14.83%	43	14.93%
CAROLYN KURTEN		1	9.09%	5	12.20%	34	14.41%	40	13.89%
DAVID M. EPPLEY JR.		0	0.00%	2	4.88%	4	1.69%	6	2.08%
FRANK R. DEAN		0	0.00%	3	7.32%	32	13.56%	35	12.15%
Cast Votes:		11	100.00%	41	100.00%	236	100.00%	288	100.00%
Undervotes:		4		7		52		63	
Overvotes:		0		0		0		0	

ANDERSON INDEPENDENT SCHOOL DISTRICT TRUSTEE POSITION 4 - Vote for none or one

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
BRANDON D. NOVOSAD		29	100.00%	90	100.00%	72	100.00%	191	100.00%
Cast Votes:		29	100.00%	90	100.00%	72	100.00%	191	100.00%
Undervotes:		6		16		23		45	
Overvotes:		0		0		0		0	

ANDERSON INDEPENDENT SCHOOL DISTRICT TRUSTEE POSITION 5 - Vote for none or one

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
KEITH ZIMMERMAN		11	32.35%	8	7.62%	21	22.83%	40	17.32%
HANNA HART		6	17.65%	21	20.00%	16	17.39%	43	18.61%
KARY BORSKI		17	50.00%	76	72.38%	55	59.78%	148	64.07%
Cast Votes:		34	100.00%	105	100.00%	92	100.00%	231	100.00%
Undervotes:		1		1		3		5	
Overvotes:		0		0		0		0	

CITY OF NAVASOTA PROPOSITION A

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
FOR		36	94.74%	145	86.83%	112	87.50%	293	87.99%
AGAINST		2	5.26%	22	13.17%	16	12.50%	40	12.01%
Cast Votes:		38	100.00%	167	100.00%	128	100.00%	333	100.00%
Undervotes:		5		4		7		16	
Overvotes:		1		0		0		1	

Cumulative Results Report

Grimes County, Texas

Unofficial Results

ELECTION RESULTS

GENERAL ELECTION

Registered Voters

1489 of 17899 = 8.32%

Precincts Reporting

0 of 28 = 0.00%

Run Time 9:10 PM
Run Date 05/04/2024

5/4/2024

Page 4

CITY OF NAVASOTA PROPOSITION B

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
FOR		38	95.00%	145	87.35%	114	89.76%	297	89.19%
AGAINST		2	5.00%	21	12.65%	13	10.24%	36	10.81%
Cast Votes:		40	100.00%	166	100.00%	127	100.00%	333	100.00%
Undervotes:		4		5		8		17	
Overvotes:		0		0		0		0	

CITY OF NAVASOTA PROPOSITION C

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
FOR		36	90.00%	141	86.50%	100	80.65%	277	84.71%
AGAINST		4	10.00%	22	13.50%	24	19.35%	50	15.29%
Cast Votes:		40	100.00%	163	100.00%	124	100.00%	327	100.00%
Undervotes:		4		8		11		23	
Overvotes:		0		0		0		0	

CITY OF NAVASOTA PROPOSITION D

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
FOR		35	87.50%	132	81.48%	84	70.59%	251	78.19%
AGAINST		5	12.50%	30	18.52%	35	29.41%	70	21.81%
Cast Votes:		40	100.00%	162	100.00%	119	100.00%	321	100.00%
Undervotes:		4		9		16		29	
Overvotes:		0		0		0		0	

CITY OF NAVASOTA PROPOSITION E

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
FOR		33	84.62%	125	77.64%	85	68.00%	243	74.77%
AGAINST		6	15.38%	36	22.36%	40	32.00%	82	25.23%
Cast Votes:		39	100.00%	161	100.00%	125	100.00%	325	100.00%
Undervotes:		5		10		10		25	
Overvotes:		0		0		0		0	



Charles Pominski



Vicki McNew

Cumulative Results Report

Grimes County, Texas

Unofficial Results

ELECTION RESULTS

GENERAL ELECTION

Registered Voters

1489 of 17899 = 8.32%

Precincts Reporting

0 of 28 = 0.00%

Run Time 9:10 PM
Run Date 05/04/2024

5/4/2024

Page 5

CITY OF NAVASOTA PROPOSITION F

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
FOR		33	84.62%	131	83.44%	84	69.42%	248	78.23%
AGAINST		6	15.38%	26	16.56%	37	30.58%	69	21.77%
Cast Votes:		39	100.00%	157	100.00%	121	100.00%	317	100.00%
Undervotes:		5		14		14		33	
Overvotes:		0		0		0		0	

CITY OF NAVASOTA PROPOSITION G

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
FOR		33	84.62%	122	75.78%	90	75.00%	245	76.56%
AGAINST		6	15.38%	39	24.22%	30	25.00%	75	23.44%
Cast Votes:		39	100.00%	161	100.00%	120	100.00%	320	100.00%
Undervotes:		5		10		15		30	
Overvotes:		0		0		0		0	

CITY OF NAVASOTA PROPOSITION H

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
FOR		39	100.00%	148	89.70%	112	92.56%	299	92.00%
AGAINST		0	0.00%	17	10.30%	9	7.44%	26	8.00%
Cast Votes:		39	100.00%	165	100.00%	121	100.00%	325	100.00%
Undervotes:		5		6		14		25	
Overvotes:		0		0		0		0	

CITY OF NAVASOTA PROPOSITION I

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
FOR		27	69.23%	127	77.91%	80	67.23%	234	72.90%
AGAINST		12	30.77%	36	22.09%	39	32.77%	87	27.10%
Cast Votes:		39	100.00%	163	100.00%	119	100.00%	321	100.00%
Undervotes:		4		8		16		28	
Overvotes:		1		0		0		1	

Rachelle W. Dyer
Charles Bosinski

Wicki McNew

Cumulative Results Report

Grimes County, Texas

Unofficial Results

ELECTION RESULTS

GENERAL ELECTION

Registered Voters

1489 of 17899 = 8.32%

Precincts Reporting

0 of 28 = 0.00%

Run Time 9:10 PM

5/4/2024

Run Date 05/04/2024

Page 6

CITY OF NAVASOTA PROPOSITION J

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
FOR		37	94.87%	140	88.61%	100	86.21%	277	88.50%
AGAINST		2	5.13%	18	11.39%	16	13.79%	36	11.50%
Cast Votes:		39	100.00%	158	100.00%	116	100.00%	313	100.00%
Undervotes:		5		13		19		37	
Overvotes:		0		0		0		0	

CITY OF NAVASOTA PROPOSITION K

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
FOR		37	97.37%	139	86.34%	99	85.34%	275	87.30%
AGAINST		1	2.63%	22	13.66%	17	14.66%	40	12.70%
Cast Votes:		38	100.00%	161	100.00%	116	100.00%	315	100.00%
Undervotes:		6		10		19		35	
Overvotes:		0		0		0		0	

CITY OF NAVASOTA PROPOSITION L

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
FOR		36	92.31%	145	90.06%	111	93.28%	292	91.54%
AGAINST		3	7.69%	16	9.94%	8	6.72%	27	8.46%
Cast Votes:		39	100.00%	161	100.00%	119	100.00%	319	100.00%
Undervotes:		5		10		16		31	
Overvotes:		0		0		0		0	

CITY OF NAVASOTA PROPOSITION M

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
FOR		30	83.33%	139	86.88%	102	85.71%	271	86.03%
AGAINST		6	16.67%	21	13.13%	17	14.29%	44	13.97%
Cast Votes:		36	100.00%	160	100.00%	119	100.00%	315	100.00%
Undervotes:		8		11		16		35	
Overvotes:		0		0		0		0	

Laake Wood
Charles Pasinski

Wicki McNew

Cumulative Results Report

Grimes County, Texas

Unofficial Results

ELECTION RESULTS

GENERAL ELECTION

Registered Voters

1489 of 17899 = 8.32%

Precincts Reporting

0 of 28 = 0.00%

Run Time 9:10 PM
Run Date 05/04/2024

5/4/2024

Page 7

CITY OF NAVASOTA PROPOSITION N

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
FOR		25	62.50%	117	75.00%	82	70.69%	224	71.79%
AGAINST		15	37.50%	39	25.00%	34	29.31%	88	28.21%
Cast Votes:		40	100.00%	156	100.00%	116	100.00%	312	100.00%
Undervotes:		4		15		19		38	
Overvotes:		0		0		0		0	

CITY OF NAVASOTA PROPOSITION O

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
FOR		21	58.33%	97	61.39%	65	55.56%	183	58.84%
AGAINST		15	41.67%	61	38.61%	52	44.44%	128	41.16%
Cast Votes:		36	100.00%	158	100.00%	117	100.00%	311	100.00%
Undervotes:		8		13		18		39	
Overvotes:		0		0		0		0	

CITY OF NAVASOTA PROPOSITION P

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
FOR		17	45.95%	104	64.20%	68	57.14%	189	59.43%
AGAINST		20	54.05%	58	35.80%	51	42.86%	129	40.57%
Cast Votes:		37	100.00%	162	100.00%	119	100.00%	318	100.00%
Undervotes:		7		9		16		32	
Overvotes:		0		0		0		0	

CITY OF NAVASOTA PROPOSITION Q

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
FOR		35	92.11%	139	86.88%	106	86.18%	280	87.23%
AGAINST		3	7.89%	21	13.13%	17	13.82%	41	12.77%
Cast Votes:		38	100.00%	160	100.00%	123	100.00%	321	100.00%
Undervotes:		6		11		12		29	
Overvotes:		0		0		0		0	

Charles Bosinski
Rachelle Bosinski

Wicki McNew

Cumulative Results Report

Grimes County, Texas

Unofficial Results

ELECTION RESULTS

GENERAL ELECTION

Run Time 9:10 PM

5/4/2024

Run Date 05/04/2024

Page 8

Registered Voters

1489 of 17899 = 8.32%

Precincts Reporting

0 of 28 = 0.00%

CITY OF NAVASOTA PROPOSITION R

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
FOR		27	75.00%	112	70.44%	81	66.94%	220	69.62%
AGAINST		9	25.00%	47	29.56%	40	33.06%	96	30.38%
Cast Votes:		36	100.00%	159	100.00%	121	100.00%	316	100.00%
Undervotes:		8		12		14		34	
Overvotes:		0		0		0		0	

CITY OF NAVASOTA PROPOSITION S

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
FOR		36	92.31%	134	85.35%	105	84.68%	275	85.94%
AGAINST		3	7.69%	23	14.65%	19	15.32%	45	14.06%
Cast Votes:		39	100.00%	157	100.00%	124	100.00%	320	100.00%
Undervotes:		5		14		11		30	
Overvotes:		0		0		0		0	

CITY OF NAVASOTA PROPOSITION T

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
FOR		39	100.00%	145	91.77%	113	91.13%	297	92.52%
AGAINST		0	0.00%	13	8.23%	11	8.87%	24	7.48%
Cast Votes:		39	100.00%	158	100.00%	124	100.00%	321	100.00%
Undervotes:		5		13		11		29	
Overvotes:		0		0		0		0	

CITY OF NAVASOTA PROPOSITION U

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
FOR		38	97.44%	125	82.24%	93	80.87%	256	83.66%
AGAINST		1	2.56%	27	17.76%	22	19.13%	50	16.34%
Cast Votes:		39	100.00%	152	100.00%	115	100.00%	306	100.00%
Undervotes:		5		19		20		44	
Overvotes:		0		0		0		0	

Rachael Walker
Charles Goscinski

Wicki McNew

Cumulative Results Report

Grimes County, Texas

Unofficial Results

ELECTION RESULTS

GENERAL ELECTION

Registered Voters

1489 of 17899 = 8.32%

Precincts Reporting

0 of 28 = 0.00%

Run Time 9:10 PM
Run Date 05/04/2024

5/4/2024

Page 9

CITY OF NAVASOTA PROPOSITION V

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
FOR		28	71.79%	128	81.01%	91	79.13%	247	79.17%
AGAINST		11	28.21%	30	18.99%	24	20.87%	65	20.83%
Cast Votes:		39	100.00%	158	100.00%	115	100.00%	312	100.00%
Undervotes:		5		13		20		38	
Overvotes:		0		0		0		0	

CITY OF NAVASOTA PROPOSITION W

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
FOR		40	100.00%	147	93.63%	107	93.04%	294	94.23%
AGAINST		0	0.00%	10	6.37%	8	6.96%	18	5.77%
Cast Votes:		40	100.00%	157	100.00%	115	100.00%	312	100.00%
Undervotes:		4		14		20		38	
Overvotes:		0		0		0		0	

CITY OF NAVASOTA PROPOSITION X

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
FOR		17	44.74%	115	72.78%	77	65.25%	209	66.56%
AGAINST		21	55.26%	43	27.22%	41	34.75%	105	33.44%
Cast Votes:		38	100.00%	158	100.00%	118	100.00%	314	100.00%
Undervotes:		6		13		17		36	
Overvotes:		0		0		0		0	

CITY OF NAVASOTA PROPOSITION Y

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
FOR		37	94.87%	136	88.31%	94	83.19%	267	87.25%
AGAINST		2	5.13%	18	11.69%	19	16.81%	39	12.75%
Cast Votes:		39	100.00%	154	100.00%	113	100.00%	306	100.00%
Undervotes:		5		17		22		44	
Overvotes:		0		0		0		0	

Charles Bosinski

Rachelle Bosinski

Wicki McNew

Cumulative Results Report

Grimes County, Texas

Unofficial Results

ELECTION RESULTS

GENERAL ELECTION

Registered Voters

1489 of 17899 = 8.32%

Precincts Reporting

0 of 28 = 0.00%

Run Time 9:10 PM
Run Date 05/04/2024

5/4/2024

Page 10

CITY OF NAVASOTA PROPOSITION Z

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
FOR		22	56.41%	119	76.77%	71	62.83%	212	69.06%
AGAINST		17	43.59%	36	23.23%	42	37.17%	95	30.94%
Cast Votes:		39	100.00%	155	100.00%	113	100.00%	307	100.00%
Undervotes:		5		16		22		43	
Overvotes:		0		0		0		0	

CITY OF NAVASOTA PROPOSITION AA

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
FOR		37	94.87%	140	91.50%	94	85.45%	271	89.74%
AGAINST		2	5.13%	13	8.50%	16	14.55%	31	10.26%
Cast Votes:		39	100.00%	153	100.00%	110	100.00%	302	100.00%
Undervotes:		5		18		25		48	
Overvotes:		0		0		0		0	

CITY OF NAVASOTA PROPOSITION BB

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
FOR		35	94.59%	128	84.77%	86	78.90%	249	83.84%
AGAINST		2	5.41%	23	15.23%	23	21.10%	48	16.16%
Cast Votes:		37	100.00%	151	100.00%	109	100.00%	297	100.00%
Undervotes:		7		20		26		53	
Overvotes:		0		0		0		0	

NAVASOTA INDEPENDENT SCHOOL DISTRICT PROPOSITION A

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
FOR		39	39.00%	184	63.67%	214	53.37%	437	55.32%
AGAINST		61	61.00%	105	36.33%	187	46.63%	353	44.68%
Cast Votes:		100	100.00%	289	100.00%	401	100.00%	790	100.00%
Undervotes:		5		3		5		13	
Overvotes:		1		0		0		1	

Charles Prineas
Charles Prineas

Wicki McNew

Cumulative Results Report

ELECTION RESULTS

Run Time 9:10 PM
Run Date 05/04/2024

Grimes County, Texas

GENERAL ELECTION

5/4/2024

Page 11

Unofficial Results

Registered Voters
1489 of 17899 = 8.32%
Precincts Reporting
0 of 28 = 0.00%

NAVASOTA INDEPENDENT SCHOOL DISTRICT PROPOSITION B

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
FOR		41	41.41%	188	65.51%	202	50.63%	431	54.90%
AGAINST		58	58.59%	99	34.49%	197	49.37%	354	45.10%
Cast Votes:		99	100.00%	287	100.00%	399	100.00%	785	100.00%
Undervotes:		6		5		7		18	
Overvotes:		1		0		0		1	

*** End of report ***

Charles Rosinski

Wicki McNew

Rachelle D. Dorr



REQUEST FOR CITY COUNCIL AGENDA ITEM # 6.

Agenda Date Requested	05/13/2024
Requested By	Susie Homeyer, City Secretary
Department	Administration
Type	Report

Agenda Item

Consideration and possible action on qualifying newly elected Council members to Positions 1, 2 and 3 and administering the Oaths of Office. [Susie M. Homeyer, City Secretary]

Summary & Recommendation

The Election Division recommends that post-election procedures occur in the following sequence:

- Election is canvassed at an open meeting
- A Certificate of Election is issued to newly elected officers
- Statement of Officer is completed
- Newly elected officers take the Oath of Office
- Newly sworn officers may assume the duties of their office

Staff recommends that each newly elected Council member be given a Certificate of Election, complete the Statement of Officer, and take the Oath of Office prior to assuming their duties. The City Secretary will hand each officer their Certificate of Election and have them complete the Statement of Officer. Municipal Judge Pat Gruner will administer the Oath of Office to each newly elected officer.

Action Requested by Council

Each newly elected Councilmember be given a Certificate of Election, complete the Statement of Officer, and take the Oath of Office then assume the duties of their office.

Attachments

Certificate of Election
Statement of Officer
Oath of Office

CERTIFICATE OF ELECTION



In the name and by the authority of

CITY OF NAVASOTA, TEXAS

THIS IS TO CERTIFY, that at a general/special election held on

the 4th day of May, 2024

B. F. "BERNIE" GESSNER, JR.

**Was duly elected to the City of Navasota,
City Council Position # 1**

In testimony whereof, I have hereunto signed my name and caused the

Seal of Navasota to be affixed at the City of Navasota, this the

13th day of May, 2024.

**BERT MILLER, MAYOR
City of Navasota**

CERTIFICATE OF ELECTION



In the name and by the authority of

CITY OF NAVASOTA, TEXAS

THIS IS TO CERTIFY, that at a general/special election held on

the 4th day of May, 2024

KENNETH STEVENS

**Was duly elected to the City of Navasota,
City Council Position # 2**

**In testimony whereof, I have hereunto signed my name and caused the
Seal of Navasota to be affixed at the City of Navasota, this the
13th day of May, 2024.**

**BERT MILLER, MAYOR
City of Navasota**

CERTIFICATE OF ELECTION



In the name and by the authority of

CITY OF NAVASOTA, TEXAS

THIS IS TO CERTIFY, that at a general/special election held on

the 4th day of May, 2024

JOSH M. FULTZ

**Was duly elected to the City of Navasota,
City Council Position # 3**

**In testimony whereof, I have hereunto signed my name and caused the
Seal of Navasota to be affixed at the City of Navasota, this the
13th day of May, 2024.**

**BERT MILLER, MAYOR
City of Navasota**

Submit to:
SECRETARY OF STATE
Government Filings
Section P O Box 12887
Austin, TX 78711-2887
512-463-6334
512-463-5569 - Fax
Filing Fee: None



Submit to:
SECRETARY OF STATE
Government Filings
Section P O Box 12887
Austin, TX 78711-2887
512-463-6334
512-463-5569 - Fax
Filing Fee: None



This space reserved for office
use

Submit to:
SECRETARY OF STATE
Government Filings Section
P O Box 12887
Austin, TX 78711-2887
512-463-6334



OATH OF OFFICE

Filing Fee: None

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,
I, B. F. "BERNIE" GESSNER, JR., do solemnly swear (or affirm), that I will faithfully
execute the duties of the office of CITY OF NAVASOTA, CITY COUNCIL PLACE # 1 of
the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws
of the United States and of this State, so help me God.

Signature of Officer

State of TEXAS)
County of GRIMES)

Sworn to and subscribed before me
this

13TH day of MAY, 20 24.

(seal)

Signature of Notary Public or Other Officer
Administering Oath
Navasota Municipal Judge, Pat Gruner

Printed or Typed Name

This space reserved for office
use

Submit to:
SECRETARY OF STATE
Government Filings Section
P O Box 12887
Austin, TX 78711-2887
512-463-6334



OATH OF OFFICE

Filing Fee: None

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,
I, KENNETH STEVENS, do solemnly swear (or affirm), that I will faithfully
execute the duties of the office of CITY OF NAVASOTA, CITY COUNCIL PLACE # 2 of
the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws
of the United States and of this State, so help me God.

Signature of Officer

State of TEXAS)
County of GRIMES)

Sworn to and subscribed before me
this

13TH day of MAY, 20 24.

(seal)

Signature of Notary Public or Other Officer
Administering Oath
Navasota Municipal Judge, Pat Gruner
Printed or Typed Name

This space reserved for office
use

Submit to:
SECRETARY OF STATE
Government Filings Section
P O Box 12887
Austin, TX 78711-2887
512-463-6334



OATH OF OFFICE

Filing Fee: None

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,
I, JOSH M. FULTZ, do solemnly swear (or affirm), that I will faithfully
execute the duties of the office of CITY OF NAVASOTA, CITY COUNCIL PLACE # 3 of
the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws
of the United States and of this State, so help me God.

Signature of Officer

State of TEXAS)
County of GRIMES)

Sworn to and subscribed before me
this

13TH day of MAY, 20 24.

(seal)

Signature of Notary Public or Other Officer
Administering Oath
Navasota Municipal Judge, Pat Gruner
Printed or Typed Name



REQUEST FOR CITY COUNCIL AGENDA ITEM # 7.

Agenda Date Requested	05/13/2024
Requested By	Susie Homeyer, City Secretary
Department	Administration
Type	Report

Agenda Item

Consideration and possible action on the election of a Councilmember to serve as Mayor of the City of Navasota. [Susie M. Homeyer, City Secretary]

Summary & Recommendation

The Home Rule City Charter, Article IV City Council, Section 13 for the City of Navasota reads as follows:

"The Councilmembers shall elect one of their members as chairman at the first regular meeting following their election. He/She shall be called Mayor and shall be the presiding officer of the City Council. He/She shall vote as a member of the Council on all matters coming before the body, sign all bonds, warrants, and other official documents; be the official lead of the City; and exercise all power and resolution of the City Council."

Therefore, the City Council is being requested to elect a member of the City Council as the Mayor for the City of Navasota.

Action Requested by Council

Elect a Councilmember to serve as Mayor.



REQUEST FOR CITY COUNCIL AGENDA ITEM # 8.

Agenda Date Requested	05/13/2024
Requested By	Susie Homeyer, City Secretary
Department	Administration
Type	Report

Agenda Item

Consideration and possible action on the election of a Councilmember to serve as Mayor Pro-Tem for the City of Navasota. [Susie Homeyer, City Secretary]

Summary & Recommendation

The City Charter, Article IV, Section 14 for the City of Navasota reads as follows:

"The Mayor Pro-Tem shall be selected from among the members of the City Council, and shall perform all the duties of the Mayor in his/her absence or disability." Therefore, the City Council is being requested to elect a member of the City Council as the Mayor Pro-Tem for the City of Navasota.

Action Requested by Council

Elect a Councilmember as Mayor Pro-Tem.



REQUEST FOR CITY COUNCIL AGENDA ITEM # 9.

Agenda Date Requested	05/13/2024
Requested By	Maribel Frank, Chief Financial Officer
Department	Finance
Type	Resolution

Agenda Item

Consideration and possible action to approve Resolution No. 765-24, designating authorized signatories for contractual documents and documents for requesting funds pertaining to the Community Development Block Grant -- Mitigation (CDBG-MIT) Resilient Communities Program. [Maribel Frank, CFO]

Summary & Recommendation

The Texas General Land Office (GLO) allocated up to \$100 million in Community Development Block Grant Mitigation (CDBG-MIT) funds for the Resilient Communities Program (RCP). The RCP will fund the development, adoption, and implementation of modern and resilient building codes and flood damage prevention ordinances to ensure that structures built within the community can withstand future hazards.

The City of Navasota has been working with Public Management (grant administrators) to obtain funding from the GLO (up to \$300,000). The General Land Office has submitted a Request for Information (RFI) with regard to the application that the City submitted. The GLO has recommended that the city designate the Mayor and the City Manager as the authorized individuals for the execution of contractual and environmental review documents between the Texas General Land Office and the City for the Community Development Block Grant -- Mitigation (CDBG-MIT) Resilient Communities Program. Additionally, the city's grant administrators recommend authorizing the Mayor, City Manager, Assistant City Manager, and Chief Financial Officer to execute the *State of Texas Purchase Voucher and Request for Payment Form* documents required for requesting funds approved in the aforementioned program.

Action Requested by Council

Approve or deny Resolution No. 765-24, designating authorized signatories for contractual documents and documents for requesting funds pertaining to the Community Development Block Grant -- Mitigation (CDBG-MIT) Resilient Communities Program.

Attachments

Resolution No. 765-24
Depository/Authorized Signatories Designation Form

RESOLUTION NO. 765-24

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF NAVASOTA, TEXAS DESIGNATING AUTHORIZED SIGNATORIES FOR CONTRACTUAL DOCUMENTS AND DOCUMENTS FOR REQUESTING FUNDS PERTAINING TO THE COMMUNITY DEVELOPMENT BLOCK GRANT – MITIGATION (CDBG-MIT) RESILIENT COMMUNITIES PROGRAM.

WHEREAS, the City of Navasota, Texas has applied for funding under the Community Development Block Grant – Mitigation (CDBG-MIT) Resilient Communities Program, and;

WHEREAS, it is necessary to appoint persons to execute contractual documents and documents for requesting funds from the Texas General Land Office, and;

WHEREAS, an original signed copy of the *Depository/Authorized Signatories Designation Form* is to be submitted with a copy of this Resolution, and;

WHEREAS, the City of Navasota, Texas acknowledges that in the event that an authorized signatory of the City changes (elections, illness, resignations, etc.), the City must provide the Texas General Land Office with the following:

- a resolution stating who the new authorized signatory is (not required if this original resolution names only the title and not the name of the signatory); and
- a revised Depository/ Authorized Signatories Designation Form.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Navasota:

The following individuals shall be authorized to execute contractual and environmental review documents between the Texas General Land Office and the City for the Community Development Block Grant – Mitigation (CDBG-MIT) Resilient Communities Program.

- Bert Miller, Mayor
- Jason B. Weeks, City Manager

The following individuals shall be authorized to execute the *State of Texas Purchase Voucher and Request for Payment Form* documents required for requesting funds approved in the Community Development Block Grant – Mitigation (CDBG-MIT) Resilient Communities Program.

- Bert Miller, Mayor
- Jason B. Weeks, City Manager

- Kristin Gauthier, Assistant City Manager, and
- Maribel S. Frank, Chief Financial Officer

PASSED AND APPROVED THIS THE 13TH DAY OF MAY, 2024.

BERT MILLER, MAYOR

ATTEST:

SUSIE M. HOMEYER, CITY SECRETARY



COMMUNITY DEVELOPMENT & REVITALIZATION
The Texas General Land Office
Depository/Authorized Signatories Designation Form

Subrecipient:		Contract Number:	
---------------	--	------------------	--

The individuals below are designated by resolution as authorized signatories for contractual documents. At least two signatories required.

Name	Name
Title	Title

Subrecipient:		Contract Number:	
---------------	--	------------------	--

The individuals below are designated by resolution as authorized signatories for contractual documents. At least two signatories required.

Name	Name
Title	Title
Signature	Signature

The financial lending institution listed here will serve as the depository for the Texas General Land Office-Disaster Recovery Program Community Development Block Grant (CDBG) funds:

Name of Lending Institution	
Address	
City, State, Zip Code	
Fund Account Number:	

The individuals below are designated by resolution as authorized signatories for financial documents. At least two signatories required.

Name	Name
Title	Title

Signature	Signature
-----------	-----------



COMMUNITY DEVELOPMENT & REVITALIZATION
The Texas General Land Office
Depository/Authorized Signatories Designation Form

Name	Name
Title	Title
Signature	Signature

NOTE: A copy of a Resolution passed by the city council or county commissioner's court authorizing the signatories must be submitted along with this form.

Disclaimer: The Texas General Land Office has made every effort to ensure the information contained on this form is accurate and in compliance with the most up-to-date CDBG-DR and/or CDBG-MIT federal rules and regulations, as applicable. It should be noted that the Texas General Land Office assumes no liability or responsibility for any error or omission on this form that may result from the interim period between the publication of amended and/or revised federal rules and regulations and the Texas General Land Office's standard review and update schedule.



REQUEST FOR CITY COUNCIL AGENDA ITEM # 10.

Agenda Date Requested 05/13/2024
Requested By Maribel Frank, Chief Financial Officer
Department Finance
Type Resolution

Agenda Item

Consideration and possible action to approve Resolution No. 766-24, amending the City of Navasota's Procurement Policy in Relation to Federal Grants. [Maribel Frank, CFO]

Summary & Recommendation

The Texas General Land Office (GLO) allocated up to \$100 million in Community Development Block Grant Mitigation (CDBG-MIT) funds for the Resilient Communities Program (RCP). The RCP will fund the development, adoption, and implementation of modern and resilient building codes and flood damage prevention ordinances to ensure that structures built within the community can withstand future hazards.

The City of Navasota has been working with Public Management (grant administrators) to obtain funding from the GLO (up to \$300,000). The General Land Office has submitted a Request for Information (RFI) in regard to the application that Navasota submitted. For the application to be fully accepted, the GLO has recommended that the City adopt a new procurement policy for federal grants that incorporates updates 2 CFR 200.318 - 200.327. These sections relate to post federal award requirements. Our previous policy did not reference 2 CFR 200.327.

- § 200.317 Procurements by states.
- § 200.318 General procurement standards.
- § 200.319 Competition.
- § 200.320 Methods of procurement to be followed.
- § 200.321 Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms.
- § 200.322 Domestic preferences for procurements.
- § 200.323 Procurement of recovered materials.
- § 200.324 Contract cost and price.
- § 200.325 Federal awarding agency or pass-through entity review.
- § 200.326 Bonding requirements.
- § 200.327 Contract provisions.

Therefore, staff recommends City Council approve Resolution No. 766-24, amending the City of Navasota's Procurement Policy to include language that incorporates updates to 2 CFR 200.318 - 200.327, which relate to post federal award requirements.

Action Requested by Council

Approve or deny Resolution No. 766-24, amending the City of Navasota's Procurement Policy in Relation to Federal Grants.

Attachments

Resolution No. 766-24

Previous Procurement Policy

RESOLUTION NO. 766-24

**A RESOLUTION ADOPTING A PROCUREMENT POLICY IN
RELATION TO FEDERAL GRANTS**

WHEREAS, the City from time to time applies for Federal grant funding; and

WHEREAS, such grant applications require the City to provide their procurement policies to ensure appropriate expenditure of any funds awarded.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Navasota:

Section 1. That the Procurement Policy, attached hereto as "Exhibit A", is hereby adopted as the official Procurement Policy of the City of Navasota, Texas for all Federal Grants.

Section 2. To the extent that any federal grant was applied for under a previous procurement policy of the City, that policy shall remain in effect only for the purposes of procurement under the particular grant as awarded.

Section 3. The City Council hereby adopts such policy effective immediately upon its passage.

PASSED AND APPROVED THIS THE 13TH DAY OF MAY, 2024.

BERT MILLER, MAYOR

ATTEST:

SUSIE M. HOMEYER, CITY SECRETARY



CITY OF NAVASOTA

Procurement Policies and Procedures for Federal Grants

Send all mail to:
PO Box 910
Navasota, TX 77868

www.NavasotaTX.gov

Policies

1. Those closely involved in the establishment of the written selection criteria and selection shall have no potential conflicts of interest with any of the individuals, firms, or agencies under review (e.g., family relationships, close friendships, business dealings). Any person who might potentially receive benefits from grant-assisted activities may not participate in the decision-making process. Nepotism and conflict of interest regulations can be found in the Texas Government Code Chapter 573, Texas Local Government Code Chapter 171, and 2 CFR 200.318 – 2 CFR 200.326 and Appendix II to Part 200.
2. All procurement transactions will be conducted in a manner providing full and open competition.
 - a. No unreasonable requirements are placed on firms in order for them to qualify;
 - b. No unnecessary experience or excessive bonding required;
 - c. Noncompetitive pricing practices between firms or between affiliated companies is disallowed;
 - d. Noncompetitive contracts to consultants that are on retainer contracts;
 - e. No organizational conflicts of interest;
 - f. If a “brand name” product is specified, an equal or like product is acceptable; and
 - g. A vendor that intends to respond to the Request for Proposals, Request for Qualifications and/or Invitation for Bid may not participate in the development or drafting of specifications, requirements, statements of work, or invitations for bids or requests for proposals, including, but not limited to, the development of the scoring criteria, the final selection of firms to be contacted, or the scoring of proposals.
3. All procurement transactions shall incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured.
4. All procurement transactions shall identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.
5. If the City of Navasota uses a prequalified list when acquiring goods or services, the City of Navasota will ensure the list is updated regularly, provides enough qualified sources to ensure maximum open and free competition.
6. All procurement transactions must conform to applicable local, state, and federal laws and regulations.
7. Small and minority businesses, women's business enterprises, and labor surplus area firms are encouraged to participate. If the awarded vendor is a prime contractor and may use subcontractors, the following affirmative steps are required of the prime contractor:
 - a. Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
 - b. Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;

City Hall is located at 200 East McAlpine Street, Navasota, Texas.

| City Hall: (936) 825-6475 | Economic Development Corporation: (936) 825-2961 | Communications: (936) 825-7055 | Fire Department: (936) 825-7388
| Library: (936) 825-6744 | Parks & Recreation/Navasota Center: (936) 825-2241 | Police Department: (936) 825-6124 | Public Works: (936) 825-6450 |

- c. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
- d. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
- e. Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.

Procedures

Procurement Cycle Steps

Need Defined—City of Navasota administrative team and authorized representatives submits request and specifications. Purchaser reviews request and specifications for unnecessary or duplicative items in accordance with 2 CFR 200.318 (d).

Procurement Method Selected—Based on type and estimated cost of good/service as well as purchasing authority, purchaser determines the procurement method that will result in a best value acquisition for the City of Navasota.

Contract Cost and Price - A cost or price analysis must be conducted in connection with every procurement action more than the federal Simplified Acquisition Threshold including contract modifications (2 CFR 200.323).

The simplified acquisition threshold for federal procurement actions is currently set by the Federal Acquisition Regulation at 48 CFR Subpart 2.1 (Definitions) and in accordance with 41 U.S.C. 1908 as \$50,000, but this threshold is periodically adjusted for inflation. 2 C.F.R. §200.88

The method and degree of analysis is dependent on the facts surrounding the particular procurement situation, but as a starting point, an independent estimate must be made before receiving bids or proposals. 2 C.F.R. § 200.323(a).

Cost analysis is the evaluation of the separate elements (e.g., labor, materials, etc.) that make up a contractor's total cost proposal or price (for both new contracts and modifications) to determine if they are allowable, directly related to the requirement and ultimately, reasonable.

Price analysis is essentially price comparison. It is the evaluation of a proposed price (i.e., lump sum) without analyzing any of the separate cost elements of which it is composed.

Solicitation— City of Navasota creates the appropriate solicitation document, with terms and conditions and evaluation criteria clearly defined, and notifies vendor sources for an informal or formal bid process.

Receipt of Bids and Responses to Solicitation—Vendors submit their response to the solicitation.

Evaluation and Awards— City of Navasota reviews the responses from vendors, determines compliance with the solicitation and makes an award recommendation based on the pre-defined best value criteria.

Negotiation of Profit - Federal Guidelines require negotiations of profit as a separate element of the price for each contract and modification in which there is no price competition and, in all cases, where cost analysis must be performed. 2 C.F.R. § 200.323(b)

The City of Navasota will use one of the following five methods of procurement described at 2 CFR Section 200.320: (1) procurement by micro-purchases, (2) procurement by small purchase procedures, (3) procurement by sealed bids, (4) procurement by competitive proposals, or (5) procurement by noncompetitive proposals.

1. Simplified Acquisition Procedures for Purchases Below Micro-Purchase Threshold

For purposes of this section, the micro-purchase threshold is \$3,000.

Procurement by micro-purchase is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (§200.67 Micro-purchase). To the extent practicable, the City of Navasota must distribute micro-purchases equitably among qualified suppliers. Micro-purchases may be awarded without soliciting competitive quotations if the non-Federal entity considers the price to be reasonable.

2. Small Purchase

Small purchase procedures are those relatively simple and informal procurement methods for securing services, supplies, or other property that cost less than the lesser of the Federal Simplified Acquisition Threshold or the \$50,000 threshold defined in state law (Local Government Code §262.003 for counties and §252.021 for municipalities). If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources.

For service contracts that are under the small purchase threshold and do not fall under professional services as defined in Section 2254.002(2) of Local Government Code, the City of Navasota may receive quotes and award the contract to any reasonable and responsible bidder. The local governing body has the final authority to award contracts.

3. Construction and Materials Contracts

In order for sealed bidding to be feasible, the following conditions should be present:

- a. A complete, adequate, and realistic specification or purchase description is available;
- b. Two or more responsible bidders are willing and able to compete effectively for the business; and
- c. The procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally on the basis of price.

If sealed bids are used, the following requirements apply:

- a. Bids must be solicited from an adequate number of known suppliers, providing them sufficient response time prior to the date set for opening the bids, for local, and tribal governments, the invitation for bids must be publicly advertised;
- b. The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;
- c. All bids will be opened at the time and place prescribed in the invitation for bids, and for local and tribal governments, the bids must be opened publicly;
- d. A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of; and
- e. Any or all bids may be rejected if there is a sound documented reason.

4. Professional Services Contracts

This method is generally used when conditions are not appropriate for the use of sealed bids. If this method is used, the following requirements apply:

- a. Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical;
- b. Proposals must be solicited from an adequate number of qualified sources;
- c. The City of Navasota must have a written method for conducting technical evaluations of the proposals received and for selecting recipients;
- d. Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered; and

- e. The City of Navasota may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms are a potential source to perform the proposed effort.

5. Noncompetitive Proposals

This method may be used only when one or more of the following circumstances apply:

- a. The item is available only from a single source;
- b. The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
- c. The Federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request; or
- d. After solicitation of a number of sources, competition is determined inadequate.

These Policies and Procedures are implemented through of the City of Navasota's administrative team of:

Bert Miller, Mayor

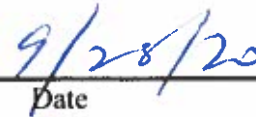
Brad Stafford, City Manager

Lance Hall, Finance Director

Susie Homeyer, City Secretary



Bert Miller, Mayor



Date



REQUEST FOR CITY COUNCIL AGENDA ITEM # 11.

Agenda Date Requested 05/13/2024
Requested By Jon MacKay, Graduate Civil Engineer
Department Public Works
Type Report

Agenda Item

Consideration and possible action to approve Change Order No. 3 for the Street and Utility Bond Capital Improvement Plan (CIP) Project in the amount of \$61,720.00. [Jon MacKay, Graduate Engineer]

Summary & Recommendation

The City of Navasota Public Works Department has been working with the contractor and engineer on the Street & Utility Capital Improvement Plan Project for several months to be able to control the flow of water in the existing distribution system. Across approximately 40 connections in the area between Brosig and Hillside to the existing system, five (5) locations were identified where either there was no valve, or an original valve could not be closed. Connections in these areas required additional valves or temporary stops to be used to keep the project progressing.

With the help of four (4) new valves and a temporary stop, the original water mains have been successfully abandoned, preventing future water leaks from degrading the new roadways. This change order includes five (5) valves and a temporary stop to account for another valve that is expected to be needed near Moore Street. The City Staff recommend the approval of this change order for the extra work performed by the contractor.

Action Requested by Council

Approve or deny Change Order No. 3 for the Street and Utility Bond CIP Project in the amount of \$61,720.00.

Fiscal Impact

Source of Funds: 905 Capital Projects Fund
Account Number: 905-500-910.00
Amount Budgeted: \$7,636,476
Amount Requested: \$61,720
Budgeted Item Y/N?: N

Attachments

Change Order #3
Location Map of Relevant Valves

CHANGE ORDER REQUEST NO. 3
PROJECT: 2020 Street & Utility Rehab

DATE: 4/23/2024

GENERAL CONTRACTOR:



Kieschnick General Contractors
P.O. Box 200
Wellborn, TX 77881

OWNER:

City of Navasota

PURPOSE OF THIS CHANGE ORDER:

addition of the inserta valves and line stops

ITEM NO	UNIT	DESCRIPTION	UNIT PRICE	ORIGINAL QUANTITY	Quantity to Add/Deduct	COST CHANGE
ADDITIONS						
CO3.1	EA	Add-8" inserta valve	\$11,400.00		1	\$11,400.00
CO3.2	EA	Add-6" inserta valve	\$10,880.00		4	\$43,520.00
CO3.3	EA	Add-6" line stop	\$6,800.00		1	\$6,800.00
						\$61,720.00

ADD TO CONTRACT

ORIGINAL CONTRACT AMOUNT

\$7,572,446.90 GC REQUEST

Change Orders To Date 2

\$18,923.20

This Proposal CO3

\$61,720.00

Change

REVISED CONTRACT AMOUNT

\$7,653,090.10

ORIGINAL CONTRACT TIME

420

CO1, CO2

120

Rain Days to date

12

ADDITIONAL DAYS ON THIS CHANGE PROPOSAL

2

554

NEW TOTAL

APPROVED:

A/E CONTRACTOR

Date

PROJECT MANAGER

05/03/2024

Date

GENERAL CONTRACTOR

Date

4/23/24

City Approval

Date

COMMENTS:

Change Order 3 Map





REQUEST FOR CITY COUNCIL AGENDA ITEM # 12.

Agenda Date Requested 05/13/2024
Requested By Susie Homeyer, City Secretary
Department Administration
Type Report

Agenda Item

Consideration and possible action on appointments to the Board of Adjustment and Keep Navasota Beautiful Commission. [Susie M. Homeyer, City Secretary]

Summary & Recommendation

Currently, the City of Navasota has two (2) regular positions and two (2) alternate positions open on the Board of Adjustment (BOA). Staff received an application from Alan Phillips and from Mark Fly for these BOA positions. Mark Fly is not a resident of the City of Navasota, which is a requirement. Also, the City of Navasota has two openings on the Keep Navasota Beautiful Commission. Staff has received three (3) applications for these positions from Sierra Rush McGinty, Tiffany Woodard, and Sierra Higginbotham.

Staff recommend appointing the current alternate members Nancy Vidotto to position 2 and Mac Vaughn to position 5. Both alternates have consistently volunteered when needed and will be great additions to the primary positions. Staff recommend appointing Alan Phillips as alternate member position 1.

Action Requested by Council

Staff recommends appointing Alternate Nancy Vidotto to Position 2, Alternate Mac Vaughn to Position 5 and appointing Alan Phillips as Alternate Position 1. Staff recommends appointing two people to the Keep Navasota Beautiful Commission.

Attachments

BOA Applications
KNB Applications



BOARD OF ADJUSTMENT

Name/ Title	Address	Telephone/ E-Mail Address	Position Term Exp.
James Hammie	412 Bell	(936) 825-6561 Home (936)419-1333 Cell (please text no email)	Position 1 September 2025
OPEN			September 2024
Connie Clements Vice Chairman	300 Hillside Navasota, TX 77868	(936) 825-8687 conniecllem@suddenlink.net	Position 3 September 2025
Paul Stankiewicz	1113 E. Washington Ave. Navasota, TX 77868	(972) 854-2183 pjstankiewicz1@yahoo.com	Position 4 September 2024
OPEN			Position 5 September 2025
ALTERNATE MEMBERS			
OPEN			Alternate 1 September 2025
Nancy Vidotto	110 Meadow Lake Dr	(979)822-4390 navidotto@hotmail.com	Alternate 2 September 2024
OPEN			Alternate 3 September 2025
Mac Vaughn	402 Teague Navasota, TX 77868	(713)834-2474 macvaughn@yahoo.com	Alternate 4 September 2024

DEVELOPMENT SERVICES DIRECTOR: Lupe Diosdado, P. O. Box 910, Navasota, Texas
(936) 825-6475 gdiosdado@navasotatx.gov

BOARDS AND COMMISSIONS APPLICATION FORM

Print

Submitted by:

Submitted On: 2024-04-24 17:18:50

Submission IP: (72.47.132.229)

proxy-IP (raw-IP)

Status: Acknowledged

Priority: Normal

Assigned To: Michelle Savensky

Due Date: Open



BOARDS AND COMMISSIONS APPLICATION FORM

Board of Adjustment. Addresses appeals filed with the City regarding application, interpretation, or reasonableness of certain ordinances of administrative decisions pertaining to zoning, variances for non-conforming uses of real property, appeals and variances regarding administration and provisions of flood damage control ordinances, etc. The Board of Adjustment has five regular members and 4 alternates appointed for staggered two year terms. Meetings are held on an "as required" basis. Members and alternates must be residents of and own real property in Navasota.

Parks and Recreation Committee. The Parks and Recreation Committee is an advisory body to the City Council on all matters relating to recreational facilities in Navasota. The Parks & Recreation Committee consists of seven appointed members. Terms of appointments are for two years. Meetings are normally held on the second Tuesday of every other month at 5:30pm, with occasional special meetings and projects held throughout the year. Members must be residents of Navasota.

Planning and Zoning Commission. P&Z acts on a wide variety of issues including zoning, platting of subdivisions, special use permits, long range planning and development, etc., and holds public hearings for citizen input. The Commission also develops and recommends planning and zoning ordinances to the City Council when appropriate. Appointments are normally for two years. Meetings are held on an "as required" basis. The members must be residents of Navasota and the must own real property within the city.

Navasota Economic Development Commission. The EDC advises the City Council with respect to promoting economic development in the city through promotion or expansion of existing businesses, as well as bringing new businesses into the Navasota area. The Commission consists of seven members who serve two year terms. This board meets on as "as required" basis. Members must be residents of Navasota.

Navasota Housing Authority Board. This board is an advisory body to the City Manager on all matters relating to the policies and procedure concerning the Housing Authority. The Housing Authority Board consists of five appointed members. Terms of appointments are for two years. Meetings are held quarterly.

Library Advisory Committee. This is an advisory body to the City Manager on all matters relating to the policies and procedures concerning the library. The Library Advisory Committee consists of five appointed members. Terms of appointment are for two years. Meetings are held quarterly.

Keep Navasota Beautiful Commission. KNB is an advisory body to the City Council in establishing a city-wide policy for decreasing the amount of loose refuse in the city, enhancing and preserving the city's natural beauty and encouraging the use of landscaping and the improvement of deteriorating features. The Commission shall consist of seven or more members. Terms of appointment are for two years. Meetings are held monthly.

Airport Advisory Board. The Airport Advisory Board is an advisory body to the City Manager on all matters relating to the Navasota Municipal Airport. The Board shall consist of seven members. Terms of appointment are for two years. Meetings are held quarterly.

* * *

* **SELECT THE BOARD, COMMISSION, OR COMMITTEE THAT YOU ARE APPLYING FOR:**

- ☐ AIRPORT ADVISORY BOARD
- ☒ BOARD OF ADJUSTMENT
- ☐ ECONOMIC DEVELOPMENT CORPORATION
- ☐ HOUSING AUTHORITY BOARD
- ☐ KEEP NAVASOTA BEAUTIFUL COMMISSION
- ☐ LIBRARY ADVISORY BOARD
- ☐ PARKS & RECREATION BOARD
- ☐ PLANNING & ZONING COMMISSION

SELECT THE ALTERNATE BOARD, COMMISSION, OR COMMITTEE THAT YOU ARE APPLYING FOR:

- ☐ AIRPORT ADVISORY COMMITTEE
- ☐ BOARD OF ADJUSTMENT
- ☒ ECONOMIC DEVELOPMENT CORPORATION
- ☐ HOUSING AUTHORITY BOARD
- ☐ KEEP NAVASOTA BEAUTIFUL COMMISSION
- ☐ LIBRARY ADVISORY BOARD
- ☐ PARKS & RECREATION BOARD
- ☐ PLANNING & ZONING COMMISSION

* **FULL NAME:**

Alan Phillips

MAIDEN NAME:

* **EMAIL ADDRESS:**

alaninalvin@gmail.com

* **PHONE NUMBER**

2813822526

GENDER:

- ☐ FEMALE
- ☒ MALE

* **MAILING ADDRESS:**

1604 E Neal St

PHYSICAL ADDRESS:

OCCUPATION:

Purchasing Agent

ARE YOU A RESIDENT WITHIN THE CITY LIMITS OF THE CITY OF NAVASOTA?

☒ YES

☐ NO

DO YOU OWN PROPERTY WITHIN THE CITY LIMITS OF THE CITY OF NAVASOTA?

☒ YES

☐ NO

HIGH SCHOOL:

COLLEGE:

University of Houston

TRADE OR BUSINESS SCHOOL:

HOBBIES

ARE YOU CURRENTLY SERVING ON OTHER BOARDS, COMMISSIONS, OR COMMITTEES? IF YES, WHICH ONE?

☐ YES

☒ NO

PLEASE LIST ORGANIZATION MEMBERSHIPS AND POSITIONS HELD:

Executive Board - Texas Public Purchasing Association; Southeast Texas Association of Public Purchasing

PLEASE LIST AREAS OF SPECIAL INTEREST OR SKILLS WHICH YOU FEEL MAY BE HELPFUL:

Former Municipal Purchasing Manager at City of League City and City of Missouri City

*** SIGNATURE:**

Alan Phillips

By typing your name electronically, you are agreeing that your electronic signature is the legal equivalent of your manual signature on this Form. You will receive a copy of this application after it has been sent to the City of Navasota.

Date

04/24/2024

Format: MM/DD/YYYY



KEEP NAVASOTA BEAUTIFUL COMMISSION

Name/ Title	Address	Telephone/ E-Mail Address	Position TermExp.
Vanikin Leggett	113 Clayton Navasota, TX 77868	(936) 662-2342 leggett@navasotaisd.org	Position 1 September 2025
Brittany Bay	510 Leon Navasota, TX	870-6176 Brittany_bay@alumni.baylor.edu	Position 2 September 2025
Naomi Wallace	420 E. Blackshear Navasota, TX 77868	(979) 571-5005 wallace.naomi@yahoo.com	Position 3 September 2025
Kritina Palmer	604 N. Jones Street Navasota, TX 77868	(936) 870-6104 tena.palmer@yahoo.com	Position 4 September 2025
Clarence Lewis, Jr.	620 Ave J. Conroe, Texas 77301	(936) 333-9667 joneslewisfuneralco@gmail.com	Position 5 September 2025
Megan Barcak	309 N Julia St. Navasota, TX	(936)870-7248 meganbarcak11@gmail.com	Position 6 September 2024
Elizabeth Corpus	505 Church Navasota TX, 77868	(281) 827-9656 corpus.elizabeth@yahoo.com	Position 7 September 2025
Tauwonna Curtis Whitfield	524 Allen White Village Navasota, TX 77868	(979)599-8928 mzdivadiamond1981@gmail.com	Position 8 September 2025



Rebecca Cole	309 N Judson St. Navasota, TX 77868	(281) 619-6016 BeccaLoulouC@yahoo.com	Position 9 September 2024
--------------	--	--	------------------------------

Michael Medeiros	7903 Putter Place Navasota, TX 77868	(714)815-6972 mm.cm@outlook.com	Position 10 September 2024
------------------	---	---	-------------------------------

OPEN			Position 11 September 2024
------	--	--	-------------------------------

OPEN			Position 12 September 2024
------	--	--	-------------------------------

**CODE ENFORCMENT SPECIALIST: Erik Covarrubias, P. O. Box 910, Navasota, Texas
(936) 825-6475 ecovarrubias@navasotatx.gov**

BOARDS AND COMMISSIONS APPLICATION FORM

Print

Submitted by:

Submitted On: 2024-04-24 17:48:31

Submission IP: (172.56.25.66)

proxy-IP (raw-IP)

Status: Acknowledged

Priority: Normal

Assigned To: Michelle Savensky

Due Date: Open



BOARDS AND COMMISSIONS APPLICATION FORM

Board of Adjustment. Addresses appeals filed with the City regarding application, interpretation, or reasonableness of certain ordinances of administrative decisions pertaining to zoning, variances for non-conforming uses of real property, appeals and variances regarding administration and provisions of flood damage control ordinances, etc. The Board of Adjustment has five regular members and 4 alternates appointed for staggered two year terms. Meetings are held on an "as required" basis. Members and alternates must be residents of and own real property in Navasota.

Parks and Recreation Committee. The Parks and Recreation Committee is an advisory body to the City Council on all matters relating to recreational facilities in Navasota. The Parks & Recreation Committee consists of seven appointed members. Terms of appointments are for two years. Meetings are normally held on the second Tuesday of every other month at 5:30pm, with occasional special meetings and projects held throughout the year. Members must be residents of Navasota.

Planning and Zoning Commission. P&Z acts on a wide variety of issues including zoning, platting of subdivisions, special use permits, long range planning and development, etc., and holds public hearings for citizen input. The Commission also develops and recommends planning and zoning ordinances to the City Council when appropriate. Appointments are normally for two years. Meetings are held on an "as required" basis. The members must be residents of Navasota and the must own real property within the city.

Navasota Economic Development Commission. The EDC advises the City Council with respect to promoting economic development in the city through promotion or expansion of existing businesses, as well as bringing new businesses into the Navasota area. The Commission consists of seven members who serve two year terms. This board meets on as "as required" basis. Members must be residents of Navasota.

Navasota Housing Authority Board. This board is an advisory body to the City Manager on all matters relating to the policies and procedure concerning the Housing Authority. The Housing Authority Board consists of five appointed members. Terms of appointments are for two years. Meetings are held quarterly.

Library Advisory Committee. This is an advisory body to the City Manager on all matters relating to the policies and procedures concerning the library. The Library Advisory Committee consists of five appointed members. Terms of appointment are for two years. Meetings are held quarterly.

Keep Navasota Beautiful Commission. KNB is an advisory body to the City Council in establishing a city-wide policy for decreasing the amount of loose refuse in the city, enhancing and preserving the city's natural beauty and encouraging the use of landscaping and the improvement of deteriorating features. The Commission shall consist of seven or more members. Terms of appointment are for two years. Meetings are held monthly.

Airport Advisory Board. The Airport Advisory Board is an advisory body to the City Manager on all matters relating to the Navasota Municipal Airport. The Board shall consist of seven members. Terms of appointment are for two years. Meetings are held quarterly.

* * *

* **SELECT THE BOARD, COMMISSION, OR COMMITTEE THAT YOU ARE APPLYING FOR:**

- ☐ AIRPORT ADVISORY BOARD
- ☐ BOARD OF ADJUSTMENT
- ☐ ECONOMIC DEVELOPMENT CORPORATION
- ☒ HOUSING AUTHORITY BOARD
- ☐ KEEP NAVASOTA BEAUTIFUL COMMISSION
- ☐ LIBRARY ADVISORY BOARD
- ☐ PARKS & RECREATION BOARD
- ☐ PLANNING & ZONING COMMISSION

SELECT THE ALTERNATE BOARD, COMMISSION, OR COMMITTEE THAT YOU ARE APPLYING FOR:

- ☐ AIRPORT ADVISORY COMMITTEE
- ☐ BOARD OF ADJUSTMENT
- ☐ ECONOMIC DEVELOPMENT CORPORATION
- ☐ HOUSING AUTHORITY BOARD
- ☒ KEEP NAVASOTA BEAUTIFUL COMMISSION
- ☐ LIBRARY ADVISORY BOARD
- ☐ PARKS & RECREATION BOARD
- ☐ PLANNING & ZONING COMMISSION

* **FULL NAME:**

Tiffany Woodard

MAIDEN NAME:

* **EMAIL ADDRESS:**

woodartc@gmail.com

* **PHONE NUMBER**

9368705749

GENDER:

☒ **FEMALE**

☐ **MALE**

* **MAILING ADDRESS:**

PO Box 1364, Navasota, Tx 77868

PHYSICAL ADDRESS:

115 Clayton St, Navasota, Tx 77868

OCCUPATION:

Caseworker with Adult Protective Services

ARE YOU A RESIDENT WITHIN THE CITY LIMITS OF THE CITY OF NAVASOTA?

☒ YES

☐ NO

DO YOU OWN PROPERTY WITHIN THE CITY LIMITS OF THE CITY OF NAVASOTA?

☐ YES

☒ NO

HIGH SCHOOL:

Navasota High School

COLLEGE:

Prairie View A&M University and Our Lady of the Lake University-San Antonio

TRADE OR BUSINESS SCHOOL:

HOBBIES

Reading and volunteering

ARE YOU CURRENTLY SERVING ON OTHER BOARDS, COMMISSIONS, OR COMMITTEES? IF YES, WHICH ONE?

☐ YES

☒ NO

PLEASE LIST ORGANIZATION MEMBERSHIPS AND POSITIONS HELD:

PLEASE LIST AREAS OF SPECIAL INTEREST OR SKILLS WHICH YOU FEEL MAY BE HELPFUL:

My special interest is assisting with Keep Navasota Beautiful by trying to get people to volunteer and trying to help senior citizens with housing resources in the community in which they live.

*** SIGNATURE:**

Tiffany Woodard

By typing your name electronically, you are agreeing that your electronic signature is the legal equivalent of your manual signature on this Form. You will receive a copy of this application after it has been sent to the City of Navasota.

Date

04/24/2024

Format: MM/DD/YYYY

BOARDS AND COMMISSIONS APPLICATION FORM

Print

Submitted by:

Submitted On: 2024-04-24 16:19:12

Submission IP: (72.47.128.49)

proxy-IP (raw-IP)

Status: Acknowledged

Priority: Normal

Assigned To: Michelle Savensky

Due Date: Open



BOARDS AND COMMISSIONS APPLICATION FORM

Board of Adjustment. Addresses appeals filed with the City regarding application, interpretation, or reasonableness of certain ordinances of administrative decisions pertaining to zoning, variances for non-conforming uses of real property, appeals and variances regarding administration and provisions of flood damage control ordinances, etc. The Board of Adjustment has five regular members and 4 alternates appointed for staggered two year terms. Meetings are held on an "as required" basis. Members and alternates must be residents of and own real property in Navasota.

Parks and Recreation Committee. The Parks and Recreation Committee is an advisory body to the City Council on all matters relating to recreational facilities in Navasota. The Parks & Recreation Committee consists of seven appointed members. Terms of appointments are for two years. Meetings are normally held on the second Tuesday of every other month at 5:30pm, with occasional special meetings and projects held throughout the year. Members must be residents of Navasota.

Planning and Zoning Commission. P&Z acts on a wide variety of issues including zoning, platting of subdivisions, special use permits, long range planning and development, etc., and holds public hearings for citizen input. The Commission also develops and recommends planning and zoning ordinances to the City Council when appropriate. Appointments are normally for two years. Meetings are held on an "as required" basis. The members must be residents of Navasota and must own real property within the city.

Navasota Economic Development Commission. The EDC advises the City Council with respect to promoting economic development in the city through promotion or expansion of existing businesses, as well as bringing new businesses into the Navasota area. The Commission consists of seven members who serve two year terms. This board meets on an "as required" basis. Members must be residents of Navasota.

Navasota Housing Authority Board. This board is an advisory body to the City Manager on all matters relating to the policies and procedure concerning the Housing Authority. The Housing Authority Board consists of five appointed members. Terms of appointments are for two years. Meetings are held quarterly.

Library Advisory Committee. This is an advisory body to the City Manager on all matters relating to the policies and procedures concerning the library. The Library Advisory Committee consists of five appointed members. Terms of appointment are for two years. Meetings are held quarterly.

Keep Navasota Beautiful Commission. KNB is an advisory body to the City Council in establishing a city-wide policy for decreasing the amount of loose refuse in the city, enhancing and preserving the city's natural beauty and encouraging the use of landscaping and the improvement of deteriorating features. The Commission shall consist of seven or more members. Terms of appointment are for two years. Meetings are held monthly.

Airport Advisory Board. The Airport Advisory Board is an advisory body to the City Manager on all matters relating to the Navasota Municipal Airport. The Board shall consist of seven members. Terms of appointment are for two years. Meetings are held quarterly.

* * *

* **SELECT THE BOARD, COMMISSION, OR COMMITTEE THAT YOU ARE APPLYING FOR:**

- ☐ AIRPORT ADVISORY BOARD
- ☐ BOARD OF ADJUSTMENT
- ☐ ECONOMIC DEVELOPMENT CORPORATION
- ☐ HOUSING AUTHORITY BOARD
- ☒ KEEP NAVASOTA BEAUTIFUL COMMISSION
- ☐ LIBRARY ADVISORY BOARD
- ☐ PARKS & RECREATION BOARD
- ☐ PLANNING & ZONING COMMISSION

SELECT THE ALTERNATE BOARD, COMMISSION, OR COMMITTEE THAT YOU ARE APPLYING FOR:

- ☐ AIRPORT ADVISORY COMMITTEE
- ☐ BOARD OF ADJUSTMENT
- ☐ ECONOMIC DEVELOPMENT CORPORATION
- ☐ HOUSING AUTHORITY BOARD
- ☒ KEEP NAVASOTA BEAUTIFUL COMMISSION
- ☐ LIBRARY ADVISORY BOARD
- ☐ PARKS & RECREATION BOARD
- ☐ PLANNING & ZONING COMMISSION

* **FULL NAME:**

Sierra Rush

MAIDEN NAME:

McGinty

* **EMAIL ADDRESS:**

sierrasimone2@gmail.com

* **PHONE NUMBER**

9364192008

GENDER:

- ☒ FEMALE
- ☐ MALE

* **MAILING ADDRESS:**

1118 chinski st

PHYSICAL ADDRESS:

OCCUPATION:

Business owner

ARE YOU A RESIDENT WITHIN THE CITY LIMITS OF THE CITY OF NAVASOTA?

☒ YES

☐ NO

DO YOU OWN PROPERTY WITHIN THE CITY LIMITS OF THE CITY OF NAVASOTA?

☐ YES

☒ NO

HIGH SCHOOL:

Navasota High School

COLLEGE:

TRADE OR BUSINESS SCHOOL:

HOBBIES

Reading and helping youth in the community

ARE YOU CURRENTLY SERVING ON OTHER BOARDS, COMMISSIONS, OR COMMITTEES? IF YES, WHICH ONE?

☒ YES

☐ NO

PLEASE LIST ORGANIZATION MEMBERSHIPS AND POSITIONS HELD:

Vice President- Our Youth Our Proof Cheer/Event Coordinator- Grimes County Youth Football Association

PLEASE LIST AREAS OF SPECIAL INTEREST OR SKILLS WHICH YOU FEEL MAY BE HELPFUL:

*** SIGNATURE:**

Sierra Rush

By typing your name electronically, you are agreeing that your electronic signature is the legal equivalent of your manual signature on this Form. You will receive a copy of this application after it has been sent to the City of Navasota.

Date

04/24/2024

Format: MM/DD/YYYY

BOARDS AND COMMISSIONS APPLICATION FORM

Print

Submitted by:

Submitted On: 2024-04-24 20:57:37

Submission IP: (64.72.43.35)

proxy-IP (raw-IP)

Status: Open

Priority: Normal

Assigned To: Michelle Savensky

Due Date: Open



BOARDS AND COMMISSIONS APPLICATION FORM

Board of Adjustment. Addresses appeals filed with the City regarding application, interpretation, or reasonableness of certain ordinances of administrative decisions pertaining to zoning, variances for non-conforming uses of real property, appeals and variances regarding administration and provisions of flood damage control ordinances, etc. The Board of Adjustment has five regular members and 4 alternates appointed for staggered two year terms. Meetings are held on an "as required" basis. Members and alternates must be residents of and own real property in Navasota.

Parks and Recreation Committee. The Parks and Recreation Committee is an advisory body to the City Council on all matters relating to recreational facilities in Navasota. The Parks & Recreation Committee consists of seven appointed members. Terms of appointments are for two years. Meetings are normally held on the second Tuesday of every other month at 5:30pm, with occasional special meetings and projects held throughout the year. Members must be residents of Navasota.

Planning and Zoning Commission. P&Z acts on a wide variety of issues including zoning, platting of subdivisions, special use permits, long range planning and development, etc., and holds public hearings for citizen input. The Commission also develops and recommends planning and zoning ordinances to the City Council when appropriate. Appointments are normally for two years. Meetings are held on an "as required" basis. The members must be residents of Navasota and the must own real property within the city.

Navasota Economic Development Commission. The EDC advises the City Council with respect to promoting economic development in the city through promotion or expansion of existing businesses, as well as bringing new businesses into the Navasota area. The Commission consists of seven members who serve two year terms. This board meets on as "as required" basis. Members must be residents of Navasota.

Navasota Housing Authority Board. This board is an advisory body to the City Manager on all matters relating to the policies and procedure concerning the Housing Authority. The Housing Authority Board consists of five appointed members. Terms of appointments are for two years. Meetings are held quarterly.

Library Advisory Committee. This is an advisory body to the City Manager on all matters relating to the policies and procedures concerning the library. The Library Advisory Committee consists of five appointed members. Terms of appointment are for two years. Meetings are held quarterly.

Keep Navasota Beautiful Commission. KNB is an advisory body to the City Council in establishing a city-wide policy for decreasing the amount of loose refuse in the city, enhancing and preserving the city's natural beauty and encouraging the use of landscaping and the improvement of deteriorating features. The Commission shall consist of seven or more members. Terms of appointment are for two years. Meetings are held monthly.

Airport Advisory Board. The Airport Advisory Board is an advisory body to the City Manager on all matters relating to the Navasota Municipal Airport. The Board shall consist of seven members. Terms of appointment are for two years. Meetings are held quarterly.

* * *

* **SELECT THE BOARD, COMMISSION, OR COMMITTEE THAT YOU ARE APPLYING FOR:**

- ☐ AIRPORT ADVISORY BOARD
- ☐ BOARD OF ADJUSTMENT
- ☐ ECONOMIC DEVELOPMENT CORPORATION
- ☐ HOUSING AUTHORITY BOARD
- ☒ KEEP NAVASOTA BEAUTIFUL COMMISSION
- ☐ LIBRARY ADVISORY BOARD
- ☐ PARKS & RECREATION BOARD
- ☐ PLANNING & ZONING COMMISSION

SELECT THE ALTERNATE BOARD, COMMISSION, OR COMMITTEE THAT YOU ARE APPLYING FOR:

- ☐ AIRPORT ADVISORY COMMITTEE
- ☐ BOARD OF ADJUSTMENT
- ☐ ECONOMIC DEVELOPMENT CORPORATION
- ☐ HOUSING AUTHORITY BOARD
- ☐ KEEP NAVASOTA BEAUTIFUL COMMISSION
- ☐ LIBRARY ADVISORY BOARD
- ☒ PARKS & RECREATION BOARD
- ☐ PLANNING & ZONING COMMISSION

* **FULL NAME:**

Sierra Higginbotham

MAIDEN NAME:

Cervantes

* **EMAIL ADDRESS:**

ci89@yahoo.com

* **PHONE NUMBER**

9792202939

GENDER:

- ☒ FEMALE
- ☐ MALE

* **MAILING ADDRESS:**

PO Box 1016 Navasota Texas

PHYSICAL ADDRESS:

OCCUPATION:

Assistant bookkeeper @ PA smith & Red Board

ARE YOU A RESIDENT WITHIN THE CITY LIMITS OF THE CITY OF NAVASOTA?

☒ YES

☐ NO

DO YOU OWN PROPERTY WITHIN THE CITY LIMITS OF THE CITY OF NAVASOTA?

☒ YES

☐ NO

HIGH SCHOOL:

Navasota HS

COLLEGE:

TRADE OR BUSINESS SCHOOL:

Massage school

HOBBIES

Softball, soccer

ARE YOU CURRENTLY SERVING ON OTHER BOARDS, COMMISSIONS, OR COMMITTEES? IF YES, WHICH ONE?

☐ YES

☒ NO

PLEASE LIST ORGANIZATION MEMBERSHIPS AND POSITIONS HELD:

NA

PLEASE LIST AREAS OF SPECIAL INTEREST OR SKILLS WHICH YOU FEEL MAY BE HELPFUL:

Try to make Navasota beautiful again .. help anyway I can . Hometown girl!

*** SIGNATURE:**

Sierra Higginbotham

By typing your name electronically, you are agreeing that your electronic signature is the legal equivalent of your manual signature on this Form. You will receive a copy of this application after it has been sent to the City of Navasota.

Date

04/24/2024

Format: MM/DD/YYYY



REQUEST FOR CITY COUNCIL AGENDA ITEM # 13.

Agenda Date Requested	05/13/2024
Requested By	Kristin Gauthier, Assistant City Manager
Department	Administration
Type	Report

Agenda Item

Consideration and possible action authorizing the City Manager to enter into a Professional Services Agreement with Burditt Consultants, LLC in the amount of \$57,750.00 for the Navasota Center and Pool Facility Feasibility Study Project. [Tiffany Byers, Community Services Director]

Summary & Recommendation

On February 20, 2024, the Parks and Recreation Board met to discuss potential budget items for Parks and Recreation for the FY 2024-25 budget. Staff presented a list of potential budget items, with an overall recommendation that a Parks & Recreation, Open Space, and Trails Master Plan be developed to guide maintenance and improvements to City parks over the next five (5) years. In addition, staff proposed hiring a consultant to conduct a feasibility study, concept design, and summary report, including public input, in the current fiscal year that will look at the Navasota Municipal Pool and pool house, Navasota Center, and Brule Park. This study will provide staff, the Board, and City Council with options about how to address this park area, pool, and facilities beginning in FY 2024-25. The recommendation of the Parks and Recreation Board was to move forward with identifying costs for the feasibility study to be conducted in the current fiscal year, and a city-wide Parks Master Plan that will be developed in the next fiscal year.

The Navasota Municipal Pool was constructed over 80 years ago as part of a Works Progress Administration (WPA) project. The age of the pool has presented the City with significant challenges, including a persistent issue of water leaks with an excessive monthly usage of over 300,000 gallons of water. The primary challenge in repairing water leaks at the pool is the age of the utility system. This, combined with other equipment failures, has made it a challenge to continue operating the pool each season. Before committing a large amount of funds to repairing the pool, staff would like to conduct a feasibility study to solicit community input on what they would like to see happen with the pool and surrounding park area. The goal of this study is to begin with a needs analysis of the Brule Park campus, including site assessments of the condition of the pool and Navasota Center; solicit community input on what park amenities they would like in that park campus; develop concepts for potential improvements based on stakeholder input; prepare a master plan for the park campus; develop pre-schematic designs; and prepare an Opinion of Probable Cost of design concept(s). This process will allow staff and City Council to review and discuss potential improvements to the park campus that can be budgeted in FY 2024-25. For next fiscal year, staff plans to budget \$75,000 for a complete Parks and Recreation, Open Space, and Trails Master Plan that will look at current conditions, needs, and potential improvements for all other park locations in the city.

Per Texas Government Code 2254, the City may enter into a Professional Services Agreement for

professional services, including landscape architecture. City staff contacted multiple professional landscape architecture firms to receive proposals for conducting a feasibility study of the Brule Park, Navasota Center, and Pool campus. These proposals were reviewed based on competence and qualifications to perform the services we are requesting. This project was not budgeted in the FY 2023-2024 budget. In FY 2023-24, staff budgeted for a Marketing and Multi-Media Specialist, a position which has not yet been hired. Staff proposes utilizing available funds from the Marketing and Multi-Media Specialist to pay for the above proposed feasibility study in FY 2023-24.

City staff recommends approval of a Professional Services Agreement with Burditt Consultants, LLC in the amount of \$57,750 for the Navasota Center and Pool Facility Feasibility Study Project.

Action Requested by Council
Approve or deny authorization for the City Manager to enter into a Professional Services Agreement with Burditt Consultants, LLC in the amount of \$57,750.00 for the Navasota Center and Pool Facility Feasibility Study Project.

Fiscal Impact	
Source of Funds:	General Fund
Account Number:	100-564-600.00
Amount Budgeted:	\$0.00
Amount Requested:	\$57,750
Budgeted Item Y/N?:	N

Attachments
PSA Burditt Consultants LLC

PROFESSIONAL SERVICES AGREEMENT

STATE OF TEXAS §
 §
COUNTY OF GRIMES §

THIS AGREEMENT is made and entered into as of the ____ day of _____, 2024, by and between the CITY OF NAVASOTA, a Texas home-rule municipal corporation, with its principal office at 200 E. McAlpine Street, Navasota, Texas 77868, hereinafter called “CITY” and BURDITT CONSULTANTS, LLC, with its principal office at 310 Longmire Road, Conroe, Texas 77304, hereinafter called “LANDSCAPE ARCHITECT.”

WITNESSETH, that in consideration of the covenants and agreements herein contained, the parties hereto do mutually agree as follows:

ARTICLE 1 **EMPLOYMENT OF LANDSCAPE ARCHITECT**

The CITY hereby contracts with the LANDSCAPE ARCHITECT, as an independent contractor, and the LANDSCAPE ARCHITECT hereby agrees to perform the services herein as stated in the sections to follow:

ARTICLE 2 **SCOPE OF SERVICES**

The LANDSCAPE ARCHITECT, upon the request of the CITY, shall perform the following landscape architecture design and other services related to the Navasota Community Center and Pool Facility Feasibility Study Project (the “Project”) in a professional manner:

- A. All those services set forth in the Scope of Basic Services and Fee Proposal documents, dated March 18, 2024, consisting of the March 18, 2024 proposal letter, Exhibit “A” Scope of Work and Fees, and Exhibit “B” Burditt Consultants, LLC 2024 Hourly Rate Sheet (the Terms and Conditions of the March 18, 2024 proposal are expressly excluded from this Agreement) which are attached hereto and made a part hereof, collectively referred to herein as Attachment “A” (consisting of 7 pages), as if written word for word herein. LANDSCAPE ARCHITECT shall not self-initiate any project or work.
- B. If authorized in writing by the City Manager, LANDSCAPE ARCHITECT shall furnish Additional Services or Supplemental Services that may be required because of changes in the scope, extent or character of the Project, in accordance with the provisions of Attachment “A.” These Additional Services or Supplemental Services, plus reimbursable expenses, will be paid for by the CITY on the basis set forth in Attachment “A,” up to the amount authorized in writing by the City Manager.

- C. If there is any conflict between the terms of this Agreement and the attachments/exhibits attached to this Agreement, the terms and conditions of this Agreement will control over the terms and conditions of the attachments/exhibits or task orders.

ARTICLE 3

PERIOD OF SERVICE

This Agreement shall become effective upon execution of this Agreement by the CITY and the LANDSCAPE ARCHITECT and shall remain in force for the period which may reasonably be required for the completion of the tasks requested by the CITY, and any required extensions approved in writing by the City Manager or designee. This Agreement may be sooner terminated in accordance with the provisions hereof. Time is of the essence in this Agreement. The LANDSCAPE ARCHITECT shall make all reasonable efforts to complete the services set forth herein as expeditiously as possible and to meet the schedule established by the CITY.

ARTICLE 4

COMPENSATION

- A. **COMPENSATION, BILLING AND PAYMENT:** For and in consideration of the professional services to be performed by the LANDSCAPE ARCHITECT herein, the CITY agrees to pay the lump sum amount of Fifty Seven Thousand Seven Hundred Fifty and No/100 Dollars (\$57,750.00) as shown in Attachment "A" which is attached hereto and made a part of this Agreement as if written word for word herein. There will be no expenses charged by LANDSCAPE ARCHITECT for Basic Services. Necessary expenses, such as copies (CAD plots), blue or blackline prints, xerox enlargements, shipping, etc. are already calculated into the Basic Services Fees.

Nothing contained in this Agreement shall require the CITY to pay for any work which is unsatisfactory, as reasonably determined by the City Manager, or which is not submitted in compliance with the terms of this Agreement. The CITY shall not be required to make any payments to the LANDSCAPE ARCHITECT when the LANDSCAPE ARCHITECT is in default under this Agreement.

It is specifically understood and agreed that the LANDSCAPE ARCHITECT shall not be authorized to undertake any work pursuant to this Agreement without first having obtained written authorization from the City Manager or designee. LANDSCAPE ARCHITECT shall not be compensated for any self-initiated projects or self-initiated work.

- B. **PAYMENT:** If the CITY fails to make payments due the LANDSCAPE ARCHITECT for services and expenses within thirty (30) days after CITY'S receipt of the LANDSCAPE ARCHITECT'S undisputed statement thereof, as provided in Chapter 2251, Texas Government Code, interest on overdue payments shall accrue at the rate as provided in Chapter 2251, Texas Government Code, provided, however, nothing herein shall require the CITY to pay the interest as set forth herein if the CITY reasonably determines that the work, or portion thereof, is unsatisfactory, in accordance with this Article 4, "Compensation."

ARTICLE 5
OBSERVATION AND REVIEW OF THE WORK

The LANDSCAPE ARCHITECT will exercise reasonable care and due diligence in discovering and promptly reporting to the CITY any defects or deficiencies in the work of the Project contractor, subcontractors and others providing work on the Project.

ARTICLE 6
OWNERSHIP OF DOCUMENTS

All documents prepared or furnished by the LANDSCAPE ARCHITECT (and LANDSCAPE ARCHITECT's subcontractors, if any) pursuant to this Agreement are instruments of service and shall become the property of the CITY upon the payment of the LANDSCAPE ARCHITECT pursuant to the terms of this Agreement. The LANDSCAPE ARCHITECT is entitled to retain copies of all such documents.

ARTICLE 7
INDEPENDENT CONTRACTOR

LANDSCAPE ARCHITECT shall provide services to CITY as an independent contractor, not as an employee of the CITY. LANDSCAPE ARCHITECT shall not have or claim any right arising from employee status.

ARTICLE 8
INDEMNITY AGREEMENT

THE LANDSCAPE ARCHITECT SHALL INDEMNIFY AND SAVE AND HOLD HARMLESS THE CITY AND ITS OFFICERS, AGENTS, AND EMPLOYEES FROM AND AGAINST ANY AND ALL LIABILITY, CLAIMS, DEMANDS, DAMAGES, LOSSES, AND EXPENSES, INCLUDING, BUT NOT LIMITED TO COURT COSTS AND REASONABLE ATTORNEY FEES INCURRED BY THE CITY, AND INCLUDING, WITHOUT LIMITATION, DAMAGES FOR BODILY AND PERSONAL INJURY, DEATH AND PROPERTY DAMAGE, RESULTING FROM THE NEGLIGENT ACTS OR OMISSIONS OR WILLFUL MISCONDUCT OF THE LANDSCAPE ARCHITECT OR ITS OFFICERS, SHAREHOLDERS, AGENTS, OR EMPLOYEES IN THE EXECUTION, OPERATION, OR PERFORMANCE OF THIS AGREEMENT.

NOTHING IN THIS AGREEMENT SHALL BE CONSTRUED TO CREATE A LIABILITY TO ANY PERSON WHO IS NOT A PARTY TO THIS AGREEMENT, AND NOTHING HEREIN SHALL WAIVE ANY OF THE PARTIES' DEFENSES, BOTH AT LAW OR EQUITY, TO ANY CLAIM, CAUSE OF ACTION, OR LITIGATION FILED BY ANYONE NOT A PARTY TO THIS AGREEMENT, INCLUDING THE DEFENSE OF GOVERNMENTAL IMMUNITY, WHICH DEFENSES ARE HEREBY EXPRESSLY RESERVED.

ARTICLE 9
TERMINATION OF AGREEMENT

- A. Notwithstanding any other provision of this Agreement, either party may terminate for convenience, without cause, by giving ten (10) days' advance written notice to the other party.
- B. This Agreement may be terminated in whole or in part in the event of either party substantially failing to fulfill its obligations under this Agreement. No such termination will be effective unless the other party is given (1) written notice (delivered by certified mail, return receipt requested) of intent to terminate and setting forth the reasons specifying the non-performance, and not less than thirty (30) calendar days to cure the failure; and (2) an opportunity for consultation with the terminating party prior to termination.
- C. If the Agreement is terminated prior to completion of the services to be provided hereunder, LANDSCAPE ARCHITECT shall immediately cease all services and shall render a final bill for services to the CITY within thirty (30) days after the date of termination. The CITY shall pay LANDSCAPE ARCHITECT for all services properly rendered and satisfactorily performed and for reimbursable expenses to termination incurred prior to the date of termination, in accordance with Article 4 "Compensation." Should the CITY subsequently contract with a new landscape architect for the continuation of services on the Project, LANDSCAPE ARCHITECT shall cooperate in providing information to the CITY and the new landscape architect. The LANDSCAPE ARCHITECT shall turn over all documents prepared or furnished by LANDSCAPE ARCHITECT pursuant to this Agreement to the CITY on or before the date of termination but may maintain copies of such documents for its use.

ARTICLE 10
RESPONSIBILITY FOR CLAIMS AND LIABILITIES

Approval by the CITY shall not constitute, nor be deemed a release of the responsibility and liability of the LANDSCAPE ARCHITECT, its employees, associates, agents, and subcontractors for the accuracy and competency of their designs or other work; nor shall such approval be deemed to be an assumption of such responsibility by the CITY for any defect in the design or other work prepared by the LANDSCAPE ARCHITECT, its employees, subcontractors, agents, and landscape architects.

ARTICLE 11
NOTICES

All notices, communications, and reports required or permitted under this Agreement shall be personally delivered or mailed to the respective parties by depositing same in the United States mail to the address shown below, certified mail, return receipt requested, unless otherwise specified herein. Mailed notices shall be deemed communicated as of three (3) days after mailing:

To LANDSCAPE ARCHITECT:

Burditt Landscape architects, LLC
Attn: Charles Burditt, President
310 Longmire Road
Conroe, Texas 77304

To CITY:

City of Navasota
Attn: Jason B. Weeks
City Manager
P.O. Box 910
Navasota, Texas 77868

All notices shall be deemed effective upon receipt by the party to whom such notice is given, or within three (3) days after depositing written notice in the U.S. mail with sufficient postage.

ARTICLE 12 **ENTIRE AGREEMENT**

This Agreement constitutes the complete and final expression of the agreement of the parties, and is intended as a complete and exclusive statement of the terms of their agreements, and supersedes all prior or contemporaneous offers, promises, representations, negotiations, discussions, communications, and agreements which may have been made in connection with the subject matter hereof.

ARTICLE 13 **SEVERABILITY**

If any provision of this Agreement is found or deemed by a court of competent jurisdiction to be invalid or unenforceable, it shall be considered severable from the remainder of this Agreement and shall not cause the remainder to be invalid or unenforceable. In such event, the parties shall reform this Agreement to replace such stricken provision with a valid and enforceable provision which comes as close as possible to expressing the intention of the stricken provision.

ARTICLE 14 **COMPLIANCE WITH LAWS**

The LANDSCAPE ARCHITECT shall comply with all federal, state, and local laws, rules, regulations, and ordinances applicable to the work covered hereunder as they may now read or hereinafter be amended.

ARTICLE 15 **INSURANCE**

LANDSCAPE ARCHITECT shall procure and maintain insurance during the term of this Agreement in accordance with the terms and conditions set forth herein below:

\$1,000,000 – General Liability

\$1,000,000 – Professional Liability

Commercial Automobile and Worker's Compensation in the amount required by state law.

ARTICLE 16
PERSONNEL

- A. The LANDSCAPE ARCHITECT represents that it has or will secure, at its own expense, all personnel required to perform all the services required under this Agreement. Such personnel shall not be employees or officers of, or have any contractual relations with, the CITY. LANDSCAPE ARCHITECT shall inform the CITY of any conflict of interest or potential conflict of interest that may arise during the term of this Agreement.
- B. All services required hereunder will be performed by the LANDSCAPE ARCHITECT or under its supervision. All personnel engaged in work shall be qualified and shall be authorized and permitted under state and local laws to perform such services.

ARTICLE 17
ASSIGNABILITY

The LANDSCAPE ARCHITECT shall not assign any interest in this Agreement and shall not transfer any interest in this Agreement (whether by assignment, novation, or otherwise) without the prior written consent of the CITY.

ARTICLE 18
MODIFICATION

No waiver or modification of this Agreement or of any covenant, condition, or limitation herein contained shall be valid unless in writing and duly executed by the party to be charged therewith, and no evidence of any waiver or modification shall be offered or received in evidence in any proceeding arising between the parties hereto out of or affecting this Agreement, or the rights or obligations of the parties hereunder, and unless such waiver or modification is in writing and duly executed; and the parties further agree that the provisions of this section will not be waived unless as set forth herein.

ARTICLE 19
MISCELLANEOUS

- A. The following attachments/exhibits are attached to and made a part of this Agreement:

Attachment "A" consisting of the March 18, 2024 proposal letter, Exhibit "A" Scope of Work and Fees, and Exhibit "B" Burditt Consultants, LLC 2024 Hourly Rate Sheet (the Terms and Conditions of the March 18, 2024 proposal are expressly excluded from this Agreement).
- B. LANDSCAPE ARCHITECT agrees that CITY shall, until the expiration of three (3) years after the final payment under this Agreement, have access to and the right to examine any directly pertinent books, documents, papers, and records of the LANDSCAPE ARCHITECT involving transactions relating to this Agreement. LANDSCAPE ARCHITECT agrees that CITY shall have access during normal working hours to all

- necessary LANDSCAPE ARCHITECT facilities and shall be provided adequate and appropriate working space in order to conduct audits in compliance with this section. CITY shall give LANDSCAPE ARCHITECT reasonable advance notice of intended audits.
- C. Venue of any suit or cause of action under this Agreement shall lie exclusively in Grimes County, Texas. This Agreement shall be construed in accordance with the laws of the State of Texas without regard to any conflicts of law provisions.
- D. For the purpose of this Agreement, the project manager of the work hereunder shall be Mark Goulas. However, nothing herein shall limit LANDSCAPE ARCHITECT from using other qualified and competent members of its firm to perform the services required herein.
- E. LANDSCAPE ARCHITECT shall commence, carry on, and complete any and all projects with all applicable dispatch, in a sound, economical, and efficient manner and in accordance with the provisions hereof. In accomplishing the work, LANDSCAPE ARCHITECT shall take such steps as are appropriate to ensure that the work involved is properly coordinated with related work being carried on by the CITY.
- F. When included in LANDSCAPE ARCHITECT'S scope of service, opinions or estimates of probable construction cost are prepared on the basis of LANDSCAPE ARCHITECT'S experience and qualifications and represent LANDSCAPE ARCHITECT'S judgment as a professional general familiar with the industry. However, since LANDSCAPE ARCHITECT has no control over the cost of labor, materials, equipment or services furnished by others, over contractor's methods of determining prices, or over competitive bidding or market conditions, LANDSCAPE ARCHITECT cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from LANDSCAPE ARCHITECT'S opinions or estimates of probable construction cost.
- G. The standard of care for all professional services performed or furnished by LANDSCAPE ARCHITECT under this Agreement will be the skill and care used by members of LANDSCAPE ARCHITECT'S profession practicing under similar circumstances at the same time and in the same locality. LANDSCAPE ARCHITECT makes no warranties, express or implied, under this Agreement or otherwise, in connection with LANDSCAPE ARCHITECT'S services.
- H. It is acknowledged by both parties that LANDSCAPE ARCHITECT'S scope of services does not include any services related to the presence at the site of asbestos, PCBs, petroleum, hazardous waste or radioactive materials. CITY acknowledges that LANDSCAPE ARCHITECT is performing professional services for CITY and LANDSCAPE ARCHITECT is not and shall not be required to become an "arranger," "operator," "generator" or "transporter" of hazardous substances, as defined in the Comprehensive Environmental Response, Compensation, and Liability Act of 1990 (CERCLA).
- I. Circumstances or events may occur that are outside the control of either party ("Force Majeure"). Neither party shall be deemed in default of this Agreement to the extent that

any delay or failure in the performance of its obligations results from any cause beyond its reasonable control and without its negligence.

- J. The CITY shall assist the LANDSCAPE ARCHITECT by placing at the LANDSCAPE ARCHITECT's disposal all reasonably available information pertinent to the Project, including previous reports, any other data relative to the Project, and arranging for the access thereto, and make all reasonable provisions for the LANDSCAPE ARCHITECT to enter in or upon public and private property as required for the LANDSCAPE ARCHITECT to perform services under this Agreement.
- K. The captions of this Agreement are for informational purposes only and shall not in any way affect the substantive terms or conditions of this Agreement.
- L. To the extent this Agreement is considered a contract for goods or services subject to 2270.002 Texas Government Code, LANDSCAPE ARCHITECT verifies that it: i) does not boycott Israel; and ii) will not boycott Israel during the term of this Agreement.
- M. Pursuant to Texas Government Code Chapter 2252, Subchapter F, LANDSCAPE ARCHITECT affirms that it is not identified on a list created by the Texas Comptroller of Public Accounts as a company known to have contracts with or provide supplies or services to a foreign terrorist organization.
- N. If this Agreement has a value of \$100,000 or more, and if LANDSCAPE ARCHITECT has more than 10 full-time employees, LANDSCAPE ARCHITECT'S signature herein below shall constitute written verification that the LANDSCAPE ARCHITECT: (1) does not boycott energy companies; and (2) will not boycott energy companies during the term of this Agreement.
- O. If this Agreement has a value of \$100,000 or more, and if LANDSCAPE ARCHITECT has more than 10 full-time employees, LANDSCAPE ARCHITECT'S signature herein below shall constitute written verification that LANDSCAPE ARCHITECT: (a) does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and (b) will not discriminate during the term of this Agreement against a firearm entity or firearm trade association.
- P. The prevailing party in any dispute under this Agreement will be entitled to recover from the non-prevailing party its reasonable attorney's fees, expenses and court costs in connection with any original action, any appeals, and any post-judgment proceedings to collect or enforce a judgment.

IN WITNESS HEREOF, the City of Navasota, Texas has caused this Agreement to be executed by its duly authorized representative, and LANDSCAPE ARCHITECT has executed this Agreement through its duly authorized representative on this the _____ day of _____, 20____.

CITY OF NAVASOTA, TEXAS

BURDITT CONSULTANTS, LLC

Jason B. Weeks, City Manager

Charles Burditt, President

ATTACHMENT "A"



ARCHITECTURE + LANDSCAPE ARCHITECTURE + URBAN PLANNING

March 18, 2024

Sent Via Email: kgauthier@navasotatx.gov

Ms. Kristin Gauthier
Assistant City Manager
City of Navasota
200 East McAlpine St.
Navasota, Tx 77868

RE: Navasota Community Center & Pool Facility Feasibility Study;
Scope of Work & Fee Proposal for Professional Architectural Services

Ms. Gauthier,

It was a pleasure meeting with you and other staff at the Community Center and Pool Complex and learning more about your interests in renovating or reconstruct these facilities. The assignment represents an exciting and important project for all the City, and if selected we look forward to working together to study, plan, and design with elected officials, staff, and community stakeholders. We will work closely together with the City to understand the potential program needs and usage strategies appropriate for both facilities.

Based upon our understanding of the project, the attached Exhibit A provides a detailed outline of our proposed Scope of Work. Further clarifications and conversations during the project kick-off meeting would serve to confirm key project tasks, associated milestones, and schedule for progress updates, selected stakeholders, and public outreach. The study and resulting campus master plan will ultimately serve as a roadmap for design and construction of these new or repurposed amenities.

Our proposal of work includes the following:

1. Facility reviews of the existing Community Center and Pool House Structure, including observable existing facility conditions, site conditions and opportunities.
2. Community engagement and public outreach, key stakeholder discussions, web-based survey, townhall meeting, etc.
3. Site master planning including accessibility, preliminary traffic impact review, drainage, existing landscape features and suitability for intended use.
4. Programming and concept scenarios of proposed improvements of both the Community Center and Pool House Facility.
5. Conceptual design services including development of a final Master Plan of the site including rendered illustrations of the proposed Pre-Schematic improvements.
6. Development of Opinion of Probable Costs (OPC) of proposed site improvements.
7. Submission of Final Report of Feasibility Study, Master Plan and Pre-Schematic designs, Final OPC, cursory needs analysis, and other supporting documentation.

ATTACHMENT "A"



The feasibility study will be conducted by our Licensed Architects, Landscape Architects, and Planners.

Thank you for the opportunity to submit our proposal to for this important project. We will enjoy programming and designing together, engaging the public together, and successfully completing the feasibility study in a way that creates a shared vision for the existing facilities and surrounding campus.

We are prepared to begin the project expeditiously upon the execution of this proposal for services or, the City's standard Professional Services Agreement. We can also suggest utilizing the American Institute of Architects (AIA) family of documents for this assignment. We understand you would like to complete the project in time for budget decisions. We will endeavor to complete final delivery of the project by the end of August 2024, sooner if possible. We look forward to discussing any questions you have or to address comments regarding revisions you see as appropriate.

Very sincerely,

A handwritten signature in blue ink that reads "Charles Burditt".

Charles Burditt
President

A handwritten signature in blue ink that reads "Mark Goulas".

Mark Goulas, AIA
Director of Design

Attachment: Exhibit "A" Scope of Services
Terms and Conditions
2024 Burditt Consultants Hourly Rate Sheet

Statement of Jurisdiction:

The Texas Board of Architectural Examiners has jurisdiction over complaints regarding a registrant's professional practices. The Board may be contacted at:

TEXAS BOARD OF ARCHITECTURAL EXAMINERS
P. O. BOX 12337 – AUSTIN, TX 78711-2337

Approval and Notice to Proceed:

By: _____ Date _____
CITY OF NAVASOTA

EXHIBIT A

Scope of Work and Fees

SCOPE OF WORK

The following Scope of Work was discussed during a meeting with various City staff on March 4, 2024. The overall Project requirements and subsequent Feasibility Study will be a detailed and iterative process; therefore, the following is not intended to be exhaustive. It does serve; however, to establish a basis of agreement that certain project parameters and undertakings are to be included in the Project Scope of Work.

I. PROGRAMMING PHASE: SITE ASSESSMENT, STAFF & SELECTED USER INTERVIEWS, COMMUNITY ENGAGEMENT, NEEDS ASSESSMENT, & PROGRAM DEVELOPMENT

1. Conduct initial Project Kickoff Meeting with City staff (and selected members of Council, various board members/staff, department representatives, or other key personnel) and Project Design Team. During this meeting, a recommended Project Schedule will be presented for consideration. Tasks will be addressed, and goals and objectives reaffirmed.
2. During initial meetings, we will confirm any previous design intentions and preliminary program needs the City has previously established, improvements and limits of work, team member roles.
3. Initiate a preliminary review of relevant regulatory and current City code requirements.
4. Conduct a review of the existing Community Center and Pool House facility including observable conditions of the buildings, associated systems, and existing campus site.
5. Receive from the City a sealed design survey document (topography, metes & bounds, easements, existing improvements, etc.) of the subject property. If available, also review any prior Geotechnical Report conducted when constructing the pool or pool mechanical area.
6. Conduct a site assessment of the subject property (including adjoining grounds), researching preliminary site attributes, such as topography, accessibility, preliminary site usage, drainage, existing landscape features/vegetation, tree canopy, and suitability for additional plantings and establishment.
7. Work closely with City to develop public engagement strategies, initiate public outreach with selected stakeholders, and develop web-based public survey.
8. Conduct high level needs analysis, including identification of local user program demands, and assessments of regional trends (i.e., splash pads vs. pools).
9. Develop initial Program Statement for both facilities from:
 - City programming meetings
 - Facility assessment
 - Site assessment
 - Public engagement efforts
 - Web-based public survey
 - Needs analysis
10. Present a draft of the Program Statement along with supporting data to City for review and comment.
11. Upon City approval, finalize the Program Statement prior to proceeding with the Concept Development and Concept Master Plan Phase. The approved Program Statement will direct the Team during concept development/pre-schematic phases.

II. CONCEPT DEVELOPMENT PHASE: DEVELOPMENT CONCEPTS OF NEW IMPROVEMENTS, SITE RELATED IMPROVEMENTS, FINAL MASTER PLAN, & INITIAL OPC

1. During this phase, the Project Schedule will be reaffirmed. Related objectives, tasks, and key milestones will be reviewed. Coordination of anticipated public outreach will be finalized.
2. Confirm design intentions and preliminary program needs, improvements, and limits of work. Additionally, review facility layout concepts as part of the intended development approach.
3. Initiate space planning and prioritize adjacencies per program needs as identified during Phase I. The conceptual facility pre-schematic plan(s) will be developed in association with the design concepts of the proposed Master Plan.
4. Provide optional concepts of the Master Plan. The Master Plan is an overall vision of the site layout and potential development of the subject property as related to the proposed planned improvements.
5. Prepare first Opinion of Probable Costs (OPC) of design concept(s) of the Master Plan and associated improvements.
6. Meet with City staff to review and revise concept(s) of the Master Plan and OPC.
7. Upon Client direction, present concept(s) of the Master Plan and selected rendered illustrations of associated proposed improvements.
8. Prepare presentation boards of the proposed Master Plan(s) and selected rendered illustrations of proposed improvements for a Townhall-style presentation for public review. One (1) Townhall meeting is planned as part of Public Outreach efforts.
9. The Design Team will revise a final concept as a Final Master Plan based upon review comments by the City. (Final Master Plan will be incorporated into the Final Feasibility Study).
10. Prepare Final Master Plan of proposed improvement concepts with an updated OPC. Typically, two (2) meetings with Staff should be sufficient to complete the refinements.
11. Present the Final Master Plan and OPC for approval to commence with the Pre-Schematic Design Phase & Feasibility Study document.

III. PRE-SCHEMATIC DESIGN PHASE & FEASIBILITY STUDY REPORT: PRE-SCHEMATIC DESIGN OF FACILITIES, SITE STRUCTURES, LANDSCAPING, and UPDATED OPC

1. During this phase, the Project Schedule will be reaffirmed. Related objectives, tasks, and key milestones will be reviewed. Dates for review of Draft Feasibility Study Report will be confirmed.
2. Reaffirm the Campus Master Plan and latest OPC with City.
3. Refine conceptual facility plans to finalize pre-schematic floor plans.
4. Develop pre-schematic exterior and selected interior views.
5. If additional site information is requested and authorized by the City, necessary subconsultants for evaluation of preliminary engineering considerations such as Civil, Structural, & MEP subconsultants will be engaged as Additional Services. (Currently, none are included in this high-level Feasibility Study).
6. Confirm sustainable development opportunities and associated systems to be considered as part of the Feasibility Study.
7. Update OPC in association with Pre-Schematic Design of facilities, site structures, parking, landscaping, and other improvements.
8. Meet with City for review and comment of Pre-Schematic Designs and updated OPC.
9. Draft Feasibility Study document for review and comment.
10. Revise Draft Feasibility Study per direction from City.
11. Prepare and submit Final Feasibility Study.
12. At the conclusion of this phase, submit bound copies of Final Feasibility Study along with reproducible electronic copies for web publishing or additional copying.

IV. BASIC SERVICES FEE PROPOSAL:

Based on the proposed 'Exhibit A' Scope of Work and general program currently understood, we propose the following lump sum fees:

A. FEASIBILITY STUDY SERVICES FEE \$57,750

- a. Services include the following:
 - i. Reviews of Community Center, Pool House Facility, and surrounding land parcel;
 - ii. Conduct Needs Analysis;
 - iii. Public Engagement Services;
 - iv. Site Assessment;
 - v. Programming;
 - vi. Conceptual Design;
 - vii. Campus Master Planning;
 - viii. Pre-Schematic Design Services and Renderings;
 - ix. Development of Opinion of Probable Cost (OPC);
 - x. Final Report of Feasibility Study, including Final Master Plan and Pre-Schematic designs of proposed improvements, related OPC, Needs Analysis, and other supporting documentation.

B. DELIVERABLES

- a. Hard-bound copies; 8 ½ x 11 format (Number of copies to be determined by Client as a Reimbursable Expense)
- b. An electronic copy (PDF) of the Final Feasibility Report will be provided.

V. ADDITIONAL SERVICES:

Based on the proposed Basic Services and general requirements currently understood, **no subconsultants are included for the study assignment**. However, if directed by City and upon approval and authorization, Preliminary Engineering (Civil, Structural, MEP) and IT subconsultants will be engaged at Cost Plus Ten Percent (10%). Proposals from recommended subconsultants would be provided to the City for review and approval.

CLIENT CHANGE OF PROJECT SCOPE:

Increases to Project Scope and Program beyond those addressed herein may be considered Additional Services and require mutually agreed upon fee adjustments.

REIMBURSABLE EXPENSES:

The only reimbursable expense anticipated will be the printing and binding of the Final Feasibility Study Document. The City will advise as to the number of copies required. Copies will be invoiced at cost plus ten percent (10%).

ATTACHMENT "A"

EXCLUSIONS TO BASIC SERVICES:

CLIENT requests for any of the following shall be considered Additional Services and compensation to CONSULTANT shall be made according to CONSULTANT's published 2023 hourly rates (attached) or fixed fees with prior approval by the CLIENT, or as an Additional Sub-Consultant service:

- a. Architectural and Engineering Services for full Schematic Design, Design Development, Construction Documents, Specifications, Bidding/Contract Award, and Construction Contract Administration.
- b. Archaeological Studies or Services.
- c. Surveying by a licensed surveyor; metes & bounds, easements, utilities, existing improvements, etc. (to be provided by City).
- d. Geotechnical engineering and report if determined to be necessary (to be provided by City).
- e. Ecological/Environmental or Hazardous Assessment.
- f. Studies for hazard remediation for Asbestos, Brownfield Sites, site contamination, and other hazardous elements.
- g. Re-design of key elements of project after Owner Approval has been given.
- h. Fire Alarm/Suppression System Design/Security Surveillance Design.
- i. Lighting Protection Systems/Design.
- j. Emergency Power Generation Systems/Design.
- k. Design of off-site utility infrastructure improvements.
- l. Drainage mitigation.
- m. Preparation of easements by separate instrument.
- n. Traffic impact analysis.
- o. LEED Design or Application/Audit.
- p. TDLR Fees for filing and recording of Architectural and Landscape Architectural Construction Documents with registration review and inspection for T.A.S. compliance.
- q. USACE 404 Permitting or other Wetland and Endangered Species Mitigation.
- r. Permits and/or fees as required by local authorities having jurisdiction.

(REMAINDER OF PAGE LEFT BLANK INTENTIONALLY)

ATTACHMENT "A"



EXHIBIT B

BURDITT CONSULTANTS, LLC 2024 HOURLY RATES*

HOURLY RATES APPLY ONLY TO ADDITIONAL SERVICES OR FOR REQUESTS MADE OUTSIDE OF BASIC SERVICES. ***NONE, CURRENTLY ARE REQUESTED. Hourly Basis Rates for Professional Services not covered under Basic Services and requested by Owner shall be at the following rates:**

DIVISION	CLASSIFICATION	RATE
DESIGN	Principal	\$225
	Program Manager	\$200
	Project Manager	\$175
	Project Architect	\$200
	Project Landscape Architect	\$200
	Licensed Irrigator	\$150
	Architect Associate	\$115
	Landscape Architect Associate	\$115
	CAD Design II	\$90
	CAD Design I	\$80
PLANNING	Senior Planner	\$160
	Planning Associate	\$150
	Geographic Information Systems (GIS) Planner	\$135
NATURAL RESOURCES	Natural Resource Planner/Forester	\$150
	Wetland Scientist	\$150
URBAN FORESTRY	Senior Urban Forester	\$160
ADMINISTRATION	Administrative Assistant II	\$70
	Administration Assistant I	\$55

Invoices are prepared monthly with payments due 30 days of receipt. Interest at the rate of 1½ % per month will be charged on all accounts not paid by the 30th day following the billing date. Reimbursable expenses and necessary sub-consultants not currently required by project Requested and Approved by Owner shall be invoiced at cost plus ten percent (10%).



REQUEST FOR CITY COUNCIL AGENDA ITEM # 14.

Agenda Date Requested	05/13/2024
Requested By	Lupe Diosdado, Development Services Director
Department	Development Services
Type	Ordinance

Agenda Item

Consideration and possible action on the first reading of Ordinance No. 1045-24, relating to speed zones which specifically designate additional areas along State Highway 90 in the City of Navasota in which rates of speed of thirty (30) miles per hour or more are authorized. [Lupe Diosdado, Development Services Director]

Summary & Recommendation

In October 2022 the Texas Department of Transportation Bryan District (TXDOT) conducted a speed zone study for State Highway 90. Over the last several months, the study underwent all applicable steps and internal approvals required from the State of Texas. The study included sections of State Highway 90 within Navasota city limits. The approved study has resulted in recommended speed limit changes east of State Highway 6. An ordinance enacting these changes is attached for City Council review, consideration and action. A copy of the strip map outlining the proposed changes is attached. City staff recommend the City Council approve Ordinance No. 1045-24.

Action Requested by Council

Approve or deny the first reading of Ordinance No. 1045-24, relating to speed zones which specifically designate additional areas along State Highway 90 in the City of Navasota in which rates of speed of thirty (30) miles per hour or more are authorized.

Attachments

Ordinance No. 1045-24
Strip Map SH 90

ORDINANCE NO. 1045-24

AN ORDINANCE RELATING TO SPEED ZONES WHICH SPECIFICALLY DESIGNATES ADDITIONAL AREAS IN THE CITY OF NAVASOTA IN WHICH RATES OF SPEED OF THIRTY (30) MILES PER HOUR OR MORE ARE AUTHORIZED; RESCINDING ALL PARTS OF ORDINANCES IN CONFLICT HERewith.

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

SECTION I. That any and all conflicting ordinances or parts of ordinances relating to speed zones on State Highway 90 ("SH 90") in the City of Navasota are hereby rescinded, and the following are additional specifically designated areas in which a rate of speed of thirty (30) miles per hour or more is authorized.

- A.) SH 90, for traffic moving in the easternly direction for 0.450 miles from the State Highway 6 ("SH 6") SB Frontage Road to the Navasota City Limit, the speed limit shall be forty (40) miles per hour. Within the limits of said forty (40) mile per hour speed zone, from approximately 650 feet east of SH 6 SB Frontage Road to approximately 120 feet west of the Navasota City Limit, the speed limit shall be thirty (30) miles per hour when so signed for a school zone.
- B.) SH 90, for traffic moving in a westerly direction for 0.450 miles from the Navasota City Limit to the SH 6 SB Frontage Road, the speed limit shall be forty (40) miles per hour. Within the limits of said forty (40) mile per hour speed zone, from approximately 120 feet west of the Navasota City Limit to approximately 650 feet east of SH 6 SB Frontage Road, the speed limit shall be thirty (30) miles per hour when so signed for a school zone.

SECTION II. WHEREAS, the preservation of the general welfare of the public necessitates immediate action, this Ordinance shall be effective from and after the date of its passage on second reading as provided by the Charter of the City of Navasota, Texas.

PASSED AND APPROVED THIS THE 13TH DAY OF MAY, 2024.

BERT MILLER, MAYOR

ATTEST:

SUSIE M. HOMEYER, CITY SECRETARY

**PASSED AND APPROVED ON SECOND READING THIS THE 28TH DAY OF MAY,
2024.**

BERT MILLER, MAYOR

ATTEST:

SUSIE M. HOMEYER, CITY SECRETARY

RURAL

BK 0315-03 MP 30.130
FWD 0315-04 MP 30.131

CR 444

CR 411

30.287

30.283

30.359

CREAGOR RANCH RD

MOCKINGBIRD LN
31.195

MATCH LINE MP 31.300
SEE SHEET NO. 2

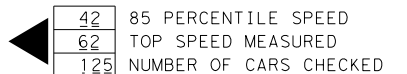
70

MINUTE NO. :	_____	DATE	____/____/____
REPLACES :	_____	DATE	____/____/____
REPLACED BY :	_____	DATE	____/____/____
CANCELLED BY :	_____	DATE	____/____/____

LIMITS OF ZONE

BEGINS

ENDS



● FATAL ACCIDENT
 ◐ PERSONAL INJURY ACCIDENT
 ○ PROPERTY DAMAGE ACCIDENT

INDICATES SECTION ZONED
BY COMMISSION MINUTE

 SIGNALIZED INTERSECTION

 TRIAL RUN

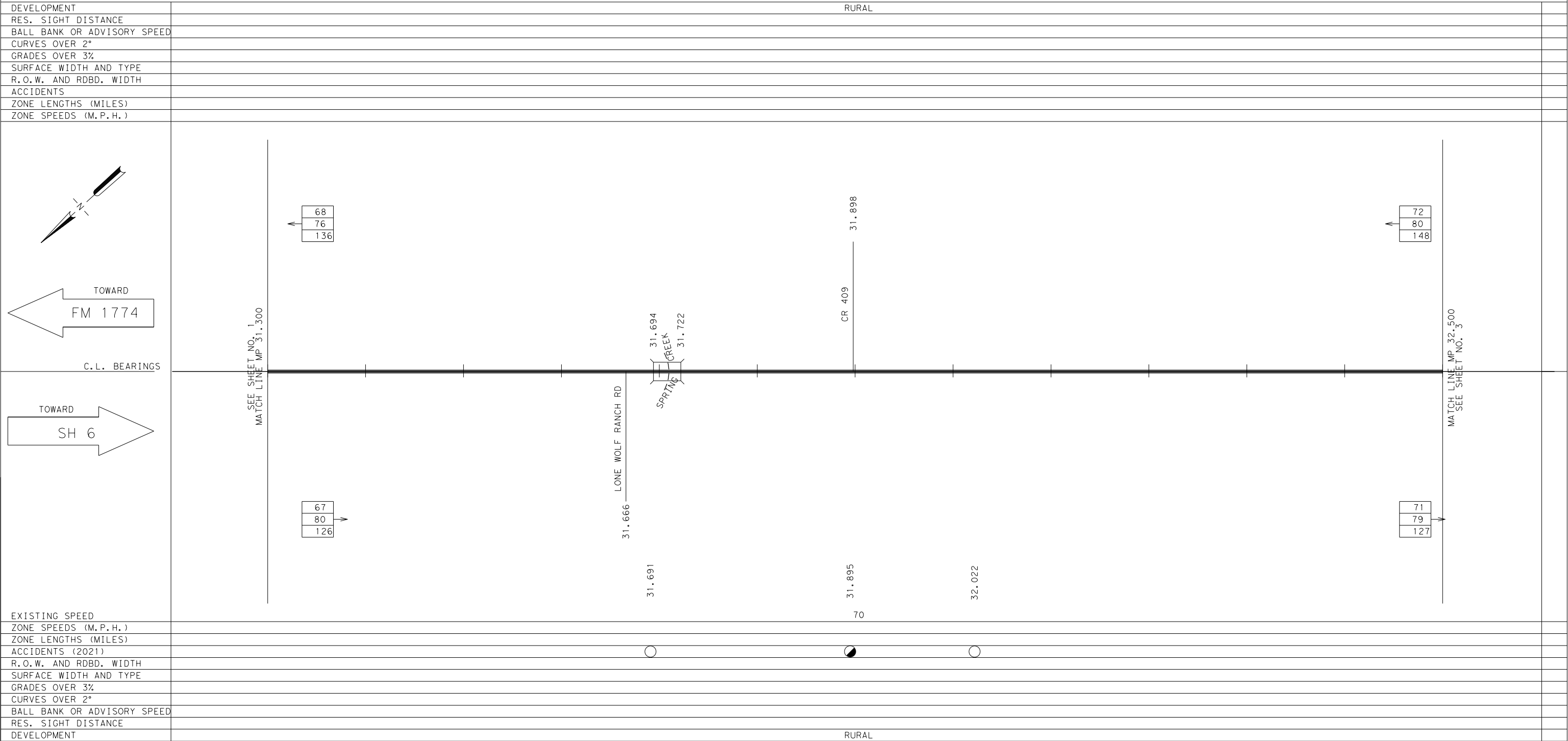
CONT. 0315 SEC. 04



SPEED STUDY
GRIMES COUNTY
SH 90

DESIGN TEAM	FED. RD. DIV. NO.	FEDERAL AID PROJECT NO.		SHEET NO.
				1
	STATE	STATE DIST. NO.	COUNTY	
	TX	BRY	GRIMES	
CHECKED	CONTROL NO.	SECTION NO.	JOB NO.	HIGHWAY NO.
	0315	04		SH 90

SH 90



DISTRICT: BRYAN	COUNTY: GRIMES	MINUTE NO. : _____	DATE __/__/__
HIGHWAY: SH 90	CITY: RURAL	REPLACES : _____	DATE __/__/__
DATE OF STUDY 10/19/2022	SCALE 10' = 1 MILE	REPLACED BY : _____	DATE __/__/__
		CANCELLED BY : _____	DATE __/__/__

LIMITS OF ZONE							
SECTION ONE				SECTION TWO			
LENGTH 4.592 MILES				LENGTH _____ MILES			
BEGINS	STA. OR M.P.	CONT. AND SECT.	PROJECT	BEGINS	STA. OR M.P.	CONT. AND SECT.	PROJECT
		0315-04			_____ + _____	_____ - _____	_____ (____)
ENDS	MP 30.131			ENDS	MP _____		
	STA. OR M.P.	CONT. AND SECT.	PROJECT		STA. OR M.P.	CONT. AND SECT.	PROJECT
		0315-04			_____ + _____	_____ - _____	_____ (____)
MP 34.723				MP _____			

42

62

125

85 PERCENTILE SPEED
TOP SPEED MEASURED
NUMBER OF CARS CHECKED

FATAL ACCIDENT
PERSONAL INJURY ACCIDENT
PROPERTY DAMAGE ACCIDENT

INDICATES SECTION ZONED BY COMMISSION MINUTE

SIGNALIZED INTERSECTION

TRIAL RUN

SPEED ZONE
CONT. 0315 SEC. 04

SPEED STUDY GRIMES COUNTY SH 90				
DESIGN TEAM	FED. NO. DIV. NO.	FEDERAL AID PROJECT NO.	SHEET NO.	
	STATE	STATE DIST. NO.	COUNTY	2
	TX	BRY	GRIMES	
CHECKED	CONTROL NO.	SECTION NO.	JOB NO.	HIGHWAY NO.
	0315	04		SH 90

42	85 PERCENTILE SPEED
62	TOP SPEED MEASURED
125	NUMBER OF CARS CHECKED

— INDICATES SECTION ZONED
BY COMMISSION MINUTE

 TRIAL RUN

CONT. 0315 SEC. 04


 Texas Department of Transportation

DESIGN TEAM	FED. RD. DIV.	FEDERAL AID PROJECT NO.		SHEET NO.
				3
	STATE	STATE DIST. NO.	COUNTY	
	TX	BRY	GRIMES	
CHECKED	CONTROL NO.	SECTION NO.	JOB NO.	HIGHWAY NO.
	0315	04		SH 90

	NAVASOTA INC.					
	<div style="display: flex; justify-content: space-between;"> <div> <p>TOWARD FM 1774</p> <p>C.L. BEARINGS</p> <p>TOWARD SH 6</p> </div> <div> <p>SEE SHEET NO. 3 MATCH LINE MP 33.700</p> <p>NINE S LN</p> <p>THANE RD</p> <p>CITY LIMIT</p> <p>NAVASOTA</p> <p>JACKSON ST</p> <p>RATTLER RD</p> <p>AUSTIANA HILLS DR</p> <p>SH 6 NBFR</p> <p>SH 6 NB</p> <p>SH 6 SB</p> <p>SH 6 SBFR</p> <p>BK SH 90 MP 34.723 FWD SH 105 MP 44.769</p> </div> </div>					
EXISTING SPEED	70	33.866	33.920	33.980	34.066	34.180
ZONE SPEEDS (M.P.H.)	65	60	60	60 BY CMO 107018	55 BY CMO 107018	40
ZONE LENGTHS (MILES)	0.702	0.200	0.207		0.450	
ACCIDENTS (2021)						
R.O.W. AND RDBD. WIDTH						
SURFACE WIDTH AND TYPE						
GRADES OVER 3%						
CURVES OVER 2°						
BALL BANK OR ADVISORY SPEED						
RES. SIGHT DISTANCE						
DEVELOPMENT						

42	85 PERCENTILE SPEED
62	TOP SPEED MEASURED
125	NUMBER OF CARS CHECKED

- 
- TRIAL RUN



SPEED STUDY

GRIMES COUNTY

SH 90

DESIGN TEAM	FED. RD. DIV. NO.	FEDERAL AID PROJECT NO.	SHEET NO.	
			4	
	STATE	STATE DIST. NO.		COUNTY
	TX	BRY		GRIMES
CHECKED	CONTROL NO.	SECTION NO.	JOB NO.	HIGHWAY NO.
	0315	04		SH 90



REQUEST FOR CITY COUNCIL AGENDA ITEM # 15.

Agenda Date Requested	05/13/2024
Requested By	Lupe Diosdado, Development Services Director
Department	Development Services
Type	Ordinance

Agenda Item

Consideration and possible action on the first reading of Ordinance No. 1046-24, relating to speed zones which specifically designate additional areas along State Highway 105 in the City of Navasota in which rates of speed of thirty (30) miles per hour or more are authorized. [Lupe Diosdado, Development Services Director]

Summary & Recommendation

In October 2022, the Texas Department of Transportation Bryan District (TXDOT) conducted a speed zone study for State Highway 105. Over the last several months, the study underwent all applicable steps and internal approvals required from the State of Texas. The study included sections of State Highway 105 within the Navasota city limits. The approved study has resulted in recommended speed limit changes west of State Highway 6. An ordinance enacting these changes is attached for City Council review, consideration and action. A copy of the strip map outlining the proposed changes is attached. City staff recommend the City Council approve Ordinance No. 1046-24.

Action Requested by Council

Approve or deny the first reading of Ordinance No. 1046-24, relating to speed zones which specifically designate additional areas along State Highway 105 in the City of Navasota in which rates of speed of thirty (30) miles per hour or more are authorized.

Attachments

Ordinance No. 1046-24
Strip Map SH 105

ORDINANCE NO. 1046-24

AN ORDINANCE RELATING TO SPEED ZONES WHICH SPECIFICALLY DESIGNATES ADDITIONAL AREAS IN THE CITY OF NAVASOTA IN WHICH RATES OF SPEED OF THIRTY (30) MILES PER HOUR OR MORE ARE AUTHORIZED; RESCINDING ALL PARTS OF ORDINANCES IN CONFLICT HERewith.

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

SECTION I. That any and all conflicting ordinances or parts of ordinances relating to speed zones on State Highway 105 ("SH 105") in the City of Navasota are hereby rescinded, and the following are additional specifically designated areas in which a rate of speed of thirty (30) miles per hour or more is authorized.

A.) SH 105, for traffic moving in an easterly direction for 0.390 miles from Fairway Drive, the speed limit shall be sixty (60) miles per hour. For the next 0.547 miles, the speed limit shall be fifty-five (55) miles per hour. For the next 0.356 miles, the speed limit shall be forty (40) miles per hour. For the next 1.763 miles to the State Highway 6 ("SH 6") SB Frontage Road, the speed limit shall be thirty (30) miles per hour.

B.) SH 105, for traffic moving in a westerly direction for 1.763 miles from the SH 6 SB Frontage Road, the speed limit shall be thirty (30) miles per hour. For the next 0.356 miles, the speed limit shall be forty (40) miles per hour. For the next 0.547 miles, the speed limit shall be fifty-five (55) miles per hour. For the next 0.390 miles to Fairway Drive, the speed limit shall be sixty (60) miles per hour.

SECTION II. WHEREAS, the preservation of the general welfare of the public necessitates immediate action, this Ordinance shall be effective from and after the date of its passage on second reading as provided by the Charter of the City of Navasota, Texas.

PASSED AND APPROVED THIS THE 13TH DAY OF MAY, 2024.

BERT MILLER, MAYOR

ATTEST:

SUSIE M. HOMEYER, CITY SECRETARY

**PASSED AND APPROVED ON SECOND READING THIS THE 28TH DAY OF MAY,
2024.**

BERT MILLER, MAYOR

ATTEST:

SUSIE M. HOMEYER, CITY SECRETARY

\$\$\$JOBNUM\$\$\$

\$\$\$SYTIME\$\$\$

PRF\$SPEC\$ROT\$SCALRURAL COMMERCIAL - INCREASING RESIDENTIAL DEVELOPMENT

42	85 PERCENTILE SPEED
62	TOP SPEED MEASURED
125	NUMBER OF CARS CHECKED

- INDICATES SECTION ZONED
BY COMMISSION MINUTE

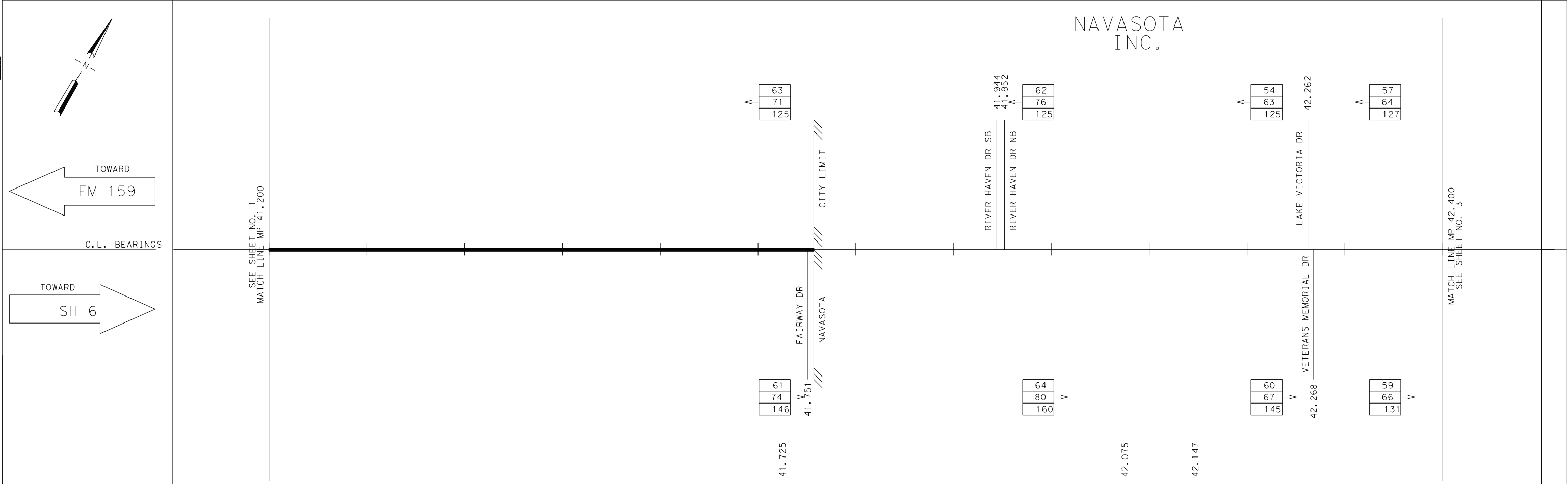
- 
- TRIAL RUN

CONT. 0315 SEC. 04

EDGN\$SPEC\$LEV

SH 105W

DEVELOPMENT	RURAL COMMERCIAL		SMALL URBAN COMMERCIAL	
RES. SIGHT DISTANCE				
BALL BANK OR ADVISORY SPEED				
CURVES OVER 2°				
GRADES OVER 3%				
SURFACE WIDTH AND TYPE				
R.O.W. AND RDBD. WIDTH				
ACCIDENTS				
ZONE LENGTHS (MILES)	1.757		0.547	
ZONE SPEEDS (M.P.H.)	60		55	



EXISTING SPEED	65	65 BY CMO 112489	65	55
ZONE SPEEDS (M.P.H.)	60	60	60	55
ZONE LENGTHS (MILES)	1.757	0.390		0.547
ACCIDENTS (2021)				
R.O.W. AND RDBD. WIDTH				
SURFACE WIDTH AND TYPE				
GRADES OVER 3%				
CURVES OVER 2°				
BALL BANK OR ADVISORY SPEED				
RES. SIGHT DISTANCE				
DEVELOPMENT	RURAL COMMERCIAL - INCREASING RESIDENTIAL DEVELOPMENT		SMALL URBAN COMMERCIAL	

DISTRICT: BRYAN	COUNTY: GRIMES	MINUTE NO. :	DATE __/__/__
HIGHWAY: SH 90	CITY: NAVASOTA	REPLACES :	DATE __/__/__
DATE OF STUDY 10/19/2022	SCALE 1" = 1 MILE	REPLACED BY :	DATE __/__/__
		CANCELLED BY :	DATE __/__/__

LIMITS OF ZONE			
SECTION ONE		SECTION TWO	
LENGTH 4.769 MILES		LENGTH ____ MILES	
BEGINS	STA. OR M.P. CONT. AND SECT. PROJECT	BEGINS	STA. OR M.P. CONT. AND SECT. PROJECT
	MP 40.000		MP
ENDS	STA. OR M.P. CONT. AND SECT. PROJECT	ENDS	STA. OR M.P. CONT. AND SECT. PROJECT
	MP 44.769		MP

42

62

125

85 PERCENTILE SPEED
TOP SPEED MEASURED
NUMBER OF CARS CHECKED

●

○

○

FATAL ACCIDENT
PERSONAL INJURY ACCIDENT
PROPERTY DAMAGE ACCIDENT

—

INDICATES SECTION ZONED
BY COMMISSION MINUTE

▲

SIGNALIZED INTERSECTION

○

TRIAL RUN

SPEED ZONE
CONT. 0315 SEC. 04


SPEED STUDY GRIMES COUNTY SH 105W			
DESIGN TEAM	FED. RD. DIV. NO.	FEDERAL AID PROJECT NO.	SHEET NO.
	TX	BRY GRIMES	2
CHECKED	CONTROL NO.	SECTION NO.	JOB NO. HIGHWAY NO.
	0315	04	SH 105W

[illegible]

42	85 PERCENTILE SPEED
62	TOP SPEED MEASURED
125	NUMBER OF CARS CHECKED

- INDICATES SECTION ZONED
BY COMMISSION MINUTE

-
- TRIAL RUN

 <i>Texas Department of Transportation</i>				
SPEED STUDY GRIMES COUNTY SH 105W				
DESIGN TEAM		FED. RD. DIV. NO.	FEDERAL AID PROJECT NO.	SHEET NO.
				3
		STATE	STATE DIST. NO.	
		TX	BRY GRIMES	
CHECKED	CONTROL NO.	SECTION NO.	JOB NO.	HIGHWAY NO.
	0315	04		SH 105W



REQUEST FOR CITY COUNCIL AGENDA ITEM # 16.

Agenda Date Requested	05/13/2024
Requested By	Lupe Diosdado, Development Services Director
Department	Administration
Type	Resolution

Agenda Item

Consideration and possible action on Resolution No. 768-24, accepting the water, sewer, gas, street, and underground storm water drainage improvements in Hidden Hills Phase 2, Block 5, Lots 1-10 and Block 6, Lots 1-11, except entrance signage, common areas, detention pond and open channel storm drainage improvements, in the City of Navasota, Texas. [Lupe Diosdado, Development Services Director]

Summary & Recommendation

Ante Development, LLC, has completed the second phase of the Hidden Hills Development. The extension of the roadway and other required utilities will allow for the construction of 31 new homes. The infrastructure expansion is substantially complete and has been inspected per applicable standards. The Resolution attached for City Council consideration formally accepts the water, sewer, gas, street and underground storm improvements for public dedication. City staff recommends approving Resolution No. 768-24.

Action Requested by Council

Approve or deny Resolution No. 768-24, accepting the water, sewer, gas, street, and underground storm water drainage improvements in Hidden Hills Phase 2, Block 5, Lots 1-10 and Block 6, Lots 1-11, except entrance signage, common areas, detention pond and open channel storm drainage improvements, in the City of Navasota, Texas.

Attachments

Resolution No. 768-24

RESOLUTION NO. 768-24

A RESOLUTION ACCEPTING THE WATER, GAS, SEWER, STREET AND UNDERGROUND STORM WATER DRAINAGE IMPROVEMENTS IN HIDDEN HILLS PHASE TWO, DESCRIBED AS BLOCK 5 LOTS 1-10, BLOCK 6 LOTS 1-11, EXCEPT ENTRANCE SIGNAGE, COMMON AREAS, DETENTION POND AND OPEN CHANNEL STORM DRAINAGE IMPROVEMENTS, IN THE CITY OF NAVASOTA, TEXAS

WHEREAS, Hidden Hills Phase two (2) is a thirty-one (31) lot subdivision developed by Ante Development, LLC; and

WHEREAS, water, gas, sewer, street, and underground storm drainage improvements were constructed by the developer; and

WHEREAS, said water, gas, sewer, street, and underground storm drainage improvements have been offered for dedication to public use forever; and

WHEREAS, the water, gas, sewer, street, and underground storm drainage improvements have been inspected by the City and found to be constructed in accordance with the City's Standards and Specifications; and

WHEREAS, the City of Navasota desires to formally accept the water, gas, sewer, street and underground storm drainage improvements of Hidden Hills Phase 2, described as BLOCK 5 LOTS 1-10, BLOCK 6 LOTS 1-11, except entrance signage, common areas, detention pond and open channel storm drainage improvements;

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

The City of Navasota hereby accepts the water, gas, sewer, street, and underground storm drainage improvements of Hidden Hills Phase 2 Subdivision, and specifically excepts from acceptance the entrance signage, all common areas, detention pond and open channel storm drainage improvements in the City of Navasota, Texas described as BLOCK 5 LOTS 1-10, BLOCK 6 LOTS 1-11, and authorizes the Mayor to execute any necessary documentation.

PASSED AND APPROVED THIS THE 13TH DAY OF MAY, 2024.

BERT MILLER, MAYOR

ATTEST:

SUSIE M. HOMEYER, CITY SECRETARY



REQUEST FOR CITY COUNCIL AGENDA ITEM # 17.

Agenda Date Requested 05/13/2024
Requested By Jason Weeks, City Manager
Department Administration
Type Report

Agenda Item

Consideration and possible action on creating a subcommittee to decide the best use of the Horlock House Art Gallery and History Museum as well as the immediate repairs that are needed. [Jason Weeks, City Manager]

Summary & Recommendation

At the November 27, 2023, City Council Workshop, City staff presented to Council the repairs needed to be made at the Horlock House Art Gallery and History Museum (Horlock House). Staff had identified a plan for repairing the exterior painting, installing a new roof, and repairing the HVAC system. Annually, the City budgets approximately \$21,000 for maintaining and operating the Horlock House. At the conclusion of the workshop, the City Council recommended the City Manager to provide cost estimates for needed repair/rehab work to both the exterior and interior of the Horlock House. City staff contacted Phoenix I Restoration and Construction, Ltd. to obtain cost estimates for consulting fees and the full construction cost for the repairs, rehabilitation, and restoration work needed to address the concerns of the Horlock House.

At the April 22, 2024, City Council Workshop, City staff and a representative from Phoenix I Restoration and Construction presented to the Council the estimated costs for the consulting fees for Architectural/Engineering, Geotechnical Report, Property Survey, Hazardous Survey, ADA Review as well as the estimated cost of the rehabilitation construction for the Horlock House restoration, which was over \$1.7 million. Due to the current maintenance and repair requirements of the Horlock House, along with the termination of the Navasota Artist in Residence (NAIR) program, staff recommended that the City Council discuss the future of the property's maintenance and operations as well as how to proceed with the needed repairs and rehabilitation work of the Horlock House.

During the workshop, there were no other attendees other than the Navasota Grimes County Chamber of Commerce, which showed an interest in occupying the Horlock House. Additionally, the council asked for staff to receive a prioritization of the recommended repairs from the third party consultant, which has been provided. After further discussions with the Executive Director of the Chamber of Commerce, staff believe this organization is the best permanent & sustainable tenant of the Horlock House. Therefore, staff is requesting the Mayor assign two Council members to serve on a subcommittee that will work with City staff and a subcommittee of the Chamber Board Members to work out the details.

Action Requested by Council

Appoint a subcommittee of two (2) Council members for the Horlock House Art Gallery and History Museum.

Attachments

Horlock House Budget Estimate



**Horlock House
Order of Magnitude Budget Estimate**

4/30/2024

CSI DIVISION		BUDGET AMOUNT	NOTES
Division 1 - General Conditions		\$ 139,400.00	Includes project management, site supervision, fencing, trailers, equipment, etc.
Division 2 - Demolition/Site Work/Grading/Landscape		\$ 61,800.00	Includes site work, grading, utilities, landscape
Division 3 - Structural Foundation Work		\$ 106,200.00	Includes concrete and structural foundation repairs
Division 4 - Masonry		\$ 27,700.00	Includes masonry work at existing foundation columns
Division 5 - Steel/Metals		\$ -	
Division 6 - Carpentry/Millwork		\$ 112,400.00	Includes siding repairs, porch/rails, floor/roof framing repairs, cabinets
Division 7 - Roofing/Waterproofing		\$ 47,600.00	Includes new roof and flashings
Division 8 - Doors/Windows/Hardware		\$ 224,800.00	Includes new doors, windows, and hardware
Division 9 - Finishes		\$ 97,100.00	Includes drywall, flooring, paint
Division 10 - Specialties		\$ 4,600.00	Includes toilet accessories and signage
Division 11 - Equipment		\$ -	
Division 12 - Furnishings (Window Treatments)		\$ 13,700.00	Includes window treatments (blinds or shades)
Division 13 - Special Construction (Abatement Allowance)		\$ 20,000.00	Includes allowance for asbestos or lead paint remediation
Division 14 - Conveying Systems		\$ -	
Division 21 - Fire Suppression		\$ -	
Division 22 - Plumbing		\$ 52,100.00	Includes plumbing and plumbing fixtures
Division 23 - HVAC		\$ 79,900.00	Includes heating and air conditioning
Division 26 - Electrical		\$ 67,300.00	Includes electrical and light fixtures
Division 27 - Communications/Security (Allowance)		\$ 16,000.00	Includes allowance for security and data
Division 28 - Fire Alarm (Allowance)		\$ 22,000.00	Includes allowance for fire alarm
Division 33 - Utilities		\$ 28,700.00	Includes new utilities (water supply and sanitary sewer)
Fencing (Allowance)		\$ 20,000.00	Includes allowance for new permanent fencing
Accessibility Allowance		\$ 34,000.00	Includes allowance for misc. scopes to bring building up to ADA standards
Subtotal		\$ 1,175,300.00	
Contractor Contingency (2%)		\$ 23,506.00	Contingency for contractor's use if existing scopes exceed projected cost
Contractor OH&P (13%)		\$ 155,844.78	Contractor's overhead and profit markup



**Horlock House
Order of Magnitude Budget Estimate**

4/30/2024

Bonds and Insurance (2.5%)		\$ 33,866.27	Contractor's costs for insurance and bonds
Owner Contingency (10%)		\$ 138,851.70	Contingency for owner's use if additional scopes of work are needed
Subtotal (Construction Cost):		\$ 1,527,368.75	
Estimated Consulting Costs:			
Architectural/Engineering Fees (13%)		\$ 198,557.94	Cost for architectural and engineering services
Geotechnical Report		\$ 4,600.00	Cost for geotechnical report (required for foundation work)
Property Survey		\$ 3,800.00	Cost for survey
Hazardous Materials Survey		\$ 6,400.00	Cost for hazardous materials report (required by law)
ADA Review		\$ 3,200.00	Cost for ADA report and inspection
Grand Total		\$ 1,743,926.69	
NOTE: This budget is based on current costs; if the project is delayed, please account for an additional 10% per year for inflation.			-
Red highlighted scopes are required			
Blue highlighted scopes are first priority			
Green highlighted scopes are second priority			
Orange highlighted scopes are lowest priority			



REQUEST FOR CITY COUNCIL AGENDA ITEM # 18.

Agenda Date Requested 05/13/2024
Requested By Susie Homeyer, City Secretary
Department Administration
Type Report

Agenda Item

Consent agenda: The following items may be acted upon with one motion and a vote. No separate discussion or action is necessary unless requested by the Mayor or City Council members, in which event the item will be removed from the Consent Agenda for separate discussion and/or action by the City Council as part of the regular agenda. [City Council]

Consent agenda items are:

- A. Approve the minutes for the month of April 2024.
- B. Approve the Municipal Court report for the month of April 2024.
- C. Approve the financials for the month of April 2024.

Summary & Recommendation

Consent agenda items may be acted upon with one motion and a vote. No separate discussion or action is necessary unless requested by the Mayor or City Council members, in which event the item will be removed from the Consent Agenda for separate discussion and/or action by the City Council as part of the regular agenda.

- A. Staff have placed the minutes for the month of April 2024 on the consent agenda.
- B. Staff have placed the Municipal Court Report for April 2024 on the consent agenda.
- C. Staff have placed the financials for April 2024 on the consent agenda.

Action Requested by Council

Approve or deny the consent agenda items: The minutes for April 2024, the Municipal Court Report for April 2024 and the Financials for April 2024.

Attachments

Minutes - 04/08/2024
Minutes - 04/22/2024 - Workshop
Minutes - 04/22/2024
Municipal Court Report
Financials

**MINUTES
REGULAR MEETING
APRIL 8, 2024**

The City Council of the City of Navasota, Grimes County, Texas met at the City Council Chambers, Room No. 161, located at 200 E. McAlpine Street at 6:00 p.m., Navasota, Texas on the above date with the following being present:

**Bernie Gessner, Mayor Pro-Tem, Place # 1
Pattie Pederson, Councilmember, Place # 2
Josh M. Fultz, Councilmember, Place # 3
Bert Miller, Mayor, Place # 4
James Harris, Councilmember, Place # 5**

Thus constituting a quorum.

STAFF PRESENT: Jason Weeks, City Manager; Susie M. Homeyer, City Secretary; Jennifer Reyna, Public Works Director; Cary Bovey, Legal Counsel; Jon MacKay, Graduate Engineer; Lupe Diosdado, Development Services Director; Jason Katkoski, Fire Chief/EMC; Mike Mize, Chief of Police; Nicholas Koski, Building Official; Andrew Drake, Police Officer; Diego, Drug Dog; and Kristin Gauthier, Assistant City Manager.

VISITORS: Connie Clements, Deborah Richardson, Mac Vaughn, Jay Boland and Matt Cecil.

THE ITEMS ON THE AGENDA WERE TAKEN UP IN DUE ORDER AS FOLLOWS:

1. Mayor Bert Miller called the meeting to order at 6:00 p.m.
2. Invocation was given by Rev. Matt Cecil. The City Council, staff members and visitors then recited the Pledge of Allegiance to the American Flag and the Texas Flag.
3. Remarks of visitors: None.
4. Staff report:
 - (a) Michael Mize, Chief of Police, introduced K9 Officer Andrew Drake and Diego the drug dog.
 - (b) Jon MacKay, Graduate Engineer, gave an update on the CIP projects.

(c) Councilmember James Harris gave an update on the latest Planning and Zoning meeting. Councilmember Pattie Pederson gave an update on Texas Historical Conference that she attended.

(d) Councilmembers and staff informed the audience about upcoming events.

5. A public hearing was held regarding a zoning change submitted to the City of Navasota by PWP Land Co., LLC for the property located in the A0055-D. Tyler Abstract adjacent to State Highway 105 W to change the zoning from A/O: Agricultural/Open Space District to B-1: General Business District. The property is legally described as A0055-0 D. Tyler, Tract 4-6, Acres 7.251, (R77990) located in Navasota, Grimes County, Texas 77868. Mayor Bert Miller opened the public hearing at 6:19 p.m. Lupe Diosdado, Development Services Director, briefly went over the requested zoning change. Citizen Deborah Richardson addressed the City Council and asked that they keep lighting in mind when development occurs. With no other comments, Mayor Bert Miller closed the public hearing at 6:26 p.m.

Councilmember Josh Fultz moved to approve the first reading of Ordinance No. 1044-24, amending the official zoning map of the City of Navasota, Texas to rezone the following property from A/O: Agriculture/Open Space District to B-1: General Business District: A0055-0 D. Tyler, Tract 4-6, Acres 7.251 (R7790) in Navasota, Grimes County, Texas 77868, seconded by Mayor Pro-Tem Bernie Gessner and with each Councilmember voting AYE, the motion carried.

6. Councilmember Pattie Pederson moved to approve the first reading of Ordinance No. 1043-24, amending Chapter 3 Building Regulations, Article 3.02 Technical and Construction Codes and Standards, Division 5, Electricity, Part V, Electrical Code and Technical Requirements, of the Code of Ordinances, City of Navasota, Texas, seconded by Mayor Bert Miller and with each Councilmember voting AYE, the motion carried.

7. Councilmember Bernie Gessner moved to approve the consent agenda which consist of the minutes for the month of March 2024, the Municipal Court report for March 2024 and the second reading of Ordinance No. 1041-24, amending Chapter 10, Subdivision Regulation, Article 10.02 Subdivision Ordinance, Exhibit 10A Subdivision Development Ordinance, Article 7, Requirements for improvement, reservations, and design of the Code of Ordinances of the City of Navasota, Texas by amending Section 7.03 Streets, 7.08.04 Utility Location Standards and 7.13 Regulation of cluster mailbox units, seconded by

Councilmember Josh Fultz and with each Councilmember voting AYE, the motion carried.

8. Mayor Bert Miller adjourned the meeting at 6:41 p.m.

BERT MILLER, MAYOR

ATTEST:

SUSIE M. HOMEYER, CITY SECRETARY

MINUTES
SPECIAL MEETING - WORKSHOP
APRIL 22, 2024

The City Council of the City of Navasota, Grimes County, Texas met at the City Council Chambers, Room No. 161, located at 200 E. McAlpine Street at 4:30 p.m., Navasota, Texas on the above date with the following being present:

Bernie Gessner, Mayor Pro-Tem, Place # 1
Pattie Pederson, Councilmember, Place # 2
Josh M. Fultz, Councilmember, Place # 3
Bert Miller, Mayor, Place # 4
James Harris, Councilmember, Place # 5

Thus constituting a quorum.

STAFF PRESENT: Jason Weeks, City Manager; Susie M. Homeyer, City Secretary; Jennifer Reyna, Public Works Director; Cary Bovey, Legal Counsel; Jon MacKay, Graduate Engineer; Lupe Diosdado, Development Services Director; Jason Katkoski, Fire Chief/EMC; Mike Mize, Chief of Police; Jose Coronilla, Assistant Public Works Director and Michael Lopez, Parks and Recreation Maintenance Crew Leader.

VISITORS: Connie Clements, Deborah Richardson, Dia Copeland, Betsy Lehnert, Julie Horn, Julie Peters, Kathy Wells, Kyle Moncrief (by zoom); Betty Dunn, Lucy Ybarra, Anne Marie Wood, Pat Arden and Sherry Gillespie.

THE ITEMS ON THE AGENDA WERE TAKEN UP IN DUE ORDER AS FOLLOWS:

1. Mayor Bert Miller called the meeting to order at 4:30 p.m.
2. Remarks of visitors: Citizen Julie Peters addressed the City Council concerning the Horlock House. She stated that it was an investment to the community and a good link to the Navasota History. Navasota/Grimes County Chamber of Commerce Director Lucy Ybarra addressed the City Council also concerning the Horlock House. She doesn't want the Horlock wasted, nor does she want city monies wasted either. She asked that the City Council consider an organization that would keep it open on a regular basis.
3. A workshop was held on the Horlock House Art Gallery and History Museum. City Manager Jason Weeks briefly went over the repairs needed at the Horlock House. Kyle Moncrief, a representative of Phoenix I Restoration and Construction Company, went over a detailed list, along with cost estimates, of what it would approximately cost the City to repair the Horlock House. Mr. Moncrief informed the City Council that the City really needed a design team to

give a true estimate of the repairs. He also suggested that the house not be occupied until repairs were made.

Mayor Pro-Tem Bernie Gessner went over the history of the Horlock House.

It was the consensus of the City Council for the City Manager to prepare a Request for Qualifications for architectural and engineering services. Mayor Pro-Tem Bernie Gessner also suggested forming a committee after the May 4, 2024 election.

4. Mayor Bert Miller adjourned the meeting at 5:52 p.m.

BERT MILLER, MAYOR

ATTEST:

SUSIE M. HOMEYER, CITY SECRETARY

**MINUTES
REGULAR MEETING
APRIL 22, 2024**

The City Council of the City of Navasota, Grimes County, Texas met at the City Council Chambers, Room No. 161, located at 200 E. McAlpine Street at 6:00 p.m., Navasota, Texas on the above date with the following being present:

**Bernie Gessner, Mayor Pro-Tem, Place # 1
Pattie Pederson, Councilmember, Place # 2
Josh M. Fultz, Councilmember, Place # 3
Bert Miller, Mayor, Place # 4
James Harris, Councilmember, Place # 5**

Thus constituting a quorum.

STAFF PRESENT: Jason Weeks, City Manager; Susie M. Homeyer, City Secretary; Jennifer Reyna, Public Works Director; Cary Bovey, Legal Counsel; Jon MacKay, Graduate Engineer; Lupe Diosdado, Development Services Director; Jason Katkoski, Fire Chief/EMC; Mike Mize, Chief of Police; Kristin Gauthier, Assistant City Manager; Taylor Hughes, Marketing and Communication Manager; Jose Coronilla, Assistant Public Works Director; Pat Gruner, Navasota Municipal Judge and Peggy Johnson, HR Director.

VISITORS: Connie Clements, Deborah Richardson, Mac Vaughn, Bettye Tompkins, Tim Wolff, Zac Votaw, Trey Allen, Mario Costillo, Guadalupe Costillo, Janet Alvarado, Jessica Sanchez, Heriberta Vasquez, Maricela, Maria Mondragon, Mayra Cerda, Celia Bautista, Mireya Tovar, Herberto Olveras, John Sanders Dia Copeland and others.

THE ITEMS ON THE AGENDA WERE TAKEN UP IN DUE ORDER AS FOLLOWS:

1. Mayor Bert Miller called the meeting to order at 6:00 p.m.
2. Invocation was given by Paster Bettye Tompkins. The City Council, staff members and visitors then recited the Pledge of Allegiance to the American Flag and the Texas Flag.
3. Remarks of visitors: Citizen Deborah Richardson addressed the City Council about the Horlock House workshop that was held prior to this meeting. She asked the City Council to consider rain barrels, solar panels and lighting when renovating the Horlock House.

4. Staff report:

- (a) Bert Miller, Mayor, presented the Navasota I.S.D. Boys Varsity Soccer Team with a proclamation for their successful 2023-2024 season.
- (b) The introduction of Derrick Hodge, Cadet Police Officer, was postponed until a future date.
- (c) Peggy Johnson, HR Director, recognized Municipal Judge Pat Gruner for five years of service.
- (d) Susie Homeyer, City Secretary, gave an update on early voting dates.
- (e) Jon MacKay, Graduate Engineer, gave an update on the CIP projects.
- (f) Mayor Pro-Tem Bernie Gessner gave an update on the latest Planning and Zoning meeting.
- (g) Councilmembers and staff informed the audience about upcoming events.

5. Councilmember Josh Fultz moved to approve Resolution No. 764-24, authorizing the Mayor to approve a multiple use agreement for the installation of automated license plate recognition cameras on TxDOT rights-of-ways, seconded by Councilmember Pattie Pederson and with each Councilmember voting AYE, the motion carried.

6. Mayor Pro-Tem Bernie Gessner moved to award the contract for Elevated Storage Tank Number 3 to Caldwell Tanks in the amount of \$2,949,700.00, seconded by Councilmember Josh Fultz and with each Councilmember voting AYE, the motion carried.

7. Councilmember Josh Fultz moved to award the contract for Water Well Number 8 to Weisinger Incorporated in the amount of \$1,436,500.00, seconded by Councilmember Pattie Pederson and with each Councilmember voting AYE, the motion carried.

8. Mayor Pro-Tem Bernie Gessner moved to approve the consent agenda which consist of the financials for the month of March 2024, the second reading of Ordinance No. 1043-24, amending Chapter 3 Building Regulations, Article 3.02 Technical Requirements, of the Code of Ordinances, City of Navasota, Texas and the second reading of Ordinance No. 1044-24, amending the official zoning map of the City of Navasota, Texas to rezone the following property from A/O:

Agriculture/Open Space District to B-1: General Business District: A0055-0 D. Tyler, Tract 4-6, Acres 7.251 (R7790) in Navasota, Grimes County, Texas 77868, seconded by Councilmember Josh Fultz and with each Councilmember voting AYE, the motion carried.

8. Mayor Bert Miller adjourned the meeting at 6:49 p.m.

BERT MILLER, MAYOR

ATTEST:

SUSIE M. HOMEYER, CITY SECRETARY

Official Municipal Court Monthly Report

Month April Year 2024

Municipal Court for the City of NAVASOTA

Presiding Judge PATRICIA GRUNER

If new, date assumed office _____

Court Mailing Address 200 E. MCALPINE

City NAVASOTA, TX Zip 77868

Phone Number 936-825-6268

Fax Number 936-825-7280

Court's Public Email COURT@NAVASOTATX.GOV

Court's Website <http://WWW.NAVASOTATX.GOV>

THE ATTACHED IS A TRUE AND ACCURATE REFLECTION OF THE RECORDS OF THIS COURT.

Prepared by _____

Date _____ Phone: (936) 825-6268

PLEASE RETURN THIS FORM NO LATER THAN 20 DAYS FOLLOWING THE END OF THE MONTH REPORTED TO:

OFFICE OF COURT ADMINISTRATION
P.O. BOX 12066
AUSTIN, TX
78711-2066

PHONE: (512) 463-1625
Fax: (512) 936-2423

CRIMINAL SECTION

COURT NAVASOTA MUNICIPAL COURT				TRAFFIC		NON-TRAFFIC			
MONTH	April	YEAR	2024	NON-PARKING	PARKING	CITY ORD	PENAL CODE	STATE LAW	CITY ORD
1. Total Cases Pending First of Month:				776	0	26	357	61	64
a. Active Cases				165	0	6	22	29	18
b. Inactive Cases				611	0	20	335	32	46
2. New Cases Filed				100	0	5	18	6	7
3. Cases Reactivated				17	0	0	9	0	3
4. All Other Cases Added				0	0	0	0	0	0
5. Total Cases on Docket				282	0	11	49	35	28
6. Dispositions Prior to Court Appearance or Trial:				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
a. Uncontested Dispositions				46	0	3	2	1	0
b. Dismissed by Prosecution				12	0	0	6	1	5
7. Dispositions at Trial:				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
a. Convictions:				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
1) Guilty Plea or Nolo Contendere				7	0	0	7	2	4
2) By the Court				1	0	0	0	0	0
3) By the Jury				0	0	0	0	0	0
b. Acquittals:				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
1) By the Court				0	0	0	0	0	0
2) By the Jury				0	0	0	0	0	0
c. Dismissed by Prosecution				1	0	0	0	0	0

CRIMINAL SECTION

COURT NAVASOTA MUNICIPAL COURT				TRAFFIC			NON-TRAFFIC		
MONTH	April	YEAR	2024	NON-PARKING	PARKING	CITY ORD	PENAL CODE	STATE LAW	CITY ORD
8. Compliance Dismissals:				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
a. After Driver Safety Course	8	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
b. After Deferred Disposition	9	0	1	0	0	0	1		
c. After Teen Court	0	0	0	0	0	0	0	0	0
d. After Tobacco Awareness Course	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX				0	XXXXXXXXXX
e. After Treatment for Chemical Dependency	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX			0	0	XXXXXXXXXX	
f. After Proof of Financial Responsibility	0	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	
g. All Other Transportation Code Dismissals	0	0	0	0	0	0	0	0	0
9. All Other Dispositions				0	0	0	0	0	0
10. Total Cases Disposed				84	0	4	15	4	10
11. Cases Placed on Inactive Status				25	0	3	12	1	1
12. Total Cases Pending End of Month:				792	0	27	360	63	61
a. Active Cases	173	0	4	22	30	17			
b. Inactive Cases	619	0	23	338	33	44			
13. Show Cause Hearings Held				3	0	0	0	2	0
14. Cases Appealed:				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
a. After Trial	1	0	0	0	0	0	0	0	0
b. Without Trial	0	0	1	0	0	0	0	0	0

CIVIL SECTION

COURT NAVASOTA MUNICIPAL COURT			
MONTH	April	YEAR 2024	TOTAL CASES
1. Total Cases Pending First of Month:			0
a. Active Cases			0
b. Inactive Cases			0
2. New Cases Filed			0
3. Cases Reactivated			0
4. All Other Cases Added			0
5. Total Cases on Docket			0
6. Uncontested Civil Fines or Penalties			0
7. Default Judgments			0
8. Agreed Judgments			0
9. Trial/Hearing by Judge/Hearing Officer			0
10. Trial by Jury			0
11. Dismissed for Want of Prosecution			0
12. All Other Dispositions			0
13. Total Cases Disposed			0
14. Cases Placed on Inactive Status			0
15. Total Cases Pending End of Month:			0
a. Active Cases			0
b. Inactive Cases			0
16. Cases Appealed:			XXXXXXXXXXXXXXXXX
a. After Trial			0
b. Without Trial			0

JUVENILE/MINOR ACTIVITY

COURT	NAVASOTA MUNICIPAL COURT		
MONTH	April	YEAR	2024
		TOTAL	
1. Transportation Code Cases Filed		2	
2. Non-driving Alcoholic Beverage Code Cases Filed		0	
3. Driving Under the Influence of Alcohol Cases Filed		0	
4. Drug Paraphernalia Cases Filed		0	
5. Tobacco Cases Filed		0	
6. Truancy Cases Filed		0	
7. Education Code (Except Failure to Attend) Cases Filed		0	
8. Violation of Local Daytime Curfew Ordinance Cases Filed		0	
9. All Other Non-traffic Fine-only Cases Filed		0	
10. Transfer to Juvenile Court:	XXXXXXXXXXXXXXXXXX		
a. Mandatory Transfer		0	
b. Discretionary Transfer		0	
11. Accused of Contempt and Referred to Juvenile Court (Delinquent Conduct)		0	
12. Held in Contempt by Criminal Court (Fined and/or Denied Driving Privileges)		0	
13. Juvenile Statement Magistrate Warning:	XXXXXXXXXXXXXXXXXX		
a. Warnings Administered		0	
b. Statements Certified		0	
14. Detention Hearings Held		0	
15. Orders for Non-secure Custody Issued		0	
16. Parent Contributing to Nonattendance Cases Filed		0	

COURT NAVASOTA MUNICIPAL COURT
MONTH April YEAR 2024

COURT	NAVASOTA MUNICIPAL COURT		
MONTH	April	YEAR	2024
		NUMBER GIVEN	NUMBER REQUESTS FOR COUNSEL
1.	Magistrate Warnings:	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
a.	Class C Misdemeanors		3 XXXXXXXXXXXXXXXXXX
b.	Class A and B Misdemeanors		0
c.	Felonies		0
XXX		TOTAL	
2.	Arrest Warrants Issued:	XXXXXXXXXXXXXXXXXX	
a.	Class C Misdemeanors		42
b.	Class A and B Misdemeanors		3
c.	Felonies		0
3.	Capiases Pro Fine Issued		1
4.	Search Warrants Issued		0
5.	Warrants for Fire, Health and Code Inspections Filed		0
6.	Examining Trials Conducted		0
7.	Emergency Mental Health Hearings Held		0
8.	Magistrate's Order for Emergency Protection Issued		0
9.	Magistrate's Orders for Ignition Interlock Device Issued		0
10.	All Other Magistrates's Orders Issued Requiring Conditions for Release on Bond		0
11.	Drivers's License Denial, Revocation or Suspension Hearings Held		0
12.	Disposition of Stolen Property Hearings Held		0
13.	Peace Bond Hearings Held		0

ADDITIONAL ACTIVITY

XXX		TOTAL
14. Cases in Which Fine and Court Costs Satisfied by Community Service:		XXXXXXXXXXXXXXXXXXXX
a. Partial Satisfaction		0
b. Full Satisfaction		2
15. Cases in Which Fine and Court Costs Satisfied by Jail Credit		7
16. Cases in Which Fine and Court Costs Waived for Indigency		2
17. Amount of Fines and Court Costs Waived for Indigency		\$988.40
18. Fines, Court Costs and Other Amounts Collected:		XXXXXXXXXXXXXXXXXXXX
a. Kept by City		\$15,181.60
b. Remitted to State		\$6,831.00
c. Total		\$22,012.60

Run By: rjessie
Report Type: Summary
Date Range: 4/01/2024 - 4/30/2024
Finalize Report: Yes
Correction: No

*** END OF REPORT ***

CITY OF NAVASOTA
DEPARTMENT HEAD REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2024

100-GENERAL
FINANCIAL SUMMARY

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>									
TAXES AND OTHER GOVERNMT	0.00	0.00	0.00	10,295,872.00	69,698.90	5,820,258.78	0.00	4,475,613.22	56.53
COURT FINE AND FEE	0.00	0.00	0.00	179,840.00	13,653.60	102,604.50	0.00	77,235.50	57.05
DEVELOPMENT SERVICES	0.00	0.00	0.00	218,000.00	46,614.02	325,100.13	0.00	(107,100.13)	149.13
CITY UTILITIES	0.00	0.00	0.00	2,264,910.00	200,252.89	1,338,494.08	0.00	926,415.92	59.10
LIBRARY	0.00	0.00	0.00	26,350.00	880.24	8,616.66	0.00	17,733.34	32.70
PUBLIC SAFETY	0.00	0.00	0.00	364,746.00	15,003.79	256,671.75	0.00	108,074.25	70.37
TOURISM	0.00	0.00	0.00	142,775.00	2,000.00	104,734.82	0.00	38,040.18	73.36
PARKS AND REC	0.00	0.00	0.00	93,400.00	4,281.00	47,229.38	0.00	46,170.62	50.57
MISCELLANEOUS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>50,500.00</u>	<u>(7,714.43)</u>	<u>13,319.30</u>	<u>0.00</u>	<u>37,180.70</u>	<u>26.37</u>
TOTAL REVENUES	0.00	0.00	0.00	13,636,393.00	344,670.01	8,017,029.40	0.00	5,619,363.60	58.79
<u>EXPENDITURE SUMMARY</u>									
NON-DEPARTMENTAL	0.00	0.00	0.00	345,578.00	0.00	0.00	0.00	345,578.00	0.00
SANITATION	0.00	0.00	0.00	1,589,579.13	122,123.77	750,761.82	42.22	838,775.09	47.23
STREET	97,801.20	272.97	97,528.23	1,382,940.48	56,033.95	585,862.94	1,120.08	795,957.46	42.44
VEHICLE & EQUIP SERVICES	0.00	0.00	0.00	144,287.74	10,654.63	82,043.40	56.64	62,187.70	56.90
SWIMMING POOL	0.00	0.00	0.00	123,663.63	3,176.98	24,227.69	291.97	99,143.97	19.83
PARKS & RECREATION MAINT	63.24	63.24	0.00	610,626.40	63,848.84	277,479.04	3,598.14	329,549.22	46.03
PARKS & RECREATION	0.00	0.00	0.00	175,749.27	16,334.73	93,530.66	0.00	82,218.61	53.22
AIRPORT	0.00	0.00	0.00	61,200.00	216.69	7,100.25	0.00	54,099.75	11.60
POLICE	0.00	0.00	0.00	3,620,293.58	199,781.34	1,889,708.58	191.43	1,730,393.57	52.20
FIRE	67,125.63	4,050.50	63,075.13	1,535,149.47	66,728.43	792,502.94	(2,737.13)	745,383.66	51.45
ANIMAL CONTROL	0.00	0.00	0.00	126,421.99	9,322.62	67,434.80	32.58	58,954.61	53.37
MUNICIPAL COURT	0.00	0.00	0.00	105,150.99	7,570.34	63,197.24	0.00	41,953.75	60.10
EMERGENCY MANAGEMENT	0.00	0.00	0.00	3,100.00	0.00	1,884.00	0.00	1,216.00	60.77
LIBRARY	0.00	0.00	0.00	221,573.87	13,419.83	118,876.75	12.99	102,684.13	53.66
CITY COUNCIL	0.00	0.00	0.00	397,413.00	139,697.53	246,019.44	97.57	151,295.99	61.93
GENERAL ADMINISTRATION	0.00	0.00	0.00	841,383.62	42,975.24	331,522.63	0.00	509,860.99	39.40
KEEP NAVASOTA BEAUTIFUL	0.00	0.00	0.00	4,200.00	23.82	223.82	0.00	3,976.18	5.33
CITY HALL	0.00	0.00	0.00	447,691.49	26,313.55	312,659.22	56.96	134,975.31	69.85
ECONOMIC DEVELOPMENT	0.00	0.00	0.00	117,315.16	5,057.67	58,836.20	0.00	58,478.96	50.15
DEVELOPMENT SERVICES	0.00	0.00	0.00	566,096.82	39,374.91	358,199.90	0.00	207,896.92	63.28
TOURISM	0.00	0.00	0.00	602,205.00	10,990.01	462,805.89	0.00	139,399.11	76.85
MARKETING&COMMUNICATIONS	0.00	0.00	0.00	265,894.10	8,038.38	58,159.64	0.00	207,734.46	21.87
FINANCIAL SERVICES	0.00	0.00	0.00	881,589.88	48,970.43	521,250.87	4.99	360,334.02	59.13
HUMAN RESOURCES	0.00	0.00	0.00	168,195.92	15,824.14	113,395.44	0.00	54,800.48	67.42
TECHNOLOGY	<u>4,240.55</u>	<u>4,240.55</u>	<u>0.00</u>	<u>667,820.77</u>	<u>43,851.89</u>	<u>419,268.19</u>	<u>(2,153.45)</u>	<u>250,706.03</u>	<u>62.46</u>
TOTAL EXPENDITURES	169,230.62	8,627.26	160,603.36	15,005,120.31	950,329.72	7,636,951.35	614.99	7,367,553.97	50.90
REVENUES OVER/ (UNDER) EXPENDITURES	(169,230.62)	8,627.26	(160,603.36)	(1,368,727.31)	(605,659.71)	380,078.05	(614.99)	(1,748,190.37)	27.72-

CITY OF NAVASOTA
DEPARTMENT HEAD REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2024

200-WATER FUND
FINANCIAL SUMMARY

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>									
TAXES AND OTHER GOVERNMT	0.00	0.00	0.00	1,993,250.00	226.65	3,938.32	0.00	1,989,311.68	0.20
CITY UTILITIES	0.00	0.00	0.00	3,212,830.00	264,999.23	1,819,884.91	0.00	1,392,945.09	56.64
MISCELLANEOUS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>6,000.00</u>	<u>1,245.24</u>	<u>3,560.24</u>	<u>0.00</u>	<u>2,439.76</u>	<u>59.34</u>
TOTAL REVENUES	0.00	0.00	0.00	5,212,080.00	266,471.12	1,827,383.47	0.00	3,384,696.53	35.06
<u>EXPENDITURE SUMMARY</u>									
NON-DEPARTMENTAL	0.00	0.00	0.00	828,722.00	0.00	404,163.36	0.00	424,558.64	48.77
WATER PRODUCTION	2,709.07	2,666.25	42.82	2,620,561.23	44,191.14	353,498.69	(2,653.26)	2,269,715.80	13.39
WATER DISTRIBUTION	<u>24,904.67</u>	<u>20,360.34</u>	<u>4,544.33</u>	<u>6,542,807.45</u>	<u>101,807.36</u>	<u>1,234,808.88</u>	<u>(10,557.08)</u>	<u>5,318,555.65</u>	<u>18.71</u>
TOTAL EXPENDITURES	27,613.74	23,026.59	4,587.15	9,992,090.68	145,998.50	1,992,470.93	(13,210.34)	8,012,830.09	19.81
REVENUES OVER/ (UNDER) EXPENDITURES	(27,613.74)	23,026.59	(4,587.15)	(4,780,010.68)	120,472.62	(165,087.46)	13,210.34	(4,628,133.56)	3.18

210-UTILITY CAPITAL IMP
FINANCIAL SUMMARY

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>									
TAXES AND OTHER GOVERNMT DEVELOPMENT SERVICES	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	2,000.00 <u>546,402.00</u>	0.00 <u>42,628.70</u>	735.11 <u>294,488.68</u>	0.00 <u>0.00</u>	1,264.89 <u>251,913.32</u>	36.76 <u>53.90</u>
TOTAL REVENUES	0.00	0.00	0.00	548,402.00	42,628.70	295,223.79	0.00	253,178.21	53.83
<u>EXPENDITURE SUMMARY</u>									
NON-DEPARTMENTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>400,000.00</u>	<u>0.00</u>	<u>199,999.98</u>	<u>0.00</u>	<u>200,000.02</u>	<u>50.00</u>
TOTAL EXPENDITURES	0.00	0.00	0.00	400,000.00	0.00	199,999.98	0.00	200,000.02	50.00
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	0.00	148,402.00	42,628.70	95,223.81	0.00	53,178.19	64.17

CITY OF NAVASOTA
DEPARTMENT HEAD REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2024

300-NATURAL GAS FUND
FINANCIAL SUMMARY

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>									
TAXES AND OTHER GOVERNMT	0.00	0.00	0.00	13,000.00	226.65	3,203.26	0.00	9,796.74	24.64
CITY UTILITIES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>6,405,075.00</u>	<u>424,578.20</u>	<u>3,176,052.54</u>	<u>0.00</u>	<u>3,229,022.46</u>	<u>49.59</u>
TOTAL REVENUES	0.00	0.00	0.00	6,418,075.00	424,804.85	3,179,255.80	0.00	3,238,819.20	49.54
<u>EXPENDITURE SUMMARY</u>									
NON-DEPARTMENTAL	0.00	0.00	0.00	25,221.00	0.00	0.00	0.00	25,221.00	0.00
GAS DISTRIBUTION	<u>728.43</u>	<u>178.43</u>	<u>550.00</u>	<u>7,608,261.21</u>	<u>432,015.41</u>	<u>3,669,901.66</u>	<u>150.53</u>	<u>3,938,209.02</u>	<u>48.24</u>
TOTAL EXPENDITURES	728.43	178.43	550.00	7,633,482.21	432,015.41	3,669,901.66	150.53	3,963,430.02	48.08
REVENUES OVER/ (UNDER) EXPENDITURES	(728.43)	178.43	(550.00)	(1,215,407.21)	(7,210.56)	(490,645.86)	(150.53)	(724,610.82)	40.38

400-WASTE WATER FUND
FINANCIAL SUMMARY

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>									
TAXES AND OTHER GOVERNMT	0.00	0.00	0.00	9,000.00	226.65	3,203.26	0.00	5,796.74	35.59
CITY UTILITIES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,507,986.00</u>	<u>195,176.91</u>	<u>1,108,687.09</u>	<u>0.00</u>	<u>1,399,298.91</u>	<u>44.21</u>
TOTAL REVENUES	0.00	0.00	0.00	2,516,986.00	195,403.56	1,111,890.35	0.00	1,405,095.65	44.18
<u>EXPENDITURE SUMMARY</u>									
NON-DEPARTMENTAL	0.00	0.00	0.00	444,843.00	0.00	209,563.20	0.00	235,279.80	47.11
WASTE WTR TRMT PLANT	401.85	0.00	401.85	813,652.97	48,677.92	273,683.85	779.82	539,189.30	33.73
SEWER COLLECTION	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,454,298.80</u>	<u>9,429.80</u>	<u>528,882.60</u>	<u>831.57</u>	<u>924,584.63</u>	<u>36.42</u>
TOTAL EXPENDITURES	401.85	0.00	401.85	2,712,794.77	58,107.72	1,012,129.65	1,611.39	1,699,053.73	37.37
REVENUES OVER/(UNDER) EXPENDITURES	(401.85)	0.00	(401.85)	(195,808.77)	137,295.84	99,760.70	(1,611.39)	(293,958.08)	50.13-

510-STREET FUND
FINANCIAL SUMMARY

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>									
CITY UTILITIES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>5,720.00</u>	<u>0.00</u>	<u>(5,720.00)</u>	<u>0.00</u>
TOTAL REVENUES	0.00	0.00	0.00	0.00	0.00	5,720.00	0.00	(5,720.00)	0.00
<u>EXPENDITURE SUMMARY</u>									
REVENUES OVER/(UNDER) EXPENDITURES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>5,720.00</u>	<u>0.00</u>	<u>(5,720.00)</u>	<u>0.00</u>

520-CEMETERY PERMANENT FUND
FINANCIAL SUMMARY

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>									
TAXES AND OTHER GOVERNMT	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,000.00</u>	<u>0.00</u>	<u>1,350.00</u>	<u>0.00</u>	<u>(350.00)</u>	<u>135.00</u>
TOTAL REVENUES	0.00	0.00	0.00	1,000.00	0.00	1,350.00	0.00	(350.00)	135.00

525-CEMETERY OPERATING FUND
FINANCIAL SUMMARY

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>									
TAXES AND OTHER GOVERNMT	0.00	0.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
CITY UTILITIES	0.00	0.00	0.00	81,625.00	4,850.00	26,440.00	0.00	55,185.00	32.39
MISCELLANEOUS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>225.00</u>	<u>150.00</u>	<u>1,500.00</u>	<u>0.00</u>	<u>(1,275.00)</u>	<u>666.67</u>
TOTAL REVENUES	0.00	0.00	0.00	82,850.00	5,000.00	27,940.00	0.00	54,910.00	33.72
<u>EXPENDITURE SUMMARY</u>									
CEMETERY OPERATING	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>78,050.00</u>	<u>7,637.61</u>	<u>44,305.49</u>	<u>0.00</u>	<u>33,744.51</u>	<u>56.77</u>
TOTAL EXPENDITURES	0.00	0.00	0.00	78,050.00	7,637.61	44,305.49	0.00	33,744.51	56.77
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00	4,800.00	(2,637.61	(16,365.49)	0.00	21,165.49	340.95-

530-BOARD OF FIREMAN SERVICE
FINANCIAL SUMMARY

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>									
TAXES AND OTHER GOVERNMT	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>50.00</u>	<u>4.43</u>	<u>31.42</u>	<u>0.00</u>	<u>18.58</u>	<u>62.84</u>
TOTAL REVENUES	0.00	0.00	0.00	50.00	4.43	31.42	0.00	18.58	62.84
<u>EXPENDITURE SUMMARY</u>									
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	0.00	50.00	4.43	31.42	0.00	18.58	62.84

540-GRANT FUND
FINANCIAL SUMMARY

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>									
TAXES AND OTHER GOVERNMT	0.00	0.00	0.00	0.00	0.00	14,828.30	0.00	(14,828.30)	0.00
LIBRARY	0.00	0.00	0.00	0.00	0.00	12,526.48	0.00	(12,526.48)	0.00
MISCELLANEOUS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>300,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>300,000.00</u>	<u>0.00</u>
TOTAL REVENUES	0.00	0.00	0.00	300,000.00	0.00	27,354.78	0.00	272,645.22	9.12
<u>EXPENDITURE SUMMARY</u>									
STREET	0.00	0.00	0.00	0.00	0.00	15,613.91	0.00	(15,613.91)	0.00
POLICE	0.00	0.00	0.00	0.00	0.00	1,026.48	0.00	(1,026.48)	0.00
FIRE	0.00	0.00	0.00	0.00	0.00	660,904.03	0.00	(660,904.03)	0.00
DEVELOPMENT SERVICES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>300,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>300,000.00</u>	<u>0.00</u>
TOTAL EXPENDITURES	0.00	0.00	0.00	300,000.00	0.00	677,544.42	0.00	(377,544.42)	225.85
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00	0.00	0.00	(650,189.64)	0.00	650,189.64	0.00

550-ECONOMIC DEVELOPMENT
FINANCIAL SUMMARY

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>									
TAXES AND OTHER GOVERNMT	0.00	0.00	0.00	236,695.00	226.65	71,159.82	0.00	165,535.18	30.06
MISCELLANEOUS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,575.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,575.00</u>	<u>0.00</u>
TOTAL REVENUES	0.00	0.00	0.00	239,270.00	226.65	71,159.82	0.00	168,110.18	29.74
<u>EXPENDITURE SUMMARY</u>									
NON-DEPARTMENTAL	0.00	0.00	0.00	146,210.00	4,603.05	146,281.05	0.00	(71.05)	100.05
DEVELOPMENT SERVICES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>169,720.00</u>	<u>0.00</u>	<u>41,257.27</u>	<u>0.00</u>	<u>128,462.73</u>	<u>24.31</u>
TOTAL EXPENDITURES	0.00	0.00	0.00	315,930.00	4,603.05	187,538.32	0.00	128,391.68	59.36
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00	(76,660.00)	(4,376.40)	(116,378.50)	0.00	39,718.50	151.81

905-CAPITAL PROJECTS
FINANCIAL SUMMARY

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>									
TAXES AND OTHER GOVERNMT	0.00	0.00	0.00	15,000.00	226.65	101,262.73	0.00	(86,262.73)	675.08
MISCELLANEOUS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>5,000,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>5,000,000.00</u>	<u>0.00</u>
TOTAL REVENUES	0.00	0.00	0.00	5,015,000.00	226.65	101,262.73	0.00	4,913,737.27	2.02
<u>EXPENDITURE SUMMARY</u>									
NON-DEPARTMENTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>4,872,710.00</u>	<u>29,005.00</u>	<u>1,338,945.86</u>	<u>0.00</u>	<u>3,533,764.14</u>	<u>27.48</u>
TOTAL EXPENDITURES	0.00	0.00	0.00	4,872,710.00	29,005.00	1,338,945.86	0.00	3,533,764.14	27.48
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	0.00	142,290.00	(28,778.35	(1,237,683.13)	0.00	1,379,973.13	869.83-

CITY OF NAVASOTA
DEPARTMENT HEAD REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2024

930-HOTEL
FINANCIAL SUMMARY

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>									
TAXES AND OTHER GOVERNMT	0.00	0.00	0.00	161,200.00	12,455.07	81,676.77	0.00	79,523.23	50.67
MISCELLANEOUS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>3,258.27</u>	<u>0.00</u>	<u>(3,258.27)</u>	<u>0.00</u>
TOTAL REVENUES	0.00	0.00	0.00	161,200.00	12,455.07	84,935.04	0.00	76,264.96	52.69
<u>EXPENDITURE SUMMARY</u>									
NON-DEPARTMENTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>322,075.00</u>	<u>0.00</u>	<u>60,660.00</u>	<u>0.00</u>	<u>261,415.00</u>	<u>18.83</u>
TOTAL EXPENDITURES	0.00	0.00	0.00	322,075.00	0.00	60,660.00	0.00	261,415.00	18.83
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00	(160,875.00)	12,455.07	24,275.04	0.00	(185,150.04)	15.09-

940-TIRZ
FINANCIAL SUMMARY

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>									
CITY UTILITIES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>14,036.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>14,036.00</u>	<u>0.00</u>
TOTAL REVENUES	0.00	0.00	0.00	14,036.00	0.00	0.00	0.00	14,036.00	0.00

945-BOND FUND GEN OBLIGATION
FINANCIAL SUMMARY

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>									
TAXES AND OTHER GOVERNMT	0.00	0.00	0.00	500.00	226.65	1,733.05	0.00	(1,233.05)	346.61
CITY UTILITIES	0.00	0.00	0.00	365,780.00	7,926.89	354,868.01	0.00	10,911.99	97.02
LIBRARY	0.00	0.00	0.00	124,417.00	0.00	62,208.48	0.00	62,208.52	50.00
MISCELLANEOUS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,627,453.00</u>	<u>0.00</u>	<u>813,726.54</u>	<u>0.00</u>	<u>813,726.46</u>	<u>50.00</u>
TOTAL REVENUES	0.00	0.00	0.00	2,118,150.00	8,153.54	1,232,536.08	0.00	885,613.92	58.19
<u>EXPENDITURE SUMMARY</u>									
NON-DEPARTMENTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,254,022.00</u>	<u>0.00</u>	<u>1,891,743.77</u>	<u>0.00</u>	<u>362,278.23</u>	<u>83.93</u>
TOTAL EXPENDITURES	0.00	0.00	0.00	2,254,022.00	0.00	1,891,743.77	0.00	362,278.23	83.93
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00	(135,872.00)	8,153.54	(659,207.69)	0.00	523,335.69	485.17

970-FOUNDATION FOR COMM PROJ
FINANCIAL SUMMARY

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>									
TAXES AND OTHER GOVERNMT LIBRARY	0.00 <u>0.00</u>	0.00 <u>0.00</u>	0.00 <u>0.00</u>	2,100.00 <u>15,000.00</u>	10.89 <u>2,019.50</u>	161.08 <u>21,819.50</u>	0.00 <u>0.00</u>	1,938.92 <u>(6,819.50)</u>	7.67 <u>145.46</u>
TOTAL REVENUES	0.00	0.00	0.00	17,100.00	2,030.39	21,980.58	0.00	(4,880.58)	128.54
<u>EXPENDITURE SUMMARY</u>									
POLICE	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>15,000.00</u>	<u>2,019.50</u>	<u>21,819.50</u>	<u>0.00</u>	<u>(6,819.50)</u>	<u>145.46</u>
TOTAL EXPENDITURES	0.00	0.00	0.00	15,000.00	2,019.50	21,819.50	0.00	(6,819.50)	145.46
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	0.00	2,100.00	10.89	161.08	0.00	1,938.92	7.67



REQUEST FOR CITY COUNCIL AGENDA ITEM # 19.

Agenda Date Requested	05/13/2024
Requested By	Jason Weeks, City Manager
Department	Administration
Type	Report

Agenda Item

Executive Session: 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. [Jason Weeks, City Manager]

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, 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.

The time is _____p.m.

Action Requested by Council

Conduct an 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.



REQUEST FOR CITY COUNCIL AGENDA ITEM # 20.

Agenda Date Requested 05/13/2024
Requested By Jason Weeks, City Manager
Department Administration
Type

Agenda Item

Reconvene in open session.

Summary & Recommendation

The time is _____p.m.

Action Requested by Council

Reconvene in open session.



REQUEST FOR CITY COUNCIL AGENDA ITEM # 21.

Agenda Date Requested	05/13/2024
Requested By	Jason Weeks, City Manager
Department	Administration
Type	Report

Agenda Item

Consideration and possible action 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. [Jason Weeks, City Manager]

Summary & Recommendation

Take action on Executive Session (if applicable).

Action Requested by Council

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