

**NOTICE OF MEETING OF THE GOVERNING BODY OF THE  
CITY OF NAVASOTA, TEXAS  
MAY 26, 2020**

Notice is hereby given that a Regular Meeting of the governing body of the City of Navasota will be held on the 26th of May, 2020 at 6:00 PM at the City Hall in the City Council Chambers, Room No. 161, located at 200 E. McAlpine Street, Navasota, Texas 77868 , at which time the following subjects will be considered, to wit:

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

If you have any questions during the meeting please email them to [council@navasotatx.gov](mailto:council@navasotatx.gov) or text 936-825-5557. Please ensure to provide your full name and home address.

If you prefer to call-in please dial +13462487799 and enter Meeting ID: 709 770 2250 #

To Join Meeting virtually please click link below:

<https://zoom.us/j/7097702250>

1. Call to Order.
2. Invocation  
Pledge of Allegiance
3. Remarks of visitors: Any citizen may address the City Council on any matter. Registration forms are available on the podium and/or table in the back of the city council chambers. This form should be completed and delivered to the City Secretary by 5:45 p.m. Please limit remarks to three minutes. The City Council will receive the information, ask staff to look into the matter, or place the issue on a future agenda. Topics of operational concerns shall be directed to the City Manager.
4. Staff Report:
  - (a) COVID-19 response;
  - (b) Street Department update;
  - (c) Parks Department update;
  - (d) Economic Development update;
  - (e) Board and Commission update; and
  - (f) Reports from City Staff or City Officials regarding items of community interests, including expressions of thanks, congratulations or condolence; information regarding holiday schedules; honorary or salutary recognition of public officials, public employees, or other citizens; reminders about upcoming events organized or sponsored by the City; information regarding social, ceremonial, or community events organized or sponsored by a non-City entity that is scheduled to be attended by City officials or employees; and announcements involving imminent

threats to the public health and safety of people in the City that has arisen after the posting of the agenda.

5. Consideration, and possible action on request from Summit Precast Concrete, LLC for water rates for an industrial use meter.
6. Discussion and possible action on traffic changes and parking along Railroad Street.
7. Consideration and possible action on Resolution No. 671-20, regarding the requested annexation submitted by Miriah Cunneen on behalf of Anthony J. Cunneen for a 9.063-acre tract of land in the Daniel Tyler Survey, A-55, Navasota, Grimes County, Texas, setting a date, time and place for a public hearing on a proposed annexation of said property by the City of Navasota.
8. Consideration and possible action on Resolution No. 672-20, Supporting the City of Navasota COVID-19 response grant application.
9. Consent Agenda: The following items may be acted upon with one motion and vote. No separate discussion or action is necessary unless requested by the Mayor or City Councilmember, 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.

Consent Items are:

A. Consideration and possible action on the second reading of Ordinance No. 929-20, amending Chapter 11, Taxation, Article 11.04 Hotel/Motel Occupancy Tax, setting due dates and penalties and interest for delinquent accounts.

B. Consideration and possible action on the second reading of Ordinance No. 930-20, amending Chapter 11, Taxation, Article 11.04 Hotel/Motel Occupancy Tax to temporarily modify the hotel occupancy tax reporting and payment schedule.

C. Consideration and possible action on the second reading of Ordinance No. 931-20, amending Chapter 8 Offenses and Nuisances, Article 8.03 Noise, Division 1. Generally, Sec. 8.03.003 General Prohibitions, of the code of ordinances of the City of Navasota, Grimes County, Texas, regarding general residential construction working hours.

10. Adjourn.

**DATED THIS THE 21ST OF MAY, 2020**

**/BS/**

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**BY: BRAD STAFFORD, 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 21st of May, 2020 at 10:50 AM and will remain posted continuously for at least 72 hours preceding the scheduled time of said meeting. Agendas may be viewed at [www.navasotatx.gov](http://www.navasotatx.gov).**

***The City Council reserves the right to convene in Executive Session at any time deemed necessary for the consideration of confidential matters under the Texas Government Code, Sections 551.071-551.084.***

**DATED THIS THE 21ST OF MAY, 2020**

**/SMH/**

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

**THIS FACILITY IS WHEELCHAIR ACCESSIBLE AND ACCESSIBLE PARKING SPACES ARE AVAILABLE. REQUESTS FOR ACCOMMODATIONS OR INTERPRETIVE SERVICES MUST BE MADE 48 HOURS PRIOR TO THIS MEETING. PLEASE CONTACT THE CITY SECRETARY'S OFFICE AT (936) 825-6475 OR (936) 825-6408 OR BY FAX AT (936) 825-2403.**

**City Manager's Message**  
**An Executive Summary of Agenda Items and Current Issues**

City of Navasota  
City Council Meeting  
5-26-2020

**1. Call to order**

**2. Invocation and Pledges of Allegiance**

**3. Remarks of Visitors**

Staff is unaware of anyone wishing to address the City Council.

**4. Staff Report:**

*COVID-19 response – Staff will provide the latest information regarding the COVID-19 response.*

*Street Department update – Jose Coronilla will provide a street department update*

*Parks Department update – Dom Lowery will provide and update on the parks department activity.*

*Economic Development update Rayna Willenbrink will provide an update on the activities of the Economic Development department.*

**5. Consideration, and possible action on request from Summit Precast Concrete, LLC for water rates for an industrial use meter.**

Summit Precast Concrete recently purchased the facility once occupied by Schulte Mobile Homes and more recently Ameristeel. They construct concrete roadway barriers. They have constructed a concrete batch plant on-site to build the barriers. The facility has two water meters, one for the office and domestic water use, and the other meter is strictly for the batch plant and has no discharge to the sewer system. The company requested a lower rate for water on the batch plant, and no charges for sewer on the batch plant. Summit currently employs six people and will increase to approximately 20 employees by the end of June.

**6. Discussion and possible action on traffic changes and parking along Railroad Street.**

Staff met with property owners again to finalize the request to change Railroad Street to one-way traffic (South to North) and parking on the west side. TXDOT was contacted and said they had no issue with the changes.

- 7. Consideration and possible action on Resolution No. 671-20, regarding the requested annexation submitted by Miriah Cunneen on behalf of Anthony J. Cunneen for a 9.063-acre tract of land in the Daniel Tyler Survey, A-55, Navasota, Grimes County, Texas, setting a date, time and place for a public hearing on a proposed annexation of said property by the City of Navasota.** Mr. Cunneen purchased the property adjacent to Fairway Drive on the west side of the City. He plans to develop the property and requests annexation.
- 8. Consideration and possible action on Resolution No. 672-20, Supporting the City of Navasota COVID-19 response grant application.**  
The Governor's office is seeking applications for the coronavirus emergency supplemental funding program. The city application requests funding for the reimbursement of supplies related to the virus response as well as some salaries, specifically for the School Resource Officers, since they were taken out of the schools when schools closed and placed back into patrol and CID until school starts again.
- 9. Consent Agenda: The following items may be acted upon with one motion and vote. No separate discussion or action is necessary unless requested by the Mayor or City Councilmember, 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. Consent Items are:**

  - A. Consideration and possible action on the second reading of Ordinance No. 929- 20, amending Chapter 11, Taxation, Article 11.04 Hotel/Motel Occupancy Tax, setting due dates and penalties and interest for delinquent accounts.**
  - B. Consideration and possible action on the second reading of Ordinance No. 930- 20, amending Chapter 11, Taxation, Article 11.04 Hotel/Motel Occupancy Tax to temporarily modify the hotel occupancy tax reporting and payment schedule.**
  - C. Consideration and possible action on the second reading of Ordinance No. 931- 20, amending Chapter 8 Offenses and Nuisances, Article 8.03 Noise, Division 1. Generally, Sec. 8.03.003 General Prohibitions, of the code of ordinances of the City of Navasota, Grimes County, Texas, regarding general residential construction working hours.**

### **Calendar of Events**

June 8<sup>th</sup>  
6:00 p.m.

City Council Meeting  
Municipal Building

June 22<sup>nd</sup>  
6:00 p.m.

City Council Meeting  
Municipal Building

June 25<sup>th</sup>, 26<sup>th</sup> & 29<sup>th</sup>

Brad Vacation

July 3<sup>rd</sup>

Office Closed for Independence Day

July 13<sup>th</sup>  
6:00 p.m.

City Council Meeting  
Municipal Building

July 27<sup>th</sup>  
6:00 p.m.

City Council Meeting  
Municipal Building

Respectfully submitted,

Brad Stafford  
City Manager



*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.”*

*Mission Statement:*

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



## **THE CITY OF NAVASOTA COUNCIL LEADERSHIP POLICY**

***It is the desire of the Navasota City Council to demonstrate responsible leadership by:***

- (a) Establishing a 2027 Strategic Growth Map for the City of Navasota.*
- (b) Assuring stable and effective city operations.*
- (c) Developing and adopting policies that will guide the growth of the City of Navasota.*
- (d) Facilitating private/public sector partnerships at the local, regional, state and federal level that will invest in the future of Navasota.*
- (e) Ensuring all Navasota boards, commissions and committees are aligned with the Council's growth policies.*





## The Management Connection, Inc.

PROFESSIONAL FACILITATORS

# S.M.A.R.T. GOAL SETTING SYSTEM

Area	Today's Date	Target Date	Date Achieved
City Council Retreat	10/2/19	2019-2020	

**Goal Statement: A descriptive statement of the DESIRED OUTCOME.**  
(a S.M.A.R.T. Goal is Specific, Measurable, Actionable, Responsible and Time-bound)

The Management Connection, Inc. provided professional facilitation to the City of Navasota Council on September 4<sup>th</sup>, 2019. This document captures the Council's direction to staff.

Action Steps (List the specific actions you will take to achieve this goal)	Target Date	Who	Percentage Completion
<b>Outcomes</b>			
<b>Direction from Council</b>			
1. <u>There needs to be a discussion on how to get state lawmakers to partner with the City.</u> a. Potentially inviting Schwertner, Leman, and Kolkhorst to visit and tour the city b. Alan Bojorquez is creating a report card on all the legislature and looking for help	2019-2020	Navasota Staff	
2. <u>Figure out a way to speed up the billing cycle to reduce the lag time from end of month to bill date for payments</u> a. We can make every period longer or each period 31 days—it will take a few years, but you'll catch up b. Propose a staff member under Lance and Rita to handle all meters—Meter Maintenance Technician	2019-2020	Navasota Staff	
3. <u>The City Manager will do a cost benefit analysis on the Boys and Girls Club</u> a. Benefit of having them in the community along with the mechanics of it to present to the council	2019-2020	Navasota Staff	



## The Management Connection, Inc.

PROFESSIONAL FACILITATORS

4. <u>The Council will move forward with the concept of bonds for utility and street improvements</u> a. Bonds will be broken into three-year small increments i. Focus will be on high traffic roads first ii. Host community meetings to get more buy in from the city iii. City Manager will present the numbers to council	2019-2020	Navasota Staff	
5. <u>Gather a proposal for a new look and cost of renovating fire station at the current location.</u> a. A rendering needs to be created to show the public	2019-2020	Navasota Staff	
6. <u>Review the Social Media policy (specifically # 3 &amp; 4) as it relates to non-city employees and council members.</u> a. It's a developing area legally. We should review the policy because it's from 2014 and make sure it's in accordance with current situation.	2019-2020	Navasota Staff	
7. <u>Design the new website</u> a. Have 2-3 citizens sit in to consult about the ease of receiving notifications. Get a mixture of people who are and aren't familiar with computers	2019-2020	Navasota Staff	
8. <u>Find more ways to get coverage in the news</u> a. <a href="mailto:neighbors@theeagle.com">neighbors@theeagle.com</a> - send pictures to get included	2019-2020	Navasota Staff	
9. <u>Develop relationships with Boards and Commissions:</u> a. Have a mandatory annual meeting with members to talk about what a comp plan is, what the Council's expectations are, and that they need to be able to make decisions as a board. They need to know about open	2019-2020	Navasota Staff	



## The Management Connection, Inc.

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meetings act, public information act, Robert's Rules of Order, ect.

- i. By being involved, we have a chance to educate them about how the city works
- ii. We don't want to take away their ability to think, but we can give them parameters
- iii. We should create a statement to be read before each meeting that says "we are our own board, we work toward the goals of the city and will stand by the final decision". It's a reminder that we're all here to do the best for the city. A mission statement to go at the top of the packet.

**CITY OF NAVASOTA  
CITY COUNCIL AGENDA**

**AGENDA ITEM NO.:** 4.      **AGENDA DATE:** May 26, 2020

**PREPARED BY:** Brad Stafford, City Manager

**APPROVED BY: BS**

**ITEM:** Staff Report:

- (a) COVID-19 response;
- (b) Street Department update;
- (c) Parks Department update;
- (d) Economic Development update;
- (e) Board and Commission update; and
- (f) Reports from City Staff or City Officials regarding items of community interests, including expressions of thanks, congratulations or condolence; information regarding holiday schedules; honorary or salutary recognition of public officials, public employees, or other citizens; reminders about upcoming events organized or sponsored by the City; information regarding social, ceremonial, or community events organized or sponsored by a non-City entity that is scheduled to be attended by City officials or employees; and announcements involving imminent threats to the public health and safety of people in the City that has arisen after the posting of the agenda.

**ITEM BACKGROUND:**

**BUDGETARY AND FINANCIAL SUMMARY:**

**STAFF RECOMMENDATION:**

**ATTACHMENTS:**

**CITY OF NAVASOTA  
CITY COUNCIL AGENDA**

**AGENDA ITEM NO.:** 5.      **AGENDA DATE:** May 26, 2020

**PREPARED BY:** Brad Stafford, City Manager

**APPROVED BY: BS**

**ITEM:** Consideration, and possible action on request from Summit Precast Concrete, LLC for water rates for an industrial use meter.

**ITEM BACKGROUND:**

A new water meter installed on May 6, 2020 for Summit Precast Concrete LLC is specifically used for Concrete Batch Plant operations with an estimated usage of 300,000 gallons per month, with zero discharge into the sewer lines. Summit Precast Concrete LLC requests that the water rate on the meter be set at the rate currently being charged inside the City Limits at \$0.51/100 with no sewer charge.

**BUDGETARY AND FINANCIAL SUMMARY:**

**STAFF RECOMMENDATION:**

Staff recommends approval of the water rate for the concrete batch plant meter at Summit Precast Concrete to be charged at the current in-town water rate and no charge for sanitary sewer.

**ATTACHMENTS:**

1. Summit Precast Concrete LLC Water Fee Letter



March 27, 2020

Mr. Brad Stafford  
City Manager – City of Navasota  
200 E. McAlphine St.  
Navasota, TX 77868

RE: Water Fees – 9930 Industrial Dr. Navasota TX

Mr. Stafford,

Summit Precast Concrete LLC would like to request the following be put before City Council for consideration:

- Our current water meter remains in place at the current rate per the Industrial District Agreement. This will service our office and warehouse / shop area. This rate includes sewer.
- Our new water meter that is being installed 5/6/20 will be used specifically for our Concrete Batch Plant operations which includes Batch Water, Wash-Out, and Sprinkler use for aggregates. Estimated usage will be 300,000 gallons / month. There will be zero discharge into the sewer lines, therefore we request that the water rate on this meter be set at rate currently being charged inside the City Limits @ \$.51/100 with no sewer charge.
- Our company currently employs 6 people with an increase to 20 by the end of June, thus creating job opportunity for the City of Navasota.

Thank you for your consideration into this matter.

Any questions, please feel free to reach us at our office.

Sincerely,

Michael R Ogorchock  
Partner

**CITY OF NAVASOTA  
CITY COUNCIL AGENDA**

**AGENDA ITEM NO.:** 6.      **AGENDA DATE:** May 26, 2020

**PREPARED BY:** Brad Stafford, City Manager

**APPROVED BY:** BS

**ITEM:** Discussion and possible action on traffic changes and parking along Railroad Street.

**ITEM BACKGROUND:**

Several buildings along Railroad Street are undergoing major renovations with plans of a Hotel, Restaurants, Retail, Personal Services and Apartments. Owners of the buildings along that area asked if the City would consider changing Railroad Street from Johnson to Washington to a one-way street with traffic going north.

**BUDGETARY AND FINANCIAL SUMMARY:**

**STAFF RECOMMENDATION:**

Staff recommends approval of designating Railroad Street between Johnson and Washington as one-way accommodating north bound travel only.

**ATTACHMENTS:**

1. Railroad Street parking info



## Brad Stafford

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**From:** Brianna Groves, E.I.T. <bgroves@cectexas.com>  
**Sent:** Monday, January 27, 2020 1:44 PM  
**To:** Brad Stafford  
**Cc:** Johnnie L. Price  
**Subject:** RE: Railroad Street Parking Lot & Drainage Improvements Project - Parking on Railroad Street  
**Attachments:** 2020-01-27 One-Way Railroad Street EXHIBIT 1.pdf; 2020-01-27 One-Way Railroad Street EXHIBIT 2.pdf

My apologies Brad; Here is a revised exhibit with angled parking. Using the BCS design guidelines, you'll notice that there is not very much room to work with.

From Washington to McAlpine, a minimum 12' travel lane allows for parking on both sides for a span of three spaces; see exhibit 1. Otherwise there can be parallel on the sidewalk side (9 spaces) and angled spots on the railroad side (14 spaces); see exhibit 2.

There is no room for double angled parking from McAlpine to Holland. There can either be one set of angled (17 spaces on the railroad side or 13 spaces on the sidewalk side) or two sets of parallel (7 on the sidewalk side and 9 spaces on the railroad side) parking. Exhibit 1 shows parallel spaces and exhibit 2 shows angled spaces on the sidewalk side of the street.

Can you confirm the blocks that you want parking on; from Washington to Holland as is shown in the exhibits or just from Washington to McAlpine. If McAlpine to Holland is to support two-way traffic then one side can have parallel parking, as it is currently striped.

Please let me know your thoughts and how you would like me to proceed.

Best regards,

Brianna Groves, E.I.T.

Engineer-in-Training II

**CEC**

Texas Firm Registration Numbers

Engineering F-2214 & Surveying 100410-00

1555 Greens Prairie Road West | College Station, TX 77845

Tel: 979-846-6212 Fax: 979-846-8252

Direct: 979-383-2413

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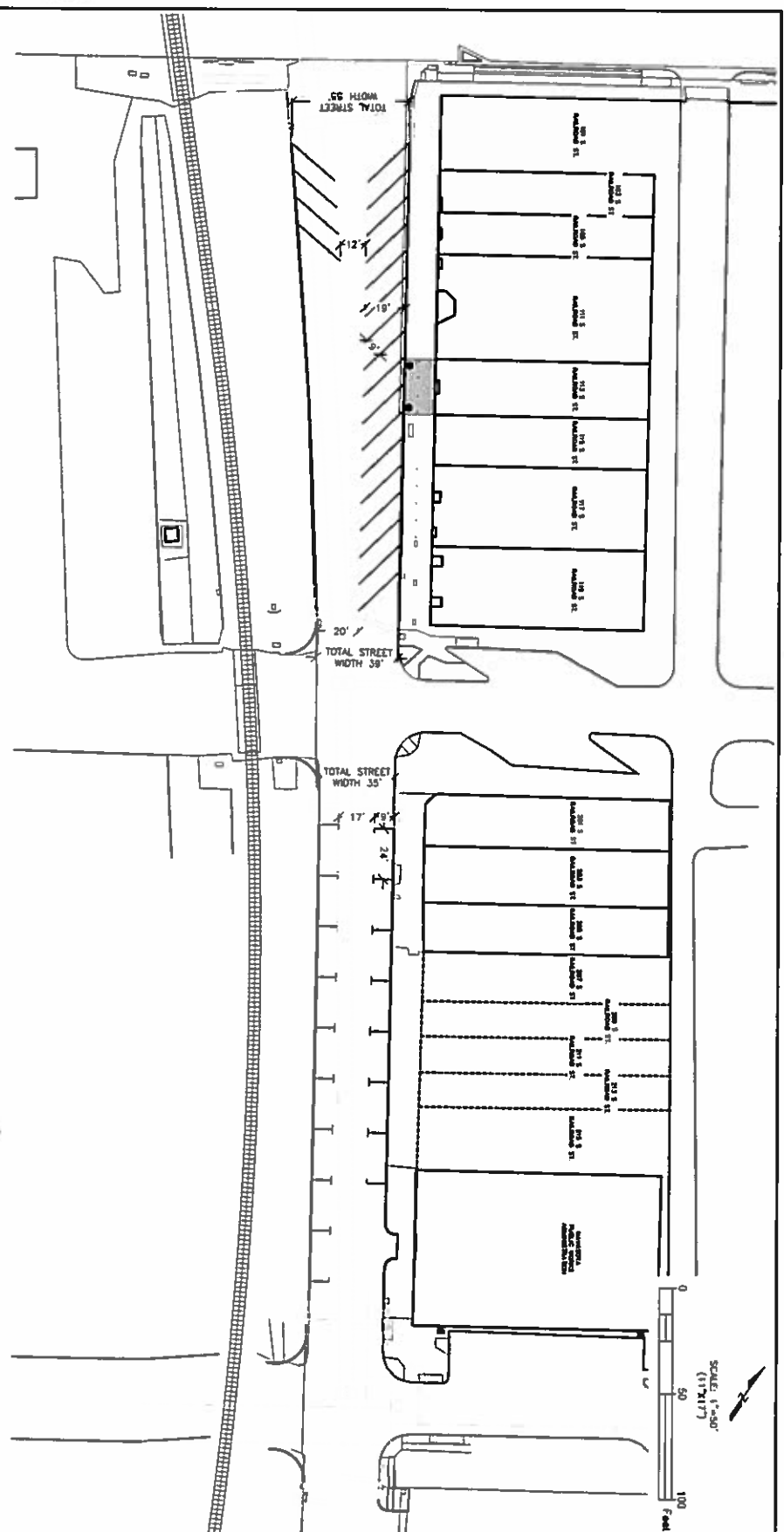
**From:** Brad Stafford <bstafford@navasotatx.gov>  
**Sent:** Monday, January 27, 2020 10:52 AM  
**To:** Brianna Groves, E.I.T. <bgroves@cectexas.com>  
**Cc:** Johnnie L. Price <jlprice@cectexas.com>  
**Subject:** RE: Railroad Street Parking Lot & Drainage Improvements Project - Parking on Railroad Street

Brianna,

I didn't explain correctly. We are asking about angle parking on both sides of Railroad street with traffic traveling from south to north.

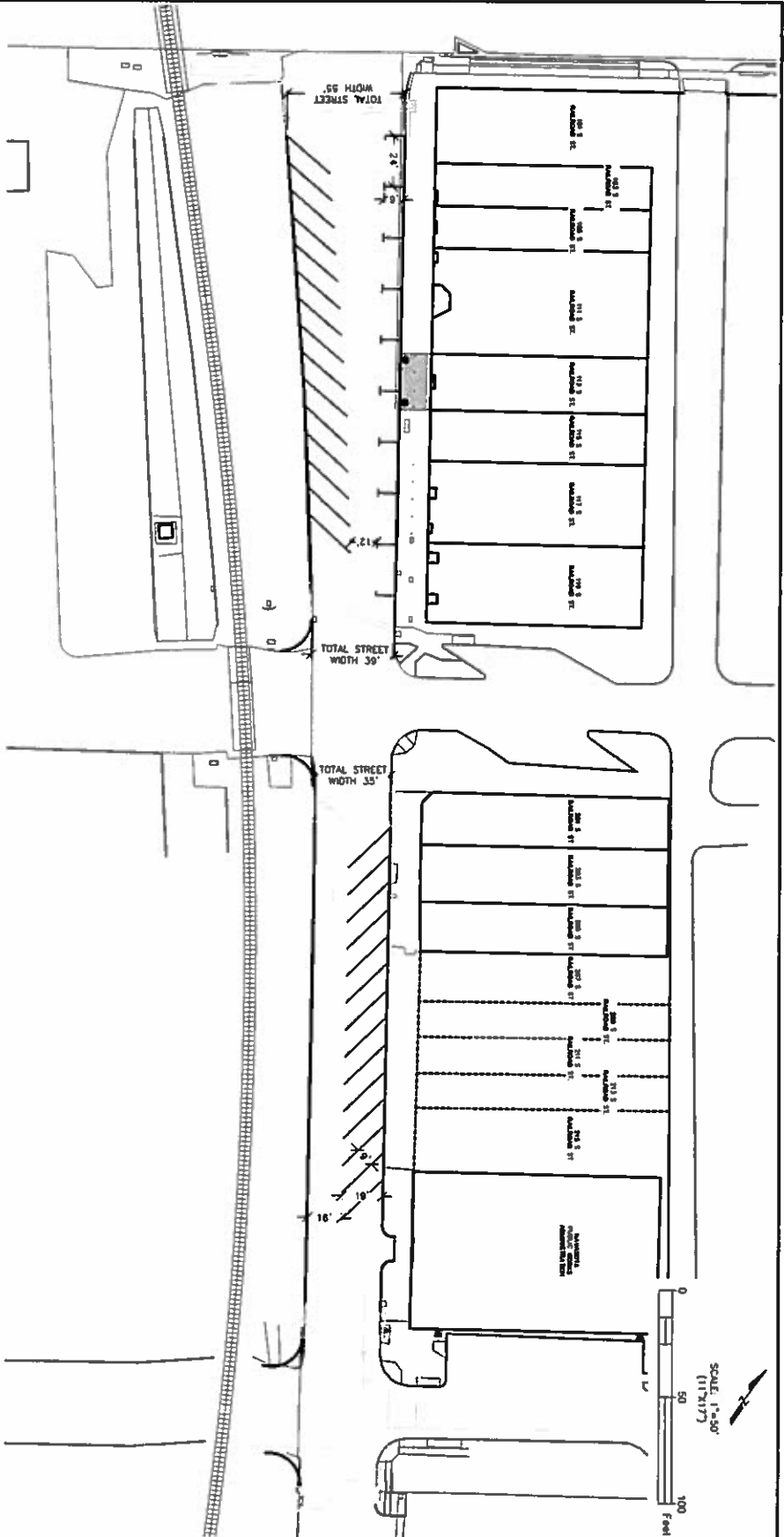
LEGEND	
APPROXIMATE DOOR/BUILDING	_____
PROPOSED BACK OF CURB	_____
PROPOSED PARKING STRIPING	_____
PROPOSED STORM SEWER	_____

PARKING COUNT		
BLOCK OF RAILROAD STREET	EXISTING PARKING SPACES	PROPOSED PARKING SPACES
WASHINGTON AVE. - MCALPINE ST.	21 ANGLED PARKING SPACES	19 ANGLED PARKING SPACES
MCALPINE ST. - HOLLAND ST.	9 PARALLEL PARKING SPACES	16 PARALLEL PARKING SPACES



<b>X-11</b>	CITY OF NAVASOTA	RAILROAD STREET DRAINAGE EXTENSION WATER INFRASTRUCTURE IMPROVEMENTS WASHINGTON AVE. - HOLLAND ST. NAVASOTA, GRIMES COUNTY, TEXAS	GEC	DON GARDNER, INC. 1600 E. 10TH STREET, SUITE 100 COLLIERVILLE, TEXAS 77856 TEL: (817) 646-6212 FAX: (817) 646-6213 REGISTRATION # 2214
	PREPARED FOR THE CITY OF NAVASOTA BY DON GARDNER, INC. DATE: 11/11/2017			REVIEWED BY: DATE: 11/11/2017
	CHECKED BY: DATE: 11/11/2017			APPROVED BY: DATE: 11/11/2017
	SCALE: 1"=50' (11/11/17)			11/11/2017

★



LEGEND	
APPROXIMATE DOOR/BUILDING	_____
PROPOSED BACK OF CURB	_____
PROPOSED PARKING STRIPING	_____
PROPOSED STORM SEWER	_____

PARKING COUNT			
BLOCK OF RAILROAD STREET	EXISTING PARKING SPACES	PROPOSED PARKING SPACES	
WASHINGTON AVE. - MCALPINE ST.	22 ANGLED PARKING SPACES	9 PARALLEL & 14 ANGLED PARKING SPACES	
MCALPINE ST. - HOLLAND ST.	9 PARALLEL PARKING SPACES	13 ANGLED PARKING SPACES	

**CITY OF NAVASOTA**

**RAILROAD STREET DRAINAGE EXTENSION**

**WATER INFRASTRUCTURE IMPROVEMENTS**

**WASHINGTON AVE. - HOLLAND ST.**

**NAVASOTA, GRIMES COUNTY, TEXAS**

**GEC**

GRIMES ENGINEERING CONSULTANTS, INC.

1919 GRIMES PRINCE ROAD WEST

COLLEGE STATION, TEXAS 77845

TEL: (817) 548-8252

FAX: (817) 548-8253

REGISTRATION #7-12114

DESIGNED BY: \_\_\_\_\_

DRAWN BY: \_\_\_\_\_

CHECKED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

**XH2**

THIS DOCUMENT IS THE PROPERTY OF GRIMES ENGINEERING CONSULTANTS, INC. IT IS TO BE USED ONLY FOR THE PROJECT AND LOCATION SPECIFICALLY IDENTIFIED HEREON. IT IS NOT TO BE REPRODUCED, COPIED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT THE WRITTEN PERMISSION OF GRIMES ENGINEERING CONSULTANTS, INC.

NO. 100-000-000

## Brad Stafford

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**From:** Brianna Groves, E.I.T. <bgroves@cectexas.com>  
**Sent:** Monday, January 27, 2020 10:33 AM  
**To:** Brad Stafford  
**Cc:** Johnnie L. Price  
**Subject:** Railroad Street Parking Lot & Drainage Improvements Project - Parking on Railroad Street  
**Attachments:** 2020-01-27 One-Way Railroad Street.pdf

Good morning Brad,

Please see attached for a sketch depicting the improvements you and I discussed Friday. Just counting from the aerial, it looks like there are a total of 31 parking spaces currently. This linework shows a total of 37.

One major issue we see with this is for the safety of patrons exiting their vehicles on the railroad side of the street. A sidewalk would offer a pedestrian route but this takes space either from the railroad right-of-way or from the travel lane in the street.

Due to the signage that we would have to provide in our plans, do you have an idea of which direction you want to restrict traffic flow to? If it runs south to north, drivers will have to wind through the downtown area and then eventually exit onto Washington Avenue. If traffic is to run in the opposite direction, then drivers will have to make a left turn off of Washington Ave. which also isn't the most desirable. These are just some of our initial thoughts.

Please let me know if you have any questions or comments.

Best regards,

Brianna Groves, E.I.T.  
Engineer-in-Training II



**CIVIL ENGINEERING CONSULTANTS**  
DON DURDEN, INC.

Texas Firm Registration Numbers  
Engineering F-2214 & Surveying 100410-00  
1555 Greens Prairie Road West | College Station, TX 77845  
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<http://www.cectexas.com/>

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**CITY OF NAVASOTA  
CITY COUNCIL AGENDA**

**AGENDA ITEM NO.:** 7.      **AGENDA DATE:** May 26, 2020

**PREPARED BY:** Lupe Diosdado, Community Development  
Director

**APPROVED BY:** BS

**ITEM:** Consideration and possible action on Resolution No. 671-20, regarding the requested annexation submitted by Miriah Cunneen on behalf of Anthony J. Cunneen for a 9.063-acre tract of land in the Daniel Tyler Survey, A-55, Navasota, Grimes County, Texas, setting a date, time and place for a public hearing on a proposed annexation of said property by the City of Navasota.

**ITEM BACKGROUND:**

The City received a petition for annexation from Miriah Cunneen on behalf of Anthony J. Cunneen requesting voluntary annexation that consists one (1) tract of land containing 9.063 acres. The area proposed for annexation is located on and along the western City limits line adjacent to Fairway Drive.

**BUDGETARY AND FINANCIAL SUMMARY:**

none

**STAFF RECOMMENDATION:**

Staff recommends approval of Resolution No. 671-20, regarding the requested annexation by by Miriah Cunneen on behalf of Anthony J. Cunneen for a 9.063-acre tract of land in the Daniel Tyler Survey, A-55, Navasota, Grimes County, Texas, setting a date, time and place for a public hearing on a proposed annexation of said property by the City of Navasota.

**ATTACHMENTS:**

1. Resolution No. 671-20
2. Annexation Petition
3. Power of Attorney
4. Aerial View

**RESOLUTION NO. 671-20**

**A RESOLUTION REGARDING THE REQUESTED  
ANNEXATION OF CERTAIN PROPERTY; SETTING A DATE,  
TIME AND PLACE FOR A PUBLIC HEARING ON A PROPOSED  
ANNEXATION OF CERTAIN PROPERTY BY THE CITY OF  
NAVASOTA, TEXAS AT THE REQUEST OF THE OWNER OF  
THE PROPERTY; AUTHORIZING THE CITY SECRETARY TO  
NOTIFY THE PUBLIC OF SAID PUBLIC HEARING AND TO  
TAKE ADDITIONAL ACTIONS IN FURTHERANCE OF THE  
ANNEXATION; DIRECTING THE COMMUNITY  
DEVELOPMENT DIRECTOR TO PREPARE A SERVICE PLAN;  
AND AUTHORIZING THE MAYOR TO MAKE ANY NECESSARY  
OR APPROPRIATE CHANGES.**

**WHEREAS**, Chapter 43 of the Texas Local Government Code, V.T.C.A., and the City Charter of the City of Navasota, Texas ("City") authorizes the City to annex territory in accordance with the procedures provided for therein; and

**WHEREAS**, the City received a written request of the property owner requesting the annexation of the area described in Exhibit "A" attached hereto and incorporated herein for all purposes; and

**WHEREAS**, the City desires to annex the area described in Exhibit "A";  
Now Therefore,

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

**Section 1.** That on the 8<sup>th</sup> day of June, 2020, at 6:00 o'clock p.m. in the City Council Chambers, City Hall, 200 E. McAlpine, Navasota, Texas, the City Council will hold a public hearing giving all interested persons the right to appear and be heard on the proposed annexation by the City of Navasota, Texas of the



property described in Exhibit "A".

**Section 2.** The City Secretary of the City of Navasota is hereby authorized and directed to cause notice of said hearing to be published once in a newspaper having general circulation in the City and in the above-described territory not more than twenty (20) days nor less than ten (10) days prior to the date of said public hearing, in accordance with Chapter 43 of the Texas Local Government Code. The City Secretary of the City of Navasota is hereby further authorized and directed to cause notice of said hearing to be posted on the City of Navasota's Internet website on or after the 20<sup>th</sup> day but before the 10<sup>th</sup> day before the date of the hearing and must remain posted until the date of the hearing, in accordance with Chapter 43 of the Texas Local Government Code. The City Secretary, or other appropriate staff, of the City of Navasota is hereby further authorized and directed to take any and all actions and to cause any additional notices as may be required by state law or the City Charter in furtherance of the annexation of the property described herein.

**Section 3.** The City Council accepts the service plan agreement negotiated with the property owner, which attached as Exhibit "B", and authorizes the Mayor to execute said agreement.

**Section 4.** In the event it is necessary or appropriate to revise any hearing date or hearing notices provided for herein, the Mayor is hereby authorized to make said changes and execute any necessary documentation

regarding same.

**PASSED AND APPROVED THIS THE 26<sup>TH</sup> DAY OF MAY, 2020.**

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**BERT MILLER, MAYOR**

**ATTEST:**

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**SUSIE M. HOMEYER, CITY SECRETARY**

## EXHIBIT "A"

### Meets & Bounds

**BEGINNING** at a found 1/2 inch iron rod for the Northeast corner of Tract One, called 2.563 acres, as described in a Deed to Anthony J. Cunneen, et ux (Doc. #: 2020-304752), in the Southeast ROW of FM Highway 105 (120 ft. ROW (111/284, 225/274)), in the West line of a called 12.105 acre tract as described in a Deed to the City of Navasota (462/281) and same being in the West margin of Fairway Drive;

THENCE S 02°50'40" E, 1,417.69 ft., along the West margin of Fairway Drive, a West line of said 12.105 acre Navasota tract (Doc. #: 2020-304752), a West line of a called 20.95 acre tract as described in a Deed to the City of Navasota (182/608) and the East lines of Cunneen's Tracts One, Two and Three (Doc. #: 2020-204752) to a found bold inside a square 1 inch tubing in concrete and at fence corner for the Southeast corner of Tract Three, a Southwest corner of said 20.95 acre Navasota tract and same being in the generally fenced and North line of a called 8.00 acre tract as described in a Deed to Christy Curry Garcia (1230/160);

THENCE S 87°00'37" W, 305.62 ft., along a portion of the generally fenced and North line of said 8.00 acre Garcia tract (1230/160) and the South line of Cunneen's Third Tract (Doc. #: 2020-304752) to a Point on the Southwest edge of an 8 inch treated fence corner post for the Southwest corner thereof and same being a Southeast corner of the residue of Tract Three, called 39.3497 acres, more or less, as described in a Deed to J&H Navasota Development, LLC (Doc. #: 2020-305736), from which a found 1/2 inch iron rod projecting 6 inches and in concrete brs. N 57°30'44" E, 1.29 ft.;

THENCE N 02°50'55" W, 719.10 ft., along the West lines of Cunneen's Tract Three and a portion of Tract Two (Doc. #: 2020-304752), an East line of said 39.3497 acre J&H Navasota Development, LLC tract (Doc. #: 2020305736) and the East line of a called 2.87 acre tract as described in a Deed to Gene Baldobino, Jr. (1503/115) to a found 1/2 inch iron rod for a common corner thereof;

THENCE along the Westerly lines of Cunneen's Tract Two and One (Doc. #: 2020-304752) and the East lines of said 2.87 acre Baldobino tract (1503/115) as follows:

- 1) N 15°24'29" E, 163.52 ft., to a found 1/2 inch iron rod and
- 2) N 06°03'28" W, 437.89 ft., to a found 1/2 inch iron rod for the Northeast corner of said 2.87 acre tract, the Northwest corner of Tract One and same being in the Southeast ROW of State Highway 105;

THENCE N 66°11'45" E, 298.77 ft., along the North line of Cunneen's Tract One (Doc. #: 2020-304752) and the Southeast ROW of State Highway 105 to the **PLACE OF BEGINNING** and containing 9.061 acres of land.

Basis of Bearings & Distances:

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

## **EXHIBIT "B"**

### **CITY OF NAVASOTA TEXAS**

#### **ANNEXATION SERVICE PLAN AGREEMENT**

##### **Introduction:**

Pursuant to the Local Government Code, Chapter 43, Section 43.0672, the City of Navasota has prepared this service plan agreement for the delivery of municipal services to the territory being proposed for annexation to the City. The area proposed for annexation consists of one tract of land containing a total of 9.063 acres. The area proposed for annexation is located on and along the western city limits line. The annexation of these properties is requested by Miriah Cunneen on behalf of the owner Anthony J. Cunneen, by a petition dated May 5, 2020. The property boundaries are contiguous with the existing city limits and are entirely within the City's extraterritorial jurisdiction (ETJ). There are no industrial businesses in this area. The land is Agricultural Open (AO) in all areas and is adjacent to the municipal airport.

##### **FOR SERVICES ON THE EFFECTIVE DATE OF ANNEXATION:**

##### **1. POLICE PROTECTION**

The City of Navasota, Texas, and its Police Department will provide police protection to the newly annexed area at the same or similar level of service now being provided to other areas of the City of Navasota, Texas, with similar topography, land use and population density within the newly annexed area.

##### **2. FIRE PROTECTION AND EMERGENCY MEDICAL SERVICES**

The City of Navasota, Texas, is presently serviced by the Navasota Fire Department, which will provide fire protection and emergency medical services to the newly annexed tract at the same or similar level of service now being provided to other areas of the City of Navasota, Texas, with similar topography, land use and population density within the City.

##### **3. SOLID WASTE COLLECTION**

At the present time the City of Navasota, Texas, is using a franchised contractor for collection of solid waste and refuse within the city limits of the City of Navasota, Texas. Upon payment of any required deposits and the agreements to pay lawful service fees and charges, solid waste collection will be provided to citizens in the newly annexed area to the extent that the City's contractor has access to the area to be serviced.

##### **4. MAINTENANCE OF WATER AND WASTE WATER FACILITIES**

Any and all water and wastewater facilities owned or maintained by the City of Navasota, Texas, and situated in the area at the time of the proposed annexation shall continue to be maintained by the City of Navasota, Texas. Any and all water facilities

which may be acquired subsequent to the annexation of the proposed area shall be maintained by the City of Navasota, Texas, to the extent of its ownership. The now existing water and wastewater mains at their existing locations shall be available for point of use extension based upon the current City's standard water and wastewater extension policies now existing or as may be amended.

**5. MAINTENANCE OF ROADS AND STREETS**

The City Council of the City of Navasota, Texas, is not aware of the existence of any roads or streets now located in the area proposed for annexation. In the event any such roads or streets do exist and are public facilities owned by or dedicated to the City of Navasota, Texas, the City will maintain such areas to the same extent and degree that it maintains roads and streets and other similar facilities of the City of Navasota, Texas. Any and all roads or streets which have been dedicated to and accepted by the City of Navasota, Texas, or which are owned by the City of Navasota, Texas, shall be maintained to the same degree and extent that other roads and streets are maintained in areas with similar topography, land use and population density. Any and all lighting of road and streets which may be positioned in a right-of-way, roadway or utility company easement shall be maintained by the applicable utility company servicing the City of Navasota, Texas, pursuant to the rules, regulations and fees of such utility.

**6. MAINTENANCE OF PARKS PLAYGROUNDS AND SWIMMING POOLS**

The City Council of the City of Navasota, Texas, is not aware of the existence of any parks, playgrounds or public swimming pools now located in the area proposed for annexation. In the event any such parks, playgrounds or swimming pools do exist and are public facilities, the City of Navasota, Texas, will maintain such areas to the same extent and degree that it maintains parks, playgrounds and swimming pools and other similar areas of the City now incorporated in the City of Navasota, Texas.

**7. MAINTENANCE OF ANY PUBLICLY OWNED FACILITY BUILDING OR MUNICIPAL SERVICE**

The City Council of the City of Navasota, Texas, is not aware of the existence of any publicly owned facility, building or other municipal service now located in the area proposed for annexation. In the event any such publicly owned facility, building or municipal service does exist and are public facilities, the City of Navasota, Texas, will maintain such areas to the same extent and degree that it maintains publicly owned facilities, buildings or Municipal services of the City now incorporated in the City or Navasota, Texas.

**CONSTRUCTION OF ANY CAPITAL IMPROVEMENTS TO BEGIN WITHIN 2-1/2 YEARS:**

**1. POLICE PROTECTION FIRE PROTECTION & SOLID WASTE COLLECTION**

The City Council of the City of Navasota, Texas, finds and determines it to be unnecessary to acquire or construct any capital improvement within 2-1/2 years of the

effective date of the annexation of the particular annexed area for the purposes of providing police

protection, fire protection or solid waste collection. The City Council finds and determines that it has at the present time adequate facilities to provide the same type, kind and level of protection and service which is presently being administered to other areas already incorporated in the City of Navasota, Texas, with the same or similar topography, land use and population density.

**2. WATER FACILITIES**

For the next 2-h years the City Council of the City of Navasota, Texas, believes that City water and wastewater mains exist for points of connection for serviceable extensions to provide water and wastewater service within the area to be annexed pursuant to the City's standard water extension policies now in existence or as may be amended by the City Council.

**3. ROADS AND STREETS**

Maintenance of properly dedicated roads and streets will be consistent with the maintenance provided by the City to other roads and streets in areas of similar topography, land use and population density.

**4. MAINTENANCE OF PARKS PLAYGROUNDS AND SWIMMING POOLS AND THE MAINTENANCE OF ANY OTHER PUBLICLY OWNED FACILITY BUILDING OR SERVICE**

To the extent that it becomes necessary because of development demands, population growth, and a bona fide need, the City Council of the City of Navasota, Texas, will undertake to provide any such facility which it deems necessary to adequately provide for the health and safety of the citizens of the newly incorporated area based upon the standard considerations of topography, land use and population density.

**SPECIFIC FINDINGS**

The City Council of the City of Navasota, Texas, finds and determines that this proposed Service Plan will not provide any fewer services, and it will not provide a lower level of service in the area proposed to be annexed than were in existence in the proposed area at the time immediately preceding the annexation process.

Furthermore, the City Council of the City of Navasota, Texas, finds and determines the nature of the area is characteristically different from other developed areas within the corporate limits of the City of Navasota, Texas. Consequently, because of the differing characteristics of topography, land use and population density, the service levels which may ultimately be provided in the newly annexed area may differ somewhat from services provided to other areas of the City of Navasota, Texas. These differences are specifically dictated because of differing characteristics of the property and the City of Navasota, Texas, will undertake to perform consistent with this service plan so as to provide this newly annexed area with the same type,

kind and quality of service presently enjoyed by the citizens of the City of Navasota, Texas, who reside in areas of similar topography, land use and population density.

**APPROVED** on this the 26th day of May, 2020

**CITY OF NAVASOTA, TEXAS**

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**BERT MILLER, MAYOR**

**ATTEST:**

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**SUSIE M. HOMEYER, CITY SECRETARY**

**LAND OWNER**

A handwritten signature in dark ink, appearing to read 'Miriah', followed by a long, horizontal, slightly wavy line extending to the right.

Miriah Cunneen (on behalf of Anthony J. Cunneen)

## Petition for Annexation

TO THE MAYOR AND CITY COUNCIL OF THE CITY OF NAVASOTA, TEXAS, A HOME  
RULE MUNICIPALITY:

The undersigned owner(s) of the hereinafter described tract of land hereby petition(s) the governing body to extend the present city limits so as to include and annex as part of the City of Navasota, Texas (pursuant to Texas Local Government Code, Chapter 43 and the Navasota Home Rule Charter, Article II) the following described territory, to wit:

[describe the area by metes and bounds, and attach as exhibit if necessary]

The undersigned owner(s) certify that the above described land adjoins the existing corporate limits of the City of Navasota, there are no qualified voters residing in the territory to be annexed, and the persons signing this petition own a majority of the land in the territory to be annexed.



Printed Name: Miriahanne Conneen

Title: POA for Anthony J. Conneen and Amanda E. Hopping-Conneen

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

THE STATE OF TEXAS

§

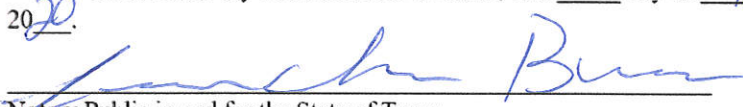
§

COUNTY OF GRIMES

§

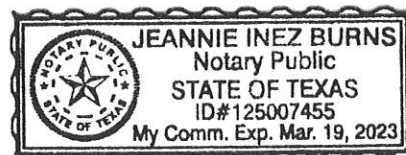
Before me, the undersigned authority, on this day personally appeared Miriahanne Conneen, known to me to be the person(s) whose name(s) is/are subscribed to the foregoing instrument and acknowledged to me that he/she/they executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office, this 5 day of May, 2020.

  
Notary Public in and for the State of Texas

Printed Name: \_\_\_\_\_

Commission Expires: \_\_\_\_\_





May 5, 2020

City of Navasota  
200 East McAlpine St.  
Navasota, TX 77868

To whom it may concern:

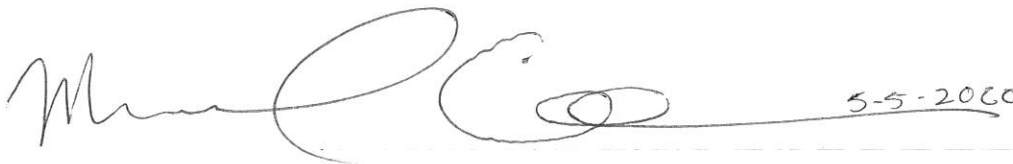
This letter is to serve as a formal request to the City of Navasota for the annexation of the property described as:

A0055-0 D TYLER, TRACT 3-5, ACRES 9.063

Formal field notes are attached.

Miriahanne Cunneen is making the request on behalf of Anthony J. Cunneen and Amanda E. Cunneen via Power of Attorney (attached).

Thank you for your time and consideration,

A handwritten signature in black ink, appearing to read 'Miriahanne Cunneen', followed by the date '5-5-2020' written in a similar script.

Miriahanne Cunneen

4. Legal description of land:

**TRACT ONE:**

All that certain tract or parcel of land lying and being situated in Grimes County, Texas, out of the D. Tyler Survey, Abstract No. 55, being out of a called 22 acre tract of land, more or less, described in a Gift Deed from John H. Engelke to Verna Mae Gantt, dated November 20, 2002, of record in Volume 1027, Page 330 of the Real Property Records of Grimes County, Texas and more fully described by metes and bounds as follows:

COMMENCING at a found 3/8 inch iron rod, at fence corner, for the Southeast corner of a called 3.00 acre tract of land described in a Deed to Verna Mae Gantt of record in Volume 1027, Page 330 of the Real Property Records of Grimes County, Texas, in the West line of the called 22 acre tract, more or less, mentioned above and same being a Northerly Northeast corner of a called 291.136 acre tract of land described in a Deed to R. L. Waltrip of record in Volume 827, Page 500 of the Real Property Records of Grimes County, Texas;

THENCE North, 1,084.05 ft., along the West line of the called 22 acre tract mentioned above, the East line of a called 3.00 acre tract of land described as Tract Two in a Deed to Verna Mae Gantt of record in Volume 1027, Page 330 of the Real Property Records of Grimes County, Texas and the fenced East line of a called 2.00 acre tract, more or less, as described in a Deed to Verna Mae Gantt of record in Volume 1027, Page 330 of the Real Property Records of Grimes County, Texas to a set 1/2 inch iron rod for its Northeast corner and same being the Southwest corner of a called 0.581 acre tract of land described in a Deed to Verna Mae Gantt of record in Volume 1027, Page 330 of the Real Property Records of Grimes County, Texas;

THENCE N 69 deg. 02 min. 23 sec. E, 28.50 ft., along the Southeast line of the called 0.581 acre tract of record in Volume 1027, Page 330 of the Real Property Records of Grimes County, Texas and the Northwest line of the called 22 acre tract, more or less, mentioned above to a set 1/2 inch iron rod for the Northwest corner of the tract of land herein described and THE TRUE PLACE OF BEGINNING for this survey description;

THENCE N 69 deg. 02 min. 23 sec. E, 298.91 ft., along the Southeast line of the called 0.581 acre tract of record in Volume 1027, Page 330 of the Real Property Records of Grimes County, Texas and the Northwest line of the called 22 acre tract, more or less, mentioned above to a set 1/2 inch iron rod, at fence corner, for the Northeast corner of the tract of land herein described, the Northwest corner of a 12.105 acre tract of land described in a Deed of record in Volume 1027, Page 330 of the Real Property Records of Grimes County, Texas and same being in the fenced West margin of Fairway Drive;

THENCE South, 466.20 ft., along the West line of the called 12.105 acre tract of record in Volume 1027, Page 330 of the Real Property Records of Grimes County, Texas, a fenced East line of the called 22 acre tract, more or less, mentioned above and the fenced East line of the tract of land herein described to a set 1/2 inch iron rod, in fence line, for its Southeast corner;

THENCE S 89 deg. 51 min. 27 sec. W, 258.79 ft., along the South line of the tract of land herein described to a set 1/2 inch iron rod for its Southeast corner;

THENCE N 03 deg. 14 min. 02 sec. W, 360.49 ft., along the West line of the tract of land herein described to THE TRUE PLACE OF BEGINNING containing 2.563 acres of land.

**TRACT TWO:**

All that certain tract or parcel of land lying and being situated in Grimes County, Texas, out of the D. Tyler Survey, Abstract No. 55, being out of a called 22 acre tract of land, more or less, as described in a Gift Deed from John H. Engelke to Verna Mae Gantt, dated November 20, 2002, of record in Volume 1027, Page 330 of the Real Property Records of Grimes County, Texas and more fully described by metes and bounds as follows:

COMMENCING at a found 3/8 inch iron rod, at fence corner, for the Southeast corner of a called 3.00 acre tract of land in a Deed to Verna Mae Gantt of record in Volume 1027, Page 330 of the Real Property Records of Grimes County, Texas, in the West line of the called 22 acre tract, more or less, mentioned above and same being a Northerly Northeast corner of a called 291.136 acre tract of land described in a Deed to R. L. Waltrip of record in Volume 827, Page 500 of the Real Property Records of Grimes County, Texas;

THENCE North, 245.74 ft., along the West line of the called 22 acre tract mentioned above and the East line of a called 3.00 acre tract of land described as Tract Two in a Deed to Verna Mae Gantt of record in Volume 1027,

Page 330 of the Real Property Records of Grimes County, Texas to a set 1/2 inch iron rod for the Southwest corner of the tract of land herein described and THE TRUE PLACE OF BEGINNING for this survey description;

THENCE North, 256.08 ft., along the West line of the called 22 acre tract mentioned above and the East line of a called 3.00 acre tract of land described as Tract Two in a Deed to Verna Mae Gantt of record in Volume 1027, Page 330 of the Real Property Records of Grimes County, Texas to a set 1/2 inch iron rod for the Westerly Northwest corner of the tract of land herein described, from which a found 1/2 inch iron rod, at fence corner, for the Northeast corner of the aforementioned 3.00 acre tract brs. North, 123.59 ft.;

THENCE N 18 deg. 17 min. 10 sec. E, 163.54 ft., along a Northwest line of the tract of land herein described to a set 1/2 inch iron rod for an angle point in line for corner;

THENCE N 03 deg. 14 min. 02 sec. W, 77.34 ft., along a Westerly line of the tract of land herein described to a set 1/2 inch iron rod for its Northerly Northwest corner;

THENCE N 89 deg. 51 min. 27 sec. E, 258.79 ft., along the North line of the tract of land herein described to a set 1/2 inch iron rod for its Northeast corner in a fenced East line of the called 22 acre tract, more or less, mentioned above and same being in the fenced West margin of Fairway Drive;

THENCE South, 488.47 ft., along a fenced East line of the called 22 acre tract, more or less, mentioned above and the East line of the tract of land herein described to a set 1/2 inch iron rod, in fence line, for its Southeast corner;

THENCE S 89 deg. 51 min. 27 sec. W, 305.74 ft., along the South line of the tract of land herein described to THE TRUE PLACE OF BEGINNING containing 3.250 acres of land.

#### TRACT THREE:

All that certain tract or parcel of land lying and being situated in Grimes County, Texas, out of the D. Tyler Survey, Abstract No. 55, being out of a called 22 acre tract of land, more or less, as described in a Gift Deed from John H. Engelke to Verna Mae Gantt, dated November 20, 2002, of record in Volume 1027, Page 330 of the Real Property Records of Grimes County, Texas and more fully described by metes and bounds as follows:

BEGINNING at a found 3/8 inch iron rod, at fence corner, for the Southeast corner of a called 3.00 acre tract of land described in a Deed to Verna Mae Gantt of record in Volume 1027, Page 330 of the Real Property Records of Grimes County, Texas, in the West line of the called 22 acre tract, more or less, mentioned above and same being a Northerly Northeast corner of a called 291.136 acre tract of land described in a Deed to R. L. Waltrip of record in Volume 827, Page 500 of the Real Property Records of Grimes County, Texas;

THENCE North, 245.74 ft., along the West line of the called 22 acre tract mentioned above and the East line of a called 3.00 acre tract of land described as Tract Two in a Deed to Verna Mae Gantt of record in Volume 1027, Page 330 of the Real Property Records of Grimes County, Texas to a set 1/2 inch iron rod for the Northwest corner of the tract of land herein described, from which a found 1/2 inch iron rod, at fence corner, for the Northeast corner of the aforementioned 3.00 acre Gantt tract brs. North 379.67 ft.;

THENCE N 89 deg. 51 min. 27 sec. E, 305.74 ft., along the North line of the tract of land herein described to a set 1/2 inch iron rod for its Northeast corner in a fenced East line of the called 22 acre tract, more or less, mentioned above and same being the fenced West margin of Fairway Drive;

THENCE South, 463.04 ft., along a fenced East line of the called 22 acre tract, more or less, mentioned above and the East line of the tract of land herein described to a found Bolt in concrete, at fence corner, for its Southeast corner, a Southeast corner of the called 22 acre tract, more or less, mentioned above and same being in the fenced North line of a called 8.00 acre tract of land described in a Deed to Christy Curry Garcia of record in Volume 1230, Page 160 of the Real Property Records of Grimes County, Texas, from which a found 1/2 inch iron rod, at fence corner, for the Northeast corner of the aforementioned 8.00 acre Garcia tract brs. N 89 deg. 51 min. 27 sec. E, 29.07 ft.;

THENCE S 89 deg. 51 min. 27 sec. W, 305.74 ft., along a fenced North line of the called 8.00 acre Garcia tract of record in Volume 1230, Page 160 of the Real Property Records of Grimes County, Texas, and a South line of the called 22 acre tract, more or less, mentioned above, to its Southwest corner, at fence corner, from which a set 1/2

inch iron rod brs. N 84 deg. 04 min. 22 sec. E, 0.39 ft.;

**THENCE North, 217.29 ft., along a fenced West line of the called 22 acre tract, more or less, mentioned above to  
THE PLACE OF BEGINNING containing 3.250 acres of land.**

**NOTE: The Company is prohibited from insuring the area or quantity of the land described herein. Any statement in the above legal description of the area or quantity of land is not a representation that such area or quantity is correct, but is made only for informational and/or identification purposes and does not override item 2 of Schedule B hereof.**

NOTICE OF CONFIDENTIALITY RIGHTS: "IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER."

### STATUTORY DURABLE POWER OF ATTORNEY

NOTICE: THE POWERS GRANTED BY THIS DOCUMENT ARE BROAD AND SWEEPING. THEY ARE EXPLAINED IN THE DURABLE POWER OF ATTORNEY ACT, SUBTITLE P, TITLE 2, ESTATES CODE. IF YOU HAVE ANY QUESTIONS ABOUT THESE POWERS, OBTAIN COMPETENT LEGAL ADVICE. THIS DOCUMENT DOES NOT AUTHORIZE ANYONE TO MAKE MEDICAL AND OTHER HEALTHCARE DECISIONS FOR YOU. YOU MAY REVOKE THIS POWER OF ATTORNEY IF YOU LATER WISH TO DO SO. IF YOU WANT YOUR AGENT TO HAVE THE AUTHORITY TO SIGN HOME EQUITY LOAN DOCUMENTS ON YOUR BEHALF, THIS POWER OF ATTORNEY MUST BE SIGNED BY YOU AT THE OFFICE OF THE LENDER, AN ATTORNEY AT LAW, OR A TITLE COMPANY.

You should select someone you trust to serve as your agent. Unless you specify otherwise, generally the agent's authority will continue until:

- (1) you die or revoke the power of attorney
- (2) your agent resigns, is removed by court order, or is unable to act for you, or
- (3) a guardian is appointed for your estate.

I, ANTHONY JUSTIN CHARLES CUNNEEN A/K/A ANTHONY J. C. CUNNEEN A/K/A ANTHONY J. CUNNEEN A/K/A ANTHONY C. CUNNEEN A/K/A ANTHONY CUNNEEN, appoint MIRIAHANNE CUNNEEN or CAMERON CUNNEEN, as my agent to act for me in any lawful way with respect to all of the following powers that I have initialed below. (YOU MAY APPOINT CO-AGENTS. UNLESS YOU PROVIDE OTHERWISE, CO-AGENTS MAY ACT INDEPENDENTLY.)

TO GRANT ALL OF THE FOLLOWING POWERS, INITIAL THE LINE IN FRONT OF (O) AND IGNORE THE LINES IN FRONT OF THE OTHER POWERS LISTED IN (A) THROUGH (N).

TO GRANT A POWER, YOU MUST INITIAL THE LINE IN FRONT OF THE POWER YOU ARE GRANTING.

TO WITHHOLD A POWER, DO NOT INITIAL THE LINE IN FRONT OF THE POWER. YOU MAY, BUT DO NOT NEED TO, CROSS OUT EACH POWER WITHHELD.

- \_\_\_\_\_ (A) Real property transactions
- \_\_\_\_\_ (B) Tangible personal property transactions
- \_\_\_\_\_ (C) Stock and bond transactions
- \_\_\_\_\_ (D) Commodity and option transactions

- ☐ (E) Banking and other financial institution transactions
- ☐ (F) Business operating transactions
- ☐ (G) Insurance and annuity transactions
- ☐ (H) Estate, trust, and other beneficiary transactions
- ☐ (I) Claims and litigations
- ☐ (J) Personal and family maintenance
- ☐ (K) Benefits from social security, Medicare, Medicaid, or other governmental programs or civil or military service
- ☐ (L) Retirement plan transactions
- ☐ (M) Tax matters
- ☐ (N) Digital assets and the content of an electronic communication
- ☒ (O) ALL OF THE POWERS LISTED IN (A) THROUGH (N); YOU DO NOT HAVE TO INITIAL THE LINE IN FRONT OF ANY OTHER POWER IF YOU INITIAL LINE (O)

SPECIAL INSTRUCTIONS:

Special instructions applicable to agent compensation (initial in front of one of the following sentences to have it apply; if no selection is made, each agent will be entitled to compensation that is reasonable under the circumstances):

☐ My agent is entitled to reimbursement of reasonable expenses incurred on my behalf and to compensation that is reasonable under the circumstances.

☒ My agent is entitled to reimbursement of reasonable expenses incurred on my behalf but shall receive no compensation for serving as my agent.

Special instructions applicable to co-agents (if you have appointed co-agents to act, initial in front of one of the following sentences to have it apply; if no section is made, each agent will be entitled to act independently):

☒ Each of my co-agents may act independently for me.

☐ My co-agents may act for me only if the co-agents act jointly.

☐ My co-agents may act for me only if a majority of the co-agents act jointly.

Special instructions applicable to gifts (initial in front of the following sentence to have it apply):

☒ I grant my agent the power to apply my property to make gifts outright to or for the benefit of a person, including by the exercise of a presently exercisable general power of appointment held by me, except that the amount of a gift to an individual may not exceed the amount of annual exclusions allowed from the federal gift tax for the calendar year of the gift.

ON THE FOLLOWING LINES YOU MAY GIVE SPECIAL INSTRUCTIONS LIMITING OR EXTENDING THE POWERS GRANTED TO YOUR AGENT:

UNLESS YOU DIRECT OTHERWISE BELOW, THIS POWER OF ATTORNEY IS EFFECTIVE IMMEDIATELY AND WILL CONTINUE UNTIL IT TERMINATES.

CHOOSE ONE OF THE FOLLOWING ALTERNATIVES BY CROSSING OUT THE ALTERNATIVE NOT CHOSEN:

(A) This power of attorney is not affected by my subsequent disability or incapacity.

~~OR THIS POWER OF ATTORNEY TERMINATES ON THE DATE IT IS EXECUTED.~~

YOU SHOULD CHOOSE ALTERNATIVE (A) IF THIS POWER OF ATTORNEY IS TO BECOME EFFECTIVE ON THE DATE IT IS EXECUTED.

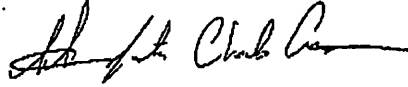
IF NEITHER (A) NOR (B) IS CROSSED OUT, IT WILL BE ASSUMED THAT YOU CHOSE ALTERNATIVE (A).

If Alternative (B) is chosen and a definition of my disability or incapacity is not contained in this power of attorney, I shall be considered disabled or incapacitated for purposes of this power of attorney if a physician certifies in writing at a date later than the date this power of attorney is executed that, based on the physician's medical examination of me, I am mentally incapable of managing my financial affairs. I authorize the physician who examines me for this purpose to disclose my physical or mental condition to another person for purposes of this power of attorney. A third party who accepts this power of attorney is fully protected from any action taken under this power of attorney that is based on the determination made by a physician of my disability or incapacity.

I agree that any third party who receives a copy of this document may act under it. Termination of this durable power of attorney is not effective as to a third party until the third party has actual knowledge of the termination. I agree to indemnify the third party for any claims that arise against the third party because of reliance on this power of attorney. The meaning and effect of this durable power of attorney is determined by Texas law.

If any agent named by me dies, becomes incapacitated, resigns, or refuses to act, or if my marriage to an agent named by me is dissolved by a court decree of divorce or annulment or is declared by a court (unless I provide in this document that the dissolution or declaration does not terminate the agent's authority to act under this power of attorney), I name the following (each to act alone and successively, in the order named) as successor(s) to that agent: N/A.

Signed this 20 day of APRIL, 2020.



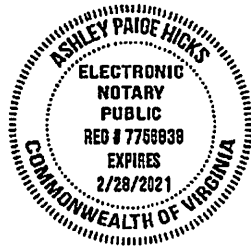
ANTHONY JUSTIN CHARLES CUNNEEN  
A/K/A ANTHONY J. C. CUNNEEN A/K/A  
ANTHONY J. CUNNEEN A/K/A ANTHONY C.  
CUNNEEN A/K/A ANTHONY CUNNEEN

THE STATE OF Virginia §  
COUNTY OF Botetourt §

This document was acknowledged before me on the 20 day of APRIL, 2020, by ANTHONY JUSTIN CHARLES CUNNEEN A/K/A ANTHONY J. C. CUNNEEN A/K/A ANTHONY J. CUNNEEN A/K/A ANTHONY C. CUNNEEN A/K/A ANTHONY CUNNEEN.



NOTARY PUBLIC IN AND FOR  
THE STATE OF Virginia





THE AGENT, BY ACCEPTING OR ACTING UNDER THE APPOINTMENT, ASSUMES THE FIDUCIARY AND OTHER LEGAL RESPONSIBILITIES OF AN AGENT.

### IMPORTANT INFORMATION FOR AGENT

#### Agent's Duties

When you accept the authority granted under this power of attorney, you establish a "fiduciary" relationship with the principal. This is a special legal relationship that imposes on you legal duties that continue until you resign or the power of attorney is terminated or revoked by the principal or by operation of law. A fiduciary duty generally includes the duty to:

- (1) act in good faith
- (2) do nothing beyond the authority granted in this power of attorney
- (3) act loyally for the principal's benefit
- (4) avoid conflicts that would impair your ability to act in the principal's best interest and
- (5) disclose your identity as an agent when you act for the principal by writing or printing the name of the principal and signing your own name as "agent" in the following manner:

ANTHONY JUSTIN CHARLES CUNNEEN A/K/A ANTHONY J. C. CUNNEEN A/K/A ANTHONY CUNNEEN A/K/A ANTHONY J. CUNNEEN A/K/A ANTHONY C. CUNNEEN by MIRIAHANNE CUNNEEN or CAMERON CUNNEEN as Agent.

In addition, the Durable Power of Attorney Act (Subtitle P, Title 2, Estates Code) requires you to:

- (1) maintain records of each action taken or decision made on behalf of the principal
- (2) maintain all records until delivered to the principal, released by the principal, or discharged by a court and
- (3) if requested by the principal, provide an accounting to the principal that, unless otherwise directed by the principal or otherwise provided in the Special Instructions, must include:
  - (A) the property belonging to the principal that has come to your knowledge or into your possession
  - (B) each action taken or decision made by you as agent
  - (C) a complete account of receipts, disbursements, and other actions of you as agent that includes the source and nature of each receipt, disbursement, or action, with receipts of principal and income shown separately
  - (D) a listing of all property over which you have exercised control that includes an adequate description of each asset and the asset's current value, if known to you
  - (E) the cash balance on hand and the name and location of the depository at which the cash balance is kept

- (F) each known liability
- (G) any other information and facts known to you as necessary for a full and definite understanding of the exact condition of the property belonging to the principal and
- (H) all documentation regarding the principal's property.

#### **Termination of Agent's Authority**

You must stop acting on behalf of the principal if you learn of any event that terminates or suspends this power of attorney or your authority under this power of attorney. An event that terminates this power of attorney or your authority to act under this power of attorney includes:

- (1) the principal's death
- (2) the principal's revocation of this power of attorney or your authority
- (3) the occurrence of a termination event stated in this power of attorney
- (4) if you are married to the principal, the dissolution of your marriage by court decree of divorce or annulment or declaration that your marriage is void, unless otherwise provided in this power of attorney;
- (5) the appointment and qualification of a permanent guardian of the principal's estate unless a court order provides otherwise; or
- (6) if ordered by a court, your removal as agent under this power of attorney. An event that suspends this power of attorney is the appointment and qualification of a temporary guardian unless a court order provides otherwise.

The authority granted to you under this power of attorney is specified in the Durable Power of Attorney Act (Subtitle P, Title 2, Estates Code). If you violate the Durable Power of Attorney Act or act beyond the authority granted, you may be liable for any damages caused by the violation or subject to prosecution for misapplication of property by a fiduciary under Chapter 32 of the Texas Penal Code.

**THE AGENT, BY ACCEPTING OR ACTING UNDER THE APPOINTMENT, ASSUMES THE FIDUCIARY AND OTHER LEGAL RESPONSIBILITIES OF AN AGENT.**

**Grimes County  
Vanessa Burzynski  
Grimes County Clerk**

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**Instrument Number: 307516**

eRecording - Real Property

Recorded On: April 24, 2020 10:29 AM

Number of Pages: 7

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**" Examined and Charged as Follows: "**

Total Recording: \$46.00

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**\*\*\*\*\* THIS PAGE IS PART OF THE INSTRUMENT \*\*\*\*\***

Any provision herein which restricts the Sale, Rental or use of the described REAL PROPERTY  
because of color or race is invalid and unenforceable under federal law.

**File Information:**

Document Number: 307516  
Receipt Number: 20200424000018  
Recorded Date/Time: April 24, 2020 10:29 AM  
User: Barbara K  
Station: Clerk01

**Record and Return To:**

Simplifile  
5072 North 300 West  
  
PROVO UT



**STATE OF TEXAS  
COUNTY OF GRIMES**

I hereby certify that this Instrument was FILED In the File Number sequence on the date/time printed hereon, and was duly RECORDED in the Official Records of Grimes County, Texas.

Vanessa Burzynski  
Grimes County Clerk  
Grimes County, TX

*Vanessa Burzynski*

NOTICE OF CONFIDENTIALITY RIGHTS: "If you are a natural person, you may remove or strike any or all of the following information from any instrument that transfers an interest in real property before it is filed for record in the public records: Your social security number or your driver's license number."

### STATUTORY DURABLE POWER OF ATTORNEY

NOTICE: THE POWERS GRANTED BY THIS DOCUMENT ARE BROAD AND SWEEPING. THEY ARE EXPLAINED IN THE DURABLE POWER OF ATTORNEY ACT, SUBTITLE P, TITLE 2, ESTATES CODE. IF YOU HAVE ANY QUESTIONS ABOUT THESE POWERS, OBTAIN COMPETENT LEGAL ADVICE. THIS DOCUMENT DOES NOT AUTHORIZE ANYONE TO MAKE MEDICAL AND OTHER HEALTHCARE DECISIONS FOR YOU. YOU MAY REVOKE THIS POWER OF ATTORNEY IF YOU LATER WISH TO DO SO. IF YOU WANT YOUR AGENT TO HAVE THE AUTHORITY TO SIGN HOME EQUITY LOAN DOCUMENTS ON YOUR BEHALF, THIS POWER OF ATTORNEY MUST BE SIGNED BY YOU AT THE OFFICE OF THE LENDER, AN ATTORNEY AT LAW, OR A TITLE COMPANY.

You should select someone you trust to serve as your agent. Unless you specify otherwise, generally the agent's authority will continue until:

- (1) you die or revoke the power of attorney
- (2) your agent resigns, is removed by court order, or is unable to act for you, or
- (3) a guardian is appointed for your estate.

I, AMANDA EILEEN HOPPING-CUNNEEN A/K/A AMANDA E. CUNNEEN A/K/A AMANDA HOPPING-CUNNEEN A/K/A AMANDA CUNNEEN, appoint MIRIAHANNE CUNNEEN or CAMERON CUNNEEN, as my agent to act for me in any lawful way with respect to all of the following powers that I have initialed below. (YOU MAY APPOINT CO-AGENTS, UNLESS YOU PROVIDE OTHERWISE, CO-AGENTS MAY ACT INDEPENDENTLY.)

TO GRANT ALL OF THE FOLLOWING POWERS, INITIAL THE LINE IN FRONT OF (O) AND IGNORE THE LINES IN FRONT OF THE OTHER POWERS LISTED IN (A) THROUGH (N).

TO GRANT A POWER, YOU MUST INITIAL THE LINE IN FRONT OF THE POWER YOU ARE GRANTING.

TO WITHHOLD A POWER, DO NOT INITIAL THE LINE IN FRONT OF THE POWER. YOU MAY, BUT DO NOT NEED TO, CROSS OUT EACH POWER WITHHELD.

- |       |     |  |
|-------|-----|--|
| _____ | (A) | Real property transactions                           |
| _____ | (B) | Tangible personal property transactions              |
| _____ | (C) | Stock and bond transactions                          |
| _____ | (D) | Commodity and option transactions                    |
| _____ | (E) | Banking and other financial institution transactions |

- ☐ (F) Business operating transactions
- ☐ (G) Insurance and annuity transactions
- ☐ (H) Estate, trust, and other beneficiary transactions
- ☐ (I) Claims and litigations
- ☐ (J) Personal and family maintenance
- ☐ (K) Benefits from social security, Medicare, Medicaid, or other governmental programs or civil or military service
- ☐ (L) Retirement plan transactions
- ☐ (M) Tax matters
- ☐ (N) Digital assets and the content of an electronic communication
- ☒ (O) ALL OF THE POWERS LISTED IN (A) THROUGH (N); YOU DO NOT HAVE TO INITIAL THE LINE IN FRONT OF ANY OTHER POWER IF YOU INITIAL LINE (O)

SPECIAL INSTRUCTIONS:

Special instructions applicable to agent compensation (initial in front of one of the following sentences to have it apply; if no selection is made, each agent will be entitled to compensation that is reasonable under the circumstances):

- ☐ My agent is entitled to reimbursement of reasonable expenses incurred on my behalf and to compensation that is reasonable under the circumstances.
- ☒ My agent is entitled to reimbursement of reasonable expenses incurred on my behalf but shall receive no compensation for serving as my agent.

Special instructions applicable to co-agents (if you have appointed co-agents to act, initial in front of one of the following sentences to have it apply; if no section is made, each agent will be entitled to act independently):

- ☒ Each of my co-agents may act independently for me.
- ☐ My co-agents may act for me only if the co-agents act jointly.
- ☐ My co-agents may act for me only if a majority of the co-agents act jointly.

Special instructions applicable to gifts (initial in front of the following sentence to have it apply):

- ☒ I grant my agent the power to apply my property to make gifts outright to or for the benefit of a person, including by the exercise of a presently exercisable general power of appointment held by me, except that the amount of a gift to an individual may not exceed the amount of annual exclusions allowed from the federal gift tax for the calendar year of the gift.

ON THE FOLLOWING LINES YOU MAY GIVE SPECIAL INSTRUCTIONS LIMITING OR EXTENDING THE POWERS GRANTED TO YOUR AGENT:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

UNLESS YOU DIRECT OTHERWISE BELOW, THIS POWER OF ATTORNEY IS EFFECTIVE IMMEDIATELY AND WILL CONTINUE UNTIL IT TERMINATES.

CHOOSE ONE OF THE FOLLOWING ALTERNATIVES BY CROSSING OUT THE ALTERNATIVE NOT CHOSEN:

(A) This power of attorney is not affected by my subsequent disability or incapacity.

~~XXXXXX This power of attorney terminates if I become disabled or incapacitated. XXXX~~

YOU SHOULD CHOOSE ALTERNATIVE (A) IF THIS POWER OF ATTORNEY IS TO BECOME EFFECTIVE ON THE DATE IT IS EXECUTED.

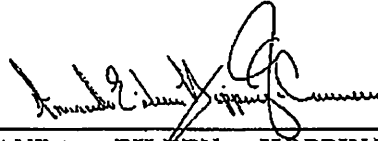
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I agree that any third party who receives a copy of this document may act under it. Termination of this durable power of attorney is not effective as to a third party until the third party has actual knowledge of the termination. I agree to indemnify the third party for any claims that arise against the third party because of reliance on this power of attorney. The meaning and effect of this durable power of attorney is determined by Texas law.

If any agent named by me dies, becomes incapacitated, resigns, or refuses to act, or if my marriage to an agent named by me is dissolved by a court decree of divorce or annulment or is declared by a court (unless I provide in this document that the dissolution or declaration does not terminate the agent's authority to act under this power of attorney), I name the following (each to act alone and successively, in the order named) as successor(s) to that agent: N/A.

Signed this 20 day of APRIL, 2020.



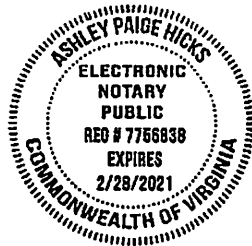
AMANDA EILEEN HOPPING-CUNNEEN  
A/K/A AMANDA E. CUNNEEN A/K/A  
AMANDA HOPPING-CUNNEEN A/K/A  
AMANDA CUNNEEN

THE STATE OF Virginia §  
COUNTY OF Botetourt §

This document was acknowledged before me on the 20 day of APRIL, 2020, by AMANDA EILEEN HOPPING-CUNNEEN A/K/A AMANDA E. CUNNEEN A/K/A AMANDA HOPPING-CUNNEEN A/K/A AMANDA CUNNEEN.



NOTARY PUBLIC IN AND FOR  
THE STATE OF Virginia



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- (1) act in good faith
- (2) do nothing beyond the authority granted in this power of attorney
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AMANDA EILEEN HOPPING-CUNNEEN A/K/A AMANDA E. CUNNEEN A/K/A AMANDA HOPPING-CUNNEEN A/K/A AMANDA CUNNEEN by MIRIAHANNE CUNNEEN or CAMERON CUNNEEN as Agent.

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  - (A) the property belonging to the principal that has come to your knowledge or into your possession
  - (B) each action taken or decision made by you as agent
  - (C) a complete account of receipts, disbursements, and other actions of you as agent that includes the source and nature of each receipt, disbursement, or action, with receipts of principal and income shown separately
  - (D) a listing of all property over which you have exercised control that includes an adequate description of each asset and the asset's current value, if known to you
  - (E) the cash balance on hand and the name and location of the depository at which the cash balance is kept



- (F) each known liability
- (G) any other information and facts known to you as necessary for a full and definite understanding of the exact condition of the property belonging to the principal and
- (H) all documentation regarding the principal's property.

#### Termination of Agent's Authority

You must stop acting on behalf of the principal if you learn of any event that terminates or suspends this power of attorney or your authority under this power of attorney. An event that terminates this power of attorney or your authority to act under this power of attorney includes:

- (1) the principal's death
- (2) the principal's revocation of this power of attorney or your authority
- (3) the occurrence of a termination event stated in this power of attorney
- (4) if you are married to the principal, the dissolution of your marriage by court decree of divorce or annulment or declaration that your marriage is void, unless otherwise provided in this power of attorney;
- (5) the appointment and qualification of a permanent guardian of the principal's estate unless a court order provides otherwise; or
- (6) if ordered by a court, your removal as agent under this power of attorney. An event that suspends this power of attorney is the appointment and qualification of a temporary guardian unless a court order provides otherwise.

The authority granted to you under this power of attorney is specified in the Durable Power of Attorney Act (Subtitle P, Title 2, Estates Code). If you violate the Durable Power of Attorney Act or act beyond the authority granted, you may be liable for any damages caused by the violation or subject to prosecution for misapplication of property by a fiduciary under Chapter 32 of the Texas Penal Code.

THE AGENT, BY ACCEPTING OR ACTING UNDER THE APPOINTMENT, ASSUMES THE FIDUCIARY AND OTHER LEGAL RESPONSIBILITIES OF AN AGENT.

**Grimes County  
Vanessa Burzynski  
Grimes County Clerk**

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**Instrument Number: 307515**

eRecording - Real Property

Recorded On: April 24, 2020 10:29 AM

Number of Pages: 7

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**" Examined and Charged as Follows: "**

Total Recording: \$46.00

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**\*\*\*\*\* THIS PAGE IS PART OF THE INSTRUMENT \*\*\*\*\***

Any provision herein which restricts the Sale, Rental or use of the described REAL PROPERTY  
because of color or race is invalid and unenforceable under federal law.

**File Information:**

Document Number: 307515  
Receipt Number: 20200424000018  
Recorded Date/Time: April 24, 2020 10:29 AM  
User: Barbara K  
Station: Clerk01

**Record and Return To:**

Simplifile  
5072 North 300 West  
  
PROVO UT



**STATE OF TEXAS  
COUNTY OF GRIMES**

I hereby certify that this Instrument was FILED In the File Number sequence on the date/time  
printed hereon, and was duly RECORDED in the Official Records of Grimes County, Texas.

Vanessa Burzynski  
Grimes County Clerk  
Grimes County, TX

*Vanessa Burzynski*



**CITY OF NAVASOTA  
CITY COUNCIL AGENDA**

**AGENDA ITEM NO.:** 8.      **AGENDA DATE:** May 26, 2020

**PREPARED BY:** Shawn Myatt, Chief of Police

**APPROVED BY: BS**

**ITEM:** Consideration and possible action on Resolution No. 672-20, Supporting the City of Navasota COVID-19 response grant application.

**ITEM BACKGROUND:**

The Governor's Office is seeking applications for the Coronavirus Emergency Supplemental Funding Program. With the occurrence of the pandemic event, Covid-19, the City of Navasota purchased supplies in order to reduce workplace exposure and help slow the spread of the virus. In addition to supplies, Gov. Greg Abbott announced that all Texas schools would be closed for the remainder of the 2019-2020 academic year. The two school resource officers, assigned to Navasota ISD, are being utilized in patrol and criminal investigations and are being paid through the City's budget. The City of Navasota seeks assistance, through the grant application, with these costs in the amount of \$31,455.52. In addition, this resolution is a requirement to obtain the grant.

**BUDGETARY AND FINANCIAL SUMMARY:**

**STAFF RECOMMENDATION:**

Staff recommends approval of Resolution No. 672-20, Supporting the City of Navasota COVID-19 response grant application.

**ATTACHMENTS:**

1. Resolution No. 672-20

**RESOLUTION NO. 672-20**

**SUPPORTING THE CITY OF NAVASOTA COVID-19 RESPONSE  
GRANT APPLICATION**

**WHEREAS,** The City of Navasota finds it in the best interest of the citizens of Navasota, that the City of Navasota COVID-19 Response grant be submitted; and

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

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

**NOW THEREFORE, BE IT RESOLVED** that the City of Navasota approves submission of the grant application for the City of Navasota Covid-19 Response to the Office of the Governor.

**PASSED, APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF NAVASOTA ON THIS THE 26<sup>TH</sup> DAY OF MAY, 2020.**

---

**BERT MILLER, MAYOR**

**ATTEST:**

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**SUSIE M. HOMEYER, CITY SECRETARY**

**CITY OF NAVASOTA  
CITY COUNCIL AGENDA**

**AGENDA ITEM NO.:** 9.      **AGENDA DATE:** May 26, 2020

**PREPARED BY:** Susie M. Homeyer, City Secretary

**APPROVED BY: BS**

**ITEM:** Consent Agenda: The following items may be acted upon with one motion and vote. No separate discussion or action is necessary unless requested by the Mayor or City Councilmember, 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.

Consent Items are:

A. Consideration and possible action on the second reading of Ordinance No. 929-20, amending Chapter 11, Taxation, Article 11.04 Hotel/Motel Occupancy Tax, setting due dates and penalties and interest for delinquent accounts.

B. Consideration and possible action on the second reading of Ordinance No. 930-20, amending Chapter 11, Taxation, Article 11.04 Hotel/Motel Occupancy Tax to temporarily modify the hotel occupancy tax reporting and payment schedule.

C. Consideration and possible action on the second reading of Ordinance No. 931-20, amending Chapter 8 Offenses and Nuisances, Article 8.03 Noise, Division 1. Generally, Sec. 8.03.003 General Prohibitions, of the code of ordinances of the City of Navasota, Grimes County, Texas, regarding general residential construction working hours.

**ITEM BACKGROUND:**

Legal Counsel has revised Ordinance No. 929-20 and Ordinance No. 931-20 in response to the direction of the City Council at the last meeting.

## **BUDGETARY AND FINANCIAL SUMMARY:**

### **STAFF RECOMMENDATION:**

Staff recommends approval of the consent agenda items which include (a) the second reading of Ordinance No. 929-20, amending Chapter 11, Taxation, Article 11.04 Hotel/Motel Occupancy Tax, setting due dates and penalties and interest for delinquent accounts; (b) the second reading of Ordinance No. 930-20, amending Chapter 11, Taxation, Article 11.04 Hotel/Motel Occupancy Tax to temporarily modify the hotel occupancy tax reporting and payment schedule and (c) the second reading of Ordinance No. 931-20, amending Chapter 8 Offenses and Nuisances, Article 8.03 Noise, Division 1. Generally, Sec. 8.03.003 General Prohibitions, of the code of ordinances of the City of Navasota, Grimes County, Texas, regarding general residential construction working hours.

### **ATTACHMENTS:**

1. Ordinance No. 929-20
2. Ordinance No. 930-20
3. Ordinance No. 931-20

## **ORDINANCE NO. 929-20**

**AN ORDINANCE OF THE CITY OF NAVASOTA, TEXAS AMENDING CHAPTER 11, TAXATION, ARTICLE 11.04 HOTEL/MOTEL OCCUPANCY TAX, OF THE CODE OF ORDINANCES, CITY OF NAVASOTA, TEXAS REGARDING REGULATIONS APPLICABLE TO COLLECTION OF HOTEL OCCUPANCY TAX; PROVIDING FOR A REPEALER AND SAVINGS CLAUSE; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR AN EFFECTIVE DATE; AND PROVIDING FOR PROPER NOTICE AND OPEN MEETINGS**

**WHEREAS**, the City of Navasota ("City") is a Texas home-rule municipality; and

**WHEREAS**, pursuant to Texas Local Government Code, Section 51.001, the City has the authority to adopt ordinances and regulations that are for good government, peace and order of the City; and

**WHEREAS**, as a home-rule municipality, Texas Local Government Code, Section 51.072 confirms that the City has the full power of local self-government; and

**WHEREAS**, Chapter 351 of the Texas Tax Code allows for the imposition and collection of hotel occupancy taxes by municipalities; and

**WHEREAS**, pursuant to Chapter 351 of the Texas Tax Code the City has imposed a hotel occupancy tax and created regulations for the collection of said tax; and

**WHEREAS**, the City Council desires to amend Chapter 11, Taxation, of the Code of Ordinances of the City of Navasota to reflect changes in the regulations applicable to the collection of the hotel occupancy tax;

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

### **SECTION 1.**

Chapter 11, Taxation, Article 11.04, Hotel/Motel Occupancy Tax, Sec. 11.04.001, Definitions, of the Code of Ordinances of the City of Navasota, Texas, is hereby amended in its entirety to read as follows:

#### **Sec. 11.04.001 Definitions**

The following words, terms and phrases are, for the purpose of this article, except where the context clearly indicates a different meaning, defined as follows:

City secretary. The city secretary of the City of Navasota.



*Consideration.* The cost of a room, sleeping space, bed, or other facility in such hotel/motel, and shall not include the cost of any food served or personal services rendered to the occupant of such room not related to the cleaning and readying of such room, sleeping space, bed or other facility for occupancy.

*Extraterritorial jurisdiction.* Shall have the meaning as provided in the Local Government Code of the state and shall include that area within one (1) mile of the city boundaries.

*Finance director.* The finance director of the City of Navasota.

*Hotel.* Any building or buildings, trailer or facility in which the public may, for a consideration, obtain sleeping accommodations. The term shall include hotels, motels, tourist homes, houses or courts, lodging houses, inns, rooming houses, or other buildings where rooms are furnished for a consideration, but hotel shall not be defined so as to include hospitals, sanitariums or nursing homes.

*Occupancy.* The use or possession, or the right to the use or possession, of any room or rooms, sleeping space, bed, or other facility for occupancy.

*Occupant.* Anyone who, for a consideration, uses, possesses, or has a right to use or possess any room or rooms, sleeping space, bed or other facility in a hotel under any lease, concession, permit, right of access, license, contract or agreement.

*Permanent resident.* Any occupant who has or shall have the right to occupancy of any room or rooms or sleeping space or other facility in a hotel for at least thirty (30) consecutive days during the calendar year or preceding year.

*Person.* Any individual, company, corporation or association owning, operating, managing or controlling any hotel.

*Quarterly period.* The regular calendar quarters of the year, the first quarter being composed of the months of January, February, and March; the second quarter being the months of April, May and June; the third quarter being the months of July, August and September; and the fourth quarter being the months of October, November and December.

## **SECTION 12.**

Chapter 11, Taxation, Article 11.04, Hotel/Motel Occupancy Tax, Sec. 11.04.004, Reports, of the Code of Ordinances of the City of Navasota, Texas, is hereby amended in its entirety to read as follows:

### **Sec. 11.04.004    Reports and Payments**

- (a) On or before the 20<sup>th</sup> day of the month following each quarterly period, every person required hereby to collect the tax imposed by this Article shall file a report with the ~~City Finance Director~~ showing the consideration paid for all room occupancies in the preceding quarter, and the amount of tax collected on the City's behalf on such occupancies at the time of filing such report. The reporting form will be provided by the City and shall include all information that the ~~City Finance Director~~ determines is necessary to collect.
- (b) Each quarter is a reporting period and the taxes imposed by and collected under this Article are due and payable to the ~~City Finance Director~~ on or before the 20<sup>th</sup> day of the month following each quarterly period.
- (c) If the report is filed and the tax is paid before the due date, a 1% discount may be taken.
- (d) The ~~City Finance Director~~ shall upon reasonable notice have access to books and records necessary to enable him/her to determine the correctness of any report filed as required by this Article and the amount of taxes due under the provisions of this Article.

### **SECTION 23.**

Chapter 11, Taxation, Article 11.04, Hotel/Motel Occupancy Tax, Sec. 11.04.005, Rules and Regulations, of the Code of Ordinances of the City of Navasota, Texas, is hereby amended in its entirety to read as follows:

#### **Sec. 11.04.005 Violations**

If any person required by the provisions of this Article to collect the tax imposed herein, make reports as required herein, and pay to the ~~City Finance Director~~ the tax imposed herein shall fail to collect such tax, shall fail to file such report, or shall fail to pay such tax, or if such person shall file a false report, such person shall be deemed guilty of a misdemeanor and upon conviction shall be punished by a fine not to exceed five hundred dollars (\$500.00).

### **SECTION 34.**

Chapter 11, Taxation, Article 11.04, Hotel/Motel Occupancy Tax, Sec. 11.04.006, Violations, of the Code of Ordinances of the City of Navasota, Texas, is hereby amended in its entirety to read as follows:

#### **Sec. 11.04.006 Use of revenue**

The City Council may ~~makeenter into~~ interlocal contracts with designated agencies or organizations to undertake and implement the provisions of section 351.101 of the Texas Tax Code, on behalf of the City.

### **SECTION 45.**

Chapter 11, Taxation, Article 11.04, Hotel/Motel Occupancy Tax, Sec. 11.04.007, Use of Revenue, of the Code of Ordinances of the City of Navasota, Texas, is hereby amended in its entirety to read as follows:

**Sec. 11.04.007 Penalties and interest on delinquent taxes**

If any person shall fail to file a report as required herein or shall fail to pay to the ~~City Finance Director~~ the tax as imposed herein when said report or payment is due, he shall forfeit five (5) percent of the amount due as a penalty, and after the first thirty (30) days he shall forfeit an additional five (5) percent of such tax. Provided, however, that the penalty shall never be less than one dollar (\$1.00). Delinquent taxes shall draw interest at the rate of ten (10) percent per annum beginning sixty (60) days from the date due.

**SECTION 56.**

Chapter 11, Taxation, Article 11.04, Hotel/Motel Occupancy Tax, Sec. 11.04.008, Penalties and Interest on Delinquent Taxes, of the Code of Ordinances of the City of Navasota, Texas, is hereby deleted in its entirety.

**SECTION 67.**  
**SAVINGS CLAUSE**

All provisions of any ordinance, resolution or other action of the City in conflict with this Ordinance are hereby repealed to the extent they are in conflict. Any remaining portions of said ordinances, resolutions or other actions shall remain in full force and effect.

**SECTION 78.**  
**SEVERABILITY**

Should any section, subsection, sentence, clause or phrase of this Ordinance be declared unconstitutional or invalid by a court of competent jurisdiction, it is expressly provided that any and all remaining portions of this Ordinance shall remain in full force and effect. The City Council hereby declares that it would have passed this Ordinance, and each section, subsection, sentences and clauses and phrases remaining should any provision be declared unconstitutional or invalid.

**SECTION 89.**  
**REPEALER**

Any other ordinance or parts of ordinances in conflict with this Ordinance are hereby expressly repealed.

**SECTION 910.**  
**EFFECTIVE ~~AND EXPIRATION~~ DATE**

This Ordinance shall take effect immediately from and after its passage and publication, as may be required by governing law.

**SECTION 1011.**  
**PROPER NOTICE AND MEETINGS**

It is hereby officially found and determined that the meetings at which this Ordinance was passed were open to the public as required and that public notice of the time, place and purpose of said meetings were given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

**PASSED AND APPROVED THIS THE 11<sup>TH</sup> DAY OF MAY, 2020.**

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

**ATTEST:**

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

**PASSED AND APPROVED THIS THE 8<sup>TH</sup> DAY OF JUNE, 2020.**

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

**ATTEST:**

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

**ORDINANCE NO. 930-20**

**AN ORDINANCE OF THE CITY OF NAVASOTA, TEXAS AMENDING CHAPTER 11, TAXATION, ARTICLE 11.04 HOTEL/MOTEL OCCUPANCY TAX, OF THE CODE OF ORDINANCES, CITY OF NAVASOTA, TEXAS TO TEMPORARILY MODIFY THE HOTEL OCCUPANCY TAX REPORTING AND PAYMENT SCHEDULE; PROVIDING FOR A REPEALER AND SAVINGS CLAUSE; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR AN EFFECTIVE DATE; AND PROVIDING FOR PROPER NOTICE AND OPEN MEETINGS**

**WHEREAS**, the City of Navasota ("City") is a Texas home-rule municipality; and

**WHEREAS**, pursuant to Texas Local Government Code, Section 51.001, the City has the authority to adopt ordinances and regulations that are for good government, peace and order of the City; and

**WHEREAS**, as a home-rule municipality, Texas Local Government Code, Section 51.072 confirms that the City has the full power of local self-government; and

**WHEREAS**, Chapter 351 of the Texas Tax Code allows for the imposition and collection of hotel occupancy taxes by municipalities; and

**WHEREAS**, the negative economic impacts of the COVID-19 (Coronavirus) Pandemic has significantly affected local hoteliers situated in the City of Navasota and its extraterritorial jurisdiction; and

**WHEREAS**, the City Council desires to amend Chapter 11, Taxation, of the Code of Ordinances of the City of Navasota by temporarily modifying and extending the deadlines for filing required quarterly tax reports and quarterly payment of local hotel occupancy taxes in order to mitigate some of the negative economic impacts of the COVID-19 (Coronavirus) Pandemic on local hoteliers;

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

**SECTION 1.**

Chapter 11, Taxation, Article 11.04, Hotel/Motel Occupancy Tax, Sec. 11.04.004, Reports, of the Code of Ordinances of the City of Navasota, Texas, is hereby temporarily modified to extend the deadlines for the filing of required

quarterly tax reports and quarterly payment of local hotel occupancy taxes to December 31, 2020, according to the following schedule:

<b><u>Collection Quarter</u></b>	<b><u>Regular Due Date</u></b>	<b><u>Extended Due Date</u></b>
First Quarter, 2020	April 20, 2020	December 31, 2020
Second Quarter, 2020	July 20, 2020	December 31, 2020
Third Quarter, 2020	October 20, 2020	December 31, 2020

The modified and extended filing and payment deadlines shall only apply to the first quarter, second quarter, and third quarter of 2020. The regular reporting and payment deadlines shall apply to the fourth quarter of 2020, and all collection quarters occurring thereafter.

## **SECTION 2.** **SAVINGS CLAUSE**

All provisions of any ordinance, resolution or other action of the City in conflict with this Ordinance are hereby repealed to the extent they are in conflict. Any remaining portions of said ordinances, resolutions or other actions shall remain in full force and effect.

## **SECTION 3.** **SEVERABILITY**

Should any section, subsection, sentence, clause or phrase of this Ordinance be declared unconstitutional or invalid by a court of competent jurisdiction, it is expressly provided that any and all remaining portions of this Ordinance shall remain in full force and effect. The City Council hereby declares that it would have passed this Ordinance, and each section, subsection, sentences and clauses and phrases remaining should any provision be declared unconstitutional or invalid.

## **SECTION 4.** **REPEALER**

Any other ordinance or parts of ordinances in conflict with this Ordinance are hereby expressly repealed.

## **SECTION 5.** **EFFECTIVE AND EXPIRATION DATE**

This Ordinance shall become effective upon adoption and publication as required by law. This Ordinance shall automatically expire on January 1, 2021.

**SECTION 6.**  
**PROPER NOTICE AND MEETINGS**

It is hereby officially found and determined that the meetings at which this Ordinance was passed were open to the public as required and that public notice of the time, place and purpose of said meetings were given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

**PASSED AND APPROVED THIS THE 11<sup>TH</sup> DAY OF MAY, 2020.**

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

**ATTEST:**

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

**PASSED AND APPROVED THIS THE 8<sup>TH</sup> DAY OF JUNE, 2020.**

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

**ATTEST:**

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

## **ORDINANCE NO. 931-20**

**AN ORDINANCE OF THE CITY OF NAVASOTA, TEXAS AMENDING CHAPTER 8 OFFENSES AND NUISANCES, ARTICLE 8.03 NOISE, DIVISION 1. GENERALLY, SEC. 8.03.003 GENERAL PROHIBITIONS, OF THE CODE OF ORDINANCES OF THE CITY OF NAVASOTA, TEXAS REGARDING GENERAL RESIDENTIAL CONSTRUCTION WORKING HOURS; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR A REPEALER CLAUSE; PROVIDING FOR AN EFFECTIVE DATE; FINDING PROPER NOTICE OF MEETING; AND PROVIDING FOR CERTIFICATION OF ADOPTION.**

**WHEREAS**, the City of Navasota ("City") is a Texas home-rule municipality; and

**WHEREAS**, pursuant to Texas Local Government Code, Section 51.001, the City has the authority to adopt ordinances and regulations for the good government, peace and order of the City; and

**WHEREAS**, as a home-rule municipality, Texas Local Government Code, Section 51.072 confirms that the City has the full power of local self-government; and

**WHEREAS**, the City Council desires to adopt certain regulations related to residential construction working hours; and

**WHEREAS**, the City Council finds and determines that it is in the best interest of the City to adopt the regulations as set forth herein below in order to protect the financial stability of the City;

**NOW THEREFORE, BE IT ORDAINED** by the City Council of the City of Navasota, Texas that:

### **SECTION 1. FINDINGS INCORPORATED**

The findings set forth above are incorporated into the body of this ordinance as if fully set forth herein.

### **SECTION 2.**

Chapter 8 Offenses and Nuisances, Article 8.03 Noise, Division 1. Generally, Sec. 8.03.003 General Prohibitions, (b), of the Code of Ordinances, City of Navasota, Texas is hereby amended to read as follows:



(b) It shall be unlawful for any person to play or operate or permit to be played or operated, within the City, any phonograph or radio or any loud-speaking or noise-making device or attachment on any premises under the ownership, management or control of such person, when such premises are being used as a place of business, in such a manner or in such volume as to be reasonably calculated to disturb the peace or to be unreasonably offensive to the public or to the occupants of other premises in such vicinity. The operation of any equipment or the moving, handling, stacking or loading of any material in a manner that causes or generates loud noises during the course of business activities shall also be ~~prohibited~~allowed only between the hours of 7:00 ~~p.m.-a.m. and~~7:00 a.m.-p.m. each day of the week, including weekend days Monday through Saturday and between 12:00 p.m. (noon) on Sunday through Monday morning at 7:00 a.m.

### **SECTION 3.**

Chapter 8 Offenses and Nuisances, Article 8.03 Noise, Division 1. Generally, Sec. 8.03.003 General Prohibitions, of the Code of Ordinances, City of Navasota, Texas is hereby amended by adding subsection (g) to read as follows:

(g) General residential construction activities shall be allowed only between the hours of 7:00 a.m. to 7:00 p.m. each day of the week, including weekend days. The delivery and installation of concrete and other onsite materials shall be allowed only between the hours 6:00 a.m. to 7:00 p.m. each day of the week, including weekend days. Further, the use of all air horns are prohibited inside residential neighborhoods during residential construction activities unless for the purpose of an emergency.

### **SECTION 4. CUMULATIVE EFFECT**

This Ordinance shall be cumulative of all laws of the State of Texas and the United States governing the subject matter of this Ordinance, now existing or as hereafter amended.

### **SECTION 5. SEVERABILITY CLAUSE**

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared unconstitutional or invalid by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality or invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation of this Ordinance of any such unconstitutional or invalid phrase, clause, sentence, paragraph or section.

**SECTION 6. REPEALER CLAUSE**

Any provision of any prior ordinance of the City whether codified or uncoded, which are in conflict with any provision of this Ordinance, are hereby repealed to the extent of the conflict, but all other provisions of the ordinances of the City whether codified or uncoded, which are not in conflict with the provisions of this Ordinance, shall remain in full force and effect.

**SECTION 7. EFFECTIVE DATE**

This Ordinance shall become effective from and after its passage, approval and adoption on second reading, and its publication as may be required by law.

**SECTION 8. NOTICE OF MEETING**

Notice of the time and place, where and when said Ordinance would be considered by the City Council at a public meeting was given in accordance with applicable law, prior to the time designated for meeting.

**PASSED ON FIRST READING THIS THE 11<sup>TH</sup> DAY OF MAY, 2020.**

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**BERT MILLER, MAYOR**

**ATTEST:**

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**SUSIE M. HOMEYER, CITY SECRETARY**

**PASSED ON SECOND READING THIS THE 8<sup>TH</sup> DAY OF JUNE, 2020.**

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**BERT MILLER, MAYOR**

**ATTEST:**

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**SUSIE M. HOMEYER, CITY SECRETARY**

**CITY OF NAVASOTA  
MISCELLANEOUS ITEMS**

**1. PLANNING CALENDAR**

## AGENDA PLANNING CALENDAR

### **MAY 26, 2020** - DEADLINE FOR SUBMITTING ITEMS AND COVER SHEETS FOR THIS MEETING IS 5/11/2020

1. Called to order
2. Invocation/Pledge of Allegiance
3. Remarks of visitors
4. Staff Report: (a) COVID-19 update; (b) Street Department Update; (c) Parks Department Update; (d) Economic Development Update; (e) Board and Commission update; and (f) Reports from staff and City Council
5. Request from Summit Precast Concrete
6. Discussion on Railroad Street parking
7. Resolution No. 671-20, Fairway Drive annexation
8. Resolution No. 672-20, PD COVID-19 grant
9. Consent agenda: (a) 2<sup>nd</sup> reading of Ordinance No. 929-20, amending collection of Hotel/Motel Tax; (b) 2<sup>nd</sup> reading of Ordinance No. 930-20, amending Hotel/Motel Tax reporting and payment schedules; and (c) 2<sup>nd</sup> reading of Ordinance No. 931-20, amending residential construction working hours
10. Adjourn

### **JUNE 8, 2020** - DEADLINE FOR SUBMITTING ITEMS AND COVER SHEETS FOR THIS MEETING IS 5/25/2020

1. Called to order
2. Invocation/Pledge of Allegiance
3. Remarks of visitors
4. Staff Report: (a) Arts Council quarterly report for 2<sup>nd</sup> quarter; (b) Marketing and Communication update; (c) Board and Commission update; and (d) Reports from staff and City Council
5. Audit for FY 2018-2019
6. Public hearing on Navasota Abstract
7. Public hearing on amending zoning setbacks
8. 1<sup>st</sup> reading of Ordinance No. \_\_\_\_\_, amending zoning setbacks
9. Public hearing on annexation, Fairway Drive
10. Service plan for annexation
11. 1<sup>st</sup> reading of Ordinance No. \_\_\_\_\_, annexation of Fairway Drive
12. Resolution No. \_\_\_\_\_, investment policy
13. Eligibility requirements for utility bill assistance
14. Hazard pay policy
15. Consent Agenda: (a) Minutes for the month of May 2020; and (b) Expenditures for the month of May 2020
16. Adjourn

### **JUNE 22, 2020** - DEADLINE FOR SUBMITTING ITEMS AND COVER SHEETS FOR THIS MEETING IS 6/08/2020

1. Called to order
2. Invocation/Pledge of Allegiance
3. Remarks of visitors
4. Staff Report: (a) Arts Council quarterly report for 2<sup>nd</sup> quarter; (b) Board and Commission update; and (c) Reports from staff and City Council
5. 1<sup>st</sup> reading of Ordinance No. \_\_\_\_\_ - alcohol in the central business district
6. Adjourn

**JULY 13, 2020** - [DEADLINE FOR SUBMITTING ITEMS AND COVER SHEETS FOR THIS MEETING IS 6/29/2020](#)

1. Called to order
2. Invocation/Pledge of Allegiance
3. Remarks of visitors
4. Staff Report: (a) Board and Commission update; and (b) Reports from staff and City Council
5. Consent agenda: (a) Minutes for the month of June 2020; and (b) Expenditures for the month of June 2020
6. Adjourn

**JULY 27, 2020** - [DEADLINE FOR SUBMITTING ITEMS AND COVER SHEETS FOR THIS MEETING IS 7/13/2020](#)

1. Called to order
2. Invocation/Pledge of Allegiance
3. Remarks of visitors
4. Staff Report: (a) Board and Commission update; and (b) Reports from staff and City Council
5. Adjourn