

**NOTICE OF MEETING OF THE GOVERNING BODY OF THE  
CITY OF NAVASOTA, TEXAS  
JUNE 22, 2020**

Notice is hereby given that a Regular Meeting of the governing body of the City of Navasota will be held on the 22nd of June, 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>

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) Municipal Court update;
  - (c) Marketing and Communication update;
  - (d) Economic Development update;
  - (e) Community Development update;
  - (f) Utility Department update;
  - (g) Board and Commission update; and
  - (h) 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 the second reading of Ordinance No. 932-20, regarding a voluntary annexation request 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.
6. Discussion, consideration and possible action on the sale of City owned property legally described as H&TC, Block J, Lot 4 (S21') 5, located in Navasota, Grimes County, Texas, and method of sale.
7. Adjourn.

**DATED THIS THE 16TH OF JUNE, 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 16th of June, 2020 at 02:39 PM 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 16TH OF JUNE, 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  
6-22-2020

I was very proud of the Navasota community Saturday June 13<sup>th</sup>. The community came together for the Unity March and Prayer, and it was an example of how great this community is. There was a lot of respect and love shown, which is not what you see on TV today. Myra Dickson, Tremishia Calhoun, Jana Dalzel and Liz Urban did a great job organizing and executing their plan. Great job ladies!

**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:**

*(a) COVID-19 response – Staff will provide information on the response to the COVID-19 virus.*

*(b) Municipal Court update – Judge Gruner will brief the City Council on the reopening plans for Municipal Court.*

*(c) Marketing and Communication update – Madison Brooks will provide information regarding the Freedom Festival and Sounds of Summer concert series.*

*(d) Economic Development update – Rayna Willenbrink will provide information on the activities of the Economic Development Department as well as applications for the president's awards from the Texas Downtown Association.*

*(e) Community Development update – Lupe Diosdado will report on the activities and permit applications for the Community Development Department.*

*(f) Utility Department update - Jeff Greer will report on the progress of the various projects the utility department has underway.*

**5. Consideration and possible action on the second reading of Ordinance No. 932-20, regarding a voluntary annexation request 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.**

Anthony Cunneen owns the property west of the Navasota Municipal Airport and plans to develop the property and requested annexation.

6. **Discussion, consideration and possible action on the sale of City owned property legally described as H&TC, Block J, Lot 4 (S21') 5, located in Navasota, Grimes County, Texas, and method of sale.**  
Steve Scheve recently asked if the City would consider selling the lot at the corner of Holland and 10<sup>th</sup> Street. He is looking at potentially using the property for parking of P.A. Smith Hotel customers vehicles. The City has no current plans for the property, and it would be beneficial to have the property owned by a local business and improved.

### **Calendar of Events**

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 4 <sup>th</sup> 11:00 a.m.	Navasota Freedom Festival and Parade Downtown Navasota
July 13 <sup>th</sup> 6:00 p.m.	City Council Meeting Municipal Building
July 16 <sup>th</sup> Annual Conference)	TCMA Award Presentation (normally presented at Boerne, Texas
July 17 <sup>th</sup>	TCMA Allies Across Texas Task Force meeting Navasota, Texas
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:** June 22, 2020

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

**APPROVED BY: BS**

**ITEM:** Staff Report:

- (a) COVID-19 response;
- (b) Municipal Court update;
- (c) Marketing and Communication update;
- (d) Economic Development update;
- (e) Community Development update;
- (f) Utility Department update;
- (g) Board and Commission update; and
- (h) 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:** June 22, 2020

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

**APPROVED BY:** BS

**ITEM:** Consideration and possible action on the second reading of Ordinance No. 932-20, regarding a voluntary annexation request 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.

**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 the second reading of Ordinance No. 932-20, regarding a voluntary annexation request 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.

**ATTACHMENTS:**

1. Ordinance No. 932-20

**ORDINANCE NO. 932-20**

**AN ORDINANCE OF THE CITY OF NAVASOTA, TEXAS FOR THE PURPOSE OF EXTENDING THE BOUNDARY LIMITS OF THE CITY OF NAVASOTA, TEXAS; PROVIDING FOR THE ANNEXATION OF APPROXIMATELY 9.063 ACRES OF LAND, HEREINAFTER MORE SPECIFICALLY DESCRIBED, TO THE CITY OF NAVASOTA, TEXAS FOR ALL MUNICIPAL PURPOSES; FINDING THAT ALL NECESSARY AND REQUIRED LEGAL CONDITIONS HAVE BEEN SATISFIED; PROVIDING THAT SUCH AREA SHALL BECOME A PART OF THE CITY AND THAT THE INHABITANTS THEREOF, IF ANY, SHALL BE ENTITLED TO THE RIGHTS AND PRIVILEGES OF OTHER CITIZENS AND BE BOUND BY THE ACTS AND ORDINANCES NOW IN EFFECT AND TO BE HEREINAFTER ADOPTED; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Navasota, Texas is a Texas home-rule municipality as defined by the Texas Local Government Code; and

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

**WHEREAS**, the City of Navasota received a written request from the property owner requesting the annexation of the hereinafter described area; and

**WHEREAS**, the City desires to annex the area described hereinafter; and

**WHEREAS**, the hereinafter described area lies within the extraterritorial jurisdiction of the City of Navasota; and

**WHEREAS**, the area hereinafter described lies adjacent and contiguous to the present boundary limits of the City of Navasota; and

**WHEREAS**, notice of the appropriate public hearing was published in a newspaper having general circulation in the City of Navasota, Texas and the public hearing was conducted and held in accordance with applicable law; and

**WHEREAS**, the City of Navasota, Texas and the property owner negotiated and executed a Service Plan Agreement for the extension of municipal services into the area to be annexed; and

**WHEREAS**, all notices, publication and hearings have been duly given and held as required by law; and

**WHEREAS**, institution of annexation proceedings occurred within the period of time as prescribed by law; Now Therefore,

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

**Section 1.** That the hereinafter described area of land is within the extraterritorial jurisdiction of, and is adjacent to and is contiguous to the present corporate limits of the City of Navasota, Texas, and the same is hereby, annexed to the City of Navasota, Texas for all municipal purposes and the corporate lines and limits of the City of Navasota, Texas are hereby extended to embrace the said area of land, which is described as follows:

All that certain 9.063 Acre tracts of land in the Daniel Tyler Survey, A-55, Grimes County, Texas, being more particularly described in **Exhibit "A"** attached hereto and incorporated herein for all purposes.

**Section 2.** That the inhabitants, if any, of the property hereby annexed to the City of Navasota, Texas shall be entitled to all the rights and privileges of said citizens of the City of Navasota, Texas, and shall be bound by the acts, ordinances, codes, resolutions and regulations of the City of Navasota, Texas.

**Section 3.** That the Service Plan Agreement which is attached hereto as **Exhibit "B"** is hereby incorporated herein as part of this Ordinance for all purposes.

**Section 4.** That the official map and boundaries of the City of Navasota, Texas, heretofore adopted and amended be and is hereby amended so as to include the aforementioned areas as part of the City of Navasota, Texas.

**Section 5.** That the City Secretary is hereby directed and authorized to perform or cause to be performed all acts necessary to amend the official map of the City of Navasota, Texas to add the territories hereby annexed as required by law.

**Section 6.** That this Ordinance shall become effective after its passage.

**Section 7.** That the Mayor is hereby directed and authorized to file a certified copy of this Ordinance in the Office of the County Clerk, and to perform all other acts necessary to notify the appropriate entities of the City's annexation of territories by this Ordinance.

**Section 8.** If any section, subsection, sentence, phrase, word, paragraph or provision of this Ordinance be found to be illegal, invalid or unconstitutional or if any portion of said property is incapable of being annexed by the City of Navasota, Texas, for any reason whatsoever, the adjudication shall not affect any other section, subsection, sentence, phrase, word, paragraph or provision of this Ordinance or the application of any other section, subsection, sentence, phrase, word, paragraph or provision of any other Ordinance of the City. The City Council declares that it would have adopted the valid portions and applications of this Ordinance and would have annexed the valid property without the invalid part, and as to this end the provisions of this Ordinance are declared to be severable.

**Section 9.** That the meetings at which this Ordinance was considered and enacted were open to the public as required by the Texas Open Meetings Act, and that notice of the time, place, and subject matter of the meetings was given as required by

the Texas Open Meetings Act.

**PASSED ON FIRST 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**

**PASSED ON SECOND AND FINAL READING THIS THE 22<sup>ND</sup> DAY OF JUNE, 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. [n 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**

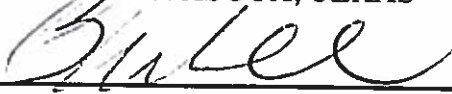
The City Council of the City of Navasota, Texas, finds and determines that this proposed Service Plan will not provide any fewer services, and it will not provide a lower level of service in the area proposed to be annexed than were in existence in the proposed area at the time immediately preceding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


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

**ATTEST:**

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



**LAND OWNER**

  
\_\_\_\_\_  
Miriah Cunneen (on behalf of Anthony J. Cunneen)

**CITY OF NAVASOTA  
CITY COUNCIL AGENDA**

**AGENDA ITEM NO.:** 6.      **AGENDA DATE:** June 22, 2020

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

**APPROVED BY:** BS

**ITEM:** Discussion, consideration and possible action on the sale of City owned property legally described as H&TC, Block J, Lot 4 (S21') 5, located in Navasota, Grimes County, Texas, and method of sale.

**ITEM BACKGROUND:**

Staff was contacted by Stephen Scheve regarding a city owned lot located to the west of the City's public works warehouse property across the railroad tracks. Mr. Scheve is interested in purchasing the lot from the City.

Per legal counsel if City Council decides to sell the property it can be done 1 of 3 ways, brokerage sale, public auction or sealed bid.

**BUDGETARY AND FINANCIAL SUMMARY:**

Grimes County Appraisal District's appraised value for the lot is \$9,940.

**STAFF RECOMMENDATION:**

Staff recommends approval of sale of property by utilizing the sealed bid method with a minimum bid of \$9,940.00.

**ATTACHMENTS:**

1. Aerial Map



## H&TC, BLOCK J, LOT 4 (S21') 5



PID	R25399	LegalLocat	S4800
QuickRef	R25399	LegalLoc_1	H&TC
PropertyNu	4800-910-0050	SubBlock	J
LegalDescr	H&TC, BLOCK J, LOT 4 (S21') 5	SubLot	4 (S21')
FullName	NAVASOTA, CITY OF	PropertyAd	RAILROAD, NAVASOTA, TX 77868
Address1	P O BOX 910	TaxingUnit	CAD,CNA,GGR,SNA
City	NAVASOTA	vTSGRP_Lan	9,940
State	TX	TotalLandM	9,940
ZIP	77868-0910	TotalImpMk	0
Book	1328	TotalPropM	9,940
Page	110	TotalAsses	9,940
DeedDate	12/30/2009, 6:00 PM		

**CITY OF NAVASOTA  
MISCELLANEOUS ITEMS**

1. PLANNING CALENDAR
2. MUNICIPAL COURT REPORT FOR MAY 2020
3. LETTER FROM POWER ENGINEERS
4. LETTER FROM GRIMES COUNTY APPRAISAL  
DISTRICT



## AGENDA PLANNING CALENDAR

### **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) Covid -19 update; (b) Municipal Court update; (c) Marketing and Communication Update; (d) Economic Development update; (e) Community Development Update; (f) Utility update; (g) Board and Commission update; and (h) Reports from staff and City Council
5. 2<sup>nd</sup> reading of Ordinance No. 932-20, annexation on Fly Away Field
6. Sale of city property
7. 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. Grimes County Health Resource request for FY 2020-2021
6. Administrative services contract for GLO-MIT grant
7. Engineering services contract for 2020 DRP grant
8. 1<sup>st</sup> reading of Ordinance No. \_\_\_\_\_ - alcohol in the central business district
9. Consent agenda: (a) Minutes for the month of June 2020; and (b) Expenditures for the month of June 2020
10. Budget workshop
11. 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. 2<sup>nd</sup> reading of Ordinance No. \_\_\_\_\_ - alcohol in the central business district
6. Budget workshop
7. Adjourn

### **AUGUST 10, 2020** - [DEADLINE FOR SUBMITTING ITEMS AND COVER SHEETS FOR THIS MEETING IS 7/27/2020](#)

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. Order election
6. Consent agenda: (a) Minutes for the month of July; and (b) Expenditures for the month of July 2020
7. Adjourn

Official Municipal Court Monthly Report

Month May Year 2020

Municipal Court for the City of NAVASOTA

Presiding Judge PATRICIA GRUNER

If new, date assumed office \_\_\_\_\_

Court Mailing Address 200 E. MCALPINE

City NAVASOTA, TX Zip 77868

Phone Number 936-825-6268

Fax Number 936-825-7280

Court's Public Email RJESSIE@NAVASOTATX.GOV

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

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

Prepared by \_\_\_\_\_

Date \_\_\_\_\_ Phone: (936) 825-6268

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

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

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

## CRIMINAL SECTION

COURT NAVASOTA MUNICIPAL COURT				TRAFFIC			NON-TRAFFIC		
MONTH	May	YEAR	2020	NON-PARKING	PARKING	CITY ORD	PENAL CODE	STATE LAW	CITY ORD
1. Total Cases Pending First of Month:				378	0	21	243	34	86
a. Active Cases				42	0	0	13	18	7
b. Inactive Cases				336	0	21	230	16	79
2. New Cases Filed				12	0	0	2	1	0
3. Cases Reactivated				5	0	0	1	0	0
4. All Other Cases Added				0	0	0	0	0	0
5. Total Cases on Docket				59	0	0	16	19	7
6. Dispositions Prior to Court Appearance or Trial:				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
a. Uncontested Dispositions				10	0	0	2	1	2
b. Dismissed by Prosecution				0	0	0	0	0	0
7. Dispositions at Trial:				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
a. Convictions:				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
1) Guilty Plea or Nolo Contendere				0	0	0	0	0	0
2) By the Court				0	0	0	0	0	0
3) By the Jury				0	0	0	0	0	0
b. Acquittals:				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
1) By the Court				0	0	0	0	0	0
2) By the Jury				0	0	0	0	0	0
c. Dismissed by Prosecution				0	0	0	0	0	0

## CRIMINAL SECTION

COURT NAVASOTA MUNICIPAL COURT				TRAFFIC			NON-TRAFFIC		
MONTH	May	YEAR	2020	NON-PARKING	PARKING	CITY ORD	PENAL CODE	STATE LAW	CITY ORD
8. Compliance Dismissals:				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
a. After Driver Safety Course	1	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
b. After Deferred Disposition	2			0		0		0	
c. After Teen Court	0			0		0		0	
d. After Tobacco Awareness Course	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX				0	XXXXXXXXXX
e. After Treatment for Chemical Dependency	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX				0		XXXXXXXXXX
f. After Proof of Financial Responsibility	0	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
g. All Other Transportation Code Dismissals	0			0		0		0	
9. All Other Dispositions				0		0		0	
10. Total Cases Disposed				13		0		2	
11. Cases Placed on Inactive Status				0		0		0	
12. Total Cases Pending End of Month:				377		0		243	
a. Active Cases	46			0		0		14	
b. Inactive Cases	331			0		21		229	
13. Show Cause Hearings Held				0		0		0	
14. Cases Appealed:				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
a. After Trial	0			0		0		0	
b. Without Trial	0			0		0		0	

## CIVIL SECTION

COURT	NAVASOTA MUNICIPAL COURT		
MONTH	May	YEAR	2020
		TOTAL CASES	
1. Total Cases Pending First of Month:		0	
a. Active Cases		0	
b. Inactive Cases		0	
2. New Cases Filed		0	
3. Cases Reactivated		0	
4. All Other Cases Added		0	
5. Total Cases on Docket		0	
6. Uncontested Civil Fines or Penalties		0	
7. Default Judgments		0	
8. Agreed Judgments		0	
9. Trial/Hearing by Judge/Hearing Officer		0	
10. Trial by Jury		0	
11. Dismissed for Want of Prosecution		0	
12. All Other Dispositions		0	
13. Total Cases Disposed		0	
14. Cases Placed on Inactive Status		0	
15. Total Cases Pending End of Month:		0	
a. Active Cases		0	
b. Inactive Cases		0	
16. Cases Appealed:		XXXXXXXXXXXXXXXXX	
a. After Trial		0	
b. Without Trial		0	

## JUVENILE/MINOR ACTIVITY

COURT	NAVASOTA MUNICIPAL COURT			
MONTH	May	YEAR	2020	
			TOTAL	
1. Transportation Code Cases Filed			0	
2. Non-driving Alcoholic Beverage Code Cases Filed			0	
3. Driving Under the Influence of Alcohol Cases Filed			0	
4. Drug Paraphernalia Cases Filed			0	
5. Tobacco Cases Filed			0	
6. Truancy Cases Filed			0	
7. Education Code (Except Failure to Attend) Cases Filed			0	
8. Violation of Local Daytime Curfew Ordinance Cases Filed			0	
9. All Other Non-traffic Fine-only Cases Filed			0	
10. Transfer to Juvenile Court:			XXXXXXXXXXXXXXXXXX	
a. Mandatory Transfer			0	
b. Discretionary Transfer			0	
11. Accused of Contempt and Referred to Juvenile Court (Delinquent Conduct)			0	
12. Held in Contempt by Criminal Court (Fined and/or Denied Driving Privileges)			0	
13. Juvenile Statement Magistrate Warning:			XXXXXXXXXXXXXXXXXX	
a. Warnings Administered			0	
b. Statements Certified			0	
14. Detention Hearings Held			0	
15. Orders for Non-secure Custody Issued			0	
16. Parent Contributing to Nonattendance Cases Filed			0	

COURT NAVASOTA MUNICIPAL COURT  
MONTH May YEAR 2020

COURT	NAVASOTA MUNICIPAL COURT
MONTH	May YEAR 2020
1. Magistrate Warnings:	
a. Class C Misdemeanors	
b. Class A and B Misdemeanors	
c. Felonies	
XXX TOTAL	
2. Arrest Warrants Issued:	
a. Class C Misdemeanors	
b. Class A and B Misdemeanors	
c. Felonies	
3. Capiases Pro Fine Issued	
4. Search Warrants Issued	
5. Warrants for Fire, Health and Code Inspections Filed	
6. Examining Trials Conducted	
7. Emergency Mental Health Hearings Held	
8. Magistrate's Order for Emergency Protection Issued	
9. Magistrate's Orders for Ignition Interlock Device Issued	
10. All Other Magistrates's Orders Issued Requiring Conditions for Release on Bond	
11. Drivers's License Denial, Revocation or Suspension Hearings Held	
12. Disposition of Stolen Property Hearings Held	
13. Peace Bond Hearings Held	

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ADDITIONAL ACTIVITY

XX		TOTAL
14. Cases in Which Fine and Court Costs Satisfied by Community Service:		XXXXXXXXXXXXXXXXXXXX
a. Partial Satisfaction		0
b. Full Satisfaction		0
15. Cases in Which Fine and Court Costs Satisfied by Jail Credit		6
16. Cases in Which Fine and Court Costs Waived for Indigency		0
17. Amount of Fines and Court Costs Waived for Indigency		\$0.00
18. Fines, Court Costs and Other Amounts Collected:		XXXXXXXXXXXXXXXXXXXX
a. Kept by City		\$5,277.91
b. Remitted to State		\$2,155.59
c. Total		\$7,433.50



Run By: rjessie  
Report Type: Summary  
Date Range: 5/01/2020 - 5/31/2020  
Finalize Report: Yes  
Correction: No

\*\*\* END OF REPORT \*\*\*



POWER ENGINEERS, INC.  
7600B N CAPITAL OF TEXAS HWY  
SUITE 320  
AUSTIN, TX 78731 USA

PHONE 512-735-1800  
FAX 512-735-1899

May 27, 2020  
(via Mail)

*Mr. Brad Stafford*  
*Navasota Parks and Recreation Board*  
*200 E. McAlpine St*  
*Navasota, TX 77868*

RE: Entergy Texas, Inc.'s Castle 230 kV Transmission Line and Substation Project in  
Grimes and Montgomery Counties, Texas  
POWER Engineers, Inc. Project No. 164456

*Dear Mr. Brad Stafford:*

Entergy Texas, Inc. (ETI) has identified a need to construct a new double-circuit 230 kilovolt (kV) transmission line approximately seven (7) miles in length (depending on the final route) in Grimes and Montgomery counties. The proposed double-circuit transmission line would cut-in and extend ETI's existing Grimes to Ponderosa 230 kV Transmission Line (L-136) to the proposed Castle substation. ETI intends for the cut-in along L-136 to be located within the study area between State Highway 105 and Farm-to-Market 149. The proposed Castle substation will be located within the vicinity of Farm-to-Market 1774 between Plantersville and Todd Mission. **There are no proposed routes for the project at this time.** The study area, existing L-136 230 kV transmission line, the Proposed Castle Substation Siting Area, and approximate locations of other existing transmission line facilities are shown on the enclosed study area map. The proposed double-circuit transmission line would be erected utilizing primarily single-pole, concrete or steel, structures within a typical right-of-way that would be approximately 120 feet wide but may vary depending on location and conditions.

POWER Engineers, Inc. (POWER) is preparing a state-level environmental assessment and alternative route analysis for the proposed project that will support ETI's application to the Public Utility Commission of Texas (PUC) to amend its Certificate of Convenience and Necessity (CCN). POWER is currently in the process of gathering data on the existing environment and land use within the study area that will be used in the development of an environmental and land use constraints map. POWER will also identify potential alternative route segments to multiple alternative cut-in locations that consider environmental and land use constraints.

We are requesting any information concerning important environmental and land use concerns that you may have regarding the potential environmental effects from the construction of a transmission line within the designated study area. Your input will be an important consideration towards the identification of constraints, the development of alternative routes, and in the avoidance, minimization, and assessment of potential impacts to land use and the natural environment. In addition, POWER would appreciate receiving

May 27, 2020

any relevant information you may have regarding major proposed development or construction, areas requiring permits or easements if crossed by a transmission line, or other matters you believe could affect, or be affected by this project. Upon selection of a final route and approval by the PUC for the project, any necessary permits, easements and/or approvals will be obtained from the appropriate regulatory entities. ETI does not plan to receive any federal funding or federal assistance for this project.

Thank you for your assistance with this electric transmission line project. If you have any questions concerning this project or our request for information, please call me at 512-735-1805, or by email, [gary.mcclanahan@powereng.com](mailto:gary.mcclanahan@powereng.com). Your earliest reply would be appreciated.

Sincerely,



Gary McClanahan  
Environmental Project Manager

Enclosure: Study Area Map

cc: Mr. Brad Coleman – Entergy

# Castle 230 kV Transmission Line and Substation Project

## STUDY AREA

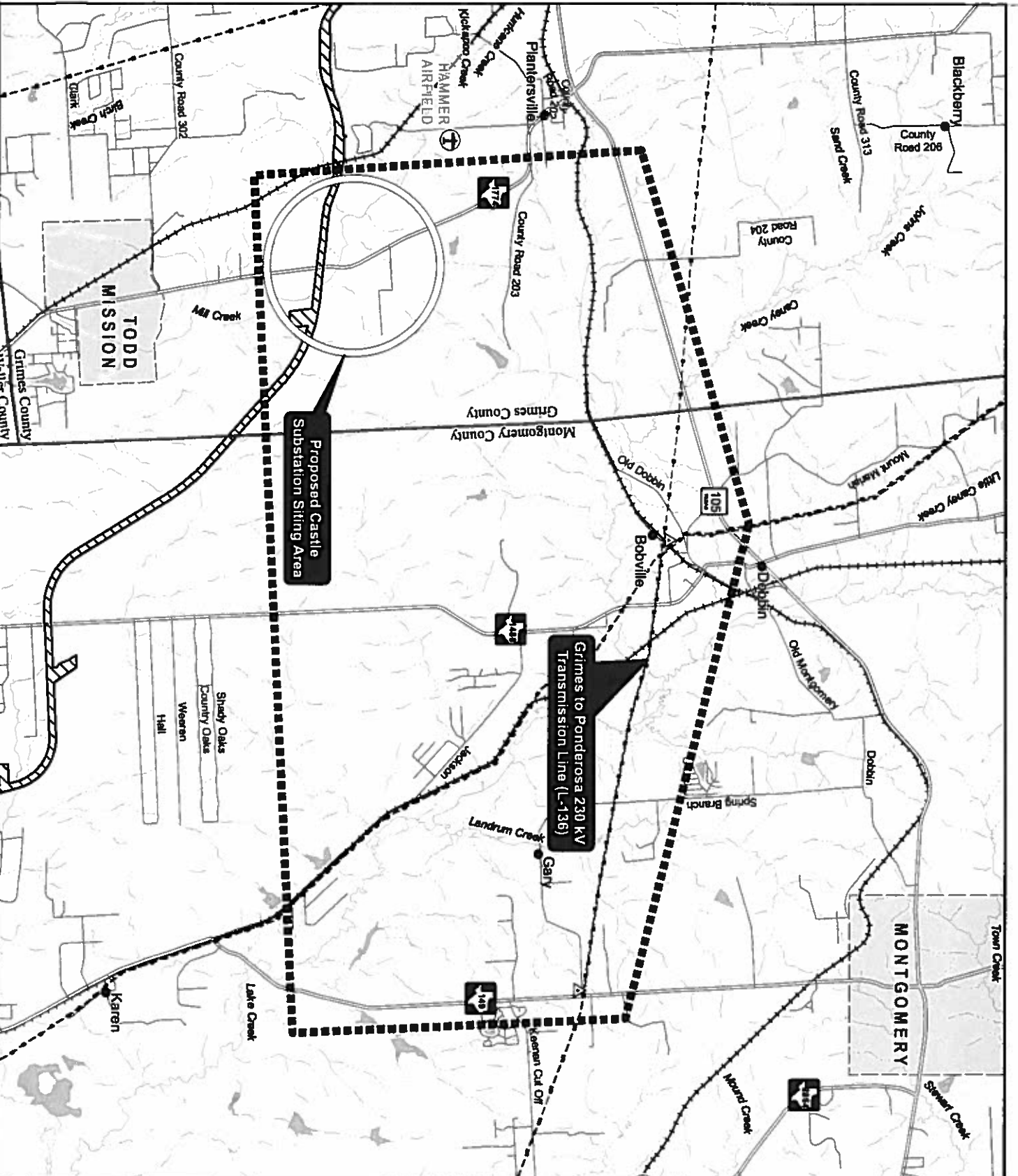
- Legend**
- Study Area
  - Proposed Substation Siting Area
  - Substation
  - Transmission Line
  - Private Airstrip
  - State Highway
  - FM Road
  - County/Local Road
  - SH249 Right-of-Way (Under Construction)
  - Railroad
  - Intermittent Stream
  - Perennial Stream
  - Waterbody
  - Unincorporated Community
  - City Limits
  - County Boundary



0 1.5  
Miles



Date: 5/20/2020





**Grimes Central Appraisal District**

P.O. Box 489  
Anderson, Texas 77830  
(936) 873-2163 Ext. 224  
Fax (936) 873-2154

**Mark Boehnke**  
Chief Appraiser

To: Chief Administrators, Grimes County Taxing Units and the Board of Directors, GCAD

From: Mark Boehnke, Chief Appraiser GCAD

Date: June 4, 2020

Subject: 2021 Proposed Appraisal District Budget

Enclosed herewith is the proposed budget for the Grimes Central Appraisal District for the fiscal year beginning January 1, 2021 and ending December 31, 2021.

The 2021 budget calls for total expenditures in appraisal and collection operations of \$1,566,818 compared to \$1,534,869 for the current year which amounts to an increase of \$31,949 or approximately 2.08%. The increased expenditures are primarily due to aerial imagery flights. This would allow us to capture a flight each year instead of every two years.

If you have any questions, please contact me in person at the appraisal district office anytime during regular business hours or by phone at (936) 873-2163, Ext. 224.

# **GRIMES CAD BUDGET**



**JANUARY 1 – DECEMBER 31, 2021**

## BUDGET MESSAGE

Enclosed herewith is the proposed budget for the Grimes Central Appraisal District for the fiscal year beginning January 1, 2021 and ending December 31, 2021.

The 2021 budget calls for total expenditures in appraisal and collection operations of \$1,566,818 compared to \$1,534,869 for the current year which amounts to an increase of \$31,949 or approximately 2.08%.

The increased expenditures are due primarily to the addition of annual flights for aerial imagery. Currently the flights are flown every two years. Due to the increased growth in Grimes County, this will allow the district to add new improvements and changes to existing improvements to the appraisal roll in an efficient and timely manner. Additional expenditures also include replacing existing copy machines.

Additional expenditures also include replacing existing copy machines.

The total budget comparison for 2020 and 2021 may be summarized as follows:

	<u>2020</u>	<u>2021</u>
Appraisal Operations	\$ 1,292,984	\$ 1,327,112
Collection Operations	\$ 241,885	\$ 239,706
<b>Total</b>	<b>\$ 1,534,869</b>	<b>\$ 1,566,818</b>

The budget allocation for a particular taxing unit may change to a lesser or greater degree than the total budget since the allocations for each individual taxing unit are based on the proportion of taxes each unit levies compared to the total levied for all of the taxing units. Therefore, a taxing unit's allocation can change simply because it levies a greater or lesser percentage of the total taxes levied than it did in the previous year; regardless of the change in the total amount of budgeted expenditures.

**It should also be noted that state law requires the budget allocation to be made on the basis of the 2020 tax levies for each taxing unit. Because these levies are unknown at this time, the district has developed estimated tax levies and allocations. When the actual 2020 levies are established, the district will recalculate the allocations and notify the taxing units of the final allocation amounts that will be due.**

The taxing unit allocations for appraisal operations are calculated in accordance with Sec. 6.06 (d) Property Tax Code. The taxing unit allocations for collections operations are calculated as provided for in the assessment-collections contracts in which the allocations are based on a 50%-50% weighting of tax levies and parcel counts, with the exception of the small taxing units which pay a flat fee.

Any unexpended taxing unit allocations will be returned to the taxing units in the form of a credit against the next year's budget in accordance with Sec. 6.06 (j) Property Tax Code and the taxing unit assessment collection agreements. Any revenue earned from miscellaneous sources such as interest, fees for copies, or tax certificates are retained by the appraisal district and placed in fund balance. The district shall maintain fund balances in accordance with GASB 54 Standards. After the budget is adopted, the taxing units will be provided 30 days' notice of any proposed budget amendments or other proposed transfer of funds from the district's fund balance. However, the district may make line item transfers without providing additional notice to the taxing units.

The appraisal district board of directors will hold a public hearing and approve the budget prior to September 15, 2020. The board secretary will provide all taxing units with at least 10 days' notice of the time, date, and place of the hearing.


The budget becomes final upon approval by the Board of Directors unless a majority of the taxing units entitled to vote on the appointment of board members adopt resolutions disapproving the budget and file them within 30 days after adoption of the budget.

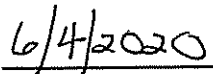
The appraisal district's primary objectives for 2021 will be:

- (1) To provide the highest level of customer service possible to property owners.
- (2) To timely prepare and submit approximately 46,000 appraisal records for eleven taxing units in accordance with provisions of the Texas Property Tax Code, the Uniform Standards of Professional Practice (USPAP), and the Grimes CAD Plan for Biennial Reappraisal.
- (3) To administer exemptions and special use valuations as required by law.
- (4) To administer revisions and additions to the Property Tax Code and other laws as approved by the Texas Legislature.
- (5) To deliver notices of appraised value and meet with property owners and their representatives in informal conferences, present testimony in appraisal review board hearings, arbitration hearings and judicial proceedings.
- (6) To certify final taxable valuations to all eleven taxing units by July 25<sup>th</sup>.
- (7) To calculate effective tax rate/rollback tax rates and/or provide technical assistance to all taxing units in regard to calculations of such rates, and required procedures, publications and hearings.
- (8) To serve as an effective resource to the taxing units on any matter regarding property taxes.
- (9) To conduct effective current and delinquent tax collection practices that will result in adequate collections on a consolidated tax levy of approximately \$58 million by eleven taxing units.
- (10) To maintain a GIS project and an aerial imagery project.
- (11) To continue enhancements in the district's website.
- (12) To comply with the administrative requirements of the Property Tax Assistance Division of the State Comptroller's Office.

If you have any questions, please contact me in person at the appraisal office anytime during regular business hours or by phone at (936) 873-2163, Ext 224.

Respectfully Submitted by:

  
\_\_\_\_\_  
Mark Boehnke  
Chief Appraiser  
Grimes County Appraisal District

  
\_\_\_\_\_  
Date



**GRIMES CAD**  
**BUDGET COMPARISON**  
**2021 vs 2020**

# GRIMES CENTRAL APPRAISAL DISTRICT Combined Budget Comparison 2020-2021

	<u>2020 Budget</u>	<u>2021 Budget</u>	<u>DIFFERENCE</u>	<u>% CHANGE</u>
<b>Income</b>				
ANDERSON-SHIRO CISD	\$257,339.00	\$262,975.00	\$5,636.00	2.19%
CITY OF ANDERSON	\$1,214.00	\$1,227.00	\$13.00	1.07%
CITY OF BEDIAS	\$1,443.00	\$1,483.00	\$40.00	2.77%
CITY OF IOLA	\$919.00	\$920.00	\$1.00	0.11%
CITY OF NAVASOTA	\$68,195.00	\$73,929.00	\$5,734.00	8.41%
GRIMES COUNTY	\$444,656.00	\$472,942.00	\$28,286.00	6.36%
GRIMES COUNTY ESD # 1	\$2,939.00	\$3,132.00	\$193.00	6.57%
IOLA ISD	\$111,725.00	\$109,661.00	-\$2,064.00	-1.85%
MADISONVILLE CISD	\$46,451.00	\$46,478.00	\$27.00	0.06%
NAVASOTA ISD	\$576,533.00	\$572,213.00	-\$4,320.00	-0.75%
RICHARDS ISD	\$23,455.00	\$21,858.00	-\$1,597.00	-6.81%
<b>Total Income</b>	<b>\$1,534,869.00</b>	<b>\$1,566,818.00</b>	<b>\$31,949.00</b>	<b>2.08%</b>
<b>Expense</b>				
<b>AUTO MILEAGE ALLOWANCE</b>				
SHANE MCKOWN	\$6,000.00	\$6,000.00	\$0.00	0.00%
DAVID HOMEYER	\$6,000.00	\$6,000.00	\$0.00	0.00%
JUSTIN MOCK	\$6,000.00	\$6,000.00	\$0.00	0.00%
SHANNON SANDERS	\$6,000.00	\$6,000.00	\$0.00	0.00%
TRISHA HEGEMEYER	\$6,000.00	\$6,000.00	\$0.00	0.00%
SLADE EARNEST	\$6,000.00	\$6,000.00	\$0.00	0.00%
STAFF MILEAGE	\$1,300.00	\$1,300.00	\$0.00	0.00%
<b>Total AUTO MILEAGE ALLOWANCE</b>	<b>\$37,300.00</b>	<b>\$37,300.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>BOARD EXPENSE</b>				
DIRECTORS	\$700.00	\$700.00	\$0.00	0.00%
REVIEW BOARD	\$9,625.00	\$9,625.00	\$0.00	0.00%
<b>Total BOARD EXPENSE</b>	<b>\$10,325.00</b>	<b>\$10,325.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>BUILDING EXPENSE</b>				
MAINTENANCE	\$25,560.00	\$25,560.00	\$0.00	0.00%
TELEPHONE	\$20,400.00	\$15,800.00	-\$4,600.00	-23.53%
UTILITIES	\$11,220.00	\$11,220.00	\$0.00	0.00%
SECURITY SYSTEM	\$2,555.00	\$2,800.00	\$245.00	9.59%
<b>Total BUILDING EXPENSE</b>	<b>\$59,735.00</b>	<b>\$55,180.00</b>	<b>-\$4,555.00</b>	<b>-7.63%</b>
<b>DATA PROCESSING EXPENSE</b>				
COMPUTER SUPPLIES	\$11,000.00	\$14,000.00	\$3,000.00	27.27%
PC/EQUIPMENT/SOFTWARE	\$13,945.00	\$14,500.00	\$555.00	3.98%
SOFTWARE MAINT/SUPPORT	\$82,985.00	\$85,860.00	\$2,875.00	3.46%
<b>Total DATA PROCESSING EXPENSE</b>	<b>\$107,930.00</b>	<b>\$114,360.00</b>	<b>\$6,430.00</b>	<b>5.96%</b>
<b>GENERAL EXPENSE</b>				
CONTINGENCY	\$15,000.00	\$15,000.00	\$0.00	0.00%
CONTINUING EDUCATION	\$15,100.00	\$15,500.00	\$400.00	2.65%
DUES/BOOKS/SUBSCRIPTIONS	\$8,300.00	\$8,985.00	\$685.00	8.25%
FORMS & PRINTING	\$15,310.00	\$15,310.00	\$0.00	0.00%
NEWSPAPER PUBLICATION	\$1,300.00	\$1,475.00	\$175.00	13.46%
RECORDS RETENTION	\$4,540.00	\$2,795.00	-\$1,745.00	-38.44%
<b>Total GENERAL EXPENSE</b>	<b>\$59,550.00</b>	<b>\$59,065.00</b>	<b>-\$485.00</b>	<b>-0.81%</b>
<b>PICTOMETRY EXPENSE</b>				
PICTOMETRY	\$35,300.00	\$70,110.00	\$34,810.00	98.61%
<b>Total PICTOMETRY EXPENSE</b>	<b>\$35,300.00</b>	<b>\$70,110.00</b>	<b>\$34,810.00</b>	<b>98.61%</b>
<b>GIS EXPENSE</b>				
GIS HOSTING/LICENSING	\$5,300.00	\$5,480.00	\$180.00	3.40%
<b>Total GIS EXPENSE</b>	<b>\$5,300.00</b>	<b>\$5,480.00</b>	<b>\$180.00</b>	<b>3.40%</b>
<b>INSURANCE EXPENSE</b>				
BOND	\$1,000.00	\$1,100.00	\$100.00	10.00%
LIABILITY	\$2,225.00	\$2,225.00	\$0.00	0.00%
PROPERTY	\$3,000.00	\$3,000.00	\$0.00	0.00%
<b>Total INSURANCE EXPENSE</b>	<b>\$6,225.00</b>	<b>\$6,325.00</b>	<b>\$100.00</b>	<b>1.61%</b>

# GRIMES CENTRAL APPRAISAL DISTRICT

## Combined Budget Comparison 2020-2021

	<u>2020 Budget</u>	<u>2021 Budget</u>	<u>DIFFERENCE</u>	<u>% CHANGE</u>
<b>OFFICE EXPENSE</b>				
FREIGHT	\$600.00	\$600.00	\$0.00	0.00%
OFFICE EQUIPMENT M R S	\$8,655.00	\$10,795.00	\$2,140.00	24.73%
OFFICE FURNITURE	\$2,500.00	\$2,500.00	\$0.00	0.00%
POSTAGE	\$37,420.00	\$37,420.00	\$0.00	0.00%
SUPPLIES	\$7,000.00	\$7,000.00	\$0.00	0.00%
<b>Total OFFICE EXPENSE</b>	<u>\$56,175.00</u>	<u>\$58,315.00</u>	<u>\$2,140.00</u>	<u>3.81%</u>
<b>OUTSIDE SERVICES</b>				
APPRAISAL CONTRACT	\$98,100.00	\$98,100.00	\$0.00	0.00%
ARB BINDING ARBITRATION	\$1,000.00	\$1,000.00	\$0.00	0.00%
CONSULTING	\$33,500.00	\$18,000.00	-\$15,500.00	-46.27%
FINANCIAL AUDIT	\$14,000.00	\$14,000.00	\$0.00	0.00%
LEGAL SERVICES ARB	\$2,100.00	\$2,100.00	\$0.00	0.00%
LEGAL SERVICES CAD	\$30,000.00	\$30,000.00	\$0.00	0.00%
<b>Total OUTSIDE SERVICES</b>	<u>\$178,700.00</u>	<u>\$163,200.00</u>	<u>-\$15,500.00</u>	<u>-8.67%</u>
<b>PAYROLL RELATED EXPENSE</b>				
MEDICAL INS	\$139,000.00	\$131,755.00	-\$7,245.00	-5.21%
MEDICARE COMPANY	\$11,040.00	\$11,355.00	\$315.00	2.85%
RETIREMENT	\$75,150.00	\$69,265.00	-\$5,885.00	-7.83%
UNFUNDED RETIREMENT LIABILITY	\$20,000.00	\$20,000.00	\$0.00	0.00%
UNEM INSURANCE	\$2,435.00	\$2,165.00	-\$270.00	-11.09%
WORKMAN COMP	\$5,695.00	\$5,855.00	\$160.00	2.81%
<b>Total PAYROLL RELATED EXPENSE</b>	<u>\$253,320.00</u>	<u>\$240,395.00</u>	<u>-\$12,925.00</u>	<u>-5.10%</u>
<b>SALARY EXPENSE</b>				
SALARY	\$725,009.00	\$746,763.00	\$21,754.00	3.00%
<b>Total SALARY EXPENSE</b>	<u>\$725,009.00</u>	<u>\$746,763.00</u>	<u>\$21,754.00</u>	<u>3.00%</u>
<b>Total Budget Expense</b>	<u>\$1,534,869.00</u>	<u>\$1,566,818.00</u>	<u>\$31,949.00</u>	<u>2.08%</u>

**GRIMES CAD**

**TAXING UNIT ALLOCATIONS**  
**AND**  
**PAYMENT SCHEDULE**

**JANUARY 1 – DECEMBER 31, 2021**

Summary of Taxing Unit Allocations January 1 - December 31, 2021			
Taxing Unit	Appraisal Allocation	Collections Allocation	Total
Anderson-Shiro CISD	\$226,588	\$36,387	\$262,975
Iola ISD	\$91,480	\$18,181	\$109,661
Navasota ISD	\$502,027	\$70,186	\$572,213
Richards ISD	\$16,800	\$5,058	\$21,858
City of Navasota	\$62,439	\$11,490	\$73,929
City of Bédias	\$983	\$500	\$1,483
City of Anderson	\$727	\$500	\$1,227
City of Iola	\$420	\$500	\$920
Grimes County	\$383,430	\$89,512	\$472,942
Grimes County ESD #1	\$2,632	\$500	\$3,132
Madisonville ISD	\$39,586	\$6,892	\$46,478
<b>Total 2021 Budget</b>	<b>\$1,327,112</b>	<b>\$239,706</b>	<b>\$1,566,818</b>

Comparison for 2020 - 2021			
Taxing Unit	2020	2021	Difference
Anderson-Shiro CISD	\$257,339	\$262,975	\$5,636
Iola ISD	\$111,725	\$109,661	-\$2,064
Navasota ISD	\$576,533	\$572,213	-\$4,320
Richards ISD	\$23,455	\$21,858	-\$1,597
City of Navasota	\$68,195	\$73,929	\$5,734
City of Bédias	\$1,443	\$1,483	\$40
City of Anderson	\$1,214	\$1,227	\$13
City of Iola	\$919	\$920	\$1
Grimes County	\$444,656	\$472,942	\$28,286
Grimes County ESD #1	\$2,939	\$3,132	\$193
Madisonville ISD	\$46,451	\$46,478	\$27
<b>Total</b>	<b>\$1,534,869</b>	<b>\$1,566,818</b>	<b>\$31,949</b>

**GRIMES CAD**  
**TAXING UNIT PAYMENT SCHEDULE**  
January 1 - December 31, 2021

	<u>APPRAISAL</u>	<u>QUARTERLY</u>	<u>COLLECTIONS</u>	<u>QUARTERLY</u>	<u>2021 TOTAL</u>
Anderson-Shiro CISD	\$226,588.00	\$56,647.00	\$36,387.00	\$9,096.75	\$262,975.00
Grimes County	\$383,430.00	\$95,857.50	\$89,512.00	\$22,378.00	\$472,942.00
Iola ISD	\$91,480.00	\$22,870.00	\$18,181.00	\$4,545.25	\$109,661.00
City of Navasota	\$62,439.00	\$15,609.75	\$11,490.00	\$2,872.50	\$73,929.00
Richards ISD	\$16,800.00	\$4,200.00	\$5,058.00	\$1,264.50	\$21,858.00
Navasota ISD	\$502,027.00	\$125,506.75	\$70,186.00	\$17,546.50	\$572,213.00
Grimes ESD #1	\$2,632.00	\$658.00	\$500.00	\$125.00	\$3,132.00
City of Bédias	\$983.00	\$245.75	\$500.00	\$125.00	\$1,483.00
City of Iola	\$420.00	\$105.00	\$500.00	\$125.00	\$920.00
City of Anderson	\$727.00	\$181.75	\$500.00	\$125.00	\$1,227.00
Madisonville ISD	\$39,586.00	\$9,896.50	\$6,892.00	\$1,723.00	\$46,478.00
	<u>\$1,327,112.00</u>	<u>\$331,778.00</u>	<u>\$239,706.00</u>	<u>\$59,926.50</u>	<u>\$1,566,818.00</u>
		4		4	
Total 2020 Budget		<u>\$1,327,112.00</u>		<u>\$239,706.00</u>	<u>\$1,566,818.00</u>

	<u>DUE DATE</u>
QUARTER 1	12/31/2020
QUARTER 2	3/31/2021
QUARTER 3	6/30/2021
QUARTER 4	9/30/2021

**GRIMES CAD  
APPRAISAL OPERATIONS  
BUDGET**

**JANUARY 1 – DECEMBER 31, 2021**

**GRIMES CAD  
APPRAISAL OPERATIONS BUDGET**

January 1 - December 31, 2021

**SCHEDULE OF EXPENDITURES**

<b>SALARY EXPENSE</b>	641,017.00	
<hr/>		
<b>Total SALARIES</b>		<b>641,017.00</b>
<b>PAYROLL RELATED EXPENSE</b>		
<hr/>		
TEXAS COUNTY DIST RETIREMENT	59,090.00	
UNFUNDED RETIREMENT LIABILITY	10,000.00	
UNEMPLOYMENT INSURANCE	1,585.00	
WORKMEN'S COMP	5,375.00	
MEDICAL INSURANCE	98,815.00	
MEDICARE	9,820.00	
<b>Total PAYROLL RELATED EXPENSES</b>		<b>184,685.00</b>
<b>AUTO MILEAGE ALLOWANCE</b>		
<hr/>		
ASST. CHIEF APPRAISER	6,000.00	
REAL ESTATE APPRAISER 1	6,000.00	
REAL ESTATE APPRAISER 2	6,000.00	
REAL ESTATE APPRAISER 3	6,000.00	
REAL ESTATE APPRAISER 4	6,000.00	
COMMERCIAL APPRAISER	6,000.00	
STAFF MILEAGE	1,300.00	
<b>Total AUTO MILEAGE ALLOWANCES</b>		<b>37,300.00</b>
<b>OUTSIDE SERVICES</b>		
<hr/>		
APPRAISAL CONTRACT	98,100.00	
CONSULTING	18,000.00	
BINDING ARBITRATION	1,000.00	
LEGAL SERVICES CAD	30,000.00	
LEGAL SERVICES ARB	2,100.00	
FINANCIAL AUDIT	7,000.00	
<b>Total OUTSIDE SERVICE EXPENSES</b>		<b>156,200.00</b>
<b>BOARD EXPENSE</b>		
<hr/>		
BOARD OF DIRECTORS	700.00	
APPRAISAL REVIEW BOARD	9,625.00	
<b>Total BOARD EXPENSES</b>		<b>10,325.00</b>
<b>BUILDING EXPENSE</b>		
<hr/>		
UTILITIES	8,415.00	
PHONE	11,700.00	
MAINTENANCE	19,170.00	
SECURITY	2,100.00	
<b>Total BUILDING EXPENSES</b>		<b>41,385.00</b>



**GRIMES CAD  
APPRAISAL OPERATIONS BUDGET**

January 1 - December 31, 2021

**SCHEDULE OF EXPENDITURES**

**INSURANCE EXPENSE**

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LIABILITY	1,650.00
PROPERTY	2,250.00

<b>Total INSURANCE EXPENSES</b>	<b>3,900.00</b>
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**OFFICE EXPENSE**

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POSTAGE	23,100.00
SUPPLIES	5,250.00
FREIGHT	500.00
OFFICE EQUIPMENT M/R/S	8,620.00
OFFICE FURNITURE	2,500.00

<b>Total OFFICE EXPENSES</b>	<b>39,970.00</b>
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**DATA PROCESSING EXPENSE**

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COMPUTER SUPPLIES	10,500.00
PC/EQUIPMENT/SOFTWARE	14,500.00
SOFTWARE MAINT/SUPPORT	65,375.00

<b>Total DATA PROCESSING EXPENSES</b>	<b>90,375.00</b>
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**PICTOMETRY**

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PICTOMETRY SOFTWARE	70,110.00
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<b>Total PICTOMETRY EXPENSES</b>	<b>70,110.00</b>
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**GIS EXPENSE**

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GIS HOSTING/LICENSING	5,480.00
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<b>Total GIS EXPENSES</b>	<b>5,480.00</b>
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**GENERAL EXPENSE**

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RECORDS RETENTION	2,095.00
CONTINUING EDUCATION	15,500.00
FORMS AND PRINTING	8,310.00
DUES/BOOKS/SUBSCRIPTIONS	8,985.00
NEWSPAPER PUBLICATIONS	1,475.00
CONTINGENCY	10,000.00

<b>Total GENERAL EXPENSES</b>	<b>46,365.00</b>
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**TOTAL EXPENDITURES**

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**1,327,112.00**

**GRIMES CAD**  
**APPRAISAL OPERATIONS BUDGET**  
**SCHEDULE OF REVENUES**  
January 1 - December 31, 2021

<b>Taxing Unit Allocations for 2021 Appraisal Operations</b>			
<b>Taxing Unit</b>	<b>2020 Estimated Levy</b>	<b>Percent</b>	<b>Allocation</b>
Anderson-Shiro CISD	\$9,898,357	17.07%	\$226,588
Grimes County	\$16,749,784	28.89%	\$383,430
Iola ISD	\$3,996,203	6.89%	\$91,480
City of Navasota	\$2,727,571	4.70%	\$62,439
Richards ISD	\$733,890	1.27%	\$16,800
Navasota ISD	\$21,930,597	37.83%	\$502,027
Grimes County ESD #1	\$114,975	0.20%	\$2,632
City of Anderson	\$31,758	0.05%	\$727
City of Iola	\$18,333	0.03%	\$420
City of Bédias	\$42,921	0.07%	\$983
Madisonville ISD	\$1,729,271	2.98%	\$39,586
<b>Total 2021 Budget Revenue</b>	<b>\$57,973,660</b>	<b>100.00%</b>	<b>\$1,327,112</b>

**Notes on Schedule of Revenues:**

The Property Tax Code requires that the budget allocations for the appraisal district's 2021 budget be made on the basis of the 2020 tax levies. Because the 2020 tax levies are unknown at this time, estimated levies have been developed for each taxing unit. When the actual 2020 levies are established, the allocations will be recalculated using the actual numbers. Therefore, there will undoubtedly be some changes in the final allocations to the taxing units.

Each taxing unit will pay its allocation in four equal payments to be made at the beginning of each calendar quarter. The first quarter payment will be made before January 1, 2021.

A payment is delinquent if not paid by the date it is due. A delinquent payment incurs a penalty of five percent of the amount of the allocation and accrues interest at an annual rate of ten percent.

The levies for the following ISDs include taxes for the Grimes County portion of the school district only:

Navasota ISD  
Richards ISD  
Madisonville ISD

<b>Comparison of Taxing Unit Allocations for 2020 and 2021 Appraisal Operations</b>			
<b>Taxing Unit</b>	<b>2020</b>	<b>2021</b>	<b>Difference</b>
Anderson-Shiro CISD	\$220,486	\$226,588	\$6,102
Grimes County	\$356,032	\$383,430	\$27,398
Iola ISD	\$92,955	\$91,480	-\$1,475
City of Navasota	\$56,945	\$62,439	\$5,494
Richards ISD	\$18,216	\$16,800	-\$1,416
Navasota ISD	\$504,155	\$502,027	-\$2,128
Grimes County ESD #1	\$2,439	\$2,632	\$193
City of Anderson	\$714	\$727	\$13
City of Iola	\$419	\$420	\$1
City of Bédias	\$943	\$983	\$40
Madisonville ISD	\$39,680	\$39,586	-\$94
<b>Totals</b>	<b>\$1,292,984</b>	<b>\$1,327,112</b>	<b>\$34,128</b>

<b>Expenditures by Category and Percentage for 2021 Appraisal Operations</b>		
<b>Category</b>	<b>Amount</b>	<b>Percent</b>
Salary Expense	\$641,017	48.30%
Payroll Related Expense	\$184,685	13.92%
Auto Mileage Expense	\$37,300	2.81%
Outside Services Expense	\$156,200	11.77%
Board Expense	\$10,325	0.78%
Bldg Expense	\$41,385	3.12%
Insurance Expense	\$3,900	0.29%
Office Expense	\$39,970	3.01%
Data Processing	\$90,375	6.81%
GIS Expense	\$5,480	0.41%
Pictometry	\$70,110	5.28%
General Expense	\$46,365	3.49%
<b>Totals</b>	<b>\$1,327,112</b>	<b>100.00%</b>

<b>Comparison of Budget Categories 2020-2021 for Appraisal Operations</b>			
<b>Category</b>	<b>2020</b>	<b>2021</b>	<b>Change</b>
Salaries	\$622,344	\$641,017	\$18,673
Payroll Related Expense	\$194,875	\$184,685	-\$10,190
Auto Mileage Allowance	\$37,300	\$37,300	\$0
Outside Services	\$171,700	\$156,200	-\$15,500
Board Expense	\$10,325	\$10,325	\$0
Bldg Expense	\$44,800	\$41,385	-\$3,415
Insurance Expense	\$3,900	\$3,900	\$0
Office Expense	\$39,335	\$39,970	\$635
Data Processing	\$81,390	\$90,375	\$8,985
GIS Expense	\$5,300	\$5,480	\$180
Pictometry	\$35,300	\$70,110	\$34,810
General Expense	\$46,415	\$46,365	-\$50
<b>Totals</b>	<b>\$1,292,984</b>	<b>\$1,327,112</b>	<b>\$34,128</b>

Appraisal Operations Employee Benefits for 2021										
	Position	Years of Service as of 2021 with GCAD	Salary	Mileage	Retirement	Medical	Unemployment	Worker's Comp.	Medicare	Total
1	Chief Appraiser	6	\$91,560	* 0.575	\$8,808	\$5,492	\$145	\$415	\$1,331	\$107,751
2	Asst. Chief Appraiser	25	\$80,406	\$6,000	\$7,735	\$10,979	\$144	\$881	\$1,253	\$107,398
3	Real Estate Appraiser 2	36	\$68,960	\$6,000	\$6,634	\$10,979	\$144	\$765	\$1,087	\$94,568
4	Real Estate Appraiser 3	2	\$61,002	\$6,000	\$5,868	\$10,979	\$144	\$683	\$972	\$85,648
5	Real Estate Appraiser 4/GIS Tech	12	\$71,072	\$6,000	\$6,837	\$10,979	\$144	\$786	\$1,118	\$96,936
11	Real Estate Appraiser 5	3	\$43,709	\$6,000	\$4,205	\$10,979	\$144	\$507	\$721	\$66,265
6	Office Manager	23	\$61,826	* 0.575	\$5,948	\$10,979	\$144	\$278	\$896	\$80,071
7	Data System Adm.	5	\$48,227	* 0.575	\$4,639	\$5,491	\$144	\$217	\$699	\$59,418
8	Customer Service Rep.	4	\$40,705	* 0.575	\$3,916	\$10,979	\$144	\$183	\$590	\$56,517
9	Appraisal/Collections Assistant	19	\$26,780	* 0.575	\$0	\$0	\$144	\$121	\$388	\$27,433
10	Commercial Appraiser	4	\$46,770	\$6,000	\$4,499	\$10,979	\$144	\$538	\$765	\$69,696
Totals			\$641,017	\$37,200	\$59,090	\$98,815	\$1,585	\$5,375	\$9,820	\$851,702

\*.575 cents per actual miles

**GRIMES CAD  
COLLECTIONS OPERATIONS  
BUDGET**

**JANUARY 1 – DECEMBER 31, 2021**

**GRIMES CAD**  
**COLLECTIONS OPERATIONS BUDGET**  
January 1 - December 31, 2021

**Schedule of Expenditures**

<b><u>SALARY EXPENSE</u></b>	105,746.00	
<b>Total SALARIES</b>		<b>105,746.00</b>
 <b><u>PAYROLL RELATED EXPENSE</u></b>		
TEXAS COUNTY DIST RETIREMENT	10,175.00	
UNEMPLOYMENT INSURANCE	580.00	
UNFUNDED RETIREMENT LIABILITY	10,000.00	
WORKMEN'S COMP	480.00	
MEDICAL INSURANCE	32,940.00	
MEDICARE	1,535.00	
 <b>Total PAYROLL RELATED EXPENSES</b>		<b>55,710.00</b>
 <b><u>OUTSIDE SERVICES</u></b>		
AUDIT	7,000.00	
 <b>Total OUTSIDE SERVICE EXPENSES</b>		<b>7,000.00</b>
 <b><u>BUILDING EXPENSE</u></b>		
UTILITIES	2,805.00	
PHONE	3,900.00	
MAINTENANCE	6,390.00	
BUILDING SECURITY	700.00	
 <b>Total BUILDING EXPENSES</b>		<b>13,795.00</b>
 <b><u>INSURANCE EXPENSE</u></b>		
BONDS	1,100.00	
LIABILITY	575.00	
PROPERTY	750.00	
 <b>Total INSURANCE EXPENSES</b>		<b>2,425.00</b>
 <b><u>OFFICE EXPENSE</u></b>		
COPIER/MAINT/SUPPLIES	2,175.00	
POSTAGE	14,320.00	
SUPPLIES	1,750.00	
FORMS & PRINTING	7,000.00	
 <b>Total OFFICE EXPENSES</b>		<b>25,245.00</b>



**GRIMES CAD**  
**COLLECTIONS OPERATIONS BUDGET**  
January 1 - December 31, 2021

**Schedule of Expenditures**

**DATA PROCESSING EXPENSE**

COMPUTER SUPPLIES	3,500.00
SOFTWARE MAINT/SUPPORT	20,485.00

<b>Total DATA PROCESSING EXPENSES</b>	<b>23,985.00</b>
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**GENERAL EXPENSE**

RECORDS RETENTION	700.00
FREIGHT	100.00
CONTINGENCY	5,000.00

<b>Total GENERAL EXPENSES</b>	<b>5,800.00</b>
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<b>TOTAL EXPENDITURES</b>	<b><u>239,706.00</u></b>
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**GRIMES CAD**  
**COLLECTIONS OPERATIONS BUDGET**  
**SCHEDULE OF REVENUES**  
January 1 - December 31, 2021

<u>Taxing Unit</u>	<u>Allocation</u>
Anderson-Shiro CISD	\$36,387
Navasota ISD	\$70,186
Grimes County	\$89,512
City of Navasota	\$11,490
Iola ISD	\$18,181
Richards ISD	\$5,058
City of Anderson	\$500
City of Iola	\$500
City of Bédias	\$500
Grimes ESD #1	\$500
Madisonville ISD	\$6,892
<b>Total Allocations for 2021</b>	<b><u><u>\$239,706</u></u></b>

**Notes on Schedule of Revenues:**

The budget allocations for the appraisal district's 2021 collections operations budget are made on the basis of the 2020 tax levies. Because the 2020 tax levies are unknown at this time, estimated levies have been developed for each taxing unit. When the actual 2020 levies are established, the allocations will be recalculated using the actual numbers. Therefore, there will undoubtedly be some changes in the final allocations to the taxing units.

Each taxing unit will pay its allocation in four equal payments to be made at the beginning of each calendar quarter. The first quarter payment will be made before January 1, 2021.

A payment is delinquent if not paid by the date it is due. A delinquent payment incurs a penalty of five percent of the amount of the allocation and accrues interest at an annual rate of ten percent.

The levies for the following ISDs include taxes for the Grimes County portion of the school district only:

Navasota ISD  
Richards ISD  
Madisonville ISD

Collections Operations Employee Benefits for 2021									
Position		Years of Service as of 2021 with GCAD	Salary	Retirement	Medical	Unemploy ment	Worker's Comp.	Medicare	Total
1	Chief Appraiser	6	\$10,173	\$981	\$5,491	\$145	\$50	\$149	\$16,989
2	Collections Manager	8	\$52,001	\$5,002	\$10,979	\$145	\$234	\$754	\$69,116
3	Data System Adm.	5	\$5,359	\$516	\$5,491	\$145	\$24	\$78	\$11,612
4	Collections Assistant	2	\$38,213	\$3,676	\$10,979	\$145	\$172	\$554	\$53,739
Totals			\$105,746	\$10,175	\$32,940	\$580	\$480	\$1,535	\$151,456

# CALCULATION OF COST ALLOCATIONS FOR 2021 COLLECTIONS BUDGET

Taxing Unit	2020 Estimated Levy	Levy %	Parcels	Parcel %	Weighted %
Anderson-Shiro Cisd	\$9,898,357	17.14%	13,360	13.48%	15.31%
Navasota ISD	\$21,930,597	37.96%	20,902	21.09%	29.53%
City of Navasota	\$2,727,571	4.72%	4,902	4.95%	4.83%
Iola ISD	\$3,996,203	6.92%	8,305	8.38%	7.65%
Richards ISD	\$733,890	1.27%	2,959	2.99%	2.13%
Grimes County	\$16,749,784	29.00%	45,908	46.32%	37.66%
Madisonville ISD	\$1,729,271	2.99%	2,780	2.80%	2.90%
<b>Totals</b>	<b>\$57,765,673</b>	<b>100.00%</b>	<b>99,116</b>	<b>100.00%</b>	<b>100.00%</b>

City of Anderson	\$500.00
City of Bedias	\$500.00
City of Iola	\$500.00
Grimes ESD #1	\$500.00
<b>Total Small Units</b>	<b>\$2,000.00</b>

Total Budget	\$239,706.00
Less Small Units	-\$2,000.00
<b>Total Distribution</b>	<b>\$237,706.00</b>

Taxing Unit	Amount	Weighted %	Allocation
Anderson-Shiro Cisd	\$237,706	15.31%	\$36,387
Navasota ISD	\$237,706	29.53%	\$70,186
City of Navasota	\$237,706	4.83%	\$11,490
Iola ISD	\$237,706	7.65%	\$18,181
Richards ISD	\$237,706	2.13%	\$5,058
Grimes County	\$237,706	37.66%	\$89,512
Madisonville ISD	\$237,706	2.90%	\$6,892
Grimes County ESD #1			\$500
City of Bedias			\$500
City of Anderson			\$500
City of Iola			\$500
<b>Total 2020 Budget Revenue</b>		<b>100.00%</b>	<b>\$239,706</b>

**2020 - 2021  
COMPARISON  
COLLECTIONS OPERATIONS**

COMPARISON OF TAXING UNIT ALLOCATIONS FOR 2020 AND 2021			
Taxing Unit	2020	2021	Change
Anderson-Shiro CISD	\$36,853	\$36,387	-\$466
Navasota ISD	\$72,378	\$70,186	-\$2,192
City of Navasota	\$11,250	\$11,490	\$240
Iola ISD	\$18,770	\$18,181	-\$589
Richards ISD	\$5,239	\$5,058	-\$181
Grimes County	\$88,624	\$89,512	\$888
Madisonville ISD	\$6,771	\$6,892	\$121
Grimes ESD #1	\$500	\$500	\$0
City of Bédias	\$500	\$500	\$0
City of Anderson	\$500	\$500	\$0
City of Iola	\$500	\$500	\$0
<b>Totals</b>	<b>\$241,885</b>	<b>\$239,707</b>	<b>-\$23,845</b>

COMPARISON OF BUDGET CATEGORIES 2020-2021			
Category	2020	2021	Change
Salaries	\$102,665	\$105,746	\$3,081
Salary Related	\$58,445	\$55,710	-\$2,735
Building Expense	\$14,935	\$13,795	-\$1,140
Office Expenses	\$23,740	\$25,245	\$1,505
Data Processing	\$26,540	\$23,985	-\$2,555
Insurance Expenses	\$2,325	\$2,425	\$100
Outside Services	\$7,000	\$7,000	\$0
General Expenses	\$6,235	\$5,800	-\$435
<b>Totals</b>	<b>\$241,885</b>	<b>\$239,706</b>	<b>-\$2,179</b>

EXPENDITURES BY CATEGORY AND PERCENTAGES FOR 2021		
Category	Amount	Percent
Salaries	\$105,746	44.11%
Salary Related	\$55,710	23.24%
Building Expense	\$13,795	5.75%
Office Expenses	\$25,245	10.53%
Data Processing	\$23,985	10.01%
Insurance Expenses	\$2,425	1.01%
Outside Services	\$7,000	2.92%
General Expenses	\$5,800	2.42%
<b>Totals</b>	<b>\$239,706</b>	<b>100.00%</b>