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



James Harris Councilmember Pattie Pederson Councilmember

# NOTICE OF MEETING OF THE GOVERNING BODY OF THE CITY OF NAVASOTA, TEXAS JULY 10, 2023

Notice is hereby given that a Regular Meeting of the governing body of the City of Navasota will be held on the 10th of July, 2023 at 6:00 PM at the City Hall in the City Council Chambers, Room No. 161, located at 200 E. McAlpine Street, Navasota, Texas 77868, at which time the following subjects will be considered, to wit:

To watch the City Council meeting live please visit the City of Navasota's Youtube here: https://www.youtube.com/channel/UCltnx7BQt0TCIYJRiZ14g5w

- 1. Call to Order.
- 2. Invocation Pledge of Allegiance
- 3. Remarks of visitors: Any citizen may address the City Council on any matter. Registration forms are available on the podium and/or table in the back of the city council chambers. This form should be completed and delivered to the City Secretary by 5:45 p.m. Please limit remarks to three minutes. The City Council will receive the information, ask staff to look into the matter, or place the issue on a future agenda. Topics of operational concerns shall be directed to the City Manager.

### 4. Staff Report:

- (a) Update on CIP Projects [Jennifer Reyna, Public Works Director].
- (b) Presentation by the evening Noon Lions Club for a future skatepark expansion project [Rayna Teicheira, Economic Development Director]
- (c) Board and Commission update [City Council]; and
- (d) Reports from City Staff or City Officials regarding items of community interests, including expressions of thanks, congratulations or condolence; information regarding holiday schedules; honorary or salutary recognition of public officials, public employees, or other citizens; reminders about upcoming events organized or sponsored by the City; information regarding social, ceremonial, or community events organized or sponsored by a non-City entity that is scheduled to be attended by City officials or employees; and announcements involving imminent threats to the public health and safety of people in the City that has arisen after the posting of the agenda. [Jason Weeks, City Manager].

- 5. Presentation of annual report by the Navasota Housing Authority for the year ending December 31, 2022. [Rayna Teicheira, Economic Development Director]
- 6. Consideration and possible action on annual activity report from Grimes Health Resource Center for Fiscal Year 2021-2022 and budget request for FY 2022-2023. [Rayna Teicheira, Economic Development Director]
- 7. The City Council will hold a public hearing for the purpose of receiving public comment and testimony regarding a sign variance application submitted by the City of Navasota for the property located at 1411 East Washington Ave (Public Library), in Navasota, Grimes County, TX 77868. The variance requests to install a programmable LED sign nineteen (19) square feet in area, a sign not allowed within the Washington Historic Overlay District, embedded within a freestanding sign, eight feet (8') in height, two feet (2') taller than permitted and a sign area of forty (40) square feet, eight (8) square feet larger than permitted. The property affected is legally described as S7304 - Park Meadows, Sec 4, Block 16, 5 (S75'), All 6.; followed by discussion and possible action to consider a sign variance application submitted by the City of Navasota for the property located at 1411 East Washington Ave (Public Library), in Navasota, Grimes County, TX 77868. The variance requests to install a programmable LED sign nineteen (19) square feet in area, a sign not allowed within the Washington Historic Overlay District, embedded within a freestanding sign, eight feet (8') in height, two feet (2') taller than permitted and a sign area of forty (40) square feet, eight (8) square feet larger than permitted. [Lupe Diosdado, Development Services Director]
- 8. The City Council will hold a public hearing for the purpose of receiving public comment and testimony regarding a sign variance application submitted by the City of Navasota for the property located at located at 202 East Washington Ave (Visitor Kiosk), in Navasota, Grimes County, TX 77868. The variance requests to install a programmable LED wayfinding sign, a sign not allowed within the Central Business District, seven feet (7') in height, one foot (1') taller than permitted. The property affected is legally described as H&TC, Block 84, Lot 1.; followed by discussion and possible action to consider a sign variance application submitted by the City of Navasota for the property located at 202 East Washington Ave (Visitor Kiosk), in Navasota, Grimes County, TX 77868. The variance requests to install a programmable LED wayfinding sign, a sign not allowed within the Central Business District, seven feet (7') in height, one foot (1') taller than permitted. [Lupe Diosdado, Development Services Director]

- 9. The City Council will hold a public hearing for the purpose of receiving public comment and testimony regarding a sign variance application submitted by the City of Navasota for the property located at 101 Stadium Dr (Community Center), in Navasota, Grimes County, TX 77868. The variance requests to install a freestanding sign, eight feet (8') in height, two feet taller than permitted and a sign area of forty-eight square feet (48), sixteen square feet (16) larger than permitted. The property affected is legally described as A0002 D Arnold, Tract 78-2, Acres 1.85.; followed by discussion and possible action to consider a sign variance application submitted by the City of Navasota for the property located at 101 Stadium Dr (Community Center), in Navasota, Grimes County, TX 77868. The variance requests to install a freestanding sign, eight feet (8') in height, two feet taller than permitted and a sign area of forty-eight square feet (48), sixteen square feet (16) larger than permitted. [Lupe Diosdado, Development Services Director]
- 10. The City Council will hold a public hearing for the purpose of receiving public comment and testimony regarding a sign variance application submitted by the City of Navasota for the property located at 100 Veteran Memorial Dr (August Horst Park), in Navasota, Grimes County, TX 77868. The variance requests to install a freestanding sign, eight feet (8') in height, two feet taller than permitted and a sign area of fifty-three square feet (53), twenty-one square feet (21) larger than permitted. The property affected is legally described as A0055-0 D Tyler, Tract 8, Acres 73.01.; followed by discussion and possible action to consider a sign variance application submitted by the City of Navasota for the property located at 100 Veteran Memorial Dr (August Horst Park), in Navasota, Grimes County, TX 77868. The variance requests to install a freestanding sign, eight feet (8') in height, two feet taller than permitted and a sign area of fifty-three square feet (53), twenty-one square feet (21) larger than permitted. [Lupe Diosdado, Development Services Director]
- 11. 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. [City Council]

Consent Items are:

- A. Approve the minutes for the month of June 2023; and
- B. Approve the Municipal Court Report for the month of June 2023.
- 12. Adjourn.

DATED THIS THE 6TH OF JULY, 2023

/JW/

BY: JASON WEEKS, CITY MANAGER

I, the undersigned authority, do hereby certify that the above notice of meeting of the governing body of the CITY OF NAVASOTA, is a true and correct copy of said notice and that I posted a true and correct copy of said notice in the glass bulletin board, in the foyer, on the south side of the Municipal Building as well as in the bulletin board on the north side of the Municipal Building of the City of Navasota, Texas, a place convenient and readily accessible to the general public at all times, and said notice was posted on the 6th of July, 2023 at 01:50 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.

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

DATED THIS THE 6TH OF JULY, 2023

/SMH/

BY: SUSIE M. HOMEYER, CITY SECRETARY

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



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

Agenda Date Requested: July 10, 2023	Appropriation	
Requested By: Jason Weeks, City Manager	Source of Funds: N/A	
Department: Administration	Account Number: N/A	
	Amount Budgeted: N/A	
	Amount Requested: N/A	
Exhibits: None.	Budgeted Item: Yes No	

### **AGENDA ITEM #4**

### **Staff Report:**

- (a) Update on CIP Projects [Jennifer Reyna, Public Works Director].
- (b) Presentation by the Navasota Evening Lions Club for a future skatepark expansion project [Rayna Teicheira, Economic Development Director].
- (c) Board and Commission update [City Council].
- (d) Reports from City Staff or City Officials regarding items of community interests, including expressions of thanks, congratulations or condolence; information regarding holiday schedules; honorary or salutary recognition of public officials, public employees, or other citizens; reminders about upcoming events organized or sponsored by the City; information regarding social, ceremonial, or community events organized or sponsored by a non-City entity that is scheduled to be attended by City officials or employees; and announcements involving imminent threats to the public health and safety of people in the City that has arisen after the posting of the agenda. [Jason Weeks, City Manager].

### **SUMMARY & RECOMMENDATION**

- (a) Jennifer Reyna, Public Works Director, will give the City Council an update on CIP projects.
- (b) Presentation by the Navasota Evening Lions Club for a future skatepark expansion project. B.J. Moody with the Evening Lions Club will be presenting a check to the City for \$10,000.00. Presentation of these funds will allow for the Evening Lions Club and City of Navasota staff members to begin applying for

- external matching grants to help fund the skatepark expansion. The presentation of these funds is not a guarantee of City of Navasota's use of General Funds to fund the project unless under the direction of City Council.
- (c) If applicable, the City Council will provide Board and Commission updates.
- (d) Staff and City Council will give updates on other upcoming events.

ACTION REQUIRED	BY CITY COUNCIL	
No action required.		
Approved for the City Council meeting agenda	а.	
Jason B. Weeks, City Manager	Date	

### **AGENDA PLANNING CALENDAR**

### JULY 10, 2023 — DEADLINE FOR SUBMITTING ITEMS AND COVER SHEETS FOR THIS MEETING IS 06/26/2023

- 1. Called to order
- 2. Invocation/Pledge of Allegiance
- 3. Remarks of visitors
- 4. Staff Report: (a) Update of all CIP projects; (b) Presentation by evening Lions Club for future skatepark project; (c) Board and Commission update; and (d) Reports from staff and City Council
- 5. Presentation of annual report ending June 30, 2023 by the Navasota Housing Authority
- 6. Budget request by Grimes Health Resource Center
- 7. Variance
- 8. Variance
- 9. Variance
- 10.Variance
- 11. Consent agenda: (a) Minutes for June 2023 and (b) Municipal Court Report for June 2023
- 12.Adjourn

### JULY 24, 2023 — DEADLINE FOR SUBMITTING ITEMS AND COVER SHEETS FOR THIS MEETING IS 07/10/2023

- 1. Called to order
- 2. Invocation/Pledge of Allegiance
- 3. Remarks of visitors
- 4. Staff Report: (a) Update of all CIP projects; (b) Proclamation National Health Center Week; (c) Board and Commission update; and (d) Reports from staff and City Council
- 5. Appointements to BOA, KNB and Library Board
- 6. Adjourn

August 14, 2023 - Budget Presentation

August 21, 2023

September 11, 2023

September 25, 2023

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

October 23, 2023 - Proclamation - Municipal Court Week - November 6-10, 2023

November 13, 2023

November 27, 2023

December 11, 2023



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

Agenda Date Requested: July 10, 2023	Appropriation				
Requested By: Rayna Teicheira, EDC Director	Source of Funds: N/A				
Department: Administration	Account Number: N/A				
	Amount Budgeted: N/A				
Report    Resolution    Ordinance					
Exhibits: Navasota Housing Authority Annual Report	Amount Requested: N/A  Budgeted Item: ○ Yes ○ No				
AGENDA I	TEM #5				
Presentation by the Navasota Housing A June 30, 2023.	Presentation by the Navasota Housing Authority on their annual report ending June 30, 2023.				
SUMMARY & RECO	OMMENDATION				
The Navasota Housing Authority Board is an advisory body to the City Manager on all matters relating to the policies and procedures concerning the Housing Authority. Diana Westmoreland, President of the Navasota Housing Authority Board, prepares and presents the annual report each year to City Council. The annual report regards the activities of the Authority for its fiscal year ending June 30, 2023. The report has been prepared pursuant to Section 392.062 of the Texas Local Government Code.					
ACTION REQUIRED I	BY CITY COUNCIL				
No action required. Staff recommends receiving annual report from the Navasota Housing Authority.					
Approved for the City Council meeting agenda	I.				
Jason B. Weeks, City Manager	 Date				

### NAVASOTA HOUSING AUTHORITY

P.O. Box 967; Navasota, Texas 77868 553 Allen White Drive; Navasota, Texas 77868 (936) 825-7024-office (936) 825-4147-fax nhaofnav@centurylink.net

June 20, 2023

To the Honorable City Council of the City of Navasota, Texas

William A. "Bert" Miller III, Mayor James D. Harris, Councilmember Bernie Gessner, Mayor Pro-Tem & Councilmember Pattie Pederson, Councilmember Josh Fultz, Councilmember

The Navasota Housing Authority is pleased to present the following annual report regarding the activities of the Authority for its fiscal year ending June 30, 2023. This report has been prepared pursuant to Section 392.062 of The Local Government Code, Vernon's Annotated Civil Statues of the State of Texas.

### **PHA Hierarchy**

Mayor –Appoints Commissioners Commissioner-Policy Making Body-Employs Executive Director Executive Director-Chief Administrator-Hires Staff

Mission of the Authority is to provide decent, safe, and sanitary urban or rural housing for persons of low income. (Pursuant to Section 392.002 of The Local Government Code.)

The Mayor may remove a commissioner of a municipal housing authority for inefficiency, neglect of duty, or misconduct in office. (Pursuant to Section 392.041 of the Local Government Code.)

### **Board of Commissioners**

Currently, in accordance with power granted by state law, the Mayor appointed the following individuals to serve as Commissioners to the Navasota Housing Authority:

Dianna Westmoreland, is the Chairperson of the Board C. McAllister "Mac" Vaughn, is Vice-Chairperson of the Board Carol Garnett, Commissioner Debra McGregor, Commissioner Robert W. Goldstein, Commissioner

### Staff

Terri Tates is the Executive Director of the Navasota Housing Authority. Terri has been employed with the Navasota Housing Authority since April 2019. Timothy Colbert was employed as Maintenance Mechanic "B" on July 17, 2020. Rana Banks was employed as Filing Clerk on October 19, 2021.

# <u>Public Housing Management Assessment Program and Public Housing Assessment System Scores</u>

The United States Department of Housing and Urban Development (HUD) evaluates all housing authorities by using Public Housing Assessment Subsystem (PHAS) in the area of Physical, Financial and Management including Safety. These areas encompass such things as the average vacancy rate, unit turnaround time, work orders successfully completed, annual inspection of units and systems, crime tracking, etc.

The grading system in both programs is based on 100 with a score of 90 and above as a High Performer; between the grades of 60 to 90 the entity is classified as an Average Performer; and below 60 is failing and the classification is as a Low Performer. Low grades in particular components classify the authority as a "Troubled Authority". Should the grade of "f" be earned the Authority would be required to implement an Improvement Plan to implement corrective action to address the deficiencies.

### **Physical Information**

The Navasota Housing Authority has 50 public housing units. The total composed of seven (7) one bedroom, nineteen (19) two bedroom and eighteen (18) three bedroom and six (6) four bedroom apartments. These apartments are on one site in the city. These 50 units were constructed and occupied in 1981.

The office and community room is located at 553 Allen White Drive. The building also contains a storage area for supplies and a small shop for the Maintenance Department's equipment.

### **Financial Information**

The Authority receives a monthly subsidy from HUD in the amount of approximately \$9,274.09 per month, with a yearly total of \$ 111,288.99. This amount fluctuates yearly and is based on a formulas devised by HUD and authorized by Congress. The formulas are supposedly based on what would be required by efficient management to operate the properties.

The rent collected by the Authority amounts to approximately \$14,786.34 per month with an annual total of approximately \$177,436.00 which includes lawn care fees and late charges. Rent is determined by a formula devised by HUD. The formula is based on the philosophy that no family will be required to pay more than 30 percent of adjusted income for rent.

Flat Rents are based on unit size. Residents are offered at each full re-examination annually to choose Income Based calculation or Flat Rent Rates. Below are the current Flat Rent rates.

### **Flat Rent**

One Bedroom: \$344.00 Two Bedroom: \$457.00 Three Bedroom: \$647.00 Four Bedroom: \$733.00

The subsidy plus the rents collected provides the funds for day-to-day operation (i.e. salaries of staff, administrative cost such as office supplies, postage, telephone, utilities for tenant and authority operations, repair supplies and materials, tools, equipment, etc.)

# <u>Effective June 14, 2023 MANDATORY CHANGES BY HUD – Over income residents</u> termination of assistance of Fair Marker Rent for area:

If, at the time of annual reexamination, a tenant's adjusted income exceeds the income limits for continued occupancy the family will be informed in writing that if their adjusted income continues to exceed the continued occupancy income limit for the following 2 consecutive annual reexaminations, the family will be required to move out of the unit within 6 months of the second consecutive instance of over-income status.

### **Utility Allowances**

HUD regulations require that the Authority furnish a specified level of utilities to each tenant. The allowances are based on apartment size (size of family). The total cost for this incorporated into the Performance Funding System (PFS) subsidy which is paid to the Authority each month.

All Tenants pay their electric and gas utility. Water, sewer and garbage are furnished by the Authority to each apartment. Water is provided to the Authority by a master meter.

The following is the current utility allowance. It is based on the actual and imputed total value of the utilities provided to the tenant by the Authority.

1 bedroom	\$34.00
2 bedroom	\$49.00
3 bedroom	\$56.00
4 bedroom	\$70.00

### **Modernization Fund Programs**

Each year the Navasota Housing Authority qualifies for modernization funds from HUD. The total funds, as authorized by Congress, vary from year to year. Historically, the Authority has received the following amounts under the Capital Fund Program:

2021	\$118,225.00
2022	\$142,699.00
2023	\$142,581.00

The purpose of these funds is to repair and renovate the properties of the Authority. Provisions are also made to fund administrative and operations expenses and purchase of equipment.

### The 2021

Administrative Salaries	11,822.50 complete
Security, Trainings	1,464.35 complete
Dwelling Unit Modernization	104,938.15 ongoing

### The 2022

Administrative Salaries	14,269.90 complete
Dwelling Unit Modernization	128,429.10 ongoing

### The 2023

Administrative Salaries	14,258.00 complete
Dwelling Unit Modernization	128,323.00 ongoing

Currently the Navasota Housing Authority has completed 36 Units with interior modernization and 4 Units in progress.

The Navasota Housing Authority is currently doing an overlay on the existing floor tile, replacing baseboards, bathtubs (when necessary), Kitchen and Bath formica countertops (when necessary), sheetrock replacement/repair (when necessary), install accessible bar next to toilet, accessible ramp at front door (when required), install 220-dryer outlet and vent.

New shut-off valves at each Unit.

Prepared and Presented by,

Terri Tates

Terri Tates Executive Director



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

Agenda Date Requested: July 10, 2023				
Requested By: Rayna Teicheira, EDC Director				
Department: Administration				

Exhibits: Budget Request Letter
Annual Report – FY 2022
Activity Report – 2021-2022
GHRC 3<sup>rd</sup> quarter report

Appropriation				
Source of Funds: 100- General Fund				
Account Number:	100-582-202.02			
Amount Budgeted:	\$6,000			
Amount Requested:	\$7,000			
Budgeted Item:	• Yes O No			

### **AGENDA ITEM #6**

Consideration and possible action on the Annual Activity Report from Grimes Health Resource Center for FY 2022-23 and request for funding for FY 2023-24.

### **SUMMARY & RECOMMENDATION**

A representative from the Grimes Health Resource Center (GHRC) will present the annual activity report for Fiscal Year 2022-2023. Additionally, GHRC is requesting disbursement of the \$6,000 budgeted in the City of Navasota's fiscal year 2022-23, for GHRC's fiscal year 2023-2024. The City of Navasota has assisted GHRC in the past in the amount of \$6,000.

The GHRC staff also hosts the monthly Navasota Gold Club meetings, which promotes senior health and activity. The Gold Club is funded by the City of Navasota, and each month City staff coordinates with GHRC staff to pick up requested supplies as needed. The supplies average around \$1,000 per year. In an effort to save City staff and GHRC staff time on coordination, staff recommends the approval of disbursement of the allocated budgeted funds of \$6,000 to the GHRC, plus an additional \$1,000 for Gold Club supplies for the year, a total allocation of \$7,000.

Since City staff has previously purchased the supplies for the Gold Club, there is no monetary change in the FY 23-24 budget, just a one time increase in \$1,000 to account for the change to the FY 22-23 budget. In the FY 23-24 budget, the funds will be reallocated from the Parks & Recreation Department budget to the City Council budget to account for this \$1,000 increase in future fiscal years.

ACTION REQUIRED B	Y CITY COUNCIL
Receive annual report and approve or deny \$7,000.00 to the Grimes Health Resource Co	
Approved for the City Council meeting agenda	
Jason B. Weeks, City Manager	Date



Dear Mayor Miller and City Council Members,

The Grimes Health Resource Center (GHRC) appreciates the support from you and the rest of the county. We are excited to be in all areas of the county and look forward to helping the citizens of Grimes County/Navasota throughout the upcoming year. We have put together a packet with information about what we have done this past year. We just want to make sure that you are aware of the wonderful things that the center is able to do with your gracious contribution.

GHRC has had a successful year. We attended the CHI St. Joseph Health Fair, The Iola hay Day, and had several education classes within the county. We continue to partner with the City of Navasota for Gold Club. We have started our community clothes closet. We are excited to be able to help community members by offering clothes and shoes at no charge to people in need. We continue to serve lunches to our homebound seniors through the senior meal program and continue to offer transportation.

As you can see the Grimes Health Resource Center has done it's best to meet the needs of the citizens of Navasota and Grimes County. We work diligently with service providers and other members of the community to see that needs are met whenever possible. Your continued support is appreciated and put to good use throughout the city. We greatly appreciate the \$6,000.00 that you have given us for the current year and ask that you continue your support for the upcoming year and consider adding additional money to help as costs continue to rise.

Included in the packet is the GHRC 3<sup>rd</sup> quarter report for the current year, a FY 2022 at a glance, and the complete GHRC yearly activity report for fiscal year 2022. We hope you see the value in GHRC by the number of lives that have been touched.

We encourage you to stop by the resource center or to attend any of our events.

Thank you

Grimes County Health Resource Commission

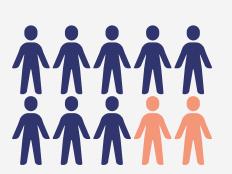
Lara Meece, GHRC Executive Director

# Grimes Health Resource Center

### **FY 2022 Annual Report Data**

# GHRC SERVICES

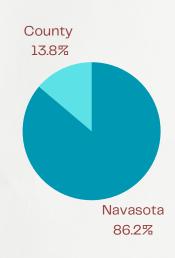
GHRC offers services to all of Grimes County. The majority of people using the program are from Navasota.





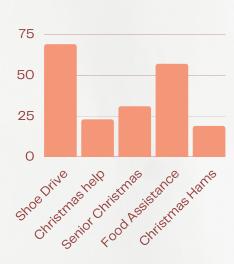
# RIDE DESTINATIONS

We transported 299 people for a total of 873 rides. The majority of the rides were to places in Navasota. Such as doctor's appointments, grocery shopping, or education events.



### Navasota rides vs County rides

The majority of the rides given are from people in Navasota.



### **Outreach Activities**

We have started a clothes closet to assist people even more. Clothes are free to Grimes County residents.

### **Health Education**

Health education is an important part of what we do. We feel that it is important to give people the skills to live healthier lives. We partner with other organizations and agencies to bring health education events to the citizens of Grimes County.





### Mission

To increase access to care and the health status of Grimes County residents.



# GRIMES COUNTY HEALTH RESOURCE COMMISSION YEARLY ACTIVITY REPORT OCTOBER 2021 – SEPTEMBER 2022

As presented by the Grimes County Health Resource Commission

March 2023

### **GHRC Community Activity Highlights**

### October 2021

CHI Grimes St. Joseph Health Fair - 36 attendees received information about GHRC

Iola Hay Day – information given to 19 people

Gold Club - 24 people in attendance

Making Moves with Diabetes education class – 5 participants

Donated blankets – 23 people helped

St. Vincent De Paul meeting (Plantersville) - 35 people in attendance

Food Assistance – 4 clients helped

Basic needs assistance – 3 clients helped

### November 2021

Buckingham Garden health fair – 50 information packets given out

Making Moves with Diabetes education class – 4 participants

Gold Club -37 people in attendance

Food Assistance – 3 clients helped

Basic Needs Assistance – 6 clients helped

Community Discussion group – community service providers – 17 people in attendance

### December 2021

Shoe Drive - 371 shoes collected - handed out shoes to 69 families

Gold Club -39 people in attendance

Community Discussion group – community members – 38 people in attendance

Radio Mash – 21 children received Christmas gifts

Christmas gifts - 39 seniors received gifts

Navasota Head Start parent meeting - 50 information bags were handed out

Christmas Hams - 19 clients received

Food Assistance – 3 clients helped

Basic Needs assistance – 10 clients helped

### January 2022

Gold Club - cancelled due to illness

Food Assistance – 3 clients helped

Basic Needs Assistance – 4 clients helped

### February 2022

Gold Club -27 people in attendance

NISD transition fair – 43 people received information packets

Legal Aid – 12 people were assisted

Food Assistance – 4 clients helped

Basic Needs Assistance – 17 clients helped

#### March 2022

Gold Club- 32 people in attendance

GHRC staff volunteered at Special Olympics

Food Assistance – 3 clients helped Basic Needs Assistance – 23 clients helped

### April 2022

Gold Club – 27 people in attendance
St. Vincent De Paul meeting (Navasota) – 25 people in attendance
Legal Aid – 1 person assisted
Forty Two Place resource event – 33 people in attendance
Golden Creek – 10 information packets given for discharge assistance
Food Assistance – 6 clients helped
Basic Needs Assistance – 10 client helped

### May 2022

BVCAP intake – 59 people received application assistance Bedias Women's Club – 10 people received information Gold Club – 23 people in attendance Food Assistance – 3 clients helped Basic Needs Assistance – 20 clients helped

### June 2022

Senior Day at the Grimes County Fair – 119 people in attendance Gold Club –32 people in attendance Medication Safety Education- Buckingham Gardens – 12 people in attendance Food Assistance – 4 clients helped Basic Needs Assistance – 26 clients helped

### **July 2022**

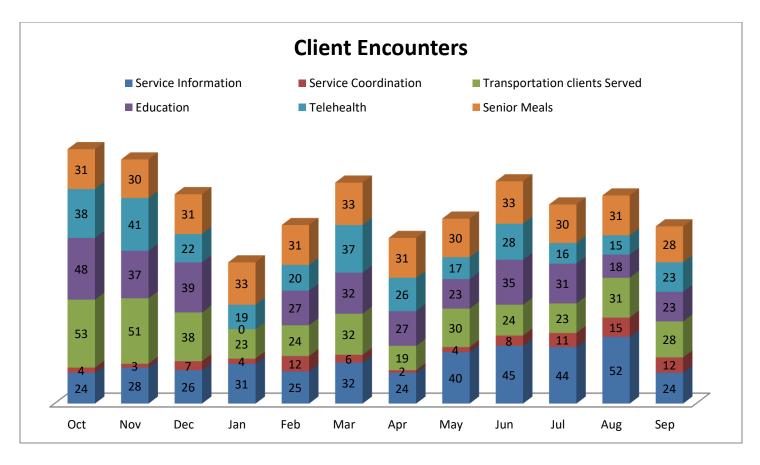
Gold Club –13 people in attendance BVFB nutrition education – Sunshine Center – 18 people in attendance Bingo – Sunshine Center – 12 people in attendance Food Assistance – 5 clients helped Basic Needs Assistance – 28 clients helped

### August 2022

Gold Club – 18 people in attendance Back to School health fair – 149 people in attendance Bedias health fair - 46 Food Assistance – 9 clients helped Basic Needs Assistance – 25 clients helped

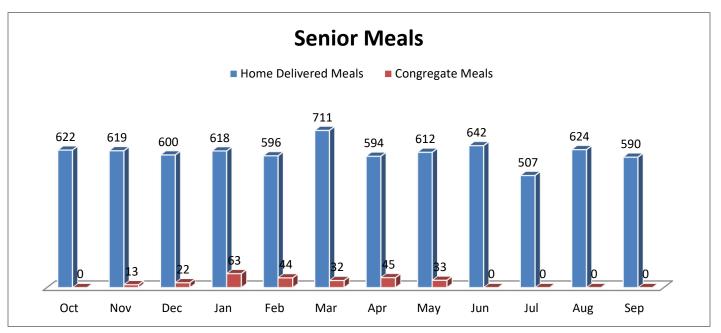
### September 2022

Gold Club – 23 people in attendance Food Assistance – 10 clients helped Basic Needs Assistance – 12 clients helped



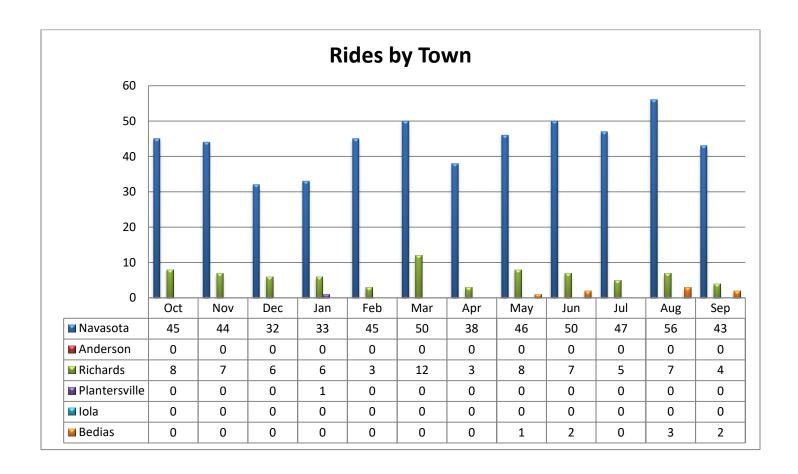
Over the last year, the Grimes Health Resource Center (GHRC) has been successful in its efforts to help the citizens of Grimes County. These efforts are not possible without the partnerships with our stakeholders and other organizations.

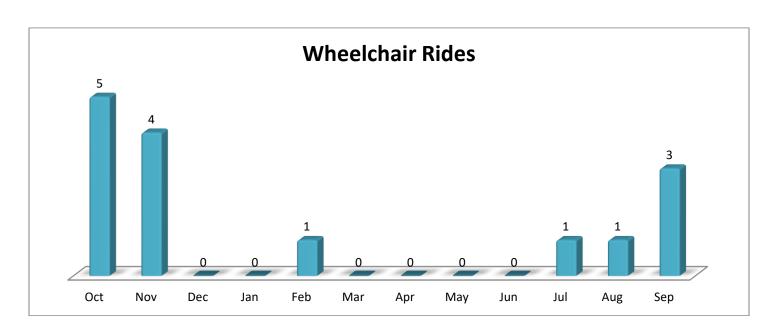
GHRC continues to help citizens in Grimes County with their needs. We look beyond the problem for sustainable solutions to problems. We have had a busy year with 1873 unduplicated client encounters.

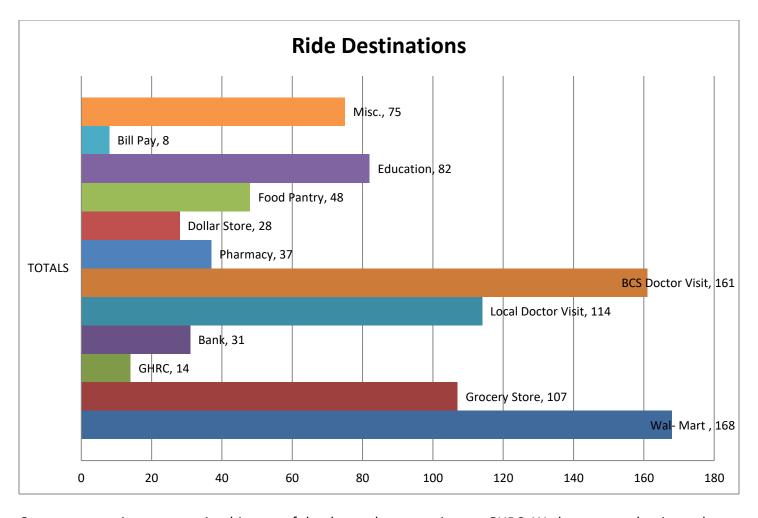


Our senior meal program is going well. We continue to have a need for this service in our community. The

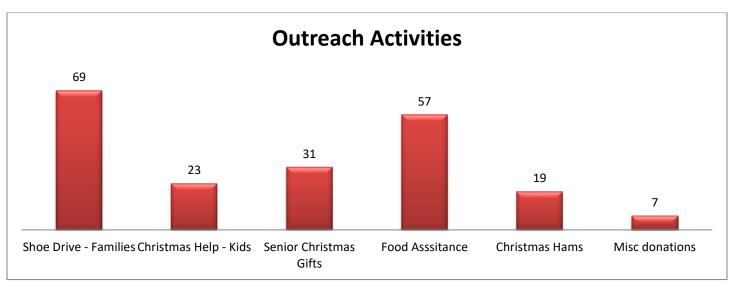
clients who are on the program receive a hot meal Monday – Friday at lunch. This program ensures that our homebound seniors are receiving a hot meal and it also allows us to visit with a person who would not otherwise have any visitors. In fiscal year 2022, we served 7,335 meals to homebound clients. We also served 252 meals to the Progressive senior center in Navasota for a few months.

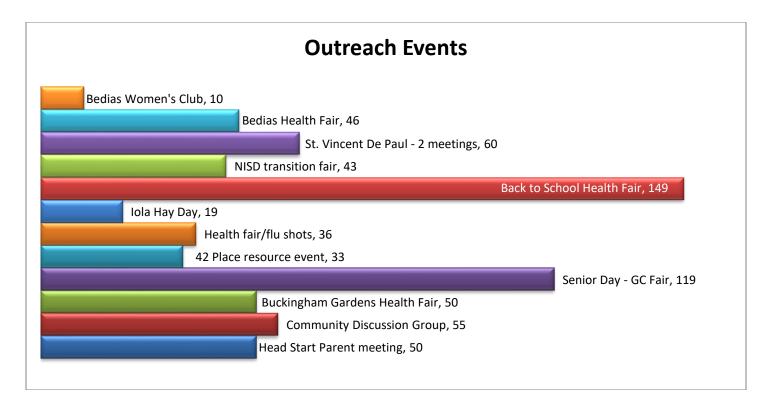




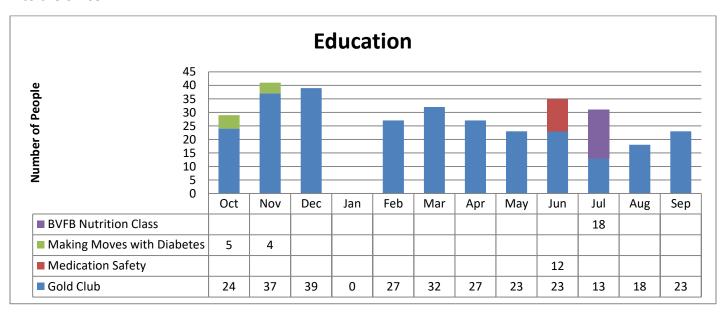


Our transportation program is a big part of the day to day operations at GHRC. We have a van that is used to transport clients to doctor's appointments, grocery store, etc. Due to our partnership with the Brazos Transit District and Grimes County, we have a mini bus that is wheel chair accessible. This mini bus continues to be a useful in assisting with wheel chair clients and seniors who have a hard time getting in other forms of transportation. Through the generosity of Grimes County, we have a part time driver that drives the bus. In fiscal year 2022, we were able to transport a total of 299 individuals for a total of 873 rides.

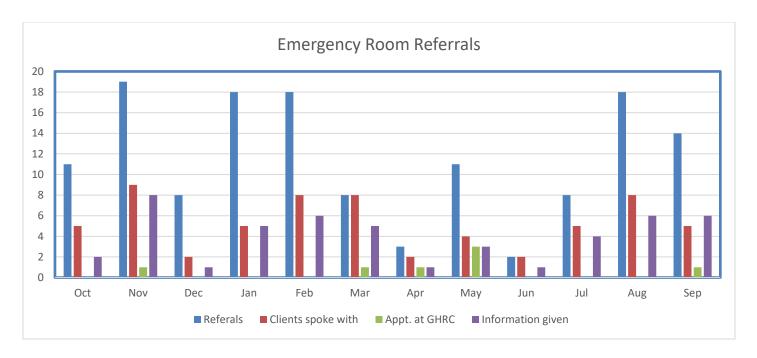




In an effort to get our information out, we attend health fairs and other events throughout the county on a regular basis. We were able to give our information to 670 people in fiscal year 2022 at these events. We also have outreach activities that we host at the resource center such as coat drives, clothing donations, food donations, Christmas gifts, etc. In FY 2022, we gave out 206 items to people in need. GHRC does it's best to help clients meet all of their needs. We work with other agencies to help with bill payments and other basic needs. GHRC is also able to offer limited help to meet these needs with donations and other funds that come into the office.



GHRC is dedicated to bringing health education to the people of Grimes County. We were very happy to host education classes in the community. We had a great turn-out for our education classes. In fiscal year 2022, we had 325 participants at our educational events.



GHRC is continuing to work with the CHI St. Joseph Grimes Emergency Room to assist clients in finding a medical home and assisting them with other needs they may have. These referrals are made by giving information about the health resource center to the people who come into the emergency room who do not have a primary care physician/insurance or people who express another need. In FY 2022, we received 138 referrals. We were able to speak with 63 people and give information to 48 of them. Due to the efforts of all involved only 7 people who were referred to GHRC returned to the emergency room.



\						
GHRC THIRD QUARTER REPORT 2023  APRIL - JUNE						
CLIENT	T ENCOUN'	TERS				
APR MAY JUN TOTAL						
Service Information	38	19	21	78		
Service Coordination	10	7	3	20		
Medication Assistance	0	0	1	1		
Senior Meals Clients Served	32	36	38	106		
Transportation Clients Served	25	31	28	84		
Telehealth	23	20		43		
				0		
TOTAL CLIENT ENCOUNTERS	128	113	91	332		
SEN	IIOR MEAL	.S				
	APR	MAY	JUN	TOTAL		
Home Delivered Meals	630	788	750	2168		
Senior Bags Distributed	74	96	44	214		
Total Clients Served	35	36	38	109		
INFORMA	TION & RE	FERRAL				
	APR	MAY	JUN	TOTAL		
Incoming Phone Calls	323	257	278	858		
Service Information	38	19	21	78		
Service Coordination			4	4		
Walk-ins	20	14	11	45		
TOTAL I&R	381	290	314	985		
TRANSPORTATION						
	APR	MAY	JUN	TOTAL		
New Clients	2	3	2	7		

Existing Clients	23	28	26	77
Total Clients Served	25	31	28	84
Existing Clients-1st Trip-Mo.	23	28	26	77
Existing Clients-Subseq. Trip	31	30	26	87
TOTAL TRIPS	56	61	54	171
Wheel Chair Rides	2	1	0	3
Driver miles	1155	1211	1342	3708
Driver hours	63.25	73.75	71.5	208.5
EDUCA	TION EVE	NTS		
	APR	MAY	JUN	TOTAL
Gold Club	28	20	17	65
P-ville Community Health Fair	21			21
Senior Health & Fitness - Northwood		11		11
Medication Safety - Sunshine Center		12		12
Senior Day - GC Fair			157	
				0
TOTAL	49	43	174	109
OUTRE/	CH ACTIV	ITIES		
	APR	MAY	JUN	TOTAL
Food Assistance	6	2	6	14
	•			
Assist with other need (bills, etc)	13	9	4	26
		9	4 22	
Assist with other need (bills, etc)	13		<del>-</del>	26
Assist with other need (bills, etc) Clothes Closet	13 1	7	22	26 30
Assist with other need (bills, etc) Clothes Closet	13 1	7	22	26 30 8
Assist with other need (bills, etc) Clothes Closet	13 1	7	22	26 30 8 0
Assist with other need (bills, etc) Clothes Closet Clothes for hospital patients TOTAL CLIENTS SERVED	13 1 1	7	6	26 30 8 0
Assist with other need (bills, etc) Clothes Closet Clothes for hospital patients TOTAL CLIENTS SERVED	13 1 1	7	6	26 30 8 0
Assist with other need (bills, etc) Clothes Closet Clothes for hospital patients TOTAL CLIENTS SERVED	13 1 1 21 LEHEALTH	7 1 1 19	22 6 38	26 30 8 0 0 78
Assist with other need (bills, etc) Clothes Closet Clothes for hospital patients  TOTAL CLIENTS SERVED  TEI	13 1 1 21 LEHEALTH APR	7 1 19	22 6 38	26 30 8 0 0 78
Assist with other need (bills, etc) Clothes Closet Clothes for hospital patients  TOTAL CLIENTS SERVED  TEL Appointments	13 1 1 21 LEHEALTH APR 32	7 1 19 MAY 26	22 6 38	26 30 8 0 0 78 TOTAL 58
Assist with other need (bills, etc) Clothes Closet Clothes for hospital patients  TOTAL CLIENTS SERVED  Appointments Clients Served	13 1 1 21 LEHEALTH APR 32 23 \$2,760	7 1 19 MAY 26 20 \$2,400	22 6 38 JUN \$0	26 30 8 0 0 78 TOTAL 58 43
Assist with other need (bills, etc) Clothes Closet Clothes for hospital patients  TOTAL CLIENTS SERVED  TEI Appointments Clients Served IN-KIND VALUE OF	13 1 1 21 LEHEALTH APR 32 23 \$2,760	7 1 19 MAY 26 20 \$2,400	22 6 38 JUN \$0	26 30 8 0 0 78 TOTAL 58 43
Assist with other need (bills, etc) Clothes Closet Clothes for hospital patients  TOTAL CLIENTS SERVED  TEL Appointments Clients Served IN-KIND VALUE OF  EMERGENCY	13 1 1 1 21 LEHEALTH APR 32 23 \$2,760	7 1 19 MAY 26 20 \$2,400	22 6 38 JUN \$0	26 30 8 0 0 78 TOTAL 58 43 5160
Assist with other need (bills, etc) Clothes Closet Clothes for hospital patients  TOTAL CLIENTS SERVED  TEI  Appointments Clients Served IN-KIND VALUE OF  EMERGENCY  Referrals received	13 1 1 1 21 LEHEALTH APR 32 23 \$2,760 Y ROOM RI	7 1 19 MAY 26 20 \$2,400 <i>FERRAL</i>	22 6 38 JUN \$0 LS JUN	26 30 8 0 0 78 TOTAL 58 43 5160
Assist with other need (bills, etc) Clothes Closet Clothes for hospital patients  TOTAL CLIENTS SERVED  TEL Appointments Clients Served IN-KIND VALUE OF  EMERGENCY	13 1 1 21 LEHEALTH APR 32 23 \$2,760 Y ROOM RI APR 8	7 1 19 MAY 26 20 \$2,400 <i>FERRAL</i> MAY 18	22 6 38 JUN \$0 2.5 JUN 19	26 30 8 0 0 78 TOTAL 58 43 5160



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

Agenda Date Requested: July 10, 2023	Appropriation
Requested By: Lupe Diosdado, Director	Source of Funds: N/A
Department: Development Services	Account Number: N/A
	Amount Budgeted: N/A
	Amount Requested: N/A
<b>Exhibits</b> : Variance Request Letter Public Library Specifications	Budgeted Item:  Yes  No

### **AGENDA ITEM #7**

The City Council will hold a public hearing for the purpose of receiving public comment and testimony regarding a sign variance application submitted by the City of Navasota for the property located at 1411 East Washington Ave (Public Library), in Navasota, Grimes County, TX 77868. The variance requests to install a programmable LED sign nineteen (19) square feet in area, a sign not allowed within the Washington Historic Overlay District, embedded within a freestanding sign, eight feet (8') in height, two feet (2') taller than permitted and a sign area of forty (40) square feet, eight (8) square feet larger than permitted. The property affected is legally described as \$7304 - Park Meadows, Sec 4, Block 16, 5 (\$75'), All 6.: followed by discussion and possible action to consider a sign variance application submitted by the City of Navasota for the property located at 1411 East Washington Ave (Public Library), in Navasota, Grimes County, TX 77868. The variance requests to install a programmable LED sign nineteen (19) square feet in area, a sign not allowed within the Washington Historic Overlay District, embedded within a freestanding sign, eight feet (8') in height, two feet (2') taller than permitted and a sign area of forty (40) square feet, eight (8) square feet larger than permitted.

### **SUMMARY & RECOMMENDATION**

A sign ordinance variance request was submitted by the City of Navasota for the property located at 1411 East Washington Ave (Public Library), in Navasota, Grimes County, TX 77868.

The variance requests to install a programmable LED sign nineteen (19) square feet in area, a sign not allowed within the Washington Historic Overlay District, embedded within a freestanding sign, eight feet (8') in height, two feet (2') taller than permitted and a sign area of forty (40) square feet, eight (8) square feet larger than permitted. Attached are the specifications showing the proposed sign as well as an amended version aligning with current regulations.

Current sign regulations that constitute a variance are highlighted below:

### Public facility Signs.

Signs located on public property owned or controlled by a governmental entity (such as a city, school district, county or other political subdivision) for property identification, public information or notice, or community safety purposes shall be permitted on such public property, notwithstanding any other provision of this article or whether such sign is a principal, separate or secondary use on such public property.

### (1) Required conditions.

- (A) Zoning overlay district: Sign area 32 sq. ft. maximum height 4 ft.
- (B) Within 400 feet of Highway 6: Sign area 64 sq. ft. maximum height 10 ft.
- (C) All other areas: Sign area 32 sq. ft. maximum height 6 ft.

### Freestanding sign.

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

### (B) Required conditions.

- (i) Zoning overlay district: Sign area 32 sq. ft. maximum height 4 ft.
- (ii) Within 400 feet of Highway 6: Sign area 64 sq. ft. maximum height 10 ft.
- (iii) All other areas: Sign area 32 sq. ft. max height 6 ft.
- (iv) Less than 12" clearance between sign and ground.
- (v) Only 1 sign per business location.

### Programmable electronic sign.

- (A) Generally. A sign capable of displaying words, symbols, figures, or images that can be electronically or mechanically changed by remote or automatic means. The elements may be internally illuminated or may be illuminated by electric light. Includes LED and any other flat panel technology.
- (B) Required conditions.
  - (i) Prohibited in the central business district and Washington Overlay District.



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

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

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

Staff recommends the City Council approve the proposed variance request as presented. The proposed sign size and eleven inch (8") letter font allows for visibility within <u>350 feet</u>. This viewing distance allows enough distance to properly brake and turn safely there is also a turning lane for east bound traffic, see map below for reference:





Per our sign vendor National Signs, the following list are ideal font sizes for the best visibility:

LETTER VISIBILITY CHART			
Maximum Readable Distance	Distance For Best Impact	Letter Height (Inches)	
100 ft	30 ft	3"	
150 ft	40 ft	4"	
200 ft	60 ft	6"	
350 ft	80 ft	8"	
400 ft	90 ft	9"	
450 ft	100 ft	10"	
525 ft	120 ft	12"	
630 ft	150 ft	15"	
750 ft	180 ft	18"	
1000 ft	240 ft	24"	
1250 ft	300 ft	30"	
1500 ft	360 ft	36"	
1750 ft	420 ft	42"	
2000 ft	480 ft	48"	
2250 ft	540 ft	54"	
2500 ft	600 ft	60"	

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

Conduct a public hearing; followed by approving or denying the sign variance request submitted by the City of Navasota for the property located at 1411 East Washington Ave (Public Library), in Navasota, Grimes County, TX 77868. The variance requests to install a programmable LED sign nineteen (19) square feet in area, a sign not allowed within the Washington Historic Overlay District, embedded within a freestanding sign, eight feet (8') in height, two feet (2') taller than permitted and a sign area of forty (40) square feet, eight (8) square feet larger than permitted.

Approved for the City Council meeting agend	da.	
Jason B. Weeks, City Manager	Date	



Send all mail to: P.O. Box 910 Navasota, TX 77868

www.NavasotaTX.gov

June 30, 2023

City of Navasota
Development Services Department
200 E McAlpine Street
Navasota, TX 77868

RE: Sign Appeal Request – August Horst Park, Public Library, Navasota Center, and Downtown Directory Freestanding and Programmable Signs

City Council, I would like to request an appeal to Chapter 3 Sign Regulations, specifically permissible signs and requirements as outlined in Chapter 3.06.010.

### Freestanding Sign: August Horst Park

Required conditions — Maximum sign area 32 sq. ft., maximum height 6 ft. Proposed signage — Sign area 53, height 8'





Send all mail to: P.O. Box 910 Navasota, TX 77868

www.NavasotaTX.gov

### Programmable Electronic Sign: Public Library

Prohibited in the central business district and Washington Overlay Required conditions – Maximum sign area 24 sq. ft., maximum height 30 ft. Proposed signage – Sign area 40, height 9'



### Freestanding Sign: Navasota Center

Required conditions — Maximum sign area 32 sq. ft., maximum height 6 ft. Proposed signage — Sign area 48, height 8'



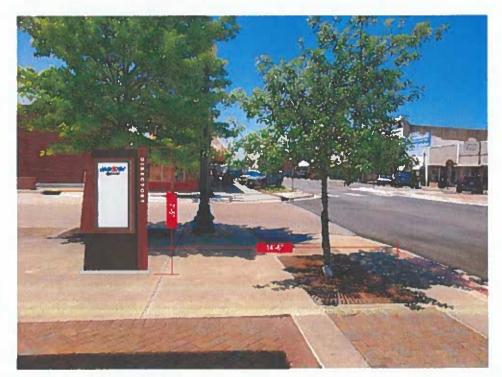


Send all mail to: P.O. Box 910 Navasota, TX 77868

www.NavasotaTX.gov

### Programmable Electronic Sign: Downtown Directory

Prohibited in the central business district and Washington Overlay Required conditions – Maximum sign area 24 sq. ft., maximum height 30 ft. Proposed signage – Sign area 8, height 8'



Thank you for your consideration,

Jason Weeks
City Manager
200 E McAlpine St

Navasota, TX 77868





EXISTING CONDITIONS UPDATED CONDITIONS

SIGN ELEVATION SCALE: 1/4" = 1'-0"



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PROJECT:	CITY OF NAVASOTA
LOCATION:	TBD
CITY/STATE:	NAVASOTA, TX
DATE:	12.05.22
SALES / PM:	REBECCA SMITH
DESIGNER:	CHRISTIN DUHON
DRAWING#:	7890-00

Α	12 28 22	REVISE SCOPE & LAYOUT	CD
В	01 17 23	REVISE SCOPE & LAYOUT	CD
	01111120		
С	01.27.23	REVISE SCOPE & LAYOUT	CD
PD	01.27.23	PRODUCTION DRAWING	CD
PD	06.26.23	ADD OPTION 2 FOR STE D.1	CD
PD	06.27.23	REVISE LAYOUTS & ADD OPTIONS FOR SMALLER SIGNS	CD



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### 120 VOLT ELECTRICAL SERVICE

CLIENT TO PROVIDE ALL PRIMARY ELECTRICAL SERVICES TO THE SIGN UNLESS OTHERWISE SPECIFIED



#### SCOPE OF WORK:

• FABRICATE & INSTALL A D/F, MONUMENT SIGN W/ REVERSE LIT CHANNEL LETTERS

#### **SPECIFICATIONS**

#### MAIN CABINET (NON-ILLUMINATED):

- CABINET: ALL ALUMINUM CONSTRUCTION .125" ALUMINUM OVER 2" x 2" x 3/16" ALUMINUM ANGLE FRAME; FINISH P1 & P2
- COPY/GRAPHICS: 3/8" FCO ACRYLIC NAVASOTA LOGO &
- COPY/GRAPHICS: 3/8" FCO ACRYLIC NAVASOTA LOGO TAGLINE; FINISH P3
- COPY/GRAPHICS: .125" ALUMINUM PANEL APPLIED TO FACES; FINISH P3 W/ V2 VINYL OVERLAY, BLIND STUD MOUNT TO CABINET FACES
- SUPPORT: 6" DIA. STD. PIPE; FINISH P4. AS PER ENGINEER REQUIREMENTS W/ STEEL PIPE CAP

# CHANNEL LETTERS (REVERSE-LIT)

- RETURNS: 3" DEEP, .063 ALUMINUM; FINISH P3
- FACES: .125" ALUMINUM; FINISH P3
- BACKS: 3/16" P95 POLYCARBONATE
- ILLUMINATION: WHITE LEDS
- POWER SUPPLIES: REMOTE-HOUSED IN CABINET
- MOUNTING: MOUNTED TO CABINET FACES W/ 2" STANDOFFS W/ MIN 3/8" X 5" DEEP NON-CORROSIVE FASTENERS
- SUPPORT: AS PER ENGINEER REQUIREMENTS
- FOUNDATION: AS PER ENGINEER REQUIREMENTS
- ALUMINUM ANGLE FRAME
- NO VISIBLE FASTENERS ON FACE
- COUNTER SUNK SCREWS ON ENDS

# PAINT COLORS P1: PMS 300 C P2: PMS 185 C P3: MP WHITE P4: MP BLACK VINYL COLORS V1: OPAQUE WHITE V2: PMS 300 C APPROVED BY:



SIGN LAYOUT SCALE: 3/4" = 1'-0"



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PROJECT:	CITY OF NAVASOTA
LOCATION:	TBD
ITY/STATE:	NAVASOTA, TX
DATE:	12.05.22
ALES / PM:	REBECCA SMITH
DESIGNER:	CHRISTIN DUHON
DRAWING#:	7890-00

Α	12.28.22	REVISE SCOPE & LAYOUT	CD
В	01.17.23	REVISE SCOPE & LAYOUT	CD
С	01.27.23	REVISE SCOPE & LAYOUT	CD
PD	01.27.23	PRODUCTION DRAWING	CD
PD	06.26.23	ADD OPTION 2 FOR STE D.1	CD
PD	06.27.23	REVISE LAYOUTS & ADD OPTIONS FOR SMALLER SIGNS	CD



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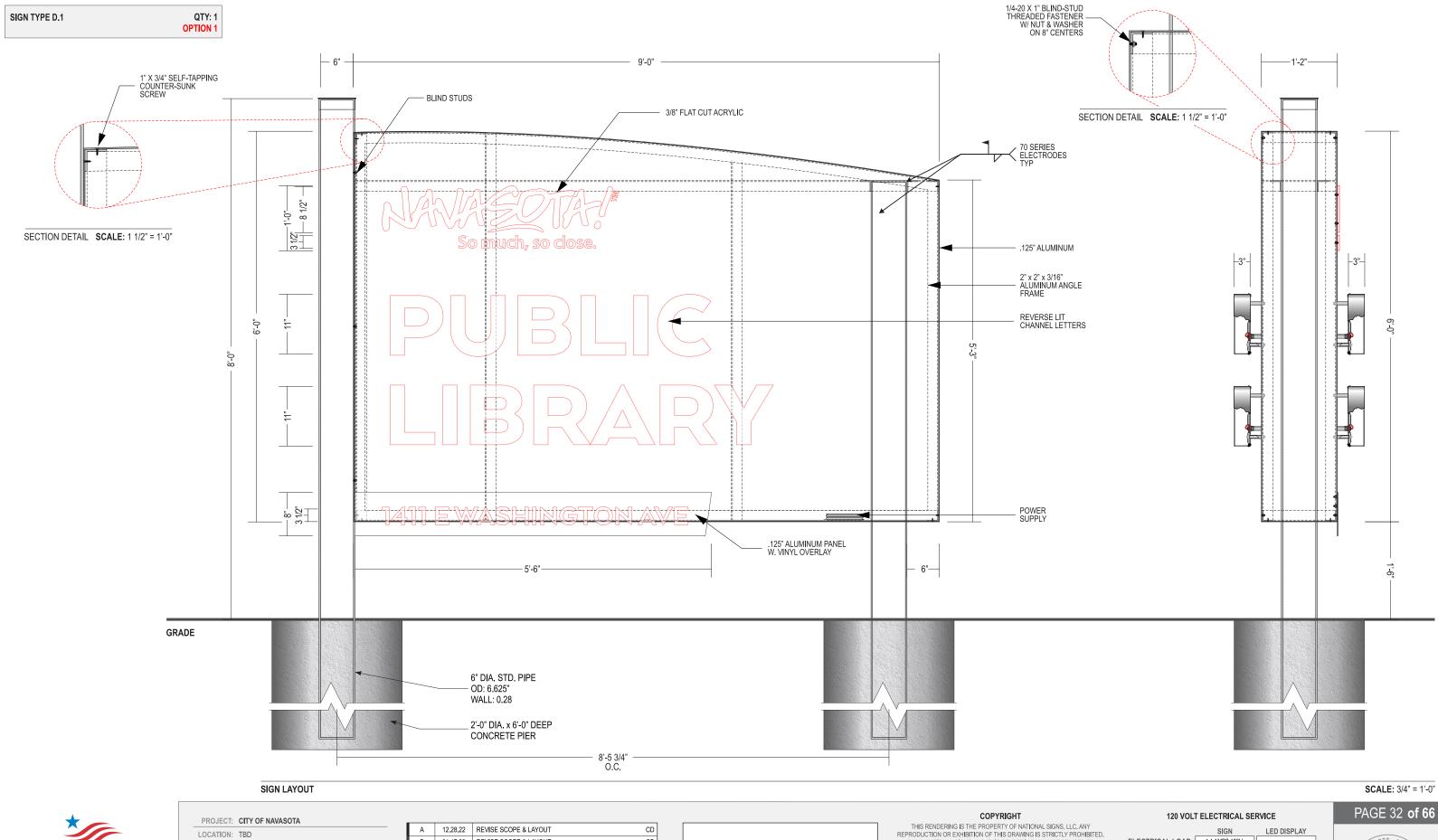
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# 120 VOLT ELECTRICAL SERVICE







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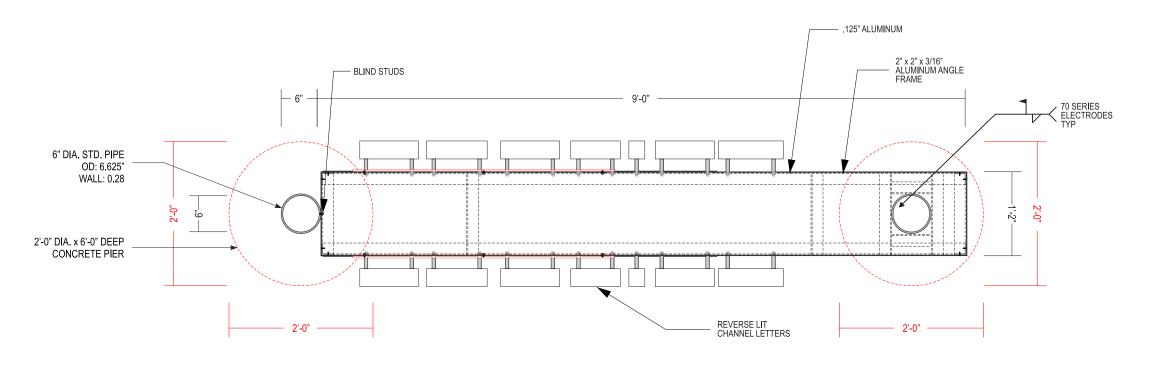
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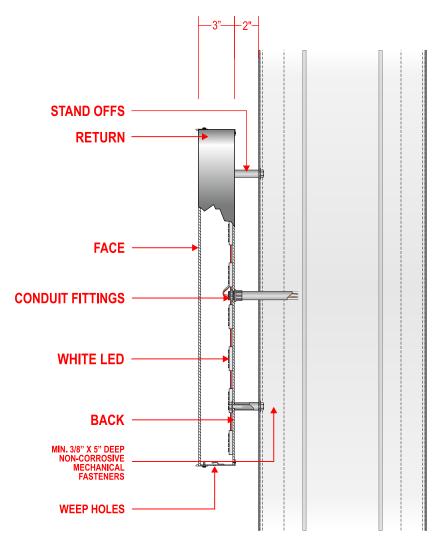
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ELECTRICAL LOAD: 1.1 AMPS 120V 20 AMP CIRCUIT(S): 1 @ 120V









SIGN LAYOUT SCALE: 3/4" = 1'-0"

**DETAILS, TYP.**SCALE: 1 ½" = 1'-0"



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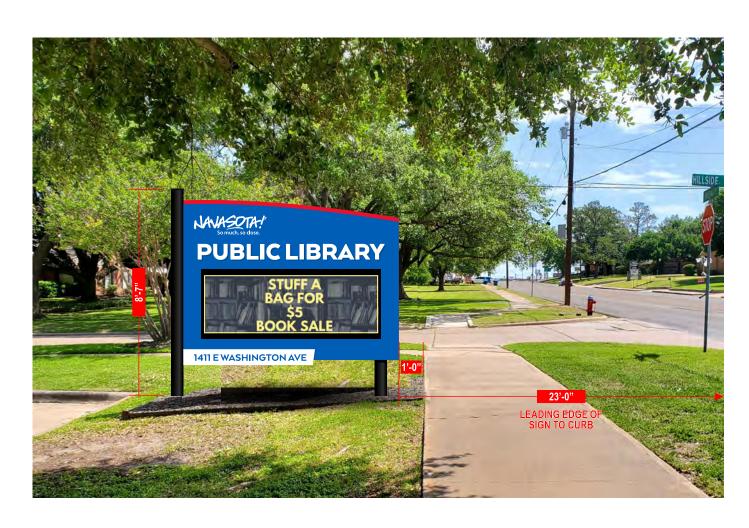
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EXISTING CONDITIONS UPDATED CONDITIONS

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# 120 VOLT ELECTRICAL SERVICE



#### SCOPE OF WORK

• FABRICATE & INSTALL A D/F, MONUMENT SIGN W/ REVERSE LIT CHANNEL LETTERS

#### **SPECIFICATIONS**

#### MAIN CABINET (NON-ILLUMINATED):

- CABINET: ALL ALUMINUM CONSTRUCTION .125" ALUMINUM OVER 2" x 2" x 3/16" ALUMINUM ANGLE FRAME; FINISH P1 & P2
- OVER 2" x 2" x 3/16" ALUMINUM ANGLE FRAME; FINISH P1 &
   COPY/GRAPHICS: VINYL OVERLAY NAVASOTA LOGO &
- TAGLINE; V1
- COPY/GRAPHICS: .125" ALUMINUM PANEL APPLIED TO FACES; FINISH P3 W/ V2 VINYL OVERLAY, BLIND STUD MOUNT TO CABINET FACES
- SUPPORT: 6" DIA. STD. PIPE; FINISH P4. AS PER ENGINEER REQUIREMENTS W/ STEEL PIPE CAP

#### LED DISPLA

- 72 x 216, FULL COLOR (10mm PIXEL PITCH)
- CABINET SIZE: 2'-11" HIGH x 7'-6" WIDE
- VIEWING SIZE: 2'-5" HIGH x 7'-3" WIDE
- COMMUNICATIONS: CELLULAR MODEM

### CHANNEL LETTERS (REVERSE-LIT)

- RETURNS: 3" DEEP, .063 ALUMINUM; FINISH P3
- FACES: .125" ALUMINUM; FINISH P3
- BACKS: 3/16" P95 POLYCARBONATE
- ILLUMINATION: WHITE LEDS
- POWER SUPPLIES: REMOTE-HOUSED IN CABINET
- MOUNTING: MOUNTED TO CABINET FACES W/ 2" STANDOFFS W/ MIN 3/8" X 5" DEEP NON-CORROSIVE FASTENERS
- SUPPORT: AS PER ENGINEER REQUIREMENTS
   FOUNDATION: AS PER ENGINEER REQUIREMENTS
- ALUMINUM ANGLE FRAME
- NO VISIBLE FASTENERS ON FACE
- COUNTER SUNK SCREWS ON ENDS

# FINISH SCHEDULE

# PAINT COLORS

P1: PMS 300 C

P2: PMS 185 C

P3: MP WHITE

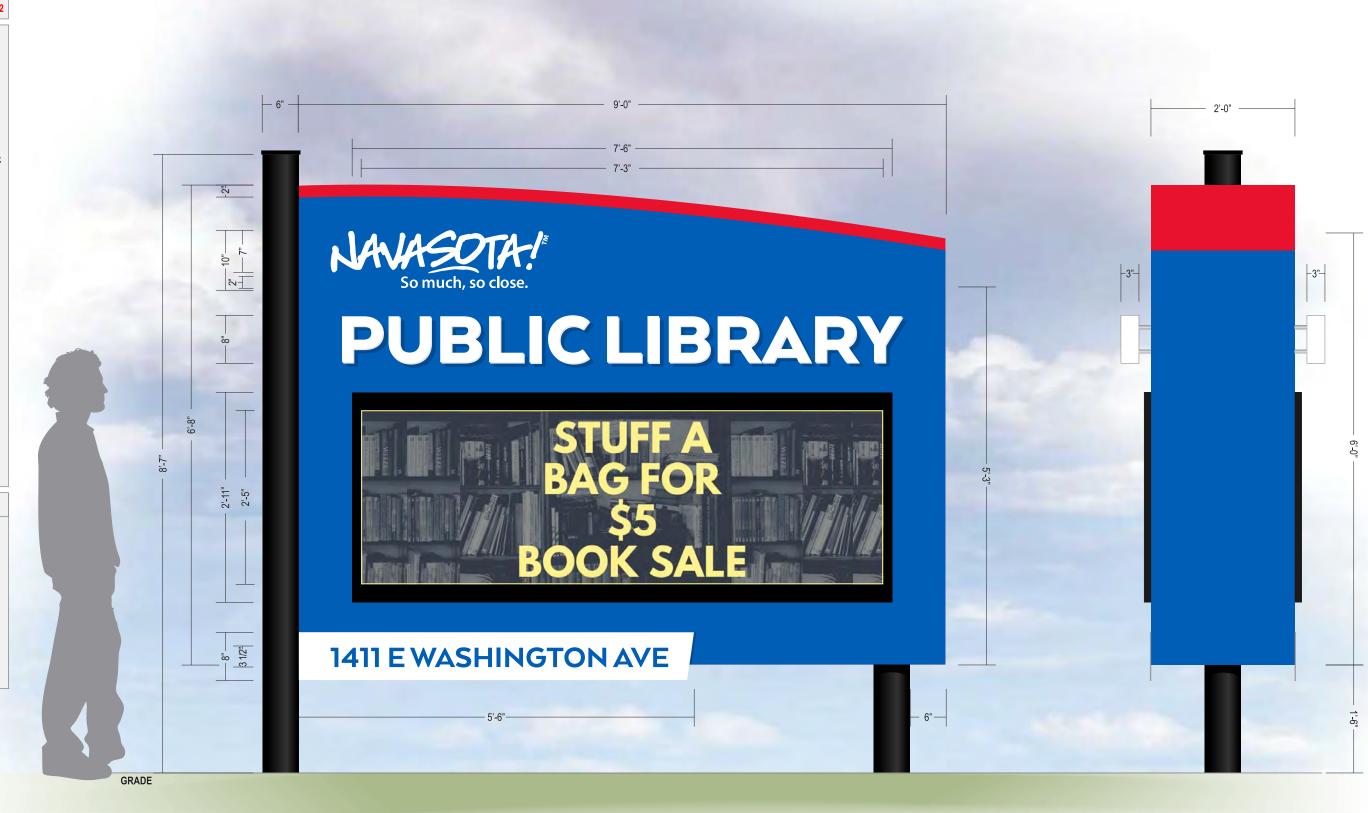
P4: MP BLACK

# VINYL COLORS

V1: OPAQUE WHITE

V2: PMS 300 C

APPROVED BY:



SIGN LAYOUT SCALE: 3/4" = 1'-0"



2611 El Camino • Houston, TX 77054 T: 713.863.0600 • F: 713.863.7585 www.NationalSigns.com

PROJECT:	CITY OF NAVASOTA
LOCATION:	TBD
CITY/STATE:	NAVASOTA, TX
DATE:	12.05.22
SALES / PM:	REBECCA SMITH
DESIGNER:	CHRISTIN DUHON
DRAWING#:	7890-00

Α	12.28.22	REVISE SCOPE & LAYOUT	CD
В	01.17.23	REVISE SCOPE & LAYOUT	CD
С	01.27.23	REVISE SCOPE & LAYOUT	CD
PD	01.27.23	PRODUCTION DRAWING	CD
PD	06.26.23	ADD OPTION 2 FOR STE D.1	CD
PD	06.27.23	REVISE LAYOUTS & ADD OPTIONS FOR SMALLER SIGNS	CD



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# UL INSTALLATION REQUIREMENTS

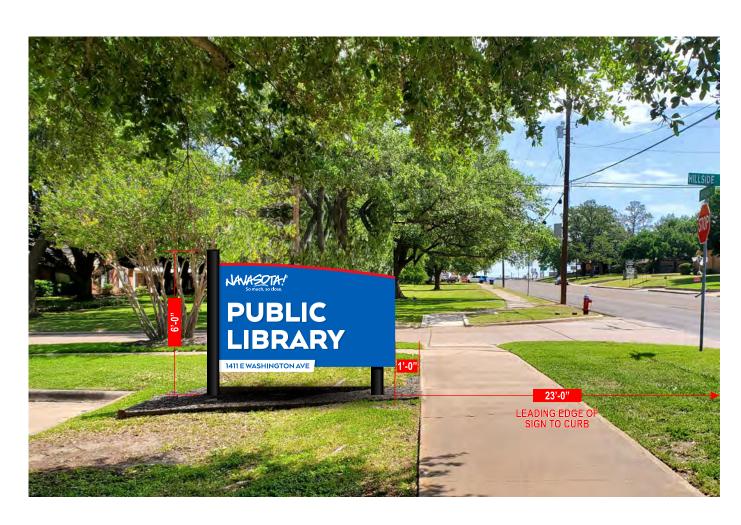
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# 120 VOLT ELECTRICAL SERVICE

ELECTRICAL LOAD: 1.1 AMPS 120V 20 AMP CIRCUIT(S): 1 @ 120V







EXISTING CONDITIONS

UPDATED CONDITIONS

SIGN ELEVATION

SCALE: 1/4" = 1'-0"



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# 120 VOLT ELECTRICAL SERVICE

ELECTRICAL LOAD: SIGN LED DISPLAY

20 AMP CIRCUIT(S): LED DISPLAY



#### SCOPE OF WORK:

• FABRICATE & INSTALL A D/F, MONUMENT SIGN W/ REVERSE LIT CHANNEL LETTERS

#### SPECIFICATIONS

#### MAIN CABINET (NON-ILLUMINATED):

- CABINET: ALL ALUMINUM CONSTRUCTION .125" ALUMINUM
- OVER 2" x 2" x 3/16" ALUMINUM ANGLE FRAME; FINISH P1 & P2
   COPY/GRAPHICS: 3/8" FCO ACRYLIC NAVASOTA LOGO; FINISH
- P3. TAGLINE VINYL OVERLAY; V1
- TAGLINE; FINISH P3
- COPY/GRAPHICS: 125" ALUMINUM PANEL APPLIED TO FACES; FINISH P3 W/ V2 VINYL OVERLAY. BLIND STUD MOUNT TO
- CABINET FACES
- SUPPORT: 6" DIA. STD. PIPE; FINISH P4. AS PER ENGINEER REQUIREMENTS W/ STEEL PIPE CAP

#### CHANNEL LETTERS (REVERSE-LIT)

- RETURNS: 3" DEEP, .063 ALUMINUM; FINISH P3
- FACES: .125" ALUMINUM; FINISH P3
- BACKS: 3/16" P95 POLYCARBONATE
- ILLUMINATION: WHITE LEDS
- POWER SUPPLIES: REMOTE-HOUSED IN CABINET
- MOUNTING: MOUNTED TO CABINET FACES W/ 2" STANDOFFS W/ MIN 3/8" X 5" DEEP NON-CORROSIVE FASTENERS
- SUPPORT: AS PER ENGINEER REQUIREMENTS
- FOUNDATION: AS PER ENGINEER REQUIREMENTS
- ALUMINUM ANGLE FRAME
- NO VISIBLE FASTENERS ON FACE
- COUNTER SUNK SCREWS ON ENDS

# FINISH SCHEDULE

#### PAINT COLORS

P1: PMS 300 C

P2: PMS 185 C

P3: MP WHITE

P4: MP BLACK

# VINYL COLORS

V1: OPAQUE WHITE

V2: PMS 300 C

APPROVED BY:



SIGN LAYOUT SCALE: 3/4" = 1'-0"



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DESIGNER:	CHRISTIN DUHON
DRAWING#:	7890-00

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PD	06.26.23	ADD OPTION 2 FOR STE D.1	CD
PD	06.27.23	REVISE LAYOUTS & ADD OPTIONS FOR SMALLER SIGNS	CD



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# 120 VOLT ELECTRICAL SERVICE

ELECTRICAL LOAD: ELED DISPLAY

20 AMP CIRCUIT(S):







EXISTING CONDITIONS UPDATED CONDITIONS

SIGN ELEVATION SCALE: 1/4" = 1'-0"



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# 120 VOLT ELECTRICAL SERVICE

ELECTRICAL LOAD: LED DISPLAY

20 AMP CIRCUIT(S):



• FABRICATE & INSTALL A D/F, MONUMENT SIGN W/ REVERSE LIT CHANNEL LETTERS

#### **SPECIFICATIONS**

#### MAIN CABINET (NON-ILLUMINATED):

- CABINET: ALL ALUMINUM CONSTRUCTION .125" ALUMINUM OVER 2" x 2" x 3/16" ALUMINUM ANGLE FRAME; FINISH P1 & P2
- COPY/GRAPHICS: VINYL OVERLAY NAVASOTA LOGO &
- COPY/GRAPHICS: .125" ALUMINUM PANEL APPLIED TO FACES; FINISH P3 W/ V2 VINYL OVERLAY. BLIND STUD MOUNT TO
- CABINET FACES • SUPPORT: 6" DIA. STD. PIPE; FINISH P4. AS PER ENGINEER REQUIREMENTS W/ STEEL PIPE CAP

- 36 x 180, FULL COLOR (10mm PIXEL PITCH)
- CABINET SIZE: 1'-9" HIGH x 6'-3" WIDE
- VIEWING SIZE: 1'-3" HIGH x 6'-0" WIDE
- COMMUNICATIONS: CELLULAR MODEM

#### CHANNEL LETTERS (REVERSE-LIT)

- RETURNS: 3" DEEP, .063 ALUMINUM; FINISH P3
- FACES: .125" ALUMINUM; FINISH P3
- BACKS: 3/16" P95 POLYCARBONATE
- ILLUMINATION: WHITE LEDS
- · POWER SUPPLIES: REMOTE-HOUSED IN CABINET
- MOUNTING: MOUNTED TO CABINET FACES W/ 2" STANDOFFS W/ MIN 3/8" X 5" DEEP NON-CORROSIVE FASTENERS
- SUPPORT: AS PER ENGINEER REQUIREMENTS • FOUNDATION: AS PER ENGINEER REQUIREMENTS
- ALUMINUM ANGLE FRAME - NO VISIBLE FASTENERS ON FACE
- COUNTER SUNK SCREWS ON ENDS

# FINISH SCHEDULE

#### PAINT COLORS

P1: PMS 300 C

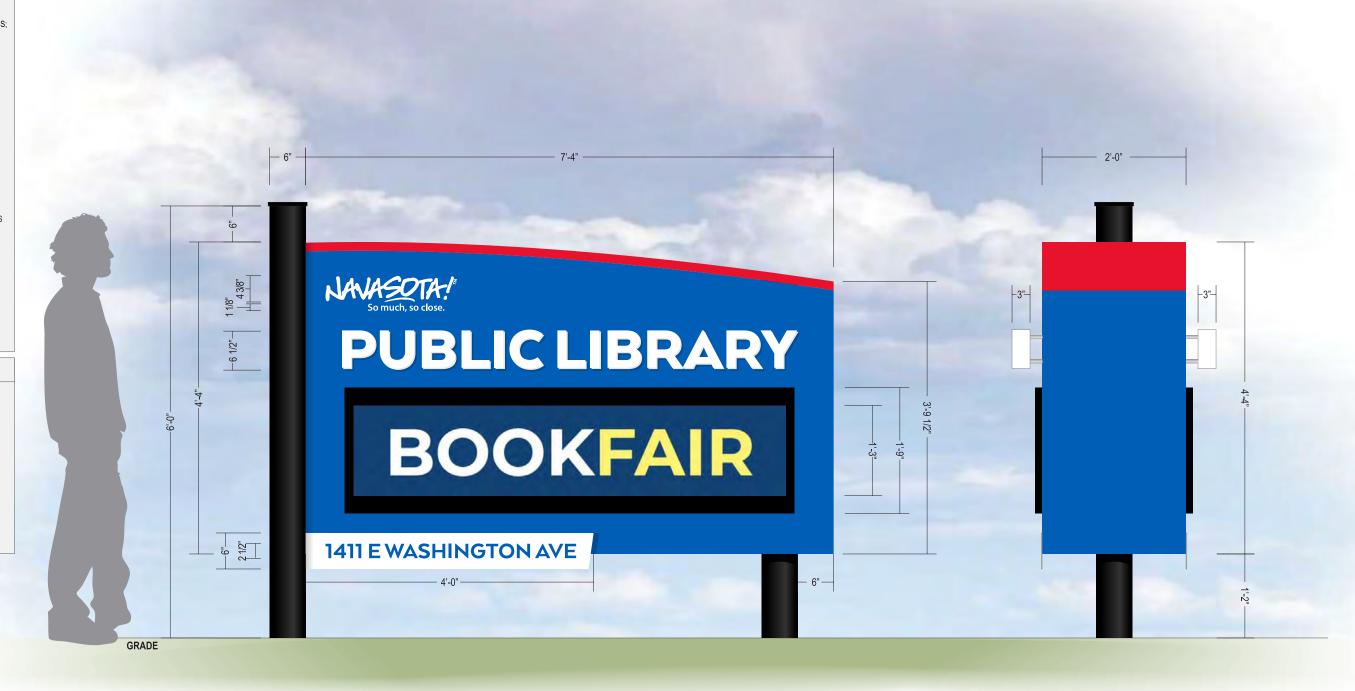
P2: PMS 185 C

P3: MP WHITE P4: MP BLACK

# VINYL COLORS

V1: OPAQUE WHITE V2: PMS 300 C

APPROVED BY:



**SCALE:** 3/4" = 1'-0"



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# 120 VOLT ELECTRICAL SERVICE

20 AMP CIRCUIT(S):





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

Agenda Date Requested: July 10, 2023	Appropriation
Requested By: _Lupe Diosdado, Director	Source of Funds: N/A
Department: Development Services	Account Number: N/A
	Amount Budgeted: N/A
	Amount Requested: N/A
Exhibits: Variance Request Letter  Downtown Kiosk Specifications	Budgeted Item:

# **AGENDA ITEM #8**

The City Council will hold a public hearing for the purpose of receiving public comment and testimony regarding a sign variance application submitted by the City of Navasota for the property located at located at 202 East Washington Ave (Visitor Kiosk), in Navasota, Grimes County, TX 77868. The variance requests to install a programmable LED wayfinding sign, a sign not allowed within the Central Business District, seven feet (7') in height, one foot (1') taller than permitted. The property affected is legally described as H&TC, Block 84, Lot 1.; followed by discussion and possible action to consider a sign variance application submitted by the City of Navasota for the property located at 202 East Washington Ave (Visitor Kiosk), in Navasota, Grimes County, TX 77868. The variance requests to install a programmable LED wayfinding sign, a sign not allowed within the Central Business District, seven feet (7') in height, one foot (1') taller than permitted.

# **SUMMARY & RECOMMENDATION**

A sign ordinance variance request was submitted by the City of Navasota for the property located at 202 East Washington Ave (Visitor Kiosk), in Navasota, Grimes County, TX 77868.

The variance requests to install a programmable LED wayfinding sign, a sign not allowed within the Central Business District, seven feet (7') in height, one foot (1') taller than permitted. Attached are the specifications showing the proposed sign as well as an amended version aligning with current regulations.

Current sign regulations that constitute a variance are highlighted below:

# Public facility Signs.

Signs located on public property owned or controlled by a governmental entity (such as a city, school district, county or other political subdivision) for property

identification, public information or notice, or community safety purposes shall be permitted on such public property, notwithstanding any other provision of this article or whether such sign is a principal, separate or secondary use on such public property.

- (1) Required conditions.
  - (A) Zoning overlay district: Sign area 32 sq. ft. maximum height 4 ft.
  - (B) Within 400 feet of Highway 6: Sign area 64 sq. ft. maximum height 10 ft.
  - (C) All other areas: Sign area 32 sq. ft. maximum height 6 ft.

# Programmable electronic sign.

- (A) Generally. A sign capable of displaying words, symbols, figures, or images that can be electronically or mechanically changed by remote or automatic means. The elements may be internally illuminated or may be illuminated by electric light. Includes LED and any other flat panel technology.
- (B) Required conditions.
  - (i) Prohibited in the central business district and Washington Overlay District.



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

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

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

Staff recommends the City Council approve the proposed variance request as presented.



# **ACTION REQUIRED BY CITY COUNCIL**

Conduct a public hearing; followed by approving or denying the sign variance request submitted by the City of Navasota for the property located at 202 East Washington Ave (Visitor Kiosk), in Navasota, Grimes County, TX 77868. The variance requests to install a programmable LED wayfinding sign, a sign not allowed within the Central Business District, seven feet (7') in height, one foot (1') taller than permitted.

Approved for the City Council meeting agend	a.	
Jason B. Weeks, City Manager	 Date	



www.NavasotaTX.gov

June 30, 2023

City of Navasota Development Services Department 200 E McAlpine Street Navasota, TX 77868

RE: Sign Appeal Request – August Horst Park, Public Library, Navasota Center, and Downtown Directory Freestanding and Programmable Signs

City Council, I would like to request an appeal to Chapter 3 Sign Regulations, specifically permissible signs and requirements as outlined in Chapter 3.06.010.

# Freestanding Sign: August Horst Park

Required conditions — Maximum sign area 32 sq. ft., maximum height 6 ft. Proposed signage — Sign area 53, height 8'





www.NavasotaTX.gov

# Programmable Electronic Sign: Public Library

Prohibited in the central business district and Washington Overlay Required conditions – Maximum sign area 24 sq. ft., maximum height 30 ft. Proposed signage – Sign area 40, height 9'



# Freestanding Sign: Navasota Center

Required conditions — Maximum sign area 32 sq. ft., maximum height 6 ft. Proposed signage — Sign area 48, height 8'

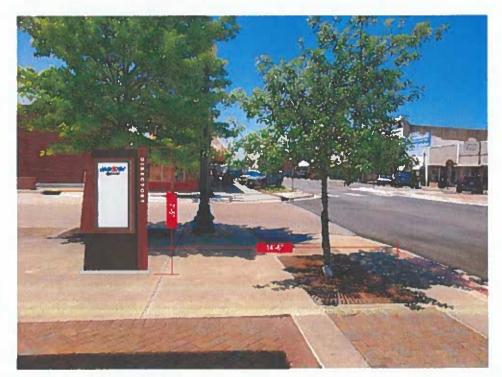




www.NavasotaTX.gov

# Programmable Electronic Sign: Downtown Directory

Prohibited in the central business district and Washington Overlay Required conditions – Maximum sign area 24 sq. ft., maximum height 30 ft. Proposed signage – Sign area 8, height 8'



Thank you for your consideration,

Jason Weeks
City Manager
200 E McAlpine St

Navasota, TX 77868





EXISTING CONDITIONS

UPDATED CONDITIONS

SIGN ELEVATION - SIDE 1 SCALE: NTS



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# 120 VOLT ELECTRICAL SERVICE

ELECTRICAL LOAD: SIGN LED DISPLAY

20 AMP CIRCUIT(S):







EXISTING CONDITIONS UPDATED CONDITIONS

SIGN ELEVATION - REAR
SCALE: 1/4" = 1'-0"



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# 120 VOLT ELECTRICAL SERVICE





# SCOPE OF WORK:

- FABRICATE AND INSTALL A TRINGULAR ILLUMINATED DIRECTORY SIGN
- LED DIRECTORY SIGNS (x2)

# SPECIFICATIONS:

# MAIN CABINET (NON-ILLUMINATED):

- CABINET: ALL ALUMINUM CONSTRUCTION .125" ALUMINUM
- OVER 2" x 2" x 3/16" ALUMINUM ANGLE FRAME; FINISH P1 • COPY/GRAPHICS (LOGO): ROUTED INTO FACE AND BACKED WITH 3/4" #2447 WHITE ACRYLIC, OVERLAY W/ .063 OVERLAMINATE: FINISH P1

#### LED CABINET:

- SIGN BODY: ALL ALUMINUM CONSTRUCTION -
- .125" ALUMINUM OVER 2"X 2" X 3/16" ALUMINUM ANGLE FRAME; FINISH: P2
- COPY/GRAPHICS: V1 VINYL APPLIED TO BACK ELEVATION
- · LED DISPLAY:
- TBD, FULL COLOR (TBD PIXEL PITCH)
- CABINET SIZE: 4'-0" HIGH x 24'-0" WIDE
- VIEWING SIZE: X'-X" HIGH x X'-X" WIDE
- COMMUNICATIONS: CELLULAR MODEM

#### PUSH THRU CABINET:

- CABINET: ALL ALUMINUM CONSTRUCTION .125" ALUMINUM OVER 2" x 2" x 3/16" ALUMINUM ANGLE FRAME; FINISH P2
- FACES: .125 ALUMINUM; P2 FINISH
- COPY/GRAPHICS: ROUTED INTO FACE AND BACKED
  WITH 3/4" #2447 WHITE ACRYLIC TO EXTEND 3/8" FROM FACE
- INTERNAL ILLUMINATION: WHITE LEDS
- POWER SUPPLIES: REMOTE-HOUSED IN CABINET
- SUPPORT: AS PER ENGINEER REQUIREMENTS
- FOUNDATION: AS PER ENGINEER REQUIREMENTS
- ALUMINUM ANGLE FRAME
- NO VISIBLE FASTENERS ON FACE
- COUNTER SUNK SCREWS ON ENDS

# FINISH SCHEDULE

# PAINT COLORS

P1: DURANODIC BRONZE

P2: FAUX CORTEN

# VINYL COLORS

V1: DURANODIC BRONZE

APPROVED BY:



SIGN LAYOUT **SCALE**: 3/4" = 1'-0"



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# 120 VOLT ELECTRICAL SERVICE

SIGN LED DISPLAY ELECTRICAL LOAD: 2.4 AMPS 120V 20 AMP CIRCUIT(S): 1 @ 120V



SIGN TYPE H QTY: 1





SIDE ELEVATION - NIGHT VIEW BACK ELEVATION - NIGHT VIEW FRONT VIEW

SIGN LAYOUT

SCALE: 3/4" = 1'-0"



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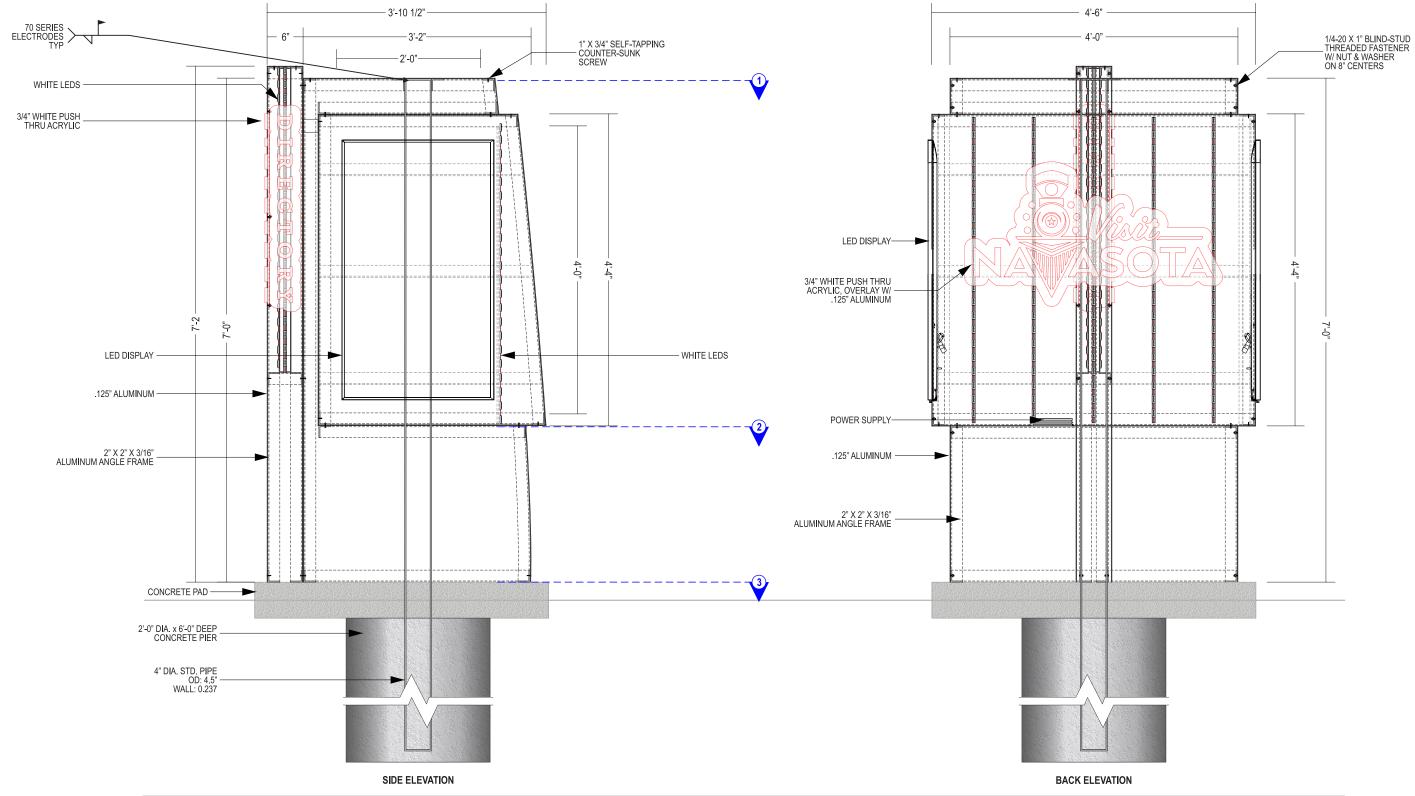
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# 120 VOLT ELECTRICAL SERVICE



SIGN TYPE H QTY: 1



SIGN LAYOUT SCALE: 3/4" = 1'-0"



CREATING LANDMARKS TOGETHER.

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PROJECT:	CITY OF NAVASOTA	_		I	
LOCATION:	TBD	Α	12.28.22	REVISE SCOPE & LAYOUT	CD
	_ <del></del>	В	01.17.23	REVISE SCOPE & LAYOUT	CD
CITY/STATE:	NAVASOTA, TX	С	01.27.23	REVISE SCOPE & LAYOUT	CD
DATE:	12.05.22	PD	01 27 23	PRODUCTION DRAWING	CD
041 50 / 014	DEDECOA OMITU	PU	01.27.23	PRODUCTION DRAWING	CD
SALES / PIVI:	REBECCA SMITH	PD	06.26.23	ADD OPTION 2 FOR STE D.1	CD
DESIGNER:	CHRISTIN DUHON	PD	06.27.23	REVISE LAYOUTS & ADD OPTIONS FOR SMALLER SIGNS	CD
DRAWING#:	7890-00				



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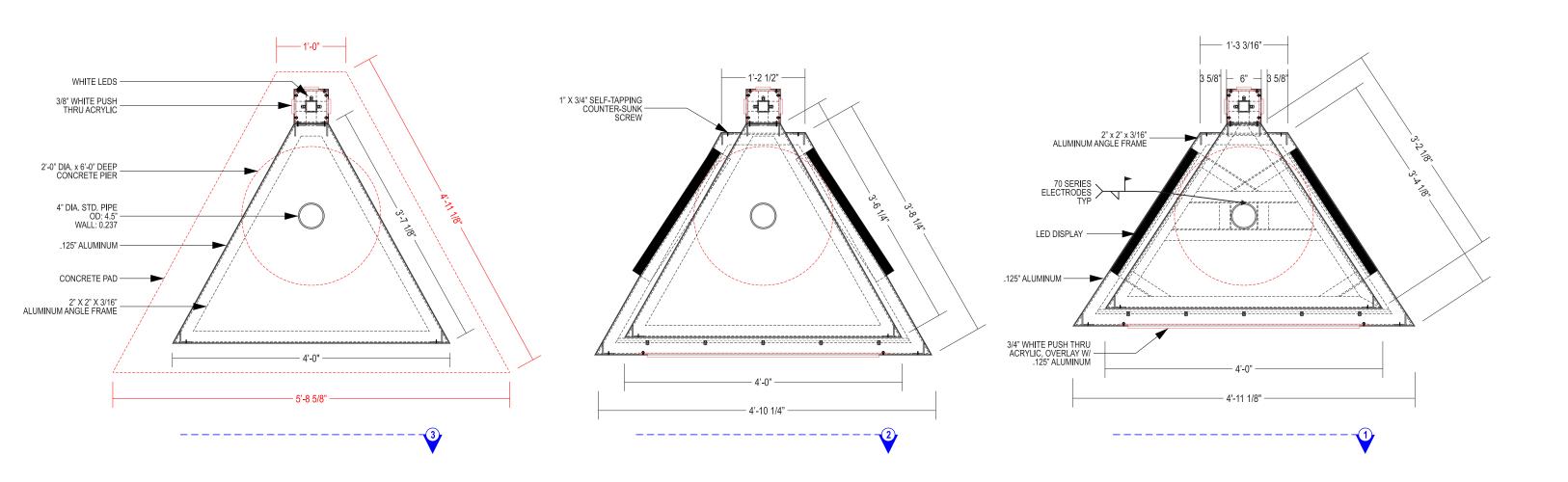
# U UL INSTALLATION REQUIREMENTS

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# 120 VOLT ELECTRICAL SERVICE



SIGN TYPE H QTY: 1



SIGN LAYOUT

SCALE: 3/4" = 1'-0"



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PROJECT:	CITY OF NAVASOTA
LOCATION:	TBD
CITY/STATE:	NAVASOTA, TX
DATE:	12.05.22
SALES / PM:	REBECCA SMITH
DESIGNER:	CHRISTIN DUHON
DRAWING#:	7890-00

Α	12.28.22	REVISE SCOPE & LAYOUT	_CD.	
В	01.17.23	REVISE SCOPE & LAYOUT	-GD	-
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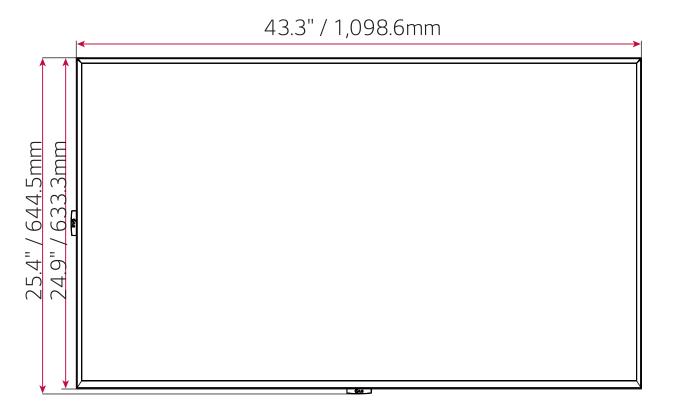
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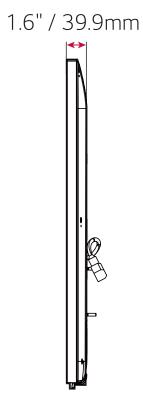
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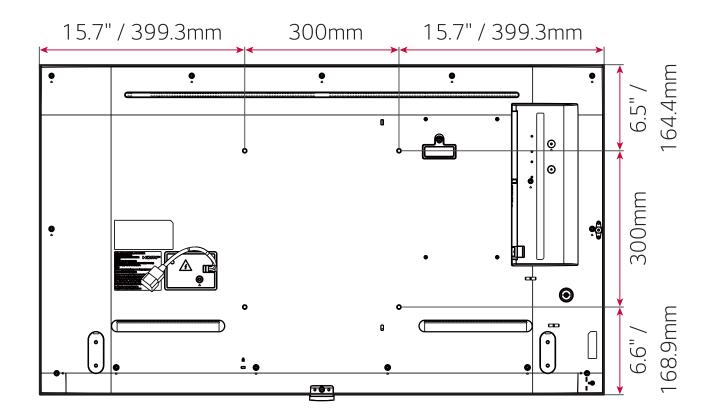
# 120 VOLT ELECTRICAL SERVICE



QTY: 1 SIGN TYPE H









	111000011	0111 01 10/10/100 0//
	LOCATION:	TBD
	CITY/STATE:	NAVASOTA, TX
	DATE:	12.05.22
	SALES / PM:	REBECCA SMITH
)54 5	DESIGNER:	CHRISTIN DUHON
J	DRAWING#:	7890-00

PROJECT:	CITY OF NAVASOTA				
OCATION:	TBD	Α	12.28.22	REVISE SCOPE & LAYOUT	CD
		В	01.17.23	REVISE SCOPE & LAYOUT	CD
ITY/STATE:	NAVASOTA, TX	С	01,27,23	REVISE SCOPE & LAYOUT	CD
DATE:	12.05.22	PD	01.27.23	PRODUCTION DRAWING	CD
ALES / DM-	REBECCA SMITH				
ALLO / FIVI.	NEDECCA SWITTI	∥ PD	06.26.23	ADD OPTION 2 FOR STE D.1	CD
ESIGNER:	CHRISTIN DUHON	PD	06.27.23	REVISE LAYOUTS & ADD OPTIONS FOR SMALLER SIGNS	CD
RAWING#:	7890-00				



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# 120 VOLT ELECTRICAL SERVICE

	SIGN	LED DISPLAY	
ELECTRICAL LOAD:	2.4 AMPS 120V		
20 AMP CIRCUIT(S):	1 @ 120V		







**UPDATED CONDITIONS EXISTING CONDITIONS** 

SIGN ELEVATION - SIDE 1 SCALE: NTS



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DESIGNER:	CHRISTIN DUHON
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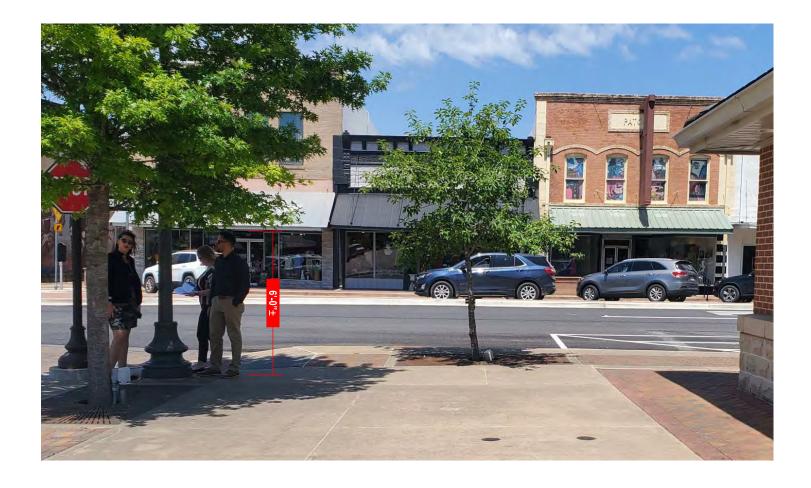
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# 120 VOLT ELECTRICAL SERVICE

ELECTRICAL LOAD: 20 AMP CIRCUIT(S):









EXISTING CONDITIONS UPDATED CONDITIONS

SIGN ELEVATION - REAR
SCALE: 1/4" = 1'-0"



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# 120 VOLT ELECTRICAL SERVICE

SIGN LED DISPLAY
ELECTRICAL LOAD:

20 AMP CIRCUIT(S):





# SCOPE OF WORK:

- FABRICATE AND INSTALL A TRINGULAR ILLUMINATED DIRECTORY SIGN
- LED DIRECTORY SIGNS (x2)

# SPECIFICATIONS:

# MAIN CABINET (NON-ILLUMINATED):

- CABINET: ALL ALUMINUM CONSTRUCTION .125" ALUMINUM OVER 2" x 2" x 3/16" ALUMINUM ANGLE FRAME; FINISH P1
- COPY/GRAPHICS (LOGO): ROUTED INTO FACE AND BACKED WITH 3/4" #2447 WHITE ACRYLIC, OVERLAY W/ .063 OVERLAMINATE; FINISH P1

#### LED CABINET:

- SIGN BODY: ALL ALUMINUM CONSTRUCTION –
  .125" ALUMINUM OVER 2"X 2" X 3/16" ALUMINUM ANGLE FRAME; FINISH: P2
- COPY/GRAPHICS: V1 VINYL APPLIED TO BACK ELEVATION
- · LED DISPLAY:
- TBD, FULL COLOR (TBD PIXEL PITCH)
- CABINET SIZE: 4'-0" HIGH x 24'-0" WIDE
- VIEWING SIZE: X'-X" HIGH x X'-X" WIDE
- COMMUNICATIONS: CELLULAR MODEM

## PUSH THRU CABINET:

- CABINET: ALL ALUMINUM CONSTRUCTION .125" ALUMINUM OVER 2" x 2" x 3/16" ALUMINUM ANGLE FRAME; FINISH P2
- FACES: .125 ALUMINUM; P2 FINISH
- COPY/GRAPHICS: ROUTED INTO FACE AND BACKED
  WITH 3/4" #2447 WHITE ACRYLIC TO EXTEND 3/8" FROM FACE
- INTERNAL ILLUMINATION: WHITE LEDS
- POWER SUPPLIES: REMOTE-HOUSED IN CABINET
- SUPPORT: AS PER ENGINEER REQUIREMENTS
- FOUNDATION: AS PER ENGINEER REQUIREMENTS
- ALUMINUM ANGLE FRAME
- NO VISIBLE FASTENERS ON FACE
- COUNTER SUNK SCREWS ON ENDS

# FINISH SCHEDULE

# PAINT COLORS

P1: DURANODIC BRONZE

P2: FAUX CORTEN

VINYL COLORS

V1: DURANODIC BRONZE

APPROVED BY:



SIGN LAYOUT **SCALE**: 3/4" = 1'-0"

**National Signs** 

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# 120 VOLT ELECTRICAL SERVICE

LED DISPLAY ELECTRICAL LOAD: 20 AMP CIRCUIT(S):





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

Agenda Date Requested: July 10, 2023	Appropriation
Requested By: _Lupe Diosdado, Director	Source of Funds: N/A
Department: Development Services	Account Number: N/A
	Amount Budgeted: N/A
·	Amount Requested: N/A
Exhibits: Variance Request Letter Navasota Center Specifications	Budgeted Item:

# **AGENDA ITEM #9**

The City Council will hold a public hearing for the purpose of receiving public comment and testimony regarding a sign variance application submitted by the City of Navasota for the property located at 101 Stadium Dr (Community Center), in Navasota, Grimes County, TX 77868. The variance requests to install a freestanding sign, eight feet (8') in height, two feet taller than permitted and a sign area of forty-eight square feet (48), sixteen square feet (16) larger than permitted. The property affected is legally described as A0002 D Arnold, Tract 78-2, Acres 1.85.; followed by discussion and possible action to consider a sign variance application submitted by the City of Navasota for the property located at 101 Stadium Dr (Community Center), in Navasota, Grimes County, TX 77868. The variance requests to install a freestanding sign, eight feet (8') in height, two feet taller than permitted and a sign area of forty-eight square feet (48), sixteen square feet (16) larger than permitted.

# **SUMMARY & RECOMMENDATION**

A sign ordinance variance request was submitted by the City of Navasota for the property located at 101 Stadium Dr (Community Center), in Navasota, Grimes County, TX 77868.

The variance requests to install a freestanding sign, eight feet (8') in height, two feet taller than permitted and a sign area of forty-eight square feet (48), sixteen square feet (16) larger than permitted. Attached are the specifications showing the proposed sign as well as an amended version aligning with current regulations.

Current sign regulations that constitute a variance are highlighted below:

# Public facility Signs.

Signs located on public property owned or controlled by a governmental entity (such as a city, school district, county or other political subdivision) for property identification, public information or notice, or community safety purposes shall be permitted on such public property, notwithstanding any other provision of this article or whether such sign is a principal, separate or secondary use on such public property.

# (1) Required conditions.

- (A) Zoning overlay district: Sign area 32 sq. ft. maximum height 4 ft.
- (B) Within 400 feet of Highway 6: Sign area 64 sq. ft. maximum height 10 ft.
- (C) All other areas: Sign area 32 sq. ft. maximum height 6 ft.

# Freestanding sign.

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

# (B) Required conditions.

- (i) Zoning overlay district: Sign area 32 sq. ft. maximum height 4 ft.
- (ii) Within 400 feet of Highway 6: Sign area 64 sq. ft. maximum height 10 ft.
- (iii) All other areas: Sign area 32 sq. ft. max height 6 ft.
- (iv) Less than 12" clearance between sign and ground.
- (v) Only 1 sign per business location.



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

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

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

Staff recommends the City Council approve the proposed variance request as presented. The proposed sign size and eleven inch (11") letter font allows for visibility within <u>450 feet</u>. This viewing distance allows enough distance to properly brake and turn safely, see map below for reference:





Per our sign vendor National Signs, the following list are ideal font sizes for the best visibility:

	ISIBILIT	
Maximum	Distance	Letter
Readable Distance	For Best Impact	Height (Inches)
Distance	IIIIpact	(Inches)
100 ft	30 ft	3"
150 ft	40 ft	4"
200 ft	60 ft	6"
350 ft	80 ft	8"
400 ft	90 ft	9"
450 ft	100 ft	10"
525 ft	120 ft	12"
630 ft	150 ft	15"
750 ft	180 ft	18"
1000 ft	240 ft	24"
1250 ft	300 ft	30"
1500 ft	360 ft	36"
1750 ft	420 ft	42"
2000 ft	480 ft	48"
2250 ft	540 ft	54"
2500 ft	600 ft	60"

# **ACTION REQUIRED BY CITY COUNCIL**

Conduct a public hearing; followed by approving or denying the sign variance request submitted by the City of Navasota for the property located at 101 Stadium Dr (Community Center), in Navasota, Grimes County, TX 77868. The variance requests to install a freestanding sign, eight feet (8') in height, two feet taller than permitted and a sign area of forty-eight square feet (48), sixteen square feet (16) larger than permitted.

Approved for the City Council meeting agenda.		
Jason B. Weeks, City Manager	Date	



www.NavasotaTX.gov

June 30, 2023

City of Navasota
Development Services Department
200 E McAlpine Street
Navasota, TX 77868

RE: Sign Appeal Request – August Horst Park, Public Library, Navasota Center, and Downtown Directory Freestanding and Programmable Signs

City Council, I would like to request an appeal to Chapter 3 Sign Regulations, specifically permissible signs and requirements as outlined in Chapter 3.06.010.

# Freestanding Sign: August Horst Park

Required conditions — Maximum sign area 32 sq. ft., maximum height 6 ft. Proposed signage — Sign area 53, height 8'





www.NavasotaTX.gov

# Programmable Electronic Sign: Public Library

Prohibited in the central business district and Washington Overlay Required conditions – Maximum sign area 24 sq. ft., maximum height 30 ft. Proposed signage – Sign area 40, height 9'



# Freestanding Sign: Navasota Center

Required conditions — Maximum sign area 32 sq. ft., maximum height 6 ft. Proposed signage — Sign area 48, height 8'

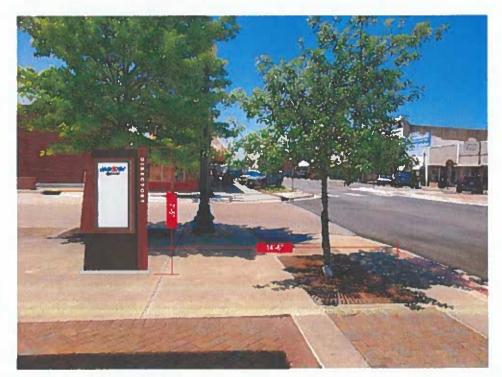




www.NavasotaTX.gov

# Programmable Electronic Sign: Downtown Directory

Prohibited in the central business district and Washington Overlay Required conditions – Maximum sign area 24 sq. ft., maximum height 30 ft. Proposed signage – Sign area 8, height 8'



Thank you for your consideration,

Jason Weeks
City Manager
200 E McAlpine St

Navasota, TX 77868





EXISTING CONDITIONS UPDATED CONDITIONS

SIGN ELEVATION SCALE: 1/4" = 1'-0"



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# 120 VOLT ELECTRICAL SERVICE





• FABRICATE & INSTALL A D/F, MONUMENT SIGN W/ REVERSE LIT CHANNEL LETTERS

#### SPECIFICATIONS

#### MAIN CABINET (NON-ILLUMINATED):

- CABINET: ALL ALUMINUM CONSTRUCTION .125" ALUMINUM OVER 2" x 2" x 3/16" ALUMINUM ANGLE FRAME; FINISH P1 & P2
- COPY/GRAPHICS: 3/8" FCO ACRYLIC NAVASOTA LOGO &
- COPY/GRAPHICS: .125" ALUMINUM PANEL APPLIED TO FACES; FINISH P3 W/ V2 VINYL OVERLAY. BLIND STUD MOUNT TO CABINET FACES
- SUPPORT: 6" DIA. STD. PIPE; FINISH P4. AS PER ENGINEER REQUIREMENTS W/ STEEL PIPE CAP

#### CHANNEL LETTERS (REVERSE-LIT)

- RETURNS: 3" DEEP, .063 ALUMINUM; FINISH P3
- FACES: .125" ALUMINUM; FINISH P3
- BACKS: 3/16" P95 POLYCARBONATE
- ILLUMINATION: WHITE LEDS
- POWER SUPPLIES: REMOTE-HOUSED IN CABINET
- MOUNTING: MOUNTED TO CABINET FACES W/ 2" STANDOFFS W/ MIN 3/8" X 5" DEEP NON-CORROSIVE FASTENERS
- SUPPORT: AS PER ENGINEER REQUIREMENTS
- FOUNDATION: AS PER ENGINEER REQUIREMENTS
- ALUMINUM ANGLE FRAME
- NO VISIBLE FASTENERS ON FACE
- COUNTER SUNK SCREWS ON ENDS

# FINISH SCHEDULE PAINT COLORS P1: PMS 300 C P2: PMS 185 C P3: MP WHITE P4: MP BLACK VINYL COLORS V1: OPAQUE WHITE V2: PMS 300 C APPROVED BY:



SIGN LAYOUT **SCALE:** 3/4" = 1'-0"



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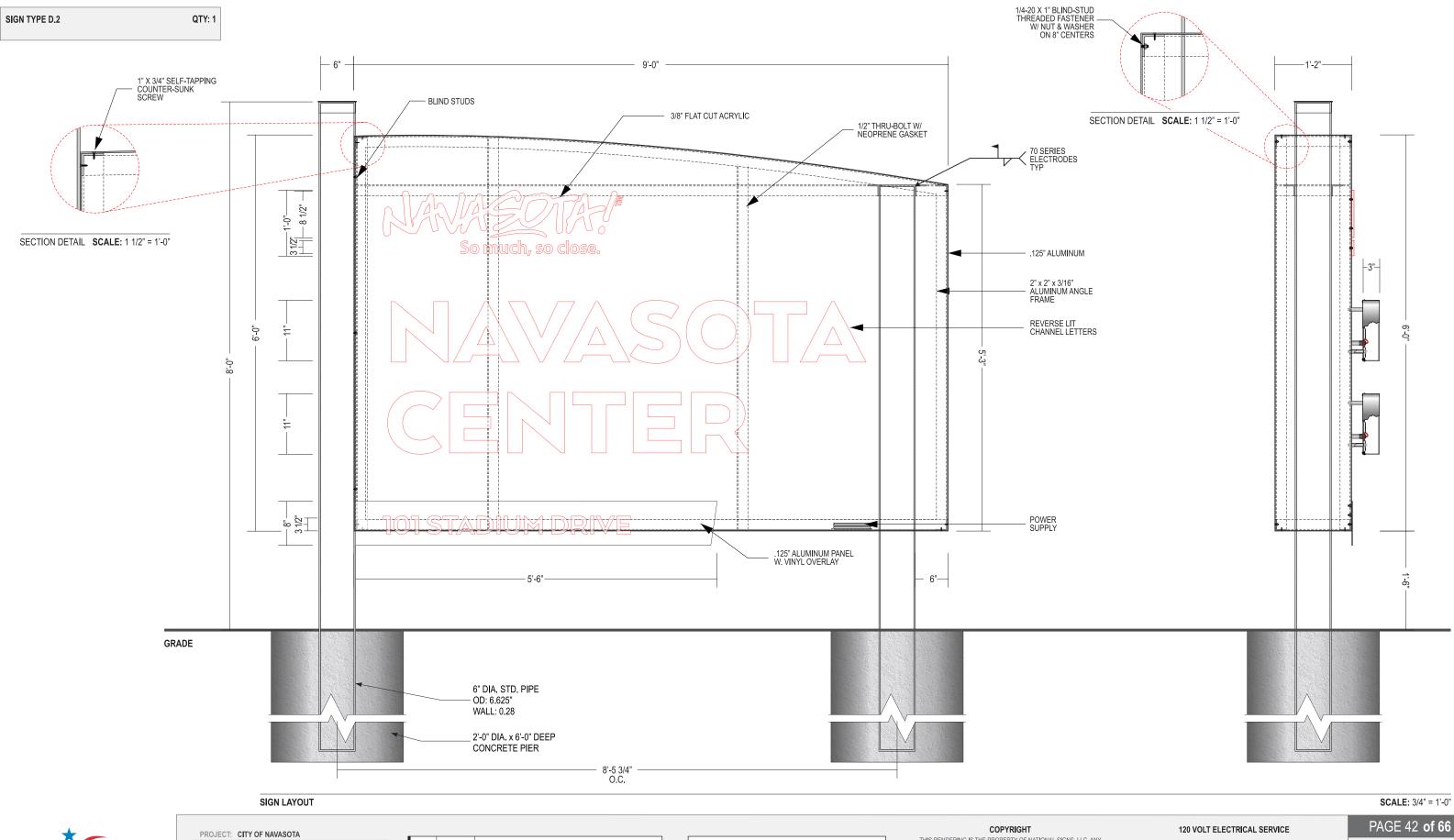
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# 120 VOLT ELECTRICAL SERVICE

SIGN ELECTRICAL LOAD: 1.1 AMPS 120V 20 AMP CIRCUIT(S): 1 @ 120V







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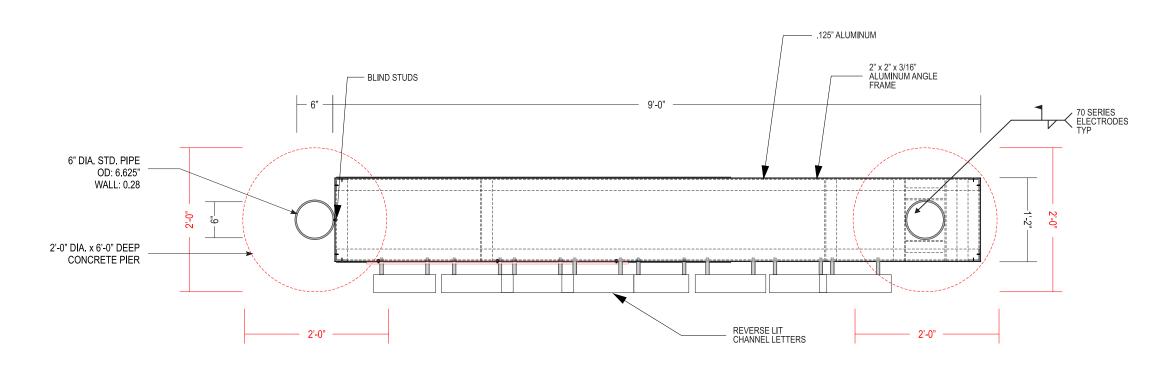
SIGN LED DISPLAY ELECTRICAL LOAD: 1.1 AMPS 120V 20 AMP CIRCUIT(S): 1 @ 120V

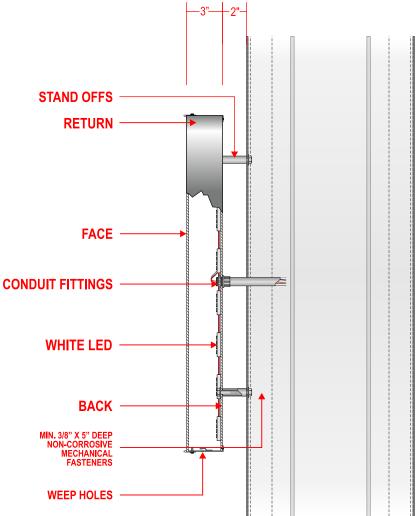
CLIENT TO PROVIDE ALL PRIMARY ELECTRICAL SERVICES TO THE SIGN UNLESS OTHERWISE SPECIFIED

PAGE 42 of 66



SIGN TYPE D.2 QTY: 1





SIGN LAYOUT SCALE: 3/4" = 1'-0"

**DETAILS, TYP.** SCALE: 1 ½" = 1'-0"



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LOCATION: TBD  CITY/STATE: NAVASOTA, TX  DATE: 12.05.22  SALES / PM: REBECCA SMITH
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PD	06.27.23	REVISE LAYOUTS & ADD OPTIONS FOR SMALLER SIGNS	CD



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#### UL INSTALLATION REQUIREMENTS

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#### 120 VOLT ELECTRICAL SERVICE







EXISTING CONDITIONS UPDATED CONDITIONS

SIGN ELEVATION SCALE: 1/4" = 1'-0"



2611 EI Camino • Houston, TX 77054 T: 713.863.0600 • F: 713.863.7585 www.NationalSigns.com

PROJECT:	CITY OF NAVASOTA
LOCATION:	TBD
CITY/STATE:	NAVASOTA, TX
DATE:	12.05.22
SALES / PM:	REBECCA SMITH
DESIGNER:	CHRISTIN DUHON
DRAWING#:	7890-00

Α	12.28.22	REVISE SCOPE & LAYOUT	CD
В	01.17.23	REVISE SCOPE & LAYOUT	CD
С	01.27.23	REVISE SCOPE & LAYOUT	CD
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#### 120 VOLT ELECTRICAL SERVICE



#### SCOPE OF WORK:

• FABRICATE & INSTALL A D/F, MONUMENT SIGN W/ REVERSE LIT CHANNEL LETTERS

#### SPECIFICATIONS

#### MAIN CABINET (NON-ILLUMINATED):

- CABINET: ALL ALUMINUM CONSTRUCTION .125" ALUMINUM
- OVER 2" x 2" x 3/16" ALUMINUM ANGLE FRAME; FINISH P1 & P2
- COPY/GRAPHICS: 3/8" FCO ACRYLIC NAVASOTA LOGO; FINISH P3. TAGLINE VINYL OVERLAY; V1
- TAGLINE; FINISH P3
- COPY/GRAPHICS: 125" ALUMINUM PANEL APPLIED TO FACES: FINISH P3 W/ V2 VINYL OVERLAY. BLIND STUD MOUNT TO
- SUPPORT: 6" DIA. STD. PIPE; FINISH P4. AS PER ENGINEER REQUIREMENTS W/ STEEL PIPE CAP

#### CHANNEL LETTERS (REVERSE-LIT)

- RETURNS: 3" DEEP, .063 ALUMINUM; FINISH P3
- FACES: .125" ALUMINUM; FINISH P3
- BACKS: 3/16" P95 POLYCARBONATE
- ILLUMINATION: WHITE LEDS
- POWER SUPPLIES: REMOTE-HOUSED IN CABINET
- MOUNTING: MOUNTED TO CABINET FACES W/ 2" STANDOFFS W/ MIN 3/8" X 5" DEEP NON-CORROSIVE FASTENERS
- SUPPORT: AS PER ENGINEER REQUIREMENTS
- FOUNDATION: AS PER ENGINEER REQUIREMENTS
- ALUMINUM ANGLE FRAME

APPROVED BY:

- NO VISIBLE FASTENERS ON FACE
- COUNTER SUNK SCREWS ON ENDS





SIGN LAYOUT **SCALE:** 3/4" = 1'-0"



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#### 120 VOLT ELECTRICAL SERVICE

SIGN ELECTRICAL LOAD: 1.1 AMPS 120V 20 AMP CIRCUIT(S): 1 @ 120V





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

Agenda Date Requested: July 10, 2023	Appropriation	
Requested By: _Lupe Diosdado, Director	Source of Funds: N/A	
Department: Development Services	Account Number: N/A	
	Amount Budgeted: N/A	
	Amount Requested: N/A	
Exhibits: Variance Request Letter August Horst Specifications	Budgeted Item: Yes • No	

#### **AGENDA ITEM #10**

The City Council will hold a public hearing for the purpose of receiving public comment and testimony regarding a sign variance application submitted by the City of Navasota for the property located at 100 Veteran Memorial Dr (August Horst Park), in Navasota, Grimes County, TX 77868. The variance requests to install a freestanding sign, eight feet (8') in height, two feet taller than permitted and a sign area of fifty-three square feet (53), twenty-one square feet (21) larger than permitted. The property affected is legally described as A0055-0 D Tyler, Tract 8, Acres 73.01.; followed by discussion and possible action to consider a sign variance application submitted by the City of Navasota for the property located at 100 Veteran Memorial Dr (August Horst Park), in Navasota, Grimes County, TX 77868. The variance requests to install a freestanding sign, eight feet (8') in height, two feet taller than permitted and a sign area of fifty-three square feet (53), twenty-one square feet (21) larger than permitted.

#### **SUMMARY & RECOMMENDATION**

A sign ordinance variance request was submitted by the City of Navasota for the property located at 100 Veteran Memorial Dr (August Horst Park), in Navasota, Grimes County, TX 77868

The variance requests to install a freestanding sign, eight feet (8') in height, two feet taller than permitted and a sign area of fifty-three square feet (53), twenty-one square feet (21) larger than permitted. Attached are the specifications showing the proposed sign as well as an amended version aligning with current regulations.

Current sign regulations that constitute a variance are highlighted below:

Public facility Signs.

Signs located on public property owned or controlled by a governmental entity (such as a city, school district, county or other political subdivision) for property identification, public information or notice, or community safety purposes shall be permitted on such public property, notwithstanding any other provision of this article or whether such sign is a principal, separate or secondary use on such public property.

### (1) Required conditions.

- (A) Zoning overlay district: Sign area 32 sq. ft. maximum height 4 ft.
- (B) Within 400 feet of Highway 6: Sign area 64 sq. ft. maximum height 10 ft.
- (C) All other areas: Sign area 32 sq. ft. maximum height 6 ft.

# Freestanding sign.

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

## (B) Required conditions.

- (i) Zoning overlay district: Sign area 32 sq. ft. maximum height 4 ft.
- (ii) Within 400 feet of Highway 6: Sign area 64 sq. ft. maximum height 10 ft.
- (iii) All other areas: Sign area 32 sq. ft. max height 6 ft.
- (iv) Less than 12" clearance between sign and ground.
- (v) Only 1 sign per business location.



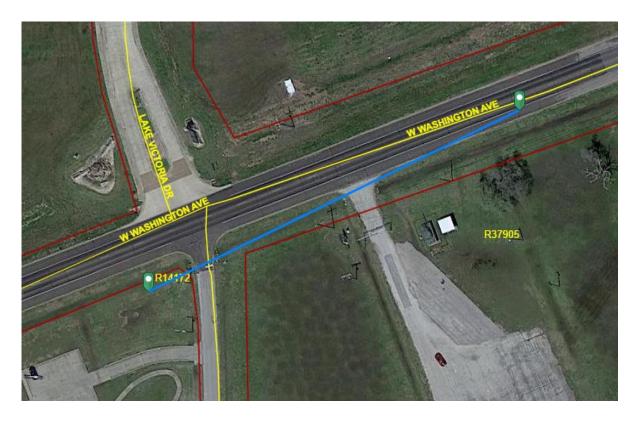
Staff recommends City Council conduct a public hearing on this sign variance request.

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

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

Staff recommends the City Council approve the proposed variance request as presented. The proposed sign size and eleven inch (11") letter font allows for visibility within <u>450 feet</u>. This viewing distance allows enough distance to properly brake and turn safely, see map below for reference:





Per our sign vendor National Signs, the following list are ideal font sizes for the best visibility:

LETTER V	/ISIBILIT	Y CHART
Maximum Readable Distance	Distance For Best Impact	Letter Height (Inches)
100 ft	30 ft	3"
150 ft	40 ft	4"
200 ft	60 ft	6"
350 ft	80 ft	8"
400 ft	90 ft	9"
450 ft	100 ft	10"
525 ft	120 ft	12"
630 ft	150 ft	15"
750 ft	180 ft	18"
1000 ft	240 ft	24"
1250 ft	300 ft	30"
1500 ft	360 ft	36"
1750 ft	420 ft	42"
2000 ft	480 ft	48"
2250 ft	540 ft	54"
2500 ft	600 ft	60"

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

Conduct a public hearing; followed by approving or denying the sign variance request submitted by the City of Navasota for the property located at 100 Veteran Memorial Dr (August Horst Park), in Navasota, Grimes County, TX 77868. The variance requests to install a freestanding sign, eight feet (8') in height, two feet taller than permitted and a sign area of fifty-three square feet (53), twenty-one square feet (21) larger than permitted.

Approved for the City Council meeting agenda.		
Jason B. Weeks, City Manager	 Date	



#### REQUEST FOR CITY COUNCIL AGENDA ITEM #

Agenda Date Requested: July 10, 2023	Appropriation
Requested By: _Lupe Diosdado, Director	Source of Funds: N/A
Department: Development Services	Account Number: N/A
	Amount Budgeted: N/A
	Amount Requested: N/A
Exhibits: Variance Request Letter August Horst Specifications	Budgeted Item:

#### AGENDA ITEM #

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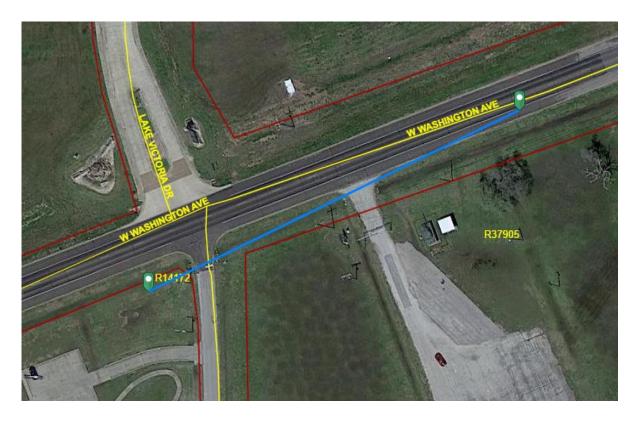
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Public hearing closed at \_\_\_\_\_ p.m.

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

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Approved for the City Council meeting agenda.	Approved for the City Council meeting agenda.			
Jason B. Weeks, City Manager	 Date			





EXISTING CONDITIONS UPDATED CONDITIONS

SIGN ELEVATION



CREAING LANDMARKS TUGETHER.

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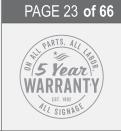
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#### 120 VOLT ELECTRICAL SERVICE



• FABRICATE & INSTALL A D/F, MONUMENT SIGN W/ REVERSE LIT CHANNEL LETTERS

#### SPECIFICATIONS

#### MAIN CABINET (NON-ILLUMINATED):

- CABINET: ALL ALUMINUM CONSTRUCTION .125" ALUMINUM OVER 2" x 2" x 3/16" ALUMINUM ANGLE FRAME; FINISH P1 & P2
- COPY/GRAPHICS: 3/8" FCO ACRYLIC NAVASOTA LOGO &
- COPY/GRAPHICS: 125" ALUMINUM PANEL APPLIED TO FACES; FINISH P3 W/ V2 VINYL OVERLAY. BLIND STUD MOUNT TO CABINET FACES
- SUPPORT: 6" DIA. STD. PIPE; FINISH P4. AS PER ENGINEER

#### REQUIREMENTS W/ STEEL PIPE CAP

- CHANNEL LETTERS (REVERSE-LIT) • RETURNS: 3" DEEP, .063 ALUMINUM; FINISH P3
- FACES: .125" ALUMINUM; FINISH P3
- BACKS: 3/16" P95 POLYCARBONATE
- ILLUMINATION: WHITE LEDs
- POWER SUPPLIES: REMOTE-HOUSED IN CABINET
- MOUNTING: MOUNTED TO CABINET FACES W/ 2" STANDOFFS W/ MIN 3/8" X 5" DEEP NON-CORROSIVE FASTENERS
- SUPPORT: AS PER ENGINEER REQUIREMENTS
- FOUNDATION: AS PER ENGINEER REQUIREMENTS
- ALUMINUM ANGLE FRAME

APPROVED BY

- NO VISIBLE FASTENERS ON FACE
- COUNTER SUNK SCREWS ON ENDS

# FINISH SCHEDULE PAINT COLORS P1: PMS 300 C P2: PMS 185 C P3: MP WHITE P4: MP BLACK VINYL COLORS V1: OPAQUE WHITE V2: PMS 300 C



SIGN LAYOUT **SCALE:** 3/4" = 1'-0"



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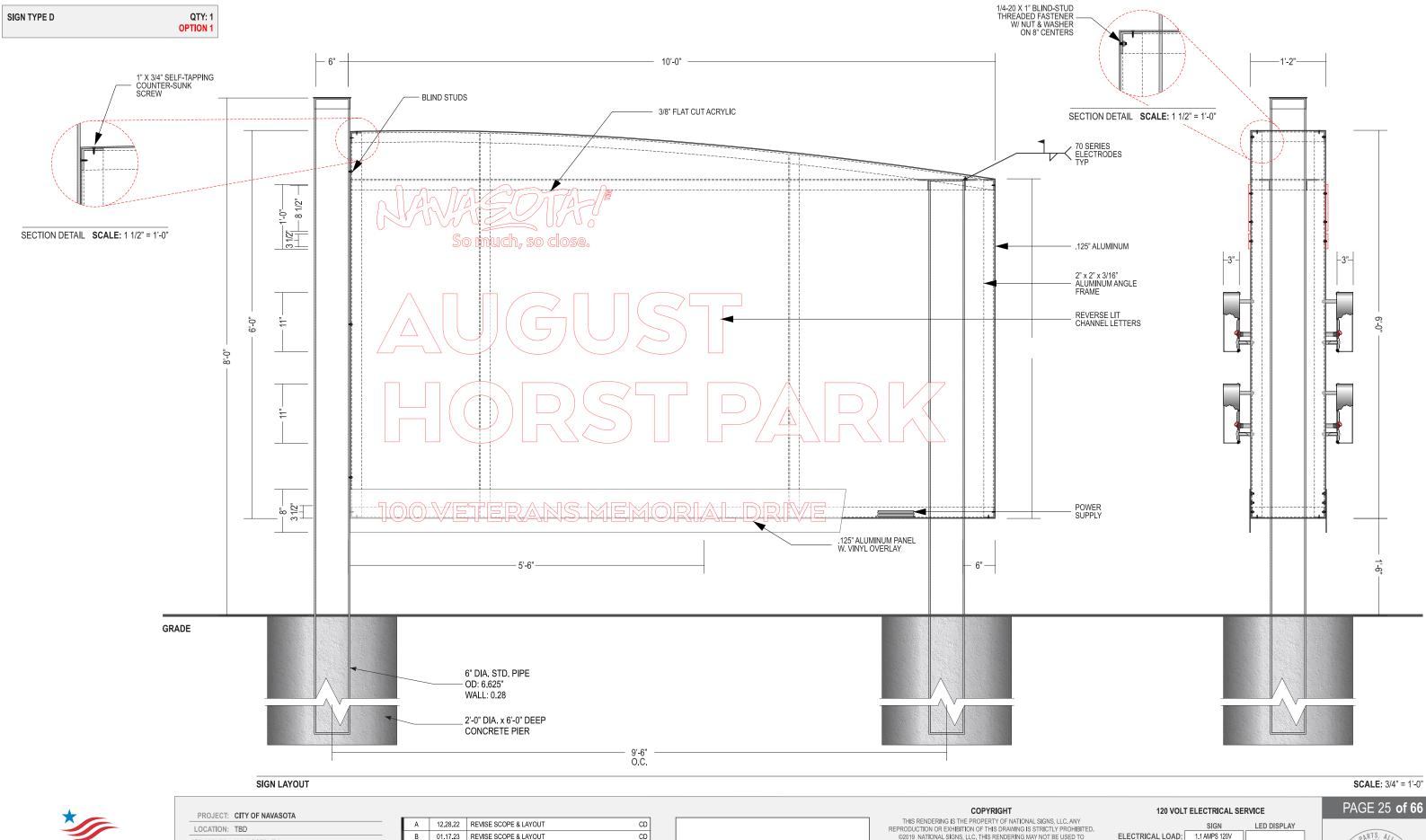
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#### 120 VOLT ELECTRICAL SERVICE

SIGN ELECTRICAL LOAD: 1.1 AMPS 120V 20 AMP CIRCUIT(S): 1 @ 120V







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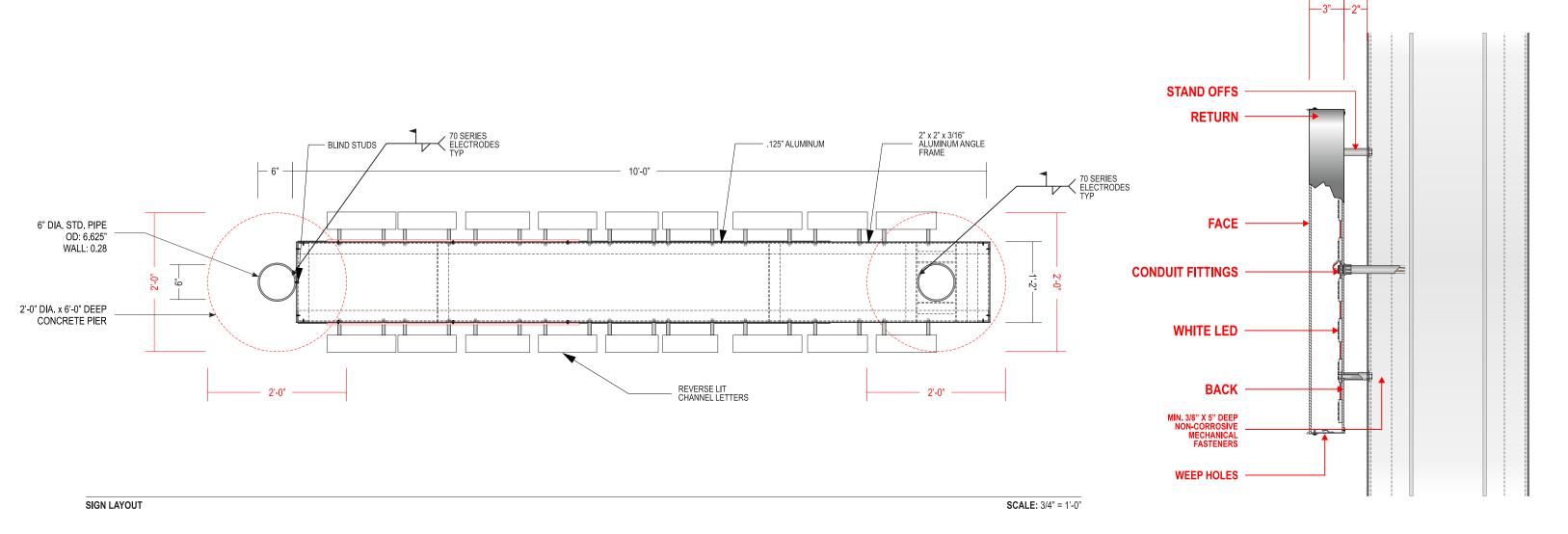
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ELECTRICAL LOAD: 1.1 AMPS 120V 20 AMP CIRCUIT(S): 1 @ 120V





**DETAILS, TYP.** SCALE: 1 ½" = 1'-0"



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#### 120 VOLT ELECTRICAL SERVICE







**UPDATED CONDITIONS - NIGHT VIEW** 

**SCALE:** 3/8" = 1'-0"

SIGN LAYOUT
SCALE: 3/4" = 1'-0"



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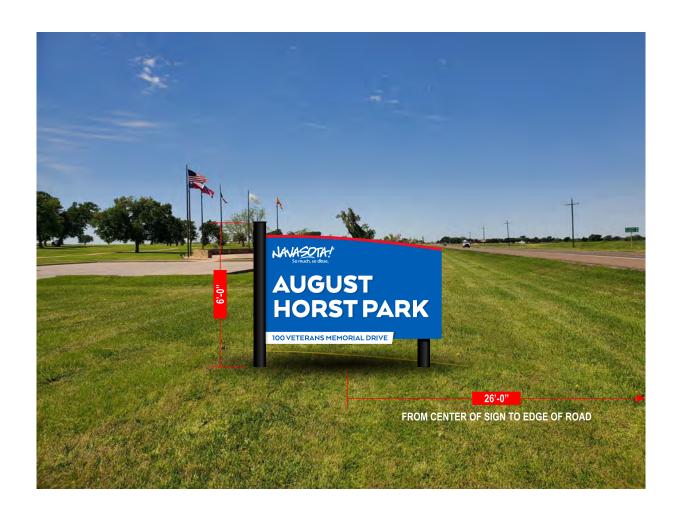
#### 120 VOLT ELECTRICAL SERVICE

SIGN LED DISPLAY
ELECTRICAL LOAD:

20 AMP CIRCUIT(S):







EXISTING CONDITIONS UPDATED CONDITIONS

SIGN ELEVATION



CREATING LANDMARKS TOGETHER.

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• FABRICATE & INSTALL A D/F, MONUMENT SIGN W/ REVERSE LIT CHANNEL LETTERS

#### SPECIFICATIONS

#### MAIN CABINET (NON-ILLUMINATED):

- CABINET: ALL ALUMINUM CONSTRUCTION .125" ALUMINUM
- OVER 2" x 2" x 3/16" ALUMINUM ANGLE FRAME; FINISH P1 & P2
- COPY/GRAPHICS: 3/8" FCO ACRYLIC NAVASOTA LOGO; FINISH P3. TAGLINE VINYL OVERLAY; V1
- COPY/GRAPHICS: .125" ALUMINUM PANEL APPLIED TO FACES; FINISH P3 W/ V2 VINYL OVERLAY. BLIND STUD MOUNT TO
- REQUIREMENTS W/ STEEL PIPE CAP

#### CHANNEL LETTERS (REVERSE-LIT)

- BACKS: 3/16" P95 POLYCARBONATE

- FOUNDATION: AS PER ENGINEER REQUIREMENTS
- NO VISIBLE FASTENERS ON FACE
- COUNTER SUNK SCREWS ON ENDS

PAINT COLORS

P1: PMS 300 C

P4: MP BLACK

V1: OPAQUE WHITE

# • SUPPORT: 6" DIA. STD. PIPE; FINISH P4. AS PER ENGINEER

• RETURNS: 3" DEEP, .063 ALUMINUM; FINISH P3

• FACES: .125" ALUMINUM; FINISH P3

• ILLUMINATION: WHITE LEDS

• POWER SUPPLIES: REMOTE-HOUSED IN CABINET

• MOUNTING: MOUNTED TO CABINET FACES W/ 2" STANDOFFS W/ MIN 3/8" X 5" DEEP NON-CORROSIVE FASTENERS

• SUPPORT: AS PER ENGINEER REQUIREMENTS

- ALUMINUM ANGLE FRAME

# FINISH SCHEDULE

P2: PMS 185 C

P3: MP WHITE

#### VINYL COLORS

V2: PMS 300 C

APPROVED BY:



SIGN LAYOUT **SCALE:** 3/4" = 1'-0"



2611 El Camino · Houston, TX 77054 T: 713.863.0600 • F: 713.863.7585 www.NationalSigns.com

PROJECT:	CITY OF NAVASOTA
LOCATION:	TBD
CITY/STATE:	NAVASOTA, TX
DATE:	12.05.22
SALES / PM:	REBECCA SMITH
DESIGNER:	CHRISTIN DUHON
DRAWING#:	7890-00

Α	12.28.22	REVISE SCOPE & LAYOUT	CD
В	01.17.23	REVISE SCOPE & LAYOUT	CD
С	01.27.23	REVISE SCOPE & LAYOUT	CD
PD	01.27.23	PRODUCTION DRAWING	CD
PD	06.26.23	ADD OPTION 2 FOR STE D.1	CD
PD	06.27.23	REVISE LAYOUTS & ADD OPTIONS FOR SMALLER SIGNS	CD



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#### UL INSTALLATION REQUIREMENTS

THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 600 OF THE NATIONAL ELECTRICAL CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER GROUNDING AND

#### 120 VOLT ELECTRICAL SERVICE

SIGN ELECTRICAL LOAD: 1.1 AMPS 120V 20 AMP CIRCUIT(S): 1 @ 120V





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

Agenda Date Requested: July 10, 2023	Appropriation				
Requested By: Susie Homeyer, City Secretary	Source of Funds: N/A				
Department: Administration	Account Number: N/A				
Report    Resolution    C Ordinance	Amount Budgeted: N/A				
	Amount Requested: N/A				
Exhibits: Minutes for June 2023 and Municipal Court Report for June 2023	Budgeted Item: C Yes © No				
Consent agenda items are:	A. Approve the minutes for the month of June 2023.				
SUMMARY & RECOMMENDATION  Consent agenda 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.					
A. Staff has placed the minutes for June 2023 on the consent agenda for approval.					
B. Staff has placed the Municipal Court report for June 2023 on the consent agenda for approval.					
ACTION REQUIRED BY CITY COUNCIL					
Approve Consent Agenda: Approve the minutes and Municipal Court report for June 2023.					
Approved for the City Council meeting agenda.					

Date

Jason B. Weeks, City Manager

# MINUTES REGULAR MEETING JUNE 12, 2023

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

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

Thus constituting a quorum.

**STAFF PRESENT:** Jason Weeks, City Manager; Susie M. Homeyer, City Secretary; Cary Bovey, Legal Counsel; Bobbie Ullrich, Marketing and Communication Director; Jennifer Reyna, Public Works Director; Michelle Savensky, Executive Administrative Assistant; Sarah Moon, Communication Supervisor; Jose Coronilla, Director of Streets and Sanitation and Office Stovall.

**<u>VISITORS:</u>** Connie Clements, Deborah Richardson, Mac Vaughn, John Sanders, Jessie Trejo and Sarah Gomez.

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

- 1. Mayor Bert Miller called the meeting to order at 6:00 p.m.
- 2. Invocation was given by Mac Vaughn. The City Council, staff members and visitors then recited the Pledge of Allegiance to the American Flag and the Texas Flag.
- 3. Remarks of visitors: None.
- 4. Staff report:
- a) Michelle Savensky, Executive Administrative Assistant and Jessie Trejo, with the Brazos Valley Arts Council, introduced the new artist in residence Sarah Gomez;

- b) Jennifer Reyna, Public Works Director, gave an update on the following CIP projects: Fire hydrant project, CIP Street project, the annual street project and the AWOS system at the airport;
- c) Councilmember Josh Fultz gave an update on the latest Planning and Zoning Commission meeting; and
- d) Councilmembers and staff informed the audience about upcoming events.
- 5. Councilmember Josh Fultz made a motion to authorize the Mayor to execute an agreement with the Brazos Valley Council of Governments for E9-1-1 Public Safety Answering Point (PSAP) services, seconded by Councilmember Pattie Pederson and with each Councilmember voting AYE, the motion carried.
- 6. Mayor Pro-Tem Bernie Gessner moved to approve the consent agenda items which include the minutes from the month of May 2023 and the Municipal Court Report for the month of May 2023, seconded by Councilmember Josh Fultz and with each Councilmember voting AYE, the motion carried.
- 7. Mayor Bert Miller adjourned the meeting at 6:30 p.m.

		BERT MILLER, MAYO	R
ATTEST:			
SLISTE M	HOMEVED	CITY SECRETARY	

# MINUTES REGULAR MEETING JUNE 26, 2023

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

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

Thus constituting a quorum.

**STAFF PRESENT:** Jason Weeks, City Manager; Susie M. Homeyer, City Secretary; Cary Bovey, Legal Counsel; Bobbie Ullrich, Marketing and Communication Director; Jennifer Reyna, Public Works Director; Ryan Hendricks, Parks and Recreation Manager; Lupe Diosdado, Development Services Director; Maribel Franks, Chief Financial Officer; Rayna Teicheria, Economic Development Director; Jon MacKay, Graduate Civil Engineer; Jose Coronilla, Director of Streets and Sanitation; Robert Wilson, Sergeant Investigator; Michael Pratt, Parks & Facilities Maintenance Laborer and Peggy Johnson, HR Director.

**VISITORS:** Connie Clements, Zachary Votaw, Mac Vaughn and John Sanders.

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

- 1. Mayor Bert Miller called the meeting to order at 6:00 p.m.
- 2. Invocation was given by Mac Vaughn. The City Council, staff members and visitors then recited the Pledge of Allegiance to the American Flag and the Texas Flag.
- 3. Remarks of visitors: None.
- 4. Staff report:
- a) Mayor Bert Miller presented Ryan Hendricks, Parks and Recreation Manager with a proclamation proclaiming the month of July as Parks and Recreation Month.
- b) Peggy Johnson, HR Director introduced Robert Wilson as the new Sergeant Investigator for the Police Department and Marquis Pratt as the new Parks and Facilities Maintenance Laborer.
- c) Jennifer Reyna, Public Works Director, gave an update on the following CIP projects: Street Maintenance Project, Fire Hydrant Project, CIP Project and the AWOS System at the airport.

- d) There was not an update on Boards and Commissions.
- e) Councilmembers and staff informed the audience about upcoming events.
- 5. Councilmember Josh Fultz made a motion to approve Resolution No. 740-23, designating the persons authorized to sign checks and authorizing designated persons to access bank for certain purposes, seconded by Mayor Pro-Tem Bernie Gessner and with each Councilmember voting AYE, the motion carried.
- 6. Councilmember Pattie Pederson moved to approve the scope of work from National Signs, LLC for City Wide Wayfinding Phase 1 in the amount of \$248,004 and to be in compliance with current regulations and at a later date addressing the variances and digital signs, seconded by Councilmember Josh Fultz and with each Councilmember voting AYE, the motion carried.
- 7. Councilmember Josh Fultz moved to award the bid to D & S Contracting for the airport hangar utilities extension project in the amount of \$ 246,181.00, seconded by Mayor Pro-Tem Bernie Gessner and with each Councilmember voting AYE, the motion carried.
- 8. Mayor Bert Miller moved to approve a change order to the contract between the City of Navasota and Knife River Corporation in the amount of \$29,630.90 for an increased emulsion application rate for the Fiscal Year 2021 and 2022 annual street maintenance project, seconded by Councilmember Josh Fultz and with each Councilmember voting AYE, the motion carried.
- 9. Councilmember Josh Fultz moved to approve Change Order No. 1 to the contract between the City of Navasota and Keischnick General Contractors in the amount of a negative \$13,250.00, seconded by Mayor Pro-Tem Bernie Gessner and with each Councilmember voting AYE, the motion carried.
- 10. Mayor Bert Miller adjourned the meeting at 7:13 p.m.

_	BERT MILLER, MAYOR
ATTEST:	
SUSTEM HOMEYER CITY SECRET	ADV

# O F F I C E O F C O U R T A D M I N I S T R A T I O N T E X A S J U D I C I A L C O U N C I L

#### Official Municipal Court Monthly Report

Month	June	Year	2023
Municipal Court f	or the City of NA	VASOTA	
Presiding Judge	PATRICIA GRUNER		
If new	, date assumed off	ice	
Court Mailing Address	200 E. MCALPINE		
City	NAVASOTA, TX Zip	77868	
Phone Number	936-825-6268		
Fax Number	936-825-7280		
Court's Public Email	COURT@NAVASOTATX.	GOV	
Court's Website	http://WWW.NAVASO	TATX.GOV	
THE ATTACHED IS A TRUE AN	D ACCURATE REFLECT	ION OF TH	HE RECORDS OF THIS COURT.
Prepared by			

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

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

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

7/05/2023 12:01 PM	OFFICIAL MUNICIPAL COURT N	MONTHLY REPOR	RT			Page: 1
CRIMINAL SECTION						
COURT NAVASOTA MUNICIPAL COURT MONTH June YEAR 2023	    NON-PARKING	TRAFFIC	·		NON-TRAFFIC	·
1. Total Cases Pending First of Month:	730		25			
a. Active Cases	214	1	7	22	34	17
b. Inactive Cases	516	. 0	18	289	27	81
2. New Cases Filed	1 87		. 4	26	5	7
3. Cases Reactivated		0	0	4	2	0
4. All Other Cases Added	,	0	0	0	0	0
5. Total Cases on Docket	1 306	1	11	52	41	24
6. Dispositions Prior to Court Appearance or 1	'	XXXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
a. Uncontested Dispositions	'		4	1	1	2
b. Dismissed by Prosecution	1		. 0	0	0	0
7. Dispositions at Trial:	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
a. Convictions:	·	XXXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXX
1) Guilty Plea or Nolo Contendere	10		. 0	3	2	1
2) By the Court	1		. 0	0		0
3) By the Jury	1 0	0	. 0	0	0	0
b. Acquittals:	+  XXXXXXXXXX +	,   xxxxxxxxx	,   xxxxxxxxx	XXXXXXXXXX	xxxxxxxxx	XXXXXXXXXX
1) By the Court	0	,	0			· ·

0 |

0 |

0 |

0 |

0 |

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0 |

0 |

0 |

0 |

2) By the Jury

c. Dismissed by Prosecution

7/05/2023 12:01 PM OFFICIAL MUNICIPAL COURT MONTHLY REPORT CRIMINAL SECTION TRAFFIC COURT NAVASOTA MUNICIPAL COURT |NON-PARKING| PARKING | CITY ORD | PENAL CODE| STATE LAW | CITY ORD | MONTH June YEAR 2023 ------8. Compliance Dismissals: a. After Driver Safety Course 0 | b. After Deferred Disposition 7| 0| 0 | 0 | 2 | +-----0| 0| 0| c. After Teen Court d. After Tobacco Awareness Course e. After Treatment for Chemical Dependency f. After Proof of Financial Responsibility +---g. All Other Transportation Code Dismissals 6| 0| 0| 0| 0| 0 | 0 | 0 | 0 | 0 | 9. All Other Dispositions 1 0 1

186|

0 |

1

10. Total Cases Disposed

a. Active Cases

14. Cases Appealed:

a. After Trial

b. Without Trial

b. Inactive Cases

13. Show Cause Hearings Held

11. Cases Placed on Inactive Status

12. Total Cases Pending End of Month:

79 0 4 5 7 3

+-----

6|

 $\mid \texttt{XXXXXXXXXX} \mid \texttt{XXXXXXXXXX} \mid \texttt{XXXXXXXXXX} \mid \texttt{XXXXXXXXXX} \mid \texttt{XXXXXXXXXX} \mid \texttt{XXXXXXXXXXX} \mid$ 

+-----+

738| 1| 25| 332|

1|

0 |

-----+

41 0 1 24 3 21

+-----+ | 552| 0| 19| 309| 28| 83|

23|

0| 0| 0|

59| 102|

19|

31|

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0 |

CIVIL SECTION	
COURT NAVASOTA MUNICIPAL COURT MONTH June YEAR 2023	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:	-+
a. After Trial	0
	++

b. Without Trial

/05/2023 12:01 PM OFFICIAL MUNICIPAL COURT MONTHLY REPORT			Page:	
JUVENILE/MINOR ACTIVITY				
COURT NAVASOTA MUNICIPAL COURT MONTH June YEAR 2023		TOTAL		
1. Transportation Code Cases Filed		0		
2. Non-driving Alcoholic Beverage Code C		0		
3. Driving Under the Influence of Alcoho		0		
4. Drug Paraphernalia Cases Filed		0		
5. Tobacco Cases Filed		0		
6. Truancy Cases Filed		0		
7. Education Code (Except Failure to Att		0		
8. Violation of Local Daytime Curfew Ord	inance Cases Filed	0		
9. All Other Non-traffic Fine-only Cases		0		
10. Transfer to Juvenile Court:		XXXXXXXXXXXXXXXX		
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 Warnin	g:	XXXXXXXXXXXXXXX		
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	<del></del>	

7/05/2023 12:01 PM OFFICIAL MUNICIPAL COURT MONTHLY REPORT ADDITIONAL ACTIVITY COURT NAVASOTA MUNICIPAL COURT | NUMBER REQUESTS | | NUMBER GIVEN | FOR COUNSEL | MONTH June YEAR 2023 1. Magistrate Warnings: a. Class C Misdemeanors 1 | XXXXXXXXXXXXXXXX | 0 | b. Class A and B Misdemeanors 0 | c. Felonies 2. Arrest Warrants Issued: a. Class C Misdemeanors 71| b. Class A and B Misdemeanors 2 | c. Felonies 3. Capiases Pro Fine Issued - 1 4. Search Warrants Issued 5. Warrants for Fire, Health and Code Inspections Filed 0.1 6. Examining Trials Conducted 7. Emergency Mental Health Hearings Held 0 1 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 0 | 11. Drivers's License Denial, Revocation or Suspension Hearings Held 12. Disposition of Stolen Property Hearings Held 13. Peace Bond Hearings Held - 1 0 |

7/05/2023 12:01 PM	OFFICIAL MUNICIPAL COURT MONTHLY REPORT		Page: 6
ADDITIONAL ACTIVITY			
	***************************************		
14. Cases in Which Fine and Court	t Costs Satisfied by Community Service:	XXXXXXXXXXXXXX	
a. Partial Satisfaction		+	
b. Full Satisfaction		1	
15. Cases in Which Fine and Court	t Costs Satisfied by Jail Credit	37	
l6. Cases in Which Fine and Court		0	
17. Amount of Fines and Court Cos		\$0.00	
18. Fines, Court Costs and Other		XXXXXXXXXXXXXXXXX  	
a. Kept by City		\$15,378.50  +	
b. Remitted to State		\$6,424.60	
c. Total		+   \$21,803.10	
		++	

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Page: 7

Run By: rjessie

Report Type: Summary

Date Range: 6/01/2023 - 6/30/2023

Finalize Report: Yes

Correction: No

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