

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



**James Harris**  
Councilmember  
**Pattie Pederson**  
Councilmember

**NOTICE OF MEETING OF THE GOVERNING BODY OF THE  
CITY OF NAVASOTA, TEXAS  
SEPTEMBER 11, 2023**

Notice is hereby given that a Regular Meeting of the governing body of the City of Navasota will be held on the 11th of September, 2023 at 6:00 PM at the City Hall in the City Council Chambers, Room No. 161, located at 200 E. McAlpine Street, Navasota, Texas 77868, at which time the following subjects will be considered, to wit:

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

1. Call to Order.
2. Invocation - Pastor Matthew Moore, First Presbyterian Church  
Pledge of Allegiance - Led by Boy Scouts Troop # 101
3. Remarks of visitors: Any citizen may address the City Council on any matter. Registration forms are available on the podium and/or table in the back of the city council chambers. This form should be completed and delivered to the City Secretary by 5:45 p.m. Please limit remarks to three minutes. The City Council will receive the information, ask staff to look into the matter, or place the issue on a future agenda. Topics of operational concerns shall be directed to the City Manager.

4. Staff Report:

(a) Proclamation - National Day of Service and Remembrance. [Mayor Bert Miller]

(b) Introduction of new City of Navasota employees: Swank Backhus, Investigator; Dan`Xavier Adam, Investigator; Ricardo Sanchez, Utility Technician; Lindsey Cox, Library Clerk; and Edwin Sandoval, Project Manager. [Peggy Johnson, HR Director]

(c) Recognition of years of service, Hattie Wells (5 Years). [Peggy Johnson, HR Director]

(d) Update on CIP Projects. [Jennifer Reyna, Public Works Director]

(e) Board and Commission update. [City Council]

(f) Reports from City Staff or City Officials regarding items of community interests, including expressions of thanks, congratulations or condolence; information regarding holiday schedules; honorary or salutary recognition of public officials, public employees, or other citizens; reminders about upcoming events organized or sponsored by the City; information regarding social, ceremonial, or community events organized or sponsored by a non-City entity that is scheduled to be attended by City officials or employees; and announcements involving imminent threats to the public health and safety of people in the City that has arisen after the posting of the agenda. [Jason Weeks, City Manager]

5. Conduct a public hearing for the purpose of receiving public comments on the Proposed Budget for the City of Navasota for Fiscal Year 2023-2024. [Jason Weeks, City Manager]
6. Consideration and possible action on the first reading of Ordinance 1029-23, adopting the budget for fiscal year beginning October 1, 2023 and ending September 30, 2024. [Maribel Frank, CFO]
7. Conduct a public hearing for the purpose of receiving public comments on the proposal to adopt the Tax Rate for fiscal year 2023-2024. [Maribel Frank, CFO]
8. Consideration and possible action on the first reading of Ordinance No. 1030-23, adopting the tax rate for the fiscal year beginning October 1, 2023 and ending September 30, 2024. [Maribel Frank, CFO]
9. Consideration and possible action on ratifying the tax increase reflected in the budget for FY 2023-2024. [Maribel Frank, CFO]
10. Consideration and possible action on the first reading of Ordinance No. 1032-23, amend the Code of Ordinances Appendix A "Fee Schedule" Article A13.000 adopting the revised sanitation rates for the City of Navasota, Texas with an effective date of February 1, 2024. [Maribel Frank, CFO]
11. Consideration and possible action on the first reading of Ordinance No. 1031-23, amend the Code of Ordinances Appendix A "Fee Schedule" Article A5.000 adopting the revised water, gas, and sewer monthly rates for the City of Navasota, Texas with an effective date of October 1, 2023. [Maribel Frank, CFO]

12. Consideration and possible action on the appointment of Councilmember Pattie Pederson to the Arts Council of Brazos Valley at term end of current board member Grant Holt. [Michelle Savensky, Executive Administrative Assistant]
13. Consideration and possible action to approve Change Order No. 1 for the Airport Hanger Utilities Extension project in the amount of \$1,000.00. [Jon MacKay, Graduate Engineer]
14. Consideration and possible action on appointments to the Charter Review Committee. [Jason Weeks, City Manager]
15. Consideration and possible action on request from Christian Community Services, Inc. located at 814 N. LaSalle, Navasota, Texas for a credit to their utility account in the amount of up to \$200.00 per month beginning October 1, 2023, and ending September 30, 2024. [Susie Homeyer, City Secretary]
16. 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 August 2023; and
- B. Approve the Municipal Court Report for the month of August 2023;

17. Adjourn.

**DATED THIS THE 6TH OF SEPTEMBER, 2023**

**/JW/**

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**BY: JASON WEEKS, CITY MANAGER**

**I, the undersigned authority, do hereby certify that the above notice of meeting of the governing body of the CITY OF NAVASOTA, is a true and correct copy of said notice and that I posted a true and correct copy of said notice in the glass bulletin board, in the foyer, on the south side of the Municipal Building as well as in the bulletin board on the north side of the Municipal Building of the City of Navasota, Texas, a place convenient and readily accessible to the general public at all times, and said notice was posted on the 6th of September, 2023 at 02:45 PM and will remain posted continuously for at least 72 hours preceding the scheduled time of said meeting. Agendas may be viewed at [www.navasotatx.gov](http://www.navasotatx.gov).**

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

**DATED THIS THE 6TH OF SEPTEMBER, 2023**

**/SMH/**

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

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





## REQUEST FOR CITY COUNCIL AGENDA ITEM #4

<p>Agenda Date Requested: <u>September 11, 2023</u></p> <p>Requested By: <u>Jason Weeks, City Manager</u></p> <p>Department: <u>Administration</u></p> <p><input checked="" type="radio"/> Report    <input type="radio"/> Resolution    <input type="radio"/> Ordinance</p> <p><b>Exhibits:</b> <u>Proclamation</u></p>	<table border="1" style="width: 100%; border-collapse: collapse;"><thead><tr><th colspan="2" style="text-align: center;">Appropriation</th></tr></thead><tbody><tr><td>Source of Funds:</td><td><u>N/A</u></td></tr><tr><td>Account Number:</td><td><u>N/A</u></td></tr><tr><td>Amount Budgeted:</td><td><u>N/A</u></td></tr><tr><td>Amount Requested:</td><td><u>N/A</u></td></tr><tr><td>Budgeted Item:</td><td><input type="radio"/> Yes    <input checked="" type="radio"/> No</td></tr></tbody></table>	Appropriation		Source of Funds:	<u>N/A</u>	Account Number:	<u>N/A</u>	Amount Budgeted:	<u>N/A</u>	Amount Requested:	<u>N/A</u>	Budgeted Item:	<input type="radio"/> Yes <input checked="" type="radio"/> No
Appropriation													
Source of Funds:	<u>N/A</u>												
Account Number:	<u>N/A</u>												
Amount Budgeted:	<u>N/A</u>												
Amount Requested:	<u>N/A</u>												
Budgeted Item:	<input type="radio"/> Yes <input checked="" type="radio"/> No												

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### AGENDA ITEM #4

#### Staff Report:

- (a) Proclamation – National Day of Service and Remembrance. [Mayor Bert Miller]
  
  - (b) Introduction of new City of Navasota employees: Swank Backhus, Investigator; Dan'Xavier Adam, Investigator; Ricardo Sanchez, Utility Technician; Lindsey Cox, Library Clerk; and Edwin Sandoval, Project Manager. [Peggy Johnson, HR Director]
  
  - (c) Recognition of years of service, Hattie Wells (5 Years). [Peggy Johnson, HR Director]
  
  - (d) Update on CIP Projects. [Jennifer Reyna, Public Works Director]
  
  - (e) Board and Commission update. [City Council]
  
  - (f) Reports from City Staff or City Officials regarding items of community interests, including expressions of thanks, congratulations or condolence; information regarding holiday schedules; honorary or salutary recognition of public officials, public employees, or other citizens; reminders about upcoming events organized or sponsored by the City; information regarding social, ceremonial, or community events organized or sponsored by a non-City entity that is scheduled to be attended by City officials or employees; and announcements involving imminent threats to the public health and safety of people in the City that has arisen after the posting of the agenda. [Jason Weeks, City Manager]
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## SUMMARY & RECOMMENDATION

- a. Mayor Bert Miller will present a proclamation for September 11, 2023, as a National Day of Service and Remembrance.
- b. Peggy Johnson, HR Director, will introduce new City of Navasota employees: Swank Backhus, Investigator; Dan'Xavier Adam, Investigator; Ricardo Sanchez, Utility Technician; Lindsey Cox, Library Clerk; and Edwin Sandoval, Project Manager.
- c. Peggy Johnson, HR Director, will recognize the years of service awards to Hattie Wells, Permit Technician for her 5-years of service.
- d. Jennifer Reyna, Public Works Director, will give the City Council an update on CIP Projects.
- e. If applicable, the City Council will provide Board and Commissions updates.
- f. Staff and City Council will provide updates on other upcoming events.

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## ACTION REQUIRED BY CITY COUNCIL

**No action required.**

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

  
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**Jason B. Weeks, City Manager**

9/5/23  
\_\_\_\_\_  
**Date**

## AGENDA PLANNING CALENDAR

### **September 11, 2023** – **WORKSHOP @ 4:30 P.M.**

1. Called to order
2. Strategic Plan
3. Adjourn

### **September 11, 2023** – **DEADLINE FOR SUBMITTING ITEMS AND COVER SHEETS FOR THIS MEETING IS 08/28/2023**

1. Called to order
2. Invocation/Pledge of Allegiance (Pastor Matthew Moore (First Presbyterian Church)
3. Remarks of visitors
4. Staff Report: (a) Proclamation for 9-1-1; (b) Introduction of new employees; (c) Recognition of years of service; (d) Update of all CIP projects; (e) Board and Commission update; and (f) Reports from staff and City Council
5. Public hearing budget
6. 1<sup>st</sup> reading of Ordinance No. 1029-23, Budget for FY 2023-2024
7. Public hearing on tax rate
8. 1<sup>st</sup> reading of Ordinance No. 1030-23, Tax rate
9. Ratifying tax rate
10. 1<sup>st</sup> reading of Ordinance No. 1032-23, Republic Services Rates
11. 1<sup>st</sup> reading of Ordinance No. 1031-23, Fine and fees
12. Appointment to the Arts Council
13. Change Order No. 1 - Airport
14. Appointment of Charter Committee
15. Consent agenda: Minutes and Municipal Court Report for August 2023
16. Adjourn

### **September 25, 2023** – **DEADLINE FOR SUBMITTING ITEMS AND COVER SHEETS FOR THIS MEETING IS 09/11/2023**

1. Called to order
2. Invocation/Pledge of Allegiance (Pastor Mac Vaughn)
3. Remarks of visitors
4. Staff Report: (a) Update of all CIP projects; (b) Proclamation of World Teachers Day; (c) Board and Commission update; and (d) Reports from staff and City Council
5. 2<sup>nd</sup> reading of Ordinance No. 1029-23, Budget for FY 2023-2024
6. 2<sup>nd</sup> reading of Ordinance No. 1030-23, Tax Rate
7. 2<sup>nd</sup> reading of Ordinance No. 1031-23, Republic Service Rates
8. 2<sup>nd</sup> reading of Ordinance No. 1032-23, Fine and fees
9. Approve policies for employee handbook
10. Approve strategic plan
11. Interlocal agreement with Grimes County for fire services
12. Appointment of Boards/Commissions
13. Adjourn

October 9, 2023 – Pastor Matthew Morse - (First Presbyterian Church), Proclamation – Support your local Chamber Day

October 23, 2023 – Pastor T. J. Green (First Baptist Church), Proclamation – Municipal Court Week – November 6-10, 2023, Approve tax rolls for Grimes County and Brazos County

November 13, 2023 – Pastor Mac Vaughn

November 27, 2023 – Pastor T.J. Green (First Baptist Church),

December 11, 2023 – Pastor Matthew Morse - (First Presbyterian Church) - Appointment of TIRZ members and assign position numbers



## REQUEST FOR CITY COUNCIL AGENDA ITEM #5

Agenda Date Requested: <u>September 11, 2023</u>	<b>Appropriation</b>	
Requested By: <u>Jason Weeks, City Manager</u>	Source of Funds:	<u>N/A</u>
Department: <u>Administration</u>	Account Number:	<u>N/A</u>
<input checked="" type="radio"/> Report <input type="radio"/> Resolution <input type="radio"/> Ordinance	Amount Budgeted:	<u>N/A</u>
	Amount Requested:	<u>N/A</u>
	Budgeted Item:	<input type="radio"/> Yes <input checked="" type="radio"/> No

**Exhibits:** FY24 Proposed Budget Presentation

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### AGENDA ITEM #5

**Conduct a public hearing for the purpose of receiving public comments on the Proposed Budget for the City of Navasota for Fiscal Year 2023-2024.**

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### SUMMARY & RECOMMENDATION

Article 8 – Section 2 of the Navasota City Charter states, “*The city manager shall prepare and submit to the council an annual budget on or before August thirty-first of each calendar year or as set by ordinance in accordance with applicable provisions of state law. The budget shall be prepared on the basis of estimates, expenses, and incomes of the various departments of the city. These departmental estimates showing the anticipated expenses and income of the departments as well as the expenses and income of the preceding reconciled with actual expenditures and income, shall indicate wherein increases or diminutions are recommended for the ensuing budget year, and notice shall be published in accordance with the applicable provisions of state law, stating that the annual budget has been prepared and printed, and that copies of the estimates shall be available to any person upon request. Due notice shall be made of the time when the budget is to be discussed by the council members, and copies of the budget shall be available to any person in accordance with the applicable provisions of state law. The discussion shall be given in open meeting and adequate time shall be given in said open meeting to hearing protests and objections, if any, to any items in the budget or to omissions therefrom.*”

Texas Local Government Code Section 102.006, states “*Public Hearing on Proposed Budget. (a) The governing body of a municipality shall hold a public hearing on the proposed budget. Any person may attend and may participate in the hearing; (b) The governing body shall set the hearing for a date occurring after the 15th day after the date the proposed budget is filed with the municipal clerk but before the date the governing body makes its tax levy; (c) The governing body shall provide for public notice*

*of the date, time, and location of the hearing. The notice must include, in type of a size at least equal to the type used for other items in the notice, any statement required to be included in the proposed budget under Section 102.005(b)."*

The City Manager filed the Fiscal Year 2023-2024 Annual Budget with the City Secretary on August 7, 2023. Additionally, on August 14, 2023, staff further discussed the FY 2023-24 proposed budget with City Council. City Council set a Public Hearing for the Fiscal Year 2023-24 Proposed Budget be held on Monday, September 11, 2023, at a regularly called meeting of the City Council to begin at 6:00 p.m. On August 16, 2023, the Navasota Examiner published the Notice of Public Hearing on the Budget. No changes have been made to the FY 2023-24 proposed budget.

Staff will provide a condensed presentation to the public on the Proposed FY 2023-24 Budget and then request City Council to receive input from the public during a public hearing.


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

**Conduct a public hearing.**

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

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

8/31/23  
\_\_\_\_\_  
**Date**



# CITY OF NAVASOTA, TEXAS

PUBLIC HEARING ON ANNUAL BUDGET  
FISCAL YEAR 2023-2024  
SEPT 11, 2023

NAVASOTA!  
So much, so close.

NAVASOTA!  
So much, so close.



# NAVASOTA 2027: WHAT AMERICA WANTS TO BE:

A BEAUTIFUL, PROGRESSIVE,  
VIBRANT, SERVICE ORIENTED,  
CLOSE-KNIT COMMUNITY FILLED  
WITH HISTORIC CHARM AND  
PROMISE FOR PEOPLE &  
BUSINESS.

# NAVASOTA!

So much, so close.





# CITY COUNCIL STRATEGIC PLAN – AREAS OF EMPHASIS

## **Planning & Economic Development**

The City of Navasota will plan for smart growth while maintaining small town charm.

## **Marketing/Communications**

The City of Navasota will facilitate effective two-way communications with the people who live, work, & play in Navasota and offer those residents and visitors quality family leisure opportunities & events.

## **Quality of Life**

The City of Navasota will create, enhance, & improve program offerings & recreational facilities.

## **Staffing**

The City of Navasota will develop a staffing plan.

## **Human Resources**

The City of Navasota will develop a plan to attract employees & leaders, train them, and ensure retention.

## **Facilities/Buildings**

The City of Navasota will construct, renovate, and maintain city facilities based on current and future needs.

## **Infrastructure**

The City of Navasota will budget for continued improvement of existing and new infrastructure, as well as smart planned growth.





# ECONOMIC & DEVELOPMENT PICTURE

## ■ Active Major Developments:

- Residential – Pecan Lakes Estates Phase 4, Hidden Hills Phase 1 & 2, & Pecan Grove.
- Commercial - North Side Market (C-store\Fuel), Jack in the Box, Team Elliott Ford, Young Life Building Remodel, Navasota Welding Supply, quick serve breakfast retail.

## ■ Historical Residential Building Permits:

Residential	Y-T-D	2022	2021	2020	2019	2018
New Homes	56	114	93	88	102	106

## ■ Historical New Improvements & Personal Property

2022	2021	2020	2019	2018
\$33,949,450	\$19,179,086	\$18,503,344	\$23,400,486	\$16,583,827





# BUDGET HIGHLIGHTS

Decrease Tax Rate from  
\$0.5560 to \$0.5221 per  
\$100 assessed valuation

Utility rate increase as  
recommended by  
consultant.

Pass-through Trash Rate  
increase of 7.7%

## Added New Staff in Key Areas

- Proposed New Staff (FTE) – 9.0
  - Street Maintenance Laborer
  - Police Patrol Sgt.
  - School Resource Officer (SRO)
  - 2 Firefighters
  - Assistant City Manager
  - Building Official / Plans Reviewer
  - Marketing & Multi-media Specialist
  - Water/Wastewater Operator II

# BUDGET HIGHLIGHTS

TMRS rates  
decreased from  
6.31% to 6.24%

No Significant  
changes in  
employee health  
benefits

Fund Balance in  
General Fund is  
at 28.6%

Fund Balance in  
Water Fund is at  
68.3%

Fund Balance in  
Natural Gas Fund  
is at 27.4%

Fund Balance in  
Wastewater Fund  
is at 55.1%

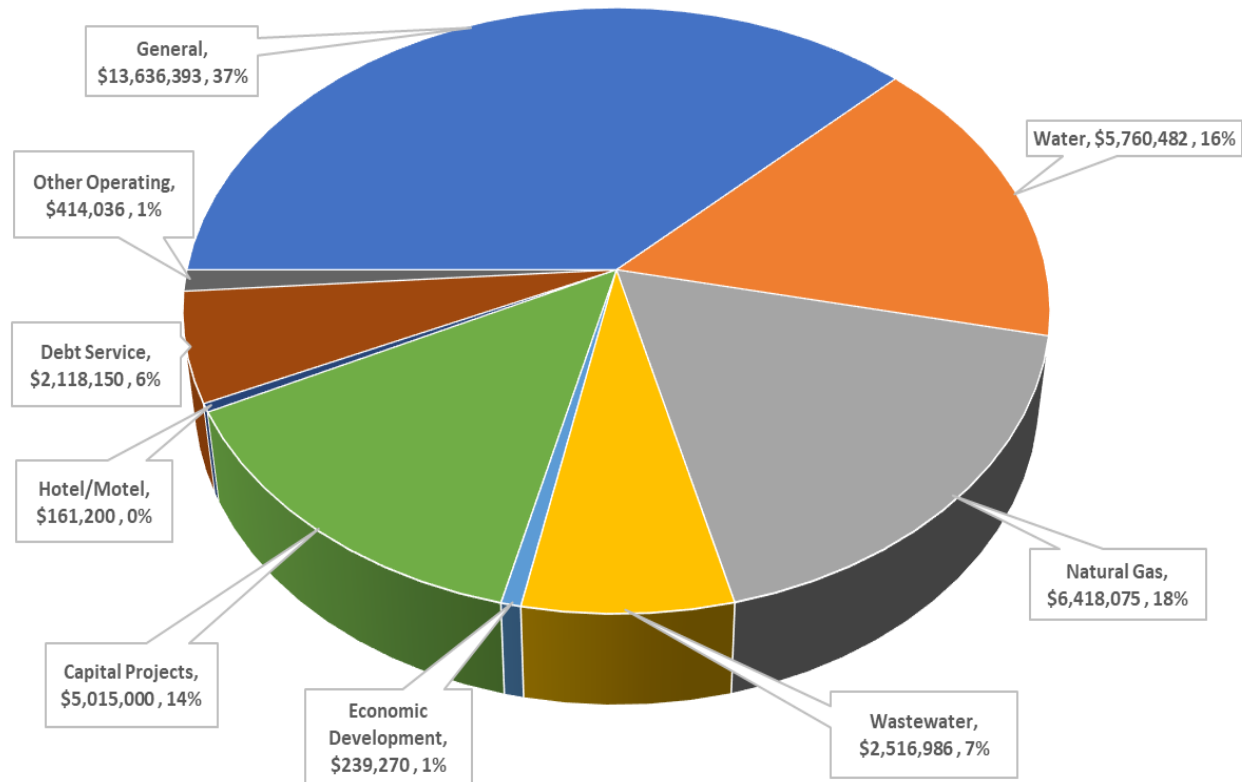
Supplemental  
Summary:

Fund	Requested	Funded	Unfunded
General	\$4,275,107	\$1,448,014	\$2,827,093
Water	55,981	26,395	29,586
Natural Gas	55,047	40,291	14,756
Wastewater	349,859	108,931	240,928
Economic Development Corp.	22,430	22,430	0
Total	\$4,758,424	\$1,646,061	\$3,112,363

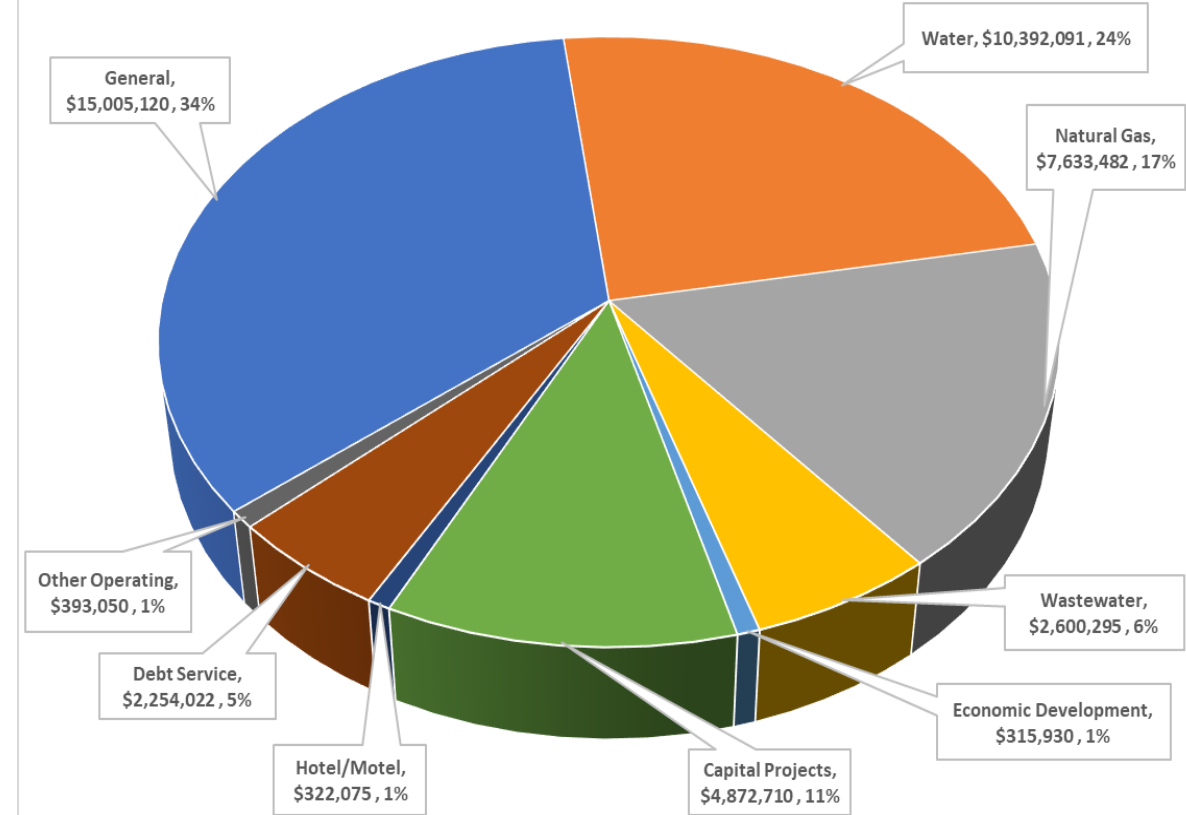
## TOTAL REVENUES & EXPENDITURES (EXPENSES) – ALL FUNDS

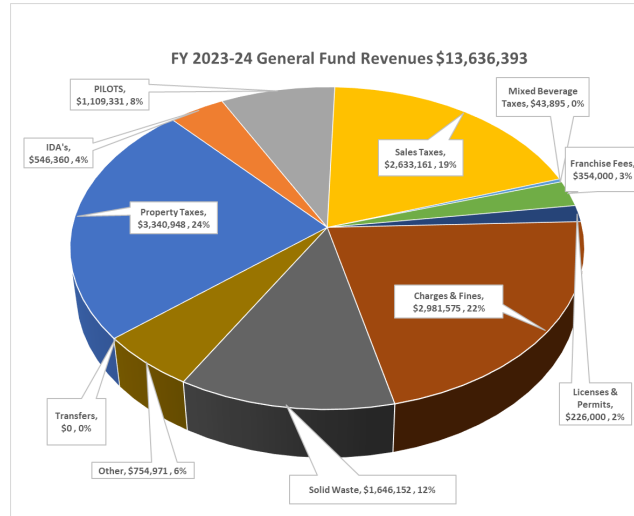
Fund Title	Revenues	Expenses
General	\$13,636,393	\$15,005,120
Water	\$5,760,482	\$10,392,091
Natural Gas	\$6,418,075	\$7,633,482
Wastewater	\$2,516,986	\$2,600,295
Economic Development	\$239,270	\$315,930
Capital Projects	\$5,015,000	\$4,872,710
Hotel/Motel	\$161,200	\$322,075
Debt Service	\$2,118,150	\$2,254,022
Other Operating	\$414,036	\$393,050
Subtotal	\$36,279,592	\$43,788,775
Internal Transfers	(5,041,378)	(5,041,378)
Total	\$31,238,214	\$38,747,397

FY 2023-24 Total Revenues \$36,279,592



FY 2023-24 Total Expenditures \$43,788,775





General Fund Revenues	Actual FY 2021-22	Budget FY 2022-23	EOY Estimate FY 2022-23	Proposed FY 2023-24	Change - End of Year Estimate to Proposed	
					Amount	Percent
Property Taxes	\$2,711,623	\$3,088,567	\$3,077,282	\$3,340,948	\$263,666	8.6%
IDA's	\$439,792	\$485,000	\$513,464	\$546,360	\$32,896	6.4%
PILOTS	\$831,210	\$826,093	\$927,007	\$1,109,331	\$182,324	19.7%
Sales Taxes	\$2,184,978	\$2,235,832	\$2,463,188	\$2,633,161	\$169,973	6.9%
Mixed Beverage Taxes	\$37,577	\$40,000	\$40,135	\$43,895	\$3,760	9.4%
Franchise Fees	\$334,515	\$357,000	\$339,498	\$354,000	\$14,502	4.3%
Licenses & Permits	\$263,824	\$229,150	\$236,609	\$226,000	(\$10,609)	-4.5%
Charges & Fines	\$2,405,442	\$2,503,913	\$2,749,630	\$2,981,575	\$231,945	8.4%
Solid Waste	\$1,472,061	\$1,504,777	\$1,539,205	\$1,646,152	\$106,947	6.9%
Other	\$2,461,703	\$1,006,391	\$904,012	\$754,971	(\$149,041)	-16.5%
Transfers	\$0	\$0	\$0	\$0	\$0	N/A
<b>Total Revenues</b>	<b>\$13,142,727</b>	<b>\$12,276,723</b>	<b>\$12,790,030</b>	<b>\$13,636,393</b>	<b>\$846,363</b>	<b>6.6%</b>

# GENERAL FUND REVENUES

# TAX RATE

FY 24 Proposed Tax Rate - \$0.5221

- Maintenance & Operation Rate - \$0.4689
- Interest & Sinking Rate - \$0.0532
- Average Home Value - \$181,802

No-New-Revenue Tax Rate - \$0.5085

Voter-Approval Tax Rate - \$0.5221

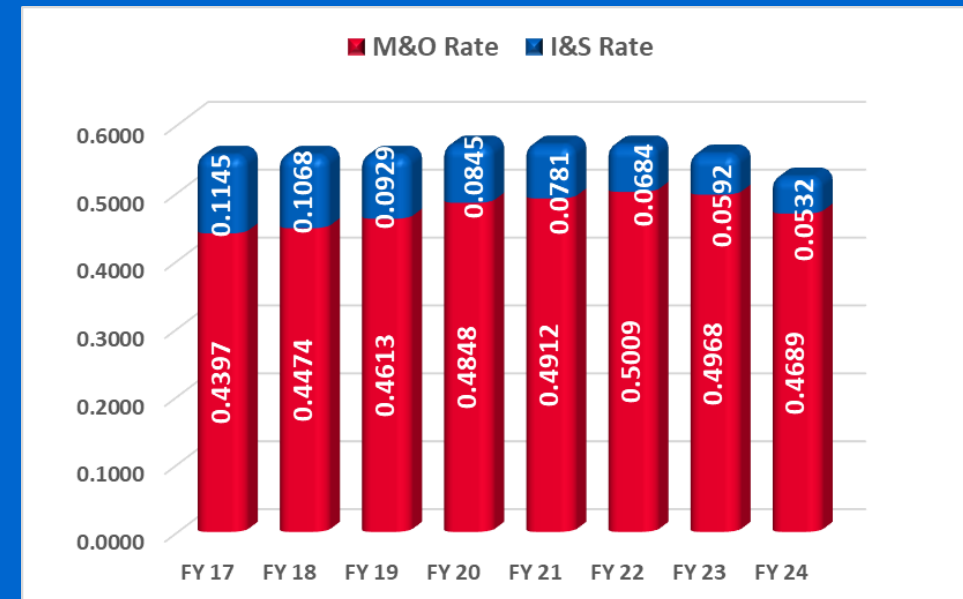
Current Tax Rate - \$0.5560

- Maintenance & Operations Rate - \$0.4968
- Interest & Sinking Rate - \$0.0592
- Average Home Value - \$168,468

No-New-Revenue Tax Rate - \$0.4958

Voter-Approval Tax Rate - \$0.5560

Average  
Homeowner  
will save  
\$12.51 in  
2024





# SALES TAX

Total Sales Tax Rate 8.25%

State 6.25%

City 1.50%

- EDC (4B) 0.125%
- Property Tax Reduction 0.375%
- General Fund 1.00%

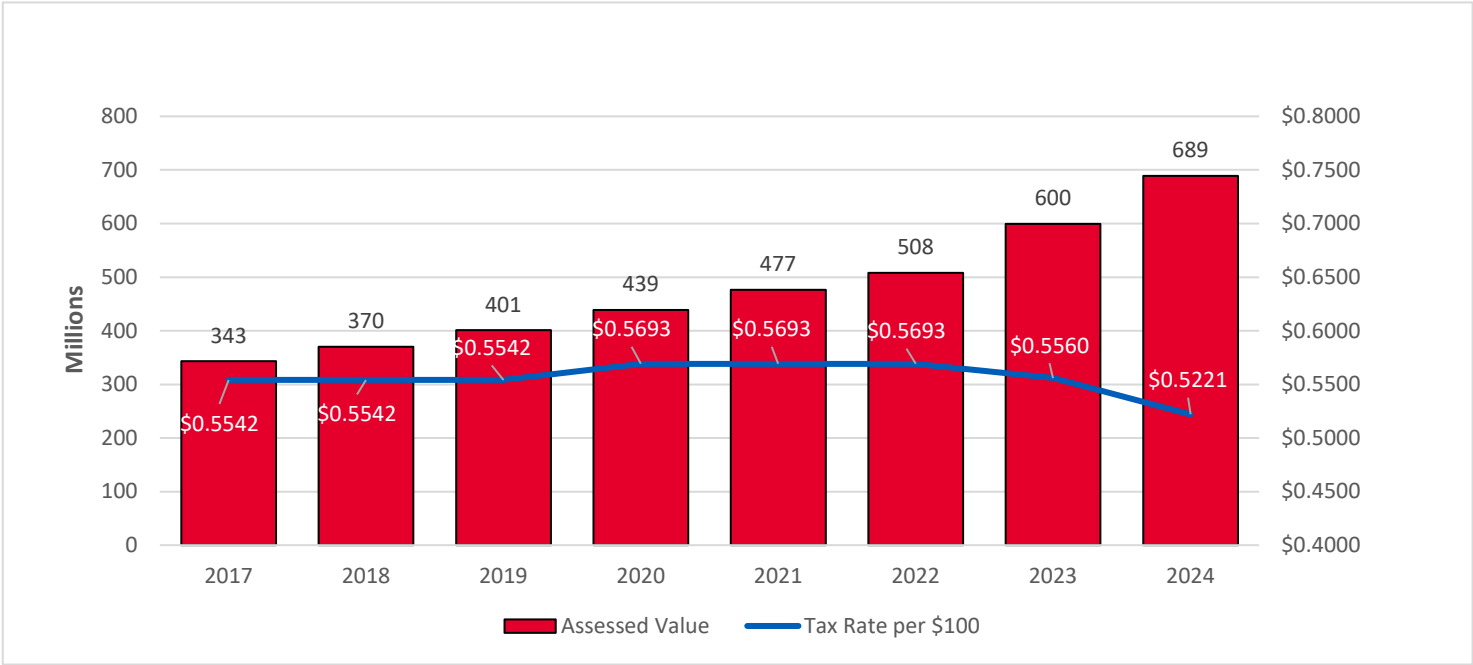
Grimes County 0.50%

FY 2023-24 Projected Total Sales Tax Revenue for City of Navasota is \$2,834,356

FY 2022-23 Sales Tax used for Property Tax Reduction is \$580,168

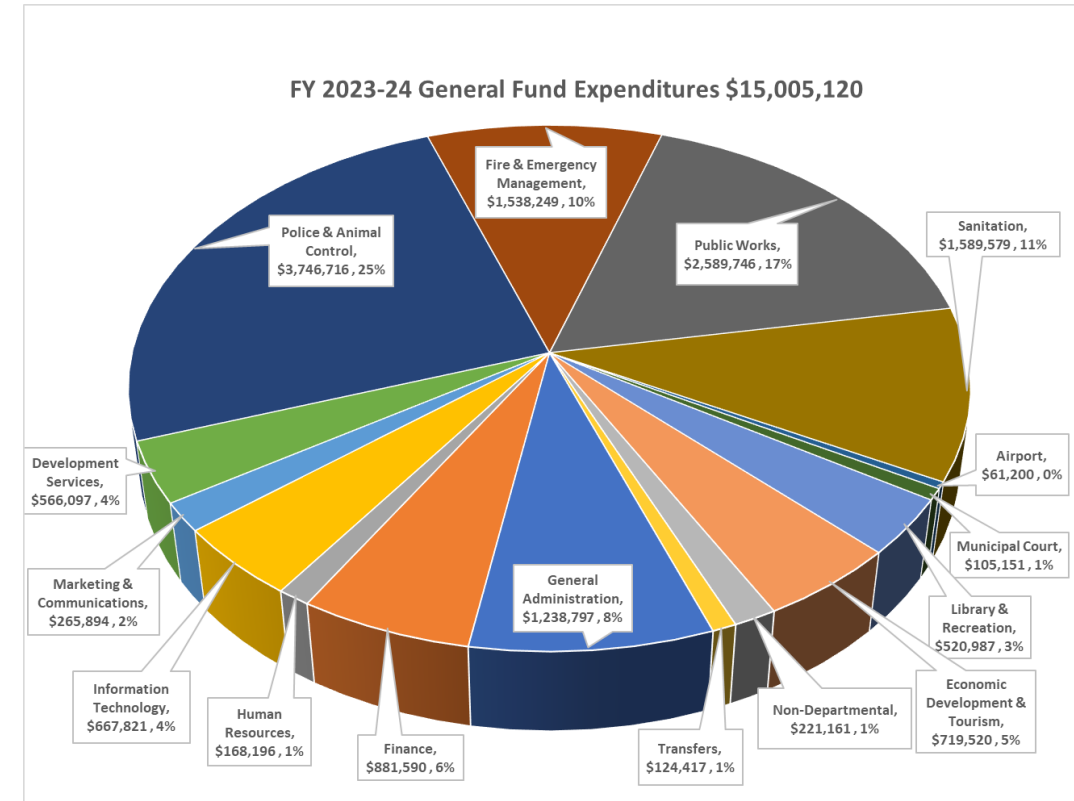
Fiscal Year	Assessed Valuation	Percent of Increase	Average Home Value	M&O Rate per \$100	I&S Rate per \$100	Tax Rate per \$100	Average Property Tax
2016-17	343,452,280	8.65%	101,463	0.4397	0.1145	0.5542	562.31
2017-18	370,418,118	7.85%	107,917	0.4474	0.1068	0.5542	598.08
2018-19	401,165,388	8.30%	115,750	0.4613	0.0929	0.5542	641.49
2019-20	438,905,139	9.41%	125,358	0.4848	0.0845	0.5693	713.66
2020-21	476,551,736	8.58%	136,492	0.4912	0.0781	0.5693	777.05
2021-22	508,297,370	6.66%	145,169	0.5009	0.0684	0.5693	826.45
2022-23	599,550,579	17.95%	168,468	0.4968	0.0592	0.5560	936.68
2023-24	689,039,706	14.93%	181,802	0.4689	0.0532	0.5221	949.19

# PROPERTY VALUES AND TAX RATES



# GENERAL FUND EXPENDITURES

General Fund Expenditures	Actual FY 2021-22	Budget FY 2022-23	EOY Estimate FY 2022-23	Proposed FY 2023-24	Change - End of Year Estimate to Proposed	
					Amount	Percent
General Administration	\$761,212	\$700,935	\$860,183	\$1,238,797	\$378,613	44.0%
Finance	\$637,455	\$649,666	\$790,327	\$881,590	\$91,262	11.5%
Human Resources	\$189,125	\$216,249	\$171,381	\$168,196	(\$3,185)	-1.9%
Information Technology	\$460,756	\$472,802	\$536,417	\$667,821	\$131,404	24.5%
Marketing & Communications	\$55,449	\$148,824	\$169,376	\$265,894	\$96,518	57.0%
Development Services	\$417,840	\$672,539	\$517,696	\$566,097	\$48,401	9.3%
Police & Animal Control	\$2,358,926	\$3,179,392	\$3,242,144	\$3,746,716	\$504,571	15.6%
Fire & Emergency Management	\$842,394	\$1,112,454	\$2,102,122	\$1,538,249	(\$563,873)	-26.8%
Public Works	\$2,666,532	\$2,488,642	\$3,045,355	\$2,589,746	(\$455,609)	-15.0%
Sanitation	\$1,211,266	\$1,379,700	\$1,357,904	\$1,589,579	\$231,675	17.1%
Airport	\$111,667	\$61,300	\$116,465	\$61,200	(\$55,265)	-47.5%
Municipal Court	\$82,658	\$81,894	\$101,836	\$105,151	\$3,315	3.3%
Library & Recreation	\$203,682	\$357,789	\$440,519	\$520,987	\$80,468	18.3%
Economic Development & Tourism	\$544,229	\$548,309	\$583,229	\$719,520	\$136,291	23.4%
Non-Departmental	\$400,024	\$1,144,600	\$0	\$221,161	\$221,161	N/A
Transfers	\$0	\$0	\$0	\$124,417	\$124,417	N/A
<b>Total Expenditures</b>	<b>\$10,943,213</b>	<b>\$13,215,095</b>	<b>\$14,034,955</b>	<b>\$15,005,120</b>	<b>\$970,165</b>	<b>6.9%</b>



# GENERAL FUND SUMMARY & FUND BALANCE

General Fund Summary & Fund Balance	Actual FY 2021-22	Budget FY 2022-23	EOY Estimate FY 2022-23	Proposed FY 2023-24
Beginning Fund Balance	\$4,709,134	\$6,904,941	\$6,904,941	\$5,660,016
Total Revenues	13,142,727	12,276,723	12,790,030	13,636,393
Total Expenditures	10,943,213	13,215,095	14,034,955	15,005,120
Surplus (Deficit)	2,199,513	(938,372)	(1,244,925)	(1,368,727)
Audit Adjustments	(3,706)	0	0	0
Unassigned Ending Fund Balance	\$6,904,941	\$5,966,569	\$5,660,016	\$4,291,289
90-Day Expenditure Requirement	\$2,735,803	\$3,303,774	\$3,508,739	\$3,751,280
Percentage of Fund Balance	63%	45%	40%	29%

# GENERAL FUND – MAJOR BUDGET ITEMS

## Personnel - \$7,559,805

- Existing salaries & benefits - \$6,640,745
- Salary adjustments (including benefits) - \$180,004
- Certification Pay (including benefits) - \$31,923
- Promotions (including benefits) - \$35,977
- Addition of 8 new employees - \$671,156

Non-payroll Supplementals (new) - \$528,955

Republic Services garbage contract - \$1,261,600

Annual street maintenance program - \$460,000

Capital lease/purchase payments - \$613,246

Texas Birthday Bash - \$419,385

Annual mowing contract – \$300,000

Purchase 3 parcels of land owned by Union Pacific Railroad - \$263,814

Motor vehicle gasoline - \$156,500

2020 Certification of Obligation debt payment - \$124,417

Electricity - \$124,100

Major Budget  
Items equate to  
**\$11,811,822**,  
which is  
**78.7%** of the  
total General Fund  
(\$15,005,120)  
expenditures

# WATER FUND REVENUES

Water Fund Revenues	Actual FY 2021-22	Budget FY 2022-23	EOY Estimate FY 2022-23	Proposed FY 2023-24	Change - End of Year Estimate to Proposed	
					Amount	Percent
Water Sales	\$ 2,346,270	\$2,059,963	\$ 2,280,517	\$ 3,079,330	\$ 798,813	35.0%
Utility Improvement Fee	458,842	506,652	526,872	546,402	19,530	3.7%
Penalties & Service Charges	97,494	95,000	98,000	95,000	(3,000)	-3.1%
Meter & Water Taps	37,702	33,500	43,165	38,500	(4,665)	-10.8%
Capital Contribution	0	0	0	0	0	N/A
Grant Funds	0	1,983,750	0	1,983,750	1,983,750	N/A
Bond Proceeds	0	4,746,250	4,746,250	0	(4,746,250)	-100.00%
Miscellaneous Income	13,124	6,000	9,000	6,000	(3,000)	-33.3%
Interest Income	11,622	10,000	12,000	11,500	(500)	-4.17%
<b>Total Revenues</b>	<b>\$2,965,054</b>	<b>\$9,441,115</b>	<b>\$7,715,804</b>	<b>\$5,760,482</b>	<b>(\$1,955,322)</b>	<b>-25.3%</b>

# WATER FUND EXPENSES

Water Fund Expenses	Actual FY 2021-22	Budget FY 2022-23	EOY Estimate FY 2022-23	Proposed FY 2023-24	Change - End of Year Estimate to Proposed	
					Amount	Percent
Non-Departmental	\$0	\$142,451	\$0	\$20,395	\$20,395	N/A
Water Production	343,589	2,409,870	730,376	2,620,561	1,890,185	258.8%
Water Distribution	1,270,899	6,488,397	2,976,216	6,067,807	3,091,592	103.9%
Utility Improvement	624,345	400,000	400,000	400,000	0	0.0%
Transfers	196,432	418,101	517,720	808,327	290,607	56.1%
Subtotal Expenses	\$2,435,266	\$9,858,819	\$4,624,312	\$9,917,091	\$5,292,779	114.46%
Plus:						
Depreciation	\$398,388	\$200,000	\$450,000	\$475,000	\$275,000	61.11%
Total Expenses	\$2,833,654	\$10,058,819	\$5,074,312	\$10,392,091	\$5,567,779	114.5%



# WATER FUND – MAJOR BUDGET ITEMS

## Personnel - \$508,925

- Existing salaries & benefits - \$488,530
- Salary adjustments (including benefits) - \$11,846
- Certification pay (including benefits) - \$4,100
- Promotions (including benefits) - \$4,449

## Capital Items – \$5,978,005

- Water Well No. 9 - \$1,978,005
- Water Tower, Water Plant, & Ground Storage - \$4,000,000

## Debt service payment - \$1,208,327

## Reimbursement to GF for Costs - \$1,011,161

## PILOT - \$289,155

## Electricity - \$130,025

## Fire hydrant maintenance program - \$100,000

## Capital lease/purchase payments - \$21,060

## Motor vehicle gasoline - \$27,000

Major Budget Items  
equate to **\$9,273,658**,  
which is **89.2%** of the  
total Water Fund  
(\$10,392,091) expenses



# WATER FUND SUMMARY & FUND BALANCE

Water Fund Cash & Investments Balance	Actual FY 2021-22	Budget FY 2022-23	EOY Estimate FY 2022-23	Proposed FY 2023-24
Beginning Cash & Investments	\$ 3,513,669	\$3,752,224	\$3,752,224	\$6,843,716
Total Revenues	2,965,054	9,441,115	7,715,804	5,760,482
Total Expenses	2,833,654	10,058,819	5,074,312	10,392,091
Net Income (Loss)	\$131,400	(\$617,704)	\$2,641,492	(\$4,631,609)
Non-Cash Adjustments	107,155	200,000	450,000	475,000
Ending Cash & Investments	\$3,752,224	\$3,334,520	\$6,843,716	\$2,687,107
90 Days Cash Operating Expenses	\$681,505	\$782,205	\$908,908	\$983,271
Excess	\$3,070,719	\$2,552,315	\$5,934,808	\$1,703,836
Number Days Excess	405	93	462	156

# NATURAL GAS FUND REVENUES

Natural Gas Fund Revenues	Actual FY 2021-22	Budget FY 2022-23	EOY Estimate FY 2022-23	Proposed FY 2023-24	Change - End of Year Estimate to Proposed	
					Amount	Percent
Gas Metered Sales	\$ 3,928,088	\$4,473,062	\$ 5,782,520	\$ 6,361,075	\$ 578,555	10.0%
Penalties & Service Charges	19,412	17,800	22,500	19,500	(3,000)	-13.3%
Meters, Regulators & Meter Taps	38,235	37,500	26,750	24,500	(2,250)	-8.4%
Bond Proceeds	0	1,615,000	1,615,000	0	(1,615,000)	-100.00%
Miscellaneous Income	4,266	0	0	0	0	0.0%
Interest Income	(23,107)	6,000	13,068	13,000	(68)	-0.5%
Transfers	0	0	0	0	0	N/A
<b>Total Revenues</b>	<b>\$3,966,893</b>	<b>\$6,149,362</b>	<b>\$7,459,838</b>	<b>\$6,418,075</b>	<b>(\$1,041,763)</b>	<b>-14.0%</b>

# NATURAL GAS FUND EXPENSES

Natural Gas Fund Expenses	Actual FY 2021-22	Budget FY 2022-23	EOY Estimate FY 2022-23	Proposed FY 2023-24	Change - End of Year Estimate to Proposed	
					Amount	Percent
Non-Departmental	\$1,310	\$79,772	\$0	\$25,221	\$25,221	N/A
Gas Distribution	5,265,728	6,533,610	6,254,665	7,433,261	1,178,596	18.8%
Transfers	0	0	0	0	0	N/A
Subtotal Expenses	\$5,267,038	\$6,613,382	\$6,254,665	\$7,458,482	\$1,203,817	19.2%
Plus:						
Depreciation	120,011	66,000	150,000	175,000	109,000	72.67%
Total Expenses	\$5,387,049	\$6,679,382	\$6,404,665	\$7,633,482	\$1,312,817	91.9%

# NATURAL GAS FUND – MAJOR BUDGET ITEMS

## Personnel - \$291,855

- Existing salaries & benefits - \$266,634
- Salary adjustments (including benefits) - \$9,477
- Certification pay (including benefits) - \$4,328
- Promotions (including benefits) - \$11,416

## Gas purchases - \$4,330,013

## Reimbursement to GF for Costs - \$769,362

## PILOT - \$576,457

## Gas meters & regulators - \$174,441

## Depreciation - \$175,000

## 1/3 cost of Traffic Sign Board w/Trailer - \$6,000

## Motor vehicle gasoline - \$12,000

## Capital lease/purchase payments - \$12,318

## Capital: Pecan Lakes subdivision Gas Loop & Extension project - \$1,090,000

Major Budget Items  
equate to **\$7,437,446**,  
which is **97.4%** of the  
total Natural Gas Fund  
(\$7,633,482) expenses

# NATURAL GAS FUND SUMMARY & FUND BALANCE

<b>Natural Gas Fund Cash &amp; Investments Balance</b>	<b>Actual FY 2021-22</b>	<b>Budget FY 2022-23</b>	<b>EOY Estimate FY 2022-23</b>	<b>Proposed FY 2023-24</b>
<b>Beginning Cash &amp; Investments</b>	<b>\$ 3,846,189</b>	<b>\$1,579,813</b>	<b>\$1,579,813</b>	<b>\$2,784,986</b>
<b>Total Revenues</b>	<b>3,966,893</b>	<b>6,149,362</b>	<b>7,459,838</b>	<b>6,418,075</b>
<b>Total Expenses</b>	<b>5,387,049</b>	<b>6,679,382</b>	<b>6,404,665</b>	<b>7,633,482</b>
<b>Net Income (Loss)</b>	<b>(\$1,420,156)</b>	<b>(\$530,020)</b>	<b>\$1,055,173</b>	<b>(\$1,215,407)</b>
<b>Non-Cash Adjustments</b>	<b>(846,220)</b>	<b>66,000</b>	<b>150,000</b>	<b>175,000</b>
<b>Ending Cash &amp; Investments</b>	<b>\$1,579,813</b>	<b>\$1,115,793</b>	<b>\$2,784,986</b>	<b>\$1,744,579</b>
<b>90 Days Cash Operating Expenses</b>	<b>\$1,557,194</b>	<b>\$1,249,596</b>	<b>\$1,425,520</b>	<b>\$1,590,621</b>
<b>Excess</b>	<b>\$22,619</b>	<b>(\$133,802)</b>	<b>\$1,359,466</b>	<b>\$153,958</b>
<b>Number Days Excess</b>	<b>1</b>	<b>(7)</b>	<b>78</b>	<b>7</b>

# WASTEWATER FUND REVENUES

Wastewater Fund Revenues	Actual FY 2021-22	Budget FY 2022-23	EOY Estimate FY 2022-23	Proposed FY 2023-24	Change - End of Year Estimate to Proposed	
					Amount	Percent
Wastewater Sales	\$ 1,687,050	\$1,768,002	\$ 1,818,633	\$ 2,482,986	\$ 664,353	36.5%
Penalties & Service Charges	26,353	25,000	28,000	25,000	(3,000)	-10.7%
Bond Proceeds	0	395,000	395,000	0	(395,000)	-100.00%
Miscellaneous Income	13,525	0	10,875	0	(10,875)	-100.0%
Interest Income	9,002	7,000	9,000	9,000	0	0.0%
Transfers	0	0	0	0	0	N/A
<b>Total Revenues</b>	<b>\$1,735,931</b>	<b>\$2,195,002</b>	<b>\$2,261,508</b>	<b>\$2,516,986</b>	<b>\$255,478</b>	<b>11.3%</b>

# WASTEWATER FUND EXPENSES

Wastewater Fund Expenses	Actual FY 2021-22	Budget FY 2022-23	EOY Estimate FY 2022-23	Proposed FY 2023-24	Change - End of Year Estimate to Proposed	
					Amount	Percent
Non-Departmental	\$0	(\$147,402)	\$0	\$25,717	\$25,717	N/A
Wastewater Treatment Plant	497,836	926,959	828,001	813,653	(14,348)	-1.7%
Sewer Collection	910,123	1,067,069	1,006,186	1,066,799	60,613	6.0%
Transfers	294,162	543,650	293,684	419,126	125,442	42.7%
Subtotal Expenses	\$1,702,121	\$2,390,276	\$2,127,871	\$2,325,295	\$197,424	9.3%
Plus:						
Depreciation	248,681	320,000	275,000	275,000	(45,000)	-16.36%
Total Expenses	\$1,950,802	\$2,710,276	\$2,402,871	\$2,600,295	\$152,424	-7.1%



# WASTEWATER FUND – MAJOR BUDGET ITEMS

## Personnel - \$388,532

- Existing salaries & benefits - \$294,061
- Salary adjustments (including benefits) - \$9,477
- Certification pay (including benefits) - \$11,275
- Promotions (including benefits) - \$4,965
- Addition of Water/Wastewater Operator II (including benefits) - \$68,754

## Reimbursement to GF for Costs - \$417,654

## Depreciation - \$275,000

## Debt service payment - \$419,126

## PILOT - \$225,719

## Maintenance of WWTP - \$110,000

## Capital lease/purchase payments - \$92,001

## Electricity - \$99,120

## Motor vehicle gasoline - \$19,250

## Capital: WWTP Phase 2 - \$224,681

Major Budget Items  
equate to **\$2,271,083**,  
which is **87.3%** of the  
total Wastewater Fund  
(\$2,600,295) expenses



# WASTEWATER GAS FUND SUMMARY & FUND BALANCE

<b>Cash &amp; Investments Balance</b>	<b>Actual FY 2021-22</b>	<b>Budget FY 2022-23</b>	<b>EOY Estimate FY 2022-23</b>	<b>Proposed FY 2023-24</b>
<b>Beginning Cash &amp; Investments</b>	<b>\$ 1,512,846</b>	<b>\$828,438</b>	<b>\$828,438</b>	<b>\$962,075</b>
<b>Total Revenues</b>	<b>1,735,931</b>	<b>2,195,002</b>	<b>2,261,508</b>	<b>2,516,986</b>
<b>Total Expenses</b>	<b>1,950,802</b>	<b>2,710,276</b>	<b>2,402,871</b>	<b>2,600,295</b>
<b>Net Income (Loss)</b>	<b>(\$214,871)</b>	<b>(\$515,274)</b>	<b>(\$141,363)</b>	<b>(\$83,309)</b>
<b>Non-Cash Adjustments</b>	<b>(469,537)</b>	<b>320,000</b>	<b>275,000</b>	<b>275,000</b>
<b>Ending Cash &amp; Investments</b>	<b>\$828,438</b>	<b>\$633,164</b>	<b>\$962,075</b>	<b>\$1,153,766</b>
<b>90 Days Cash Operating Expenses</b>	<b>\$605,085</b>	<b>\$510,069</b>	<b>\$458,446</b>	<b>\$523,653</b>
<b>Excess</b>	<b>\$223,353</b>	<b>\$123,095</b>	<b>\$503,629</b>	<b>\$630,113</b>
<b>Number Days Excess</b>	<b>33</b>	<b>19</b>	<b>85</b>	<b>108</b>

**ECONOMIC  
DEVELOPMENT  
CORPORATION**

**NAVASOTA!**



6  
TEXAS

INTERSTATE  
45

INTERSTATE  
10

INTERSTATE  
35

**STATEMENT OF REVENUES AND EXPENDITURES**

	<b>Actual FY 21-22</b>	<b>Budget FY 22-23</b>	<b>End-of-Year Estimate FY 22-23</b>	<b>Proposed FY 23-24</b>
<b>REVENUES</b>				
Sales Tax	\$ 198,635	\$ 203,258	\$ 220,743	\$ 236,195
Interest Income	534	1,000	500	500
Miscellaneous Income	11,288	2,575	2,575	2,575
<b>Total Revenues</b>	<b>\$ 210,456</b>	<b>\$ 206,833</b>	<b>\$ 223,818</b>	<b>\$ 239,270</b>
<b>EXPENSES</b>				
Personnel Services				
Materials & Supplies	\$ 10,256	\$ 110,000	\$ 19,885	\$ 110,000
Professional Fees	17,650	17,650	21,242	37,150
Bond & Loan Debt	144,658	145,423	145,423	146,210
Miscellaneous	17,182	34,842	33,426	22,570
<b>Total Expenses</b>	<b>\$ 189,746</b>	<b>\$ 307,915</b>	<b>\$ 219,976</b>	<b>\$ 315,930</b>
<b>NET INCOME</b>	<b>\$ 20,711</b>	<b>\$ (101,082)</b>	<b>\$ 3,842</b>	<b>\$ (76,660)</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$ 341,144</b>	<b>\$ 361,854</b>	<b>\$ 361,854</b>	<b>\$ 365,696</b>
<b>ADJUSTMENTS</b>				
<b>ENDING FUND BALANCE</b>	<b>\$ 361,854</b>	<b>\$ 260,772</b>	<b>\$ 365,696</b>	<b>\$ 289,036</b>

**NO STAFFING IN THIS FUND**

## FY24 – MAJOR BUDGET ITEMS

- Series 2018 Tax Notes debt payment for parking lot - \$146,210
- Special projects that come up during the year - \$100,000
- Small grants (i.e., façade, sign) - \$10,000
- Retail Coach - \$13,000
- GIS Planning – Zoom Prospector (split with Chamber) - \$5,150
- TEDC & Retail Live conferences - \$3,907
- Billboard advertising - \$9,734
- Refreshment sponsor for B/CS Chamber Economic Update - \$1,250
- Placer.ai Data Analysis - \$16,000
- EDC Education - \$6,430
- EDC Board approved the proposed FY 2023-24 budget on August 16, 2023



# OTHER FUNDS

# HOTEL/MOTEL FUND

## STATEMENT OF REVENUES AND EXPENDITURES

	Actual FY 21-22	Budget FY 22-23	End-of-Year Estimate FY 22-23	Proposed FY 23-24
<b>REVENUES</b>				
Hotel Occupancy Tax	\$ 138,295	\$ 141,000	\$ 160,000	\$ 160,000
Interest Income	1,365	1,500	1,300	1,200
<b>Total Revenues</b>	<b>\$ 139,660</b>	<b>\$ 142,500</b>	<b>\$ 161,300</b>	<b>\$ 161,200</b>
<b>EXPENSES</b>				
Miscellaneous	\$ -	\$ 335,293	\$ 204,912	\$ 322,075
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 335,293</b>	<b>\$ 204,912</b>	<b>\$ 322,075</b>
<b>NET INCOME</b>	<b>\$ 139,660</b>	<b>\$ (192,793)</b>	<b>\$ (43,612)</b>	<b>\$ (160,875)</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$ 578,708</b>	<b>\$ 718,367</b>	<b>\$ 718,367</b>	<b>\$ 674,755</b>
<b>ADJUSTMENTS</b>				
<b>ENDING FUND BALANCE</b>	<b>\$ 718,367</b>	<b>\$ 525,574</b>	<b>\$ 674,755</b>	<b>\$ 513,880</b>

NO STAFFING IN THIS FUND

## FY24 – MAJOR BUDGET ITEMS

- Arts Council of Brazos Valley
  - Administers HOT Funds for grants & Navasota Artist in Residence (NAIR) program
  - 15% for Arts - \$20,744
  - 1/7 of HOT Funds for Advertising - \$19,756
- Historic Preservation – Horlock House
  - HVAC - \$10,000
  - Other upkeep projects - \$5,000
- Wayfinding Signage Phase 2 - \$266,575



# CAPITAL PROJECTS FUND

## STATEMENT OF REVENUES AND EXPENDITURES

	Actual FY 21-22	Budget FY 22-23	End-of-Year Estimate FY 22-23	Proposed FY 23-24
<b>REVENUES</b>				
Bond Proceeds	\$ -	\$ 750,000	\$ 12,803	\$ 5,000,000
Interest Income	19,665	15,000	20,000	15,000
<b>Total Revenues</b>	<b>\$ 19,665</b>	<b>\$ 765,000</b>	<b>\$ 32,803</b>	<b>\$ 5,015,000</b>
<b>EXPENSES</b>				
Professional Fees	\$ 276,189	\$ -	\$ 916,500	\$ -
Capital Outlay	376,188	750,000	7,636,476	4,872,710
<b>Total Expenditures</b>	<b>\$ 652,376</b>	<b>\$ 750,000</b>	<b>\$ 8,552,976</b>	<b>\$ 4,872,710</b>
<b>NET INCOME</b>	<b>\$ (632,712)</b>	<b>\$ 15,000</b>	<b>\$ (8,520,173)</b>	<b>\$ 142,290</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$ 9,978,615</b>	<b>\$ 9,345,903</b>	<b>\$ 9,345,903</b>	<b>\$ 825,730</b>
<b>ADJUSTMENTS</b>			-	-
<b>ENDING FUND BALANCE</b>	<b>\$ 9,345,903</b>	<b>\$ 9,360,903</b>	<b>\$ 825,730</b>	<b>\$ 968,020</b>

NO STAFFING IN THIS FUND



# FY24 – CAPITAL PROJECTS

- Land & Improvements (\$368,814)
  - Navasota Theater Alliance property - \$55,000
  - Development of parking lot on NTA property - \$50,000
  - Union Pacific Railroad property (3 parcels) - \$263,814
- Additional Ramp for Northern end of Airport - \$310,000
- Police Department Dispatch Consoles (2) - \$136,537
- Upgrade Audio Visual System in Council Chambers - \$125,000
- Park Improvements (\$415,000)
  - Pavilion at Hillside Park - \$300,000
  - Restroom at Hillside Park - \$100,000
  - Pier at Patout Pond - \$15,000
- Municipal Swimming Pool Improvements (\$263,000)
  - Pool Plaster - \$125,000
  - Pool Fence - \$35,000
  - Pool Decking - \$65,000
  - Wall Repairs for Bath House - \$25,000
  - Locker Room Stalls & Repaint - \$13,000

## FY24 – CAPITAL PROJECTS

- Mance Lipscomb / Cedar Creek Park Expansion Phase 1 (\$3,254,359)
  - Accessible Playground & Splashpad - \$1,134,508
  - Restroom - \$150,000
  - Parking Lot (48 spaces & 9 handicap/van spaces), 2 Pedestrian Bridges, Trails/Sidewalks, 9 Benches, 4 Trashcans, & “NAVASOTA” sign - \$1,620,000
  - Land for Trails/Sidewalks - \$54,000
  - Engineering - \$295,851
- The proposal is to issue Certificates of Obligation bond debt in Spring 2024 in the amount of \$5,000,000.
- Additionally, staff will aggressively seek any grant funding for these projects.
- With an annual debt service payment of \$450,000 there would need to be a tax increase on the Interest & Sinking portion of the property tax rate in 2025 in the amount of \$6.5 Cents for a total projected tax rate of \$58.75 Cents per \$100 valuation.

# DEBT SERVICE FUND

## STATEMENT OF REVENUES AND EXPENDITURES

	Actual FY 21-22	Budget FY 22-23	End-of-Year Estimate FY 22-23	Proposed FY 23-24
<b>REVENUES</b>				
Property Taxes	\$ 338,146	\$ 354,934	\$ 366,681	\$ 365,780
Transfer In	1,110,334	1,111,785	1,211,404	1,751,870
Interest Income	756	1,500	500	500
<b>Total Revenues</b>	<b>\$ 1,449,236</b>	<b>\$ 1,468,219</b>	<b>\$ 1,578,585</b>	<b>\$ 2,118,150</b>
<b>EXPENSES</b>				
Bond & Loan Debt	\$ 1,730,454	\$ 1,737,522	\$ 1,867,641	\$ 2,254,022
<b>Total Expenses</b>	<b>\$ 1,730,454</b>	<b>\$ 1,737,522</b>	<b>\$ 1,867,641</b>	<b>\$ 2,254,022</b>
<b>NET INCOME</b>	<b>\$ (281,218)</b>	<b>\$ (269,303)</b>	<b>\$ (289,056)</b>	<b>\$ (135,872)</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$ 1,155,522</b>	<b>\$ 874,304</b>	<b>\$ 874,304</b>	<b>\$ 585,248</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 874,304</b>	<b>\$ 605,001</b>	<b>\$ 585,248</b>	<b>\$ 449,376</b>

NO STAFFING IN THIS FUND

# GRANT FUND

## STATEMENT OF REVENUES AND EXPENDITURES

	Actual FY 21-22	Budget FY 22-23	End-of-Year Estimate FY 22-23	Proposed FY 23-24
<b>REVENUES</b>				
Grant Revenue	\$ 141,575	\$ 423,500	\$ 17,580	\$ 300,000
<b>Total Revenues</b>	<b>\$ 141,575</b>	<b>\$ 423,500</b>	<b>\$ 17,580</b>	<b>\$ 300,000</b>
<b>EXPENDITURES</b>				
Transfers Out	\$ 3,300	\$ 422,000	\$ 17,580	\$ 300,000
<b>Total Expenses</b>	<b>\$ 3,300</b>	<b>\$ 422,000</b>	<b>\$ 17,580</b>	<b>\$ 300,000</b>
<b>NET INCOME</b>	<b>\$ 138,275</b>	<b>\$ 1,500</b>	<b>\$ -</b>	<b>\$ -</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$ (138,275)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>ADJUSTMENTS</b>				
<b>ENDING FUND BALANCE</b>	<b>\$ -</b>	<b>\$ 1,500</b>	<b>\$ -</b>	<b>\$ -</b>

NO STAFFING IN THIS FUND

FY24 – Zoning /Subdivision Ordinance Review & Comprehensive Plan Update (Grant Funded)

# CEMETERY OPERATING FUND

## STATEMENT OF REVENUES AND EXPENDITURES

	Actual FY 21-22	Budget FY 22-23	End-of-Year Estimate FY 22-23	Proposed FY 23-24
<b>REVENUES</b>				
Miscellaneous Income	\$ 70,177	\$ 55,000	\$ 69,664	\$ 81,625
Interest Income	1,755	2,000	1,000	1,000
Transfer In	30,386	225	1,575	225
<b>Total Revenues</b>	<b>\$ 102,318</b>	<b>\$ 57,225</b>	<b>\$ 72,239</b>	<b>\$ 82,850</b>
<b>EXPENSES</b>				
Materials & Supplies	\$ -	\$ -	\$ -	\$ 750
Maintenance & Services	2,261	3,000	90,900	77,000
Utilities	220	300	300	300
<b>Total Expenses</b>	<b>\$ 2,482</b>	<b>\$ 3,300</b>	<b>\$ 91,200</b>	<b>\$ 78,050</b>
<b>NET INCOME</b>	<b>\$ 99,836</b>	<b>\$ 53,925</b>	<b>\$ (18,961)</b>	<b>\$ 4,800</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$ 533,437</b>	<b>\$ 633,273</b>	<b>\$ 633,273</b>	<b>\$ 614,312</b>
<b>ADJUSTMENTS</b>				
<b>ENDING FUND BALANCE</b>	<b>\$ 633,273</b>	<b>\$ 687,198</b>	<b>\$ 614,312</b>	<b>\$ 619,112</b>

NO STAFFING IN THIS FUND

# BOARD OF FIREMAN SERVICE FUND

## STATEMENT OF REVENUES AND EXPENDITURES

	Actual FY 21-22	Budget FY 22-23	End-of-Year Estimate FY 22-23	Proposed FY 23-24
<b>REVENUES</b>				
Miscellaneous	\$ 18	\$ -	\$ -	\$ -
Interest Income	54	100	50	50
<b>Total Revenues</b>	<b>\$ 71</b>	<b>\$ 100</b>	<b>\$ 50</b>	<b>\$ 50</b>
<b>EXPENDITURES</b>				
Miscellaneous	\$ -	\$ 300	\$ -	\$ -
<b>Total Expenses</b>	<b>\$ -</b>	<b>\$ 300</b>	<b>\$ -</b>	<b>\$ -</b>
<b>NET INCOME</b>	<b>\$ 71</b>	<b>\$ (200)</b>	<b>\$ 50</b>	<b>\$ 50</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$ 26,781</b>	<b>\$ 26,852</b>	<b>\$ 26,852</b>	<b>\$ 26,902</b>
<b>ADJUSTMENTS</b>				
<b>ENDING FUND BALANCE</b>	<b>\$ 26,852</b>	<b>\$ 26,652</b>	<b>\$ 26,902</b>	<b>\$ 26,952</b>

NO STAFFING IN THIS FUND



# TAX INCREMENT REINVESTMENT ZONE NO. 1

## STATEMENT OF REVENUES AND EXPENDITURES

	Actual FY 21-22	Budget FY 22-23	End-of-Year Estimate FY 22-23	Proposed FY 23-24
<b>REVENUES</b>				
Property Taxes	\$ -	\$ -	\$ -	\$ 14,036
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,036</b>
<b>EXPENSES</b>				
Bond & Loan Debt	\$ -	\$ -	\$ -	\$ -
<b>Total Expenses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>NET INCOME</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,036</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>ENDING FUND BALANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,036</b>

NO STAFFING IN THIS FUND

# FOUNDATION FOR COMMUNITY PROJECTS FUND

## STATEMENT OF REVENUES AND EXPENDITURES

	Actual FY 21-22	Budget FY 22-23	End-of-Year Estimate FY 22-23	Proposed FY 23-24
<b>REVENUES</b>				
Donations	\$ 25,913	\$ 7,000	\$ 20,475	\$ 17,100
<b>Total Revenues</b>	<b>\$ 25,913</b>	<b>\$ 7,000</b>	<b>\$ 20,475</b>	<b>\$ 17,100</b>
<b>EXPENSES</b>				
Materials & Supplies	\$ 10,945	\$ 2,000	\$ 20,562	\$ 15,000
<b>Total Expenses</b>	<b>\$ 10,945</b>	<b>\$ 2,000</b>	<b>\$ 20,562</b>	<b>\$ 15,000</b>
<b>NET INCOME</b>	<b>\$ 14,968</b>	<b>\$ 5,000</b>	<b>\$ (87)</b>	<b>\$ 2,100</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$ 50,984</b>	<b>\$ 65,952</b>	<b>\$ 65,952</b>	<b>\$ 65,865</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 65,952</b>	<b>\$ 70,952</b>	<b>\$ 65,865</b>	<b>\$ 67,965</b>

NO STAFFING IN THIS FUND

# BUDGET CALENDAR

## ■ August 28

- Workshop to further discuss budget (4:30 pm)
- Continue budget discussion during regular meeting (6 pm)

## ■ September 11

- Ratify tax increase reflected in the proposed budget
- Public hearing on budget & tax rate
- Vote on first reading of budget & tax rate
- Utility rate increases (first reading)
- Republic Services rate increase (first reading)

## ■ September 25

- Final vote (second reading) on budget
- Final vote (second reading) on tax rate
- Utility rate increases (second reading)
- Republic Services rate increase (second reading)







**NAVASOTA!**<sup>TM</sup>  
So much, so close.

## QUESTIONS?

■ Jason Weeks, City Manager

[jweeks@navasotatx.gov](mailto:jweeks@navasotatx.gov)

■ Maribel Frank, CFO

[mfrank@navasotatx.gov](mailto:mfrank@navasotatx.gov)





## REQUEST FOR CITY COUNCIL AGENDA ITEM #6

<p>Agenda Date Requested: <u>September 11, 2023</u></p> <p>Requested By: <u>Maribel Frank, CFO</u></p> <p>Department: <u>Finance</u></p> <p><input type="radio"/> Report    <input type="radio"/> Resolution    <input checked="" type="radio"/> Ordinance</p> <p><b>Exhibits:</b> <u>Ordinance No. 1029-23</u></p>	<table border="1" style="width: 100%; border-collapse: collapse;"><thead><tr><th colspan="2" style="text-align: center;">Appropriation</th></tr></thead><tbody><tr><td>Source of Funds:</td><td><u>Various</u></td></tr><tr><td>Account Number:</td><td><u>Various</u></td></tr><tr><td>Amount Budgeted:</td><td><u>N/A</u></td></tr><tr><td>Amount Requested:</td><td><u>See below</u></td></tr><tr><td>Budgeted Item:</td><td><input type="radio"/> Yes    <input type="radio"/> No</td></tr></tbody></table>	Appropriation		Source of Funds:	<u>Various</u>	Account Number:	<u>Various</u>	Amount Budgeted:	<u>N/A</u>	Amount Requested:	<u>See below</u>	Budgeted Item:	<input type="radio"/> Yes <input type="radio"/> No
Appropriation													
Source of Funds:	<u>Various</u>												
Account Number:	<u>Various</u>												
Amount Budgeted:	<u>N/A</u>												
Amount Requested:	<u>See below</u>												
Budgeted Item:	<input type="radio"/> Yes <input type="radio"/> No												

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### AGENDA ITEM #6

**Consideration and possible action on the first reading of Ordinance No.1029-23, adopting the budget for the fiscal year beginning October 1,2023 and ending September 30, 2024.**

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### SUMMARY & RECOMMENDATION

The Navasota City Council held a budget workshop on August 14, 2023, to discuss proposed budgets for the fiscal year beginning October 1,2023 and ending September 30, 2024. The Summary of Funds, which is shown below, represents the result of the workshops and subsequent budget reviews held with City Council. No changes have been made to the proposed FY 2023-2024 budget. The required public hearing is planned for September 11<sup>th</sup> prior to approval of the first reading of the Ordinance. Below are the summary expenditures (expenses) by fund for the Revised Fiscal Year 2022-2023 Budget and for Fiscal Year 2023-2024 Budget, which are reflected in the public hearing Proposed Budget presentation.

	Revised 22-23	Proposed 23-24
General Fund	\$ 14,034,955	\$ 15,005,120
Water Fund	5,074,312	10,392,091
Natural Gas Fund	6,404,665	7,633,482
Wastewater Fund	2,402,871	2,600,295
Cemetery Operating Fund	91,200	78,050
Board of Fireman Service Fund	0	0
Grant Fund	17,580	300,000
Economic Development Corp	219,976	315,930
Capital Projects Fund	8,552,976	4,872,710
Hotel/Motel Fund	204,912	322,075
Debt Service Fund	1,867,641	2,254,022
Found. of Community Projects	20,562	15,000

Total of All Funds	\$ 38,891,650	\$ 43,788,775
--------------------	---------------	---------------

The Tax Rate will be decreased by \$0.0339 to \$0.5221. Staff recommends City Council approving an Ordinance adopting the FY 2023-24 Budget.

---

**ACTION REQUIRED BY CITY COUNCIL**

**Approve the first reading of Ordinance No. 1029-23 for the City of Navasota's Fiscal Year 2023-24 Budget.**

---

Approved for the City Council meeting agenda.

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

8/31/23  
\_\_\_\_\_  
Date



**ORDINANCE NO. 1029-23**

**AN ORDINANCE APPROVING AND ADOPTING THE BUDGET FOR THE CITY OF NAVASOTA, TEXAS, FOR THE PERIOD OF OCTOBER 1, 2023, THROUGH SEPTEMBER 30, 2024; FINDING THAT ALL THINGS REQUISITE AND NECESSARY HAVE BEEN DONE IN PREPARATION AND PRESENTMENT OF SAID BUDGET; FINDING COMPLIANCE WITH THE OPEN MEETINGS LAW; AND PROVIDING AN EFFECTIVE DATE HEREOF**

**WHEREAS**, the Charter of the City of Navasota, Texas, and the Statutes of the State of Texas, require that an annual budget be prepared and presented to the City Council of the City of Navasota, Texas, prior to the beginning of the fiscal year of said City, and that a public hearing be held prior to the adoption of said Budget; and

**WHEREAS**, the Budget for the fiscal year October 1, 2023, through September 30, 2024, has heretofore been presented to the City Council and due deliberation had thereon, was filed in the office of the City Secretary on August 7, 2023, and a public hearing scheduled for September 11, 2023, was duly advertised and held.

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

**SECTION 1:** That the Budget for the City of Navasota, Texas, now before the said City Council for consideration, a complete copy of which is on file with the City Secretary and incorporated hereto by reference, is hereby adopted as the Budget for the said City of Navasota, Texas, for the period of October 1, 2023, through September 30, 2024.

**SECTION 2:** Be it FURTHER ORDAINED, that the said City Council finds that all things requisite and necessary to the adoption of said Budget have been performed as required by charter or statute.

**SECTION 3:** The City Council officially finds, determines, recites and declares that a sufficient written notice of the date, hour, place and subject of this meeting of the City Council was posted at a place convenient to the public at the City Hall of the City for the time required by law preceding this meeting, as required by the Open Meetings Law, Chapter 551, Texas Government Code; and that this meeting has been open to the public as required by law at all times during which this Ordinance and the subject matter thereof has been discussed, considered and formally acted upon. The City Council further ratifies, approves, and confirms such written notice and the contents and posting thereof.

**SECTION 4:** This ordinance shall be in effect from and after its passage and approval.

**PASSED AND APPROVED ON FIRST READING THIS THE 11<sup>TH</sup> DAY OF SEPTEMBER, 2023.**

---

**BERT MILLER, MAYOR**

**ATTEST:**

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**SUSIE M. HOMEYER, CITY SECRETARY**

**PASSED AND APPROVED ON SECOND READING THIS THE 25<sup>TH</sup> DAY OF SEPTEMBER, 2023.**

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**BERT MILLR, MAYOR**

**ATTEST:**

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**SUSIE M. HOMEYER, CITY SECRETARY**



## REQUEST FOR CITY COUNCIL AGENDA ITEM #7

Agenda Date Requested: <u>September 11, 2023</u>	<b>Appropriation</b>	
Requested By: <u>Maribel Frank, CFO</u>	Source of Funds:	<u>N/A</u>
Department: <u>Finance</u>	Account Number:	<u>N/A</u>
<input checked="" type="radio"/> Report <input type="radio"/> Resolution <input type="radio"/> Ordinance	Amount Budgeted:	<u>N/A</u>
	Amount Requested:	<u>N/A</u>
	Budgeted Item:	<input type="radio"/> Yes <input checked="" type="radio"/> No

**Exhibits:** Presentation on Proposed Tax Rate for FY 2023-24

---

### AGENDA ITEM #7

**Conduct a public hearing for the purpose of receiving public comments on the proposal to adopt the Tax Rate for fiscal year 2023-2024.**

---

### SUMMARY & RECOMMENDATION

The Grimes County Appraisal District calculated the No-New-Revenue Tax Rate at \$0.5085 and the Voter-Approval Tax Rate at \$0.5221. The No-New-Revenue Tax Rate will impose the same amount of taxes as last year if you compare properties taxed in both years. The Voter-Approval Tax Rate is the highest tax rate a taxing unit can adopt without holding an election.

The proposed total Tax Rate is \$0.5221; therefore, a public hearing on the tax rate is required. The proposed tax rate is a reduction of \$0.0339 or 6.1% from the current tax rate. The fiscal year 2023-24 proposed budget was built around a tax rate of \$0.5221. The breakdown of the tax rate is as follows:

- Maintenance & Operations (General Fund) = \$0.4689
- Interest & Sinking (Debt Service Fund) = \$0.0532

In accordance with current legislation, staff placed a notice in the Navasota Examiner informing the public of the date and time the governing body will vote and approve the tax rate. The notice of the September 25, 2023, meeting to adopt the tax rate was published in the August 23, 2023, edition of the Navasota Examiner.

Staff requests City Council to open a public hearing where staff will make a short presentation on the proposed Tax Rate for FY 2023-2024 and allow public comments on the proposed tax rate of \$0.5221 per \$100 valuation.

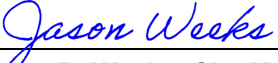
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**ACTION REQUIRED BY CITY COUNCIL**

**Conduct a public hearing.**

---

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

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

8/31/23

\_\_\_\_\_  
**Date**

# CITY OF NAVASOTA, TEXAS

PUBLIC HEARING ON TAX RATE  
FISCAL YEAR 2023-2024  
SEPT 11, 2023

NAVASOTA!  
So much, so close.

NAVASOTA!  
So much, so close.



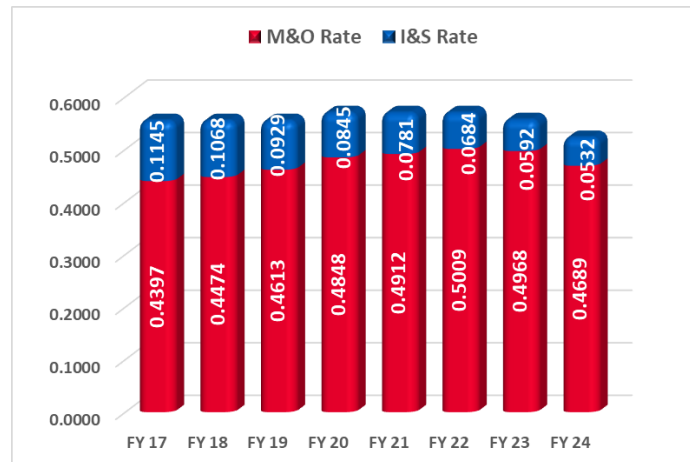


## PUBLIC HEARING ON TAX RATE

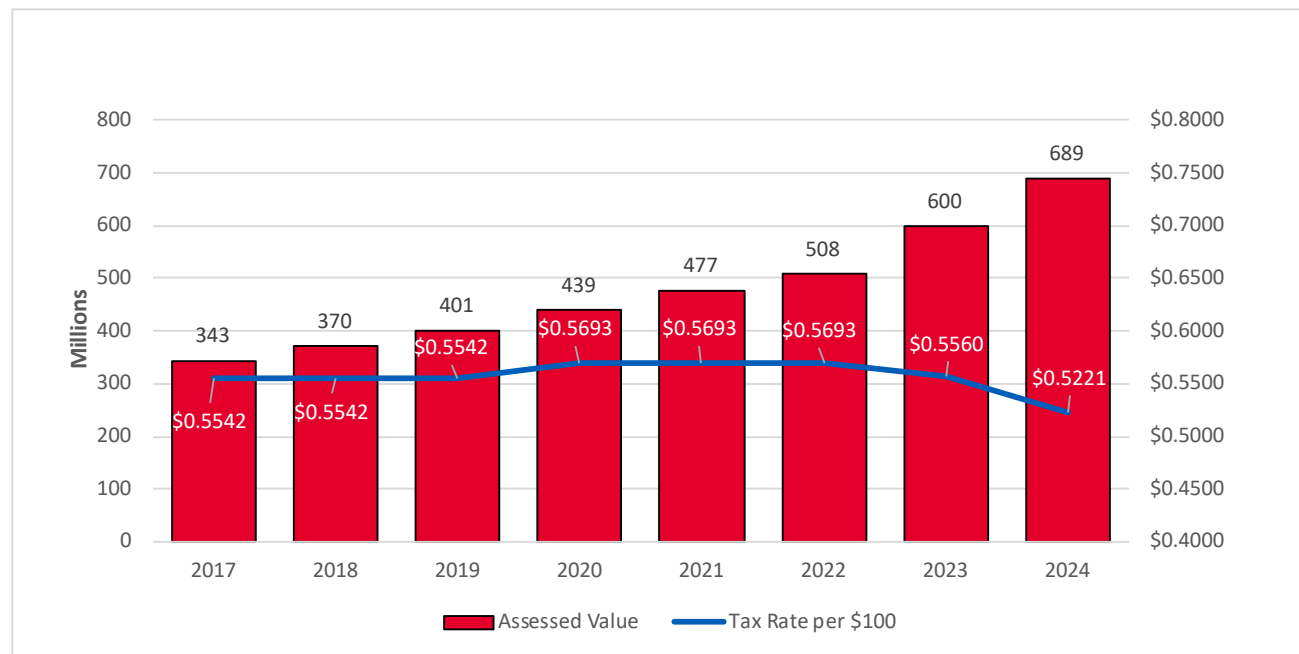
**THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS (M&O) THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 3.03 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$-27.90.**

# TAX RATE

- FY 24 Proposed Tax Rate - \$0.5221
  - Maintenance & Operation Rate - \$0.4689
  - Interest & Sinking Rate - \$0.0532
  - Average Home Value - \$181,802
- No-New-Revenue Tax Rate - \$0.5085
- Voter-Approval Tax Rate - \$0.5221
- Current Tax Rate - \$0.5560
  - Maintenance & Operations Rate - \$0.4968
  - Interest & Sinking Rate - \$0.0592
  - Average Home Value - \$168,468
- No-New-Revenue Tax Rate - \$0.4958
- Voter-Approval Tax Rate - \$0.5560



Fiscal Year	Assessed Valuation	Percent of Increase	Average Home Value	M&O Rate per \$100	I&S Rate per \$100	Tax Rate per \$100	Average Property Tax
2016-17	343,452,280	8.65%	101,463	0.4397	0.1145	0.5542	562.31
2017-18	370,418,118	7.85%	107,917	0.4474	0.1068	0.5542	598.08
2018-19	401,165,388	8.30%	115,750	0.4613	0.0929	0.5542	641.49
2019-20	438,905,139	9.41%	125,358	0.4848	0.0845	0.5693	713.66
2020-21	476,551,736	8.58%	136,492	0.4912	0.0781	0.5693	777.05
2021-22	508,297,370	6.66%	145,169	0.5009	0.0684	0.5693	826.45
2022-23	599,550,579	17.95%	168,468	0.4968	0.0592	0.5560	936.68
2023-24	689,039,706	14.93%	181,802	0.4689	0.0532	0.5221	949.19



# PROPERTY VALUES AND TAX RATES

# TAX RATE COMPARISON TO PREVIOUS YEAR

- 2023 City Tax Rate \$0.5221/\$100 Valuation
- 2023 Average Homestead Taxable Value is \$181,802
  - M & O Tax Rate (\$0.4689) \$852.47
  - I & S Tax Rate (\$0.0532) \$96.72
  - Total 2023 City Tax on Avg Home \$949.19
- 2022 City Tax Rate \$0.5560/\$100 Valuation
- 2022 Average Homestead Taxable Value is \$168,468
  - M & O Tax Rate (\$0.4968) \$836.95
  - I & S Tax Rate (\$0.0592) \$99.73
  - Total 2022 City Tax on Avg Home \$936.68

Average  
Homeowner  
Tax will  
increase  
\$12.51 in  
2024

# QUESTIONS??

Maribel Frank, CFO  
[mfrank@navasotatx.gov](mailto:mfrank@navasotatx.gov)

Jason Weeks, City Manager  
[jweeks@navasotatx.gov](mailto:jweeks@navasotatx.gov)







## REQUEST FOR CITY COUNCIL AGENDA ITEM #8

Agenda Date Requested: <u>September 11, 2023</u>	<b>Appropriation</b>
Requested By: <u>Maribel Frank, CFO</u>	Source of Funds: <u>N/A</u>
Department: <u>Finance</u>	Account Number: <u>N/A</u>
<input type="radio"/> Report <input type="radio"/> Resolution <input checked="" type="radio"/> Ordinance	Amount Budgeted: <u>N/A</u>
	Amount Requested: <u>N/A</u>
	Budgeted Item: <input type="radio"/> Yes <input checked="" type="radio"/> No

**Exhibits:** Ordinance No. 1030-23; Worksheet for Determination of Steps Required for Adoption of Tax Rate

### AGENDA ITEM #8

**Consideration and possible action on the first reading of Ordinance No. 1030-23, adopting the tax rate for the fiscal year beginning October 1, 2023 and ending September 30, 2024.**

### SUMMARY & RECOMMENDATION

The Grimes County Appraisal District calculated the No-New-Revenue Tax Rate at \$0.5085 and the Voter-Approval Tax Rate at \$0.5221. The No-New-Revenue Tax Rate will impose the same amount of taxes as last year if you compare properties taxed in both years. The Voter-Approval Tax Rate is the highest tax rate a taxing unit can adopt without holding an election.

The proposed total Tax Rate is \$0.5221; therefore, a public hearing on the tax rate is required. The proposed tax rate is a reduction of \$0.0339 or 6.1% from the current tax rate. The fiscal year 2023-24 proposed budget was built around a tax rate of \$0.5221. The breakdown of the tax rate is as follows:

- Maintenance & Operations (General Fund) = \$0.4689
- Interest & Sinking (Debt Service Fund) = \$0.0532

In accordance with current legislation, staff placed a notice in the Navasota Examiner informing the public of the date and time the governing body will vote and approve the tax rate. The notice of the September 25, 2023, meeting to adopt the tax rate was published in the August 23, 2023, edition of the Navasota Examiner.

Staff recommends City Council approving the first reading of Ordinance No. 1030-23 by using the exact wording, obtained from the Grimes County Appraisal District, in the

motion as described below, and a record vote needs to occur.

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**ACTION REQUIRED BY CITY COUNCIL**

**“I move that the property tax rate be increased by the adoption of a tax rate of \$0.5221, which is effectively a 2.67 percent increase in the tax rate and approve the first reading of Ordinance No. 1030-23, establishing the tax rate of \$0.5221 per \$100 assessed valuation for fiscal year 2023-2024.”**

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Approved for the City Council meeting agenda.

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

8/31/23  
\_\_\_\_\_  
Date

## **ORDINANCE NO. 1030-23**

**AN ORDINANCE LEVYING TAXES UPON TAXABLE PROPERTY LOCATED WITHIN AND SUBJECT TO TAXATION IN THE CITY OF NAVASOTA, TEXAS; MAKING APPROPRIATIONS FOR SUPPORT, MAINTENANCE, AND IMPROVEMENT OF THE CITY GOVERNMENT OF SAID CITY OF NAVASOTA; FINDING THAT ALL REQUIRED NOTICES HAVE BEEN PUBLISHED AND ALL REQUIRED HEARINGS HELD; CONTAINING A REPEALING CLAUSE; CONTAINING A SEVERABILITY CLAUSE; FINDING COMPLIANCE WITH THE OPEN MEETINGS LAW; AND PROVIDING AN EFFECTIVE DATE HEREOF.**

### **BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NAVASOTA**

Section 1. That there is hereby levied for the fiscal year beginning October 1, 2023, and ending September 30, 2024, on all real property situated and all personal property owned within the taxable limits of the said City of Navasota, on the first day of January 2023, except so much as may be exempt under the constitution and laws of the United States, this State, and the City of Navasota, the following taxes:

- (1) An Ad Valorem Tax of and at the rate of forty-six and eighty-nine tenths' cents (\$0.4689) on the one hundred dollars (\$100.00) cash value thereof, estimated in lawful currency of the United States for the current expenses for the support, maintenance, and improvement of the City Government of said City of Navasota; and
- (2) An Ad Valorem Tax of and at the rate of five and thirty-two cents (\$0.0532) on the one hundred dollars (\$100.00) cash value thereof, estimated in lawful currency of the United States, to pay current interest on and provide one year's sinking fund and to pay all of the Principal and Interest accruing on all outstanding general obligation bonds and certificates of obligation lawfully issued by the City of Navasota.

That this provides the sum of total Ad Valorem tax at the rate of fifty-two and twenty-one tenths' cents (\$0.5221) on the one hundred dollars (\$100.00) cash value thereof, estimated in lawful currency of the United States.

Section 2. All property upon which a rate of taxation is hereinabove levied shall be assessed on a ratio of one hundred percent (100%) of the estimated market value thereof.

Section 3. That the sums hereinafter accruing and collected from the hereinabove taxes so levied be and the same are hereby appropriated for the support,

maintenance, and improvement of the City Government of the City of Navasota.

Section 4. The City Council officially finds, determines, recites and declares that all notices required by law have been published, and that a public hearing as required by law was duly called and held, and that all matters prerequisite to the establishment and levy of an ad valorem tax have been accomplished, all as required by the laws of the State of Texas, and the Home Rule Charter of the City of Navasota.

**"THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.**

**THE TAX RATE WILL EFFECTIVELY BE RAISED BY 3.03 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$-27.90."**

Section 5. If any section, sentence, phrase, clause, or any part of any section, sentence, phrase, or clause, of this Ordinance shall, for any reason, be held invalid, such invalidity shall not affect the remaining portions of this Ordinance, and it is hereby declared to be the intention of this City Council to have passed each section, sentence, phrase, or clause, or part thereof, irrespective of the fact that any other section, sentence, phrase, or clause, or part thereof, may be declared invalid.

Section 6. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict only.

Section 7. The City Council officially finds, determines, recites and declares that a sufficient written notice of the date, hour, place, and subject of this meeting of the City Council was posted at a place convenient to the public at the City Hall of the City for the time required by law preceding this meeting, as required by the Open Meetings Law, Chapter 551, Texas Government Code; and that this meeting has been open to the public as required.

Section 8. This ordinance shall be in effect from and after its passage and approval.

**PASSED AND APPROVED ON FIRST READING THIS THE 11<sup>th</sup> DAY OF SEPTEMBER 2023.**

---

**BERT MILLER, MAYOR**

**ATTEST:**

---

**SUSIE M. HOMEYER, CITY SECRETARY**

**PASSED AND APPROVED ON SECOND READING THIS THE 25<sup>th</sup> DAY OF  
SEPTEMBER 2023.**

---

**BERT MILLER, MAYOR**

**ATTEST:**

---

**SUSIE M. HOMEYER, CITY SECRETARY**

**Section 26.05(b) of Property Tax Code**  
**Worksheet for Determination of Steps Required for Adoption of Tax Rate**  
**City of Navasota**

<b>M&amp;O Tax Increase in Current Year</b>	
1. Last year's taxable value, adjusted for court-ordered reductions. Enter Line 8 of the No-New-Revenue Tax Rate Worksheet.	\$597,278,929
2. Last year's M&O tax rate. Enter Line 28 of the Voter-Approval Tax Rate Worksheet.	\$0.4968/\$100
3. M&O taxes refunded for years preceding tax year 2022. Enter Line 31A of the Voter-Approval Tax Rate Worksheet.	\$351
4. TIF Adjustment. Enter Line 31B of the Voter-Approval Tax Rate Worksheet.	\$0
5. Last year's M&O tax levy. Multiply line 1 times line 2 and divide by 100. To the result, add line 3 and subtract line 4.	\$2,967,632
6. This year's total taxable value. Enter line 21 of the No-New-Revenue Tax Rate Worksheet.	\$687,555,617
7. This year's proposed M&O tax rate. Enter the proposed M&O tax rate approved by the Governing Body.	\$0.4689/\$100
8. This year's M&O tax levy. Multiply line 6 times line 7 and divide by 100.	\$3,223,948
9. M&O Tax Increase (Decrease). Subtract line 5 from line 8.	\$256,316
<b>Comparison of Total Tax Rates</b>	
10. No-New-Revenue Total Tax Rate.	\$0.5085/\$100
11. This year's proposed total tax rate.	\$0.5221/\$100
12. This year's rate minus No-New-Revenue rate. Subtract line 10 from line 11.	\$0.0136
13. Percentage change in total tax rate. Divide Line 12 by line 10.	2.67%
<b>Comparison of M&amp;O Tax Rates</b>	
14. No-New-Revenue M&O Tax Rate. Enter line 39 of the Voter-Approval Tax Rate Worksheet.	\$0.4551/\$100
15. This year's proposed M&O tax rate.	\$0.4689/\$100
16. This year's rate minus No-New-Revenue rate. Subtract line 14 from line 15.	\$0.0138
17. Percentage change in M&O tax rate. Divide line 16 by line 14.	3.03%
<b>Raised M&amp;O Taxes on a \$100,000 Home</b>	
18. This year's taxable value on a \$100,000 home.	\$100,000
19. Last year's M&O tax rate.	\$0.4968/\$100
20. This year's proposed M&O tax rate.	\$0.4689/\$100
21. This year's raised M&O taxes. Subtract line 19 from line 20 and multiply result by line 18.	\$-27.90





## REQUEST FOR CITY COUNCIL AGENDA ITEM #9

<p>Agenda Date Requested: <u>September 11, 2023</u></p> <p>Requested By: <u>Maribel Frank, CFO</u></p> <p>Department: <u>Finance</u></p> <p><input checked="" type="radio"/> Report    <input type="radio"/> Resolution    <input type="radio"/> Ordinance</p> <p>Exhibits: <u>N/A</u></p>	<table border="1" style="width: 100%; border-collapse: collapse;"><thead><tr><th colspan="2" style="text-align: center; padding: 5px;">Appropriation</th></tr></thead><tbody><tr><td style="padding: 5px;">Source of Funds:</td><td style="padding: 5px;"><u>N/A</u></td></tr><tr><td style="padding: 5px;">Account Number:</td><td style="padding: 5px;"><u>N/A</u></td></tr><tr><td style="padding: 5px;">Amount Budgeted:</td><td style="padding: 5px;"><u>N/A</u></td></tr><tr><td style="padding: 5px;">Amount Requested:</td><td style="padding: 5px;"><u>N/A</u></td></tr><tr><td style="padding: 5px;">Budgeted Item:</td><td style="padding: 5px;"><input checked="" type="radio"/> Yes    <input type="radio"/> No</td></tr></tbody></table>	Appropriation		Source of Funds:	<u>N/A</u>	Account Number:	<u>N/A</u>	Amount Budgeted:	<u>N/A</u>	Amount Requested:	<u>N/A</u>	Budgeted Item:	<input checked="" type="radio"/> Yes <input type="radio"/> No
Appropriation													
Source of Funds:	<u>N/A</u>												
Account Number:	<u>N/A</u>												
Amount Budgeted:	<u>N/A</u>												
Amount Requested:	<u>N/A</u>												
Budgeted Item:	<input checked="" type="radio"/> Yes <input type="radio"/> No												

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### AGENDA ITEM #9

**Consideration and possible action on ratifying the tax increase reflected in the budget for FY 2023-2024.**

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### SUMMARY & RECOMMENDATION

House Bill 3195, passed by the Texas Legislature in 2007, amends Section 102.007 of the Texas Local Government Code to require that the City Council must take a separate vote to ratify increased property tax revenues that are reflected in the budget. The FY 2023-24 budget is projected to raise more property tax revenues than in FY 2022-23; therefore, the City Council is required to take a separate vote to ratify the property tax revenue increase. The projected increase in revenues from property taxes is reflected in the budget as presented.

The budget for FY 2023-24 includes projected revenues from property taxes that are greater than the revenues from property taxes in the FY 2021-22 budget by \$268,455 and of that amount \$185,871 is tax revenue to be raised from new property added to the tax roll this year.

Staff recommends the ratification of the property tax revenue increase for FY 2022-23.

---

### ACTION REQUIRED BY CITY COUNCIL

**Approve the ratification of a property tax revenue increase of \$268,455 for FY 2023-24.**

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

*Jason Weeks*  

---

Jason B. Weeks, City Manager

*9/5/23*  

---

Date



## REQUEST FOR CITY COUNCIL AGENDA ITEM #10

Agenda Date Requested: September 11, 2023

Requested By: Maribel Frank, CFO

Department: Financial Services

☐ Report ☐ Resolution ☒ Ordinance

**Exhibits:** CPI Adjustment Letter & documents, and Ordinance No. 1032-23

### Appropriation

Source of Funds: 100 – General Fund

Account Number: Various Revenue

Amount Budgeted: Various

Amount Requested: Rate Adjustments

Budgeted Item: ☒ Yes ☐ No

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## AGENDA ITEM #10

**Consideration and possible action on the first reading of Ordinance No. 1032-23, amend the Code of Ordinances Appendix A “Fee Schedule” Article A13.000 adopting the revised sanitation rates for the City of Navasota, Texas with an effective date of February 1, 2024.**

---

## SUMMARY & RECOMMENDATION

Republic Services throughout Navasota provides residential and commercial trash collection services. Residential trash collections are provided once per week depending on where you live in Navasota. While commercial trash collection services are provided based on number of pickups during the week. Additionally, Republic Services provides roll-off container services during the City’s trash events and at the City’s recycling center.

Pursuant to Section 5.03, “Modification to Rates,” of the service contract between the City of Navasota, BFI Waste Services of Texas (dba Republic Services) a written letter is required by July 31<sup>st</sup> of each year to inform the City of a “unit price adjustment” annually. On July 27, 2023, the City Manager received a letter requesting a “unit price adjustment” to be effective February 1, 2024.

Section 5.03 states the fees in Exhibit C which may be charged by the Republic Services commencing on the anniversary of the effective date each anniversary, thereafter, shall be adjusted upward according to the Consumer Price Index (CPI – All Urban Consumers, U.S. City Average, Garbage and Trash Collection). The CPI can be found on the U.S. Department of Labor, Bureau of Labor Statistics at [www.bls.gov](http://www.bls.gov) . The Consumer Price Index will be utilized as the justification for annual rate modifications.

Beginning February 1, 2024, the adjusted rate based on the CPI is 7.7%. Staff has adjusted the fee schedule within Appendix A "Fee Schedule" of the Code of Ordinances to adjust all sanitation rates related to Republic Services by 7.7%. A resident's monthly garbage fee will be increased from \$22.01 to \$23.70, which is an increase monthly of \$1.69. Staff recommends approval of the CPI rate adjustment as well as approving the attached fee Ordinance to be effective February 1, 2024.

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**ACTION REQUIRED BY CITY COUNCIL**

**Approve the first reading of Ordinance No. 1032-23, amending the Code of Ordinances Appendix A "Fee Schedule" Article A13.000 adopting the revised Republic Services sanitation rates for the City of Navasota, Texas with an effective date of February 1, 2024.**

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Approved for the City Council meeting agenda.

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

8/31/23

\_\_\_\_\_  
Date



## Sustainability in Action

July 27, 2023

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

Dear Mr. Weeks

Pursuant to Section 5.03, "Modification to Rates", of the service contract between the City of Navasota and Republic Services, this letter serves as the required notification to the City of a "Unit Price Adjustment". The effective date of this adjustment will be February 1, 2024.

Excerpt of Contract Language:

5.03 The fees in Exhibit C which may be charged by the Contractor commencing on the second anniversary of the Effective Date and each anniversary thereafter ("Rate Modification Date"), the fees, which may be charged by Republic Services shall be adjusted upward according to the Consumer Price Index (CPI-All Urban Consumers, U.S. city average, Garbage and Trash Collection) which can be found on The United States Department of Labor, Bureau of Labor Statistics at [www.bls.gov](http://www.bls.gov). The Consumer Price Index will be utilized as the justification for annual rate modifications.

5.03.1 Republic Services shall notify the City as to the amount of such increase after it is known to Republic Services, prior to July 31 for budget purposes.

CPI Increase: 7.7%

Should you have questions or require additional information, please do not hesitate to contact me. I can be reached directly by cell phone at (903) 681-4308. Additionally, I can be reached via email at [lcapehart@republicservices.com](mailto:lcapehart@republicservices.com).

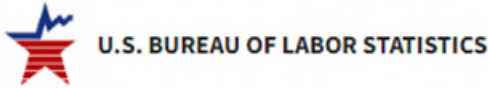
Sincerely,

Laura Capehart  
Manager Municipal Sales



Sustainability in Action

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ECONOMIC RELEASES ▼

CLASSROOM ▼

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Databases, Tables & Calculators by Subject

Change Output Options:

From: 2022 ▼ To: 2023 ▼

☐ include graphs ☐ include annual averages

[More Formatting Options](#) ➔

Data extracted on: July 26, 2023 (12:03:27 PM)

CPI for All Urban Consumers (CPI-U)

**Series Id:** CUUR0000SEHG02,CUUS0000SEHG02  
**Not Seasonally Adjusted**  
**Series Title:** Garbage and trash collection in U.S. city average, all urban consumers, not seasonally adjusted  
**Area:** U.S. city average  
**Item:** Garbage and trash collection  
**Base Period:** DECEMBER 1983=100

Download: [xlsx](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	HALF1	HALF2
2022	533.078	538.313	540.719	542.564	544.546	547.554	548.187	548.706	558.254	561.090	563.816	565.185	541.129	557.540
2023	570.412	575.697	576.773	580.124	587.431	589.812							580.042	

12-Month Percent Change

**Series Id:** CUUR0000SEHG02,CUUS0000SEHG02  
**Not Seasonally Adjusted**  
**Series Title:** Garbage and trash collection in U.S. city average, all urban consumers, not seasonally adjusted  
**Area:** U.S. city average  
**Item:** Garbage and trash collection  
**Base Period:** DECEMBER 1983=100

Download: [xlsx](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	HALF1	HALF2
2022	4.0	4.1	4.3	4.6	5.4	5.9	5.2	4.6	5.3	5.8	6.6	6.1	4.7	5.6
2023	7.0	6.9	6.7	6.9	7.3	7.7							7.2	





Sustainability in Action

EXHIBIT C

# City of Navasota Pricing

Effective date February 1, 2024

Service	2023 Rate	CPI % change	2024 Rate*
Residential Service 1X per week	\$15.65	7.7%	\$16.86
Additional Cart (each)	\$8.09	7.7%	\$8.71
Small Commercial Service 1 cart / 1X per week	\$15.65	7.7%	\$16.86
Large Commercial Service 2 carts / 1X per week	\$35.03	7.7%	\$37.73
Large Commercial Service 3 carts / 1X per week	\$53.99	7.7%	\$58.15
Large Commercial Service 4 carts / 1X per week	\$66.19	7.7%	\$71.29

Commercial Frontload Pricing*					
Container Size	1X week	2X week	3X week	4X week	5X week
2 yard	\$65.58	\$135.01	\$199.31	\$252.04	\$315.04
3 yard	\$104.16	\$177.46	\$282.88	\$378.05	\$471.91
4 yard	\$128.58	\$252.04	\$389.77	\$504.05	\$617.22
6 yard	\$164.60	\$325.32	\$469.34	\$591.49	\$757.37
8 yard	\$225.03	\$424.34	\$572.21	\$679.67	\$951.54

\*7.7% rate adjustment applied

**ORDINANCE NO. 1032-23**

**AN ORDINANCE ADOPTING REVISED SANITATION RATES FOR THE CITY OF NAVASOTA, TEXAS EFFECTIVE FEBRUARY 1, 2024; PROVIDING FOR SEVERABILITY CLAUSE; PROVIDING FOR A REPEALER CLAUSE; PROVIDING FOR AN EFFECTIVE DATE; PROVIDING FOR NOTICE OF MEETING.**

**WHEREAS**, the City Council of the City of Navasota, Texas, previously adopted the sanitation rates set forth in Appendix A Fee Schedule, Article A13.000 Sanitation Rates and Charges, Section A13.001 Rates of the Code of Ordinances, City of Navasota, Texas; and

**WHEREAS**, pursuant to Section 5.03, "Modification to Rates," of the service contract between the City of Navasota, BFI Waste Services of Texas (d/b/a Republic Services) a written letter is required by July 31<sup>st</sup> of each year to inform the City of a "unit price adjustment" annually; and

**WHEREAS**, on July 27, 2023, the City Manager received a letter requesting a "unit price adjustment" to be effective February 1, 2024; and

**WHEREAS**, Section 5.03 of the service contract states the fees which may be charged by the Republic Services commencing on the anniversary of the effective date each anniversary, thereafter, shall be adjusted upward according to the Consumer Price Index (CPI – All Urban Consumers, U.S. City Average, Garbage and Trash Collection); and

**WHEREAS**, the Consumer Price Index supports a sanitation rate increase of 7.7% effective February 1, 2024; and

**WHEREAS**, accordingly, the City Council desires to revise the sanitation rates by 7.7% as set forth in this Ordinance;

**WHEREAS**, the City Council of the City of Navasota previously adopted certain provisions related to fee schedules; and

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

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

**SECTION 1. FINDINGS INCORPORATED**

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

## **SECTION 2.**

Appendix A Fee Schedule, Article A13.000 Sanitation Rates and Charges, Section A13.001 Rates, of the Code of Ordinances, City of Navasota, Texas is hereby amended to read as follows:

### **ARTICLE A13.000 SANITATION RATES AND CHARGES**

#### **Sec. A13.001 Rates**

- (a) Residential rate: \$23.70
- (b) Residential additional cart: \$10.39
- (c) Commercial 1 cart: \$25.47.
- (d) Commercial 2 carts: \$51.91
- (e) Commercial 3 carts: \$74.24
- (f) Commercial 4 carts: \$90.34
- (g) 2-yard dumpster:
  - (1) One time per week: \$76.26
  - (2) Two times per week: \$150.73
  - (3) Three times per week: \$228.09
  - (4) Four times per week: \$287.94
  - (5) Five times per week: \$357.47
- (h) 3-yard dumpster:
  - (1) One time per week: \$120.05
  - (2) Two times per week: \$203.27
  - (3) Three times per week: \$428.97
  - (4) Four times per week: \$476.79
  - (5) Five times per week: \$537.56

(i) 4-yard dumpster:

- (1) One time per week: \$147.80
- (2) Two times per week: \$287.94
- (3) Three times per week: \$431.24
- (4) Four times per week: \$574.05
- (5) Five times per week: \$702.52

(j) 6-yard dumpster:

- (1) One time per week: \$188.67
- (2) Two times per week: \$371.16
- (3) Three times per week: \$534.64
- (4) Four times per week: \$673.33
- (5) Five times per week: \$861.65

(k) 8-yard dumpster:

- (1) One time per week: \$257.28
- (2) Two times per week: \$483.56
- (3) Three times per week: \$651.43
- (4) Four times per week: \$814.16
- (5) Five times per week: \$1,082.06

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

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

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

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

#### **SECTION 5. EFFECTIVE DATE**

This Ordinance shall become effective from and after its passage, approval, and adoption on second reading, and its publication as may be required by law, with the sanitation rates adopted by this Ordinance being effective on and after February 1, 2024.

#### **SECTION 6. NOTICE OF MEETING**

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

**PASSED ON FIRST READING THIS THE 11<sup>TH</sup> DAY OF SEPTEMBER, 2023.**

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**BERT MILLER, MAYOR**

**ATTEST:**

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**SUSIE M. HOMEYER, CITY SECRETARY**

**PASSED ON SECOND READING THIS THE 25<sup>TH</sup> DAY OF SEPTEMBER, 2023.**

---

**BERT MILLER, MAYOR**

**ATTEST:**

---

**SUSIE M. HOMEYER, CITY SECRETARY**



## REQUEST FOR CITY COUNCIL AGENDA ITEM #11

Agenda Date Requested: <u>September 11, 2023</u>	<b>Appropriation</b>
Requested By: <u>Maribel Frank, CFO</u>	Source of Funds: <u>100 – General Fund</u>
Department: <u>Financial Services</u>	Account Number: <u>Various Revenue</u>
<input type="radio"/> Report <input type="radio"/> Resolution <input checked="" type="radio"/> Ordinance	Amount Budgeted: <u>Various</u>
	Amount Requested: <u>Rate Adjustments</u>
	Budgeted Item: <input checked="" type="radio"/> Yes <input type="radio"/> No

**Exhibits:** Ordinance No. 1031-23; Utility Rate Schedule

### AGENDA ITEM #11

**Consideration and possible action on the first reading of Ordinance No. 1031-23, amend the Code of Ordinances Appendix A “Fee Schedule” Article A5.000 adopting the revised water, gas, and sewer monthly rates for the City of Navasota, Texas with an effective date of October 1, 2023.**

### SUMMARY & RECOMMENDATION

In May 2022, City staff received written proposals for professional services to aid the City of Navasota in our utility rate study for water, natural gas, and wastewater rates. Staff selected NewGen Strategies & Solutions due to their experience working with utility rates.

The utility rate study was designed on three major study components:

- Revenue Requirement Analysis – reviewing operating and maintenance expenses as well as capital-related & cash needs.
- Cost-of-Service Analysis – identifying unit cost of services and distributing costs by class (reviewing demand, maximum day & hour peaking, and customer costs)
- Rate Design Analysis – understanding market evaluation by customer class, price, economic development perspective, comparators, and rate equity & stability (fixed vs. variable charges, meter equivalency, and price)

Once City Staff had finalized the fiscal year 2022-23 budget, the consultant began gathering data and working on revenue requirements and a 5-year financial plan. They analyzed the cost of service and customer class cost allocations. Then began to work on utility rate design that would provide revenue to cover operations, future capital, additional personnel, and debt payments & coverage.



The results of the utility rate study were presented to City Council at the January 9, 2023, workshop. The consultant provided City Council with two (2) options: implementation immediately (March 2023 usages – billed in April 2023) or implementation in October 2023 (billed in November 2023). Additionally, the recommendation is for implementation of meter equivalency rates so that those customers with larger meters are paying a more base rate due to more strain on the system as well as adding water volumetric rate tiers that will assist with water conservation.

The City of Navasota has only raised utility rates three times in the past six years, with the last rate increase occurring in October 2021. With the cost of inflation and scarcity of materials and resources, it costs more now than 2021 to provide utility services to our customers. Therefore, an increase is needed to continue to provide the level of utility services our customers expect and need. The FY 2023-24 proposed budget was developed around the implementation of the FY 2024 utility rates as proposed by the consultant. Additionally, staff recommends City Council adopt the philosophy to increasing rates annually to prevent large increases needing to occur in one year. The attached proposed utility rates include a 5-year estimate of what the utility rates need to be to provide revenue to cover operations, and debt payments & coverage.

Using 6200 gallons of water, 4300 gallons of sewer, and 2.27 MCF's of natural gas, a resident will experience a monthly increase of \$27.13 on their utility rates.

#### Water

- Base Rate is being proposed based on meter size. Most residents have a 0.75" water meter; therefore, their base rate will increase from \$15.92 to \$18.65.
- Volumetric Rate is being proposed on a tier rate system (0-2000 gallons, 2001-5000 gallons, 5001-15000 gallons, and over 15000 gallons). The rate proposed increases from \$5.40 per 1000 gallons to a range of \$6.33 to \$8.43.
- The average monthly user of 6200 gallons of water bill will increase by \$11.14.

#### Sewer

- Base Rate is being proposed of increasing from \$26.43 to \$36.50, which includes sewer usage of 3000 gallons.
- Volumetric Rate (rate charged for sewer usage in excess of 3000 gallons) is being proposed of increasing for all usage in excess of 3000 gallons from \$2.79 to \$3.85 per 1000 gallons.
- Average monthly user of 4300 gallons of sewer, bill will increase \$11.45.

#### Natural Gas

- Base Rate is being proposed of increasing from \$11.89 to \$14.52.
- Volumetric Rate is being proposed of increasing from \$3.82 per MCF to \$4.66 per MCF.
- The average monthly user of 2.27 MCF's of natural gas, bill will increase \$4.54.

Staff recommends City Council approve Ordinance 1031-23 revising the monthly utility rates for water, gas, and sewer.

---

**ACTION REQUIRED BY CITY COUNCIL**

**Approve the first reading of Ordinance No. 1031-23, amending the Code of Ordinances Appendix A "Fee Schedule" Article A5.000 adopting the revised water, gas, and sewer monthly rates for the City of Navasota, Texas with an effective date of October 1, 2023.**

---

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

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

8/31/23  
\_\_\_\_\_  
**Date**

## **ORDINANCE NO. 1031-23**

**AN ORDINANCE ADOPTING REVISED WATER RATES, SEWER RATES, AND NATURAL GAS RATES FOR THE CITY OF NAVASOTA, TEXAS EFFECTIVE OCTOBER 1, 2023; PROVIDING FOR SEVERABILITY CLAUSE; PROVIDING FOR A REPEALER CLAUSE; PROVIDING FOR AN EFFECTIVE DATE; PROVIDING FOR NOTICE OF MEETING.**

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

**WHEREAS**, pursuant to the laws of the State of Texas, including Texas Local Government Code Section 51.001, the City Council has the authority to adopt, publish, amend, or repeal an ordinance that is for the good government, peace or order of the City; and

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

**WHEREAS**, the City Council of the City, previously adopted the water, natural gas, and sewer rates set forth in Appendix A Fee Schedule, Article A5.000 Public Works, Sections A5.003-A5.005 of the Code of Ordinances, City of Navasota, Texas; and

**WHEREAS**, after evaluating the needs of the City's utility systems, proposed budget, and current rates, the City Council desires to amend the water, natural gas, and sewer rates; and

**WHEREAS**, the City Council desires to amend Appendix A to reflect the revised water, natural gas, and sewer rates for the Fiscal Year 23-24 budget;

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

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

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

### **SECTION 2.**

Appendix A Fee Schedule, Article A5.000 Public Works, Sections A5.003-A5.005 of the Code of Ordinances, City of Navasota, Texas, are hereby amended to read as follows:

#### **§ A5.003. Monthly water rates.**

(a) Residential:

(1) Inside city limits:

(A) Monthly base rate:

Water Meter Size	Base Rate
0.75"	\$18.65
1"	\$24.87
1.5"	\$40.41
2"	\$59.06
3"	\$102.58
4"	\$164.74
6"	\$320.16

(B) Tiered Volumetric Charge:

0-2,000 gallons	\$6.33
2,001-5,000 gallons	\$6.96
5,001-15,000 gallons	\$7.66
15,000+ gallons	\$8.43

(2) Outside city limits:

(A) Monthly base rate:

Water Meter Size	Base Rate
0.75"	\$27.87
1"	\$37.16
1.5"	\$60.39
2"	\$88.26
3"	\$153.29
4"	\$246.19
6"	\$478.44

(B) Tiered Volumetric Charge:

0-2,000 gallons	\$9.61
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2,001-5,000 gallons	\$10.57
5,001-15,000 gallons	\$11.63
15,000+ gallons	\$12.79

(b) Commercial:

(1) Inside city limits:

(A) Monthly base rate:

Water Meter Size	Base Rate
0.75"	\$35.59
1"	\$47.45
1.5"	\$77.11
2"	\$112.70
3"	\$195.75
4"	\$314.38
6"	\$610.96

(B) Volumetric Charge:

Per 1,000 gallons	\$6.33
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(2) Outside city limits:

(A) Monthly base rate:

Water Meter Size	Base Rate
0.75"	\$53.39
1"	\$71.19
1.5"	\$115.68
2"	\$169.07
3"	\$293.65

4"	\$471.61
6"	\$916.53

(B) Volumetric Charge:

Per 1,000 gallons	\$9.61
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(c) Industrial:

(1) Inside city limits:

(A) Monthly base rate:

Water Meter Size	Base Rate
0.75"	\$50.85
1"	\$67.80
1.5"	\$110.18
2"	\$161.03
3"	\$279.68
4"	\$449.18
6"	\$872.93

(B) Volumetric Charge:

Per 1,000 gallons	\$6.33
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(2) Outside city limits:

(A) Monthly base rate:

Water Meter Size	Base Rate
0.75"	\$76.29
1"	\$101.72



1.5"	\$165.30
2"	\$241.59
3"	\$419.60
4"	\$673.90
6"	\$1,309.65

(B) Volumetric Charge:

Per 1,000 gallons	\$9.61
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(d) Navasota Independent School District:

(1) Monthly base rate:

Water Meter Size	Base Rate
0.75"	\$35.59
1"	\$47.45
1.5"	\$77.11
2"	\$112.70
3"	\$195.75
4"	\$314.38
6"	\$610.96

(2) Volumetric Charge:

Per 1,000 gallons	\$6.33
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(e) Nursing homes:

(1) Monthly base rate:

Water Meter Size	Base Rate
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0.75"	\$35.59
1"	\$47.45
1.5"	\$77.11
2"	\$112.70
3"	\$195.75
4"	\$314.38
6"	\$610.96

(2) Volumetric Charge:

Per 1,000 gallons	\$6.33
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(f) Airport hangars.

(1) Noncommercial:

(A) Monthly base rate:

Water Meter Size	Base Rate
0.75"	\$35.59
1"	\$47.45
1.5"	\$77.11
2"	\$112.70
3"	\$195.75
4"	\$314.38
6"	\$610.96

(B) Volumetric Charge:

Per 1,000 gallons	\$6.33
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(2) Commercial

(A) Monthly base rate:

Water Meter Size	Base Rate
0.75"	\$35.59
1"	\$47.45
1.5"	\$77.11
2"	\$112.70
3"	\$195.75
4"	\$314.38
6"	\$610.96

(B) Volumetric charge:

Per 1,000 gallons	\$6.33
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(3) Sprinklers/Irrigation

(A) Monthly base rate:

Water Meter Size	Base Rate
0.75"	\$33.69
1"	\$44.92
1.5"	\$73.00
2"	\$106.69
3"	\$185.30
4"	\$297.60
6"	\$578.35

(B) Volumetric charge:

Per 1,000 gallons	\$5.98
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(g) Capital improvement fee.

Fee to be charged to each customer monthly:

.75" meter	\$5.00
1" meter	\$7.50
1.5" meter	\$11.25
2" meter	\$15.00
3" meter	\$20.00
4" meter	\$25.00
6" meter	\$30.00

**§ A5.004. Monthly natural gas rates.**

- (a) Residential and commercial - inside city limits:
- (1) Monthly base rate: \$14.52.
  - (2) Charge per mcf: \$4.66 plus cost of gas.
- (b) Residential and commercial - outside city limits:
- (1) Monthly base rate: \$21.75.
  - (2) Charge per mcf: \$7.03 plus cost of gas.
- (c) Small industrial - inside city limits (0 mcf–399 mcf):
- (1) Monthly base rate: \$13.45.
  - (2) Charge per mcf: \$4.66 plus cost of gas.
- (d) Industrial - inside city limits (400 mcf–1,000 mcf):
- (1) Monthly base rate: \$18.29.
  - (2) Charge per mcf: \$4.66 plus cost of gas.
- (e) Small industrial - outside city limits:
- (1) Monthly base rate: \$19.91.

- (2) Charge per mcf: \$6.43 plus cost of gas.
- (f) Industrial - outside city limits (400 mcf–1,000 mcf):
  - (1) Monthly base rate: \$27.44.
  - (2) Charge per mcf: \$5.72 plus cost of gas.
- (g) Large industrial customers (more than 1,000 mcf per month):
  - (1) Monthly base rate: \$52.47.
  - (2) Charge per mcf: \$3.37 plus cost of gas, or city manager may negotiate charges according to usage.
- (h) Navasota Independent School District:
  - (1) Monthly base rate: \$14.52.
  - (2) Charge per mcf: \$4.66 plus cost of gas.
- (i) Sales tax. Sales tax is added to all gas sales where applicable.

**§ A5.005. Monthly sewer rates.**

- (a) Residential (based upon winter averaging (December, January, and February) for the prior year, not to exceed 18,000 gallons):
  - (1) Inside city limits:
    - (A) Minimum base rate (includes 3,000 gallons): \$36.50.
    - (B) Each 1,000 gallons over 3,000 gallons: \$3.85.
    - (C) Capital improvement fee: \$7.50 monthly.
  - (2) Outside city limits:
    - (A) Minimum base rate (includes 3,000 gallons): \$54.72.
    - (B) Each 1,000 gallons over 3,000 gallons: \$5.86.
    - (C) Capital improvement fee: \$7.50.
- (b) Small business and commercial (based upon monthly metered water usage):
  - (1) Inside city limits:
    - (A) Minimum base rate (includes 3,000 gallons): \$60.81.
    - (B) Each 1,000 gallons over 3,000 gallons: \$5.86.
    - (C) Capital improvement fee: \$7.50.

- (2) Outside city limits:
  - (A) Minimum base rate (includes 3,000 gallons): \$91.17.
  - (B) Each 1,000 gallons over 3,000 gallons: \$8.61.
  - (C) Capital improvement fee: \$10.50.
- (c) Large commercial and industrial rates (based upon monthly metered usage):
  - (1) Inside city limits:
    - (A) Minimum base rate (includes 3,000 gallons): \$141.85.
    - (B) Each 1,000 gallons over 3,000 gallons: \$7.73.
    - (C) Capital improvement fee: \$20.00.
  - (2) Outside city limits (except industrial customers within the industrial district, which are subject to large commercial and industrial rates inside city limits):
    - (A) Minimum base rate (includes 3,000 gallons): \$201.44.
    - (B) Each 1,000 gallons over 3,000 gallons: \$10.63.
    - (C) Capital improvement fee: \$30.00.
- (d) Multiunit:
  - (1) Minimum base rate (includes 3,000 gallons): \$36.50.
  - (2) Each 1,000 gallons over 3,000 gallons: \$3.85.
  - (3) Capital improvement fee: \$16.00.
- (e) Airport hangars.
  - (1) Noncommercial:
    - (A) Minimum base rate (includes 3,000 gallons): \$60.81.
    - (B) Each 1,000 gallons over 3,000 gallons: \$5.86.
    - (C) Capital improvement fee: \$2.00.
  - (2) Commercial:
    - (A) Minimum base rate (includes 3,000 gallons): \$60.81.
    - (B) Each 1,000 gallons over 3,000 gallons: \$5.86.
    - (C) Capital improvement fee: \$3.50 monthly.
- (f) Treated groundwater charge: Monthly service charge (per month): \$792.23.

(Provision: Fee would remain at \$792.23 per month until a discharge occurs, at which time the rate would increase to the original amount of \$1,500.00 per month.

## **SECTION 2. SEVERABILITY CLAUSE**

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

## **SECTION 3. REPEALER CLAUSE**

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

## **SECTION 4. EFFECTIVE DATE**

This Ordinance shall become effective from and after its passage, approval and adoption on second reading, and its publication as may be required by law, with the water, natural gas, and sewer rates adopted by this Ordinance being effective on and after October 1, 2023.

## **SECTION 5. NOTICE OF MEETING**

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



**PASSED ON FIRST READING THIS THE 11<sup>TH</sup> DAY OF SEPTEMBER, 2023.**

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**BERT MILLER, MAYOR**

**ATTEST:**

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**SUSIE M. HOMEYER, CITY SECRETARY**

**PASSED ON SECOND READING THIS THE 25<sup>TH</sup> DAY OF SEPTEMBER, 2023.**

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**BERT MILLER, MAYOR**

**ATTEST:**

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**SUSIE M. HOMEYER, CITY SECRETARY**

**City of Navasota, Texas**  
**Water, Wastewater, and Natural Gas Rate Study**  
**Water Rates**

		<u>Current</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>	<u>FY 2026</u>	<u>FY 2027</u>
<b>Residential Inside</b>								
<b>Minimum Charge</b>								
0.75"	\$	15.92	\$ 15.92	\$ 17.23	\$ 18.65	\$ 20.19	\$ 21.86	\$ 23.66
1"		15.92	15.92	17.23	24.87	26.92	29.15	31.55
1.5"		15.92	15.92	17.23	40.41	43.75	47.36	51.26
2"		15.92	15.92	17.23	59.06	63.94	69.22	74.92
3"		15.92	15.92	17.23	102.58	111.05	120.23	130.13
4"		15.92	15.92	17.23	164.74	178.35	193.10	209.00
6"		15.92	15.92	17.23	320.16	346.60	375.26	406.16
<b>Volumetric Charge</b>								
0-2,000	\$	5.40	\$ 5.40	\$ 5.85	\$ 6.33	\$ 6.85	\$ 7.42	\$ 8.03
2,001-5,000		5.40	5.40	5.85	6.96	7.53	8.16	8.83
5,001-15,000		5.40	5.40	5.85	7.66	8.29	8.98	9.72
15,001+		5.40	5.40	5.85	8.43	9.12	9.88	10.69
<b>Residential Outside</b>								
<b>Minimum Charge</b>								
0.75"	\$	23.79	\$ 23.79	\$ 25.75	\$ 27.87	\$ 30.17	\$ 32.66	\$ 35.35
1"		23.79	23.79	25.75	37.16	40.23	43.55	47.13
1.5"		23.79	23.79	25.75	60.39	65.37	70.76	76.59
2"		23.79	23.79	25.75	88.26	95.54	103.42	111.94
3"		23.79	23.79	25.75	153.29	165.94	179.63	194.43
4"		23.79	23.79	25.75	246.19	266.50	288.50	312.26
6"		23.79	23.79	25.75	478.44	517.92	560.66	606.84
<b>Volumetric Charge</b>								
0-2,000	\$	8.20	\$ 8.20	\$ 8.88	\$ 9.61	\$ 10.40	\$ 11.26	\$ 12.19
2,001-5,000		8.20	8.20	8.88	10.57	11.44	12.39	13.41
5,001-15,000		8.20	8.20	8.88	11.63	12.59	13.64	14.76
15,001+		8.20	8.20	8.88	12.79	13.85	15.01	16.24
<b>Commercial Inside</b>								
<b>Minimum Charge</b>								
0.75"	\$	30.37	\$ 30.37	\$ 32.88	\$ 35.59	\$ 38.53	\$ 41.71	\$ 45.15
1"		30.37	30.37	43.84	47.45	51.37	55.61	60.20
1.5"		30.37	30.37	71.24	77.11	83.48	90.37	97.83
2"		30.37	30.37	104.12	112.70	122.01	132.08	142.98
3"		30.37	30.37	180.84	195.75	211.92	229.41	248.33
4"		30.37	30.37	290.44	314.38	340.35	368.44	398.83
6"		30.37	30.37	564.44	610.96	661.43	716.02	775.08
<b>Volumetric Charge</b>								
All	\$	5.40	\$ 5.40	\$ 5.85	\$ 6.33	\$ 6.85	\$ 7.42	\$ 8.03

**City of Navasota, Texas**  
**Water, Wastewater, and Natural Gas Rate Study**  
**Water Rates**

		<u>Current</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>	<u>FY 2026</u>	<u>FY 2027</u>
<b>Commercial Outside</b>								
<b>Minimum Charge</b>								
0.75"	\$	45.56	\$ 45.56	\$ 49.32	\$ 53.39	\$ 57.79	\$ 62.56	\$ 67.72
1"		45.56	45.56	65.76	71.19	77.05	83.41	90.29
1.5"		45.56	45.56	106.86	115.68	125.21	135.55	146.73
2"		45.56	45.56	156.18	169.07	183.00	198.11	214.45
3"		45.56	45.56	271.26	293.65	317.85	344.08	372.46
4"		45.56	45.56	435.66	471.61	510.48	552.61	598.19
6"		45.56	45.56	846.66	916.53	992.06	1,073.95	1,162.53
<b>Volumetric Charge</b>								
All	\$	8.20	\$ 8.20	\$ 8.88	\$ 9.61	\$ 10.40	\$ 11.26	\$ 12.19
<b>Industrial Inside</b>								
<b>Minimum Charge</b>								
0.75"	\$	43.39	\$ 43.39	\$ 46.97	\$ 50.85	\$ 55.05	\$ 59.59	\$ 64.51
1"		43.39	43.39	62.63	67.80	73.40	79.45	86.01
1.5"		43.39	43.39	101.77	110.18	119.28	129.11	139.77
2"		43.39	43.39	148.74	161.03	174.33	188.70	204.28
3"		43.39	43.39	258.34	279.68	302.78	327.75	354.81
4"		43.39	43.39	414.90	449.18	486.28	526.38	569.84
6"		43.39	43.39	806.32	872.93	945.03	1,022.96	1,107.42
<b>Volumetric Charge</b>								
All	\$	5.40	\$ 5.40	\$ 5.85	\$ 6.33	\$ 6.85	\$ 7.42	\$ 8.03
<b>Industrial Outside</b>								
<b>Minimum Charge</b>								
0.75"	\$	65.11	\$ 65.11	\$ 70.48	\$ 76.29	\$ 82.58	\$ 89.39	\$ 96.76
1"		65.11	65.11	93.97	101.72	110.11	119.19	129.01
1.5"		65.11	65.11	152.71	165.30	178.92	193.68	209.65
2"		65.11	65.11	223.19	241.59	261.50	283.07	306.41
3"		65.11	65.11	387.64	419.60	454.19	491.65	532.18
4"		65.11	65.11	622.57	673.90	729.46	789.61	854.71
6"		65.11	65.11	1,209.91	1,309.65	1,417.62	1,534.53	1,661.05
<b>Volumetric Charge</b>								
All	\$	8.20	\$ 8.20	\$ 8.88	\$ 9.61	\$ 10.40	\$ 11.26	\$ 12.19
<b>Irrigation Inside</b>								
<b>Minimum Charge</b>								
0.75"	\$	28.75	\$ 28.75	\$ 31.12	\$ 33.69	\$ 36.47	\$ 39.48	\$ 42.74
1"		28.75	28.75	41.49	44.92	48.63	52.64	56.99
1.5"		28.75	28.75	67.43	73.00	79.02	85.54	92.60
2"		28.75	28.75	98.55	106.69	115.49	125.02	135.34
3"		28.75	28.75	171.16	185.30	200.59	217.14	235.07
4"		28.75	28.75	274.89	297.60	322.15	348.74	377.54
6"		28.75	28.75	534.23	578.35	626.07	677.74	733.70
<b>Volumetric Charge</b>								
All	\$	5.10	\$ 5.10	\$ 5.52	\$ 5.98	\$ 6.47	\$ 7.00	\$ 7.58

**City of Navasota, Texas**  
**Water, Wastewater, and Natural Gas Rate Study**  
**Water Rates**

		<u>Current</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>	<u>FY 2026</u>	<u>FY 2027</u>
<b>Airport Inside</b>								
<b>Minimum Charge</b>								
0.75"	\$	15.75	\$ 15.75	\$ 32.88	\$ 35.59	\$ 38.53	\$ 41.71	\$ 45.15
1"		15.75	15.75	43.84	47.45	51.37	55.61	60.20
1.5"		15.75	15.75	71.24	77.11	83.48	90.37	97.83
2"		15.75	15.75	104.12	112.70	122.01	132.08	142.98
3"		15.75	15.75	180.84	195.75	211.92	229.41	248.33
4"		15.75	15.75	290.44	314.38	340.35	368.44	398.83
6"		15.75	15.75	564.44	610.96	661.43	716.02	775.08
<b>Volumetric Charge</b>								
All	\$	5.40	\$ 5.40	\$ 5.85	\$ 6.33	\$ 6.85	\$ 7.42	\$ 8.03
<b>Airport Commercial Inside</b>								
<b>Minimum Charge</b>								
0.75"	\$	30.06	\$ 30.06	\$ 32.88	\$ 35.59	\$ 38.53	\$ 41.71	\$ 45.15
1"		30.06	30.06	43.84	47.45	51.37	55.61	60.20
1.5"		30.06	30.06	71.24	77.11	83.48	90.37	97.83
2"		30.06	30.06	104.12	112.70	122.01	132.08	142.98
3"		30.06	30.06	180.84	195.75	211.92	229.41	248.33
4"		30.06	30.06	290.44	314.38	340.35	368.44	398.83
6"		30.06	30.06	564.44	610.96	661.43	716.02	775.08
<b>Volumetric Charge</b>								
All	\$	5.40	\$ 5.40	\$ 5.85	\$ 6.33	\$ 6.85	\$ 7.42	\$ 8.03
<b>Nursing Home Inside</b>								
<b>Minimum Charge</b>								
0.75"	\$	15.92	\$ 15.92	\$ 32.88	\$ 35.59	\$ 38.53	\$ 41.71	\$ 45.15
1"		15.92	15.92	43.84	47.45	51.37	55.61	60.20
1.5"		15.92	15.92	71.24	77.11	83.48	90.37	97.83
2"		15.92	15.92	104.12	112.70	122.01	132.08	142.98
3"		15.92	15.92	180.84	195.75	211.92	229.41	248.33
4"		15.92	15.92	290.44	314.38	340.35	368.44	398.83
6"		15.92	15.92	564.44	610.96	661.43	716.02	775.08
<b>Volumetric Charge</b>								
All	\$	5.40	\$ 5.40	\$ 5.85	\$ 6.33	\$ 6.85	\$ 7.42	\$ 8.03
<b>School Inside</b>								
<b>Minimum Charge</b>								
0.75"	\$	30.37	\$ 30.37	\$ 32.88	\$ 35.59	\$ 38.53	\$ 41.71	\$ 45.15
1"		30.37	30.37	43.84	47.45	51.37	55.61	60.20
1.5"		30.37	30.37	71.24	77.11	83.48	90.37	97.83
2"		30.37	30.37	104.12	112.70	122.01	132.08	142.98
3"		30.37	30.37	180.84	195.75	211.92	229.41	248.33
4"		30.37	30.37	290.44	314.38	340.35	368.44	398.83
6"		30.37	30.37	564.44	610.96	661.43	716.02	775.08
<b>Volumetric Charge</b>								
All	\$	5.40	\$ 5.40	\$ 5.85	\$ 6.33	\$ 6.85	\$ 7.42	\$ 8.03

**City of Navasota, Texas**  
**Water, Wastewater, and Natural Gas Rate Study**  
**Water Rates**

		<u>Current</u>		<u>FY 2022</u>		<u>FY 2023</u>		<u>FY 2024</u>		<u>FY 2025</u>		<u>FY 2026</u>		<u>FY 2027</u>
<b>Water-Sewer Meters</b>														
<b>Minimum Charge</b>														
0.75"	\$	15.07	\$	15.07	\$	32.88	\$	35.59	\$	38.53	\$	41.71	\$	45.15
1"		15.07		15.07		43.84		47.45		51.37		55.61		60.20
1.5"		15.07		15.07		71.24		77.11		83.48		90.37		97.83
2"		15.07		15.07		104.12		112.70		122.01		132.08		142.98
3"		15.07		15.07		180.84		195.75		211.92		229.41		248.33
4"		15.07		15.07		290.44		314.38		340.35		368.44		398.83
6"		15.07		15.07		564.44		610.96		661.43		716.02		775.08
<b>Volumetric Charge</b>														
All	\$	5.10	\$	5.10	\$	5.85	\$	6.33	\$	6.85	\$	7.42	\$	8.03
<b>City Inside</b>														
<b>Minimum Charge</b>														
0.75"	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
1"		-		-		-		-		-		-		-
1.5"		-		-		-		-		-		-		-
2"		-		-		-		-		-		-		-
3"		-		-		-		-		-		-		-
4"		-		-		-		-		-		-		-
6"		-		-		-		-		-		-		-
<b>Volumetric Charge</b>														
All	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
<b>No Charge</b>														
<b>Minimum Charge</b>														
0.75"	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
1"		-		-		-		-		-		-		-
1.5"		-		-		-		-		-		-		-
2"		-		-		-		-		-		-		-
3"		-		-		-		-		-		-		-
4"		-		-		-		-		-		-		-
6"		-		-		-		-		-		-		-
<b>Volumetric Charge</b>														
All	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-

**City of Navasota, Texas**  
**Water, Wastewater, and Natural Gas Rate Study**  
**Wastewater Rates**

		<u>Current</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>	<u>FY 2026</u>	<u>FY 2027</u>
<b>Residential Inside</b>								
<b>Minimum Charge</b>								
	All	\$ 26.43	\$ 26.43	\$ 31.06	\$ 36.50	\$ 38.96	\$ 41.59	\$ 44.40
<b>Volumetric Charge</b>								
	0-3,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	3,000+	2.79	2.79	3.28	3.85	4.11	4.39	4.69
<b>Residential Outside</b>								
<b>Minimum Charge</b>								
	All	\$ 39.63	\$ 39.63	\$ 46.57	\$ 54.72	\$ 58.41	\$ 62.35	\$ 66.56
<b>Volumetric Charge</b>								
	0-3,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	3,000+	4.25	4.25	4.99	5.86	6.26	6.68	7.13
<b>Commercial Inside</b>								
<b>Minimum Charge</b>								
	All	\$ 44.04	\$ 44.04	\$ 51.75	\$ 60.81	\$ 64.91	\$ 69.29	\$ 73.97
<b>Volumetric Charge</b>								
	0-3,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	3,000+	4.25	4.25	4.99	5.86	6.26	6.68	7.13
<b>Commercial Outside</b>								
<b>Minimum Charge</b>								
	All	\$ 66.03	\$ 66.03	\$ 77.59	\$ 91.17	\$ 97.32	\$ 103.89	\$ 110.90
<b>Volumetric Charge</b>								
	0-3,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	3,000+	6.24	6.24	7.33	8.61	9.19	9.81	10.47
<b>Industrial Inside</b>								
<b>Minimum Charge</b>								
	All	\$ 102.74	\$ 102.74	\$ 120.72	\$ 141.85	\$ 151.42	\$ 161.64	\$ 172.55
<b>Volumetric Charge</b>								
	0-3,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	3,000+	5.60	5.60	6.58	7.73	8.25	8.81	9.40
<b>Industrial Outside</b>								
<b>Minimum Charge</b>								
	All	\$ 145.91	\$ 145.91	\$ 171.44	\$ 201.44	\$ 215.04	\$ 229.56	\$ 245.06
<b>Volumetric Charge</b>								
	0-3,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	3,000+	7.70	7.70	9.05	10.63	11.35	12.12	12.94

**City of Navasota, Texas**  
**Water, Wastewater, and Natural Gas Rate Study**  
**Wastewater Rates**

		<u>Current</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>	<u>FY 2026</u>	<u>FY 2027</u>						
<b>Multi-Unit Inside</b>														
<b>Minimum Charge</b>														
All	\$	26.43	\$	26.43	\$	31.06	\$	36.50	\$	38.96	\$	41.59	\$	44.40
<b>Volumetric Charge</b>														
0-3,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
3,000+		2.79		2.79		3.28		3.85		4.11		4.39		4.69
<b>Airport Inside</b>														
<b>Minimum Charge</b>														
All	\$	25.02	\$	25.02	\$	51.75	\$	60.81	\$	64.91	\$	69.29	\$	73.97
<b>Volumetric Charge</b>														
0-3,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
3,000+		2.64		2.64		4.99		5.86		6.26		6.68		7.13
<b>Airport Commercial Inside</b>														
<b>Minimum Charge</b>														
All	\$	41.26	\$	41.26	\$	51.75	\$	60.81	\$	64.91	\$	69.29	\$	73.97
<b>Volumetric Charge</b>														
0-3,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
3,000+		3.98		3.98		4.99		5.86		6.26		6.68		7.13



<p align="center"><b>City of Navasota, Texas</b>  <b>Water, Wastewater, and Natural Gas Rate Study</b>  <b>Natural Gas Rates</b></p>
--

		<u>Current</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>	<u>FY 2026</u>	<u>FY 2027</u>
<b>Residential Inside</b>								
<b>Minimum Charge</b>								
	All	\$ 11.89	\$ 11.89	\$ 13.14	\$ 14.52	\$ 16.04	\$ 17.72	\$ 19.58
<b>Volumetric Charge</b>								
	All	\$ 3.82	\$ 3.82	\$ 4.22	\$ 4.66	\$ 5.15	\$ 5.69	\$ 6.29
<b>Residential Outside</b>								
<b>Minimum Charge</b>								
	All	\$ 17.81	\$ 17.81	\$ 19.68	\$ 21.75	\$ 24.03	\$ 26.55	\$ 29.34
<b>Volumetric Charge</b>								
	All	\$ 5.76	\$ 5.76	\$ 6.36	\$ 7.03	\$ 7.77	\$ 8.59	\$ 9.49
<b>Commercial Inside</b>								
<b>Minimum Charge</b>								
	All	\$ 11.89	\$ 11.89	\$ 13.14	\$ 14.52	\$ 16.04	\$ 17.72	\$ 19.58
<b>Volumetric Charge</b>								
	All	\$ 3.82	\$ 3.82	\$ 4.22	\$ 4.66	\$ 5.15	\$ 5.69	\$ 6.29
<b>Commercial Outside</b>								
<b>Minimum Charge</b>								
	All	\$ 17.81	\$ 17.81	\$ 19.68	\$ 21.75	\$ 24.03	\$ 26.55	\$ 29.34
<b>Volumetric Charge</b>								
	All	\$ 5.76	\$ 5.76	\$ 6.36	\$ 7.03	\$ 7.77	\$ 8.59	\$ 9.49
<b>Small Industrial Inside</b>								
<b>Minimum Charge</b>								
	All	\$ 11.01	\$ 11.01	\$ 12.17	\$ 13.45	\$ 14.86	\$ 16.42	\$ 18.14
<b>Volumetric Charge</b>								
	All	\$ 3.82	\$ 3.82	\$ 4.22	\$ 4.66	\$ 5.15	\$ 5.69	\$ 6.29
<b>Small Industrial Outside</b>								
<b>Minimum Charge</b>								
	All	\$ 16.31	\$ 16.31	\$ 18.02	\$ 19.91	\$ 22.00	\$ 24.31	\$ 26.86
<b>Volumetric Charge</b>								
	All	\$ 5.27	\$ 5.27	\$ 5.82	\$ 6.43	\$ 7.11	\$ 7.86	\$ 8.69
<b>Industrial Inside</b>								
<b>Minimum Charge</b>								
	All	\$ 14.98	\$ 14.98	\$ 16.55	\$ 18.29	\$ 20.21	\$ 22.33	\$ 24.67
<b>Volumetric Charge</b>								
	All	\$ 3.82	\$ 3.82	\$ 4.22	\$ 4.66	\$ 5.15	\$ 5.69	\$ 6.29
<b>Industrial Outside</b>								
<b>Minimum Charge</b>								
	All	\$ 22.47	\$ 22.47	\$ 24.83	\$ 27.44	\$ 30.32	\$ 33.50	\$ 37.02
<b>Volumetric Charge</b>								
	All	\$ 4.69	\$ 4.69	\$ 5.18	\$ 5.72	\$ 6.32	\$ 6.98	\$ 7.71

<p align="center"><b>City of Navasota, Texas</b>  <b>Water, Wastewater, and Natural Gas Rate Study</b>  <b>Natural Gas Rates</b></p>
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		<u>Current</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>	<u>FY 2026</u>	<u>FY 2027</u>
<b>Large Industrial</b>								
<b>Minimum Charge</b>								
	All	\$ 42.97	\$ 42.97	\$ 47.48	\$ 52.47	\$ 57.98	\$ 64.07	\$ 70.80
<b>Volumetric Charge</b>								
	All	\$ 2.76	\$ 2.76	\$ 3.05	\$ 3.37	\$ 3.72	\$ 4.11	\$ 4.54
<b>Industrial - Contract</b>								
<b>Minimum Charge</b>								
	All	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Volumetric Charge</b>								
	All	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Schools</b>								
<b>Minimum Charge</b>								
	All	\$ 11.89	\$ 11.89	\$ 13.14	\$ 14.52	\$ 16.04	\$ 17.72	\$ 19.58
<b>Volumetric Charge</b>								
	All	\$ 3.79	\$ 3.79	\$ 4.22	\$ 4.66	\$ 5.15	\$ 5.69	\$ 6.29
<b>Centry Asphalt</b>								
<b>Minimum Charge</b>								
	All	\$ 37.61	\$ 37.61	\$ 41.56	\$ 45.92	\$ 50.74	\$ 56.07	\$ 61.96
<b>Volumetric Charge</b>								
	All	\$ 1.50	\$ 1.50	\$ 1.66	\$ 1.83	\$ 2.02	\$ 2.23	\$ 2.46
<b>Commodity Charge</b>								
<b>Minimum Charge</b>								
	All	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Volumetric Charge</b>								
	All	\$ 0.10	\$ 0.10	\$ 0.11	\$ 0.12	\$ 0.13	\$ 0.14	\$ 0.15
<b>City</b>								
<b>Minimum Charge</b>								
	All	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Volumetric Charge</b>								
	All	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>City Transport</b>								
<b>Minimum Charge</b>								
	All	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Volumetric Charge</b>								
	All	\$ 0.18	\$ 0.18	\$ 0.20	\$ 0.22	\$ 0.24	\$ 0.27	\$ 0.30
<b>No Charge</b>								
<b>Minimum Charge</b>								
	All	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Volumetric Charge</b>								
	All	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -



## REQUEST FOR CITY COUNCIL AGENDA ITEM #12

Agenda Date Requested: <u>September 11, 2023</u>	<b>Appropriation</b>	
Requested By: <u>Michelle Savensky, Admin. Asst</u>	Source of Funds:	<u>N/A</u>
Department: <u>Administration</u>	Account Number:	<u>N/A</u>
<input checked="" type="radio"/> Report <input type="radio"/> Resolution <input type="radio"/> Ordinance	Amount Budgeted:	<u>N/A</u>
	Amount Requested:	<u>N/A</u>
	Budgeted Item:	<input type="radio"/> Yes <input checked="" type="radio"/> No

Exhibits: None

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### AGENDA ITEM #12

**Consideration and possible action on the appointment of Councilmember Pattie Pederson to the Arts Council of Brazos Valley Board at term end of current board member Grant Holt.**

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### SUMMARY & RECOMMENDATION

Currently, Grant Holt is the board member that was selected to represent Navasota on The Arts Council of Brazos Valley organization. His term expires on September 30, 2023. Councilmember Pattie Pederson has graciously agreed to serve on this board due to her love for "the arts." Therefore, staff recommends City Council appointing Pattie Pederson to The Arts Council of Brazos Valley board for the next term.

---

### ACTION REQUIRED BY CITY COUNCIL

**Appoint Councilmember Pattie Pederson to The Arts Council of Brazos Valley Board as a representative from the City of Navasota.**

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Approved for the City Council meeting agenda.

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

8/31/23  
\_\_\_\_\_  
Date



## REQUEST FOR CITY COUNCIL AGENDA ITEM #13

Agenda Date Requested: <u>September 11, 2023</u>
Requested By: <u>Jon MacKay, Grad. Engineer</u>
Department: <u>Public Works</u>
<input type="radio"/> Report <input checked="" type="radio"/> Resolution <input type="radio"/> Ordinance

**Exhibits:** Change Order No. 1

Appropriation	
Source of Funds:	<u>200 – Water Funds</u>
Account Number:	<u>200-511-910.00</u>
Amount Budgeted:	<u>\$250,000</u>
Amount Requested:	<u>\$1,000</u>
Budgeted Item:	<input checked="" type="radio"/> Yes <input type="radio"/> No

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### AGENDA ITEM #13

**Consideration and possible action to approve Change Order No. 1 for the Airport Hanger Utilities Extension project in the amount of \$1,000.00.**

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### SUMMARY & RECOMMENDATION

In June, the City awarded the construction contract to extend utility lines and pave an entrance at the airport to D&S Contracting for \$246,181.00. During construction, some cracks in the existing concrete work that were thought to be minor were found to be structural. The requested change order allows the contractor to remove and replace this existing area while they are currently mobilized, saving the city money compared to having another contractor come in later to repair these issues.

Including this change order, the contract will still be \$2,819 under budget and \$36,172 under the second lowest bidder amount. Additionally, the unit price for the current contractor (\$80 per square yard) is under the second lowest unit price received at bidding (\$99 per square yard). Therefore, staff Recommend that City Council approve Change Order No. 1 in the amount of \$1,000.

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### ACTION REQUIRED BY CITY COUNCIL

**Approve or deny Change Order No. 1 for the Airport Hanger Utilities Extension project in the amount of \$1,000.00.**

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Approved for the City Council meeting agenda.

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

9/5/23  
\_\_\_\_\_  
Date

**SECTION 00 63 36**  
**CHANGE ORDER No. 1**

**PROJECT:** Navasota Municipal Airport Hangar Utilities

**PROJECT NO.:** 13209

**TO:** City of Navasota Mayor, Bert Miller

**1.01 DESCRIPTION OF CHANGES**

		<b>CONTRACT CHANGE</b>	
		<b>AMOUNT</b>	<b>TIME</b>
<b>ITEM B.26:</b>	<b>DEDUCT</b> - 143 SY 10' wide, 6" concrete flume with 18" turndown @ \$80/SY	\$ (11,440.00)	0 Days
<b>ITEM B.26:</b>	<b>ADD</b> - 152 SY 10' wide, 6" concrete flume with 18" turndown @ \$80/SY	\$ 12,160.00	0 Days
<b>ITEM CO 1:</b>	<b>ADD</b> - Demo of existing concrete flume (new bid item) @\$280	\$ 280.00	0 Days
<b>TOTALS:</b>		\$ 1,000.00	0 Days

**1.02 ACCEPTANCE BY CONTRACTOR**

CONTRACTOR agrees to perform change(s) included in this Change Order for the price and time indicated. The prices for the changes include all costs associated with this Change Order.

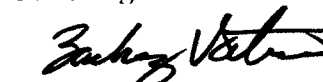
  
CONTRACTOR Signature

8/30/23  
Date

**1.03 ACCEPTANCE BY THE OWNER**

\_\_\_\_\_  
Owner Signature

\_\_\_\_\_  
Date

  
Project Manager Signature

8-29-2023  
Date

**END OF DOCUMENT**

**EXECUTIVE SUMMARY**

C.O. # 1 Project No. 13209

**1.01 CONTRACT PRICE SUMMARY**

	<b>DOLLAR AMOUNT</b>	<b>PERCENT</b>
A. Original Contract Price	\$ 246,181.00	100%
B. Previous Change Orders	\$ -	0%
C. This Change Order	\$ 1,000.00	0.41%
D. Contract Price	\$ 247,181.00	100%

**Date of Commencement of the Work, Notice to Proceed:**

July 31, 2023

**1.02 CONTRACT TIME SUMMARY**

	<b>DURATION</b>	<b>COMPLETION DATE</b>
A. Original Contract Time	60 Days	September 29, 2023
B. Previous Change Orders	0 Days	September 29, 2023
C. This Change Order	0 Days	September 29, 2023
D. Contract Time	60 Days	September 29, 2023

**1.03 TOTAL VALUE OF INCREASES OUTSIDE OF GENERAL SCOPE OF WORK**

A. Including this Change Order, the following table is provided to track conditions

<b>No.</b>	<b>Change Description</b>	<b>Amount Added</b>	<b>Percentage Added</b>
1	Replacing existing concrete flume	\$ 1,000.00	0.41%
<b>TOTALS</b>		<b>\$ 1,000.00</b>	<b>0.41%</b>

**END OF SUMMARY**



## REQUEST FOR CITY COUNCIL AGENDA ITEM #14

Agenda Date Requested: <u>September 11, 2023</u>
Requested By: <u>Jason Weeks, City Manager</u>
Department: <u>Administration</u>
<input checked="" type="radio"/> Report <input type="radio"/> Resolution <input type="radio"/> Ordinance

Exhibits: None.

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

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### AGENDA ITEM #14

**Consideration and possible action on appointments to the Charter Review Committee.**

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### SUMMARY & RECOMMENDATION

Staff had hoped that we could have a Charter Election this past fiscal year. Due to workloads and being new this time last year, there was not a chance for that to happen. Therefore, there is a need to move forward with the plans for a May 2024 Charter Election. Legal Counsel is working on revisions to the City Charter that will be considered at the May 4, 2024, City General Election. The last update was in 2007. We will need to form a Charter Review Committee. Each Councilmember has been requested to nominate one person to be a spokesperson for them and the community. Please think about who you would like to add to this committee. The plan would be to begin meetings with the committee on Wednesdays in October and November, with final language sent to legal counsel in December. Staff will get with the Charter Review Committee to work on the best start times due to their respective work schedules. The plan would be to have a joint meeting with the City Council on October 9, 2023, regular City Council meeting to discuss the process and items the City Council would like to be seen addressed during the process. Additionally, legal counsel should have all of their recommended legal changes that need to be addressed due to changes in statutory laws and other noted changes from the past 10 years.

The Mayor has submitted the following names to serve on the committee: Deborah Richardson, Mac Vaughn, or Jaret Patout. Mayor Pro-Tem Bernie Gessner submitted



the following names: Deborah Richardson, Ethan Barcak and Todd Wisner. Councilmember Pattie Pederson submitted the name of Ashley Falco VerSchurr. Councilmember James Harris submitted the name of Dia Copeland. Councilmember Josh Fultz has submitted the name of Brenda Williams.

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**ACTION REQUIRED BY CITY COUNCIL**

**Appoint one person from each of the submitted names by the Mayor and each councilmember to serve on the Charter Review Committee.**

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

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

9/5/23  
\_\_\_\_\_  
**Date**



## REQUEST FOR CITY COUNCIL AGENDA ITEM #15

Agenda Date Requested: <u>September 11, 2023</u>
Requested By: <u>Susie Homeyer, City Secretary</u>
Department: <u>Administration</u>
<input checked="" type="radio"/> Report <input type="radio"/> Resolution <input type="radio"/> Ordinance

**Exhibits:** Budget Request and Utility Bill History

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

### AGENDA ITEM #15

**Consideration and possible action on request from Christian Community Services, Inc. located at 814 N. LaSalle, Navasota, Texas for a credit to their utility account in the amount of up to \$200.00 per month beginning October 1, 2023, and ending September 30, 2024.**

### SUMMARY & RECOMMENDATION

Chrisitan Community Services, Inc. (CCS) is requesting assistance with their utility bill. Currently, CCS is serving 195 Navasota families. This translates to 368 Navasota residents each month. In 2022/2023 CCS purchased 86,182 pounds of food from the Brazos Valley Food Bank which equates to 74,584 meals. The cost of the food from the food bank amounted to \$17,965. Total amount of food purchased for the year, including food purchased locally, totaled \$33,500. Food clients receive approximately 60 pounds of food each month. Also, CCS offers a clothes closet. Pat Gaston, Director of Christian Community Services, will be present to answer any questions you may have.

### ACTION REQUIRED BY CITY COUNCIL

**Approve a credit to their utility account in the amount up to \$200.00 per month beginning October 1, 2023, and ending September 30, 2024.**

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

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

9/5/23

\_\_\_\_\_  
**Date**

**August 27, 2023**

**To: Navasota City Council Members,  
Christian Community Services Inc. is  
asking for continued help with the City  
utility bill.**

**Christian Community Services is  
currently serving 195 families in Navasota.  
This does not included all individuals or  
families outside the city limits. The food  
pantry is open to all Grimes County  
residents. This translates to approximately  
368 Navasota residence that the pantry  
serves each month .**

**Christian Community Services  
purchases of food from the Brazos Valley  
Food Bank for 2022 to 2023 is: 86,182  
pounds of food . That is 74,584 meals  
provided . The cost to us is \$17965.00. This**

**total does not included all food purchased thru Arlen's here in Navasota and hens for Thanksgiving and Christmas purchased thru HEB . Those would make our costs approximately \$33,500.00 those food purchases .**

**Food clients receive about 60 pounds of food each month .**

**Christian Community Services also has a clothes closet that uses a voucher system for Food clients who are low income. We had \$485.00 in vouchers .**

**As always we thank you for your continued support of Christian Community Services !**

**Thank you  
Sincerely,**

*Pat Gaston*  
*CCS Director*

Date	Packet	Type	Receipt #	Reference	Debits	Credits	Balance
08/28/2023	<a href="#">016594</a>	<a href="#">Adjustment</a>		SEWER ADJ		33.68	10.88CF
08/28/2023	<a href="#">016594</a>	<a href="#">Adjustment</a>		GARBAGE ADJ		7.14	22.80
08/28/2023	<a href="#">016594</a>	<a href="#">Adjustment</a>		DR FEE		15.00	29.94
08/28/2023	<a href="#">016594</a>	<a href="#">Adjustment</a>		GARBAGE ADJ		111.47	44.94
08/28/2023	<a href="#">016594</a>	<a href="#">Adjustment</a>		WATER ADJUSTMENT		32.71	156.41
08/28/2023	<a href="#">016591</a>	<a href="#">Bill</a>		7/01- 8/01 09/15	270.77		189.12
07/31/2023	<a href="#">016365</a>	<a href="#">Adjustment</a>		SEWER ADJ		33.68	81.65CF
07/31/2023	<a href="#">016365</a>	<a href="#">Adjustment</a>		GARBAGE ADJ		7.14	47.97CF
07/31/2023	<a href="#">016365</a>	<a href="#">Adjustment</a>		DR FEE		15.00	40.83CF
07/31/2023	<a href="#">016365</a>	<a href="#">Adjustment</a>		WATER ADJUSTMENT		32.71	25.83CF
07/31/2023	<a href="#">016365</a>	<a href="#">Adjustment</a>		GARBAGE ADJ		111.47	6.88
06/27/2023	<a href="#">016338</a>	<a href="#">Bill</a>		6/01- 7/01 08/15	230.81		118.35
06/28/2023	<a href="#">016130</a>	<a href="#">Adjustment</a>		SEWER ADJ		33.69	112.46CF
06/28/2023	<a href="#">016129</a>	<a href="#">Adjustment</a>		SEWER ADJ		33.69	78.77CF
06/28/2023	<a href="#">016128</a>	<a href="#">Adjustment</a>		SEWER ADJ	33.69		45.08CF
06/28/2023	<a href="#">016128</a>	<a href="#">Adjustment</a>		GARBAGE ADJ		7.14	78.77CF
06/28/2023	<a href="#">016128</a>	<a href="#">Adjustment</a>		DR FEE		15.00	71.63CF
06/28/2023	<a href="#">016128</a>	<a href="#">Adjustment</a>		GARBAGE ADJ		111.47	56.63CF
06/28/2023	<a href="#">016128</a>	<a href="#">Adjustment</a>		WATER ADJUSTMENT		32.71	54.84
06/27/2023	<a href="#">016117</a>	<a href="#">Bill</a>		5/01- 6/01 07/15	225.95		87.55
06/05/2023	<a href="#">016043</a>	<a href="#">Adjustment</a>		SEWER ADJ		33.68	138.40CF
06/05/2023	<a href="#">016043</a>	<a href="#">Adjustment</a>		GARBAGE ADJ		7.14	104.72CF
06/05/2023	<a href="#">016043</a>	<a href="#">Adjustment</a>		DR FEE		15.00	97.58CF
06/05/2023	<a href="#">016043</a>	<a href="#">Adjustment</a>		GARBAGE ADJ		111.47	82.58CF
06/05/2023	<a href="#">016043</a>	<a href="#">Adjustment</a>		WATER ADJUSTMENT		32.71	28.89
05/26/2023	<a href="#">016014</a>	<a href="#">Bill</a>		4/01- 5/01 06/15	215.69		61.60
04/27/2023	<a href="#">015938</a>	<a href="#">Adjustment</a>		SEWER ADJ		33.68	154.09CF
04/27/2023	<a href="#">015938</a>	<a href="#">Adjustment</a>		GARBAGE ADJ		7.14	120.41CF
04/27/2023	<a href="#">015938</a>	<a href="#">Adjustment</a>		DR FEE		15.00	113.27CF
04/27/2023	<a href="#">015938</a>	<a href="#">Adjustment</a>		GARBAGE ADJ		111.47	98.27CF
04/27/2023	<a href="#">015938</a>	<a href="#">Adjustment</a>		WATER ADJUSTMENT		32.71	13.20
04/26/2023	<a href="#">015932</a>	<a href="#">Bill</a>		3/01- 4/01 05/15	223.79		45.91
04/04/2023	<a href="#">015856</a>	<a href="#">Adjustment</a>		SEWER ADJ		31.73	177.88CF
04/04/2023	<a href="#">015856</a>	<a href="#">Adjustment</a>		GARBAGE ADJ		7.14	146.15CF
04/04/2023	<a href="#">015856</a>	<a href="#">Adjustment</a>		DR FEE		15.00	139.01CF
04/04/2023	<a href="#">015856</a>	<a href="#">Adjustment</a>		GARBAGE ADJ		111.47	124.01CF
04/04/2023	<a href="#">015856</a>	<a href="#">Adjustment</a>		WATER ADJUSTMENT		34.66	12.54CF
03/28/2023	<a href="#">015823</a>	<a href="#">Bill</a>		2/01- 3/01 04/15	222.38		22.12
03/15/2023	<a href="#">015759</a>	<a href="#">Payment</a>	<a href="#">612535</a>	3750		212.75	200.26CF
02/28/2023	<a href="#">015711</a>	<a href="#">Adjustment</a>		SEWER ADJ		31.73	12.49
02/28/2023	<a href="#">015711</a>	<a href="#">Adjustment</a>		GARBAGE ADJ		7.14	44.22
02/28/2023	<a href="#">015711</a>	<a href="#">Adjustment</a>		DR FEE		15.00	51.36
02/28/2023	<a href="#">015711</a>	<a href="#">Adjustment</a>		GARBAGE ADJ		106.33	66.36
02/28/2023	<a href="#">015711</a>	<a href="#">Adjustment</a>		WATER ADJUSTMENT		38.06	172.69
02/28/2023	<a href="#">015707</a>	<a href="#">Bill</a>		1/01- 2/01 03/15	210.76		210.75
02/16/2023	<a href="#">015660</a>	<a href="#">Payment</a>	<a href="#">609647</a>	3738		32.36	0.01CF
02/16/2023	<a href="#">000000</a>	<a href="#">Memo</a>	<a href="#">609647</a>	Ex CUT-PMT 32.36CR			32.35
02/15/2023	<a href="#">015651</a>	<a href="#">Late Charge</a>			1.99		32.35
02/03/2023	<a href="#">015615</a>	<a href="#">Adjustment</a>		SEWER ADJ		31.73	30.36
02/03/2023	<a href="#">015615</a>	<a href="#">Adjustment</a>		GARBAGE ADJ		7.14	62.09
02/03/2023	<a href="#">015615</a>	<a href="#">Adjustment</a>		DR FEE		15.00	69.23
02/03/2023	<a href="#">015615</a>	<a href="#">Adjustment</a>		GARBAGE ADJ		106.33	84.23
02/03/2023	<a href="#">015615</a>	<a href="#">Adjustment</a>		WATER ADJUSTMENT		39.80	190.56
01/26/2023	<a href="#">015582</a>	<a href="#">Bill</a>		12/01- 1/01 02/15	232.36		230.36
01/09/2023	<a href="#">015515</a>	<a href="#">Payment</a>	<a href="#">604847</a>	3733		13.46	2.00CF
12/29/2022	<a href="#">015486</a>	<a href="#">Adjustment</a>		SEWER ADJ		31.73	11.46
12/29/2022	<a href="#">015486</a>	<a href="#">Adjustment</a>		GARBAGE ADJ		7.14	43.19
12/29/2022	<a href="#">015486</a>	<a href="#">Adjustment</a>		DR FEE		15.00	50.33

Date	Packet	Type	Receipt #	Reference	Debits	Credits	Balance
12/29/2022	<a href="#">015486</a>	<a href="#">Adjustment</a>		WATER ADJUSTMENT		39.80	65.33
12/29/2022	<a href="#">015486</a>	<a href="#">Adjustment</a>		GARBAGE ADJ		106.33	105.13
12/28/2022	<a href="#">015480</a>	<a href="#">Bill</a>		11/01-12/01 01/15	213.46		211.46
12/12/2022	<a href="#">015426</a>	<a href="#">Payment</a>	<a href="#">602121</a>	3728		13.46	2.00CF
11/30/2022	<a href="#">015390</a>	<a href="#">Adjustment</a>		SEWER ADJ		31.73	11.46
11/30/2022	<a href="#">015390</a>	<a href="#">Adjustment</a>		GARBAGE ADJ		7.14	43.19
11/30/2022	<a href="#">015390</a>	<a href="#">Adjustment</a>		DR FEE		15.00	50.33
11/30/2022	<a href="#">015390</a>	<a href="#">Adjustment</a>		GARBAGE ADJ		106.33	65.33
11/30/2022	<a href="#">015390</a>	<a href="#">Adjustment</a>		WATER ADJUSTMENT		39.80	171.66
11/29/2022	<a href="#">015383</a>	<a href="#">Bill</a>		10/01-11/01 12/15	213.46		211.46
11/14/2022	<a href="#">015349</a>	<a href="#">Payment</a>	<a href="#">599571</a>	3723		13.58	2.00CF
11/01/2022	<a href="#">015306</a>	<a href="#">Adjustment</a>		SEWER ADJ		31.73	11.58
11/01/2022	<a href="#">015306</a>	<a href="#">Adjustment</a>		GARBAGE ADJ		7.14	43.31
11/01/2022	<a href="#">015306</a>	<a href="#">Adjustment</a>		DR FEE		15.00	50.45
11/01/2022	<a href="#">015306</a>	<a href="#">Adjustment</a>		GARBAGE ADJ		106.33	65.45
11/01/2022	<a href="#">015306</a>	<a href="#">Adjustment</a>		WATER ADJUSTMENT		39.80	171.78
10/26/2022	<a href="#">015285</a>	<a href="#">Bill</a>		9/01-10/01 11/15	212.92		211.58
10/10/2022	<a href="#">015223</a>	<a href="#">Payment</a>	<a href="#">595631</a>	3709		11.84	1.34CF
10/03/2022	<a href="#">015203</a>	<a href="#">Adjustment</a>		SEWER ADJ		31.73	10.50
10/03/2022	<a href="#">015203</a>	<a href="#">Adjustment</a>		GARBAGE ADJ		7.14	42.23
10/03/2022	<a href="#">015203</a>	<a href="#">Adjustment</a>		DR FEE		15.00	49.37
10/03/2022	<a href="#">015203</a>	<a href="#">Adjustment</a>		GARBAGE ADJ		106.33	64.37
10/03/2022	<a href="#">015203</a>	<a href="#">Adjustment</a>		WATER ADJUSTMENT		39.14	170.70
09/27/2022	<a href="#">015181</a>	<a href="#">Bill</a>		8/01- 9/01 10/15	211.84		209.84
09/12/2022	<a href="#">015133</a>	<a href="#">Payment</a>	<a href="#">592744</a>	3693		16.70	2.00CF



## REQUEST FOR CITY COUNCIL AGENDA ITEM #16

Agenda Date Requested: September 11, 2023

Requested By: Susie Homeyer, City Secretary

Department: Administration

☒ Report    ☐ Resolution    ☐ Ordinance

**Exhibits:** Minutes for August 2023 & Municipal Court Report for August 2023

### Appropriation

Source of Funds: N/A

Account Number: N/A

Amount Budgeted: N/A

Amount Requested: N/A

Budgeted Item:    ☐ Yes    ☒ No

## AGENDA ITEM #16

**Consent agenda items are:**

**A. Approve the minutes for the month of August 2023; and**

**B. Approve the Municipal Court Report for August 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 have placed the Minutes for August 2023 on the consent agenda for approval.

B. Staff have placed the Municipal Court Report for August 2023 on the consent agenda for approval.

## ACTION REQUIRED BY CITY COUNCIL

**Approve the consent agenda: Minutes for August 2023 and the Municipal Court Report for August 2023.**

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

*Jason Weeks*

9/5/23



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**Jason B. Weeks, City Manager**

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**Date**

**MINUTES  
SPECIAL MEETING  
AUGUST 7, 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; Bobbie Lehrmann, Marketing and Communication Director; Jose Coronilla, Director of Streets and Sanitation; Jason Katkoski, Fire Chief/EMC; Lupe Diosdado, Director of Development Services; Michael Mize, Police Chief; Maribel Frank, Chief Financial Officer and Peggy Johnson, HR Director.

**VISITORS:** Connie Clements and Julian Fontana.

**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 Councilmember James Harris. 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. Councilmember Josh Fultz moved to accept the bids submitted for employee healthcare benefits as well as the recommendations of HUB International and authorize the City Manager to sign and execute all necessary contracts and agreements for the FY 2023-2024 City of Navasota employee healthcare benefits, but not limited to medical, dental, vision, life insurance, AD & D and long/short term disability benefits, seconded by Mayor Pro-Tem Bernie Gessner and with each Councilmember voting AYE, the motion carried.
5. Councilmember Josh Fultz moved to approve Resolution No. 747-23, authorizing the creation of an employee benefits trust; designation the City Manager, Chief

Financial Officer and Human Resources Director to be trustees of said trust; and authorizing the trust to purchase various forms of insurance for the benefit of city officers, employees, qualified retirees and their dependents, seconded by Mayor Pro-Tem Bernie Gessner and with each Councilmember voting AYE, the motion carried.

6. Mayor Bert Miller moved to authorize the City Manager to execute a contract with Hawes Hill & Associates LLP to perform certain professional services with respect to amending the (TIRZ1) Tax Increment Reinvestment Zone 1 boundary, seconded by Councilmember Josh Fultz and with each Councilmember voting AYE, the motion carried.

7. Mayor Pro-Tem Bernie Gessner moved to approve the first reading of Ordinance No. 1027-23, authorizing the settlement of the proposed fuel reconciliation of Entergy Texas, Inc., seconded by Councilmember Josh Fultz and with each Councilmember voting AYE, the motion carried.

8. Mayor Pro-Tem Bernie Gessner moved to approve authorizing the City of Navasota staff to issue request for proposals (RFP's) for grant administrative services and request for qualifications (RFQ's) for Hazard Mitigation Grant Program administered through the Texas Division of Emergency Management (TDEM), seconded by Councilmember Josh Fultz and with each Councilmember voting AYE, the motion carried.

9. Councilmember Josh Fultz moved to approve the first reading of Ordinance No. 1028-23, amending Chapter 1, General Provisions, Article 1.04 Boards, Committees, and Commissions of the Code of Ordinances of the City of Navasota, Texas by adding Division 5 creating the Navasota Music Friendly Committee, with the change to Sub Section 1.04.132 changing the term from one (1) year to two (2) years, seconded by Councilmember James Harris and with each Councilmember voting AYE, the motion carried.

10. Mayor Bert Miller adjourned the meeting at 7:12 p.m.

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**BERT MILLER, MAYOR**

**ATTEST:**

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**SUSIE M. HOMEYER, CITY SECRETARY**

**MINUTES  
SPECIAL MEETING  
AUGUST 14, 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; Jose Coronilla, Director of Streets and Sanitation; Jason Katkoski, Fire Chief/EMC; Michael Mize, Police Chief; Peggy Johnson, HR Director; Rayna Teicheira, Economic Development Director; Jennifer Reyna, Public Works Director; Pat Gruner, HR Director; Cary Bovey, Legal Counsel; Jon McKay, Graduate Engineer; Ryan Kendricks, Parks and Recreation Manager; Officer Crezel, Officer Byrd and Officer Moon.

**VISITORS:** Connie Clements, Johnny McNally, Lise' McNally, Deborah Richardson, Mac Vaughn, John Sanders, Les Lester, Suellen Lester and Jodi Cobler.

**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: Johnny McNally addressed the City Council and told them how wonderful the Navasota swimming pool looked and that he hopes it will continue to be opened. He lives outside of the City limits but thoroughly enjoyed using the pool. The pool is a great asset and the pool staff are great.

Deborah Richardson addressed the City Council and asked them to consider the senior citizens that are on fixed incomes when it comes to raising the utility rates.

4. Staff report:

- a) Jennifer Reyna, Public Works Director, gave an update on the CIP projects.
- b) Councilmember Bernie Gessner gave an update on the latest Planning and Zoning Commission meeting. Councilmember Pattie Pederson gave an update on the latest Airport meeting.
- c) Councilmember and staff informed the audience about upcoming events.

5. Mayor Pro-Tem Bernie Gessner moved to approve the consent agenda items which include the minutes from the month of July 2023; the Municipal Court Report from the month of July 2023; the second reading of Ordinance No. 1026-23, authorizing restricted prior service credit (RPSC) for employees who are members of the Texas Municipal Retirement System; the second reading of Ordinance No. 1027-23, authorizing the settlement of the proposed fuel reconciliation of Entergy, Texas, Inc.; and the second reading of Ordinance No. 1028-23, with the changes noted on the terms being two years instead of one year for the members, seconded by Councilmember Josh Fultz and with each Councilmember voting AYE, the motion carried.

6. Mayor Pro-Tem Bernie Gessner moved to authorize the City Manager to work with the Human Resources Director to speed up the process, by posting the job opportunities, so that most of the new positions proposed in the FY 23-24 budget could begin on October 1, 2023, seconded by Councilmember Pattie Pederson and with each Councilmember voting AYE, the motion carried.

7. Mayor Pro-Tem Bernie Gessner moved that the City of Navasota propose to adopt a tax rate of \$0.5221 per \$100 valuation for tax year 2023 and hold a public hearing at 6:00 p.m. on September 11, 2023 at the City Council Chambers located at 200 E. McAlpine Street, and a meeting to adopt the tax rate on first reading at 6:00 p.m. on September 11, 2023 at the City Council Chambers located at 200 E. McAlpine Street; and a meeting to adopt the tax rate on second reading at 6:00 p.m. on September 25, 2023 at the City Council Chambers located at 200 E. McAlpine Street  
10. Mayor Bert Miller adjourned the meeting at 7:12 p.m., seconded by Councilmember Pattie Pederson. The following votes were recorded by a show of hands:

**AYES: Mayor Bert Miller, Mayor Pro-Tem Bernie Gessner, Councilmember Josh Fultz, Councilmember Pattie Pederson and Councilmember James Harris**

**NAYS: None**

**ABSENT: None**

Mayor Bert Miller announced that the motion carried.

8. Mayor Pro-Tem Bernie Gessner moved to set the date of September 11, 2023 for the public hearing on the City's FY 2023-2024 proposed budget.

9. Mayor Bert Miller adjourned the meeting at 10:16 p.m.

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**BERT MILLER, MAYOR**

**ATTEST:**

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**SUSIE M. HOMEYER, CITY SECRETARY**

**MINUTES  
SPECIAL MEETING  
AUGUST 28, 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 4:30 p.m., Navasota, Texas on the above date with the following being present:

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

Thus constituting a quorum.

**STAFF PRESENT:** Jason Weeks, City Manager; Susie M. Homeyer, City Secretary; Jose Coronilla, Director of Streets and Sanitation; Jason Katkoski, Fire Chief/EMC; Michael Mize, Peggy Johnson, HR Director; Jennifer Reyna, Public Works Director; Hung Mai, IT Specialist; Ryan Hendricks, Parks and Recreation Manager; Pat Gruner, Navasota Municipal Judge; Jon MacKay, Graduate Engineer and Cary Bovey, Legal Counsel.

**VISITORS:** Connie Clements, Deborah Richardson, John Sanders and others.

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

1. Mayor Bert Miller called the meeting to order at 4:36 p.m.
2. A workshop was held on a Tuition Reimbursement Policy for city employees.
3. A workshop was held on a Paid Parental Leave Policy for city employees.
4. A workshop was held on a Certification Pay Policy for city employees.
5. A workshop was held on a Catastrophic Leave Pool Policy for city employees.
6. Mayor Bert Miller adjourned the meeting at 5:52 p.m.

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**BERT MILLER, MAYOR**

**ATTEST:**

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**SUSIE M. HOMEYER, CITY SECRETARY**

**MINUTES  
REGULAR MEETING  
AUGUST 28, 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; Jose Coronilla, Director of Streets and Sanitation; Jason Katkoski, Fire Chief/EMC; Michael Mize, Peggy Johnson, HR Director; Jennifer Reyna, Public Works Director; Hung Mai, IT Specialist; Ryan Hendricks, Parks and Recreation Manager; Pat Gruner, Navasota Municipal Judge; Jon MacKay, Graduate Engineer; Cary Bovey, Legal Counsel; Officer Krozel, Officer Tyler, Officer Byrd and Officer Watson.

**VISITORS:** Connie Clements, Deborah Richardson, John Sanders, Dia Copeland, Michele Steinhauser and others.

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

1. Mayor Bert Miller called the meeting to order at 6:10 p.m.
2. Invocation was given by Councilmember James Harris. The City Council, staff and members then recited the Pledge of Allegiance to the American Flag and the Texas Flag.
3. Remarks of visitors: Citizen Deborah Richardson addressed the City Council about the proposed Catastrophic Sick Leave Pool Policy. She said it was a good idea. She also addressed the Tuition Reimbursement Policy and felt that there needed to be some clarifications concerning if an employee lets their license lapse, will the City pay for it again.
4. Staff Report:
  - a) City Manager Jason Weeks introduced Laura Capehart as the new Manager of Municipal Services for Republic Services;



- b) Jon MacKay, Graduate Engineer, gave an update on the CIP Projects;
- c) There were not any updates on Boards and Commissions;
- d) Councilmember and staff informed the audience about upcoming events.

5. Councilmember Josh Fultz moved to approve the agreement with R. W. Harden and Associates to provide designs services for Water Well No. 8 in the amount of \$165,300.00, seconded by Councilmember Pattie Pederson and with each Councilmember voting AYE, the motion carried.

6. A workshop was held on the proposed budget for FY 2023-2024. Citizen Deborah Richardson addressed the City Council and said that staff did an excellent job on the budget but asked that the City Council delay the vote on the budget to the second day when the meeting runs late in the evening. She also suggested cutting a couple of positions and projects that is listed in the budget while at the same time add more money to the library budget for help and becoming accredited. Citizen Dia Copeland addressed the City Council about reducing the budget and wanted clarification on certain line items such as professional fees, miscellaneous categories and way finding signs. City Manager Jason Weeks addressed most of these questions before moving on to the presentation of the proposed budget for FY 20223-2024. After a lengthy discussion, it was a unanimous consensus of the City Council to proceed with the proposed budget for FY 2023-2024.

7. Mayor Bert Miller adjourned the meeting at 8:35 p.m.

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**BERT MILLER, MAYOR**

**ATTEST:**

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**SUSIE M. HOMEYER, CITY SECRETARY**

Official Municipal Court Monthly Report

Month August Year 2023

Municipal Court for the City of NAVASOTA

Presiding Judge PATRICIA GRUNER

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

Court Mailing Address 200 E. MCALPINE

City NAVASOTA, TX Zip 77868

Phone Number 936-825-6268

Fax Number 936-825-7280

Court's Public Email COURT@NAVASOTATX.GOV

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

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

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

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

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

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

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

## CRIMINAL SECTION

COURT NAVASOTA MUNICIPAL COURT				TRAFFIC			NON-TRAFFIC		
MONTH	August	YEAR	2023	NON-PARKING	PARKING	CITY ORD	PENAL CODE	STATE LAW	CITY ORD
1. Total Cases Pending First of Month:				754	1	23	329	66	103
a. Active Cases				199	1	4	20	35	20
b. Inactive Cases				555	0	19	309	31	83
2. New Cases Filed				127	0	3	3	4	4
3. Cases Reactivated				9	0	0	5	1	0
4. All Other Cases Added				0	0	0	0	0	0
5. Total Cases on Docket				335	1	7	28	40	24
6. Dispositions Prior to Court Appearance or Trial:				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
a. Uncontested Dispositions				58	0	0	1	2	2
b. Dismissed by Prosecution				0	0	0	0	0	0
7. Dispositions at Trial:				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
a. Convictions:				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
1) Guilty Plea or Nolo Contendere				23	0	0	7	0	1
2) By the Court				1	0	0	0	0	0
3) By the Jury				0	0	0	0	0	0
b. Acquittals:				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
1) By the Court				0	0	0	0	0	0
2) By the Jury				0	0	0	0	0	0
c. Dismissed by Prosecution				0	0	0	0	0	0

## CRIMINAL SECTION

COURT NAVASOTA MUNICIPAL COURT				TRAFFIC			NON-TRAFFIC		
MONTH	August	YEAR	2023	NON-PARKING	PARKING	CITY ORD	PENAL CODE	STATE LAW	CITY ORD
8. Compliance Dismissals:				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
a. After Driver Safety Course	4	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
b. After Deferred Disposition	7		0		0		0		0
c. After Teen Court	0		0		0		0		0
d. After Tobacco Awareness Course	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX			0	XXXXXXXXXX	XXXXXXXXXX
e. After Treatment for Chemical Dependency	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX			0	1	XXXXXXXXXX	XXXXXXXXXX
f. After Proof of Financial Responsibility	1	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
g. All Other Transportation Code Dismissals	11		0		0		0		0
9. All Other Dispositions				0		0		0	
10. Total Cases Disposed				105		0		8	
11. Cases Placed on Inactive Status				0		0		0	
12. Total Cases Pending End of Month:				776	1	26	324	67	104
a. Active Cases	230		1		7		20	37	19
b. Inactive Cases	546		0		19		304	30	85
13. Show Cause Hearings Held				12		0		1	
14. Cases Appealed:				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
a. After Trial	0		0		0		0		0
b. Without Trial	0		0		0		0		0

## CIVIL SECTION

COURT NAVASOTA MUNICIPAL COURT			
MONTH	August	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:			XXXXXXXXXXXXXXXXX
a. After Trial			0
b. Without Trial			0

## JUVENILE/MINOR ACTIVITY

COURT	NAVASOTA MUNICIPAL COURT		
MONTH	August	YEAR	2023
		TOTAL	
1. Transportation Code Cases Filed		1	
2. Non-driving Alcoholic Beverage Code Cases Filed		0	
3. Driving Under the Influence of Alcohol Cases Filed		0	
4. Drug Paraphernalia Cases Filed		0	
5. Tobacco Cases Filed		0	
6. Truancy Cases Filed		0	
7. Education Code (Except Failure to Attend) Cases Filed		0	
8. Violation of Local Daytime Curfew Ordinance Cases Filed		0	
9. All Other Non-traffic Fine-only Cases Filed		0	
10. Transfer to Juvenile Court:		XXXXXXXXXXXXXXXXX	
a. Mandatory Transfer		0	
b. Discretionary Transfer		0	
11. Accused of Contempt and Referred to Juvenile Court (Delinquent Conduct)		0	
12. Held in Contempt by Criminal Court (Fined and/or Denied Driving Privileges)		0	
13. Juvenile Statement Magistrate Warning:		XXXXXXXXXXXXXXXXX	
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	

### ADDITIONAL ACTIVITY

COURT	NAVASOTA MUNICIPAL COURT
MONTH	August            YEAR    2023
1. Magistrate Warnings:	
a. Class C Misdemeanors	
b. Class A and B Misdemeanors	
c. Felonies	
XXX  TOTAL	
2. Arrest Warrants Issued:	
a. Class C Misdemeanors	
b. Class A and B Misdemeanors	
c. Felonies	
3. Capiases Pro Fine Issued	
4. Search Warrants Issued	
5. Warrants for Fire, Health and Code Inspections Filed	
6. Examining Trials Conducted	
7. Emergency Mental Health Hearings Held	
8. Magistrate's Order for Emergency Protection Issued	
9. Magistrate's Orders for Ignition Interlock Device Issued	
10. All Other Magistrates's Orders Issued Requiring Conditions for Release on Bond	
11. Drivers's License Denial, Revocation or Suspension Hearings Held	
12. Disposition of Stolen Property Hearings Held	
13. Peace Bond Hearings Held	





Run By: rjessie  
Report Type: Summary  
Date Range: 8/01/2023 - 8/31/2023  
Finalize Report: Yes  
Correction: No

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