

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



James Harris
Councilmember
Pattie Pederson
Councilmember

**NOTICE OF MEETING OF THE GOVERNING BODY OF THE
CITY OF NAVASOTA, TEXAS
NOVEMBER 13, 2023**

Notice is hereby given that a Regular Meeting of the governing body of the City of Navasota will be held on the 13th of November, 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
Pledge of Allegiance
3. Remarks of visitors: Any citizen may address the City Council on any matter. Registration forms are available on the podium and/or table in the back of the city council chambers. This form should be completed and delivered to the City Secretary by 5:45 p.m. Please limit remarks to three minutes. The City Council will receive the information, ask staff to look into the matter, or place the issue on a future agenda. Topics of operational concerns shall be directed to the City Manager.

4. Staff Report:

(a) Proclamation - National Apprentice Week - November 13-19, 2023. [Mayor Bert Miller]

(b) Introduction of new employee: Victoria Gutierrez, Fire Cadet. [Peggy Johnson, HR Director]

(c) Recognition of service award, Lupe Diosdado (10 years). [Peggy Johnson, HR Director]

(d) Annual Oakland Cemetery update. [Michelle Savensky, Executive Administrative Assistant]

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

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

(g) 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. Consideration and possible action on canceling the December 25, 2023 regular City Council meeting. [Jason Weeks, City Manager]

6. Consideration and possible action on Resolution No. 752-23, approving a water leak adjustment policy and if deemed necessary, authorize staff to retro the policy back to June 2023 to be used only for the George Washington Carver School water leak. [Jason Weeks, City Manager]

7. Conduct a public hearing for the purpose of receiving public comments and testimony on an order to repair or demolish the structure located at 202 Holland St, Navasota TX, 77868; Consideration and possible action on an order to repair or demolish the structure located at 202 Holland St, Navasota TX, 77868. [Erik Covarrubias, Code Enforcement Specialist]

8. Conduct a public hearing for the purpose of receiving public comment and testimony for an amendment to the project plan, finance plan, and expansion of the zone boundaries of the City of Navasota Tax Increment Reinvestment Zone Number One; Consideration and possible action on the first reading of Ordinance No. 1034-23, amending the project plan, finance plan, and expansion of the zone boundaries of the City of Navasota Tax Increment Reinvestment Zone Number One. [Lupe Diosdado, Development Services Director]

9. Consideration and possible action to award a contract for the Annual Lawn Care Services for Public Grounds to JC Sand Dirt and Construction Services LLC in the amount of \$216,781.50. [Jose Coronilla, Assistant Public Works Director]

10. Consideration and possible action on Resolution No. 751-23, authorizing the mayor to sign the engagement letter with Belt Harris Pechacek, LLLP for audit services for the City of Navasota fiscal year ending September 30, 2023. [Maribel Frank, CFO]
11. Consideration and possible action to approve the financials for the fiscal year-to-date as of September 30, 2023. [Maribel Frank, CFO]
12. 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 October 2023.
 - B. Approve the Municipal Court Report for the month of October 2023.
 - C. Approve the 2023 tax roll from Brazos County Appraisal District.
 - D. Approve the 2023 tax roll from Grimes Central Appraisal District; and
 - E. Approve Resolution No.753-23 casting votes for the Board of Directors election for 2024-2025 from the Grimes Central Appraisal District.
13. The City Council shall meet in Executive Session in accordance with the Texas Government Code, Section 551.072, deliberation regarding real property for the purpose of discussion and deliberation regarding the City of Navasota's potential acquisition of real property for City projects/purposes.
 14. Reconvene in open session.
 15. Consideration and possible action concerning the City of Navasota's potential acquisition of real property for City projects/purposes.
 16. Adjourn.

DATED THIS THE 7TH OF NOVEMBER, 2023

/JW/

BY: JASON WEEKS, CITY MANAGER

I, the undersigned authority, do hereby certify that the above notice of meeting of the governing body of the CITY OF NAVASOTA, is a true and correct copy of said notice and that I posted a true and correct copy of said notice in the glass bulletin board, in the foyer, on the south side of the Municipal Building as well as in the bulletin board on the north side of the Municipal Building of the City of Navasota, Texas, a place convenient and readily accessible to the general public at all times, and said notice was posted on the 7th of November, 2023 at 03:17 PM and will remain posted continuously for at least 72 hours preceding the scheduled time of said meeting. Agendas may be viewed at www.navasotatx.gov.

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

DATED THIS THE 7TH OF NOVEMBER, 2023

/SMH/

BY: SUSIE M. HOMEYER, CITY SECRETARY

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



REQUEST FOR CITY COUNCIL AGENDA ITEM #4

Agenda Date Requested: <u>November 13, 2023</u>	Appropriation	
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: Proclamation, Cemetery Report and Years of Service Award

AGENDA ITEM #4

Staff Report:

- (a) Proclamation – National Apprentice Week, November 13-19, 2023. [Bert Miller, Mayor]
- (b) Introduction of new employee: Victoria Gutierrez, Fire Cadet. [Peggy Johnson, HR Director]
- (c) Recognition of years of service award, Lupe Diosdado (10-years). [Peggy Johnson, HR Director]
- (d) Annual Oakland Cemetery update. [Michelle Savensky, Executive Administrative Assistant]
- (e) Update on CIP Projects. [Jennifer Reyna, Public Works Director]
- (f) Board and Commission update. [City Council]
- (g) Reports from City Staff or City Officials regarding items of community interests, including expressions of thanks, congratulations or condolence; information regarding holiday schedules; honorary or salutary recognition of public officials, public employees, or other citizens; reminders about upcoming events organized or sponsored by the City; information regarding social, ceremonial, or community events organized or sponsored by a non-City entity that is scheduled to be attended by City officials or employees; and announcements involving imminent threats to the public health and safety of people in the City that has arisen after the posting of the agenda. [Jason Weeks, City Manager]

SUMMARY & RECOMMENDATION

- a. Bert Miller, Mayor will proclaim November 13-19, 2023, as National Apprenticeship Week.
- b. Peggy Johnson, HR Director, will introduce new employee Victoria Gutierrez, Fire Cadet.
- c. Peggy Johnson, HR Director, will recognize Lupe Diosdado for ten years of service to the City of Navasota.
- d. Michelle Savensky, Executive Administrative Assistant, will go over the FY 2022-2023 Oakland Cemetery report.
- e. Jennifer Reyna, Public Works Director, will give the City Council an update on our CIP Projects.
- f. If applicable, the City Council will provide Board and Commissions updates.
- g. Staff and the City Council will provide updates on other upcoming events.

ACTION REQUIRED BY CITY COUNCIL

No action required.

Approved for the City Council meeting agenda.



Jason B. Weeks, City Manager

11/6/23

Date



PROCLAMATION RECOGNIZING NATIONAL APPRENTICESHIP WEEK

WHEREAS, The National Apprenticeship Act of 2015 established a comprehensive system of partnerships among employers, labor, educators and Federal and State governments, which has shaped skill training for succeeding generations; and

WHEREAS, 2023 marks the ninth annual National Apprenticeship Week (NAW) across the country, highlighting the benefits of apprenticeship in preparing a highly-skilled workforce to meet the talent needs of employers across diverse industries; and

WHEREAS, National Apprenticeship Week is a national celebration that offers leaders a chance to demonstrate their support for apprenticeship and gives apprenticeship sponsors the opportunity to showcase their programs; and

WHEREAS, Apprenticeship help shape and strengthen economic structures of our communities. They also demonstrate leadership across our nation, enhance productivity and promote healthy competition; and

WHEREAS, The City of Navasota appreciates and congratulates all those involved in this worthwhile endeavor which continues to create a positive impact on lives, careers and businesses in our communities; and

NOW, THEREFORE, BE IT PROCLAIMED, that I, Bert Miller, Mayor of the **City of Navasota** do hereby proclaim November 13-19, 2023 as

“NATIONAL APPRENTICESHIP WEEK”

SIGNED THIS THE 13TH DAY OF NOVEMBER, 2023

BERT MILLER, MAYOR



CITY OF
NAVASOTA
2023

CERTIFICATE

of ACHIEVEMENT

This certificate is presented to

Guadalupe Diosdado

in appreciation of **10** years of dedicated service to
the City of Navasota.

DATE

JASON WEEKS, CITY MANAGER



OAKLAND CEMETERY BUDGET ITEMS FOR ANNUAL REPORT

PERFORMANCE MEASURES	Budgeted 10/01/2018- 9/30/2019	Actual 10/01/2018- 9/30/2019	Budgeted 10/01/2019- 9/30/2020	Actual 10/01/2019- 9/30/2020	Budgeted 10/01/2020- 9/30/2021	Actual 10/01/2020- 9/30/2021	Budgeted 10/01/2021- 9/30/2022	Actual 10/01/2021- 9/30/2022	Budgeted 10/01/2022- 9/30/2023	Actual 10/01/2022- 9/30/2023	Budgeted 10/01/2023- 09/30/2024	Actual 10/01/2023- 09/30/2024
Cemetery Plots Sold OR on Contract - City Residents	20	14	10	18	15	41	N/A	N/A	N/A	N/A	N/A	N/A
Cemetery Plots Sold OR on Contract - Non-City Residents	4	5	5	12	8	9	N/A	N/A	N/A	N/A	N/A	N/A
Cemetery Plots Sold - All People	24	19	15	30	23	50	50	24	35	43	40	2
Cemetery Plots on Contract							4	8	10	15	20	2
Urn Plots Sold OR on Contract - City Residents		2	4		2	0	N/A	N/A	N/A	N/A	N/A	N/A
Urn Plots Sold OR on Contract - Non-City Residents			2	5	4	0	N/A	N/A	N/A	N/A	N/A	N/A
Urn Plots Sold - All residents		2	6	5	6	0	4	1	2	2	3	
Baby Land Plots Sold OR on Contract - City Residents		0	2	0	2	0	N/A	N/A	N/A	N/A	N/A	N/A
Baby Land Plots Sold OR on Contract - Non-City Residents		1	1	0	2	1	N/A	N/A	N/A	N/A	N/A	N/A
Baby Land Plots Sold - All babies		1	3	0	4	1	2	0	1	0	1	0
Burials or Internments	40	49	45	46	40	68	60	54	50	52	55	3
Monuments Set	20	33	26	27	20	36	30	23	20	39	40	4
Cemetery Cleanups	1	1	1		1	1	2	1	2			
Madeley Chapel	2	1	2	0	2	3	4	1	2	4	3	1
Ownership Transfers	1		1		1	2	2	2	1			
Grave digging permits issued	3		3	2	3	1	2	2	4	3	3	
Cemetery Tours/Lanterns & Legends	1	1	1		1		1	1	1	1	1	1
Cemetery Tours/Private for Magazine Author, Connie Clements												

TOTALS AS OF 011/01/2023

LAST CEMETERY PRICE INCREASE WAS IN SEPTEMBER 2012 -
GRAVE SPACES WENT FROM \$750.00 TO \$800.00

LAST CEMETERY PRICE INCREASE WAS ON OCTOBER 1, 2016 -
GRAVE SPACES WENT FROM \$800.00 TO \$1,00.00 CITY RESIDENTS
GRAVE SPACES WENT FROM \$800.00 TO \$3,000 NO-CITY RESIDENTS

LAST CEMETERY PRICE INCREASE WAS ON OCTOBER 1, 2017 -
BABYLAND GRAVE SPACES WENT FROM \$0.00 TO \$150.00 CITY RESIDENTS
BABYLAND GRAVE SPACES WENT FROM \$0.00 TO \$250.00 NO-CITY RESIDENTS

URN GRAVE SPACES WENT FROM \$0.00 TO \$150.00 CITY RESIDENTS
URN GRAVE SPACES WENT FROM \$0.00 TO \$250.00 NO-CITY RESIDENTS

LAST CEMETERY PRICE INCREASE WAS ON JULY 26, 2021
ALL SPACES ARE \$2,000.00 NO MATTER YOUR RESIDENCY
URN SECTION - \$200.00
BABYLAND - \$200.00

AGENDA PLANNING CALENDAR

November 13, 2023 – **WORKSHOP FOR TIRZ @ 5:30 p.m.**

1. Called to order
2. Elect officers and assign position numbers
3. Approve previous minutes
4. Adjourn

November 13, 2023 – **DEADLINE FOR SUBMITTING ITEMS AND COVER SHEETS FOR THIS MEETING IS 10/30/2023**

1. Called to order
2. Invocation/Pledge of Allegiance (Pastor Mac Vaughn)
3. Remarks of visitors
4. Staff Report: (a) Introduction of new employees – Victoria Gutierrez – Fire Cadet, (b) Proclamation – National Apprentice Week – Nov. 13-19, 2023; (c) Cemetery update (d) Update of all CIP projects; (e) Board and Commission update; and (f) Reports from staff and City Council
5. Public hearing – TIRZ
6. 1st reading of Ordinance No. 1034-23, TIRZ
7. 1st reading of Ordinance No. 1035-23 - Approving tax roll – Grimes County portion
8. 1st reading of Ordinance No. 1036-23 - Approving tax roll – Brazos County portion
9. Resolution No. 751-23, casting votes for Board of Directors for Grimes Central Appraisal District
10. Approval of engagement letter with the audit firm of Belt Harris & Pechacek
11. Water leak adjustment policy
12. Cancelling the December 25, 2023 council meeting
13. Consent agenda: (a) Minutes from October 2023 and (b) Municipal Court report for October 2023
14. Adjourn

November 27, 2023 – **WORKSHOP @ 4:30**

1. Called to order
2. Discussion on policy for rentals
3. Discussion on Horlock House
3. Adjourn

November 27, 2023 – **DEADLINE FOR SUBMITTING ITEMS AND COVER SHEETS FOR THIS MEETING IS 11/13/2023**

1. Called to order
2. Invocation/Pledge of Allegiance (Rev. T. J. Green, First Baptist Church)
3. Remarks of visitors
4. Staff Report: (a) Update of all CIP projects; (b) Board and Commission update; and (c) Reports from staff and City Council
5. 2nd reading of Ordinance No. ____, TIRZ
6. Change Order for CIP project
7. Adjourn

December 11, 2023 – DEADLINE FOR SUBMITTING ITEMS AND COVER SHEETS FOR THIS MEETING IS 11/27/2023

1. Called to order
2. Invocation/Pledge of Allegiance (Rev. T. J. Green, First Baptist Church)
3. Remarks of visitors
4. Staff Report: (a) Update of all CIP projects; (b) Board and Commission update; and
(c) Reports from staff and City Council
5. Consent agenda: (a) Minutes from November 2023 and (b) Municipal Court Report for
November 2023
6. Adjourn



So much, so close.

Core Values

T

Teamwork & Collaboration

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

H

Honor & Integrity

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

R

Resilience & Adaptability

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

I

Inclusivity & Diversity

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

V

Vision & Progress

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

E

Empowerment & Engagement

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



2023-2024 Strategic Plan

Mission Statement

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

Vision Statement

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

Core Values: THRIVE

Teamwork &
Collaboration

Honor &
Integrity

Resilience &
Adaptability

Inclusivity &
Diversity

Vision &
Progress

Empowerment &
Engagement

Goals

Planning &
Economic
Development

Marketing/
Communications

Quality of Life

Staffing

Human
Resources

Facilities/
Buildings

Infrastructure

NAVIA SOTA!TM
So much, so close.

2023-2024 Strategic Plan



The City of Navasota Strategic Planning Processes

In December 2022, the City of Navasota embarked on a strategic planning process to create strategic priorities for 2023 through 2024. The following is the process used to reach the conclusions for the strategic plan.

The process kicked off with a preliminary planning meeting via Zoom between City Manager Jason Weeks and professional facilitator Alysia A. Cook, PCED, IOM with Opportunity Strategies LLC. The two met to review key issues facing the community, understand the programs and projects currently underway, and to prepare the process and format for the planning session.

On April 4, the consultant facilitated a Town Hall meeting seeking feedback from citizens and community stakeholders. That feedback is included in the Appendix.

On April 5, the consultant facilitated multiple focus group discussions with various stakeholder groups to secure feedback from them regarding their recommendations for the city council to consider. That feedback is included in the Appendix.

On April 18, the Navasota management team met at City Hall for a strategic planning workshop to begin creating recommendations for the city council to consider.

On April 19, the Navasota city council met at City Hall to begin considering the recommendations from the Town Hall meeting, the stakeholder interviews, and the Navasota management team.

The facilitator led the participants through an analysis of the SWOT (strengths, weaknesses, opportunities, and threats) they had completed online, a brainstorming exercise called Start-Stop-Accelerate, then discussions regarding desires and priorities for the next two years. Then the facilitator managed the development of and consensus on goals for 2023-2024.

Following the goal development, the facilitator led the group through strategy and metrics development.

The following is the City of Navasota 2023–2024 Strategic Plan.

Expectations

The facilitator asked the participants to share any expectations for the day. Responses were as follows:

- Growth
- Voice for the Future
- Staff burnout
- Fund old infrastructure repair/replacement & new
- Streets, other infrastructure repairs plan for future
- Personal floating holidays
- Supervisor training
- How to appeal to top talent candidates
- Employee recognition program
- Work-from-home policy
- Increase TMRS pension matching
- Establish a standard for addressing small stuff
- Improve our departments
- Updating equipment/training/technology
- Culture/political attacks
- Fee structures for events



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Adaptability

Inclusivity &
Diversity

Vision &
Progress

Empowerment &
Engagement

Goals

Planning &
Economic
Development

Marketing/
Communications

Quality of Life

Staffing

Human
Resources

Facilities/
Buildings

Infrastructure

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Core Values - THRIVE

- **Teamwork and Collaboration**
 - We believe in the power of collective effort and cooperation.
 - Foster a culture of collaboration among residents, businesses, and government.
 - Together, we can achieve greater outcomes and overcome challenges.
- **Honor and Integrity**
 - Uphold honesty, transparency, and ethical conduct in all endeavors.
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 - Earn and maintain the trust of our community through principled leadership.
- **Resilience and Adaptability**
 - Embrace change and remain agile in a constantly evolving world.
 - Build resilience to face adversity and bounce back stronger.
 - Learn from experiences to continuously improve and innovate.

- **Inclusivity and Diversity**
 - Celebrate and embrace the richness of our diverse community.
 - Promote inclusivity, ensuring that all voices are heard and valued.
 - Create an environment where everyone feels welcome and respected.
- **Vision and Progress**
 - Pursue a forward-thinking vision for the city's growth and development.
 - Encourage innovation and progressive ideas that benefit our residents.
 - Strive to be a model city that sets new standards and inspires others.
- **Empowerment and Engagement**
 - Empower individuals to participate in shaping the city's future.
 - Encourage active citizenship and engagement in local decision-making.
 - Support initiatives that enhance community involvement and civic pride.

Staff To-Do List:

- ☐ Create new resident packets.
 - In-person / paper
 - Online / digital
- ☐ Equip Boards / Commissions.
 - Digital notebooks
 - 3-ring binders
- ☐ Update Cemetery Plot/Deeds.
 - Paper vs. Digital
 - Map / Color-coded



Goal #1: Planning & Economic Development

To plan for smart growth while maintaining small town charm.

☐ 1.1 Develop a Comprehensive Plan for the City of Navasota that includes:

☐ Zoning / Subdivision – Ordinances

☐ Housing Development/Recruitment Plan

☐ 1.2 Hire a Main Street Director

☐ 1.3 Develop a 10-year CIP / Infrastructure Plan

☐ 1.4 Focus on Workforce Development concerns and solutions.

of stakeholder meetings hosted or participated in each year: _____

% of unemployment at year-end 2023: _____

% of unemployment at year-end 2024: _____

% or # of students / graduates who stay in Navasota & work locally after graduation
(collect data from ISD) in 2023: _____

% or # of students / graduates who stay in Navasota & work locally after graduation
(collect data from ISD) in 2024: _____

☐ 1.5 Increase sales tax by 10% annually.

% increase FY 2023 to FY 2024: _____%

% increase FY 2024 to FY 2025: _____%

☐ 1.6 Increase HOT funds by 5% annually.

% increase FY 2023 to FY 2024: _____%

% increase FY 2024 to FY 2025: _____%

Secondary Priorities (if budget allows):

☐ Parks & Recreation Master Plan

☐ Update Thoroughfare Plan



Goal #2: Marketing/Communications

To facilitate effective two-way Communications with the people who live, work, and play in Navasota and offer those residents and visitors quality family leisure opportunities and events.

- ❑ 2.1 Create a two-year marketing plan with priorities outlined.
- ❑ 2.2 Evaluate resident communication tools (i.e., blackboard).
- ❑ 2.3 Outreach to Texas Historical Commission's Brazos Trail & Navasota/Grimes County Chamber of Commerce regarding Heritage Tourism Events.
- ❑ 2.4 Survey residents on how they get their information & other information collection.
- ❑ 2.5 Implement a plan to host Town Hall meetings two times per year.
- ❑ 2.6 Launch new Navasota TX, EDC & Tourism websites, and train staff on how to manage departmental pages.
- ❑ 2.7 Re-evaluate community events and their budgets.

Goal #3: Quality of Life

To create, enhance, and improve program offerings and recreational facilities.

☐ 3.1 Explore recruiting partners like Boys & Girls Club or YMCA

☐ 3.2 To offer at least two new programs per year.

offered in FY 2024: _____

offered in FY 2025: _____

☐ 3.3 To offer at least one event per quarter.

offered in FY 2024: _____

offered in FY 2025: _____

☐ 3.4 To add or enhance a park or recreational facility once a year (i.e., playground equipment, dog park addition)

added/enhanced in FY 2024: _____

added/enhanced in FY 2025: _____

☐ 3.5 To outreach, connect and network with outside organizations for programming opportunities (i.e., life skill classes with Navasota ISD)

☐ 3.6 Evaluate our outreach efforts/awareness of Parks & Recreation and Library programming and make appropriate changes.

Goal #4: Staffing

To develop a staffing plan.

☐ 4.1 Assess current and future needs of personnel by department including internships.

☐ Public Works

☐ Public Safety – including traffic enforcement unit.

☐ Administration

☐ All Departments

☐ 4.2 Recruitment Plan

☐ Inform at Local / Regional academies.

☐ Create a recruitment package (Informational).

☐ 4.3 Improve Employee Benefits

Top Priorities

☐ Increase TMRS pension contribution from 5% to 7% with 20-year retirement.

☐ Add stipend for certifications & miscellaneous designations and/or qualifications.

Secondary Priorities (if budget allows)

- ☐ Evaluate leave time and increase if warranted.
- ☐ Consider health insurance for retirees.

Goal #5: Human Resources

To develop a plan to attract employees and leaders, train them, and ensure retention.

- ☐ 5.1 Improve new hire on-boarding process.
 - ☐ Application process – Manage applications from candidates.
 - ☐ Provide timely feedback to candidates to improve our chances of hiring.
- ☐ 5.2 Improve Board/Commission member on-boarding process.
 - ☐ Outline duties & responsibilities.
 - ☐ Create an annual orientation.
- ☐ 5.3 Revise personnel policy for PTO (paid time off) for Public Safety.

Goal #6: Facilities/Buildings

To construct, renovate, and maintain city facilities based on current and future needs.

6.1 Public Safety

6.1.1 Top Priorities

- ☐ Identify available land for public safety facility.
- ☐ Identify funding mechanisms (bonds, loans, etc.).

6.1.2 Secondary Priorities (if budget allows)

- ☐ Design & Construction
- ☐ Develop a Maintenance Plan

6.2 All other City Facilities

- ☐ Develop a plan for the future layout of City Hall.
- ☐ Develop a Facilities Master Plan that includes:
 - ☐ Navasota Center
 - ☐ Municipal Swimming Pool

- ☐ Horlock House
- ☐ Library
- ☐ Animal Services
- ☐ Fire Station
- ☐ Vehicle Services



Goal #7: Infrastructure

Budget for continued improvement of existing and new infrastructure, as well as smart planned growth.

7.1 Maintaining Infrastructure

7.1.1 Streets – Each one based on condition and usage.

☐ # of streets maintained in 2023: _____

☐ # of streets maintained in 2024: _____

7.1.2 Water – Based on type and number of repairs previously completed as well as planning and isolating of valves.

☐ \$ spent on water infrastructure maintenance in 2023: \$_____

☐ \$ spent on water infrastructure maintenance in 2024: \$_____

7.1.3 Wastewater – Based on age and construction type (Clay vs. PVC).

☐ # of feet of wastewater maintained in 2023: _____

☐ # of feet of wastewater maintained in 2024: _____

7.1.4 Natural gas – Based on as needed; preventative maintenance based on atmospheric conversion, distribution, structural integrity & maintenance plan.

☐ \$ spent on natural gas infrastructure maintenance in 2023: \$ _____

☐ \$ spent on natural gas infrastructure maintenance in 2024: \$ _____

7.2 Repairing Infrastructure

7.2.1 Streets – Repair as needed.

☐ \$ spent on street infrastructure repairs in 2023: \$ _____

☐ \$ spent on street infrastructure repairs in 2024: \$ _____

7.2.2 Water – Repair as needed (i.e., leaks, severity).

☐ \$ spent on water infrastructure repairs in 2023: \$ _____

☐ \$ spent on water infrastructure repairs in 2024: \$ _____

7.2.3 Wastewater – Repair as needed.

☐ \$ spent on wastewater infrastructure repairs in 2023: \$ _____

☐ \$ spent on wastewater infrastructure repairs in 2024: \$ _____

7.2.3 Natural gas – Repair as needed.

- ☐ \$ spent on natural gas infrastructure repairs in 2023: \$ _____
- ☐ \$ spent on natural gas infrastructure repairs in 2024: \$ _____

7.3 New Construction of Infrastructure

7.3.1 Streets – by developer

- ☐ \$ spent on new street construction in 2023: \$ _____
- ☐ \$ spent on new street construction in 2024: \$ _____

7.3.2 Water

- ☐ Construction of water tower.
- ☐ Construction of water well(s).
- ☐ Construction of water plant.

7.3.3 Natural Gas

- ☐ More natural gas regulator stations.
- ☐ Looping natural gas system.
- ☐ Increase natural gas main size.

7.3.4 Wastewater

- ☐ Additional wastewater treatment plant.
- ☐ More lift stations and lines.

7.3.5 Railroad Grade Separation

- ☐ Construct bridge to cross over railroad tracks.

7.4 Equipment Acquisition

Top Priority

- ☐ 7.4.1 Mobile data terminals (MDT) in Police vehicles.
- ☐ 7.4.2 Updating & maintaining a vehicle & equipment replacement plan.

Secondary Priorities (if budget allows)

- ☐ 7.4.2 Public Safety – citywide cameras.
- ☐ 7.4.3 Fire Ladder Truck.

NAVASOTA!™

So much, so close.

2023-2024 Strategic Plan Appendix



City of Navasota Town Hall Meeting – April 2023

Alysia Cook of Opportunity Strategies LLC facilitated a public Town Hall Meeting with residents and business owners throughout Navasota on April 4, 2023.

She asked the public eight questions. The questions and respective answers that the participants provided are listed below. These comments are in their own words and not edited.

1. What do you think are the most pressing issues facing Navasota?

- Infrastructure, road, streets
- Traffic
- Identity: newcomers & longtime residents
- Growth
- Pedestrian infrastructure
- Safety
- Loose dogs/ unleashed
- Public transportation:
 - N<->S
 - E<->W
 - Victoria St -> South
- Traffic safety - speeding in neighborhoods
- Animal control PSAs
- Heritage Meadows
 - Traffic calming needed
- Crime/gun violence
- Zoning needs/future:
 - (Where /not commercial)
 - Dual zone
 - Tri zone

- Noise – explore ordinance enforcement
 - Mufflers
 - Music
- Best place for information: navasotatx.gov
- Dedicated green space
- Junky yards /cars/RVs
 - More frequent checks by staff needed
- Signage to parks
- Trains in downtown:
 - Traffic backups
 - Stoppage
- Additional in /outs in downtown
- Red light needed at LaSalle & Blackshear
- Fire station/firetrucks can be blocked by train
- Emergency vehicles sounds /light
- Greenspace requirement in new developments
- Code enforcement
- Establish growth targets /parameters

2. **What improvements would you like to see in our city's infrastructure?**

- Street maintenance plan
- Sidewalk allocation space
- Real sidewalk network beyond downtown
- Smoother road surfaces vs. patchwork
- Different materials on road to lesson wear & tear: explore options
- Drainage – explore recommendations from Drainage Study
- Get big trucks to adhere to truck route
- Water quality/taste – too hard
- Sidewalk design – triangles unsafe

- Accessibility: city and storefronts
- Widen access roads – TxDot

3. What types of events or programming would you like to see in Navasota?

- Keep existing events
- Church Open House
- Keep free concerts – make longer
- Summer concerts – start later
- Display US flag & Texas flag more often
- More Town Hall meetings
- Movies in the Park
- More historical events (Washington on the Brazos)
- More advertising (Bring them here)
- Art Walk and/or other art events
- Flag design contest for kids
- Homemade ornaments at Christmas – kids
- Event after tree lighting – Shopping?
- Dated ornaments sold by merchants

4. Are there any zoning or land use policies you think are outdated or need to be revised?

- Junky vehicles
- Code enforcement
- Update Comprehensive Plan – underway
- Set-back requirements / character
- Multifamily / density
- What can property owners do with 75x75 or 50x75? –explore options/ lot size lots
- Downtown residential – designated parking needed
- Revisit tiny home options

- Workforce / attainable housing
- Proactive thoughtful housing strategies
- Revisit modular vs. manufactured homes
- Check standards on portable buildings/sheds as housing shelters
 - Dwellings: what's allowed?

5. How can the city better support small business & entrepreneurs?

- Chamber has mixers
- Great job!
- Host a business roundtable series
- Downtown business roundtables
- Encourage more business to be open on Sundays
- Job Fair – Host one

6. Are there any specific neighborhoods or areas of the city that you feel are underserved by city resources?

- Any area with bad streets
- Loose dogs in shopping center/gas station area rail/road tracks (animal control)
- Curbs & gutters
- Older historic areas
- Outskirts of town, E, W, S (lower income areas)
- Dirt streets areas: pave these for quality of life
- Have developers put in roads in new developments
- Sidewalks for parts of town where many people do not drive/have vehicles (for safety)
- More frequent updates on how city is serving them
- Run the street sweeper more often

7. What amenities would you like to see in the future that aren't currently here?

- Curbside Recycle
- Emergency plan for train disaster needed
- Household hazardous waste
- Technology recycles
- Battery recycling events
- Mosquito control (city or county?)
- Automated mail service (Federal)
- Fenced park
- Train derailment exercise /training
- Parks on west & south
- Pickleball courts
- Tornado working siren

8. What types of retail/ commercial business would you like to see here next?

- Eye doctor
- Hearing /audiology doctor
- Quick Care/ Urgent Care
- Something for kids:
 - Boys & Girls Club
 - YMCA
 - Day Camp
 - Summer Camp
- Continue to support downtown
- Whataburger
- Business near apartments
- Gas stations
- CVS or Walgreens

Stakeholder Focus Groups – April 2023

Alysia Cook of Opportunity Strategies LLC facilitated a variety of focus group meetings with stakeholders throughout Navasota on April 5, 2023. Each group is identified below, as well as the questions that were asked and the answers that the participants provided. These comments are in their own words and not edited.

Realtors & Developers

1. What type(s) of housing is needed in Navasota and at what price point or range?

- Patio homes for elderly
 - Low maintenance
 - Maintenance included
- Middle class new rentals at \$1500/month
- Low-income housing for former mobile homeowners who were flooded
- 105 towards airport – sides of road need to be upgraded
- Townhomes
- Incentivize housing developments
- Senior subsidized housing
- Resort style tiny homes and /or RV park

2. What can the city do to encourage the development of new housing and the renovation of existing housing?

- Upgrade city roads
- City should participate in road improvements for projects
- Review specs – Do the ones we adopted from College Station suit Navasota?
- Not all parts of town need to be regulated the same way

- Unrealistic to have full plans paid for / presented in advanced
- Why does city require green space then not build parks on it in development?
- Is green space still needed here?
- City should warn potential land buyers about scam sellers
- Consider land buyouts
- No need for natural gas requirements in every neighborhood

3. How can the city work with housing developers and landlords to increase the availability of affordable rental units?

- Not require so many criteria that increases costs
- Lighter regulations
- Fire hydrants vs. 85 ft. firetruck turnarounds
- Reimbursement programs to help development recoup money
- Require higher maintenance on existing apartments – increase rules & enforcement to weed out trouble tenants
- Parkland fees are too high – Over \$1K

4. Are there any existing regulations, policies, or zoning laws that the city could change to encourage more housing or retail/commercial development?

- Not require so many stiff requirements
 - Back out parking
 - Alley parking
 - Signage
- Overly difficult to work with / too much friction
- Help us look for ways to make my deal work here
- \$550 variance fee is unrealistic for every single thing
- More open discussion with developers & REALTORS – have regular meetings

- Need better consistency with Code Enforcement & Building Inspections
 - Streamline
 - Operate off of one checklist, please
- Unrealistic to require asbestos plans on a building that is only 3 years old
- Need someone in the job with local knowledge

5. What are the main challenges that developers currently face when trying to build or develop properties in Navasota, in comparison to other cities?

- Streamline inspection process
- Streamline plans examination
- Help us deal with TXDOT
- Get more feedback from professional developers who also invest elsewhere
- More commercial /retail developments - maintain our appeal

6. How can the city streamline the permitting and zoning process for developers and engineers to make it more efficient?

- Host developer discussions/workshops
- Continue to search for a quality experienced inspector to add to staff
- Fine tune ordinances to identify which ones can be loosened /which shouldn't
- Preliminary draft of plans could be helpful - not require, but please give us the opportunity
- Park set asides: encourage greater use rather than require more

Education

1. What are the main challenges and priorities currently facing the school district/ community college and how can the city help to address them?

- Blinn Applied Tech Summer Camp
- Affordable housing for single teachers & families:
 - One-income households
 - Starter homes
 - 2nd level homes
- Expand housing options /variety
- Class A apartments / duplexes
- Continue the positive information regarding our school district to attract people
- Salary range \$43,600 -> 50,000 teacher pay for 5 years & fewer, which is 68%
- 80% of students are in poverty
- After-school care would be ideal
- Boys & Girls Club
- Splash pad/pools
- Transportation challenges: public transit for students
- Shared information between educators & employees
- Youth retention & employee retention
- Share with us the workforce demands you hear from employers

2. How can the city and school district collaborate to ensure that we are producing skill sets that meet the needs of local employers so that Navasota can retain larger percentages of its youth as its future workforce?

- Connections between employers & educators – need regular discussions
- Industrial Boot Camp at Blinn College
 - Summer 2023 (2nd year)

- Help serve as a conduit between school district & Blinn
- Fall Expo (Career & Job Fair)
 - Bizzell Academy -> nontraditional students
 - Help us promote this event
 - Provide resources for contacts / employers
- High School Principal is encouraging teachers to explore careers for their students for internships and for externships for themselves (teachers)
- Open House idea at night for parents

3. Are there any specific programs or initiatives that the city could support to benefit students and the school district/community college?

- CTE programs/opportunities
- Help us spread the word
- Help us promote our Industrial Boot Camp (Summer Camp)
- Help promote the school district to families choosing new city to move
- Coordinate with Rayna to help us produce the Career Showcase
- Chamber Business Expo – way to work together

4. How can the city better support students and families facing socioeconomic challenges or homelessness?

- Help those kids' parents connect with jobs
- Transportation
- Reskill and upskill for parents too

5. Are there any infrastructure or transportation needs that the city could help the school district address?

- Students need transportation to the disciplinary facility and to Blinn College

6. How can the city and school district work better together to promote safety and security in the schools?

- City/Police work well together with school district
- More money budgeted for more Police

Industry & Business

1. What are your main workforce challenges?

- Finding suitable workers: skilled trade workers
- Keep sharing our information
- People trained in mechanics and machining
- Explore how to attract experienced workers to Navasota (especially engineers)
- Life skills needs
- Enhanced direction on City's social media to showcase employers and their available jobs more regularly
- Get us (industry leaders) an invitation to speak at Career Day in high school – connect us
 - Expose us to more students
 - Onsite showcase of facility
 - Internships
 - Passing drug tests: education

2. What is your best tool/method for finding new employees?

- Social media (posting ads)
- Employment agency
- Plan to use future City website listing
- Finder's fees (to employees)
- Recruiters
- NOV National /corporate recruiter

3. Is there any workforce skill set that your business needs that isn't being produced by a local or area educational facility (high school, CTE, Technical College, Community College, etc.)

- PLC control programmers /troubleshooting
- Mechatronics
- Math conversions/measuring tape usage
- Life skills
- What happened to the old Industrial Foundation?

4. Are there any quality-of-life amenities that Navasota needs to have that would make more of your employees move/remain here?

- Apartments and other rental housing options
- Help fix the Doctor shortage
- Family-oriented events
- More sports opportunities for kids

5. What can the city do to help make Navasota an even better place to do business?

- Litter pickup – it's embarrassing when we host our clients from out of town
- Connect us with educators: close the gap
- Host a Workforce Roundtable on a regular basis
 - Start with Quarterly
- City could recruit visitors to move here (we love living here!)
- Promote Shop Local

6. What other types of businesses (industrial, commercial, or retail) would you welcome/like to see here?

- Bigger grocery store
- Tool/supply
- Retail in optical
- Chick-fil-A
- Sit down restaurant
- Cafe/coffee shop
- TKD
- Stuff for my spouse to do
- Hobby/crafts

Boards & Commissions

1. What are the main challenges facing your board/commission?

- Never received direction from council (no onboarding, no goals)
- No job description or performance expectations
- No juvenile facilities here
- Lack of awareness by citizens of roles of commissions

- Website awareness is needed to advertise to citizens – lots of good info on city website
- Finding interested volunteers with flexible schedules
- Knowing where residents get their info

2. What can the city do/provide/offer to help your board/commission succeed?

- Help us get greater feedback from a variety of stakeholders
- Do what we say: consistency is key
- Educate residents on processes especially before they begin work
- Give Board of Adjustment tools to help make decisions / punishments
- Identify problems before they begin
- Need to create a guidebook for P&Z and Board of Adjustment & Code Enforcement to describe rules/laws

3. Do you feel like you (individually) received the proper amount of onboarding for your service (job description, performance expectations, board notebook, bylaws, governing documents, etc.?) If not, what would have made your onboarding process more productive?

- 100% No
- Educate potential board members on role and expectation – job description
- Manual to reference /board notebook
- In-person onboarding
- Criteria for selection
- Board / Commission Development Training
- Conflicts of Interest form
- Conflicts of Interest decision trees
- Attendance expectations
- Promote or require guest attendance for potential applicants prior to nominations

4. Is there any red-tape or bureaucracy at the city that hinders or hampers your board/ commission's success?

- No
- Require the other HUD-regulated organization in the city to report out like the main HUD office (Allen White)

5. Does your board/commission operate regularly from a strategic plan? If so, what is the timeframe of your strategic plans (1, 2, 3, 5-year?)

- Yes, for most, but not all
- Annual goals

6. Are there goals in your strategic plan that the city can help you achieve?

- No, already easy to work with

Health & Public Safety

1. What are the challenges you are facing in healthcare or public safety?

- Meeting the demand for services
- Revenue not matching need
- Traffic
- Crime
- Salaries:
 - Recruit/ retain
 - Sign up bonus

- Fewer people going into the Academies
- Staff shortages all over
- Prices of equipment and ammunition
- Installation time/delays

2. How can the city better support your goals/efforts?

- Council is responsive
- Legislative persuasion
- Help promote existing messaging shift from “Animal Control” to Animal Services”
- Support volunteerism
- Marketing – need greater support for Animal Services

3. What needs does your organization/team have regarding workforce skills in healthcare and public safety?

- None
- Very limited pool of potential applicants: law enforcement officers, jailers, dispatch, etc.
- Awareness about Animal Services with our law enforcement organizations and officers

4. What strategies can our city employ to enhance public safety, and how can healthcare professionals contribute to these efforts?

- Need a public health department to help guide public safety professionals
- Mental Health concerns:
 - Breakdowns
 - Not everyone needs to be jailed
 - “Jail diversion”
 - Mental health advisors

- Ensure teamwork collaboration
- Veterinarian Health Advisor
 - Reduce disease spread
 - Safety

5. How can Navasota become a healthier community?

- Healthy choice awareness
- Wellness Programs /fitness programs
- Walking trails
- Healthy food awareness with PSAs
- Continuing education for public safety

6. How can Navasota become a safer community?

- Promote “if you see something, say something”
- Public awareness
- CrimeStoppers Hotline
- Community policing presence
- Community risk reduction:
 - Used to be called “ fire prevention ”
 - Budget prohibits now
 - Weather related
 - Building pre-planning
 - Public education
 - Fire Marshal
- Accredited Fire Team & Police Team
- Kudos to working together
 - Proactive law & fire protection
- Hospital capabilities : help them grow

Downtown

1. What are the challenges in opening and operating business in downtown?

- Parking: elderly needs
- Encourage Downtown workers to park elsewhere
- Curb level step ups are dangerous: customers fall
- Need more store traffic
- Discourage property owners from raising rent too much
- City could highlight business
- Educate residents to shop local
- Directional signage / wayfinding
- Finding staff
- Construction hazards in parking lots along the creek
- Construction materials sometimes in inappropriate spaces

2. Are there any infrastructure improvements or beautification projects that the city can undertake to make downtown more attractive and inviting?

- Great job so far!
- None
- Why is RR street that direction & not opposite?

3. How can the city support and promote local businesses in the downtown area?

- Highlight our businesses on social media
- Good job on this

4. Are there any specific initiatives or programs that the city can implement to support the growth and success of downtown businesses?

- Farmers Market – keep on radar
- Provide us with a Main Street Director
- First Friday events

5. What types of workshops/seminars do you need that you're not getting elsewhere?

- Customer Service workshops
- Permitting workshops
- Business Finances
- Tax workshops
- SBA /loans/banking
- Bring our SBDC/SCORE rep to speak to us
- Technology workshops
 - Digital training, printer
 - Cloud services
 - Software

6. What types of businesses are missing/still needed to come into downtown Navasota?

- Shopping
- Arcade/pool hall
- Craft shop
- Yarn / sewing store/ quilting

Nonprofit & Governmental

1. What are the main challenges currently facing nonprofits in Navasota?

- Money
- Staff
- Place/location for meetings, projects & archives
- Participation /volunteers
- Local business donations
- All donations
- Dealing with government
 - IRS
 - Reporting /990

County:

- Awareness
- Communications/multiple platforms
- Educate public of who does what
- Identifying nonprofits to support
- Ensure fairness

2. Is there a need for a certain nonprofit here that doesn't exist yet?

- Yes, we need a YMCA or similar like a Boys & Girls club
- Tutor facility
- Senior Citizen Center with:
 - Activities
 - Workshops/awareness
 - Navigating existing programs
 - Protections

- Daytime Elder care
- Technology training
- Meals
- Entertainment
- Especially if we market ourselves as “retirement community ”

3. How can our city work more effectively with your nonprofit to address community needs/ achieve your goals?

- Provide transportation to many things in town for:
 - Students
 - Seniors
 - Community Events
 - Workforce training
- Town Hall meetings: hold in various neighborhoods, model homes, parks, etc.
- Students interns/work opportunities for students
 - Awareness /participation
- Workforce Investment Opportunity Act
 - Intern reimbursement

4. What impact has your nonprofit had on our city so far, and how do you measure and evaluate that impact?

- City has been helpful
- Two Rivers:
 - Increased Heritage Tourism
 - Bring in tourists
- Garden Club:
 - Making things beautiful
 - Bring tourists in

- Youth engagement
- Senior engagement
- Community engagement
- Number of lives we touch
- Number of meals served
- Number of senior care packages
- City helps us leverage our impact
- Number of kids in MudCats
 - Economic impact
 - Tournaments
- Nonprofits that give back to community

5. How can the city and nonprofit sector work together to leverage resources and maximize impact on important issues facing our community?

- Grimescountytexas.gov
- Existing county /city stakeholder meetings
- Communications
- Just continue – proving successful
- Continuously share existing programs, e.g. county transportation
- Health Resource Center
 - Help promote this
 - Resource guide
- We need a list of area nonprofits:
 - 211.org
 - Guidestar.org
 - United Way
- Hospital has a Senior meeting space
- Activities
- Offer a “Did you know...” series

6. How can the city support and empower nonprofit organizations to build sustainable solutions to pressing community needs?

- Again, help us communicate our offerings
- Leverage relationship to grow exposure
- Telling our success stories

Random comments

- Consistency of low-income housing city requirement – safety
- Park & Fire Fund:
 - Share with public what it is
 - What is being done with the money
- Need Emergency Services out towards airport: closer Fire/EMS
- More events for families
- Tear down abandoned properties
- More focus on neighborhoods now that downtown is thriving
- Be sure to notify residents in annexed areas that they can now vote (Elections Admin)



REQUEST FOR CITY COUNCIL AGENDA ITEM #5

Agenda Date Requested:	<u>November 13, 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

AGENDA ITEM #5

Consideration and possible action on canceling the December 25, 2023 regular City Council meeting.

SUMMARY & RECOMMENDATION

Staff are requesting that the City Council meeting for December 25, 2023 be cancelled since that Monday is a City holiday. City offices will be closed on December 25th and December 26th in observance of Christmas Eve and Christmas Day holidays.

ACTION REQUIRED BY CITY COUNCIL

Approve canceling the December 25, 2023 regular City Council meeting.

Approved for the City Council meeting agenda.

Jason Weeks
Jason B. Weeks, City Manager

11/6/23
Date



REQUEST FOR CITY COUNCIL AGENDA ITEM #6

Agenda Date Requested: <u>November 13, 2023</u>
Requested By: <u>Jason Weeks, City Manager</u>
Department: <u>Administration</u>
<input type="radio"/> Report <input checked="" type="radio"/> Resolution <input type="radio"/> Ordinance

Exhibits: Resolution No. 752-23, Water Leak Adjustment Policy & forms

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

AGENDA ITEM #6

Consideration and possible action on Resolution No. 752-23, approving a water leak adjustment policy and if deemed necessary, authorize staff to retro the policy back to June 2023 to be used only for the George Washington Carver School water leak.

SUMMARY & RECOMMENDATION

Currently, the City of Navasota does not have a policy regarding utility adjustments for water leaks. Recently, the George Washington Carver School experienced two months of high-water usage, which was contributed to a water leak. Staff informed City Council that a water leak adjustment policy would be developed for consideration at a future City Council meeting.

The attached Water Leak Adjustment Policy allows a utility customer to request an adjustment not more than once in any calendar year. Utility customers would be required to provide documentation of leaks and the repairs to their system to fix the necessary leak(s). The adjustment would be based on the applicant's average water usage for a like period of time. If the applicant has not been a customer for a sufficient length of time to make such a determination, then the average water usage for a like period of time for city water customers in the same class as the applicant. From the total water usage shown on the bill, the average water usage will be deducted. The resulting figure is excess usage. The regular base and volumetric rates will be applied to the average usage amount.

Staff recommends City Council approve the proposed Water Leak Adjustment Policy to be effective immediately. Additionally, if City Council wishes to apply the new approved policy to the George Washington Carver School, staff requests that a motion be made not only to approve the proposed Water Leak Adjustment Policy but to retro the policy back to the water leak that occurred at the George Washington Carver School from June 2023 through August 2023.

ACTION REQUIRED BY CITY COUNCIL

Approve or deny Resolution No. 752-23, approving a Water Leak Adjustment Policy; and if deemed necessary, authorize staff to retro the policy back to June 2023 to be used only for the George Washington Carver School water leak.

Approved for the City Council meeting agenda.



Jason B. Weeks, City Manager

11/6/23

Date

RESOLUTION NO. 752-23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NAVASOTA, TEXAS APPROVING AND ADOPTING A WATER LEAK ADJUSTMENT POLICY

WHEREAS, Section 552.001 of the Texas Local Government Code authorizes the City of Navasota, Texas to regulate its utility systems in a manner that protects the interests of the municipality; and

WHEREAS, Section 13.02.001 of the Code of Ordinances of the City of Navasota, Texas authorize the City Council by resolution to establish policies and procedures governing the City's utility systems; and

WHEREAS, the City Council desires to approve and adopt the Water Leak Adjustment Policy attached hereto as Exhibit "A" and incorporated herein for all pertinent purposes;

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

1. The City Council hereby approves and adopts the Water Leak Adjustment Policy attached hereto as Exhibit "A" and incorporated herein for all pertinent purposes.
2. The City Manager is hereby authorized to take any and all action necessary to implement the provisions of this Resolution.

PASSED AND APPROVED THIS THE 13TH DAY OF NOVEMBER, 2023.

BERT MILLER, MAYOR

ATTEST:

SUSIE M. HOMEYER, CITY SECRETARY

EXHIBIT "A"

City of Navasota Water Leak Adjustment Policy

Computation of adjustments to charges for water usage and wastewater treatment:

1. Any water customer may request an adjustment to any bill for water usage and wastewater treatment because of a loss of water through a latent defect in the customer's water line, for a period not to exceed three (3) consecutive months, by filing a sworn written application. Therefore, a customer may not request more than one (1) such adjustment in any 12-month period. Such application shall be made on a form furnished for that purpose by the city and shall contain the following matters:
 - a. The name of the applicant, the address of the premises furnished water, the date of the bill and the period of water usage covered thereby.
 - b. The date on which the latent defect was discovered, the date on which it was repaired, and a statement that water was lost through such latent defect and that such water was not used in any manner by anyone.
 - c. A sworn statement that the applicant made the statements shown on the application under oath for the purpose of inducing the city to grant a reduction in the amount of water bill for which an adjustment is requested.
 - d. A statement whether or not there have been any additional water appliances placed in use by the customer during the period covered by such bill.
 - e. The name and address of the person who made the repairs.
 - i. A copy of the paid invoice or bill will need to be provided and submitted to the city with the application.
 - ii. If the owner or applicant completed the repair, copies of receipts for the purchased materials and/or parts will need to be provided and submitted to the city with the application.
 - f. Photographs of the repairs will also need to be provided.
 - i. If prints cannot be submitted with the application, they can be emailed to finance@navasotatx.gov.
2. Upon receipt of an application under this section, Financial Services staff shall review such application; and if such application complies with this policy, the applicant's bill shall be revised by subtracting the amount of water consumption shown thereon in excess of the

applicant's average water usage, which adjustment shall be accomplished in the following manner:

- a. The applicant's average water usage for a prior like period of time shall be determined. If the applicant has not been a customer for a sufficient length of time to make such a determination, then the average water usage for a like period of time for city water customers in the same class as applicant shall be used.
 - b. From the total water usage shown on the bill, the average water usage will be deducted. The resulting figure is excess usage.
 - c. The regular rate will be applied to the average usage.
3. If the bill to be adjusted has been paid, any adjustment authorized by this section shall be made by crediting the amount of adjustment against charges thereafter accruing for water usage and wastewater treatment. If such a bill has not been paid, it shall be reduced by the amount of the adjustment.
4. A determination by Financial Services staff of the amount of an adjustment to be made in accordance with this policy may be appealed to the City Manager, whose decision shall be final.
5. Within ninety (90) days of the issuance of a disaster declaration by the Mayor, the Chief Financial Officer and Utility Billing staff, upon approval from the City Manager, are hereby authorized to adjust bills for water usage and wastewater treatment if a water customer has experienced a loss of water due to a leak or other issue that is directly related to the disaster declaration. An adjustment provided under this subsection shall not prohibit a water customer from receiving an adjustment pursuant to other provisions of this policy. A previously granted adjustment shall not prohibit a water customer from receiving an adjustment under this subsection. The bill shall be revised by subtracting the amount of water consumption shown thereon in excess of the applicant's average water usage, which adjustment shall be accomplished in the following manner:
 - a. The applicant's average water usage for a previous, like-period of time shall be determined. If the applicant has not been a customer for a sufficient length of time to make such a determination, then the average water usage for a like-period of time for city water customers in the same class as the applicant shall be used.
 - b. From the total water usage shown on the bill, the average water usage will be deducted; and the resulting figure is the excess usage.
 - c. The regular rate will be applied to the average usage.



CITY OF NAVASOTA, TEXAS

200 E. McAlpine Street, Navasota, TX 77868
936-825-6475 (office) 936-825-4018 (fax)

REQUEST FOR WATER BILL REVISION

I, the undersigned, being the contracting party, or an agent, employee or representative of the contracting party, for water service from the City of Navasota, Texas, request a reduction in the amount of a water bill for water furnished to the premises described below.

It was discovered that water was being lost through a latent defect in a water line at said premises during the period commencing _____ (date) and ending _____ (date), and as a result of said latent defect, water provided through the City water meter serving the described premises was lost and not used in any manner by anyone. As soon as said latent defect was discovered it was repaired (see attached documentation). No additional water appliances have been placed in use during the period covered by the bill.

I am personally familiar with all matters of fact stated herein, and I know of my own personal knowledge that they are true and correct.

Attach documentation of leak being fixed including receipts, photographs, and a written statement of when the leak was found and when it was fixed.

Service Address _____

Phone Number _____

E-mail Address: _____



CITY OF NAVASOTA, TEXAS

200 E. McAlpine Street, Navasota, TX 77868
936-825-6475 (office) 936-825-4018 (fax)

REQUEST FOR WATER BILL REVISION

Date of Leak Discovery: _____

Date of Leak Repair: _____

Name of Individual/Company that repaired leak: _____

Address of Individual/Company that repaired leak: _____

If the leak was repaired by a resident of the Service Address, receipts of all materials for the repairs must be provided.

Written Statement:

Signature

Date

Printed Name

For questions contact us at 936-825-6475 or via email at finance@navasotatx.gov.



REQUEST FOR CITY COUNCIL AGENDA ITEM #7

Agenda Date Requested: <u>November 13, 2023</u>
Requested By: <u>Erik Covarrubias, Code Officer</u>
Department: <u>Development Services</u>
<input checked="" type="radio"/> Report <input type="radio"/> Resolution <input type="radio"/> Ordinance

Exhibits: Staff Report, Legal Notice, Order to repair or demolish the structures located at 202 Holland St.

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

AGENDA ITEM #7

Conduct a public hearing for the purpose of receiving public comments and testimony on an order to repair or demolish the structure located at 202 Holland St, Navasota TX, 77868; Consideration and possible action on an order to repair or demolish the structure located at 202 Holland St, Navasota TX, 77868.

SUMMARY & RECOMMENDATION

On October 13, 2023, city staff completed an inspection of the property at 202 Holland St, Navasota TX, 77868. Multiple violations in accordance with the city's substandard building ordinance were found. Proper notification was made to the property owners listed in the most recent tax rolls. A copy of the staff report, legal notice, and order to repair or demolish is attached for City Council review and consideration.

ACTION REQUIRED BY CITY COUNCIL

Conduct a public hearing:

Public hearing opened at _____p.m.

Public hearing closed at _____p.m.

Approve or deny an order to repair or demolish the structures located at 202 Holland St, Navasota TX, 77868.

Approved for the City Council meeting agenda.

Jason Weeks

Jason B. Weeks, City Manager

11/6/23

Date

TENNYSON, CAROLYN
4265 FM 2562
ANDERSON, TX 77830

October 16, 2023

TO: OCCUPANT, RECORD OWNER, LIEN HOLDER, AND MORTGAGEE

RE: Property owned by you or which you claim an interest or wherein you are found in possession, located at:

LOCATION: 202 HOLLAND, NAVASOTA, TX 77868

LEGAL DESCRIPTION: H&TC, BLOCK 108, LOT 1,2

Dear property owner, interested holder and/or possessor:

The property and/or improvements and/or conditions existing on the property described above has been identified as a nuisance and because of its condition, is unsafe, unsanitary, a fire hazard, or dangerous to the health, safety or general welfare of the City's citizens and constitutes a danger to human life for the following reasons:

DATE OF INSPECTION: October 13, 2023

NATURE OF VIOLATIONS:

- The structure or any part thereof has been damaged by fire, water, earthquake, wind, vandalism, or other cause to such an extent that it has become dangerous to the public, health, safety and welfare;
- The structure has improperly distributed loads upon the structural members, or the structural members have insufficient strength to be reasonably safe for the purpose used;
- The foundation or the vertical or horizontal supporting members are twenty-five percent (25%) or more damaged or deteriorated;
- The building or structure is liable to partially or fully collapse;
- The nonsupporting coverings of walls, ceilings, roofs, or floors are fifty percent (50%) or more damaged or deteriorated;

The City Council is requiring that you appear at the regular meeting on November 13, 2023 at City Hall Council Chambers, 200 E McAlpine St, Navasota, TX, 77868 at 6:00pm. This is a public hearing which at such time and place the owner, interested holder and/or possessor of said property shall show cause why the building should not be declared a nuisance, condemned, ordered repaired or demolished.

You are required to provide proof at the hearing as to a reasonable projected timeline and scope of any work you are prepared to perform to bring the property into compliance with current code requirements for minimum housing standards. You will carry the burden of proof when demonstrating the scope and timeline of such repairs. If the City Council determines that the building can reasonably be repaired, the City permits only 30 days for such repairs, unless it is proven at the hearing that the work cannot reasonably be finished in 30 days. If the City Council determines that the building must be demolished, you are similarly responsible for carrying out the demolition within a 30-day timeframe. Again, if you reasonably believe that the property will require more than 30 days to carry out the work, be prepared to present a detailed plan and time schedule for the work you plan to perform.

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

Also note that in the event you fail to comply with any order to vacate, repair, or demolish the building, the City of Navasota is prepared to repair or demolish and remove the building or cause such work to be performed by a private contractor. In this event, the City will assess all expenses incurred and send you a bill for the work, and file a lien on the property if said expenses are not paid. www.NavasotaTX.gov

Information regarding this matter may be obtained by contacting the City of Navasota's Code Compliance Department at (936) 825-6450.

Sincerely,



Erik Covarrubias
City of Navasota
Code Enforcement Officer
Tel: (936) 825-6475



City of Navasota - Substandard Building Staff Report

Date: November 06, 2023

To: City Council

From: Erik Covarrubias, Code Enforcement Officer

Agenda Item: 202 Holland Street Substandard Building

PROPERTY INFORMATION:

PID: R25304

LEGAL DESCRIPTION: H&TC, BLOCK 108, LOT 1,2

OWNER: TENNYSON, CAROLYN

ADDRESS: 202 HOLLAND STREET NAVASOTA TX 77868

Background:

- The substandard building case process was started on October 13th, 2023, after staff were notified of the collapsed roof.
- On October 17, 2023 the Code Officer spoke with the owners' son and informed him of the procedure that follows. Staff were able to get his mailing address to send a copy of the hearing notice.
- Eric Tennyson, the son, has obtained power of attorney over the building.
- On October 18, 2023, the substandard public hearing notice was mailed to the property owners regarding the condition of the building's structure and potential to fully collapse.
- On November 1st, 2023, NPD secured the perimeter with caution tape and traffic barrels. City management reached out to Eric Tennyson to inform him of the safeguards put in place.

SUMMARY:

On October 13, 2023, City Management and staff were informed of the collapsed roof. Staff inspected the site and collected pictures of the structure. Official hearing notices were mailed. Staff have been in constant contact with the property owner's son on the substandard building procedure/process.

The roof on the northwest corner of the building has completely collapsed and is causing lateral strain on exterior structural walls. Specifically, the Northwest corner and Northeast corner. Aerial photos of the roof show other areas where additional collapses are possible due to extensive weather damage and holes.



Building Violations:

Per Chapter 3, Article 3.03 Substandard Buildings, Section 3.03.005 Application of standards the following violations were found:

- The structure or any part thereof has been damaged by fire, water, earthquake, wind, vandalism, or other causes to such an extent that it has become dangerous to the public, health, safety, and welfare.
- The structure has improperly distributed loads upon the structural members, or the structural members have insufficient strength to be reasonably safe for the purpose used.
- The foundation or the vertical or horizontal supporting members are twenty-five percent (25%) or more damaged or deteriorated.
- The building or structure is liable to partially or fully collapse.
- The non-supporting coverings of walls, ceilings, roofs, or floors are fifty percent (50%) or more damaged or deteriorated.

Violation Descriptions:

(North Side/right side of building): The exterior structural wall has cracked.



(Northeast Side/Left side of the building): The eastern exterior structural wall is pulling away from the building and has caused additional cracks near the foundation.





(Interior photos showing collapsed roof)





AERIAL VIEW:



STAFF RECOMMENDATION:

Staff recommends the substandard building be ordered demolished, the current state of the property is a nuisance and unlawful.

APPRAISAL:

GRIMES CENTRAL APPRAISAL DISTRICT

Property	Owner	Property Address	Tax Year	2023 Assessed Value
R25304	TENNYSON, CAROLYN	202 HOLLAND, NAVASOTA, TX 77868	2023	CERTIFIED \$236,384

2023 GENERAL INFORMATION

Property Status	Active
Property Type	Real
Legal Description	H&TC, BLOCK 108, LOT 1,2
Neighborhood	COMMERCIAL
Account	4800-108-0010
Related Properties	P37460
Map Number	N26

2023 OWNER INFORMATION

Owner Name	TENNYSON, CAROLYN
Owner ID	
Exemptions	
Percent Ownership	100%
Mailing Address	4265 FM 2562 ANDERSON, TX 77830
Agent	-

2023 VALUE INFORMATION

MARKET VALUE	
Improvement Homesite Value	\$0
Improvement Non-Homesite Value	\$213,384
Total Improvement Market Value	\$213,384
Land Homesite Value	\$0
Land Non-Homesite Value	\$23,000
Land Agricultural Market Value	\$0
Total Land Market Value	\$23,000
Total Market Value	\$236,384
ASSESSED VALUE	
Total Improvement Market Value	\$213,384
Land Homesite Value	\$0
Land Non-Homesite Value	\$23,000
Agricultural Use	\$0
Timber Use	\$0
Total Appraised Value	\$236,384
Homestead Cap Loss	-\$0
Total Assessed Value	\$236,384

2023 ENTITIES & EXEMPTIONS

TAXING ENTITY	EXEMPTIONS	EXEMPTIONS AMOUNT	TAXABLE VALUE	TAX RATE PER 100	TAX CEILING
CAD- Appraisal District			\$236,384	0	0
CNA- City Navasota			\$236,384	0.5221	0
GGR- Grimes County			\$236,384	0.450339	0
SNA- Navasota ISD			\$236,384	0.98534	0
TOTALS				1.957779	

2023 IMPROVEMENTS

Expand/Collapse All

Improvement #1	State Code	Homesite	Total Main Area (Exterior Measured) Market Value
- Real, Commercial	No	-	\$213,384

2023 LAND SEGMENTS

LAND SEGMENT TYPE	STATE CODE	HOMESITE	MARKET VALUE	AG USE	TIM USE	LAND SIZE
1 - 2 - Commercial	Real, Commercial	No	\$23,000	\$0	\$0	11,500 Sq. ft
TOTALS						11,500 Sq. ft / 0.264004 acres

VALUE HISTORY

YEAR	IMPROVEMENT	LAND	MARKET	AG MARKET	AG USE	APPRAISED	HS CAP LOSS	ASSESSED
2022	\$68,330	\$8,630	\$76,960	\$0	\$0	\$76,960	\$0	\$76,960
2021	\$43,830	\$8,630	\$52,460	\$0	\$0	\$52,460	\$0	\$52,460
2020	\$20,720	\$8,630	\$29,350	\$0	\$0	\$29,350	\$0	\$29,350
2019	\$19,870	\$8,630	\$28,500	\$0	\$0	\$28,500	\$0	\$28,500
2018	\$18,860	\$8,630	\$27,490	\$0	\$0	\$27,490	\$0	\$27,490

SALES HISTORY

DEED DATE	SELLER	BUYER	INSTR #	VOLUME/PAGE
5/14/2012	TENNYSON, JUNIOR & CAROLYN	TENNYSON, CAROLYN	-	1417/419
12/23/1999	LAUBACH, MARY LOU	TENNYSON, JUNIOR & CAROLYN	-	940/433
4/4/1994	LAUBACH, MARY LOU &	LAUBACH, MARY LOU	-	738/670
1/10/1994	HERTENBERGER, LOU	LAUBACH, MARY LOU &	-	734/248
	HERTENBERGER, LOU	HERTENBERGER, LOU	-	

DISCLAIMER

Every effort has been made to offer the most current and correct information possible on these pages. The information included on these pages has been compiled by staff from a variety of sources, and is subject to change without notice. The Central Appraisal District makes no warranties or representations whatsoever regarding the quality, content, completeness, accuracy or adequacy of such information and data. The Central Appraisal District reserves the right to make changes at any time without notice. Original records may differ from the information on these pages. Verification of information on source documents is recommended. By using this application, you assume all risks arising out of or associated with access to these pages, including but not limited to risks of damage to your computer, peripherals, software and data from any virus, software, file or other cause associated with access to this application. The Central Appraisal District shall not be liable for any damages whatsoever arising out of any cause relating to use of this application, including but not limited to mistakes, omissions, deletions, errors, or defects in any information contained in these pages, or any failure to receive or delay in receiving information.

TAXES:

Property

Owner

Property Address

Tax Year

2023 Assessed Value

R25304

TENNYSON, CAROLYN

202 HOLLAND, NAVASOTA, TX 77868

2023

CERTIFIED

\$236,384

Details

Bills

Payment History

Map

Estimate Taxes

HS Exemption

Protest Online

Notice of Appraised Value

Print

2023

Tax Statement

Details

TAXING ENTITY	TOTAL TAXES DUE	DATE PAID	AMOUNT PAID	BALANCE
City Navasota	\$1,234.16	-	\$0.00	\$1,234.16
Grimes County	\$1,064.53	-	\$0.00	\$1,064.53
Navasota ISD	\$2,329.18	-	\$0.00	\$2,329.18
TOTALS	\$4,627.87		\$0.00	\$4,627.87

TOTAL TAXES DUE

Effective Date: 11/6/2023

Current Amount Due

\$4,627.87

Past Years Due

\$0.00

Total Due

\$4,627.87

Enter a custom amount

Pay My Bills

2022

Tax Statement

Details

TAXING ENTITY	TOTAL TAXES DUE	DATE PAID	AMOUNT PAID	BALANCE
City Navasota	\$427.90	1-23-2023	\$427.90	\$0.00
Grimes County	\$369.41	1-23-2023	\$369.41	\$0.00
Navasota ISD	\$904.35	1-23-2023	\$904.35	\$0.00
TOTALS	\$1,701.66		\$1,701.66	\$0.00

2021

Tax Statement

Details

TAXING ENTITY	TOTAL TAXES DUE	DATE PAID	AMOUNT PAID	BALANCE
City Navasota	\$298.65	12-29-2021	\$298.65	\$0.00
Grimes County	\$276.43	12-29-2021	\$276.43	\$0.00
Navasota ISD	\$654.70	12-29-2021	\$654.70	\$0.00
TOTALS	\$1,229.78		\$1,229.78	\$0.00

DEED:

Doc Bk Vol Pg
10249816 RP 1417 419

GIFT DEED

I Junior Tennyson dealing in my sole and separate property, of the County of Grimes, State of Texas, for and in consideration of the love and affection I have and hold toward my wife, Carolyn Tennyson, whose mailing address is 4265 FM 2562 Anderson, Texas 77830 give, confirm, and convey my undivided (50%) interest in and to the tract of land lying and being situated in Grimes County, Texas, fully described below.

Lots numbered one (1) and two (2) in block one hundred eight (108) of the H+TC RR Survey to the City of Navasota, Grimes County, Texas as shown on the map or plat thereof recorded in Volume D, Page 777, Deed Records of Grimes County, Texas.

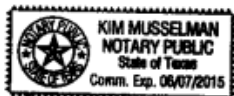
Together with all of the right, title and interest, if any, of Grantors in and to any and all strips or gores of land abutting, bounding or which are adjacent or contiguous to or a part of said real property, whether or not those lands are owned or claimed by Deed, limitations or otherwise, and whether or not they are located inside or outside the property description as set out above, and all land adjacent to the above described property which is owned or claimed by Grantors, or to which Grantors are entitled, including, without limitation, land in any adjacent roadway or alleyway.

To have and to hold the above described premises,
I bind myself, my heirs, executors, and administrators,
to warrant and forever defend all and singular said
premises unto Carolyn Tennyson, her heirs, and assigns,
against every person, whomsoever lawfully claiming, or
to claim the same, or any part thereof.

~~4-8-2012~~ JT 5-14-12

Junior Tennyson

Junior Tennyson



Kim Musselman

THE STATE OF TEXAS

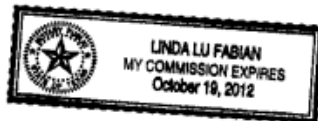
COUNTY OF Grimes

Doc
00249916 Bk
RP

Vol
1417 Pg
421

BEFORE ME, the undersigned authority, on this day personally appeared JUNIOR
tennyson, known to me to be the person whose name is subscribed to the foregoing
instrument, and acknowledged to me that he executed the same for the purposes and
consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this 14th day of May, 2012



Linda Lu Fabian
Notary Public in and for ANDERSON
The State of Texas.
Linda Lu Fabian
Printed Name of Notary
My Commission Expires: 10/19/12

Filed for Record in:
Grimes County
On: May 14, 2012 at 04:20P
As a RECORDINGS

Document Number: 00249916
Amount 24.00
Receipt Number - 52410
By: Tina S Schroeder

STATE OF TEXAS COUNTY OF GRIMES
I hereby certify that this instrument was
filed on the date and time stamped hereon by me
and was duly recorded in the volume and page
of the named records of:
Grimes County
as stamped hereon by me.
May 14, 2012

David Paskett, County Clerk
Grimes County

UTILITIES:

Account Management - (View)

File Edit Options Functions Consoles Help Chat

Account Number13-2719-00New Occupant

Address202HOLLAND E

Zone01Notes

NameOLDIES ROD SHOP

General

Metered

Non-Metered

Financial

Information

Comments

History

Consumption History

Service Orders

Devices

Notifications

Serv/Tbl

StatusNot Used

Units1.00

Scale1.000

Last Read

MXU ID

Meter #PULLED

Dials3

Dmd MXU ID

Sequence0.00

Location

Instruction

Serial #

Expected Consumption0

☒ Apply to Address

Serv	Tbl	Description	Status	Units	Meter #	Scale	Dials	Sequence	Location
200	C	WATER -COM INSIDE	On	1.00	87586879	1.0000	5	4300.00	
300	C	GAS -C COM INSIDE	Off	1.00	PULLED		3	4300.00	

☐ Edit This Record

Clear

View

nav.btovar

IN RE: 202 HOLLAND NAVASOTA, TEXAS 77868	} } } } } } } }	BEFORE THE CITY COUNCIL CITY OF NAVASOTA COUNTY OF GRIMES STATE OF TEXAS
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ORDER

WHEREAS, the designee of the Building Official of the City of Navasota has reported to the City Council that the designee of the Building Official is of the opinion that the primary building located on the property at 202 Holland, Navasota, Grimes County, Texas 77868, which property is more particularly described as follows:

Legal Description: Being the H&TC, BLOCK 108, LOT 1, 2, lying within the corporate limits of the CITY OF NAVASOTA, Grimes County, Texas, according to the map or plat thereof recorded in Volume 1417, page 419, Deed Records of Grimes County, Texas, and being 11,500 square feet of land.

is in violation of the standards provided for in the City of Navasota Substandard Building Ordinance; and

WHEREAS, Carolyn Tennyson, 4265 FM 2562 ANDERSON, TX 77830, record Owner, and all mortgagees, lienholders and other interested parties were duly notified according to law to appear at a public hearing before the City Council at 6 p.m. on the 13th day of November, 2023; and

WHEREAS, having heard the evidence, and being persuaded by a preponderance of same, the City Council made the following findings of fact on the 13th day of November, 2023:

1. A public hearing was conducted by the City of Navasota City Council on the 13th day of November, 2023, in the City of Navasota, Grimes County, Texas. The hearing was completed on the 13th day of November, 2023.
2. Notice of the hearing was given to all affected persons and published as required by law.
3. All matters requisite to the jurisdiction of the City Council were satisfied.
4. Carolyn Tennyson, is the legal owner of the property located at 202 Holland, Navasota, Grimes County, Texas.
5. Carolyn Tennyson has caused or permitted the building at 202 Holland to be in such a condition as to violate the Substandard Building Ordinance of the City of Navasota. The conditions causing the buildings to be in violation of the Substandard Building Ordinance are as follows:

- The structure or any part thereof has been damaged by fire, water, earthquake, wind, vandalism, or other cause to such an extent that it has become dangerous to the public, health, safety and welfare;
 - The structure has improperly distributed loads upon the structural members, or the structural members have insufficient strength to be reasonably safe for the purpose used;
 - The foundation or the vertical or horizontal supporting members are twenty-five percent (25%) or more damaged or deteriorated;
 - The building or structure is liable to partially or fully collapse;
 - The nonsupporting coverings of walls, ceilings, roofs, or floors are fifty percent (50%) or more damaged or deteriorated;
6. The building is not feasible of repair and require demolition.
7. That if the building is not demolished within a thirty (30) day time period, the City will demolish and remove the buildings or cause such work to be performed by a private contractor;

IT IS THEREFORE ORDERED, ADJUDGED AND DECREED BY THE CITY COUNCIL OF THE CITY OF NAVASOTA:

1. That the City Council hereby orders the Owner to comply with the following requirements:
- A. That the building be demolished within thirty (30) days of the date of notice of this Order; and
 - B. That the premises be cleaned and maintained free of all trash and debris within ninety (90) days of the date of notice of this Order.
2. That upon failure of the Owner, mortgagees, lienholders, and/or any other person having an interest in the property to comply with this Order, the City of Navasota may:
- A. Demolish the building deemed to be in violation of the Substandard Building Ordinance;
 - B. Clean the property and maintain it clean of all trash and debris; and
 - C. Assess the cost of the work noted above as a lien against the property which will become due and payable within thirty (30) days of the date the City of Navasota completes the work.
3. That upon failure of the Owner(s) to comply with this Order, the City of Navasota may pursue any other remedies available at law or equity.
4. When this Order has been filed in the deed records of the county in which the property that is the subject of this Order is located, execution of this Order shall not be affected by a sale or other

transfer of such property. Any person or entity acquiring an interest in such property after this Order has been so filed is subject to the requirements of this Order.

5. The decision of the City Council is final. An appeal may be filed by verified petition in State District Court, setting forth that the decision of the City Council is illegal, in whole or in part, specifying the grounds of the illegality, and otherwise complying with Chapter 214, Texas Local Government Code, and other applicable law. Appeals in District Court are limited to hearings under the substantial evidence rule.

IT IS FURTHER ORDERED, ADJUDGED AND DECREED, that the City of Navasota shall cause copies of this Order to be served on the record owner(s), mortgagees, lienholders, and all other persons having an interest in the property as provided by law.

According to the real property records of Grimes County, you own or have an interest in the property described in this notice. If you no longer own or have an interest in the property, you must execute an affidavit stating that you no longer own the property and stating the name and last known address of the person who acquired the property from you. The affidavit must be delivered in person or by certified mail, return receipt requested, to the City of Navasota no later than the twentieth (20th) day after the date you receive this notice. If you do not send the affidavit, it will be presumed that you own the property, or otherwise have an interest in the property, described in this notice.

ADOPTED ON THIS 13TH DAY OF NOVEMBER, 2023.

CITY OF NAVASOTA, TEXAS

Hon. Bert Miller, Mayor

ATTEST:

Susie Homeyer, City Secretary



REQUEST FOR CITY COUNCIL AGENDA ITEM #8

Agenda Date Requested: <u>November 13, 2023</u>
Requested By: <u>Lupe Diosdado, Director</u>
Department: <u>Development Services</u>
<input type="radio"/> Report <input type="radio"/> Resolution <input checked="" type="radio"/> Ordinance

Exhibits: Ordinance No.1034-23

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

AGENDA ITEM #8

Conduct a public hearing for the purpose of receiving public comment and testimony for an amendment to the project plan, finance plan, and expansion of the zone boundaries of the City of Navasota Tax Increment Reinvestment Zone Number One; Consideration and possible action on the first reading of Ordinance No. 1034-23, amending the project plan, finance plan, and expansion of the zone boundaries of the City of Navasota Tax Increment Reinvestment Zone Number One.

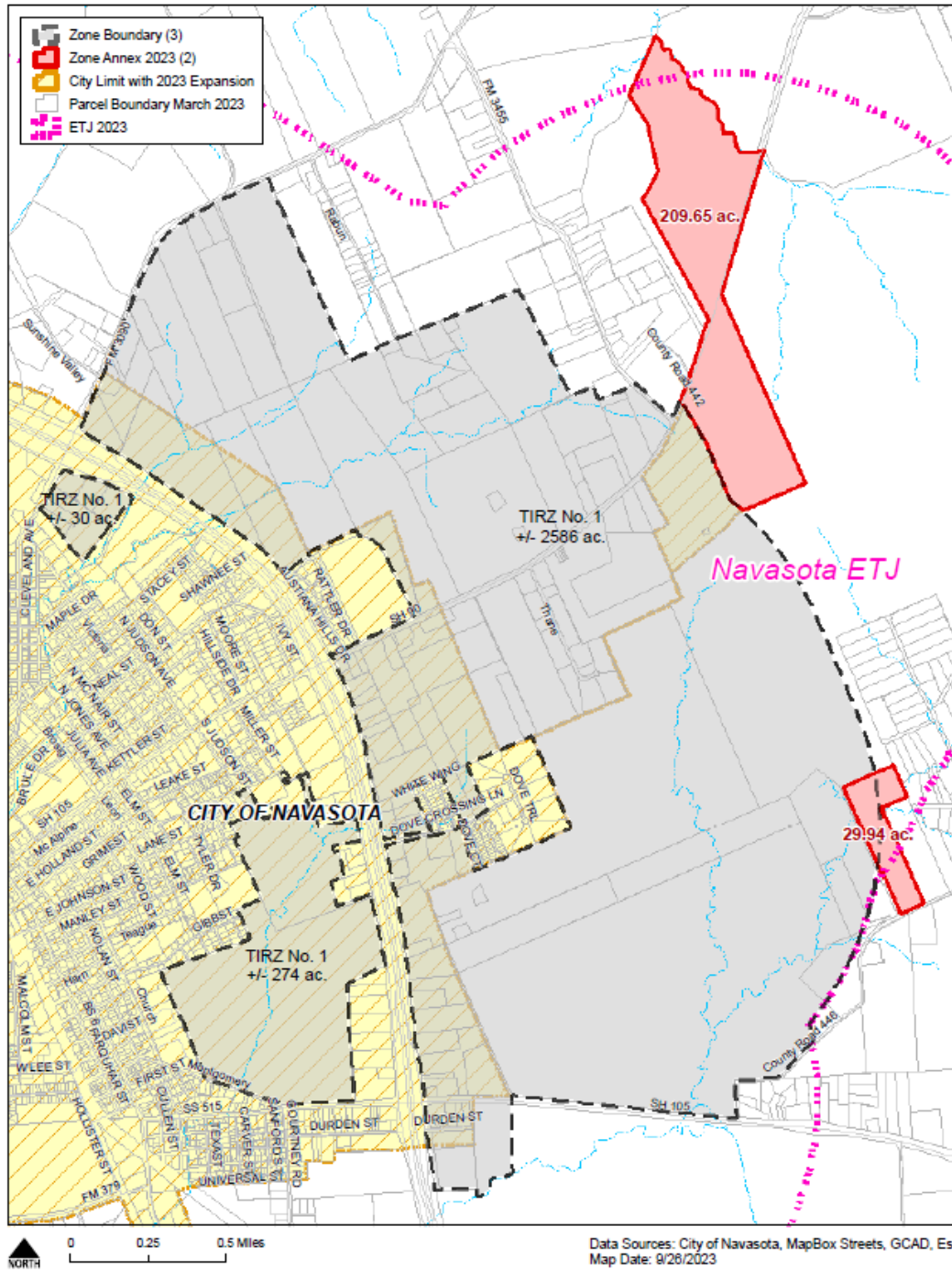
SUMMARY & RECOMMENDATION

To process a boundary amendment of the TIRZ No. 1, evidence of City Council approving the project and finance plan is required. On October 23, 2023, the City Council approved Ordinance No. 1033-23, approving the project and finance plan for TIRZ No.1

The City of Navasota has contracted with Hawes Hill & Associates to expand the boundaries of the recently created Tax Increment Reinvestment Zone Number One (TIRZ). The planned amendment/expansion will incorporate the remaining area of the 96-acre Altamira property following the annexation as well as additional surrounding properties within the ETJ.

Also, the attached Ordinance reduces the TIRZ board member count to five (5) from original seven (7) to align with total number of City Council positions.

Below is a map outlining in **red** the areas that are to be added to the TIRZ No. 1 zone:



ACTION REQUIRED BY CITY COUNCIL

Conduct a public hearing:

Public hearing opened at ____ p.m.

Public hearing closed at _____p.m.

Approve or deny Ordinance No. 1034-23, amending the project plan and finance plan and expansion of the zone boundaries of the City of Navasota Tax Increment Reinvestment Zone Number One.

Approved for the City Council meeting agenda.



Jason B. Weeks, City Manager

11/6/23

Date

ORDINANCE NO. 1034-23

AN ORDINANCE AMENDING THE PROJECT PLAN AND FINANCING PLAN AND EXPANDING THE ZONE BOUNDARIES FOR REINVESTMENT ZONE NUMBER ONE, CITY OF NAVASOTA, TEXAS; CONTAINING FINDINGS AND OTHER PROVISIONS RELATED TO THE SUBJECT; PROVIDING FOR SEVERABILITY CLAUSE; PROVIDING FOR A REPEALER CLAUSE; PROVIDING FOR AN EFFECTIVE DATE; PROVIDING FOR NOTICE OF MEETINGS AND PUBLIC HEARING.

WHEREAS, the City Council of the City of Navasota, Texas, designated Reinvestment Zone Number One on November 28, 2022, by Ordinance No. 1010-22 ("Zone"), pursuant to Chapter 311 of the Texas Tax Code, as amended, within a contiguous and non-contiguous area of the City and its extraterritorial jurisdiction; and

WHEREAS, the Zone consists of approximately 2,890 acres of land; and

WHEREAS, on January 23, 2023, the Board of Directors of the Zone approved the Project Plan and Reinvestment Zone Financing Plan for the development of the Zone ("Plan"); and

WHEREAS, pursuant to § 311.011 of the Texas Tax Code ("Code"), following the Board of Directors of the Zone approving the Plan, the City Council approved the Project Plan and Reinvestment Zone Financing Plan by Ordinance No. 1033-23; and

ZONE BOUNDARY AMENDMENT

WHEREAS, the City may reduce or enlarge the boundaries of an existing reinvestment zone pursuant to Code Section 311.007(a); and

WHEREAS, the Board of Directors of the Zone has approved the proposed addition to the Zone's boundaries of the areas described in Exhibit "A" and depicted in Exhibit "B," both of which are attached to this Ordinance (collectively, "Annexation Area"); and

WHEREAS, the Annexation Area proposed to be added to the Zone consists of approximately 211 acres of land; and

WHEREAS, the City Council finds that the Annexation Area proposed to be added to the Zone is located wholly within the corporate limits or the extraterritorial jurisdiction of the City; and

WHEREAS, the City Council finds that the Annexation Area proposed for addition to the Zone meets the requirements of Section 311.005(a)(1) of the Code because the Annexation Area substantially impairs and arrests the sound growth of the City, retards the provision of housing accommodations, constitutes an economic and social liability and is a menace to the public health, safety, morals and welfare in its present condition

and use because of the presence of deteriorating site and other improvements, and conditions that endanger life or property by fire or other cause; and

WHEREAS, the City council finds that the Annexation Area proposed for addition to the Zone also meets the requirements of Section 311.005(a)(2) of the Code because the Annexation Area is predominantly open or undeveloped and, due to a variety of factors, substantially impairs or arrests the sound growth of the City; and

WHEREAS, less than thirty percent (30%) of the property proposed to be included in the Zone, excluding property dedicated to public use, is used for residential purposes as described in Section 311.006(a) of the Code; and

WHEREAS, the total appraised value of taxable real property in the enlarged Zone and in any other existing reinvestment zones does not exceed twenty-five percent (25%) of the total appraised value of taxable real property in the City and in the industrial districts created by the City; and

WHEREAS, the proposed improvements in the enlarged Zone will significantly enhance the value of all taxable real property in the Zone and will be of general benefit to the City; and

PROJECT PLAN AND FINANCING PLAN AMENDMENT

WHEREAS, Section 311.011 of the Code authorizes the Board of Directors of the Zone to adopt an amendment to the Project Plan and Financing Plan (collectively "Plans"), subject to approval by the City Council; and

WHEREAS, at its November 13, 2023 board meeting, the Board of Directors of the Zone considered and adopted a first amendment to the Plans that include the annexation of additional territory into the Zone's boundaries ("First Amendment"), and has recommended such amendment for approval by the City; and

WHEREAS, the First Amendment includes the implementation and continuation of projects in the original area as well as in the area to be annexed into the Zone; and

WHEREAS, Section 311.011 of the Code requires that a public hearing be held on the proposed First Amendment; and

WHEREAS, the City Council finds that notice of the public hearing was published in a newspaper of general circulation within the City in the time and manner required by law; and

WHEREAS, the City Council conducted a public hearing on the proposed First Amendment on November 13, 2023; and

WHEREAS, at the public hearing, interested persons were allowed to speak for or against the proposed First Amendment, the change in the Zone's boundaries, and the concept of tax increment financing; and

WHEREAS, evidence was received and presented at the public hearing in favor of the proposed First Amendment, the change in the Zone's boundaries, and the concept of tax increment financing; and

WHEREAS, the City desires to approve the First Amendment; and

BOARD OF DIRECTORS

WHEREAS, the City desires to amend Ordinance No. 1010-22 to provide for a Board of Directors consisting of five (5) members;

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

SECTION 1. FINDINGS

That the facts and recitals contained in the preamble of this Ordinance are determined to be true and correct and are hereby adopted as part of this Ordinance.

SECTION 2. APPROVAL OF THE FIRST AMENDMENT.

That the Plans are hereby amended by adding the First Amended Project Plan and Finance Plan, attached to this Ordinance as Exhibit "A." The First Amendment is hereby determined to be feasible and is approved. The appropriate officials of the City are authorized to take all steps reasonably necessary to implement the First Amendment.

SECTION 3. APPROVAL OF THE BOUNDARY ENLARGEMENT.

That the City, acting in accordance with the provisions of Chapter 311 of the Code, specifically, Sections 311.005, 311.006, and 311.007, does hereby enlarge the boundaries of Reinvestment Zone Number One, City of Navasota, Texas, by adding the areas described in Exhibit "A" and depicted on the maps in Exhibit "B," each of which is attached hereto.

SECTION 4. BOARD OF DIRECTORS

That Section 3. Board of Directors of Ordinance No. 1010-22 is hereby amended to read as follows:

Section 3. Board of Directors

That there is created a Board of Directors for the Zone, which shall consist of five (5) members appointed by the City. Any other taxing unit that levies taxes on real property in the Zone and has approved the payment of all or part of the tax increment produced by the taxing unit into the tax increment fund for the Zone may appoint one director. Any taxing unit that appoints a director shall be assigned a Board position number in the order the appointment is received by the City.

Failure of a taxing unit to appoint a director by January 1, 2024, shall be deemed a waiver of the right to appoint a director, and the City shall be entitled to appoint persons to the position.

The Mayor is hereby authorized to nominate and appoint, subject to City Council approval, the directors to Positions One through Five of the Board of Directors, and any position unfilled on January 1, 2024, subject to the consent and approval of the City Council.

The directors appointed to odd-numbered positions shall be appointed for two-year terms, beginning on the effective date of this Ordinance, while the directors appointed to even-numbered positions shall be appointed to a one year term, beginning on the effective date of this Ordinance. All subsequent appointments shall be for two-year terms. The member of the Board of Directors appointed to Position One is hereby designated to serve as the chair of the Board of Directors for a one-year term beginning on the effective date of this Ordinance. Thereafter the Mayor shall annually nominate and appoint, subject to City Council approval, a member to serve as chair for a term of one year beginning on the anniversary of the effective date of this Ordinance. The City Council authorizes the Board of Directors to elect from its members a vice-chairman and such other officers as the Board of Directors sees fit.

The Board of Directors shall make recommendations to City Council concerning the administration of the Zone. The Board of Directors shall prepare or cause to be prepared and adopt a project plan and a reinvestment zone financing plan for the Zone as described in Section 311.011, Texas Tax Code, and shall submit such plans to City Council for its approval. The City hereby delegates to the Board of Directors all powers necessary to prepare and implement the project plan and reinvestment zone financing plan, subject to approval by City Council, including the power to employ any consultants or enter into any reimbursement agreements payable solely from the Tax Increment Fund established pursuant to Section 7 of this Ordinance that may be reasonably necessary or convenient to assist the Board of Directors in the preparation of the project plan and reinvestment zone financing plan and in the issuance of tax increment obligations.

SECTION 5. SEVERABILITY CLAUSE

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared unconstitutional or invalid by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality or invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance, since the same

would have been enacted by the City Council without the incorporation of this Ordinance of any such unconstitutional or invalid phrase, clause, sentence, paragraph or section.

SECTION 6. REPEALER CLAUSE

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

SECTION 7. EFFECTIVE DATE

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

SECTION 8. NOTICE OF MEETINGS

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

SECTION 9. NOTICE OF PUBLIC HEARING

The contents of the notice of the public hearing, which hearing was held before the City Council on November 13, 2023, and the publication of said notice, are hereby ratified, and confirmed.

PASSED ON FIRST READING THIS THE 13TH DAY OF NOVEMBER, 2023.

BERT MILLER, MAYOR

ATTEST:

SUSIE M. HOMEYER, CITY SECRETARY

PASSED ON SECOND READING THIS THE 27th DAY OF NOVEMBER, 2023.

BERT MILLER, MAYOR

ATTEST:

SUSIE M. HOMEYER, CITY SECRETARY

Exhibit "A"

FIRST AMENDED PROJECT PLAN AND FINANCE PLAN

&

**LEGAL DESCRIPTION OF AREAS TO BE ADDED TO
REINVESTMENT ZONE NUMBER ONE, CITY OF NAVASOTA, TEXAS**



Tax Increment Reinvestment Zone No. 1

First Amended Project Plan & Finance Plan

City of Navasota, Texas

**PREPARED BY:
HAWES HILL & ASSOCIATES**

October 2023

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TIRZ Concept

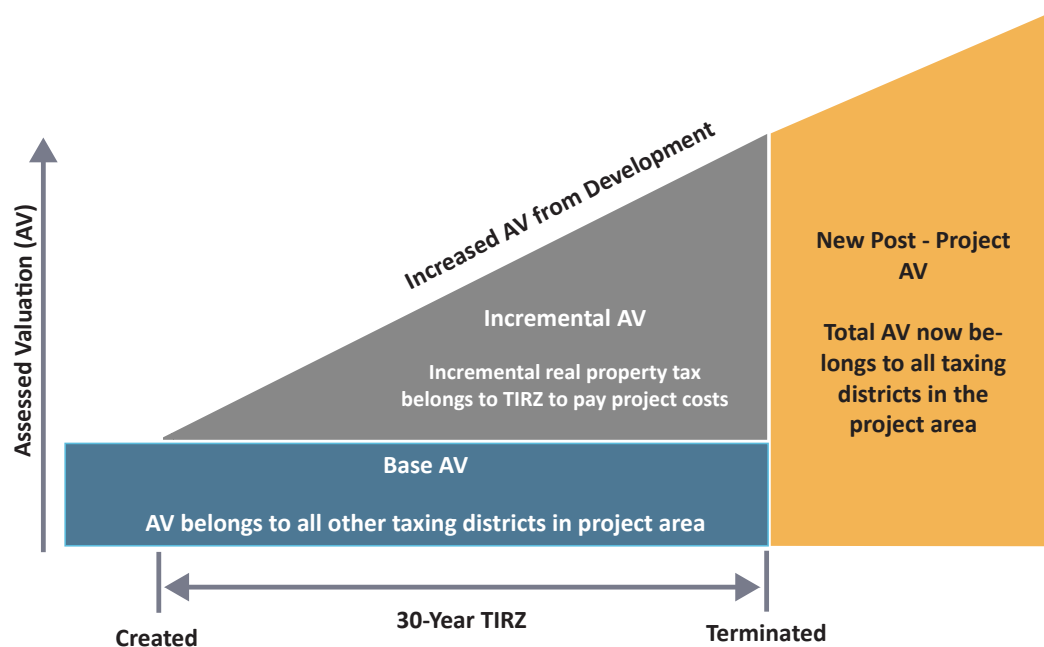
A tax increment reinvestment zone (“TIRZ” or “Zone”) is a financing tool enabled by the Texas Legislature with the adoption of Chapter 311 of the Texas Tax Code. A TIRZ is a tool that can be used to pay for public improvements to encourage development and/or redevelopment of an area and attract private investment.

Cities may create a TIRZ where conditions exist that substantially impair an area’s sound growth and where development or redevelopment is not likely to occur but for public infrastructure enhancements financed by a TIRZ.

Upon creation of the Zone, the total appraised value of real property located within its boundaries is established for the year in which it was created. This is known as the base value. As development occurs in the Zone due to the provision of new infrastructure, the value of real property increases.

This additional value above the base is known as the increment. It is set aside to finance infrastructure improvements within the Zone. Once all projects are completed, or after a defined period of time, the TIRZ is dissolved.

During the life of the Zone, the city and other participating taxing jurisdictions collect tax revenue on the base value of the Zone. When the Zone is dissolved, the city and other participating taxing jurisdictions receive the benefit of the full increment value created by new development.



Introduction

Purpose

The purpose of the tax increment reinvestment zone is to finance construction of public facilities and infrastructure necessary to catalyze residential and commercial development and redevelopment, thereby increasing property values and revenues within the Zone boundaries. Expenditures associated with the design and construction of public facilities and infrastructure, as well as other specific project related costs, will be funded by tax increment revenues derived from increases in property values following new development/redevelopment. Zone activities may include, but are not limited to, public infrastructure improvements including water, sewer and drainage, stormwater detention, mobility improvements, land acquisition, creation of public spaces and facilities, streetscape/corridor improvements, trails and pedestrian amenities, and support for initiatives and projects that further the economic goals and priorities of the City.

Tax Increment Reinvestment Zone No. 1 was created by City Council on November 14, 2022 by Ordinance No. 1010-22. The original Zone boundary primarily includes unincorporated properties within the City's ETJ. The intent of the Zone is to facilitate future residential and commercial development in these areas through the funding of public infrastructure and allow for voluntary annexation of properties into the City Limits. The area is primarily agricultural with limited to no infrastructure including water, sewer, drainage, and roadways. As growth pressures increase in the area, the reinvestment zone can serve as a mechanism to fund needed infrastructure improvements to support future growth as properties are annexed into the City Limits. The reinvestment zone also serves as a mechanism to support the community's goals for higher quality development that is compatible with character of the area.

Plan Amendment

The City and TIRZ Board wish to amend the Project Plan & Finance Plan to add an additional 211.35 acres of land in the City's ETJ to the existing TIRZ boundary. Similar to the intent of the original zone, the purpose of the boundary enlargement is to support infrastructure needs of future residential and commercial development as properties are annexed into the City Limits.

This document constitutes the First Amended Project Plan and Reinvestment Zone Financing Plan for Tax Increment Reinvestment Zone Number One, Navasota, Texas as required by Chapter 311, Texas Tax Code. This document details the specific projects proposed to address existing conditions in the area as well as the method and means to finance them.

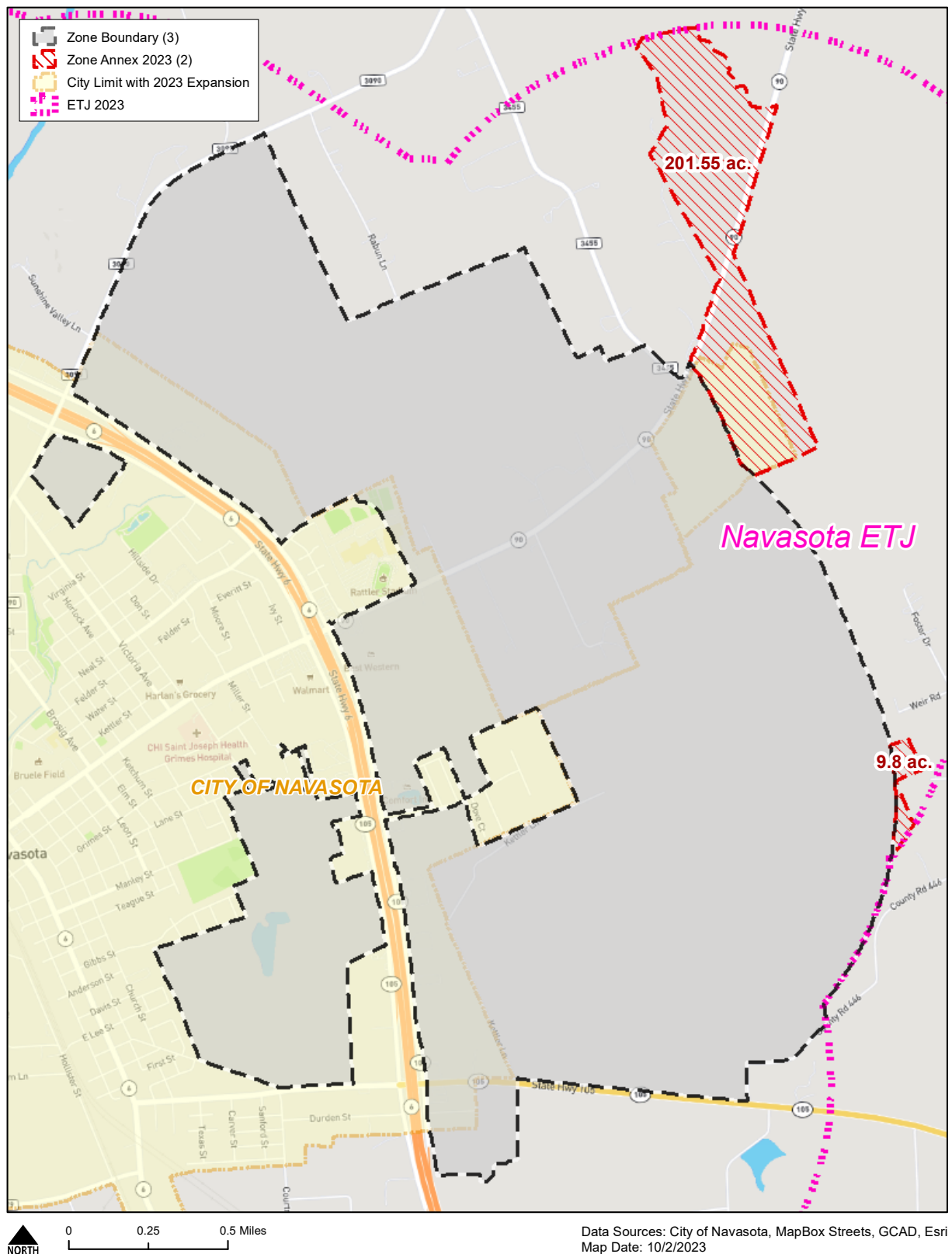
Location

The proposed boundary expansion includes +/- 211 acres in the City's ETJ, as shown in Map 1.



Representative Photo

Location



Goals

The following goals outline priorities and projects for the Zone. The intent of the goals is to identify public projects that would support the City's economic development initiatives and vision for the eastern portion of the City and its ETJ.

Infrastructure

Support commercial and residential development through coordination of public infrastructure improvements including water, sewer, drainage, and detention.

The majority of the Zone lies within the City's ETJ and over 90% consists of undeveloped land that is either designated as vacant or used for agriculture purposes. Infrastructure is limited throughout most of the Zone, including access to City water and sewer facilities. As growth pressures continue to increase in the area, development of this land will transition over time to higher intensity uses. To support these uses and the viability of new residential and commercial development, infrastructure improvements will be needed, including roadways, water, sewer, natural gas, wastewater treatment plants, drainage, and detention. The TIRZ can serve as a tool to facilitate the coordination of infrastructure needs with property owners and developers, and the annexation of properties into the City Limits. This can be accomplished through the funding of public infrastructure and/or developer reimbursement agreements and incentives. Infrastructure improvements supported by the TIRZ may include roadways, water, sewer, drainage, stormwater management improvements, property acquisition, and site remediation/preparation.

Mobility & Connectivity

Enhance mobility options allowing for efficient and safe access through and within the area.

As the area develops to higher intensity uses, mobility options to travel through the area will be important to support new development, including new or expanded roadways and pedestrian and/or bike facilities. Additional mobility and intersection improvements associated with the SH 249 extension may also be needed, as the extension connects to SH 105 near Navasota. Additionally, strengthening the vitality of existing corridors for commercial use will enhance the economic marketability of the area, whether this is through capacity expansion, safety and intersection improvements, or streetscape/median enhancements. TIRZ improvements may include roadway improvements, enhanced intersections, access management, sidewalks, bike improvements, crosswalks, parking, safety improvements, landscaping, pedestrian amenities, lighting, signage/wayfinding, and public art.

Goals

Parks, Recreation, & Public Facilities

Enhance parks and recreation opportunities that add to the quality of life and economic vitality of the City.

As growth continues to occur east of the City and new residential communities develop, having adequate parks, recreational and other public facilities will be important to the community's economic vitality and in attracting residents and businesses to the area. Additionally, trails, bicycle, and pedestrian facilities provide not only recreational opportunities but also connect key destinations in the community. Opportunities for TIRZ funded projects could include improvements to existing facilities, development of new parks, green spaces, linear trails, public spaces, and joint use of detention facilities. Public spaces and facilities will attract, support, and enhance the viability of residential, commercial, and retail destinations in the Zone, while potentially fostering innovative economic opportunities. In addition to parks and recreation improvements, the TIRZ may fund public facilities including but not limited to a library, community center, civic center, recreation center, and public safety facilities.

Economic Development

Incentivize projects that promote redevelopment of the community and enhance economic development opportunities consistent with the community's goals and priorities.

In order to stimulate and accelerate redevelopment within the TIRZ, the TIRZ desires to establish an economic development program that would directly incentivize private enterprises that affect the TIRZ and serve as a catalyst for other business developments. Examples of how the program would be used include funding for business development and retention, business loss mitigation, economic development grants to catalyze investments such as Agreements under Chapter 380 of the Texas Local Government Code, and matching grants to provide leverage for other economic development funds. In cases such as those described in this section, an appropriate economic development program would be proposed by the City and/or the TIRZ and approved by both the TIRZ and City Council. Payments made pursuant to this program shall be pursuant to economic development agreements entered into on behalf of the Zone and are considered Project Costs. No grant or loan shall be authorized by the Zone without prior consent of the City.

Authorized Project Costs

The project costs for the First Amended Project Plan and Financing Plan are detailed in Table 1. Projects include infrastructure improvements, including detention/drainage, water and sewer, mobility improvements, parks, recreation and public facilities, and economic development. The project categories reflect the types of projects supported by the TIRZ; however, actual projects that will be undertaken by the TIRZ will be based on factors including community development priorities, the ability to leverage funds, and available increment.

Non-Project costs are those infrastructure costs that will not be funded or reimbursed by the TIRZ, but will be funded by other parties, such as the City, County, the Texas Department of Transportation, non-profit organizations, or private sources, including developers. Funding identified in Table 1 will be leveraged with other sources to secure Non-Project funding when appropriate and available.

Table 1 - Project Costs

Projects	Costs
Infrastructure	\$12,000,000
Mobility & Connectivity	\$12,000,000
Parks, Recreation & Public Facilities	\$1,500,000
Economic Development	\$500,000
Planning, Admin, Legal	\$500,000
Total	\$26,500,000

Project Plan

This document constitutes the First Amended Project Plan for Tax Increment Reinvestment Zone Number One, City of Navasota, as required by Chapter 311 of the Texas Tax Code. The purpose of the Zone is to finance improvements that support new development and redevelopment of properties within the Zone.



Existing and Proposed Uses of Land

.....

Texas Tax Code
- 311.011 (B)(1)



Proposed Changes of Zoning Ordinances, Master Plan of Municipality, Building Codes, and Other Municipal Ordinances

.....

Texas Tax Code
- 311.011 (B)(2)



Estimated Non-Project Costs

.....

Texas Tax Code
- 311.011 (B)(3)



Method of Relocating Persons to Be Displaced, if Any, as a Result of Implementing the Plan

.....

Texas Tax Code
- 311.011 (B)(4)

Existing and Proposed Uses of Land

(TEXAS TAX CODE- 311.011(B)(1))

Existing Land Use - Current land uses within the Zone consist primarily of undeveloped uses classified as agricultural and vacant as shown in Map 2 (page 15). Other uses include commercial and large lot residential development. Land uses in the annexed area include undeveloped land.

Surrounding Land Use - Land surrounding the Zone includes vacant, large lot residential, public/institutional, and commercial uses.

Proposed Uses - Proposed uses in the Zone are anticipated to include residential, commercial and public uses, including parks and recreation facilities, with decreasing vacant land over time. Retail and commercial uses are anticipated along major corridors in the Zone. Map 3 (page 16) shows proposed uses.

Proposed Changes Of Zoning Ordinances, Master Plan Of Municipality, Building Codes, And Other Municipal Ordinances

(TEXAS TAX CODE - 311.011(B)(2))

All construction will be performed in conformance with the City's existing rules and regulations. There are no proposed changes to any City ordinance, master plan, or building code.

Estimated Non-Project Costs

(TEXAS TAX CODE - 311.011(B)(3))

Non-Project costs are those infrastructure costs that will not be funded or reimbursed by the TIRZ but will be funded by other parties. Funding identified in Table 1 will be leveraged with other sources to secure non-project funding when appropriate and available.

Method Of Relocating Persons To Be Displaced, If Any, As A Result Of Implementing The Plan

(TEXAS TAX CODE - 311.011(B)(4))

It is not anticipated that any residents will be displaced or relocated as a result of this Plan.

Finance Plan

This document constitutes the First Amended Finance Plan for Tax Increment Reinvestment Zone Number One, City of Navasota, as required by Chapter 311 of the Texas Tax Code. The purpose of the Zone is to finance public improvements to support new development and redevelopment in the City and ETJ. Improvements include, but are not limited to, roadways, infrastructure improvements including water, sewer and drainage, trails, streetscape enhancements, and parks and open space improvements.

Funding of projects will occur through available tax increment funds, leveraged with local, state and federal dollars and/or through reimbursement of eligible project costs advanced by private entities/developers.



Estimated Project Costs

.....

Texas Tax Code
- 311.011(C)(1)



Proposed Kind, Number, and Location
of All Proposed Public Works or Public
Improvements to be Financed by the
Zone

.....

Texas Tax Code
- 311.011(C)(2)



Economic Feasibility Study

.....

Texas Tax Code
- 311.011(C)(3)



Estimated Amount of Bond Indebtedness;
Estimated Time When Related Costs or
Monetary Obligations Are Incurred

.....

Texas Tax Code
- 311.011(C)(4),
- 311.011(C)(5)



Methods and Sources of Financing Project
Costs and Percentage of Increment From
Taxing Units Anticipated to Contribute Tax
Increment to the Zone

.....

Texas Tax Code
- 311.011(C)(6)



Current Total Appraised Value of Taxable
Real Property

.....

Texas Tax Code
- 311.011(C)(7)



Estimated Captured Appraised Value of
Zone During Each Year of Existence

.....

Texas Tax Code
- 311.011(C)(8)



Zone Duration

.....

Texas Tax Code
- 311.011(C)(9)

ESTIMATED PROJECT COSTS

(TEXAS TAX CODE - 311.011(C)(1))

Table 1 details proposed public improvements to be funded utilizing resources from the Zone. As set forth in the Plan, the dollar amounts are approximate and may be amended from time to time by the Board, with the approval of City Council. Any financing costs are a function of project financing needs and will vary with market conditions. Proposed public projects will be located throughout the Zone and along corridors within the TIRZ boundaries.

PROPOSED KIND, NUMBER, AND LOCATION OF ALL PROPOSED PUBLIC WORKS OR PUBLIC IMPROVEMENTS TO BE FINANCED BY THE ZONE

(TEXAS TAX CODE - 311.011(C)(2))

These details are described throughout the Plan and include roadway, drainage, water, sewer, stormwater management, natural gas, streetscape, trails, and parks and recreation facilities improvements. Proposed improvements are identified in Table 1, and all improvements will be located along public rights-of-way and on properties within the Zone boundary, as shown on Map 1.

ECONOMIC FEASIBILITY STUDY

(TEXAS TAX CODE - 311.011(C)(3))

An economic feasibility study was completed for the Zone when it was created. Exhibit 1 constitutes incremental revenue estimates for this Plan. The future anticipated revenue of the Zone is expected to be sufficient to pay for all project costs.

The Zone and the City find and determine that the Plan is economically feasible.

ESTIMATED AMOUNT OF BOND INDEBTEDNESS; ESTIMATED TIME WHEN RELATED COSTS OR MONETARY OBLIGATIONS INCURRED

(TEXAS TAX CODE - 311.011(C)(4), - 311.011(C)(5)):

Issuance of notes and bonds by the Zone may occur as tax increment revenues allow. The value and timing of the issuance of notes or bonds will correlate to debt capacity as derived from the projects and revenue schedules included in Table 1 and Exhibit 1, as well as actual market conditions for the issue and sale of such notes and bonds.

The time when related costs or monetary obligations are to be incurred is a function of the availability of TIRZ revenues, as shown in Exhibit 1.

METHODS AND SOURCES OF FINANCING PROJECT COSTS AND PERCENTAGE OF INCREMENT FROM TAXING UNITS ANTICIPATED TO CONTRIBUTE TAX INCREMENT TO THE ZONE

(TEXAS TAX CODE - 311.011(C)(6)):

Methods and sources of financing include the issuance of notes and bonds, as well as agreements with developers and other entities for grant funding and partnerships. Leveraging of funds with other entities and grants will be instrumental in realizing projects sooner, participating in larger cost projects, and in adding value to projects.

Projects will be implemented through the use of the following strategies:

- Developers could advance funds for qualified projects and be reimbursed through the TIRZ, as revenues are realized through additional increment generated by the development.
- Pay-as-you-go-Projects are implemented on a pay-as-you-go basis, whereby projects are only implemented once enough revenues have been generated to fund design and construction of a project. Tax increment funds may be leveraged with other available funds in implementing projects.
- Issuing debt against the revenue stream of the TIRZ allows projects to be implemented sooner.

Tax increment associated with this Plan will consist of contributions from the City, at a rate of 50 percent of its tax rate.

CURRENT TOTAL APPRAISED VALUE OF TAXABLE REAL PROPERTY

(TEXAS TAX CODE - 311.011(C)(7))

The 2023 value of taxable real property in the Original Zone and 2023 Annexation is as follows:

Original Zone:

Within the City Limits - \$44 million

Within the ETJ - \$11.6 million

2023 Annexation:

Within the ETJ - \$1.6 million

ESTIMATED CAPTURED APPRAISED VALUE OF ZONE DURING EACH YEAR OF EXISTENCE

(TEXAS TAX CODE - 311.011(C)(8))

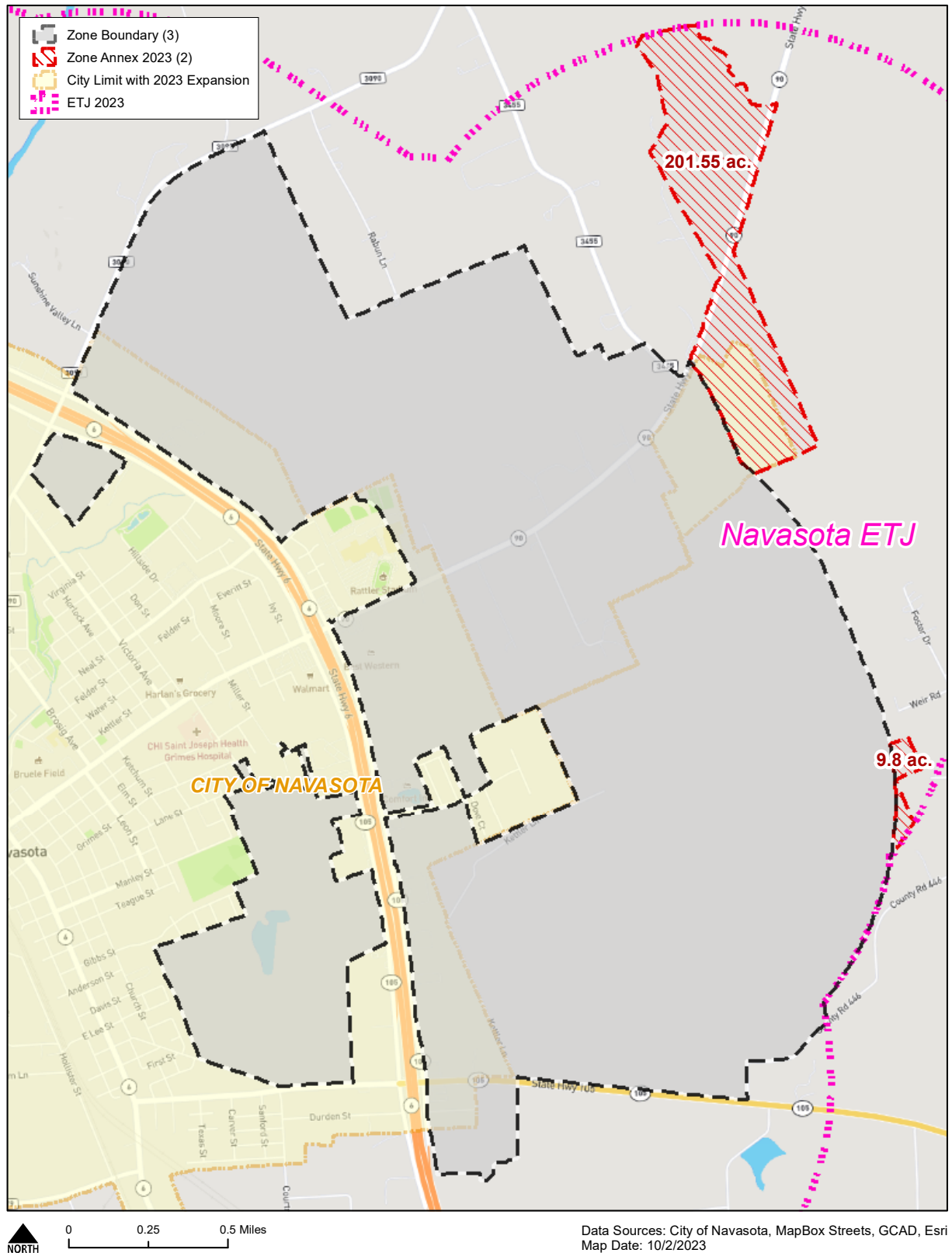
The estimated captured appraised value of the Zone during each remaining year of its existence is contained in Exhibit 1. By 2052, it is estimated the taxable value within the Zone will increase to over \$600 million.

ZONE DURATION

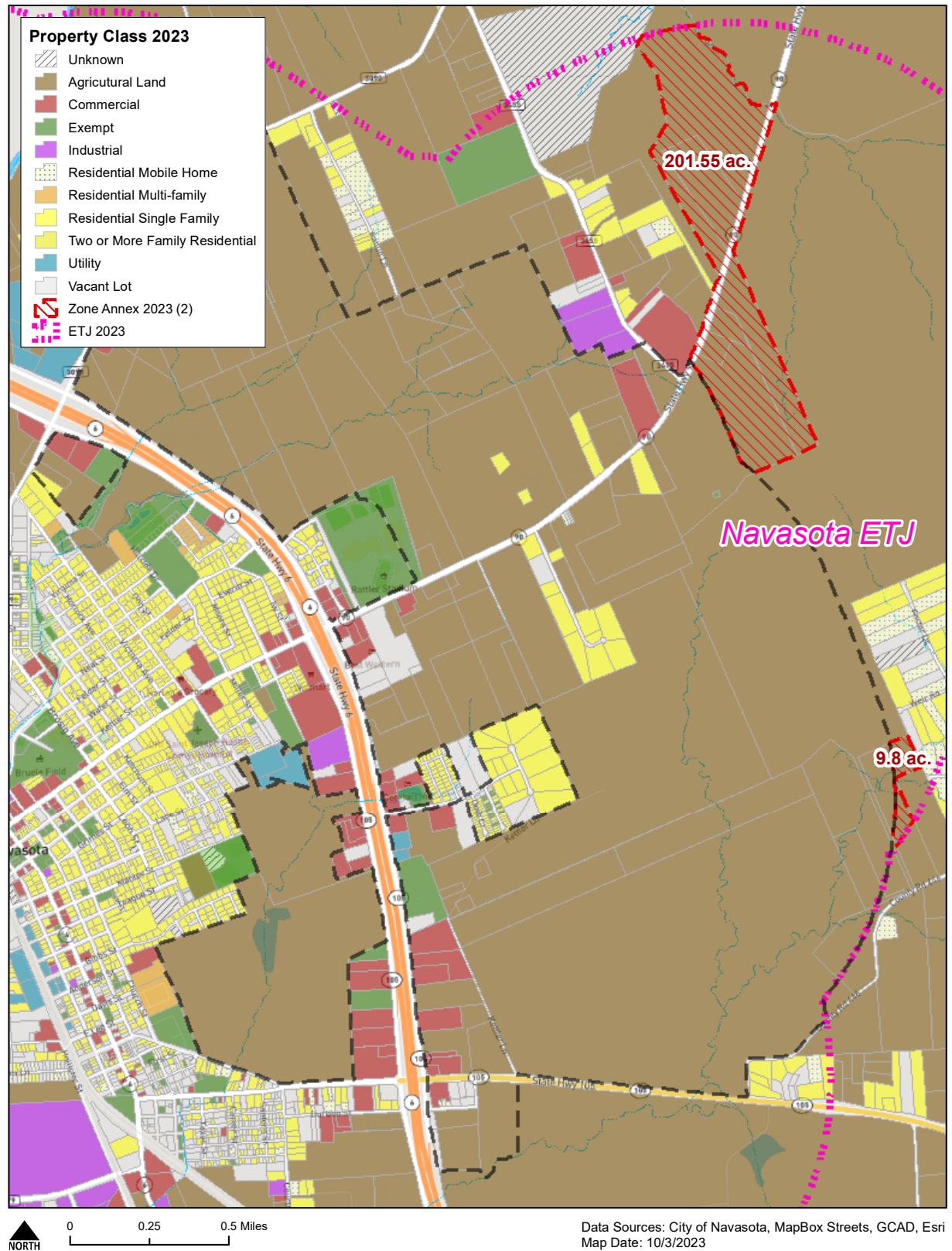
(TEXAS TAX CODE - 311.011(C)(9))

The Zone will terminate on December 31, 2052. Final TIRZ payments will be received in 2053. The Zone may terminate at an earlier time designated by subsequent ordinance, or at such time, subsequent to the issuance of proposed revenue bonds, notes or other obligations, if any, that all project costs, bonds, and interest on bonds have been paid in full.

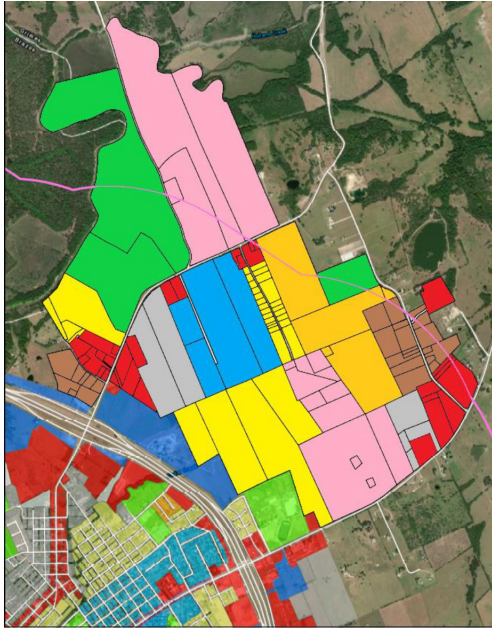
Map 1- Boundary



Map 2 - Property Classification

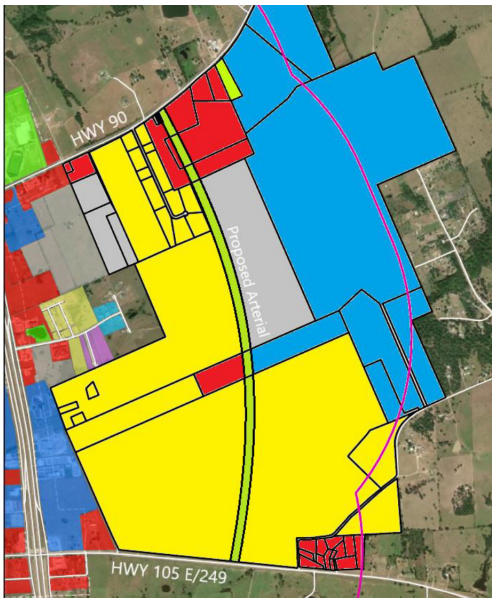


Map 3 - Proposed Uses



FUTURE LAND USES	
Ag/Open Space	
R-1A: Residential 7k	
B-1: General Business	
M-1: Light Industrial	
PU: Public Use	
R-1B: Residential 10k	
R-1C: Residential 2Ac	
R-2: Residential Medium	
R-3: Residential High	

North East ETJ



FUTURE LAND USES	
Ag/Open Space	
R-1A: Residential 7k	
B-1: General Business	
PU: Public Use	
R-1B: Residential 10k	
R-3: Residential High	

East ETJ

Exhibit 1

Taxable Value & Revenues

Original Zone + 2023 Annex

Projected Assessed Valuation

Tax Year		Base Year Valuation		City Projected Valuation		Projected Valuation City (Increment)
2022	\$	39,188,317	\$	39,188,317	\$	-
2023	\$	43,160,893	\$	45,601,454	\$	2,440,561
2024	\$	43,160,893	\$	49,969,498	\$	6,808,605
2025	\$	43,160,893	\$	66,968,583	\$	23,807,690
2026	\$	43,160,893	\$	105,227,640	\$	62,066,747
2027	\$	43,160,893	\$	134,634,469	\$	91,473,576
2028	\$	43,160,893	\$	161,173,503	\$	118,012,610
2029	\$	43,160,893	\$	188,508,708	\$	145,347,815
2030	\$	43,160,893	\$	216,663,970	\$	173,503,077
2031	\$	43,160,893	\$	254,163,889	\$	211,002,996
2032	\$	43,160,893	\$	271,788,805	\$	228,627,912
2033	\$	43,160,893	\$	299,942,470	\$	256,781,577
2034	\$	43,160,893	\$	308,940,744	\$	265,779,851
2035	\$	43,160,893	\$	328,208,966	\$	285,048,073
2036	\$	43,160,893	\$	353,055,235	\$	309,894,342
2037	\$	43,160,893	\$	378,646,892	\$	335,485,999
2038	\$	43,160,893	\$	405,006,299	\$	361,845,406
2039	\$	43,160,893	\$	417,156,488	\$	373,995,595
2040	\$	43,160,893	\$	429,671,182	\$	386,510,289
2041	\$	43,160,893	\$	442,561,318	\$	399,400,425
2042	\$	43,160,893	\$	455,838,157	\$	412,677,264
2043	\$	43,160,893	\$	469,513,302	\$	426,352,409
2044	\$	43,160,893	\$	483,598,701	\$	440,437,808
2045	\$	43,160,893	\$	498,106,662	\$	454,945,769
2046	\$	43,160,893	\$	513,049,862	\$	469,888,969
2047	\$	43,160,893	\$	528,441,358	\$	485,280,465
2048	\$	43,160,893	\$	544,294,599	\$	501,133,706
2049	\$	43,160,893	\$	560,623,437	\$	517,462,544
2050	\$	43,160,893	\$	577,442,140	\$	534,281,247
2051	\$	43,160,893	\$	594,765,404	\$	551,604,511
2052	\$	43,160,893	\$	612,608,366	\$	569,447,473

Projected Revenue

Tax Year	Coll Year	Total Revenues	TIRZ Revenues (50%)
2022	2023	\$ -	\$ -
2023	2024	\$ 13,616	\$ 6,808
2024	2025	\$ 37,986	\$ 18,993
2025	2026	\$ 132,826	\$ 66,413
2026	2027	\$ 346,279	\$ 173,140
2027	2028	\$ 510,344	\$ 255,172
2028	2029	\$ 658,409	\$ 329,204
2029	2030	\$ 810,916	\$ 405,458
2030	2031	\$ 967,998	\$ 483,999
2031	2032	\$ 1,177,215	\$ 588,608
2032	2033	\$ 1,275,547	\$ 637,774
2033	2034	\$ 1,432,620	\$ 716,310
2034	2035	\$ 1,482,823	\$ 741,411
2035	2036	\$ 1,590,323	\$ 795,162
2036	2037	\$ 1,728,944	\$ 864,472
2037	2038	\$ 1,871,723	\$ 935,862
2038	2039	\$ 2,018,786	\$ 1,009,393
2039	2040	\$ 2,086,574	\$ 1,043,287
2040	2041	\$ 2,156,395	\$ 1,078,198
2041	2042	\$ 2,228,311	\$ 1,114,155
2042	2043	\$ 2,302,384	\$ 1,151,192
2043	2044	\$ 2,378,680	\$ 1,189,340
2044	2045	\$ 2,457,264	\$ 1,228,632
2045	2046	\$ 2,538,206	\$ 1,269,103
2046	2047	\$ 2,621,576	\$ 1,310,788
2047	2048	\$ 2,707,448	\$ 1,353,724
2048	2049	\$ 2,795,895	\$ 1,397,948
2049	2050	\$ 2,886,996	\$ 1,443,498
2050	2051	\$ 2,980,830	\$ 1,490,415
2051	2052	\$ 3,077,479	\$ 1,538,739
2052	2053	\$ 3,177,027	\$ 1,588,514
		\$ 52,451,422	\$ 26,225,711

Original Zone

Projected Assessed Valuation

Projected Revenue

Tax Year	Base Year Valuation	City Projected Valuation	Projected Valuation City (Increment)	Tax Year	Coll Year	Total Revenues	TIRZ Revenues (50%)
2022	\$ 39,188,317	\$ 39,188,317	\$ -	2022	2023	\$ -	\$ -
2023	\$ 41,524,537	\$ 43,965,098	\$ 2,440,561	2023	2024	\$ 13,616	\$ 6,808
2024	\$ 41,524,537	\$ 48,284,051	\$ 6,759,514	2024	2025	\$ 37,712	\$ 18,856
2025	\$ 41,524,537	\$ 65,232,572	\$ 23,708,035	2025	2026	\$ 132,270	\$ 66,135
2026	\$ 41,524,537	\$ 93,439,550	\$ 51,915,013	2026	2027	\$ 289,641	\$ 144,821
2027	\$ 41,524,537	\$ 122,492,736	\$ 80,968,199	2027	2028	\$ 451,733	\$ 225,866
2028	\$ 41,524,537	\$ 148,667,518	\$ 107,142,981	2028	2029	\$ 597,766	\$ 298,883
2029	\$ 41,524,537	\$ 175,627,544	\$ 134,103,007	2029	2030	\$ 748,179	\$ 374,090
2030	\$ 41,524,537	\$ 203,396,370	\$ 161,871,833	2030	2031	\$ 903,106	\$ 451,553
2031	\$ 41,524,537	\$ 230,498,261	\$ 188,973,724	2031	2032	\$ 1,054,311	\$ 527,155
2032	\$ 41,524,537	\$ 237,413,209	\$ 195,888,672	2032	2033	\$ 1,092,890	\$ 546,445
2033	\$ 41,524,537	\$ 264,535,605	\$ 223,011,068	2033	2034	\$ 1,244,210	\$ 622,105
2034	\$ 41,524,537	\$ 272,471,673	\$ 230,947,136	2034	2035	\$ 1,288,486	\$ 644,243
2035	\$ 41,524,537	\$ 290,645,824	\$ 249,121,287	2035	2036	\$ 1,389,883	\$ 694,941
2036	\$ 41,524,537	\$ 314,365,198	\$ 272,840,661	2036	2037	\$ 1,522,216	\$ 761,108
2037	\$ 41,524,537	\$ 338,796,154	\$ 297,271,617	2037	2038	\$ 1,658,520	\$ 829,260
2038	\$ 41,524,537	\$ 363,960,039	\$ 322,435,502	2038	2039	\$ 1,798,913	\$ 899,456
2039	\$ 41,524,537	\$ 374,878,840	\$ 333,354,303	2039	2040	\$ 1,859,830	\$ 929,915
2040	\$ 41,524,537	\$ 386,125,205	\$ 344,600,668	2040	2041	\$ 1,922,575	\$ 961,288
2041	\$ 41,524,537	\$ 397,708,961	\$ 356,184,424	2041	2042	\$ 1,987,203	\$ 993,601
2042	\$ 41,524,537	\$ 409,640,230	\$ 368,115,693	2042	2043	\$ 2,053,769	\$ 1,026,884
2043	\$ 41,524,537	\$ 421,929,437	\$ 380,404,900	2043	2044	\$ 2,122,332	\$ 1,061,166
2044	\$ 41,524,537	\$ 434,587,320	\$ 393,062,783	2044	2045	\$ 2,192,952	\$ 1,096,476
2045	\$ 41,524,537	\$ 447,624,940	\$ 406,100,403	2045	2046	\$ 2,265,691	\$ 1,132,846
2046	\$ 41,524,537	\$ 461,053,688	\$ 419,529,151	2046	2047	\$ 2,340,612	\$ 1,170,306
2047	\$ 41,524,537	\$ 474,885,299	\$ 433,360,762	2047	2048	\$ 2,417,780	\$ 1,208,890
2048	\$ 41,524,537	\$ 489,131,858	\$ 447,607,321	2048	2049	\$ 2,497,264	\$ 1,248,632
2049	\$ 41,524,537	\$ 503,805,813	\$ 462,281,276	2049	2050	\$ 2,579,132	\$ 1,289,566
2050	\$ 41,524,537	\$ 518,919,988	\$ 477,395,451	2050	2051	\$ 2,663,456	\$ 1,331,728
2051	\$ 41,524,537	\$ 534,487,588	\$ 492,963,051	2051	2052	\$ 2,750,310	\$ 1,375,155
2052	\$ 41,524,537	\$ 550,522,215	\$ 508,997,678	2052	2053	\$ 2,839,769	\$ 1,419,885
						\$ 46,716,129	\$ 23,358,065

Notes/Assumptions:

Base Year and 2023 taxable values include properties within the City Limits. Those properties within the ETJ will generate income once they have been annexed into the City Limits

2023 Annex

Projected Assessed Valuation

Projected Revenue

Tax Year	Base Year Valuation	City Projected Valuation	Projected Valuation City (Increment)	Tax Year	Coll Year	Total Revenues	TIRZ Revenues (50%)
2022		\$ -	\$ -	2022	2023	\$ -	\$ -
2023	\$ 1,636,356	\$ 1,636,356	\$ -	2023	2024	\$ -	\$ -
2024	\$ 1,636,356	\$ 1,685,447	\$ 49,091	2024	2025	\$ 274	\$ 137
2025	\$ 1,636,356	\$ 1,736,010	\$ 99,654	2025	2026	\$ 556	\$ 278
2026	\$ 1,636,356	\$ 11,788,090	\$ 10,151,734	2026	2027	\$ 56,638	\$ 28,319
2027	\$ 1,636,356	\$ 12,141,733	\$ 10,505,377	2027	2028	\$ 58,611	\$ 29,305
2028	\$ 1,636,356	\$ 12,505,985	\$ 10,869,629	2028	2029	\$ 60,643	\$ 30,322
2029	\$ 1,636,356	\$ 12,881,165	\$ 11,244,809	2029	2030	\$ 62,736	\$ 31,368
2030	\$ 1,636,356	\$ 13,267,600	\$ 11,631,244	2030	2031	\$ 64,892	\$ 32,446
2031	\$ 1,636,356	\$ 23,665,628	\$ 22,029,272	2031	2032	\$ 122,904	\$ 61,452
2032	\$ 1,636,356	\$ 34,375,596	\$ 32,739,240	2032	2033	\$ 182,657	\$ 91,328
2033	\$ 1,636,356	\$ 35,406,864	\$ 33,770,508	2033	2034	\$ 188,410	\$ 94,205
2034	\$ 1,636,356	\$ 36,469,070	\$ 34,832,714	2034	2035	\$ 194,337	\$ 97,168
2035	\$ 1,636,356	\$ 37,563,142	\$ 35,926,786	2035	2036	\$ 200,441	\$ 100,220
2036	\$ 1,636,356	\$ 38,690,037	\$ 37,053,681	2036	2037	\$ 206,728	\$ 103,364
2037	\$ 1,636,356	\$ 39,850,738	\$ 38,214,382	2037	2038	\$ 213,203	\$ 106,602
2038	\$ 1,636,356	\$ 41,046,260	\$ 39,409,904	2038	2039	\$ 219,873	\$ 109,937
2039	\$ 1,636,356	\$ 42,277,648	\$ 40,641,292	2039	2040	\$ 226,743	\$ 113,372
2040	\$ 1,636,356	\$ 43,545,977	\$ 41,909,621	2040	2041	\$ 233,820	\$ 116,910
2041	\$ 1,636,356	\$ 44,852,356	\$ 43,216,000	2041	2042	\$ 241,108	\$ 120,554
2042	\$ 1,636,356	\$ 46,197,927	\$ 44,561,571	2042	2043	\$ 248,615	\$ 124,308
2043	\$ 1,636,356	\$ 47,583,865	\$ 45,947,509	2043	2044	\$ 256,348	\$ 128,174
2044	\$ 1,636,356	\$ 49,011,381	\$ 47,375,025	2044	2045	\$ 264,312	\$ 132,156
2045	\$ 1,636,356	\$ 50,481,722	\$ 48,845,366	2045	2046	\$ 272,515	\$ 136,258
2046	\$ 1,636,356	\$ 51,996,174	\$ 50,359,818	2046	2047	\$ 280,964	\$ 140,482
2047	\$ 1,636,356	\$ 53,556,059	\$ 51,919,703	2047	2048	\$ 289,667	\$ 144,834
2048	\$ 1,636,356	\$ 55,162,741	\$ 53,526,385	2048	2049	\$ 298,631	\$ 149,316
2049	\$ 1,636,356	\$ 56,817,623	\$ 55,181,267	2049	2050	\$ 307,864	\$ 153,932
2050	\$ 1,636,356	\$ 58,522,152	\$ 56,885,796	2050	2051	\$ 317,374	\$ 158,687
2051	\$ 1,636,356	\$ 60,277,816	\$ 58,641,460	2051	2052	\$ 327,169	\$ 163,584
2052	\$ 1,636,356	\$ 62,086,151	\$ 60,449,795	2052	2053	\$ 337,258	\$ 168,629
						\$ 5,735,292	\$ 2,867,646

Notes/Assumptions:

2023 taxable values includes properties within the ETJ. Increment will only be generated upon annexation of properties into the City Limits.

**JURISDICTIONAL BOUNDARY DESCRIPTION
TAX INCREMENT REINVESTMENT ZONE NUMBER ONE
CITY OF NAVASOTA CORPORATE LIMITS AND EXTRA-TERRITORIAL JURISDICTION
GRIMES COUNTY
2023 ANNEXATION**

The 2023 Annexation to City of Navasota Tax Increment Reinvestment Zone Number 1 consists of two tracts situated within the City of Navasota Extra-territorial Jurisdiction Boundary, Grimes County.

Annexation Tract 1 of 2 is +/- 201.5 acres situated along of State Hwy 90, north of Baker Ln with **point of beginning** being the intersection of the west right-of-way (ROW) of State Hwy 90 and south corner of A0044 JESSE B MC NEALY, TRACT 66-7, ACRES 105.5;

Then generally north northwest along west boundary of said TRACT 66-7 to west corner of said tract, same being north corner of A0044 JESSE B MC NEALY, TRACT 66-8, ACRES 42.63, and boundary of A0044 JESSE B MC NEALY, TRACT 66, ACRES 112.54, (PARTLY IN A-29 & A-30);

Then north northeast approx. 178 feet along boundary of said TRACT 66-7 to intersection with the 2023 City of Navasota Extra-territorial Jurisdiction Boundary;

Then generally east approx. 948 feet along the 2023 City of Navasota Extra-territorial Jurisdiction Boundary across said TRACT 66-7 to east boundary of said tract, same being west boundary of A0044 JESSE B MC NEALY, TRACT 35-2, ACRES 109.14;

Then generally southeast along east boundary of said TRACT 66-7 to east corner of said tract, same being west ROW of State Hwy 90;

Then east by north across ROW of State Hwy 90 to north corner of A0044 JESSE B MC NEALY, TRACT 27, ACRES 1239.1, same being east ROW of State Hwy 90;

Then generally south by west along east ROW of State Hwy 90 to north corner of A0044 JESSE B MC NEALY, TRACT 44, ACRES 30.63 (7703 HWY 90 S);

Then south southeast along east boundary of said TRACT 44 to east corner of said tract, same being interior corner of A0044 JESSE B MC NEALY, TRACT 27, ACRES 1239.1;

Then west southwest along south boundary of said TRACT 44, and City of Navasota Corporate Limits to boundary of City of Navasota TIRZ No. 1;

Then generally northwest by north approx. 2,191 feet along boundary of City of Navasota TIRZ No. 1, across A0044 JESSE B MC NEALY, TRACT 13-3, ACRES 96.618, and ROW of State Hwy 90 to boundary of A0044 JESSE B MC NEALY, TRACT 37, ACRES 17.95 (7846 HWY 90 S), same being west ROW of State Hwy 90;

Then generally north northeast along west ROW of State Hwy 90 to south corner of A0044 JESSE B MC NEALY, TRACT 66-7, ACRES 105.5 and point of beginning of +/- **201.5 acre annexation Tract 1 of 2**;

Annexation Tract 2 of 2 is +/- 9.8 acres situated north of County Rd 446 with point of beginning being approx. 762 feet north northwest of south corner of A0044 JESSE B MC NEALY, TRACT 13-7, ACRES 30 (15748 CR 446) at the intersection of the 2023 City of Navasota Extra-territorial Jurisdiction Boundary and west boundary of said TRACT 13-7;

Then north northwest approx. 172 along west boundary of said TRACT 13-7 to boundary of City of Navasota TIRZ No. 1;

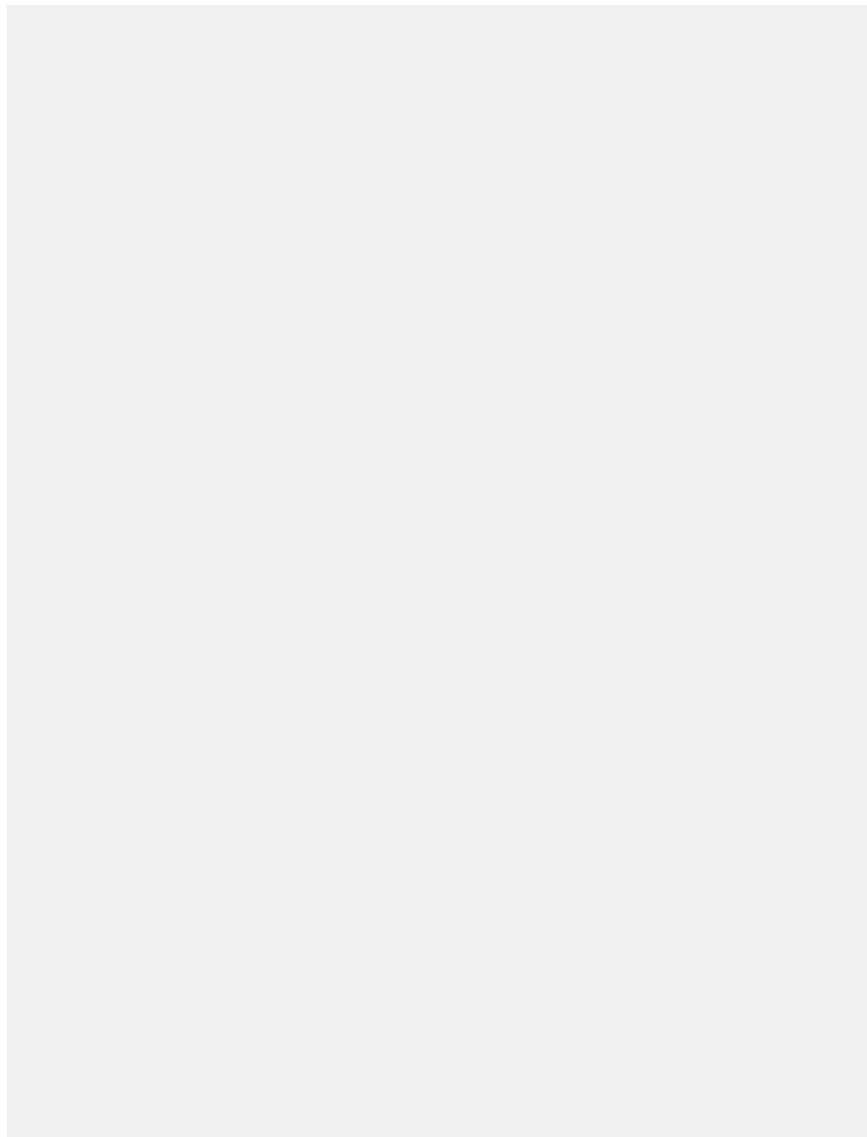
Then generally north and north by west approx. 1,575 feet across said TRACT 13-7 to north boundary of said tract, same being south boundary of A0044 JESSE B MC NEALY, TRACT 27, ACRES 1239.1;

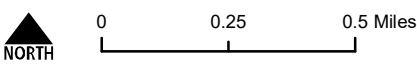
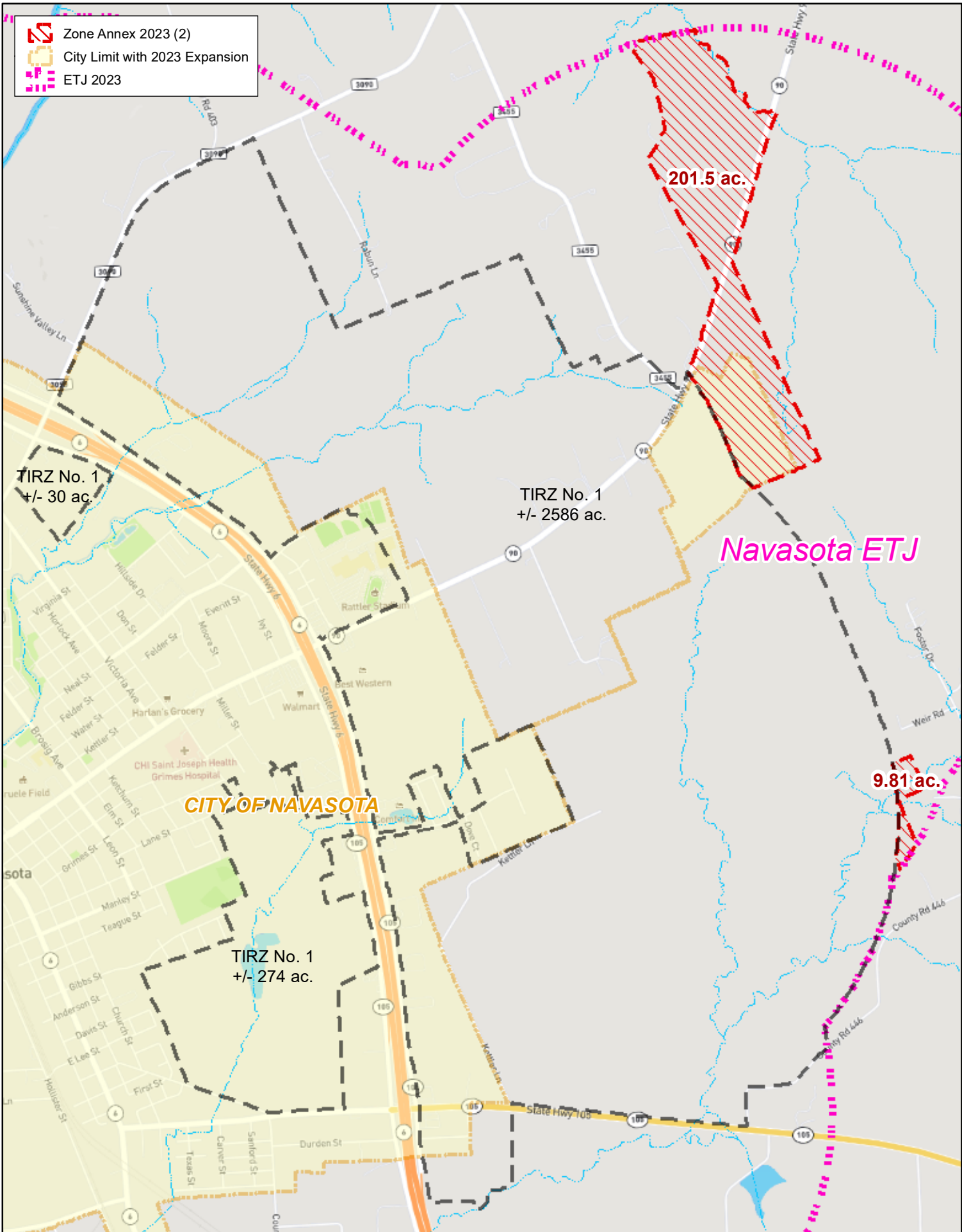
43 Then east northeast approx. 326 feet along said north boundary of said TRACT 13-7, same being south boundary of
44 said TRACT 27 to north corner of said TRACT 13-7;
45 Then south southeast along east boundary of said TRACT 13-7 to east corner of said tract, same being northeast
46 corner of A0044 JESSE B MC NEALY, TRACT 13-6, ACRES 20 (15598 CR 446);
47 Then west southwest along boundary of said TRACT 13-7 to interior corner of said tract, same being northwest
48 corner of said TRACT 13-6;
49 Then south southeast approx. 766 feet along boundary of said 13-7 to intersection with the 2023 City of Navasota
50 Extra-territorial Jurisdiction Boundary;
51 Then southwest by south approx. 520 feet long the 2023 City of Navasota Extra-territorial Jurisdiction Boundary,
52 across said TRACT 13-7 to west boundary of said tract and point of beginning of +/- **9.8 acre annexation Tract 2**
53 **of 2;**

54 *** END OF JURISDICTIONAL BOUNDARY DESCRIPTION ***

55 **Boundary Map**

56





Data Sources: City of Navasota, MapBox Streets, GCAD, Esri
Map Date: 10/12/2023



REQUEST FOR CITY COUNCIL AGENDA ITEM #9

Agenda Date Requested: <u>November 13, 2023</u>
Requested By: <u>Jose Coronilla, Asst. Director</u>
Department: <u>Public Works</u>
<input type="radio"/> Report <input checked="" type="radio"/> Resolution <input type="radio"/> Ordinance

Exhibits: Bid Tab & Mowing Contract

Appropriation	
Source of Funds:	<u>100 – General Funds</u>
Account Number:	<u>100-563-302.00</u>
Amount Budgeted:	<u>\$300,000</u>
Amount Requested:	<u>\$216,781.50</u>
Budgeted Item:	<input type="radio"/> Yes <input checked="" type="radio"/> No

AGENDA ITEM #9

Consideration and possible action to award a contract for the Annual Lawn Care Services for Public Grounds to JC Sand Dirt and Construction Services LLC in the amount of \$216,781.50.

SUMMARY & RECOMMENDATION

The mowing of City of Navasota public facilities is completed by a third-party contractor. These services include mowing City Hall, Water Well and Water Tower sites, Oakland Cemetery, parks, etc. For the last five years, this work has been completed by Green Teams, but the contract term expired on October 31, 2023. City staff competitively bid these services in October 2023.

At the bid opening JC Construction was the lowest bidder. This contract can be renewed for up to 5 years if the contractor continues to perform to city staff's standards. The bid results were:

JC Construction	\$216,781.50
Green Teams	\$283,899.00
Landmark	\$381,508.65*
Groundworks	\$721,890.00

*Quantity errors were found in Landmark's original bid of \$356,243.15

The city has worked with this contractor before with good results. A total of two references were called that JC construction currently performs mowing contracts for

and both gave good reviews of their work. City staff recommend awarding this contract to JC construction.

ACTION REQUIRED BY CITY COUNCIL

Award a contract to JC Sand Dirt and Construction Services LLC for the Annual Lawn Care Services for Public Grounds to JC Sand Dirt and Construction Services LLC in the amount of \$216,781.50.

Approved for the City Council meeting agenda.



Jason B. Weeks, City Manager

11/6/23

Date



ANNUAL LAWN CARE SERVICES FOR PUBLIC GROUNDS

This Contract is entered on the **13** day of **November, 2023** by and between the **CITY OF NAVASOTA**, 200 E. McAlpine, Navasota, Texas 77868, a municipal corporation being a Home Rule City, hereinafter referred to as "City" and JC Sand Dirt and Construction Services LLC, hereinafter referred to as "Contractor", which parties covenant and agree as follows:

1. Relationship of the Parties

- a. The parties to this Contract intend that the Contractor, in performing the duties, responsibilities, and services set out in this Contract, shall act as an independent contractor and shall have the control of the work and the manner in which it is to be performed. The Contractor is not to be considered an agent or employee of the City and is not entitled to the benefits provided by the City to its employees, including but not limited to any group health insurance plans, pension plans, unemployment compensation, workers compensation, or any other benefits that the City provides for its employees.
- b. The Contractor will adhere to professional standards and will perform all services required under this Contract in a manner consistent with generally accepted procedures for professional mowing, mulching, fertilization, weed-clearing, trimming and edging services. The Contractor's service and performance shall be subject to the City's general right of inspection and supervision to secure its satisfactory completion in accordance with the terms of this Contract.
- c. The City, or its designee, shall have access to the Property at all times for the purpose of inspecting the work performed by the Contractor to determine whether the work is being performed by the Contractor in accordance with the terms of this Contract.
- d. The Contractor shall take all precautions necessary for the safety of and prevention of damage to the real and personal property on or adjacent to the Property, and for the safety of and prevention of injury to persons, including City's employees and third persons, on or adjacent to the Property. All work shall be performed entirely at the Contractor's risk.

2. General Statement

It is the intent of the City of Navasota that a single Contractor perform all the services outlined in this Contract. In particular, the Contractor will be responsible for the provision of all landscaping maintenance and grass mowing services associated with the City of Navasota properties and facilities.

3. Duties and Responsibilities of the Contractor

- a. Contractor will be responsible for maintaining all areas which require mowing in an orderly and presentable fashion at all times with edged sides and sidewalks, as well as signs, poles, light poles, trees, walls, curbs, gutters, etc., by performing all weeding, trimming, pruning, weed eating, leaf-blowing,

trash, and debris pick-up for the locations within the City as described in **EXHIBIT "A"** which is incorporated herein for all purposes.

b. Contractor is responsible for providing his/her own equipment, labor and tools. The Contractor shall provide and operate owned tractors, mowers, trimmers, edgers, or other equipment necessary to perform the Contractor's obligations outlined in this Contract. The Contractor will provide fuel and be responsible for the repair and maintenance of their equipment.

c. Contractor shall obtain and maintain liability insurance throughout the duration of services in accordance with the requirements set out in Section 7. Contractor will furnish a copy of certificate of liability insurance to the City prior to performing any work under this Contract.

d. Contractor will submit at least two business references.

4. Contract Term

All work as specified in this Contract shall be performed from November 14, 2023 through October 31, 2024.

5. Contract Renewal

This Contract may be renewed on the same terms and conditions on an annual basis with the written consent of both parties for no more than five (5) consecutive years.

6. Utilities, Storage, and Work Space for Contractor

a. Utilities. All utilities including water and electricity will be provided by the City of Navasota. Where water and/or electricity are required to perform work, the City of Navasota may furnish necessary hook-ups.

b. Work Space. The Contractor will not be provided any storage space for equipment.

7. Insurance

a. The Contractor shall produce and maintain at its sole cost and expense insurance against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the work provided by the Contractor, its agents, representatives, volunteers, employees. The Contractor's insurance coverage shall be primary insurance with respect to the City, its officials, employees and volunteers. Any insurance or self- insurance maintained by the City, its officials, employees or volunteers shall be considered in excess of the Contractor's insurance and shall not contribute to it. Further, the Contractor will be required to include the City of Navasota as an additional insured under its insurance policy. All coverage for subcontractors shall be subject to all of the requirements stated herein. Certificates of Insurance and endorsements shall be furnished to the City and approved by the City.

b. Standard Insurance Policies Required:

1. Commercial General Liability Policy
2. Automobile Liability Policy

c. General Requirements Applicable to All Policies

1. General Liability and Automobile Liability insurance shall be written by a carrier with an A: VIII or better rating in accordance with the current Best's Key Rating Guide.
2. Only Insurance Carriers licensed and admitted to-do business in the State of Texas will be accepted.
3. Deductibles shall be listed on the Certificate of Insurance and are acceptable only on a per occurrence basis for property damage only.
4. "Claims Made" policies will not be accepted.
5. The City of Navasota, its officials, employees and volunteers, are to be added as "Additional Insured" to the General Liability policy. The coverage shall contain no special limitations on the scope of protection afforded to the City, its officials, employees or volunteers.
6. Each insurance policy shall be endorsed to state that coverage shall not be suspended, voided, canceled, reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City of Navasota.
7. Upon request, certified copies of all insurance policies shall be furnished to the City of Navasota.

d. Commercial General Liability

1. Minimum Combined Single Limit of \$1,000,000.00 per occurrence for bodily injury and property damage (\$10,000.00 per accident/\$100,000.00 aggregate).
2. No coverage shall be deleted from the standard policy without notification of individual exclusions being attached for review and acceptance.

e. Automobile Liability

1. Minimum Combined Single limit of \$500,000.00 per occurrence for bodily injury and property damage.

f. Certificates of Insurance shall be prepared and executed by the insurance company or its authorized agent, and shall contain the following provisions and warranties:

1. The company is licensed and admitted to-do business in the State of Texas.
2. The insurance policies provided by the insurance company are underwritten on forms that have been provided by the Texas Department of Insurance.
3. All endorsements and insurance coverage according to requirements and instructions contained herein.

4. The form of the notice of cancellation, termination, or change in coverage provisions to the City of Navasota.
5. Original endorsements affecting coverage required herein shall be furnished with the certificates of insurance.

8. Scope of Work

a. Turf

1. All turf shall be maintained at a height of two (2) to four (4) inches. If seasonal growth is such that the turf growth does not exceed four (4) inches in a one-week period Contractor will be coordinated with the Assistant Director of Public Works for alternative maintenance.
2. Edging. All turf shall be edged at turf perimeters along sidewalks, curbs, streets, or walking paths.
3. Foundation Trimming means edging which forms an edge or border, as the fringe, trimming, etc., or a border in a garden.

b. Shrubbery

1. Pruning

- (a) All shrubbery should be pruned at a minimum of twice annually, once in the spring (April) and once in the fall (October).
- (b) Pruning should take place in order to maintain or reduce plant size, maintain the health of the shrubbery, and to maximize growth potential.
- (c) Pruning/trimming should be performed on a maximum of four (4") inch caliper when required.
- (d) Pruning/trimming of crepe myrtles may be performed in (January or February). No heavy pruning of crepe myrtles, only deadwood and branches that are crossing or rubbing each other.

2. Edging and Mulching

- (a) Grounds surrounding shrubbery should be maintained at a minimum of three (3) inches of mulch, at distance of one foot from the water line of all shrubbery.
- (b) Edging around the base of the mulch where it meets the grass shall be uniform.

c. Flower Beds and Planter boxes

1. Edging and Mulching

- (a) Flower beds should maintain a distinct edge and should contain a minimum of Three (3) inches of mulch over the entire base of the flower bed.
- (b) Planter boxes shall be maintained with seasonal plantings. (Spring, Summer and Fall) by the following schedule of plants:
 - a. Summer
 - 1. Periwinkle
 - 2. Portulaca (Moss Rose)
 - 3. Dianthus
 - 4. Verbena
 - 5. Zinnia
 - 6. Garzania
 - 7. Cosmos
 - 8. Pentas
 - b. Fall/Winter
 - (a) Pansies
 - (b) Petunia
 - (c) Ornamental Kale and Cabbage
 - (d) Phlox
 - c. Spring
 - (a) Petunia
 - (b) Geranium
 - (c) Impatiens
 - (d) Phlox
 - (e) Mexican Petunia
- (c) The City will provide the Contractor with mulch at the City's expense for the Contractor to apply.
- (d) The Contractor will be required to apply the mulch twice annually during the months of February and August at the following Parks/Areas: Washington Avenue Median, August Horst, Park Navasota Center, Navasota Swimming Pool, City Hall, Horlock House, Navasota Public Library, Mance Lipscomb Park, Hillside Park, Oakland Cemetery, 100 to 400 block of Railroad Street.

2. Inspection

- (a) Flower beds shall be inspected at the same frequency as turf maintenance at the facility where the flower bed(s) are located to ensure proper edging, mulching, and weeding occurs.

9. Weeding

Weeds will be removed by the awarded Contractor during the time of service. At no time shall weeds grow in flower beds, around shrubbery, or around mulched tree bases.

10. Trash Removal

a. Prior to and after mowing, trash and debris will be removed from lawn, parking lots, sidewalks, landscaped and bedded area, fence lines and accessible drainage area, i.e. tree limbs, bushes, leaves, grass, cans, paper, plastic, and etc.

b. Sweep or otherwise clean up and dispose of debris from mowing, edging and trimming/pruning efforts, including any unsightly overlay of cut grass on lawn and landscaped areas.

11. Leaf Removal, Composting

All green waste shall be collected and may be disposed of at the Brush Collection Facility located at 9911 County Road 415. Contractor may not dispose of any outside green waste generated from other facilities other than the City of Navasota. The Assistant Director of Public Works shall provide the awarded Contractor with access to the facility.

12. Environmental Concerns

The Contractor will make every effort to respect all-natural grades, slopes and water management structures as they are presented in their current condition. Ruts, holes and other disfigurement of mowed or landscaped area caused by the Contractor's equipment or staff shall be the responsibility of the Contractor to repair to original condition. These instances shall be reported to the Assistant Director of Public Works for guidance and inspection.

13. Waste Disposal

All garbage collected during the work performed may be disposed of in one of three dumpsters owned by the City of Navasota. The dumpsters are located at The Navasota Center at 101 Stadium Drive, Navasota Vehicle Maintenance Shop, and the August Horst Pavilion at 104 Veterans Memorial Drive. Waste disposed of in any other trash receptacle whether commercial or private, will not be tolerated and may result in a fine which will become the responsibility of the awarded Contractor.

14. Facility Descriptions and Levels of Attention

Level 1 areas have a high rate of use and exposure and require a high level of maintenance. Level 1 areas are expected to be mowed once per week.

Level 2 areas are properties that have become a health and sanitation nuisance to the community. These areas will be mowed on a case-by-case basis as determined by the Assistant Public Works Director. Level 2 areas also include trash removal and high grass mowing.

15. Amount of Compensation

CONTRACTOR		Annual		Annual
<u>PROPERTY</u>	<u>Acreage</u>	<u>Freq.</u>	<u>Cost Per</u>	<u>Cost</u>
100 & 400 S. Railroad next to RR	0.50	39	\$ 115.00	\$ 4,485.00
Along Cedar Creek Trail	1.50	39	\$ 132.00	\$ 5,148.00
August Horst Rec Park (includes sports fields)	16.00	39	\$ 400.00	\$ 15,600.00
August Horst Muni Park & Pavilion	65.00	39	\$ 600.00	\$ 23,400.00
Cleveland Street Park	0.50	39	\$ 18.50	\$ 721.50
Compost Center	1.80	39	\$ 55.00	\$ 2,145.00
City Hall (include parking lot west side & Kiosk)	0.50	39	\$ 99.00	\$ 3,861.00
Hill Side Park	5.50	39	\$ 180.50	\$ 7,039.50
Horlock House	0.60	39	\$ 87.50	\$ 3,412.50
Ketchum Park	1.00	39	\$ 54.00	\$ 2,106.00
Mance Lipscomb Park	1.00	39	\$ 83.50	\$ 3,256.50
Little League Baseball fields	4.00	39	\$ 150.50	\$ 5,869.50
Logan Soccer Complex	10.00	39	\$ 179.50	\$ 7,000.50
Mockingbird Park	0.50	39	\$ 37.50	\$ 1,462.50
Navasota Center (include Brule Park & Muni Pool)	2.00	39	\$ 132.00	\$ 5,148.00
Navasota Library	0.40	39	\$ 73.00	\$ 2,847.00
Patout Pond	3.00	39	\$ 61.50	\$ 2,398.50
R. V. Park & Pavilion	5.00	39	\$ 187.00	\$ 7,293.00
Skate Park	0.74	39	\$ 37.50	\$ 1,462.50
Victoria St. Park	2.30	39	\$ 85.00	\$ 3,315.00
Washington St. Median	0.16	39	\$ 147.00	\$ 5,733.00
Wastewater Treatment Facility	4.83	39	\$ 98.00	\$ 3,822.00
Downtown Planter Boxes and Curb Islands	N/A	3	\$1,950.00	\$ 5,850.00
Total Acreage	129.43			

Oakland Cemetery	40.00	39	\$1260.00	\$49,140.00
	Square Yds.	Annual Freq.	Cost per	Annual Cost
Vehicle Services Shop	2,933	39	\$ 29.00	\$ 1,131.00
Water Plant	4,670	39	\$ 66.00	\$ 2,574.00
Well # 3	2,280	39	\$ 14.50	\$ 565.50
Well # 4	930	39	\$ 14.50	\$ 565.50
Well # 5	1180	39	\$ 22.50	\$ 877.50
Well # 6	2,619	39	\$ 29.00	\$ 1,131.00
Well # 7	1,469	39	\$ 14.50	\$ 565.50
McNair Lift Station	446	39	\$ 14.50	\$ 565.50
W. 105 Lift Station	460	39	\$ 14.50	\$ 565.50
E. 105 Lift Station	1,390	39	\$ 21.50	\$ 838.50
Heritage Meadows Lift Station	228	39	\$ 14.50	\$ 565.50
Interstate Lift Station	245	39	\$ 14.50	\$ 565.50
Link Dr. Lift Station	318	39	\$ 14.50	\$ 565.50
Texas Lift Station	18	39	\$ 14.50	\$ 565.50
Malcolm St. Lift Station	56	39	\$ 14.50	\$ 565.50
Foster St. Lift Station	20	39	\$ 14.50	\$ 565.50
Animal Shelter	1,012	39	\$ 35.00	\$ 1,365.00
Elevated Storage Tank # 1	15,960	39	\$ 40.00	\$ 1,560.00
Elevated Storage Tank # 2	35,486	39	\$ 50.00	\$ 1,950.00
Hwy 6 & Hwy 90 Underpass	2,667	39	\$ 80.00	\$ 3,120.00
Hwy 6 & Hwy 105 Underpass	2,667	39	\$ 80.00	\$ 3,120.00
Creek bank along Brule Ave	8,131.2	39	\$ 14.50	\$ 565.50
Pecan Lakes Lift Station	90	39	\$ 14.50	\$ 565.50
Three Wood Lift Station	301	39	\$ 14.50	\$ 565.50

Fire Station	1,356	39	\$ 80.00	\$ 3,120.00
Monument North of Town	445	39	\$ 14.50	\$ 565.50
Monument South of Town	445	39	\$ 14.50	\$ 565.50
Vacant Lot (Manley St.)	1,112	39	\$ 70.00	\$ 2,730.00
<u>Property</u>	<u>Acreage</u>	<u>Freq.</u>	<u>Cost Per</u>	<u>Cost</u>
Airport Hangers & Runway (30 ft. from Runway)	10.00	39	\$300.00	\$ 11,700.00
TOTAL				\$ 216,781.50

16. Sublease, Assignment or Sale

The Contractor shall not sublease, assign, sell, or transfer this Contract or any right hereunder to any person, corporation, association, or any other entity without the written consent of the City. Any sublease, assignment, sale, or transfer not consented to in writing by the City shall be grounds, at the option of the City, for the City to immediately terminate this Contract.

17. Termination of Contract

a. This Contract may be terminated at any time by the City if the Contractor fails to abide by the terms and conditions expressed herein. This Contract may also be terminated at any time by mutual agreement and consent of the parties in writing.

b. In the event of a breach by the Contractor of any of the provisions of this Contract, or in the event of unreasonably slow progress, inattention, incompetence, or carelessness in the performance of any particular job or work contracted for by this Contract, or in the event that the Contractor conducts the work in any manner that, in the sole opinion of the City, presents a danger to the City's equipment, property, surrounding property, or other persons, the City shall have the right to terminate this Contract immediately.

18. Miscellaneous Provisions

a. This Contract constitutes the entire agreement between the parties hereto and no statement, remark, representation, agreement, or understanding, either oral or written, not contained herein shall be recognized or enforced, except that this Contract may be modified by written addendum hereto attached and signed by all of the parties. The parties expressly agree and acknowledge that they have not been induced to enter into this Contract by any representation or statements, oral or written, not expressly contained or expressly incorporated by reference in this Contract.

b. This Contract shall be governed by the laws of the State of Texas and construed thereunder, and the exclusive venue of any action brought under this Contract shall be in Grimes County, Texas.

c. Contractor agrees to save and hold harmless the City and its officials, agents, servants, and employees of and from any and all liabilities, expenses, causes of action, damages and/or attorney's fees resulting from or as a result of any of Contractor's businesses, operation, occupancy, or use of the Property, or resulting from any act or omission, or negligence of Contractor, Contractor's agents, servants, or employees. This indemnity agreement shall apply and protect the City and its officers, agents, servants, and employees, even though it be contended, that said City or its officers, agents, servants, or employees were negligent or that their conduct or omission in any way caused or contributed to any such liability, expense, cause of action, damage, and/or attorney's fees.

d. If any section, paragraph, sentence, or phrase entered in this Contract is held to be illegal, invalid, or unenforceable by a court of competent jurisdiction, such illegality, invalidity, or unenforceability shall not affect the remainder of Contract which can be given effect without the illegal, invalid, or unenforceable section, paragraph, sentence, or phrase and to this end, the provisions of this Contract are declared to be severable.

e. If any action is brought to enforce, construe, or determine the validity of any term or provision of this Contract (whether at the trial court level or any appeal therefrom), the prevailing party shall be entitled to reasonable attorney's fees and costs of the action.

f. Any requirement under this Contract to provide notice shall be sent to:

CITY OF NAVASOTA

Attn: City Manager

P.O. Box 910

Navasota, Texas 77868

936-825-6475

JC Sand Dirt and Construction Services LLC

Eduardo Cimadomo, CEO

23315 Chateau Woods Ln

Hockley, Texas 77447

(349) 946-5253

g. H.B. 1295 Compliance: The Contractor shall comply with the requirements of Section 2252.908 of the Texas Government Code as adopted in 2015 as House Bill 1295. The law requires that a governmental entity may not enter in certain contracts with a business entity unless the business entity submits a Disclosure of Interested Parties to the governmental entity. The law applies only to a contract that either (1) requires an action or vote by the governing body of the entity or agency before the contract may be signed or (2) has a value of at least \$1 million. Compliance with the law requires that the Contractor utilize the Texas Ethics Commission website to enter the required information on Form 1295 and print a copy of the complete form. The form must be signed, notarized and submitted to the contracting government entity. The Lessee, in the case of contracts formalized by Purchase Order or by other written contract, will notify the Contractor of Award by Council and request the completed Form 1295 within five (5) working days thereafter.

h. No Boycott of Israel: By acceptance of this Contract, Contractor hereby certifies that it is not a company identified on the Texas Comptroller's list of companies known to have contacts with, or provide supplies or services to, a foreign organization designated as a Foreign Terrorist Organization by the U.S. Secretary of State. Contractor further certifies and verifies that neither Contractor, nor any affiliate, subsidiary, or

parent company of Contractor, if any, the "Contractor Companies"), boycotts Israel, and Contractor agrees that Contractor and Contractor Companies will not boycott Israel during the term of this Contract. For purposes of this Contract, the term "boycott" shall mean and include terminating business activities or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations with Israel, or with a person or entity doing business in Israel or in an Israeli controlled territory.

i. Engaged in Business with Iran, Sudan, or Foreign Terrorist Organization: Pursuant to Texas Government Code Chapter 2252, Subchapter F, Contractor affirms that it is not identified on a list created by the Texas Comptroller of Public Accounts as a company known to have contracts with or provide supplies or services to a foreign terrorist organization. No Boycott of Energy Companies. If this Contract has a value of \$100,000 or more, and if Contractor has more than 10 full-time employees, Contractor's signature herein below shall constitute written verification that the Contractor: (1) does not boycott energy companies; and (2) will not boycott energy companies during the term of this Contract.

j. No Discrimination Against Firearm Entity or Firearm Trade Association. If this Contract has a value of \$100,000 or more, and if the Contractor has more than ten (10) full-time employees, Contractor's signature herein below shall constitute written verification that Contractor: (a) does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and (b) will not discriminate during the term of this Contract against a firearm entity or firearm trade association.


EXECUTED THIS THE ____ DAY OF _____, 2023.

Bert Miller, Mayor

ATTEST:

Susie M. Homeyer, City Secretary

CONTRACTOR:



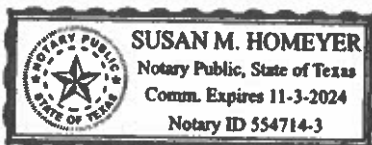
Eduardo Cimadomo, CEO
JC Sand Dirt and Construction Services LLC
23315 Chateau Woods Ln
Hockley, Texas 77447

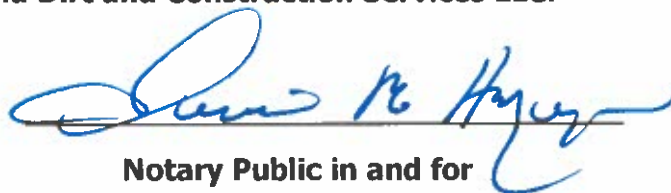
STATE OF TEXAS: §

§ ACKNOWLEDGEMENT

COUNTY OF GRIMES: §

This instrument was acknowledged before me on the 18th day of Nov., 2023, by Eduardo Cimadomo, CEO on behalf of JC Sand Dirt and Construction Services LLC.





Notary Public in and for
The State of Texas

Exhibit "A"**Park Property Description, Acreage and Level Indicators**

	Property	Acreage	Level
1	100 & 400 Block of S. Railroad next to Railroad Tracks	0.50	1
2	Along Cedar Creek Trail (from LaSalle St.to Jones St.)	1.5	1
3	August Horst Recreation Park (including Football Field and Basketball Court, and Softball Fields)	16	1
4	August Horst Municipal Park & Pavilion	65	1
5	Cleveland Street Park	0.50	1
6	Compost Center	1.80	1
7	City Hall (including parking lot on west side and Kiosk)	0.50	1
8	Hillside Park	5.50	1
9	Horlock House	0.60	1
10	Ketchum Park	1	1
11	Mance Lipscomb Park (formerly Duke Street Park)	1	1
12	Little League Baseball Fields	4	1
13	Logan Soccer Complex	10	1
14	Mockingbird Park	0.50	1
15	Navasota Center (including Brule Park & Municipal Pool area)	2	1
16	Navasota Library Grounds	0.40	1
17	Patout Pond Park	3	1
18	R.V. Park & Pavilion Area	5	1
19	Skate Park	0.74	1
20	Victoria Street Park	2.3	1
21	Washington Street Median	0.16	1
22	Wastewater Treatment Facility	4.83	1
23	Downtown Planter Boxes and Curb Islands	N/A	1
Total Acreage		129.43	

Oakland Cemetery

	Property	Acre	Level
1	Oakland Cemetery	40	1

Utility Facilities Property Descriptions, Acreage and Level Indicators

	<i>Property</i>	<i>Address</i>	<i>Square Yards</i>	<i>Level</i>
1	Vehicle Services Shop	520 Malcolm St.	2,933	1
2	Water Plant	510 Malcolm St.	4,670	1
3	Well # 3	920 Malcolm St.	2,280	1
4	Well # 4	6559 Link Dr.	938	1
5	Well # 5	9880 Industrial Dr.	1,180	1
6	Well # 6	10680 Bus. 6 S.	2,619	1
7	Well # 7	11167 CR 451	1,469	1
8	McNair Lift station	901 McNair St.	446	1
9	W. 105 Lift station	1308 W. Washington Ave.	460	1
10	E. 105 Lift station	10371 Hwy 6 Loop	1,390	1
11	Heritage Meadows Lift station	715 Mockingbird Ln.	228	1
12	Interstate Lift station	10906 CR 419	245	1
13	Link Dr. Lift station	Industrial and Link Dr.	318	1
14	Texas Lift station	1908 Texas St.	18	1
15	Malcolm St. Lift station	1500 Hollister St.	56	1
16	Foster St. Lift station	806 Foster St.	20	1
17	Animal Shelter	1607 Nolan St.	1,012	1
18	Elevated Storage Tank #1	1512 Oakwood St.	15,960	1
19	Elevated Storage Tank #2	1420 Allen St.	35,486	1
20	Hwy 6 & Hwy 90 Underpass		2,667	1
21	Hwy 6 & Hwy 105 Underpass		2,667	1
22	Creek bank along Brule Ave		8,131.2	2

23	Pecan Lakes Lift Station		90	1
24	Three Wood Lift Station		301	1
25	Fire Station	1500 S La Salle St.	1,356	1
26	Monument North of Town		445	1
27	Monument South of Town		445	1
28	Vacant Lot	600 Manley St.	1,112	1
	Total Square yards		88,942.2	

Airport Property

	Property	Address	Acres	Level
1	Airport Hangers and Runway (30 FT from the runway)		10	1

Airport Facility Description and Level of Attention

Navasota Municipal Airport property is a **10-acre tract** of land that includes airplane hangars, runway, taxiway with runway lighting, and Fairway Drive (fence to fence from Highway 105 to Pecan Lakes). Mowing operations shall not interfere with aircraft operations. Care shall be taken to avoid damage to airport structures and aircraft. No grass shall be discharged onto paved areas. Any debris (grass, rocks, dirt, trash etc.) shall be removed from paved areas. The airport shall be mowed to the levels of attention described herein:

The Airport Hangers and Runway categorized as "Level 1" are expected to be mowed once per week. The area around the runway shall be mowed 30 feet from the runway.

JC Sand and Dirt Construction

CONTRACTOR		Annual		Annual
PROPERTY	Acreage	Freq.	Cost Per	Cost
100 & 400 S. Railroad next to RR	0.5	39	\$ 115.00	\$ 4,485.00
Along Cedar Creek Trail	1.5	39	\$ 132.00	\$ 5,148.00
August Horst Rec Park (includes sports fields)	16	39	\$ 400.00	\$ 15,600.00
August Horst Muni Park & Pavilion	65	39	\$ 600.00	\$ 23,400.00
Cleveland Street Park	0.5	39	\$ 18.50	\$ 721.50
Compost Center	1.8	39	\$ 55.00	\$ 2,145.00
City Hall (include parking lot west side & Kiosk)	0.5	39	\$ 99.00	\$ 3,861.00
Hill Side Park	5.5	39	\$ 180.50	\$ 7,039.50
Horlock House	0.6	39	\$ 87.50	\$ 3,412.50
Ketchum Park	1	39	\$ 54.00	\$ 2,106.00
Mance Lipscomb Park	1	39	\$ 83.50	\$ 3,256.50
Little League Baseball fields	4	39	\$ 150.50	\$ 5,869.50
Logan Soccer Complex	10	39	\$ 179.50	\$ 7,000.50
Mockingbird Park	0.5	39	\$ 37.50	\$ 1,462.50
Navasota Center (include Brule Park & Muni Pool)	2	39	\$ 132.00	\$ 5,148.00
Navasota Library	0.4	39	\$ 73.00	\$ 2,847.00
Patout Pond	3	39	\$ 61.50	\$ 2,398.50
R. V. Park & Pavilion	5	39	\$ 187.00	\$ 7,293.00
Skate Park	0.74	39	\$ 37.50	\$ 1,462.50
Victoria St. Park	2.3	39	\$ 85.00	\$ 3,315.00
Washington St. Median	0.16	39	\$ 147.00	\$ 5,733.00
Wastewater Treatment Facility	4.83	39	\$ 98.00	\$ 3,822.00
Downtown Planter Boxes and Curb Islands	N/A	3	\$ 1,950.00	\$ 5,850.00
Total Acreage	129.43			

Oakland Cemetery	40	39	1260	\$ 49,140.00
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	Square Yds.	Annual Freq.	Cost per	Annual Cost
Vehicle Services Shop	2,933	39	\$ 29.00	\$ 1,131.00
Water Plant	4,670	39	\$ 66.00	\$ 2,574.00
Well # 3	2,280	39	\$ 14.50	\$ 565.50
Well # 4	930	39	\$ 14.50	\$ 565.50
Well # 5	1180	39	\$ 22.50	\$ 877.50
Well # 6	2,619	39	\$ 29.00	\$ 1,131.00
Well # 7	1,469	39	\$ 14.50	\$ 565.50
McNair Lift Station	446	39	\$ 14.50	\$ 565.50
W. 105 Lift Station	460	39	\$ 14.50	\$ 565.50
E. 105 Lift Station	1,390	39	\$ 21.50	\$ 838.50
Heritage Meadows Lift Station	228	39	\$ 14.50	\$ 565.50
Interstate Lift Station	245	39	\$ 14.50	\$ 565.50
Link Dr. Lift Station	318	39	\$ 14.50	\$ 565.50
Texas Lift Station	18	39	\$ 14.50	\$ 565.50
Malcolm St. Lift Station	56	39	\$ 14.50	\$ 565.50
Foster St. Lift Station	20	39	\$ 14.50	\$ 565.50
Animal Shelter	1,012	39	\$ 35.00	\$ 1,365.00
Elevated Storage Tank # 1	15,960	39	\$ 40.00	\$ 1,560.00
Elevated Storage Tank # 2	35,486	39	\$ 50.00	\$ 1,950.00
Hwy 6 & Hwy 90 Underpass	2,667	39	\$ 80.00	\$ 3,120.00
Hwy 6 & Hwy 105 Underpass	2,667	39	\$ 80.00	\$ 3,120.00
Creek bank along Brule Ave	8,131.20	39	\$ 14.50	\$ 565.50
Pecan Lakes Lift Station	90	39	\$ 14.50	\$ 565.50
Three Wood Lift Station	301	39	\$ 14.50	\$ 565.50
Fire Station	1,356	39	\$ 80.00	\$ 3,120.00
Monument North of Town	445	39	\$ 14.50	\$ 565.50
Monument South of Town	445	39	\$ 14.50	\$ 565.50
Vacant Lot (Manley St.)	1,112	39	\$ 70.00	\$ 2,730.00
Total Square Yards	88,934			
Property	Acreage	Freq.	Cost Per	Cost
Airport Hangers & Runway (30 ft. from Runway)	10	39	\$ 300.00	\$ 11,700.00
TOTAL				\$ 216,781.50

Green Teams

Annual	Cost Per	Annual
Freq.	Cost Per	Cost
39	\$ 98.00	\$ 3,822.00
39	\$ 146.00	\$ 5,694.00
39	\$ 409.00	\$ 15,951.00
39	\$ 1,116.00	\$ 43,524.00
39	\$ 21.00	\$ 819.00
39	\$ 76.00	\$ 2,964.00
39	\$ 183.00	\$ 7,137.00
39	\$ 228.00	\$ 8,892.00
39	\$ 104.00	\$ 4,056.00
39	\$ 58.00	\$ 2,262.00
39	\$ 82.00	\$ 3,198.00
39	\$ 176.00	\$ 6,864.00
39	\$ 205.00	\$ 7,995.00
39	\$ 40.00	\$ 1,560.00
39	\$ 206.00	\$ 8,034.00
39	\$ 104.00	\$ 4,056.00
39	\$ 77.00	\$ 3,003.00
39	\$ 203.00	\$ 7,917.00
39	\$ 44.00	\$ 1,716.00
39	\$ 103.00	\$ 4,017.00
39	\$ 117.00	\$ 4,563.00
39	\$ 269.00	\$ 10,491.00
3	\$ 1,488.00	\$ 4,464.00

39	1516	\$ 59,124.00
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Annual Freq.	Cost per	Annual Cost
39	\$ 28.00	\$ 1,092.00
39	\$ 90.00	\$ 3,510.00
39	\$ 21.00	\$ 819.00
39	\$ 21.00	\$ 819.00
39	\$ 20.00	\$ 780.00
39	\$ 44.00	\$ 1,716.00
39	\$ 21.00	\$ 819.00
39	\$ 21.00	\$ 819.00
39	\$ 21.00	\$ 819.00
39	\$ 23.00	\$ 897.00
39	\$ 21.00	\$ 819.00
39	\$ 21.00	\$ 819.00
39	\$ 21.00	\$ 819.00
39	\$ 21.00	\$ 819.00
39	\$ 42.00	\$ 1,638.00
39	\$ 42.00	\$ 1,638.00
39	\$ 55.00	\$ 2,145.00
39	\$ 79.00	\$ 3,081.00
39	\$ 79.00	\$ 3,081.00
39	\$ 98.00	\$ 3,822.00
39	\$ 21.00	\$ 819.00
39	\$ 44.00	\$ 1,716.00
39	\$ 110.00	\$ 4,290.00
39	\$ 25.00	\$ 975.00
39	\$ 25.00	\$ 975.00
39	\$ 40.00	\$ 1,560.00
Freq.	Cost Per	Cost
39	\$ 488.00	\$ 19,032.00
		\$ 283,899.00

Oakland Cemetery	40
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	Square Yds.
Vehicle Services Shop	2,933
Water Plant	4,670
Well # 3	2,280
Well # 4	930
Well # 5	1180
Well # 6	2,619
Well # 7	1,469
McNair Lift Station	446
W. 105 Lift Station	460
E. 105 Lift Station	1,390
Heritage Meadows Lift Station	228
Interstate Lift Station	245
Link Dr. Lift Station	318
Texas Lift Station	18
Malcolm St. Lift Station	56
Foster St. Lift Station	20
Animal Shelter	1,012
Elevated Storage Tank # 1	15,960
Elevated Storage Tank # 2	35,486
Hwy 6 & Hwy 90 Underpass	2,667
Hwy 6 & Hwy 105 Underpass	2,667
Creek bank along Brule Ave	8,131.20
Pecan Lakes Lift Station	90
Three Wood Lift Station	301
Fire Station	1,356
Monument North of Town	445
Monument South of Town	445
Vacant Lot (Manley St.)	1,112
Total Square Yards	88,934
Property	Acreage
Airport Hangers & Runway (30 ft. from Runway)	10
TOTAL	

Landmark		
Annual		Annual
Freq.	Cost Per	Cost
39	\$ 40.00	\$ 1,560.00
39	\$ 67.50	\$ 2,632.50
39	\$ 720.00	\$ 28,080.00
39	\$ 2,925.00	\$ 114,075.00
39	\$ 40.00	\$ 1,560.00
39	\$ 81.00	\$ 3,159.00
39	\$ 40.00	\$ 1,560.00
39	\$ 247.50	\$ 9,652.50
39	\$ 40.00	\$ 1,560.00
39	\$ 45.00	\$ 1,755.00
39	\$ 45.00	\$ 1,755.00
39	\$ 180.00	\$ 7,020.00
39	\$ 450.00	\$ 17,550.00
39	\$ 40.00	\$ 1,560.00
39	\$ 90.00	\$ 3,510.00
39	\$ 40.00	\$ 1,560.00
39	\$ 135.00	\$ 5,265.00
39	\$ 225.00	\$ 8,775.00
39	\$ 40.00	\$ 1,560.00
39	\$ 103.50	\$ 4,036.50
39	\$ 40.00	\$ 1,560.00
39	\$ 217.35	\$ 8,476.65
3	\$ 1,650.00	\$ 4,950.00

39	1800	\$ 70,200.00
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Annual Freq.	Cost per	Annual Cost
39	\$ 40.00	\$ 1,560.00
39	\$ 40.00	\$ 1,560.00
39	\$ 40.00	\$ 1,560.00
39	\$ 40.00	\$ 1,560.00
39	\$ 40.00	\$ 1,560.00
39	\$ 40.00	\$ 1,560.00
39	\$ 40.00	\$ 1,560.00
39	\$ 40.00	\$ 1,560.00
39	\$ 40.00	\$ 1,560.00
39	\$ 40.00	\$ 1,560.00
39	\$ 40.00	\$ 1,560.00
39	\$ 40.00	\$ 1,560.00
39	\$ 40.00	\$ 1,560.00
39	\$ 40.00	\$ 1,560.00
39	\$ 40.00	\$ 1,560.00
39	\$ 40.00	\$ 1,560.00
39	\$ 148.50	\$ 5,791.50
39	\$ 330.00	\$ 12,870.00
39	\$ 40.00	\$ 1,560.00
39	\$ 40.00	\$ 1,560.00
39	\$ 75.00	\$ 2,925.00
39	\$ 40.00	\$ 1,560.00
39	\$ 40.00	\$ 1,560.00
39	\$ 40.00	\$ 1,560.00
39	\$ 40.00	\$ 1,560.00
39	\$ 40.00	\$ 1,560.00
39	\$ 40.00	\$ 1,560.00
Freq.	Cost Per	Cost
39	\$ 450.00	\$ 17,550.00
		\$ 381,508.65

Groundworks		
Annual		Annual
Freq.	Cost Per	Cost
39	\$ 225.00	\$ 8,775.00
39	\$ 675.00	\$ 26,325.00
39	\$ 625.00	\$ 24,375.00
39	\$ 2,850.00	\$ 111,150.00
39	\$ 250.00	\$ 9,750.00
39	\$ 465.00	\$ 18,135.00
39	\$ 250.00	\$ 9,750.00
39	\$ 350.00	\$ 13,650.00
39	\$ 175.00	\$ 6,825.00
39	\$ 175.00	\$ 6,825.00
39	\$ 175.00	\$ 6,825.00
39	\$ 350.00	\$ 13,650.00
39	\$ 550.00	\$ 21,450.00
39	\$ 150.00	\$ 5,850.00
39	\$ 300.00	\$ 11,700.00
39	\$ 200.00	\$ 7,800.00
39	\$ 275.00	\$ 10,725.00
39	\$ 350.00	\$ 13,650.00
39	\$ 150.00	\$ 5,850.00
39	\$ 250.00	\$ 9,750.00
39	\$ 175.00	\$ 6,825.00
39	\$ 350.00	\$ 13,650.00
3	\$ 5,070.00	\$ 15,210.00

39	2225	\$ 86,775.00
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Annual Freq.	Cost per	Annual Cost
39	\$ 130.00	\$ 5,070.00
39	\$ 130.00	\$ 5,070.00
39	\$ 130.00	\$ 5,070.00
39	\$ 130.00	\$ 5,070.00
39	\$ 130.00	\$ 5,070.00
39	\$ 130.00	\$ 5,070.00
39	\$ 100.00	\$ 3,900.00
39	\$ 100.00	\$ 3,900.00
39	\$ 130.00	\$ 5,070.00
39	\$ 100.00	\$ 3,900.00
39	\$ 100.00	\$ 3,900.00
39	\$ 100.00	\$ 3,900.00
39	\$ 100.00	\$ 3,900.00
39	\$ 100.00	\$ 3,900.00
39	\$ 100.00	\$ 3,900.00
39	\$ 200.00	\$ 7,800.00
39	\$ 150.00	\$ 5,850.00
39	\$ 225.00	\$ 8,775.00
39	\$ 200.00	\$ 7,800.00
39	\$ 200.00	\$ 7,800.00
39	\$ 1,935.00	\$ 75,465.00
39	\$ 100.00	\$ 3,900.00
39	\$ 100.00	\$ 3,900.00
39	\$ 200.00	\$ 7,800.00
39	\$ 200.00	\$ 7,800.00
39	\$ 200.00	\$ 7,800.00
39	\$ 130.00	\$ 5,070.00
Freq.	Cost Per	Cost
39	\$ 900.00	\$ 35,100.00
		\$ 721,890.00

paper bid amount: 356243.15



REQUEST FOR CITY COUNCIL AGENDA ITEM #10

Agenda Date Requested: November 13, 2023

Requested By: Maribel Frank, CFO

Department: Finance

☐ Report ☒ Resolution ☐ Ordinance

Exhibits: Resolution No. 751-23

Appropriation

Source of Funds: 100 – General Fund

Account Number: 100-594-601.00

Amount Budgeted: \$60,000

Amount Requested: \$35,569

Budgeted Item: ☒ Yes ☐ No

AGENDA ITEM #10

Consideration and possible action on Resolution No. 751-23, authorizing the mayor to sign the engagement letter with Belt Harris Pechacek, LLLP for audit services for the City of Navasota fiscal year ending September 30, 2023.

SUMMARY & RECOMMENDATION

Belt Harris Pechacek, LLLP has performed the annual financial statement audit for the City of Navasota since 2016, for the fiscal years FY 2016 – 2022. The city entered into an agreement with the audit firm on May 25, 2016, with Mayor Bert Miller's signature on the original engagement letter. The City engaged the services of the audit firm for one year with four one-year subsequent years as an option. Services were retained again for the FY 2021 and FY 2022 financial statement audits, respectively. Below are differences in the cost of the audit for last fiscal year versus the proposed audit year ending September 30, 2023.

	Audit Fees	Audit Fees	
	FY 2021-22	FY 2022-23	Increase
Financial Statement Audit	\$23,679	\$24,153	\$474
Navasota EDC Audit	\$1,970	\$1,995	\$25
Single Audit (base)	\$4,155	\$4,155	N/A
Single Audit (major)	\$5,260	\$5,260	N/A
	\$35,064	\$35,569	\$499

Due to staff workload, Requests for Proposals (RFP's) were not able to be completed to allow for competitive bidding for the audit year ending September 30, 2023. Staff has budgeted \$60,000 for audit services and the proposed audit engagement letter proposal is significantly less than the budgeted funds. Since the City of Navasota has used Belt Harris Pechacek for the annual audit services since 2016, staff requested

that a new audit manager be assigned to the 9/30/2023 audit. Staff still have time to bid out these services; however, due to the timing of the process, there is a greater chance that audit firms will not bid on the engagement due to audits having already been scheduled. If an audit firm did bid on the services, there may be a higher rate for a new audit firm to provide these services for the first year. Therefore, staff is recommending the City Council approve Resolution 751-23 authorizing the mayor to sign the audit services engagement letter with Belt Harris Pechacek for the fiscal year ending September 30, 2023.

ACTION REQUIRED BY CITY COUNCIL

Approve or deny Resolution No. 7851-23, authorizing the mayor to sign the engagement letter with Belt Harris Pechacek, LLLP for audit services for the City of Navasota fiscal year ending September 30, 2023.

Approved for the City Council meeting agenda.



Jason B. Weeks, City Manager

11/6/23

Date



Engagement Letter - Single Audit

November 13, 2023

Honorable William "Bert" A. Miller, III, Mayor
City of Navasota
200 East McAlpine
Navasota, TX 77868-0910

We are pleased to confirm our understanding of the services we are to provide for the City of Navasota (the "City") for the year September 30, 2023.

Audit Services

We will audit the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, the aggregate remaining fund information, and the disclosures including the related notes to the financial statements, which collectively comprise the basic financial statements of the City as of and for the year ended September 30, 2023.

The component unit will be audited as part of the audit of the financial statements of the City as noted below:

1. Navasota Economic Development Corporation: Discretely Presented, No Separate Financial Statements

Accounting standards generally accepted in the United States of America (GAAS) provide for certain Required Supplementary Information (RSI), such as Management's Discussion and Analysis (MD&A), to supplement the City's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City's RSI in accordance with GAAS. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles (GAAP) and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis
2. Budgetary Comparison Schedule(s)
3. Pension Schedule(s) as applicable
4. OPEB Schedule(s) as applicable

We have also been engaged to report on supplementary information other than RSI that accompanies the City's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to

the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditors' report on the financial statements:

1. Combining Statement(s) and Schedule(s)
2. Budgetary Comparison Schedule(s)

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditors' report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP; and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and, therefore, is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objective also includes reporting on---

1. Internal control over financial reporting and compliance with the provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
2. Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (the "Uniform Guidance").

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such an opinion.

Auditors' Responsibilities for the Audit of the Financial Statements

We will conduct our audit in accordance with GAAS and will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide

reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an avoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry.

Audit Procedures-Internal Control

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures-Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of our audit will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards

applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the City's major programs. The purpose of these procedures will be to express an opinion on the City's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related disclosures of the City in conformity with GAAP and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*.

We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related disclosures services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Nonaudit Services

In connection with the engagement, we will perform services unrelated to our attest function. The additional services we will provide include:

- 1. Preparation of Documents**

We will assist in preparing the financial statements and related notes of the City in conformity with GAAP based on information provided by the City.

- 2. Advisory Services**

We will provide routine advisory services through phone calls, conferences, or otherwise, in connection with incidental matters arising during the year. We encourage open lines of communication throughout the year as part of our services.

- 3. Correspondence**

We will handle all normal correspondence from grantor, regulatory, or oversight agencies related to the audit.

- 4. Professional Proofing**

To ensure documents issued in connection with the audit engagement are professional in appearance, we will submit both client-prepared information, as well as documents created entirely by the auditor, to an independent professional proofreader for a cover-to-cover inspection. This review will include consistent formatting, grammar, logic, and any other items that may detract from the document. This process is over and above technical reviews performed.

- 5. Printing and Binding**

All final hard copy documents will be printed on a 1200 dpi or better resolution copier and bright white report paper. Reports will be bound with GBC-brand plastic combs with 30 mil oversized covers. We will manually inspect each page from one document and spot check remaining reports for printing errors. Our reports will be centered, properly aligned, and free of smudges and other detracting elements.

- 6. Electronic Adobe Searchable PDF**

In addition to providing hard copy documents, we will also provide all final documents in electronic image files in Adobe PDF format, suitable for posting in electronic agenda packages, posting on websites, or transmitting by email to regulatory agencies.

- 7. Client Portal - Auditbox**

We will provide the City access to our proprietary AuditBox online site to provide a central repository where both the City's personnel and audit team members can see documents being exchanged during the process to eliminate duplicate requests from audit team members. Both the City's documents, as well as final audit documents, will be hosted on the site providing an archive of information that new personnel may access in subsequent years, if information is needed regarding what was provided for a prior year audit or a copy of audit documents issued.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing,

implementing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management is reliable and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with GAAP; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making drafts of financial statements, all financial records and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which we are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review prior to the beginning of our audit fieldwork.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, on which we have been engaged to report, in conformity with GAAP. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities for the financial statements preparation, schedule of expenditures of federal awards, related disclosures, and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the Federal Audit Clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditors' reports or nine months after the end of the audit period.

We will provide copies of our reports to the City; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Belt Harris Pechacek, LLLP and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to any oversight agency or its designee, a

federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Belt Harris Pechacek, LLLP personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the oversight agency. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Fees for our services are based on the actual time spent at our standard hourly rates, plus travel and other out-of-pocket costs such as report production, word processing, postage, etc. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Items that likely will increase the fee estimate include:

1. Assistance with addressing matters that were designated as management's responsibility, which include closing schedules and closing entries.
2. Submission of audit data within 60 days of a client requested completion date or filing deadline, requiring overtime hours to meet the deadline.
3. Changes in accounting pronouncements, professional standards, laws, and regulations not known to us as of the date of this letter that have a significant impact on time requirements.
4. Changes in the operations and significant matters that materially change the audit scope such as evaluation of the impact of joint ventures, debt issuance/refunding/advance extinguishment, forbearance agreements, notice of material events, enforcement actions, required corrective actions, self-insurance, environmental liabilities, going concern, and/or other postemployment benefits.
5. Significant increases in State or Federal funding requiring State and/or Federal Single Audits and/or increases to the number of grants classified as major programs by Office of Management and Budget (OMB) or State requirements.
6. Follow up on allegations or discovery of a) noncompliance with laws, regulations, and policies; b) fraud, waste, and abuse; c) significant deficiencies in internal control; d) nepotism; and e) related party transactions.

As customary in the industry, the price quoted is an estimate. In accordance with rules of the State Board of Public Accountancy, we cannot be bound to provide the audit for the amount estimated. However, in practice, we honor our fee quotes unless adverse conditions such as those described above are encountered.

Fee Estimates

	<u>2023</u>
Financial Statement Audit	
City of Navasota	\$ 24,153
Navasota EDC	\$ 1,995
<u>Additional Fees if Applicable:</u>	
Single Audit- Base Fee	\$ 4,155
Single Audit- Per Major Program	\$ 5,260

GASB Statement 96

Governmental Accounting Standards Board Statement 96, *Subscription-Based Information Technology Arrangements* ("GASB 96") takes effect this year. GASB 96 provides guidance on the accounting and financial reporting for subscription-based information technology arrangements (SBITAs) for government end users. The standards for SBITAs are based on the standards established in GASB 87, *Leases* ("GASB 87"). Under GASB 96,

a government should recognize a right-to-use subscription asset - an intangible asset - and a corresponding subscription liability. Similar to GASB 87, GASB 96 will require management to evaluate the impact, plan for the impact, and make necessary changes in business processes. Implementation of GASB 96 will generally require centralized SBITA document management; in-depth review of SBITA documents; recording and tracking of multiple data points per arrangement, which may necessitate new software based on the volume of SBITAs; and development of new controls, reconciliations, and policies and procedures. Management needs to begin making initial assessments immediately to determine the lead time and resources needed. Management should establish the goal of being fully implemented at the earlier of interim audit procedures or 60 days prior to year end to provide for a sufficient buffer to safeguard against delay in issuing the financial statements. If management is not prepared by the regularly scheduled start date for the audit, the options will be to receive a modified audit opinion, for us to withdraw from the engagement, or to reschedule the engagement to the end of the government audit season, April 2024. The number of SBITAs that an organization has will likely be grossly underestimated and the time requirement to assemble and evaluate documents understated. Accordingly, **it is imperative to begin the GASB 96 SBITA process early to avoid negative impact.**

Our fee estimate does not include any additional time to prepare required data and disclosures or to perform audit procedures as the number and types of SBITAs varies significantly by organization. Time associated with GASB 96 will be tracked and billed separately. It is imperative that the GASB 96 work be fully completed prior to the interim audit, which typically occurs during the summer.

Federal Single Audit Engagement

A federal single audit is required by the OMB's Uniform Guidance when federal funds over \$750,000 are expended. Federal single audit fees vary based on the number of major programs as defined by OMB. Accordingly, the federal single audit fee consists of a 'Federal Single Audit-Base Fee' to cover basic fixed amounts and the 'Federal Single Audit-Per Major Program Fee', which is the scalable portion dependent on the actual number of major programs. The number of major programs is established by OMB criteria. If a federal single audit is required, there will be at least one major program. Prior year federal single audit reports will help plan for the number of major programs, but they will vary from year to year based on the level of federal funding. Should you not exceed OMB's federal single audit threshold, a federal single audit will not be required. If you anticipate exceeding the federal single audit threshold, please contact us as far in advance as possible so that we can begin doing preliminary federal single audit work.

Non-State Single Audit Engagement

A state single audit is required when grant funds that originated from the State of Texas (this does not include federal monies passed through the State) over \$750,000 are expended. State single audit fees vary based on the number of major programs as defined by the *State of Texas Single Audit Circular*. The additional technical verbiage that is necessary when a state single audit is required is not included within this engagement letter, nor does the proposed engagement fee include additional fees related to a state single audit. Should you exceed the state single audit threshold, a new engagement letter will be required.

Billing Protocol

Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. Generally, 40 percent will be billed and payable upon completion of interim audit procedures (normally one to four months before year end) and 60 percent after a draft of the financial statements is issued. Accordingly, the fee will be split 40/60 between budget years. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Required Attachments

Government Auditing Standards require that we provide you with a copy of our most recent external peer review

report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2021 peer review accompanies this letter.

Reporting

We will issue a written report upon completion of our audit of the City's financial statements. Our report will be addressed to those charged with governance of the City. Circumstances may arise in which our report may differ from its expected form and content based on the results of the audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions or add an emphasis of matter or other matter paragraph to our auditors' report or, if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or withdraw from the engagement.

Foreign Terrorists Organizations

Pursuant to Chapter 2252, Texas Government Code, we represent and certify that, at the time of execution of this letter, neither we nor any wholly owned subsidiary, majority-owned subsidiary, parent company, or affiliate of the same (i) engages in business with Iran, Sudan, or any foreign terrorist organization as described in Chapters 806 or 807 of the Texas Government Code or Subchapter F of Chapter 2252 of the Texas Government Code or (ii) is a company listed by the Texas Comptroller of Public Accounts under Sections 806.051, 807.051, or 2252.153 of the Texas Government Code. The term 'foreign terrorist organization' in this paragraph has the meaning assigned to such term in Section 2252.151 of the Texas Government Code.

Vendor Representation Regarding Israel

Pursuant to Chapter 2271, Texas Government Code, we represent that we do not boycott Israel and will not boycott Israel during the term of the contract. The term 'boycott Israel' shall have the meaning ascribed to this term in Section 808.001 of the Texas Government Code.

Required Non-Appropriation Clause

Notwithstanding anything contained in this engagement to the contrary, in the event no funds or insufficient funds are appropriated and budgeted or are otherwise unavailable in any fiscal period for fees due under this engagement agreement, the City will immediately notify us in writing of such occurrence and this agreement shall terminate on the last day of the fiscal period for which appropriations have been received or made.

Authorization of CPA's Disclosure

Any client certified public accountant involved with assisting us shall not be prohibited from disclosure of information required to be made available by the standards of the public accounting profession in reporting on the examination of financial statements. Management understands and provides permission to staff certificate or registration holders as required under the Rules of Professional Conduct, Texas Administrative Code, Title 22, Part 22, Chapter 501, Subchapter C, Section 501.75.

We appreciate the opportunity to be of service to the City and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Sincerely,

Belt Harris Pechacek, LLLP
Certified Public Accountants

Authorized by:



Robert Belt, CPA, CGMA
Managing Partner

RESPONSE:

This letter correctly sets forth the understanding of City of Navasota.

Honorable William "Bert" A. Miller, III, Mayor

Date



Report on the Firm's System of Quality Control

January 5, 2022

To the Partners of Belt, Harris, Pechacek, LLLP
and the Texas Society of CPAs Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Belt, Harris, Pechacek, LLLP (the firm) in effect for the year June 30, 2021. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitation of, and the procedures performed in a System Review as described in the standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act.

As part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Belt, Harris, Pechacek, LLLP, in effect for the year ended June 30, 2021, has been suitable designed or complied with to provide the firm with reasonable assurance of performing the reporting in conformity with applicable standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Belt, Harris, Pechacek, LLLP, has received a peer review rating of *pass*.

Very truly yours,

MWH Group, P.C.

MWH Group, PC



REQUEST FOR CITY COUNCIL AGENDA ITEM #11

Agenda Date Requested: <u>November 13, 2023</u>	Appropriation
Requested By: <u>Maribel Frank, CFO</u>	Source of Funds: <u>ALL</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 checked="" type="radio"/> Yes <input type="radio"/> No

Exhibits: Department Head Report & Expenditures by Fund Type

AGENDA ITEM #11

Consideration and possible action to approve the financials for the fiscal year-to-date as of September 30, 2023.

SUMMARY & RECOMMENDATION

The Financial Services Department, as well as city management present to council and all stakeholders preliminary financial for the year ended September 30, 2023. There are various year-end adjustments that will need to be recorded with the application of Generally Accepted Accounting Principles (GAAP) in accordance with the Governmental Accounting Standards Board (GASB). Many of these adjustments will be prepared as the workpapers are prepared for the FY 2023 financial statement audit.

Fund Type	Remaining Budget %
Major – General Fund	9%
Major – Capital Projects Fund	83%
Major – Grants	-857%
Non-Major Funds	64%
Enterprise Funds (Water, Sewer & Gas)	17%
Component Unit – EDC Fund	15%
Total Fund Types	27%

Expenditures for the end of the year were estimated during the preparation of the FY 2023-2024 operating budget. Staff worked diligently to ensure all potential expenditures could be accounted for. At fiscal year-end, the city expended about 73% of what was anticipated in July 2023, which represents an amount of 27% of overall budget remaining.

The outlier amount in the General Fund is the write-off of older invoices that were not collected before the arrival of the new CFO, as well as an invoice from a business that is a part of an industrial district agreement (IDA). The payment for the FY 2021 IDA was received in March 2021, but the invoice had not been cleared from the accounts receivable aging.

Debt Service exceeded its expenditures as the result of an underestimation of an interest payment. Between FY 2023 and FY 2024, the amount should be a wash.

Capital Projects funds for FY 2023 are significantly less than estimated because the Utility CIP Project did not commence as intended. Those CIP projects will occur in FY 2024.

The Grants fund will require a reconciliation and reclassification of expenditures.

Non-major fund expenditures were under budget by 64%. This was primarily because the work for the two (2) roads at the cemetery and the segment on Section C was not initiated (Fund 525 – Cemetery Operating Fund), as well as preservation costs for the Horlock House not beginning (Fund 930 – Hotel) and the wayfinding project not being along in progress as anticipated.

For the Enterprise funds (water, sewer and natural gas), depreciation has not been calculated for the year and certain projects have not commenced. Fixed asset reconciliation will be done when audit workpapers are prepared.

Lastly, for the Economic Development Corporation, the costs associated with the Neon Cloud did not occur and training, advertising and professional fees were less than planned. Thus, 15% of the budget for that fund remained at year end.

ACTION REQUIRED BY CITY COUNCIL

Approve the financials for the fiscal year-to-date as of September 30, 2023.

Approved for the City Council meeting agenda.



Jason B. Weeks, City Manager

11/6/23

Date

FUND TYPE	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL EXP	Remaining Budget \$	Remaining Budget %
Major - General	13,215,095	14,027,350	12,765,579	1,261,771	9%
Major - Debt Service	1,737,522	1,867,641	1,967,932	(100,291)	-5%
Major - Capital Projects	750,000	8,552,976	1,463,329	7,089,647	83%
Major - Grants	422,000	17,580	168,287	(150,707)	-857%
Non-Major	340,593	316,675	112,865	203,810	64%
<i>Cemetery Operating</i>	3,300	91,200	5,944	85,256	93%
<i>Hotel</i>	335,293	204,912	86,209	118,703	58%
<i>Foundation for Comm. Projects</i>	2,000	20,563	20,712	(149)	-1%
Business	19,448,477	13,881,848	11,533,935	2,347,913	17%
<i>Water</i>	9,658,819	4,674,312	3,641,488	1,032,824	22%
<i>Utility Capital Improvement</i>	400,000	400,000	400,000	-	0%
<i>Natural Gas</i>	6,679,382	6,404,665	5,829,682	574,983	9%
<i>Waste Water</i>	2,710,276	2,402,871	1,662,765	740,106	31%
Component Unit - EDC	307,915	219,976	186,569	33,407	15%
TOTAL	36,221,602	38,884,046	28,198,496	10,685,550	27%

PULL	Yes
ACCOUNT TYPE	Expense
Fund Type	Major - General

Major - General

				Values			
FUND #	FUND NAME	Department	Department Name	ORIGINAL BUDGET	FINAL BUDGET (8/7/2023)	ACTUALS (AS OF 9/2/2023)	Remaining Balance of Final Budget
100	GENERAL		500 NON-DEPARTMENTAL	1,144,600	0	388,558	(388,558)
			510 PERSONNEL SERVICES	0	0	0	0
			559 SANITATION	1,379,700	1,357,904	1,337,882	20,023
			560 STREET	1,368,145	1,927,198	1,381,561	545,637
			561 VEHICLE & EQUIP SERVICES	147,595	139,734	119,715	20,019
			562 SWIMMING POOL	82,964	133,761	110,024	23,737
			563 PARKS & RECREATION MAINT	603,968	542,510	512,509	30,001
			564 PARKS & RECREATION	103,713	111,498	77,511	33,987
			566 AIRPORT	61,300	116,465	52,068	64,397
			567 POLICE	3,058,207	3,116,817	2,806,178	310,639
			568 FIRE	1,109,229	2,098,965	1,933,650	165,315
			569 ANIMAL CONTROL	121,185	125,127	108,966	16,161
			571 MUNICIPAL COURT	81,894	101,836	93,969	7,867
			573 EMERGENCY MANAGEMENT	3,225	2,800	2,601	199
			581 LIBRARY	171,112	194,241	143,156	51,085
			582 CITY COUNCIL	335,035	298,271	268,704	29,567
			583 GENERAL ADMINISTRATION	365,900	561,912	465,092	96,820
			587 KEEP NAVASOTA BEAUTIFUL	1,000	1,270	1,070	200
			589 CITY HALL	367,934	434,643	379,560	55,083
			590 ECONOMIC DEVELOPMENT	88,809	112,401	97,884	14,518
			591 DEVELOPMENT SERVICES	672,539	517,696	491,163	26,532
			592 TOURISM	459,500	470,828	462,013	8,815
			593 MARKETING&COMMUNICATIONS	148,824	169,376	160,951	8,425
			594 FINANCIAL SERVICES	649,666	790,327	687,526	102,801
			595 HUMAN RESOURCES	216,249	164,471	181,537	(17,067)
			596 TECHNOLOGY	472,802	537,298	501,730	35,568
			GENERAL Total			13,215,095	14,027,350
100 Total				13,215,095	14,027,350	12,765,579	1,261,771
Grand Total				13,215,095	14,027,350	12,765,579	1,261,771

REMAINING BUDGET	9%
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Major - Debt Service

REMAINING BUDGET		-5%
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PULL	Yes
ACCOUNT TYPE	Expense
Fund Type	Major - Capital Projects

Major - Capital Projects

				Values			
FUND #	FUND NAME	Department	Department Name	ORIGINAL BUDGET	FINAL BUDGET (8/7/2023)	ACTUALS (AS OF 9/2/2023)	Remaining Balance of Final Budget
905	CAPITAL PROJECTS		500 NON-DEPARTMENTAL	750,000	8,552,976	1,463,329	7,089,647
	CAPITAL PROJECTS Total			750,000	8,552,976	1,463,329	7,089,647
905 Total				750,000	8,552,976	1,463,329	7,089,647
Grand Total				750,000	8,552,976	1,463,329	7,089,647

REMAINING BUDGET	83%
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PULL	Yes
ACCOUNT TYPE	Expense
Fund Type	Major - Grants

Major - Grants

				Values			
FUND #	FUND NAME	Department	Department Name	ORIGINAL BUDGET	FINAL BUDGET (8/7/2023)	ACTUALS (AS OF 9/2/2023)	Remaining Balance of Final Budget
540	GRANT FUND	510	PERSONNEL SERVICES	0	0	0	0
		511	WATER DISTRIBUTION	100,000	0	0	0
		513	GAS DISTRIBUTION	0	0	0	0
		515	WASTE WTR TRMTPLANT	0	0	0	0
		516	SEWER COLLECTION	100,000	0	29,205	(29,205)
		560	STREET	100,000	0	83,435	(83,435)
		563	PARKS & RECREATION MAINT	50,000	0	0	0
		566	AIRPORT	50,000	0	39,289	(39,289)
		567	POLICE	5,000	17,580	15,282	2,298
		568	FIRE	7,000	0	0	0
		581	LIBRARY	0	0	1,076	(1,076)
		587	KEEP NAVASOTA BEAUTIFUL	5,000	0	0	0
		589	CITY HALL	0	0	0	0
		591	DEVELOPMENT SERVICES	5,000	0	0	0
		592	TOURISM	0	0	0	0
	GRANT FUND Total			422,000	17,580	168,287	(150,707)
540 Total				422,000	17,580	168,287	(150,707)
Grand Total				422,000	17,580	168,287	(150,707)

REMAINING BUDGET	-857%
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PULL	Yes
ACCOUNT TYPE	Expense
Fund Type	Non-Major

Non-Major

				Values			
FUND #	FUND NAME	Department	Department Name	ORIGINAL BUDGET	FINAL BUDGET (8/7/2023)	ACTUALS (AS OF 9/2/2023)	Remaining Balance of Final Budget
525	CEMETERY OPERATING FUND	565	CEMETERY OPERATING	3,300	91,200	5,944	85,256
	CEMETERY OPERATING FUND Total			3,300	91,200	5,944	85,256
525 Total				3,300	91,200	5,944	85,256
930	HOTEL	500	NON-DEPARTMENTAL	335,293	204,912	86,209	118,703
	HOTEL Total			335,293	204,912	86,209	118,703
930 Total				335,293	204,912	86,209	118,703
970	FOUNDATION FOR COMM PROJ	567	POLICE	2,000	20,175	20,175	0
		581	LIBRARY	0	387	537	(150)
		582	CITY COUNCIL	0	0	0	0
		594	FINANCIAL SERVICES	0	0	0	0
	FOUNDATION FOR COMM PROJ Total			2,000	20,562	20,712	(150)
970 Total				2,000	20,562	20,712	(150)
Grand Total				340,593	316,674	112,865	203,809

REMAINING BUDGET	64%
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PULL	Yes
ACCOUNT TYPE	Expense
Fund Type	Business

Business

				Values			
FUND #	FUND NAME	Department	Department Name	ORIGINAL BUDGET	FINAL BUDGET (8/7/2023)	ACTUALS (AS OF 9/2/2023)	Remaining Balance of Final Budget
200	WATER FUND	500	NON-DEPARTMENTAL	560,552	517,720	517,720	0
			PERSONNEL SERVICES	2,409,870	730,376	722,897	7,479
			WATER DISTRIBUTION	6,688,397	3,426,216	2,400,870	1,025,345
	WATER FUND Total			9,658,819	4,674,312	3,641,488	1,032,824
200 Total				9,658,819	4,674,312	3,641,488	1,032,824
210	UTILITY CAPITAL IMP	500	NON-DEPARTMENTAL	400,000	400,000	400,000	0
	UTILITY CAPITAL IMP Total			400,000	400,000	400,000	0
210 Total				400,000	400,000	400,000	0
300	NATURAL GAS FUND	500	NON-DEPARTMENTAL	79,772	0	0	0
			GAS DISTRIBUTION	6,599,610	6,404,665	5,812,796	591,869
			DEBT SERVICES	0	0	16,886	(16,886)
	NATURAL GAS FUND Total			6,679,382	6,404,665	5,829,682	574,983
300 Total				6,679,382	6,404,665	5,829,682	574,983
400	WASTE WATER FUND	500	NON-DEPARTMENTAL	396,248	293,684	293,684	(0)
			WASTE WTR TRMTPLANT	926,959	828,001	533,800	294,201
			SEWER COLLECTION	1,387,069	1,281,186	835,281	445,905
	WASTE WATER FUND Total			2,710,276	2,402,871	1,662,765	740,106
400 Total				2,710,276	2,402,871	1,662,765	740,106
Grand Total				19,448,477	13,881,848	11,533,935	2,347,913

REMAINING BUDGET	17%
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Component Unit

				Values				
FUND #	FUND NAME	Department	Department Name	ORIGINAL BUDGET	FINAL BUDGET (8/7/2023)	ACTUALS (AS OF 9/2/2023)	Remaining Balance of Final Budget	
550	ECONOMIC DEVELOPMENT	500	NON-DEPARTMENTAL	145,423	145,423	145,423	0	
		591	DEVELOPMENT SERVICES	162,492	74,553	41,146	33,407	
		ECONOMIC DEVELOPMENT Total			307,915	219,976	186,569	33,407
	550 Total			307,915	219,976	186,569	33,407	
Grand Total				307,915	219,976	186,569	33,407	
REMAINING BUDGET								15%

100-GENERAL
FINANCIAL SUMMARY

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>									
TAXES AND OTHER GOVERNMT	0.00	0.00	0.00	9,254,951.00	856,485.37	8,819,782.11	0.00	435,168.89	95.30
COURT FINE AND FEE	0.00	0.00	0.00	98,000.00	19,253.00	185,944.38	0.00	(87,944.38)	189.74
DEVELOPMENT SERVICES	0.00	0.00	0.00	221,150.00	84,514.43	428,238.84	0.00	(207,088.84)	193.64
CITY UTILITIES	0.00	0.00	0.00	2,110,431.00	185,376.38	2,152,003.73	0.00	(41,572.73)	101.97
LIBRARY	0.00	0.00	0.00	33,000.00	1,111.43	15,939.17	0.00	17,060.83	48.30
PUBLIC SAFETY	0.00	0.00	0.00	222,541.00	13,883.68	251,448.59	0.00	(28,907.59)	112.99
TOURISM	0.00	0.00	0.00	209,750.00	0.00	182,539.73	0.00	27,210.27	87.03
PARKS AND REC	0.00	0.00	0.00	84,400.00	5,169.96	93,426.39	0.00	(9,026.39)	110.69
MISCELLANEOUS	0.00	0.00	0.00	42,500.00	251.85	35,965.35	0.00	6,534.65	84.62
TOTAL REVENUES	0.00	0.00	0.00	12,276,723.00	1,166,046.10	12,165,288.29	0.00	111,434.71	99.09
<u>EXPENDITURE SUMMARY</u>									
NON-DEPARTMENTAL	0.00	0.00	0.00	1,144,600.00	0.00	396,280.82	0.00	748,319.18	34.62
SANITATION	0.00	0.00	0.00	1,379,700.00	214,057.02	1,337,881.62	0.00	41,818.38	96.97
STREET	97,358.33	0.00	97,358.33	1,368,145.00	74,016.96	1,381,561.03	256.76	(13,672.79)	101.00
VEHICLE & EQUIP SERVICES	0.00	0.00	0.00	147,595.00	17,937.95	119,714.87	0.00	27,880.13	81.11
SWIMMING POOL	0.00	0.00	0.00	82,964.00	11,117.76	110,023.94	0.00	(27,059.94)	132.62
PARKS & RECREATION MAINT	0.00	0.00	0.00	603,968.00	67,782.34	512,509.25	0.00	91,458.75	84.86
PARKS & RECREATION	0.00	0.00	0.00	103,713.00	16,687.84	77,510.96	0.00	26,202.04	74.74
AIRPORT	0.00	0.00	0.00	61,300.00	232.23	52,067.98	0.00	9,232.02	84.94
POLICE	0.00	0.00	0.00	3,058,207.00	391,742.33	2,806,178.31	0.00	252,028.69	91.76
FIRE	70,874.67	10,930.91	59,943.76	1,109,229.00	113,713.36	1,933,649.88	(3,749.04)	(820,671.84)	173.99
ANIMAL CONTROL	0.00	0.00	0.00	121,185.00	12,500.81	108,966.02	0.00	12,218.98	89.92
MUNICIPAL COURT	0.00	0.00	0.00	81,894.00	10,562.01	93,968.82	0.00	(12,074.82)	114.74
EMERGENCY MANAGEMENT	0.00	0.00	0.00	3,225.00	0.00	2,601.00	0.00	624.00	80.65
LIBRARY	0.00	0.00	0.00	171,112.00	15,370.73	143,156.23	0.00	27,955.77	83.66
CITY COUNCIL	0.00	0.00	0.00	335,035.00	46,406.87	268,703.54	0.00	66,331.46	80.20
GENERAL ADMINISTRATION	236.67	236.67	0.00	365,900.00	39,738.38	465,092.20	(236.67)	(98,955.53)	127.04
KEEP NAVASOTA BEAUTIFUL	0.00	0.00	0.00	1,000.00	0.00	1,069.97	0.00	(69.97)	107.00
CITY HALL	310.59	310.59	0.00	367,934.00	21,353.78	379,559.99	(310.59)	(11,315.40)	103.08
ECONOMIC DEVELOPMENT	0.00	0.00	0.00	88,809.00	12,367.16	97,883.65	0.00	(9,074.65)	110.22
DEVELOPMENT SERVICES	0.00	0.00	0.00	672,539.00	64,912.40	491,163.33	0.00	181,375.67	73.03
TOURISM	0.00	0.00	0.00	459,500.00	14,542.82	462,013.23	0.00	(2,513.23)	100.55
MARKETING&COMMUNICATIONS	0.00	0.00	0.00	148,824.00	12,543.51	160,950.84	0.00	(12,126.84)	108.15
FINANCIAL SERVICES	0.00	0.00	0.00	649,666.00	95,165.08	687,526.39	0.00	(37,860.39)	105.83
HUMAN RESOURCES	0.00	0.00	0.00	216,249.00	13,454.84	181,537.25	0.00	34,711.75	83.95
TECHNOLOGY	0.00	0.00	0.00	472,802.00	40,101.97	501,729.83	4,240.55	(33,168.38)	107.02
WATER PRODUCTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	168,780.26	11,478.17	157,302.09	13,215,095.00	1,306,308.15	12,773,300.95	201.01	441,593.04	96.66
REVENUES OVER/(UNDER) EXPENDITURES	(168,780.26)	11,478.17	(157,302.09)	(938,372.00)	(140,262.05)	(608,012.66)	(201.01)	(330,158.33)	64.82

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100-GENERAL
REVENUES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
4-304.00 DEVELOPMENT USE PERMITS	0.00	0.00	0.00	500.00	0.00	0.00	0.00	500.00	0.00
4-307.00 GARAGE SALE PERMITS	0.00	0.00	0.00	800.00	55.00	975.00	0.00	(175.00)	121.88
4-307.01 FOOD TRUCK PERMIT	0.00	0.00	0.00	500.00	0.00	1,150.00	0.00	(650.00)	230.00
TOTAL DEVELOPMENT SERVICES	0.00	0.00	0.00	221,150.00	84,514.43	428,238.84	0.00	(207,088.84)	193.64

CITY UTILITIES

4-400.00 GARBAGE REVENUE	0.00	0.00	0.00	1,484,777.00	127,577.78	1,472,436.27	0.00	12,340.73	99.17
4-400.02 SOLID WASTE COLLECTION FEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-401.00 PENALTIES	0.00	0.00	0.00	20,000.00	2,496.49	23,239.54	0.00	(3,239.54)	116.20
4-402.00 YARD WASTE TIPPING FEES	0.00	0.00	0.00	500.00	150.00	1,130.00	0.00	(630.00)	226.00
4-403.00 SALE COMPOST	0.00	0.00	0.00	700.00	80.00	345.00	0.00	355.00	49.29
4-404.00 STREET AND DRAINAGE FEE	0.00	0.00	0.00	596,454.00	54,112.11	639,545.93	0.00	(43,091.93)	107.22
4-404.01 STREET CUTS	0.00	0.00	0.00	0.00	0.00	5,429.00	0.00	(5,429.00)	0.00
4-404.02 STREET PENALTIES	0.00	0.00	0.00	8,000.00	960.00	9,877.99	0.00	(1,877.99)	123.47
4-404.03 CULVERT REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CITY UTILITIES	0.00	0.00	0.00	2,110,431.00	185,376.38	2,152,003.73	0.00	(41,572.73)	101.97

LIBRARY

4-500.00 LIBRARY INCOME	0.00	0.00	0.00	28,000.00	567.00	9,237.55	0.00	18,762.45	32.99
4-500.01 LIBRARY DONATIONS	0.00	0.00	0.00	1,000.00	0.00	500.00	0.00	500.00	50.00
4-500.02 SUMMER READING PROGRAM	0.00	0.00	0.00	500.00	0.00	269.50	0.00	230.50	53.90
4-500.03 LIBRARY MEMORIALS	0.00	0.00	0.00	100.00	11.75	168.75	0.00	(68.75)	168.75
4-500.04 BOOK SALE	0.00	0.00	0.00	500.00	157.90	779.00	0.00	(279.00)	155.80
4-500.05 FARMERS MARKET REV	0.00	0.00	0.00	2,600.00	250.00	2,913.55	0.00	(313.55)	112.06
4-500.06 SUMMER CAMPS	0.00	0.00	0.00	200.00	0.00	20.00	0.00	180.00	10.00
4-500.07 TOTE BAGS	0.00	0.00	0.00	100.00	0.00	10.00	0.00	90.00	10.00
4-500.08 LIBRARY FUNDRAISING REVENUE	0.00	0.00	0.00	0.00	0.00	692.37	0.00	(692.37)	0.00
4-500.09 LIBRARY FINES	0.00	0.00	0.00	0.00	124.78	1,348.45	0.00	(1,348.45)	0.00
TOTAL LIBRARY	0.00	0.00	0.00	33,000.00	1,111.43	15,939.17	0.00	17,060.83	48.30

PUBLIC SAFETY

4-600.00 PD EVENT REVENUE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-601.00 PD SPECIAL FUND-FED	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-602.00 PD SPECIAL SEIZURE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-603.00 PD DONATION	0.00	0.00	0.00	0.00	0.00	1,150.00	0.00	(1,150.00)	0.00
4-603.01 BLUE SANTA TRANSFER FROM FOUN	0.00	0.00	0.00	10,000.00	0.00	20,175.00	0.00	(10,175.00)	201.75
4-604.00 PD SRO PROGRAM	0.00	0.00	0.00	102,000.00	13,370.68	114,872.59	0.00	(12,872.59)	112.62
4-605.00 PD LEOSE ALLOCATION	0.00	0.00	0.00	1,800.00	0.00	0.00	0.00	1,800.00	0.00
4-606.00 ANIMAL SHELTER FEES	0.00	0.00	0.00	6,000.00	0.00	85.00	0.00	5,915.00	1.42
4-606.01 ANIMAL SHELTER DONATIONS	0.00	0.00	0.00	1,500.00	0.00	1,056.61	0.00	443.39	70.44
4-607.00 BULLET PROOF VEST REIMB	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-608.00 SEXUAL ASSAULT EXAM REIMB	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-609.00 PD RECORDS	0.00	0.00	0.00	2,000.00	98.00	2,108.00	0.00	(108.00)	105.40
4-610.00 OPIOID ABATEMENT ALLOCATION	0.00	0.00	0.00	0.00	0.00	11,827.13	0.00	(11,827.13)	0.00
4-611.00 PEACE OFFICER ALLOCATION	0.00	0.00	0.00	0.00	0.00	1,703.42	0.00	(1,703.42)	0.00
4-650.00 FIRE BURN PERMITS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-651.00 FIRE INTERLOCAL W/COUNTY	0.00	0.00	0.00	93,241.00	0.00	93,241.00	0.00	0.00	100.00
4-653.00 FIRE VOLUNTARY DONATION	0.00	0.00	0.00	6,000.00	415.00	5,229.84	0.00	770.16	87.16
4-654.00 DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL PUBLIC SAFETY	0.00	0.00	0.00	222,541.00	13,883.68	251,448.59	0.00	(28,907.59)	112.99

100-GENERAL
REVENUES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>TOURISM</u>									
4-700.00 TOURISM SPECIAL EVENTS REV	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-700.01 TEXAS BIRTHDAY BASH DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-700.02 TEXAS BIRTHDAY BASH SPONORS	0.00	0.00	0.00	25,000.00	0.00	39,800.00	0.00	(14,800.00)	159.20
4-700.03 TEXAS BIRTHDAY BASH VENDORS	0.00	0.00	0.00	6,000.00	0.00	5,400.00	0.00	600.00	90.00
4-700.04 TEXAS BIRTHDAY BASH REVENUE	0.00	0.00	0.00	163,750.00	0.00	124,669.73	0.00	39,080.27	76.13
4-701.00 SUMMER CONCERT SERIES REVENUE	0.00	0.00	0.00	0.00	0.00	325.00	0.00	(325.00)	0.00
4-701.01 SUMMER CONCERT SERIES DONATIO	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-701.02 SUMMER CONCERT SERIES SPONSOR	0.00	0.00	0.00	4,000.00	0.00	6,625.00	0.00	(2,625.00)	165.63
4-702.00 HOME FOR HOLIDAYS REVENUE	0.00	0.00	0.00	0.00	0.00	175.00	0.00	(175.00)	0.00
4-702.01 HOME FOR HOLIDAYS DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-702.02 HOME FOR HOLIDAYS SPONSORS	0.00	0.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
4-703.00 FREEDOM FEST REVENUE	0.00	0.00	0.00	0.00	0.00	1,545.00	0.00	(1,545.00)	0.00
4-703.01 FREEDOM FEST DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-703.02 FREEDOM FEST SPONSORS	0.00	0.00	0.00	10,000.00	0.00	4,000.00	0.00	6,000.00	40.00
4-704.00 HORLOCK HOUSE DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-704.01 HORLOCK HOUSE REVENUE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-705.00 TOURISM REIMB FROM HOTEL MOTE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL TOURISM	0.00	0.00	0.00	209,750.00	0.00	182,539.73	0.00	27,210.27	87.03
<u>PARKS AND REC</u>									
4-800.01 KID FISH	0.00	0.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
4-800.02 MUNICIPAL POOL	0.00	0.00	0.00	4,000.00	0.00	6,660.90	0.00	(2,660.90)	166.52
4-800.04 SOFTBALL RENTAL FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-800.05 KNB DONATIONS	0.00	0.00	0.00	3,000.00	0.00	3,150.00	0.00	(150.00)	105.00
4-800.06 LITTLE LEAGUE FEES	0.00	0.00	0.00	6,000.00	0.00	0.00	0.00	6,000.00	0.00
4-800.07 YOUTH FOOTBALL FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-800.08 YOUTH SOCCER LEAGUE FEES	0.00	0.00	0.00	1,500.00	0.00	60.00	0.00	1,440.00	4.00
4-800.09 SWIM TEAM LEAGUE FEES	0.00	0.00	0.00	1,500.00	0.00	1,500.00	0.00	0.00	100.00
4-800.10 PAVILLION RENTAL FEES	0.00	0.00	0.00	2,000.00	525.00	3,975.00	0.00	(1,975.00)	198.75
4-800.11 POOL RENTAL FEES	0.00	0.00	0.00	400.00	0.00	0.00	0.00	400.00	0.00
4-800.12 SWIM LESSONS	0.00	0.00	0.00	3,500.00	0.00	0.00	0.00	3,500.00	0.00
4-800.13 VENDING MACHINE REVENUE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-800.14 REC CENTER RENTALS	0.00	0.00	0.00	30,000.00	2,140.00	37,977.81	0.00	(7,977.81)	126.59
4-800.15 PARK RENTAL FEE	0.00	0.00	0.00	0.00	75.00	100.00	0.00	(100.00)	0.00
4-800.16 VOLUNTARY PARK DONATIONS	0.00	0.00	0.00	6,500.00	419.00	5,239.84	0.00	1,260.16	80.61
4-800.17 GRACE PARK FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-800.18 BLINN WORKFORCE CLASS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-800.20 SWIM PASSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-800.21 PARK AND REC SPONSORS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-850.00 AIRPORT LEASE AGREEMENTS	0.00	0.00	0.00	22,000.00	2,010.96	31,651.94	0.00	(9,651.94)	143.87
4-850.02 AIRPORT FUEL	0.00	0.00	0.00	3,000.00	0.00	3,110.90	0.00	(110.90)	103.70
TOTAL PARKS AND REC	0.00	0.00	0.00	84,400.00	5,169.96	93,426.39	0.00	(9,026.39)	110.69

MISCELLANEOUS

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
MISCELLANEOUS									
4-901.00 PROCEEDS FROM FINANCING CONTR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-903.00 SALE OF SALVAGE	0.00	0.00	0.00	10,000.00	0.00	1,307.00	0.00	8,693.00	13.07
4-903.01 SALE OF PROPERTY	0.00	0.00	0.00	0.00	0.00	2,225.00	0.00	(2,225.00)	0.00
4-906.00 AIRPORT GRANTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-913.00 MISC. INCOME	0.00	0.00	0.00	25,000.00	251.85	31,124.60	0.00	(6,124.60)	124.50
4-913.05 ADCOM CC CUST FEES	0.00	0.00	0.00	7,500.00	0.00	1,308.75	0.00	6,191.25	17.45
4-913.07 SAFRON FINGER PRINT RENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-915.00 SALE OF ASSETS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-950.03 AIRPORT RAMP GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-999.00 TFR. FROM OTHER FUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-999.01 TRANSFER FROM RESERVES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-999.02 TRANSFER FROM AIRPORT ACCOUNT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-999.03 LOAN PROCEEDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS	0.00	0.00	0.00	42,500.00	251.85	35,965.35	0.00	6,534.65	84.62
TOTAL REVENUES	0.00	0.00	0.00	12,276,723.00	1,166,046.10	12,165,288.29	0.00	111,434.71	99.09

100-GENERAL
NON-DEPARTMENTAL
DEPARTMENTAL EXPENDITURES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
PERSONNEL SERVICES									
500-100.0REGULAR EARNINGS	0.00	0.00	0.00	1,000,000.00	0.00	200.00	0.00	999,800.00	0.02
500-115.0EMPLOYERS SHARE FICA	0.00	0.00	0.00	76,500.00	0.00	0.00	0.00	76,500.00	0.00
500-116.0CITY PORTION TMRS	0.00	0.00	0.00	68,100.00	0.00	0.00	0.00	68,100.00	0.00
TOTAL PERSONNEL SERVICES	0.00	0.00	0.00	1,144,600.00	0.00	200.00	0.00	1,144,400.00	0.02
TRANSFERS OUT									
500-515.0TRANSFER TO RESERVES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-516.0TRANSFER TO PARK VOL. FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-517.0TRANSFER TO FIRE VOL FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-518.0TRANSFER TO OTHER FUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-519.0TRANSFER OUT TO BOND FUND	0.00	0.00	0.00	0.00	0.00	7,522.43	0.00	(7,522.43)	0.00
500-520.0TRANSFER OUT TO AIRPORT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-521.0TRANSFER OUT TO STREET FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-522.0TRANSFER OUT TO CEMETERY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-523.0TRANSFER I/S TAX TO BOND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-524.0TRANSFER TO CEMETERY STREET	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00	7,522.43	0.00	(7,522.43)	0.00
BOND & LOAN DEBT									
500-700.0INTEREST EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-710.0PRINCIPAL PAYMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL BOND & LOAN DEBT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS									
500-840.0AR - BAD DEBT EXPENSE	0.00	0.00	0.00	0.00	0.00	388,558.39	0.00	(388,558.39)	0.00
500-845.0TRANSFER I/S TAXES GEN OBLI	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	388,558.39	0.00	(388,558.39)	0.00
TOTAL NON-DEPARTMENTAL	0.00	0.00	0.00	1,144,600.00	0.00	396,280.82	0.00	748,319.18	34.62

		REMAINING						
PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET

[illegible]

100-GENERAL

STREET

DEPARTMENTAL EXPENDITURES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
PERSONNEL SERVICES									
560-100.0REGULAR EARNINGS	0.00	0.00	0.00	315,167.00	31,455.14	306,605.16	0.00	8,561.84	97.28
560-101.0CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
560-101.0OVERTIME	0.00	0.00	0.00	18,500.00	4,012.15	31,181.16	0.00	(12,681.16)	168.55
560-107.0LONGEVITY PAY	0.00	0.00	0.00	5,292.00	0.00	5,292.00	0.00	0.00	100.00
560-107.0SERVICE AWARDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
560-107.0BONUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
560-115.0EMPLOYERS SHARE FICA	0.00	0.00	0.00	25,930.00	2,532.48	24,391.15	0.00	1,538.85	94.07
560-116.0CITY PORTION TMRS	0.00	0.00	0.00	21,001.00	2,237.97	22,064.81	0.00	(1,063.81)	105.07
560-117.0INSURANCE-EMPLOYEES	0.00	0.00	0.00	85,750.00	0.00	4,453.23	0.00	81,296.77	5.19
560-122.0WORKMEN'S COMP	0.00	0.00	0.00	13,844.00	0.00	17,260.87	0.00	(3,416.87)	124.68
560-150.0TRAVEL & EDUCATION	0.00	0.00	0.00	2,130.00	0.00	821.10	0.00	1,308.90	38.55
560-151.0MEMBERSHIP & DUES	0.00	0.00	0.00	0.00	0.00	23.50	0.00	(23.50)	0.00
TOTAL PERSONNEL SERVICES	0.00	0.00	0.00	487,614.00	40,237.74	412,092.98	0.00	75,521.02	84.51
MATERIALS & SUPPLIES									
560-202.0GENERAL SUPPLIES	0.00	0.00	0.00	2,500.00	39.99	1,192.84	169.90	1,137.26	54.51
560-202.0TDCJ EXPENSE	0.00	0.00	0.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00
560-203.0MOTOR VEHICLEGASOLINE	0.00	0.00	0.00	22,000.00	4,364.82	24,026.25	0.00	(2,026.25)	109.21
560-204.0BONTANICAL & AGRI. SUPPLIES	0.00	0.00	0.00	1,500.00	0.00	0.00	0.00	1,500.00	0.00
560-210.0STREET SIGN SUPPLIES	0.00	0.00	0.00	16,000.00	1,579.58	13,432.07	0.00	2,567.93	83.95
560-280.0RADIOS AND COMMUNICATION	0.00	0.00	0.00	1,000.00	0.00	1,072.91	0.00	(72.91)	107.29
TOTAL MATERIALS & SUPPLIES	0.00	0.00	0.00	48,000.00	5,984.39	39,724.07	169.90	8,106.03	83.11
MAINTENANCE & SERVICES									
560-300.0MAINTENANCE BUILDING	0.00	0.00	0.00	0.00	0.00	17.98	0.00	(17.98)	0.00
560-301.0MAINTENANCE OFFICE EQUIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
560-302.0GRASS CONTRACT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
560-303.0MAINTENANCE VEH/EQUIP	0.00	0.00	0.00	25,000.00	691.50	13,201.04	86.86	11,712.10	53.15
560-304.0MAINTENANCE STREETS	0.00	0.00	0.00	472,037.00	10,221.40	87,466.59	0.00	384,570.41	18.53
560-304.0SIDEWALK REPAIRS	0.00	0.00	0.00	35,000.00	0.00	9,845.00	0.00	25,155.00	28.13
560-304.0ALLEYWAY CONSTRUCTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
560-304.0CULVERT EXPENSE	0.00	0.00	0.00	0.00	0.00	799.98	0.00	(799.98)	0.00
560-304.0STREET BOND TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
560-316.0CLOTHING UNIFORM EXPENSE	0.00	0.00	0.00	5,500.00	1,006.07	6,143.20	0.00	(643.20)	111.69
560-380.0RADIOS AND COMMUNICATION	0.00	0.00	0.00	2,200.00	0.00	0.00	0.00	2,200.00	0.00
TOTAL MAINTENANCE & SERVICES	0.00	0.00	0.00	539,737.00	11,918.97	117,473.79	86.86	422,176.35	21.78
UTILITIES									
560-401.0STREET LIGHTS	0.00	0.00	0.00	95,000.00	7,784.41	78,803.11	0.00	16,196.89	82.95
TOTAL UTILITIES	0.00	0.00	0.00	95,000.00	7,784.41	78,803.11	0.00	16,196.89	82.95
PROFESSIONAL FEES									
560-600.0PROFESSIONAL FEES	0.00	0.00	0.00	75,000.00	4,950.00	97,285.00	0.00	(22,285.00)	129.71
TOTAL PROFESSIONAL FEES	0.00	0.00	0.00	75,000.00	4,950.00	97,285.00	0.00	(22,285.00)	129.71

<u>BOND & LOAN DEBT</u>									
560-700.0INTEREST EXPENSE	0.00	0.00	0.00	0.00	0.00	10,586.83	0.00	(10,586.83)	0.00
560-702.0PRINCIPAL EXPENSE	0.00	0.00	0.00	0.00	0.00	90,006.47	0.00	(90,006.47)	0.00
TOTAL BOND & LOAN DEBT	0.00	0.00	0.00	0.00	0.00	100,593.30	0.00	(100,593.30)	0.00
<u>CAPITAL OUTLAY</u>									
560-902.0LEASE EQUIPMENT	0.00	0.00	0.00	122,794.00	3,141.45	63,365.47	0.00	59,428.53	51.60
560-910.0CAPITAL OUTLAY	97,358.33	0.00	97,358.33	0.00	0.00	472,223.31	0.00	(472,223.31)	0.00
TOTAL CAPITAL OUTLAY	97,358.33	0.00	97,358.33	122,794.00	3,141.45	535,588.78	0.00	(412,794.78)	436.17
TOTAL STREET	97,358.33	0.00	97,358.33	1,368,145.00	74,016.96	1,381,561.03	256.76	(13,672.79)	101.00
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100-GENERAL

VEHICLE & EQUIP SERVICES
DEPARTMENTAL EXPENDITURES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
PERSONNEL SERVICES									
561-100.0REGULAR EARNINGS	0.00	0.00	0.00	74,152.00	9,407.07	77,246.08	0.00	(3,094.08)	104.17
561-101.0OVERTIME	0.00	0.00	0.00	3,500.00	66.12	2,337.91	0.00	1,162.09	66.80
561-107.0LONGEVITY PAY	0.00	0.00	0.00	1,068.00	0.00	1,068.00	0.00	0.00	100.00
561-115.0EMPLOYERS SHARE FICA	0.00	0.00	0.00	6,022.00	724.68	6,169.74	0.00	(147.74)	102.45
561-116.0CITY PORTION TMRS	0.00	0.00	0.00	5,224.00	597.76	5,183.70	0.00	40.30	99.23
561-117.0INSURANCE-EMPLOYEES	0.00	0.00	0.00	16,265.00	0.00	1,272.35	0.00	14,992.65	7.82
561-121.0UNEMPLOYMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
561-122.0WORKMEN'S COMP	0.00	0.00	0.00	1,764.00	0.00	2,175.18	0.00	(411.18)	123.31
TOTAL PERSONNEL SERVICES	0.00	0.00	0.00	107,995.00	10,795.63	95,452.96	0.00	12,542.04	88.39
MATERIALS & SUPPLIES									
561-202.0GENERAL SUPPLIES	0.00	0.00	0.00	3,500.00	545.78	2,151.77	0.00	1,348.23	61.48
561-203.0MOTOR VEHICLE GASOLINE	0.00	0.00	0.00	2,500.00	354.48	2,237.91	0.00	262.09	89.52
561-203.0MOTOR VEHICLE PMs	0.00	0.00	0.00	7,000.00	3,810.88	4,259.45	0.00	2,740.55	60.85
TOTAL MATERIALS & SUPPLIES	0.00	0.00	0.00	13,000.00	4,711.14	8,649.13	0.00	4,350.87	66.53
MAINTENANCE & SERVICES									
561-300.0MAINTENANCE BUILDING	0.00	0.00	0.00	5,000.00	466.35	1,613.16	0.00	3,386.84	32.26
561-303.0MAINTENANCE VEH/EQUIP	0.00	0.00	0.00	500.00	157.85	589.58	0.00	(89.58)	117.92
561-303.0MOTOR VEHICLE INSPECTIONS	0.00	0.00	0.00	100.00	0.00	0.00	0.00	100.00	0.00
561-316.0CLOTHING UNIFORM EXPENSE	0.00	0.00	0.00	1,400.00	475.63	1,842.06	0.00	(442.06)	131.58
TOTAL MAINTENANCE & SERVICES	0.00	0.00	0.00	7,000.00	1,099.83	4,044.80	0.00	2,955.20	57.78
UTILITIES									
561-400.0ELECTRIC	0.00	0.00	0.00	3,600.00	433.72	3,401.80	0.00	198.20	94.49
TOTAL UTILITIES	0.00	0.00	0.00	3,600.00	433.72	3,401.80	0.00	198.20	94.49
MISCELLANEOUS									
561-812.0MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY									
561-902.0LEASE EQUIPMENT	0.00	0.00	0.00	16,000.00	897.63	8,166.18	0.00	7,833.82	51.04
TOTAL CAPITAL OUTLAY	0.00	0.00	0.00	16,000.00	897.63	8,166.18	0.00	7,833.82	51.04
TOTAL VEHICLE & EQUIP SERVICES	0.00	0.00	0.00	147,595.00	17,937.95	119,714.87	0.00	27,880.13	81.11

TOTAL SWIMMING POOL

PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
0.00	0.00	0.00	29,000.00	0.00	24,075.24	0.00	4,924.76	83.02
0.00	0.00	0.00	600.00	0.00	0.00	0.00	600.00	0.00
0.00	0.00	0.00	2,264.00	0.00	1,841.82	0.00	422.18	81.35
0.00	0.00	0.00	800.00	0.00	927.13	0.00	(127.13)	115.89
0.00	0.00	0.00	2,000.00	0.00	1,966.00	0.00	34.00	98.30
0.00	0.00	0.00	34,664.00	0.00	28,810.19	0.00	5,853.81	83.11
0.00	0.00	0.00	1,000.00	0.00	2,654.85	0.00	(1,654.85)	265.49
0.00	0.00	0.00	15,000.00	2,827.25	10,820.50	0.00	4,179.50	72.14
0.00	0.00	0.00	16,000.00	2,827.25	13,475.35	0.00	2,524.65	84.22
0.00	0.00	0.00	0.00	0.00	9,903.42	0.00	(9,903.42)	0.00
0.00	0.00	0.00	20,600.00	6,825.00	46,388.68	0.00	(25,788.68)	225.19
0.00	0.00	0.00	1,700.00	118.49	1,582.47	0.00	117.53	93.09
0.00	0.00	0.00	22,300.00	6,943.49	57,874.57	0.00	(35,574.57)	259.53
0.00	0.00	0.00	10,000.00	1,347.02	9,863.83	0.00	136.17	98.64
0.00	0.00	0.00	10,000.00	1,347.02	9,863.83	0.00	136.17	98.64
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	82,964.00	11,117.76	110,023.94	0.00	(27,059.94)	132.62

100-GENERAL
PARKS & RECREATION MAINT
DEPARTMENTAL EXPENDITURES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
PERSONNEL SERVICES									
563-100.0REGULAR EARNINGS	0.00	0.00	0.00	159,931.00	9,198.65	105,708.43	0.00	54,222.57	66.10
563-101.0OVERTIME	0.00	0.00	0.00	9,000.00	969.04	8,167.48	0.00	832.52	90.75
563-107.0LONGEVITY PAY	0.00	0.00	0.00	608.00	0.00	608.00	0.00	0.00	100.00
563-115.0EMPLOYERS SHARE FICA	0.00	0.00	0.00	12,970.00	733.64	8,568.10	0.00	4,401.90	66.06
563-116.0CITY PORTION TMRS	0.00	0.00	0.00	10,910.00	641.58	7,352.89	0.00	3,557.11	67.40
563-117.0INSURANCE-EMPLOYEES	0.00	0.00	0.00	30,378.00	0.00	2,544.70	0.00	27,833.30	8.38
563-121.0UNEMPLOYMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
563-122.0WORKMEN'S COMP	0.00	0.00	0.00	3,271.00	0.00	4,016.88	0.00	(745.88)	122.80
563-150.0TRAVEL & EDUCATION	0.00	0.00	0.00	2,700.00	0.00	833.37	0.00	1,866.63	30.87
TOTAL PERSONNEL SERVICES	0.00	0.00	0.00	229,768.00	11,542.91	137,799.85	0.00	91,968.15	59.97
MATERIALS & SUPPLIES									
563-201.0SPECIAL PROGRAMMING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
563-202.0GENERAL SUPPLIES	0.00	0.00	0.00	10,000.00	2,036.57	5,603.43	0.00	4,396.57	56.03
563-202.0YOUTH FISHING RODEO SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
563-202.0VENDING MACHINES SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
563-203.0MOTOR VEHICLE GASOLINE	0.00	0.00	0.00	9,000.00	1,774.64	9,458.70	0.00	(458.70)	105.10
563-204.0BONTANICAL & AGRI. SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
563-205.0IRRIGATION SUPPLIES	0.00	0.00	0.00	600.00	72.95	2,504.66	0.00	(1,904.66)	417.44
TOTAL MATERIALS & SUPPLIES	0.00	0.00	0.00	19,600.00	3,884.16	17,566.79	0.00	2,033.21	89.63
MAINTENANCE & SERVICES									
563-300.0MAINTENANCE BUILDING-HORLOCK	0.00	0.00	0.00	6,000.00	404.83	3,888.03	0.00	2,111.97	64.80
563-300.0MAINTENANCE BUILDING -REC	0.00	0.00	0.00	5,000.00	3,603.56	12,809.62	0.00	(7,809.62)	256.19
563-300.0GROUNDS MAINTENANCE	0.00	0.00	0.00	1,000.00	1,587.59	16,296.09	0.00	(15,296.09)	1,629.61
563-302.0GRASS CONTRACT	0.00	0.00	0.00	250,000.00	36,696.22	232,601.71	0.00	17,398.29	93.04
563-303.0MAINTENANCE VEH/EQUIP	0.00	0.00	0.00	3,000.00	8.18	1,716.28	0.00	1,283.72	57.21
563-306.0FACILITIES MAINTENANCE	0.00	0.00	0.00	10,000.00	3,275.39	9,910.97	0.00	89.03	99.11
563-307.0PRETTY CITY COMMITTEE EXP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
563-316.0CLOTHING UNIFORM EXPENSE	0.00	0.00	0.00	1,600.00	237.59	2,801.57	0.00	(1,201.57)	175.10
TOTAL MAINTENANCE & SERVICES	0.00	0.00	0.00	276,600.00	45,813.36	280,024.27	0.00	(3,424.27)	101.24
UTILITIES									
563-400.0ELECTRIC	0.00	0.00	0.00	43,000.00	4,396.45	44,273.57	0.00	(1,273.57)	102.96
TOTAL UTILITIES	0.00	0.00	0.00	43,000.00	4,396.45	44,273.57	0.00	(1,273.57)	102.96
PROFESSIONAL FEES									
563-600.0PROFESSIONAL FEES	0.00	0.00	0.00	3,000.00	40.07	40.07	0.00	2,959.93	1.34
TOTAL PROFESSIONAL FEES	0.00	0.00	0.00	3,000.00	40.07	40.07	0.00	2,959.93	1.34
CAPITAL OUTLAY									
563-902.0LEASE EQUIPMENT	0.00	0.00	0.00	20,000.00	2,105.39	22,531.96	0.00	(2,531.96)	112.66
563-910.0CAPITAL OUTLAY	0.00	0.00	0.00	12,000.00	0.00	10,272.74	0.00	1,727.26	85.61
TOTAL CAPITAL OUTLAY	0.00	0.00	0.00	32,000.00	2,105.39	32,804.70	0.00	(804.70)	102.51
TOTAL PARKS & RECREATION MAINT	0.00	0.00	0.00	603,968.00	67,782.34	512,509.25	0.00	91,458.75	84.86

100-GENERAL
PARKS & RECREATION
DEPARTMENTAL EXPENDITURES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>PERSONNEL SERVICES</u>									
564-100.0REGULAR EARNINGS	0.00	0.00	0.00	43,165.00	9,244.04	47,182.89	0.00	(4,017.89)	109.31
564-101.0CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
564-101.0OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
564-107.0LONGEVITY PAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
564-115.0EMPLOYERS SHARE FICA	0.00	0.00	0.00	3,302.00	707.18	3,541.10	0.00	(239.10)	107.24
564-116.0CITY PORTION TMRS	0.00	0.00	0.00	2,519.00	527.85	2,463.30	0.00	55.70	97.79
564-117.0INSURANCE-EMPLOYEES	0.00	0.00	0.00	9,465.00	0.00	636.18	0.00	8,828.82	6.72
564-121.0UNEMPLOYMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
564-122.0WORKMEN'S COMP	0.00	0.00	0.00	833.00	0.00	965.37	0.00	(132.37)	115.89
564-123.0GENERAL LIABILITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
564-150.0TRAVEL & EDUCATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL PERSONNEL SERVICES	0.00	0.00	0.00	59,284.00	10,479.07	54,788.84	0.00	4,495.16	92.42
<u>MATERIALS & SUPPLIES</u>									
564-201.0Special Programming	0.00	0.00	0.00	15,000.00	4,936.26	8,986.21	0.00	6,013.79	59.91
564-202.0GENERAL SUPPLIES	0.00	0.00	0.00	500.00	98.51	332.81	0.00	167.19	66.56
564-202.0Youth Fishing Rodeo Supplies	0.00	0.00	0.00	6,944.00	735.00	3,283.68	0.00	3,660.32	47.29
564-203.0MOTOR VEHICLE GASOLINE	0.00	0.00	0.00	2,000.00	0.00	29.98	0.00	1,970.02	1.50
564-204.0BOTANICAL & AGRI SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MATERIALS & SUPPLIES	0.00	0.00	0.00	24,444.00	5,769.77	12,632.68	0.00	11,811.32	51.68
<u>MAINTENANCE & SERVICES</u>									
564-300.0MAINTENANCE BUILDING	0.00	0.00	0.00	0.00	0.00	136.83	0.00	(136.83)	0.00
564-301.0MAINTENANCE OFFICE EQUIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
564-303.0MAINTENANCE VEH/EQUIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
564-306.0FACILITIES MAINTENANCE	0.00	0.00	0.00	0.00	0.00	155.87	0.00	(155.87)	0.00
564-307.0PRETTY CITY COMMITTEE EXPENSE	0.00	0.00	0.00	9,735.00	439.00	6,414.97	0.00	3,320.03	65.90
564-316.0CLOTHING UNIFORM EXPENSE	0.00	0.00	0.00	250.00	0.00	39.99	0.00	210.01	16.00
TOTAL MAINTENANCE & SERVICES	0.00	0.00	0.00	9,985.00	439.00	6,747.66	0.00	3,237.34	67.58
<u>UTILITIES</u>									
564-400.0ELECTRIC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
564-400.0TELEPHONE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>PROFESSIONAL FEES</u>									
564-600.0PROFESSIONAL FEES	0.00	0.00	0.00	10,000.00	0.00	969.00	0.00	9,031.00	9.69
TOTAL PROFESSIONAL FEES	0.00	0.00	0.00	10,000.00	0.00	969.00	0.00	9,031.00	9.69
<u>BOND & LOAN DEBT</u>									
564-702.0PRINCIPAL	0.00	0.00	0.00	0.00	0.00	1,051.82	0.00	(1,051.82)	0.00
564-710.0INTEREST	0.00	0.00	0.00	0.00	0.00	1,320.96	0.00	(1,320.96)	0.00
TOTAL BOND & LOAN DEBT	0.00	0.00	0.00	0.00	0.00	2,372.78	0.00	(2,372.78)	0.00

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100-GENERAL
AIRPORT
DEPARTMENTAL EXPENDITURES

DEPARTMENTAL EXPENDITURES				REMAINING					
	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>MATERIALS & SUPPLIES</u>									
566-202.0GENERAL SUPPLIES	0.00	0.00	0.00	200.00	16.99	39.32	0.00	160.68	19.66
TOTAL MATERIALS & SUPPLIES	0.00	0.00	0.00	200.00	16.99	39.32	0.00	160.68	19.66
<u>MAINTENANCE & SERVICES</u>									
566-300.0MAINTENANCE OF AIRPORT	0.00	0.00	0.00	8,000.00	0.00	3,362.25	0.00	4,637.75	42.03
566-302.0GRASS CONTRACT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
566-308.0RUNWAY MAINTENANCE	0.00	0.00	0.00	50,000.00	0.00	33,052.90	0.00	16,947.10	66.11
TOTAL MAINTENANCE & SERVICES	0.00	0.00	0.00	58,000.00	0.00	36,415.15	0.00	21,584.85	62.78
<u>UTILITIES</u>									
566-400.0ELECTRIC	0.00	0.00	0.00	2,600.00	215.24	2,454.69	0.00	145.31	94.41
TOTAL UTILITIES	0.00	0.00	0.00	2,600.00	215.24	2,454.69	0.00	145.31	94.41
<u>PROFESSIONAL FEES</u>									
566-600.0PROFESSIONAL FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL PROFESSIONAL FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>MISCELLANEOUS</u>									
566-800.0MEMBERSHIP & DUES	0.00	0.00	0.00	500.00	0.00	0.00	0.00	500.00	0.00
TOTAL MISCELLANEOUS	0.00	0.00	0.00	500.00	0.00	0.00	0.00	500.00	0.00
<u>CAPITAL OUTLAY</u>									
566-904.0AIRPORT IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	13,158.82	0.00	(13,158.82)	0.00
566-910.0CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	13,158.82	0.00	(13,158.82)	0.00
TOTAL AIRPORT	0.00	0.00	0.00	61,300.00	232.23	52,067.98	0.00	9,232.02	84.94

100-GENERAL

POLICE

DEPARTMENTAL EXPENDITURES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
PERSONNEL SERVICES									
567-100.0REGULAR EARNINGS	0.00	0.00	0.00	1,662,069.00	212,385.07	1,705,280.39	0.00	(43,211.39)	102.60
567-101.0OVERTIME	0.00	0.00	0.00	125,163.00	24,507.14	116,932.03	0.00	8,230.97	93.42
567-101.0CERTIFICATION PAY	0.00	0.00	0.00	22,650.00	0.00	0.00	0.00	22,650.00	0.00
567-101.0SRO OFFICER OT PAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
567-107.0LONGEVITY PAY	0.00	0.00	0.00	8,280.00	0.00	7,160.00	0.00	1,120.00	86.47
567-108.0EMPLOYEE INCENTIVES	0.00	0.00	0.00	0.00	1,359.43	1,359.43	0.00	(1,359.43)	0.00
567-115.0EMPLOYERS SHARE FICA	0.00	0.00	0.00	139,090.00	17,709.23	136,139.31	0.00	2,950.69	97.88
567-116.0CITY PORTION TMRS	0.00	0.00	0.00	117,601.00	14,947.91	117,166.61	0.00	434.39	99.63
567-117.0INSURANCE-EMPLOYEES	0.00	0.00	0.00	278,419.00	1,039.08	24,577.57	0.00	253,841.43	8.83
567-121.0UNEMPLOYMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
567-122.0WORKMEN'S COMP	0.00	0.00	0.00	35,528.00	0.00	42,593.45	0.00	(7,065.45)	119.89
567-150.0TRAVEL & EDUCATION	0.00	0.00	0.00	10,400.00	505.55	7,132.20	0.00	3,267.80	68.58
567-150.0LEOSE TRAINING	0.00	0.00	0.00	2,000.00	255.00	1,655.00	0.00	345.00	82.75
567-151.0MEMBERSHIP & DUES	0.00	0.00	0.00	607.00	0.00	40.00	0.00	567.00	6.59
567-154.0FOOD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL PERSONNEL SERVICES	0.00	0.00	0.00	2,401,807.00	272,708.41	2,160,035.99	0.00	241,771.01	89.93
MATERIALS & SUPPLIES									
567-202.0GENERAL SUPPLIES	0.00	0.00	0.00	6,000.00	1,496.14	9,178.72	0.00	(3,178.72)	152.98
567-202.0EVENT EXPENSE	0.00	0.00	0.00	1,420.00	0.00	2,253.94	0.00	(833.94)	158.73
567-202.1PD SPEC FED ACCT PURCHASES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
567-202.1PD SPEC SEIZURES PURCHASES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
567-202.1BLUE SANTA EXPENSES	0.00	0.00	0.00	10,000.00	0.00	10,289.31	0.00	(289.31)	102.89
567-203.0MOTOR VEHICLE GASOLINE	0.00	0.00	0.00	75,000.00	17,194.83	79,486.20	0.00	(4,486.20)	105.98
567-209.0AMMUNITION SUPPLIES	0.00	0.00	0.00	8,602.00	2,748.90	8,800.31	0.00	(198.31)	102.31
567-211.0GENERAL EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
567-211.0TECHNOLOGY-COMPUTERS	0.00	0.00	0.00	19,295.00	9,276.93	20,603.81	0.00	(1,308.81)	106.78
567-211.0TECHNOLOGY-SERVERS	0.00	0.00	0.00	25,000.00	0.00	0.00	0.00	25,000.00	0.00
567-270.0EVIDENCE EXPENSE	0.00	0.00	0.00	6,000.00	161.99	1,814.11	0.00	4,185.89	30.24
567-280.0RADIOS AND COMMUNICATION	0.00	0.00	0.00	57,450.00	22,784.04	54,190.90	0.00	3,259.10	94.33
TOTAL MATERIALS & SUPPLIES	0.00	0.00	0.00	208,767.00	53,662.83	186,617.30	0.00	22,149.70	89.39
MAINTENANCE & SERVICES									
567-301.0MAINTENANCE OFFICE EQUIP	0.00	0.00	0.00	6,300.00	0.00	2,847.15	0.00	3,452.85	45.19
567-303.0MAINTENANCE VEH/EQUIP	0.00	0.00	0.00	25,840.00	6,074.30	50,275.47	0.00	(24,435.47)	194.56
567-316.0CLOTHING UNIFORM EXPENSE	0.00	0.00	0.00	18,600.00	82.68	4,316.65	0.00	14,283.35	23.21
567-316.0BULLETPROOF VEST	0.00	0.00	0.00	6,000.00	0.00	3,937.74	0.00	2,062.26	65.63
567-380.0RADIOS AND COMMUNICATIONS	0.00	0.00	0.00	15,031.00	0.00	14,118.00	0.00	913.00	93.93
567-380.0911 BVCOG MAINTENANCE	0.00	0.00	0.00	14,200.00	1,969.83	3,400.58	0.00	10,799.42	23.95
567-380.0INVESTIGATION MAINT. FEES	0.00	0.00	0.00	4,500.00	175.00	4,924.00	0.00	(424.00)	109.42
TOTAL MAINTENANCE & SERVICES	0.00	0.00	0.00	90,471.00	8,301.81	83,819.59	0.00	6,651.41	92.65

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TOTAL ANIMAL CONTROL

CITY OF NAVASOTA
DEPARTMENT HEAD REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2023

100-GENERAL
EMERGENCY MANAGEMENT
DEPARTMENTAL EXPENDITURES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
PERSONNEL SERVICES									
573-100.0INTERN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL PERSONNEL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MATERIALS & SUPPLIES									
573-202.0GENERAL SUPPLIES	0.00	0.00	0.00	650.00	0.00	147.00	0.00	503.00	22.62
TOTAL MATERIALS & SUPPLIES	0.00	0.00	0.00	650.00	0.00	147.00	0.00	503.00	22.62
MAINTENANCE & SERVICES									
573-301.0MAINTENANCE OFFICE EQUIP	0.00	0.00	0.00	2,575.00	0.00	2,454.00	0.00	121.00	95.30
TOTAL MAINTENANCE & SERVICES	0.00	0.00	0.00	2,575.00	0.00	2,454.00	0.00	121.00	95.30
TOTAL EMERGENCY MANAGEMENT	0.00	0.00	0.00	3,225.00	0.00	2,601.00	0.00	624.00	80.65

		REMAINING						
PRIOR YEAR	PRIOR YEAR	PRIOR YEAR	CURRENT	CURRENT	YEAR TO DATE	TOTAL	BUDGET	% OF
ENDING PO BAL.	PO ADJUST.	PO BALANCE	BUDGET	PERIOD	ACTUAL	ENCUMBRANCE	BALANCE	BUDGET

TOTAL CITY COUNCIL

TOTAL GENERAL ADMINISTRATION

236.67	236.67	0.00	365,900.00	39,738.38	465,092.20	(236.67)	(98,955.53)	127.04
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DEPARTMENTAL EXPENDITURES				REMAINING						
	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET	
<u>PERSONNEL SERVICES</u>										
591-100.0REGULAR EARNINGS	0.00	0.00	0.00	190,590.00	24,546.94	207,995.46	0.00	(17,405.46)	109.13	
591-101.0OVERTIME	0.00	0.00	0.00	1,000.00	18.16	283.22	0.00	716.78	28.32	
591-107.0LONGEVITY PAY	0.00	0.00	0.00	432.00	0.00	432.00	0.00	0.00	100.00	
591-115.0EMPLOYERS SHARE FICA	0.00	0.00	0.00	14,690.00	1,826.07	15,492.68	0.00	(802.68)	105.46	
591-116.0CITY PORTION TMRS	0.00	0.00	0.00	12,357.00	1,550.09	13,397.31	0.00	(1,040.31)	108.42	
591-117.0INSURANCE-, EMPLOYEES	0.00	0.00	0.00	30,346.00	0.00	2,544.70	0.00	27,801.30	8.39	
591-121.0UNEMPLOYMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
591-121.0SEVERANCE PACKAGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
591-122.0WORKMEN'S COMP	0.00	0.00	0.00	672.00	0.00	806.68	0.00	(134.68)	120.04	
591-150.0TRAVEL & EDUCATION	0.00	0.00	0.00	9,382.00	706.16	9,533.59	0.00	(151.59)	101.62	
591-151.0MEMBERSHIP & DUES	0.00	0.00	0.00	270.00	0.00	425.00	0.00	(155.00)	157.41	
TOTAL PERSONNEL SERVICES	0.00	0.00	0.00	259,739.00	28,647.42	250,910.64	0.00	8,828.36	96.60	
<u>MATERIALS & SUPPLIES</u>										
591-202.0GENERAL SUPPLIES	0.00	0.00	0.00	500.00	100.41	650.15	0.00	(150.15)	130.03	
591-203.0MOTOR VEHICLE GASOLINE	0.00	0.00	0.00	3,500.00	342.96	1,732.36	0.00	1,767.64	49.50	
591-204.0DEED AND SURVEY RESEARCH	0.00	0.00	0.00	0.00	13.00	59.00	0.00	(59.00)	0.00	
591-204.0PLAT FILING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
591-280.0RADIOS AND COMMUNICATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL MATERIALS & SUPPLIES	0.00	0.00	0.00	4,000.00	456.37	2,441.51	0.00	1,558.49	61.04	
<u>MAINTENANCE & SERVICES</u>										
591-303.0MAINTENANCE VEH/EQUIP	0.00	0.00	0.00	0.00	0.00	273.07	0.00	(273.07)	0.00	
591-316.0CLOTHING UNIFORM EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
591-380.0RADIOS AND COMMUNICATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
591-390.0CONDEMNATIONS	0.00	0.00	0.00	42,000.00	0.00	37,745.50	0.00	4,254.50	89.87	
591-390.0PUBLIC NUISANCE	0.00	0.00	0.00	14,450.00	622.61	11,822.67	0.00	2,627.33	81.82	
591-390.0PUBLIC NOTICE	0.00	0.00	0.00	1,000.00	429.50	3,340.54	0.00	(2,340.54)	334.05	
TOTAL MAINTENANCE & SERVICES	0.00	0.00	0.00	57,450.00	1,052.11	53,181.78	0.00	4,268.22	92.57	
<u>PROFESSIONAL FEES</u>										
591-600.0PROFESSIONAL FEES	0.00	0.00	0.00	300,000.00	0.00	0.00	0.00	300,000.00	0.00	
591-600.0BACKUP INSPECTIONS	0.00	0.00	0.00	18,000.00	33,312.41	164,245.39	0.00	(146,245.39)	912.47	
591-600.0PLAN REVIEW	0.00	0.00	0.00	16,500.00	450.00	7,400.00	0.00	9,100.00	44.85	
591-600.0PLAT FILING	0.00	0.00	0.00	0.00	0.00	690.00	0.00	(690.00)	0.00	
TOTAL PROFESSIONAL FEES	0.00	0.00	0.00	334,500.00	33,762.41	172,335.39	0.00	162,164.61	51.52	
<u>CAPITAL OUTLAY</u>										
591-902.0LEASE EQUIPMENT	0.00	0.00	0.00	16,850.00	994.09	12,294.01	0.00	4,555.99	72.96	
591-910.0CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL CAPITAL OUTLAY	0.00	0.00	0.00	16,850.00	994.09	12,294.01	0.00</			

		REMAINING						
PRIOR YEAR	PRIOR YEAR	PRIOR YEAR	CURRENT	CURRENT	YEAR TO DATE	TOTAL	BUDGET	% OF
ENDING PO BAL.	PO ADJUST.	PO BALANCE	BUDGET	PERIOD	ACTUAL	ENCUMBRANCE	BALANCE	BUDGET

TOTAL TOURISM	0.00	0.00	0.00	459,500.00	14,542.82	462,013.23	0.00	(2,513.23)	100.55
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100-GENERAL
FINANCIAL SERVICES
DEPARTMENTAL EXPENDITURES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
PERSONNEL SERVICES									
594-100.0REGULAR EARNINGS	0.00	0.00	0.00	316,564.00	50,431.14	363,905.71	0.00	(47,341.71)	114.95
594-101.0OVERTIME	0.00	0.00	0.00	4,000.00	423.64	3,711.89	0.00	288.11	92.80
594-101.0CERTIFICATION PAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
594-107.0LONGEVITY PAY	0.00	0.00	0.00	920.00	0.00	920.00	0.00	0.00	100.00
594-115.0EMPLOYERS SHARE FICA	0.00	0.00	0.00	24,594.00	3,748.12	27,418.68	0.00	(2,824.68)	111.49
594-116.0CITY PORTION TMRS	0.00	0.00	0.00	20,318.00	3,168.22	22,918.30	0.00	(2,600.30)	112.80
594-117.0INSURANCE EMPLOYEES	0.00	0.00	0.00	54,506.00	0.00	5,089.40	0.00	49,416.60	9.34
594-121.0UNEMPLOYMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
594-122.0WORKERS COMP	0.00	0.00	0.00	1,393.00	0.00	1,636.21	0.00	(243.21)	117.46
594-123.0GENERAL LIABILITY	0.00	0.00	0.00	400.00	0.00	400.00	0.00	0.00	100.00
594-150.0TRAVEL & EDUCATION	0.00	0.00	0.00	12,000.00	0.00	9,636.70	0.00	2,363.30	80.31
594-151.0MEMBERSHIP & DUES	0.00	0.00	0.00	1,505.00	606.51	1,916.51	0.00	(411.51)	127.34
594-154.0FOOD	0.00	0.00	0.00	0.00	0.00	254.99	0.00	(254.99)	0.00
TOTAL PERSONNEL SERVICES	0.00	0.00	0.00	436,200.00	58,377.63	437,808.39	0.00	(1,608.39)	100.37
MATERIALS & SUPPLIES									
594-202.0GENERAL SUPPLIES	0.00	0.00	0.00	3,000.00	1,000.86	5,740.40	0.00	(2,740.40)	191.35
594-203.0MOTOR VEHICLE GASOLINE	0.00	0.00	0.00	0.00	110.56	110.56	0.00	(110.56)	0.00
594-280.0RADIOS AND COMMUNICATION	0.00	0.00	0.00	1,500.00	0.00	0.00	0.00	1,500.00	0.00
TOTAL MATERIALS & SUPPLIES	0.00	0.00	0.00	4,500.00	1,111.42	5,850.96	0.00	(1,350.96)	130.02
MAINTENANCE & SERVICES									
594-370.0ADCOM CUST PAYMENT FEES	0.00	0.00	0.00	6,500.00	1,393.75	8,193.75	0.00	(1,693.75)	126.06
594-370.0CREDIT CARD FEE	0.00	0.00	0.00	65,000.00	11,154.28	88,398.94	0.00	(23,398.94)	136.00
594-370.0ONLINE UTILITY APP FEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
594-370.0PENALTY PAYMENTS	0.00	0.00	0.00	0.00	0.00	536.00	0.00	(536.00)	0.00
594-370.0CREDIT CARD FEES - SQUARE	0.00	0.00	0.00	0.00	2.22	153.28	0.00	(153.28)	0.00
594-370.0CREDIT CARD FEES - STRIPE	0.00	0.00	0.00	0.00	85.45	2,221.00	0.00	(2,221.00)	0.00
594-371.0CHARGEBACKS	0.00	0.00	0.00	0.00	986.08	5,712.30	0.00	(5,712.30)	0.00
594-375.0OVERDRAFT FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
594-380.0RADIOS AND COMMUNICATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MAINTENANCE & SERVICES	0.00	0.00	0.00	71,500.00	13,621.78	105,215.27	0.00	(33,715.27)	147.15
UTILITIES									
594-400.0ELECTRIC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PROFESSIONAL FEES									
594-600.0PROFESSIONAL FEES	0.00	0.00	0.00	3,000.00	0.00	26,105.00	0.00	(23,105.00)	870.17
594-601.0AUDIT	0.00	0.00	0.00	38,255.00	0.00	32,999.00	0.00	5,256.00	86.26
594-610.0GCAD APPRAISAL FEE	0.00	0.00	0.00	78,831.00	18,028.75	61,818.61	0.00	17,012.39	78.42
594-610.0GCAD COLLECTION FEE	0.00	0.00	0.00	16,380.00	4,025.50	15,579.39	0.00	800.61	95.11
TOTAL PROFESSIONAL FEES	0.00	0.00	0.00	136,466.00	22,054.25	136,502.00	0.00	(36.00)	100.03

[illegible]

0.00	0.00	0.00	216,249.00	13,454.84	181,537.25	0.00	34,711.75	83.95
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PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
0.00	0.00	0.00	41,642.00	6,363.50	51,996.77	0.00	(10,354.77)	124.87
0.00	0.00	0.00	1,000.00	320.10	1,126.59	0.00	(126.59)	112.66
0.00	0.00	0.00	244.00	0.00	244.00	0.00	0.00	100.00
0.00	0.00	0.00	3,281.00	459.96	3,637.70	0.00	(356.70)	110.87
0.00	0.00	0.00	2,760.00	421.74	3,418.70	0.00	(658.70)	123.87
0.00	0.00	0.00	14,088.00	0.00	636.18	0.00	13,451.82	4.52
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	94.00	0.00	1,052.72	0.00	(958.72)	1,119.93
0.00	0.00	0.00	6,100.00	0.00	2,446.61	0.00	3,653.39	40.13
0.00	0.00	0.00	175.00	0.00	0.00	0.00	175.00	0.00
0.00	0.00	0.00	69,384.00	7,565.30	64,559.27	0.00	4,824.73	93.03
0.00	0.00	0.00	3,000.00	874.40	3,818.12	0.00	(818.12)	127.27
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	3,000.00	874.40	3,818.12	0.00	(818.12)	127.27
0.00	0.00	0.00	36,590.00	0.00	29,738.90	2,612.22	4,238.88	88.42
0.00	0.00	0.00	30,000.00	3,488.25	24,929.67	0.00	5,070.33	83.10
0.00	0.00	0.00	85,612.00	1,390.00	145,579.53	0.00	(59,967.53)	170.03
0.00	0.00	0.00	15,000.00	2,559.61	15,210.12	0.00	(210.12)	101.40
0.00	0.00	0.00	20,000.00	4,398.35	33,607.99	0.00	(13,607.99)	168.04
0.00	0.00	0.00	0.00	470.73	3,282.82	0.00	(3,282.82)	0.00
0.00	0.00	0.00	6,500.00	0.00	0.00	0.00	6,500.00	0.00
0.00	0.00	0.00	7,296.00	1,083.88	9,354.23	0.00	(2,058.23)	128.21
0.00	0.00	0.00	200,998.00	13,390.82	261,703.26	2,612.22	(63,317.48)	131.50
0.00	0.00	0.00	92,000.00	4,802.04	64,866.82	0.00	27,133.18	70.53
0.00	0.00	0.00	33,360.00	3,127.04	33,738.06	0.00	(378.06)	101.13
0.00	0.00	0.00	40,600.00	3,447.55	39,240.30	0.00	1,359.70	96.65
0.00	0.00	0.00	165,960.00	11,376.63	137,845.18	0.00	28,114.82	83.06
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	28,560.00	6,894.82	26,332.58	1,628.33	599.09	97.90
0.00	0.00	0.00	4,900.00	0.00	7,471.42	0.00	(2,571.42)	152.48
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	33,460.00	6,894.82	33,804.00	1,628.33	(1,972.33)	105.89
0.00	0.00	0.00	472,802.00	40,101.97	501,729.83	4,240.55	(33,168.38)	107.02

CITY OF NAVASOTA
DEPARTMENT HEAD REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2023

100-GENERAL
WATER PRODUCTION
DEPARTMENTAL EXPENDITURES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
MISCELLANEOUS									
510-840.00AR CLIENTS - BAD DEBT EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL WATER PRODUCTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	168,780.26	11,478.17	157,302.09	13,215,095.00	1,306,308.15	12,773,300.95	201.01	441,593.04	96.66
REVENUES OVER/ (UNDER) EXPENDITURES	(168,780.26)	11,478.17	(157,302.09)	(938,372.00)	(140,262.05)	(608,012.66)	(201.01)	(330,158.33)	64.82

*** END OF REPORT ***

CITY OF NAVASOTA
DEPARTMENT HEAD REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2023

200-WATER FUND
FINANCIAL SUMMARY

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>									
TAXES AND OTHER GOVERNMT	0.00	0.00	0.00	1,992,750.00	306.19	7,101.96	0.00	1,985,648.04	0.36
CITY UTILITIES	0.00	0.00	0.00	2,188,463.00	359,685.50	2,685,631.99	0.00	(497,168.99)	122.72
MISCELLANEOUS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>4,752,250.00</u>	<u>1,060.28</u>	<u>10,870.31</u>	<u>0.00</u>	<u>4,741,379.69</u>	<u>0.23</u>
TOTAL REVENUES	0.00	0.00	0.00	8,933,463.00	361,051.97	2,703,604.26	0.00	6,229,858.74	30.26
<u>EXPENDITURE SUMMARY</u>									
NON-DEPARTMENTAL	0.00	0.00	0.00	560,552.00	134,460.73	517,719.98	0.00	42,832.02	92.36
WATER PRODUCTION	0.00	0.00	0.00	2,409,870.00	58,816.10	722,897.37	2,709.07	1,684,263.56	30.11
WATER DISTRIBUTION	<u>9,205.37</u>	<u>4,661.04</u>	<u>4,544.33</u>	<u>6,688,397.00</u>	<u>844,896.14</u>	<u>2,400,870.34</u>	<u>(4,661.04)</u>	<u>4,292,187.70</u>	<u>35.83</u>
TOTAL EXPENDITURES	9,205.37	4,661.04	4,544.33	9,658,819.00	1,038,172.97	3,641,487.69	(1,951.97)	6,019,283.28	37.68
REVENUES OVER/ (UNDER) EXPENDITURES	(9,205.37)	4,661.04	(4,544.33)	(725,356.00)	(677,121.00)	(937,883.43)	1,951.97	210,575.46	129.03

TOTAL REVENUES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>TAXES AND OTHER GOVERNMT</u>									
4-120.00 INTEREST	0.00	0.00	0.00	9,000.00	306.19	6,567.93	0.00	2,432.07	72.98
4-120.01 INVESTMENT ADJUST TO MARKET	0.00	0.00	0.00	0.00	0.00	534.03	0.00	(534.03)	0.00
4-155.00 INSURANCE RECOVERY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-157.00 GRANT REVENUE	0.00	0.00	0.00	1,983,750.00	0.00	0.00	0.00	1,983,750.00	0.00
TOTAL TAXES AND OTHER GOVERNMT	0.00	0.00	0.00	1,992,750.00	306.19	7,101.96	0.00	1,985,648.04	0.36
<u>CITY UTILITIES</u>									
4-400.00 METERED SALES	0.00	0.00	0.00	2,059,963.00	342,403.52	2,553,551.74	0.00	(493,588.74)	123.96
4-401.00 PENALTIES	0.00	0.00	0.00	32,000.00	5,121.98	38,567.06	0.00	(6,567.06)	120.52
4-402.00 SERVICE CHARGES	0.00	0.00	0.00	63,000.00	7,285.00	64,228.19	0.00	(1,228.19)	101.95
4-403.00 NEW SERVICES TAP FEES	0.00	0.00	0.00	6,500.00	4,525.00	25,785.00	0.00	(19,285.00)	396.69
4-409.00 WATER METERS	0.00	0.00	0.00	27,000.00	350.00	3,500.00	0.00	23,500.00	12.96
TOTAL CITY UTILITIES	0.00	0.00	0.00	2,188,463.00	359,685.50	2,685,631.99	0.00	(497,168.99)	122.72
<u>MISCELLANEOUS</u>									
4-900.00 BOND PROCEEDS	0.00	0.00	0.00	4,746,250.00	0.00	0.00	0.00	4,746,250.00	0.00
4-913.00 MISCELLANEOUS INCOME	0.00	0.00	0.00	6,000.00	1,060.28	11,137.31	0.00	(5,137.31)	185.62
4-914.00 OVERAGE/SHORTAGE	0.00	0.00	0.00	0.00	0.00	(267.00)	0.00	267.00	0.00
4-915.00 SALE OF ASSETS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-918.00 CAPITAL CONTRIBUTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS	0.00	0.00	0.00	4,752,250.00	1,060.28	10,870.31	0.00	4,741,379.69	0.23
TOTAL REVENUES	0.00	0.00	0.00	8,933,463.00	361,051.97	2,703,604.26	0.00	6,229,858.74	30.26

CITY OF NAVASOTA
DEPARTMENT HEAD REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2023200-WATER FUND
NON-DEPARTMENTAL
DEPARTMENTAL EXPENDITURES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
PERSONNEL SERVICES									
500-100.0REGULAR EARNINGS	0.00	0.00	0.00	125,000.00	0.00	0.00	0.00	125,000.00	0.00
500-115.0EMPLOYERS SHARE FICA	0.00	0.00	0.00	9,563.00	0.00	0.00	0.00	9,563.00	0.00
500-116.0CITY PORTION TMRS	0.00	0.00	0.00	7,888.00	0.00	0.00	0.00	7,888.00	0.00
TOTAL PERSONNEL SERVICES	0.00	0.00	0.00	142,451.00	0.00	0.00	0.00	142,451.00	0.00
BOND & LOAN DEBT									
500-700.0INTEREST EXPENSE (LEASE)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL BOND & LOAN DEBT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS									
500-815.0TRANSFER TO RESERVES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-816.0TRANSFER OUT TO GENERAL FD.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-817.0TFR. OUT TO BOND FUND	0.00	0.00	0.00	418,101.00	134,460.73	517,719.98	0.00	(99,618.98)	123.83
500-830.0TRANSER OUT TO STREET FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-835.0TRANSFER OUT TO CEMETERY FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-840.0TRANSFER TO CEMETERY STREET F	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-845.0TRANSFER TO UTILITY CIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS	0.00	0.00	0.00	418,101.00	134,460.73	517,719.98	0.00	(99,618.98)	123.83
TOTAL NON-DEPARTMENTAL	0.00	0.00	0.00	560,552.00	134,460.73	517,719.98	0.00	42,832.02	92.36

200-WATER FUND
WATER PRODUCTION
DEPARTMENTAL EXPENDITURES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
PERSONNEL SERVICES									
510-100.0REGULAR EARNINGS	0.00	0.00	0.00	129,771.00	25,693.88	174,355.34	0.00	(44,584.34)	134.36
510-101.0CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
510-101.0OVERTIME	0.00	0.00	0.00	4,200.00	175.34	1,508.83	0.00	2,691.17	35.92
510-107.0LONGEVITY PAY	0.00	0.00	0.00	1,284.00	0.00	1,284.00	0.00	0.00	100.00
510-115.0EMPLOYERS SHARE FICA	0.00	0.00	0.00	10,347.00	1,867.17	12,986.43	0.00	(2,639.43)	125.51
510-116.0CITY PORTION TMRS	0.00	0.00	0.00	8,704.00	1,632.35	11,333.34	0.00	(2,629.34)	130.21
510-116.0OPEB EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
510-116.0PENSION EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
510-117.0INSURANCE-EMPLOYEES	0.00	0.00	0.00	23,057.00	0.00	1,908.53	0.00	21,148.47	8.28
510-117.0RETIREE INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
510-122.0WORKMEN'S COMP	0.00	0.00	0.00	297.00	0.00	253.52	0.00	43.48	85.36
510-150.0TRAVEL & EDUCATION	0.00	0.00	0.00	2,000.00	0.00	270.00	0.00	1,730.00	13.50
510-151.0MEMBERSHIP & DUES	0.00	0.00	0.00	210.00	6.48	530.23	0.00	(320.23)	252.49
TOTAL PERSONNEL SERVICES	0.00	0.00	0.00	179,870.00	29,375.22	204,430.22	0.00	(24,560.22)	113.65
MATERIALS & SUPPLIES									
510-202.0GENERAL SUPPLIES	0.00	0.00	0.00	3,000.00	50.96	1,174.00	42.82	1,783.18	40.56
510-203.0MOTOR VEHICLE GASOLINE	0.00	0.00	0.00	3,000.00	574.04	3,043.73	0.00	(43.73)	101.46
510-203.0GENERATOR FUEL	0.00	0.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
510-208.0CHEMICALS	0.00	0.00	0.00	14,000.00	2,545.40	19,493.60	0.00	(5,493.60)	139.24
510-280.0RADIOS AND COMMUNICATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MATERIALS & SUPPLIES	0.00	0.00	0.00	21,000.00	3,170.40	23,711.33	42.82	(2,754.15)	113.12
MAINTENANCE & SERVICES									
510-301.0MAINTENANCE OFFICE EQUIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
510-302.0GRASS CONTRACT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
510-303.0MAINTENANCE VEH/EQUIP	0.00	0.00	0.00	1,000.00	0.00	21.98	0.00	978.02	2.20
510-309.0APPARATUS MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
510-310.0MAINTENANCE PLANT	0.00	0.00	0.00	20,000.00	0.00	20,712.40	0.00	(712.40)	103.56
510-310.0MAINTENANCE STORAGE	0.00	0.00	0.00	5,000.00	0.00	1,396.00	0.00	3,604.00	27.92
510-311.0MAINTENANCE PUMPS	0.00	0.00	0.00	0.00	0.00	0.00	2,666.25	(2,666.25)	0.00
510-311.0MAINTENANCE WELLS	0.00	0.00	0.00	25,000.00	6,828.24	273,959.24	0.00	(248,959.24)	1,095.84
510-316.0WATER PROD - CLOTHING/UNIFORM	0.00	0.00	0.00	0.00	0.00	241.19	0.00	(241.19)	0.00
510-380.0RADIOS AND COMMUNICATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MAINTENANCE & SERVICES	0.00	0.00	0.00	51,000.00	6,828.24	296,330.81	2,666.25	(247,997.06)	586.27
UTILITIES									
510-400.0ELECTRIC	0.00	0.00	0.00	115,000.00	15,524.81	124,963.82	0.00	(9,963.82)	108.66
TOTAL UTILITIES	0.00	0.00	0.00	115,000.00	15,524.81	124,963.82	0.00	(9,963.82)	108.66
PROFESSIONAL FEES									
510-600.0PROFESSIONAL FEES	0.00	0.00	0.00	3,000.00	0.00	6,802.00	0.00	(3,802.00)	226.73
510-600.0PERMIT FEES	0.00	0.00	0.00	30,000.00	3,249.20	31,898.61	0.00	(1,898.61)	106.33
510-600.0LAB FEES	0.00	0.00	0.00	3,500.00	668.23	2,596.23	0.00	903.77	74.18
TOTAL PROFESSIONAL FEES	0.00	0.00	0.00	36,500.00	3,917.43	41,296.84	0.00	(4,796.84)	113.14

PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	6,500.00	0.00	720.02	0.00	5,779.98	11.08
0.00	0.00	0.00	2,000,000.00	0.00	31,444.33	0.00	1,968,555.67	1.57
0.00	0.00	0.00	2,006,500.00	0.00	32,164.35	0.00	1,974,335.65	1.60
0.00	0.00	0.00	2,409,870.00	58,816.10	722,897.37	2,709.07	1,684,263.56	30.11

200-WATER FUND
WATER DISTRIBUTION
DEPARTMENTAL EXPENDITURES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
PERSONNEL SERVICES									
511-100.0REGULAR EARNINGS	0.00	0.00	0.00	108,756.00	13,882.58	117,197.71	0.00	(8,441.71)	107.76
511-101.0CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
511-101.0OVERTIME	0.00	0.00	0.00	30,000.00	7,117.23	33,269.07	0.00	(3,269.07)	110.90
511-107.0LONGEVITY PAY	0.00	0.00	0.00	1,832.00	0.00	1,832.00	0.00	0.00	100.00
511-115.0EMPLOYERS SHARE FICA	0.00	0.00	0.00	10,755.00	1,595.13	11,546.58	0.00	(791.58)	107.36
511-116.0CITY PORTION TMRS	0.00	0.00	0.00	9,047.00	1,325.09	9,775.34	0.00	(728.34)	108.05
511-116.0OPEB EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
511-116.0PENSION EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
511-117.0INSURANCE-EMPLOYEES	0.00	0.00	0.00	20,478.00	0.00	1,908.53	0.00	18,569.47	9.32
511-117.0RETIREE INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
511-121.0UNEMPLOYMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
511-121.0SEVERANCE PACKAGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
511-122.0WORKMEN'S COMP	0.00	0.00	0.00	3,391.00	0.00	4,600.31	0.00	(1,209.31)	135.66
511-150.0TRAVEL & EDUCATION	0.00	0.00	0.00	1,000.00	100.00	1,428.55	0.00	(428.55)	142.86
511-151.0MEMBERSHIP & DUES	0.00	0.00	0.00	495.00	0.00	495.00	0.00	0.00	100.00
511-154.0FOOD	0.00	0.00	0.00	0.00	1,916.46	0.00	0.00	0.00	0.00
TOTAL PERSONNEL SERVICES	0.00	0.00	0.00	185,754.00	25,936.49	182,053.09	0.00	3,700.91	98.01
MATERIALS & SUPPLIES									
511-202.0GENERAL SUPPLIES	0.00	0.00	0.00	3,000.00	189.61	2,492.19	0.00	507.81	83.07
511-203.0MOTOR VEHICLE GASOLINE	0.00	0.00	0.00	22,000.00	4,650.53	19,137.41	0.00	2,862.59	86.99
511-280.0RADIOS AND COMMUNICATION	0.00	0.00	0.00	1,500.00	0.00	0.00	0.00	1,500.00	0.00
TOTAL MATERIALS & SUPPLIES	0.00	0.00	0.00	26,500.00	4,840.14	21,629.60	0.00	4,870.40	81.62
MAINTENANCE & SERVICES									
511-301.0MAINTENANCE OFFICE EQUIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
511-302.0GRASS CONTRACT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
511-303.0MAINTENANCE VEH/EQUIP	0.00	0.00	0.00	5,000.00	938.70	4,633.21	0.00	366.79	92.66
511-312.0MAINTENANCE METERS	0.00	0.00	0.00	75,000.00	6,434.43	116,052.85	0.00	(41,052.85)	154.74
511-312.0MAINTENANCE MAINS	9,205.37	4,661.04	4,544.33	60,000.00	19,770.23	50,429.50	(4,661.04)	14,231.54	76.28
511-312.0FIRE HYDRANT REPAIRS/MAINT.	0.00	0.00	0.00	100,000.00	0.00	0.00	0.00	100,000.00	0.00
511-316.0CLOTHING UNIFORM EXPENSE	0.00	0.00	0.00	3,000.00	837.90	5,575.73	0.00	(2,575.73)	185.86
511-380.0RADIOS AND COMMUNICATIONS	0.00	0.00	0.00	0.00	0.00	68.75	0.00	(68.75)	0.00
511-390.0PAYMENT IN LIEU OF TAXES	0.00	0.00	0.00	244,000.00	(5,715.63)	217,951.00	0.00	26,049.00	89.32
511-391.0PAYMENT FOR GENERAL FUND SERV	0.00	0.00	0.00	603,153.00	356,019.75	908,910.00	0.00	(305,757.00)	150.69
TOTAL MAINTENANCE & SERVICES	9,205.37	4,661.04	4,544.33	1,090,153.00	378,285.38	1,303,621.04	(4,661.04)	(208,807.00)	119.15
UTILITIES									
511-400.0ELECTRIC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TRANSFERS OUT									
511-590.0AMORTIZATION EXPENSE (LEASE)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
511-592.0DEPRECIATION	0.00	0.00	0.00	200,000.00	0.00	0.00	0.00	200,000.00	0.00
TOTAL TRANSFERS OUT	0.00	0.00	0.00	200,000.00	0.00	0.00	0.00	200,000.00	0.00

200-WATER FUND
WATER DISTRIBUTION
DEPARTMENTAL EXPENDITURES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
PROFESSIONAL FEES									
511-600.0PROFESSIONAL FEES	0.00	0.00	0.00	430,000.00	8,537.50	59,475.77	0.00	370,524.23	13.83
TOTAL PROFESSIONAL FEES	0.00	0.00	0.00	430,000.00	8,537.50	59,475.77	0.00	370,524.23	13.83
BOND & LOAN DEBT									
511-702.0PRINCIPAL	0.00	0.00	0.00	0.00	0.00	25,918.74	0.00	(25,918.74)	0.00
511-710.0INTEREST	0.00	0.00	0.00	0.00	0.00	32,550.73	0.00	(32,550.73)	0.00
TOTAL BOND & LOAN DEBT	0.00	0.00	0.00	0.00	0.00	58,469.47	0.00	(58,469.47)	0.00
MISCELLANEOUS									
511-812.0UB REFUNDS	0.00	0.00	0.00	0.00	0.00	1,111.59	0.00	(1,111.59)	0.00
511-831.0RENTAL EQUIPMENT	0.00	0.00	0.00	1,000.00	0.00	348.41	0.00	651.59	34.84
511-840.0BAD DEBT EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS	0.00	0.00	0.00	1,000.00	0.00	1,460.00	0.00	(460.00)	146.00
CAPITAL OUTLAY									
511-902.0LEASE EQUIPMENT	0.00	0.00	0.00	24,990.00	2,111.43	30,636.26	0.00	(5,646.26)	122.59
511-908.0MAINS CONSTRUCTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
511-910.0CAPITAL OUTLAY	0.00	0.00	0.00	4,730,000.00	425,185.20	743,525.11	0.00	3,986,474.89	15.72
TOTAL CAPITAL OUTLAY	0.00	0.00	0.00	4,754,990.00	427,296.63	774,161.37	0.00	3,980,828.63	16.28
TOTAL WATER DISTRIBUTION	9,205.37	4,661.04	4,544.33	6,688,397.00	844,896.14	2,400,870.34	(4,661.04)	4,292,187.70	35.83
TOTAL EXPENDITURES	9,205.37	4,661.04	4,544.33	9,658,819.00	1,038,172.97	3,641,487.69	(1,951.97)	6,019,283.28	37.68
REVENUES OVER/(UNDER) EXPENDITURES	(9,205.37)	4,661.04	(4,544.33)	(725,356.00)	(677,121.00)	(937,883.43)	1,951.97	210,575.46	129.03

*** END OF REPORT ***

210-UTILITY CAPITAL IMP
FINANCIAL SUMMARY

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>									
TAXES AND OTHER GOVERNMT	0.00	0.00	0.00	1,000.00	0.00	1,132.44	0.00	(132.44)	113.24
DEVELOPMENT SERVICES	0.00	0.00	0.00	506,652.00	41,414.18	488,907.32	0.00	17,744.68	96.50
MISCELLANEOUS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL REVENUES	0.00	0.00	0.00	507,652.00	41,414.18	490,039.76	0.00	17,612.24	96.53
<u>EXPENDITURE SUMMARY</u>									
NON-DEPARTMENTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>400,000.00</u>	<u>33,333.37</u>	<u>400,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>
TOTAL EXPENDITURES	0.00	0.00	0.00	400,000.00	33,333.37	400,000.00	0.00	0.00	100.00
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00	107,652.00	8,080.81	90,039.76	0.00	17,612.24	83.64

TOTAL REVENUES	0.00	0.00	0.00	507,652.00	41,414.18	490,039.76	0.00	17,612.24	96.53
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CITY OF NAVASOTA
DEPARTMENT HEAD REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2023

210-UTILITY CAPITAL IMP
NON-DEPARTMENTAL
DEPARTMENTAL EXPENDITURES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
TRANSFERS OUT									
500-517.0TRANSFER TO BOND	0.00	0.00	0.00	400,000.00	0.00	0.00	0.00	400,000.00	0.00
TOTAL TRANSFERS OUT	0.00	0.00	0.00	400,000.00	0.00	0.00	0.00	400,000.00	0.00
MISCELLANEOUS									
500-815.0TRANSFER TO RESERVES	0.00	0.00	0.00	0.00	33,333.37	400,000.00	0.00	(400,000.00)	0.00
500-816.0TRASNFER OUT TO UTILITY FUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS	0.00	0.00	0.00	0.00	33,333.37	400,000.00	0.00	(400,000.00)	0.00
TOTAL NON-DEPARTMENTAL	0.00	0.00	0.00	400,000.00	33,333.37	400,000.00	0.00	0.00	100.00
TOTAL EXPENDITURES	0.00	0.00	0.00	400,000.00	33,333.37	400,000.00	0.00	0.00	100.00
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00	107,652.00	8,080.81	90,039.76	0.00	17,612.24	83.64

*** END OF REPORT ***

300-NATURAL GAS FUND
FINANCIAL SUMMARY

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>									
TAXES AND OTHER GOVERNMT	0.00	0.00	0.00	6,000.00	306.19	7,987.71	0.00	(1,987.71)	133.13
CITY UTILITIES	0.00	0.00	0.00	4,528,362.00	448,587.78	5,457,237.88	0.00	(928,875.88)	120.51
MISCELLANEOUS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,615,000.00</u>	<u>0.00</u>	<u>68.21</u>	<u>0.00</u>	<u>1,614,931.79</u>	<u>0.00</u>
TOTAL REVENUES	0.00	0.00	0.00	6,149,362.00	448,893.97	5,465,293.80	0.00	684,068.20	88.88
<u>EXPENDITURE SUMMARY</u>									
NON-DEPARTMENTAL	0.00	0.00	0.00	79,772.00	0.00	0.00	0.00	79,772.00	0.00
GAS DISTRIBUTION	0.00	0.00	0.00	6,599,610.00	859,047.13	5,812,796.25	728.43	786,085.32	88.09
DEBT SERVICES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>16,885.93</u>	<u>0.00</u>	<u>(16,885.93)</u>	<u>0.00</u>
TOTAL EXPENDITURES	0.00	0.00	0.00	6,679,382.00	859,047.13	5,829,682.18	728.43	848,971.39	87.29
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00	(530,020.00)	(410,153.16)	(364,388.38)	(728.43)	(164,903.19)	68.89

TOTAL REVENUES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>TAXES AND OTHER GOVERNMT</u>									
4-120.00 INTEREST	0.00	0.00	0.00	6,000.00	306.19	7,485.90	0.00	(1,485.90)	124.77
4-120.01 INVESTMENT ADJUST TO MARKET	0.00	0.00	0.00	0.00	0.00	501.81	0.00	(501.81)	0.00
TOTAL TAXES AND OTHER GOVERNMT	0.00	0.00	0.00	6,000.00	306.19	7,987.71	0.00	(1,987.71)	133.13
<u>CITY UTILITIES</u>									
4-400.00 METERED SALES	0.00	0.00	0.00	4,473,062.00	447,599.32	5,414,843.06	0.00	(941,781.06)	121.05
4-401.00 PENALTIES	0.00	0.00	0.00	15,000.00	963.46	19,000.14	0.00	(4,000.14)	126.67
4-402.00 SERVICE CHARGES	0.00	0.00	0.00	2,800.00	25.00	2,312.00	0.00	488.00	82.57
4-403.00 NEW SERVICES - TAPS	0.00	0.00	0.00	2,500.00	0.00	9,595.13	0.00	(7,095.13)	383.81
4-410.00 GAS METERS & REGULATORS	0.00	0.00	0.00	35,000.00	0.00	11,487.55	0.00	23,512.45	32.82
4-412.00 EXTENSION OF LINES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CITY UTILITIES	0.00	0.00	0.00	4,528,362.00	448,587.78	5,457,237.88	0.00	(928,875.88)	120.51
<u>MISCELLANEOUS</u>									
4-900.00 BOND PROCEEDS	0.00	0.00	0.00	1,615,000.00	0.00	0.00	0.00	1,615,000.00	0.00
4-901.01 INT. INC. JR. LIEN REVENUE BD	0.00	0.00	0.00	0.00	0.00	68.21	0.00	(68.21)	0.00
4-913.00 MISCELLANEOUS INCOME	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-915.00 SALE OF ASSETS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-999.01 TRANSFER FROM RESERVES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS	0.00	0.00	0.00	1,615,000.00	0.00	68.21	0.00	1,614,931.79	0.00
TOTAL REVENUES	0.00	0.00	0.00	6,149,362.00	448,893.97	5,465,293.80	0.00	684,068.20	88.88

[illegible]

300-NATURAL GAS FUND
GAS DISTRIBUTION
DEPARTMENTAL EXPENDITURES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>PERSONNEL SERVICES</u>									
513-100.0REGULAR EARNINGS	0.00	0.00	0.00	140,333.00	12,855.36	117,839.61	0.00	22,493.39	83.97
513-101.0CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
513-101.0OVERTIME	0.00	0.00	0.00	20,000.00	6,040.77	36,547.26	0.00	(16,547.26)	182.74
513-107.0LONGEVITY PAY	0.00	0.00	0.00	732.00	0.00	732.00	0.00	0.00	100.00
513-115.0EMPLOYERS SHARE FICA	0.00	0.00	0.00	12,321.00	1,365.18	11,238.63	0.00	1,082.37	91.22
513-116.0CITY PORTION TMRS	0.00	0.00	0.00	10,328.00	1,192.35	9,956.78	0.00	371.22	96.41
513-116.0DO OPEB EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
513-116.0PENSION EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
513-117.0INSURANCE-EMPLOYEES	0.00	0.00	0.00	36,715.00	0.00	2,544.70	0.00	34,170.30	6.93
513-122.0WORKMEN'S COMP	0.00	0.00	0.00	2,662.00	0.00	933.28	0.00	1,728.72	35.06
513-150.0TRAVEL & EDUCATION	0.00	0.00	0.00	1,000.00	0.00	4,448.94	0.00	(3,448.94)	444.89
513-151.0MEMBERSHIP & DUES	0.00	0.00	0.00	2,000.00	0.00	395.00	0.00	1,605.00	19.75
TOTAL PERSONNEL SERVICES	0.00	0.00	0.00	226,091.00	21,453.66	184,636.20	0.00	41,454.80	81.66
<u>MATERIALS & SUPPLIES</u>									
513-202.0GENERAL SUPPLIES	0.00	0.00	0.00	6,000.00	147.95	3,642.46	0.00	2,357.54	60.71
513-203.0MOTOR VEHICLE GASOLINE	0.00	0.00	0.00	15,000.00	1,469.68	9,666.87	0.00	5,333.13	64.45
513-280.0RADIOS AND COMMUNICATION	0.00	0.00	0.00	1,000.00	0.00	68.75	0.00	931.25	6.88
513-290.0GAS PURCHASES	0.00	0.00	0.00	3,411,360.00	299,894.04	3,834,567.66	0.00	(423,207.66)	112.41
TOTAL MATERIALS & SUPPLIES	0.00	0.00	0.00	3,433,360.00	301,511.67	3,847,945.74	0.00	(414,585.74)	112.08
<u>MAINTENANCE & SERVICES</u>									
513-303.0MAINTENANCE VEH/EQUIP	0.00	0.00	0.00	3,500.00	914.34	6,346.32	0.00	(2,846.32)	181.32
513-312.0MAINTENANCE METERS	0.00	0.00	0.00	75,000.00	35,840.11	126,505.58	0.00	(51,505.58)	168.67
513-312.0MAINTENANCE MAINS	0.00	0.00	0.00	10,000.00	2,609.50	11,591.33	728.43	(2,319.76)	123.20
513-316.0CLOTHING UNIFORM EXPENSE	0.00	0.00	0.00	1,600.00	152.62	1,965.28	0.00	(365.28)	122.83
513-319.0MAINTENANCE REGULATOR STA.	0.00	0.00	0.00	10,000.00	64.97	576.34	0.00	9,423.66	5.76
513-321.0ODORIZATION EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
513-380.0RADIOS AND COMMUNICATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
513-390.0PAYMENT IN LIEU OF TAXES	0.00	0.00	0.00	408,093.00	150,773.75	524,859.00	0.00	(116,766.00)	128.61
513-391.0PAYMENT FOR GENERAL FUND SERV	0.00	0.00	0.00	603,153.00	138,671.75	691,562.00	0.00	(88,409.00)	114.66
513-392.0BUILDER REBATES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MAINTENANCE & SERVICES	0.00	0.00	0.00	1,111,346.00	329,027.04	1,363,405.85	728.43	(252,788.28)	122.75
<u>TRANSFERS OUT</u>									
513-590.0AMORTIZATION EXPENSE (LEASE)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
513-592.0DEPRECIATION	0.00	0.00	0.00	66,000.00	0.00	0.00	0.00	66,000.00	0.00
TOTAL TRANSFERS OUT	0.00	0.00	0.00	66,000.00	0.00	0.00	0.00	66,000.00	0.00
<u>PROFESSIONAL FEES</u>									
513-600.0PROFESSIONAL FEES	0.00	0.00	0.00	120,000.00	2,000.00	64,284.78	0.00	55,715.22	53.57
513-600.0LAB FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
513-604.0PIPELINE SAFETY FEE	0.00	0.00	0.00	9,000.00	204.25	8,339.36	0.00	660.64	92.66
513-604.0PUBLIC AWARENESS DAMAGE PREVE	0.00	0.00	0.00	6,500.00	2,740.92	7,501.88	0.00	(1,001.88)	115.41
TOTAL PROFESSIONAL FEES	0.00	0.00	0.00	135,500.00	4,945.17	80,126.02	0.00	55,373.98	59.13

<u>BOND & LOAN DEBT</u>									
513-700.0	INTEREST EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
513-710.0	PRINCIPAL EXPENSE	0.00	0.00	0.00	0.00	0.00	13,445.53	0.00	(13,445.53)
TOTAL BOND & LOAN DEBT		0.00	0.00	0.00	0.00	0.00	13,445.53	0.00	(13,445.53)
<u>MISCELLANEOUS</u>									
513-804.0	ADVERTISING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
513-812.0	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
513-831.0	RENTAL EQUIPMENT	0.00	0.00	0.00	0.00	0.00	348.42	0.00	(348.42)
513-840.0	BAD DEBT EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS		0.00	0.00	0.00	0.00	0.00	348.42	0.00	(348.42)
<u>CAPITAL OUTLAY</u>									
513-902.0	LEASE EQUIPMENT	0.00	0.00	0.00	12,313.00	659.59	11,625.34	0.00	687.66
513-908.0	MAINS CONSTRUCTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
513-910.0	CAPITAL OUTLAY	0.00	0.00	0.00	1,615,000.00	201,450.00	311,263.15	0.00	1,303,736.85
TOTAL CAPITAL OUTLAY		0.00	0.00	0.00	1,627,313.00	202,109.59	322,888.49	0.00	1,304,424.51
TOTAL GAS DISTRIBUTION		0.00	0.00	0.00	6,599,610.00	859,047.13	5,812,796.25	728.43	786,085.32

CITY OF NAVASOTA
DEPARTMENT HEAD REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2023

300-NATURAL GAS FUND
DEBT SERVICES
DEPARTMENTAL EXPENDITURES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
BOND & LOAN DEBT									
518-700.0INTEREST EXPENSE	0.00	0.00	0.00	0.00	0.00	16,885.93	0.00	(16,885.93)	0.00
518-710.0JR LIEN PRINCIPAL EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL BOND & LOAN DEBT	0.00	0.00	0.00	0.00	0.00	16,885.93	0.00	(16,885.93)	0.00
TOTAL DEBT SERVICES	0.00	0.00	0.00	0.00	0.00	16,885.93	0.00	(16,885.93)	0.00
TOTAL EXPENDITURES	0.00	0.00	0.00	6,679,382.00	859,047.13	5,829,682.18	728.43	848,971.39	87.29
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00	(530,020.00)	(410,153.16)	(364,388.38)	(728.43)	(164,903.19)	68.89

*** END OF REPORT ***

400-WASTE WATER FUND
FINANCIAL SUMMARY

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>									
TAXES AND OTHER GOVERNMT	0.00	0.00	0.00	7,000.00	306.19	6,760.74	0.00	239.26	96.58
CITY UTILITIES	0.00	0.00	0.00	1,793,002.00	173,364.18	1,846,472.56	0.00	(53,470.56)	102.98
MISCELLANEOUS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>395,000.00</u>	<u>0.00</u>	<u>10,875.00</u>	<u>0.00</u>	<u>384,125.00</u>	<u>2.75</u>
TOTAL REVENUES	0.00	0.00	0.00	2,195,002.00	173,670.37	1,864,108.30	0.00	330,893.70	84.93
<u>EXPENDITURE SUMMARY</u>									
NON-DEPARTMENTAL	0.00	0.00	0.00	396,248.00	24,474.01	293,684.38	0.00	102,563.62	74.12
WASTE WTR TRMT PLANT	0.00	0.00	0.00	926,959.00	97,754.39	533,799.50	401.85	392,757.65	57.63
SEWER COLLECTION	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,387,069.00</u>	<u>(147,715.68)</u>	<u>835,281.04</u>	<u>0.00</u>	<u>551,787.96</u>	<u>60.22</u>
TOTAL EXPENDITURES	0.00	0.00	0.00	2,710,276.00	(25,487.28)	1,662,764.92	401.85	1,047,109.23	61.37
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00	(515,274.00)	199,157.65	201,343.38	(401.85)	(716,215.53)	39.00

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TOTAL NON-DEPARTMENTAL

400-WASTE WATER FUND
WASTE WTR TRMT PLANT
DEPARTMENTAL EXPENDITURES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>PERSONNEL SERVICES</u>									
515-100.0REGULAR EARNINGS	0.00	0.00	0.00	132,454.00	16,310.40	140,122.86	0.00	(7,668.86)	105.79
515-101.0CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
515-101.0OVERTIME	0.00	0.00	0.00	20,000.00	1,909.55	20,505.84	0.00	(505.84)	102.53
515-107.0LONGEVITY PAY	0.00	0.00	0.00	2,188.00	0.00	2,188.00	0.00	0.00	100.00
515-115.0EMPLOYERS SHARE FICA	0.00	0.00	0.00	11,803.00	1,264.01	11,217.19	0.00	585.81	95.04
515-116.0CITY PORTION TMRS	0.00	0.00	0.00	9,951.00	1,149.68	10,453.34	0.00	(502.34)	105.05
515-116.0OPEB EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
515-116.0PENSION EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
515-117.0INSURANCE-EMPLOYEES	0.00	0.00	0.00	26,139.00	0.00	1,908.53	0.00	24,230.47	7.30
515-122.0WORKMEN'S COMP	0.00	0.00	0.00	3,730.00	0.00	2,312.40	0.00	1,417.60	61.99
515-150.0TRAVEL & EDUCATION	0.00	0.00	0.00	2,500.00	726.00	2,276.10	0.00	223.90	91.04
515-151.0MEMBERSHIP & DUES	0.00	0.00	0.00	325.00	0.00	8.50	0.00	316.50	2.62
TOTAL PERSONNEL SERVICES	0.00	0.00	0.00	209,090.00	21,359.64	190,992.76	0.00	18,097.24	91.34
<u>MATERIALS & SUPPLIES</u>									
515-202.0GENERAL SUPPLIES	0.00	0.00	0.00	4,000.00	819.26	5,370.11	401.85	(1,771.96)	144.30
515-203.0MOTOR VEHICLE GASOLINE	0.00	0.00	0.00	15,000.00	1,966.04	12,490.24	0.00	2,509.76	83.27
515-208.0CHEMICALS	0.00	0.00	0.00	35,000.00	9,247.40	55,086.49	0.00	(20,086.49)	157.39
515-280.0RADIOS AND COMMUNICATION	0.00	0.00	0.00	500.00	0.00	68.75	0.00	431.25	13.75
TOTAL MATERIALS & SUPPLIES	0.00	0.00	0.00	54,500.00	12,032.70	73,015.59	401.85	(18,917.44)	134.71
<u>MAINTENANCE & SERVICES</u>									
515-302.0GRASS CONTRACT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
515-303.0MAINTENANCE VEH/EQUIP	0.00	0.00	0.00	3,000.00	337.25	2,646.20	0.00	353.80	88.21
515-310.0MAINTENANCE PLANT	0.00	0.00	0.00	105,000.00	244.51	56,944.88	0.00	48,055.12	54.23
515-316.0CLOTHING UNIFORM EXPENSE	0.00	0.00	0.00	1,500.00	289.47	1,937.85	0.00	(437.85)	129.19
515-318.0SLUDGE REMOVAL	0.00	0.00	0.00	18,000.00	1,837.20	13,225.18	0.00	4,774.82	73.47
515-380.0RADIOS AND COMMUNICATIONS	0.00	0.00	0.00	500.00	0.00	0.00	0.00	500.00	0.00
TOTAL MAINTENANCE & SERVICES	0.00	0.00	0.00	128,000.00	2,708.43	74,754.11	0.00	53,245.89	58.40
<u>UTILITIES</u>									
515-400.0ELECTRIC	0.00	0.00	0.00	85,000.00	7,006.80	85,174.66	0.00	(174.66)	100.21
TOTAL UTILITIES	0.00	0.00	0.00	85,000.00	7,006.80	85,174.66	0.00	(174.66)	100.21
<u>TRANSFERS OUT</u>									
515-590.0AMORTIZATION EXPENSE (LEASE)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>PROFESSIONAL FEES</u>									
515-600.0PROFESSIONAL FEES	0.00	0.00	0.00	45,000.00	0.00	8,502.56	0.00	36,497.44	18.89
515-600.0PERMIT FEES	0.00	0.00	0.00	15,551.00	0.00	13,580.60	0.00	1,970.40	87.33
515-600.0LAB FEES	0.00	0.00	0.00	30,000.00	1,715.00	26,524.00	0.00	3,476.00	88.41
TOTAL PROFESSIONAL FEES	0.00	0.00	0.00	90,551.00	1,715.00	48,607.16	0.00	41,943.84	53.68

TOTAL WASTE WTR TRMT PLANT

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400-WASTE WATER FUND
SEWER COLLECTION
DEPARTMENTAL EXPENDITURES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
PERSONNEL SERVICES									
516-100.0REGULAR EARNINGS	0.00	0.00	0.00	34,730.00	4,716.84	37,768.82	0.00	(3,038.82)	108.75
516-101.0CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
516-101.0OVERTIME	0.00	0.00	0.00	10,000.00	1,296.85	6,860.32	0.00	3,139.68	68.60
516-107.0LONGEVITY PAY	0.00	0.00	0.00	296.00	0.00	296.00	0.00	0.00	100.00
516-112.0DAYCARE ALLOWANCE	0.00	0.00	0.00	0.00	0.00	1,125.00	0.00	(1,125.00)	0.00
516-115.0EMPLOYERS SHARE FICA	0.00	0.00	0.00	3,444.00	408.72	3,077.97	0.00	366.03	89.37
516-116.0CITY PORTION TMRS	0.00	0.00	0.00	2,897.00	379.46	2,960.50	0.00	(63.50)	102.19
516-116.0OPEB EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
516-116.0PENSION EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
516-117.0INSURANCE-EMPLOYEES	0.00	0.00	0.00	14,088.00	0.00	636.18	0.00	13,451.82	4.52
516-122.0WORKMEN'S COMP	0.00	0.00	0.00	1,086.00	0.00	845.10	0.00	240.90	77.82
516-150.0TRAVEL & EDUCATION	0.00	0.00	0.00	1,000.00	0.00	863.75	0.00	136.25	86.38
516-151.0MEMBERSHIP & DUES	0.00	0.00	0.00	150.00	0.00	158.50	0.00	(8.50)	105.67
TOTAL PERSONNEL SERVICES	0.00	0.00	0.00	67,691.00	6,801.87	54,592.14	0.00	13,098.86	80.65
MATERIALS & SUPPLIES									
516-202.0GENERAL SUPPLIES	0.00	0.00	0.00	3,000.00	286.86	1,263.53	0.00	1,736.47	42.12
516-203.0MOTOR VEHICLE GASOLINE	0.00	0.00	0.00	3,500.00	587.45	4,927.60	0.00	(1,427.60)	140.79
516-208.0CHEMICALS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
516-280.0RADIOS AND COMMUNICATION	0.00	0.00	0.00	500.00	0.00	0.00	0.00	500.00	0.00
TOTAL MATERIALS & SUPPLIES	0.00	0.00	0.00	7,000.00	874.31	6,191.13	0.00	808.87	88.44
MAINTENANCE & SERVICES									
516-302.0GRASS CONTRACT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
516-303.0MAINTENANCE VEH/EQUIP	0.00	0.00	0.00	6,000.00	0.00	2,427.15	0.00	3,572.85	40.45
516-312.0MAINS MAINTENANCE	0.00	0.00	0.00	20,000.00	2,270.00	20,860.37	0.00	(860.37)	104.30
516-314.0MAINT. SEWER LIFT STATION	0.00	0.00	0.00	50,000.00	0.00	71,915.80	0.00	(21,915.80)	143.83
516-316.0CLOTHING - UNIFORM EXPENSE	0.00	0.00	0.00	1,000.00	206.13	1,272.22	0.00	(272.22)	127.22
516-380.0RADIOS AND COMMUNICATIONS	0.00	0.00	0.00	500.00	0.00	0.00	0.00	500.00	0.00
516-390.0PAYMENT IN LIEU OF TAXES	0.00	0.00	0.00	162,000.00	17,697.00	166,197.00	0.00	(4,197.00)	102.59
516-391.0PAYMENT FOR GENERAL FUND SERV	0.00	0.00	0.00	603,153.00	(177,470.25)	375,420.00	0.00	227,733.00	62.24
TOTAL MAINTENANCE & SERVICES	0.00	0.00	0.00	842,653.00	(157,297.12)	638,092.54	0.00	204,560.46	75.72
UTILITIES									
516-400.0ELECTRIC	0.00	0.00	0.00	9,000.00	746.90	10,693.80	0.00	(1,693.80)	118.82
TOTAL UTILITIES	0.00	0.00	0.00	9,000.00	746.90	10,693.80	0.00	(1,693.80)	118.82
TRANSFERS OUT									
516-592.0DEPRECIATION	0.00	0.00	0.00	320,000.00	0.00	0.00	0.00	320,000.00	0.00
TOTAL TRANSFERS OUT	0.00	0.00	0.00	320,000.00	0.00	0.00	0.00	320,000.00	0.00
PROFESSIONAL FEES									
516-600.0PROFESSIONAL FEES	0.00	0.00	0.00	50,000.00	0.00	2,502.05	0.00	47,497.95	5.00
TOTAL PROFESSIONAL FEES	0.00	0.00	0.00	50,000.00	0.00	2,502.05	0.00	47,497.95	5.00

CITY OF NAVASOTA
DEPARTMENT HEAD REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2023

400-WASTE WATER FUND
SEWER COLLECTION
DEPARTMENTAL EXPENDITURES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
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BOND & LOAN DEBT									
516-702.0PRINCIPAL	0.00	0.00	0.00	0.00	0.00	56,635.83	0.00	(56,635.83)	0.00
516-710.0INTEREST	0.00	0.00	0.00	0.00	0.00	6,751.81	0.00	(6,751.81)	0.00
TOTAL BOND & LOAN DEBT	0.00	0.00	0.00	0.00	0.00	63,387.64	0.00	(63,387.64)	0.00
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MISCELLANEOUS									
516-812.0MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
516-840.0BAD DEBT EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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CAPITAL OUTLAY									
516-902.0LEASE EQUIPMENT	0.00	0.00	0.00	90,725.00	1,158.36	20,807.44	0.00	69,917.56	22.93
516-908.0MAINS CONSTRUCTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
516-910.0CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	39,014.30	0.00	(39,014.30)	0.00
TOTAL CAPITAL OUTLAY	0.00	0.00	0.00	90,725.00	1,158.36	59,821.74	0.00	30,903.26	65.94
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TOTAL SEWER COLLECTION	0.00	0.00	0.00	1,387,069.00	(147,715.68)	835,281.04	0.00	551,787.96	60.22
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TOTAL EXPENDITURES	0.00	0.00	0.00	2,710,276.00	(25,487.28)	1,662,764.92	401.85	1,047,109.23	61.37
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REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	0.00	(515,274.00)	199,157.65	201,343.38	(401.85)	(716,215.53)	39.00
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*** END OF REPORT ***

520-CEMETERY PERMANENT FUND
FINANCIAL SUMMARY

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>									
TAXES AND OTHER GOVERNMT	0.00	0.00	0.00	2,200.00	0.00	1,409.14	0.00	790.86	64.05
MISCELLANEOUS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL REVENUES	0.00	0.00	0.00	2,200.00	0.00	1,409.14	0.00	790.86	64.05

CITY OF NAVASOTA
DEPARTMENT HEAD REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2023

520-CEMETERY PERMANENT FUND
REVENUES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>TAXES AND OTHER GOVERNMT</u>									
4-120.00 INTEREST	0.00	0.00	0.00	2,200.00	0.00	933.06	0.00	1,266.94	42.41
4-120.01 INVESTMENT ADJUST TO MARKET	0.00	0.00	0.00	0.00	0.00	476.08	0.00	(476.08)	0.00
TOTAL TAXES AND OTHER GOVERNMT	0.00	0.00	0.00	2,200.00	0.00	1,409.14	0.00	790.86	64.05
<u>MISCELLANEOUS</u>									
4-915.00 SALE OF ASSETS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-999.00 TFR. FROM OTHER FUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-999.01 TRANSFER FROM RESERVES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	0.00	0.00	0.00	2,200.00	0.00	1,409.14	0.00	790.86	64.05
	=====	=====	=====	=====	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00	2,200.00	0.00	1,409.14	0.00	790.86	64.05
	=====	=====	=====	=====	=====	=====	=====	=====	=====

*** END OF REPORT ***

525-CEMETERY OPERATING FUND
FINANCIAL SUMMARY

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>									
TAXES AND OTHER GOVERNMT	0.00	0.00	0.00	2,000.00	0.00	553.87	0.00	1,446.13	27.69
CITY UTILITIES	0.00	0.00	0.00	55,000.00	6,475.00	95,501.01	0.00	(40,501.01)	173.64
MISCELLANEOUS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>225.00</u>	<u>75.00</u>	<u>1,575.00</u>	<u>0.00</u>	<u>(1,350.00)</u>	<u>700.00</u>
TOTAL REVENUES	0.00	0.00	0.00	57,225.00	6,550.00	97,629.88	0.00	(40,404.88)	170.61
<u>EXPENDITURE SUMMARY</u>									
CEMETERY OPERATING	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>3,300.00</u>	<u>80.07</u>	<u>5,943.83</u>	<u>0.00</u>	<u>(2,643.83)</u>	<u>180.12</u>
TOTAL EXPENDITURES	0.00	0.00	0.00	3,300.00	80.07	5,943.83	0.00	(2,643.83)	180.12
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00	53,925.00	6,469.93	91,686.05	0.00	(37,761.05)	170.03

TOTAL REVENUES

[illegible]

525-CEMETERY OPERATING FUND

CEMETERY OPERATING
DEPARTMENTAL EXPENDITURES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
MATERIALS & SUPPLIES									
565-202.0GENERAL SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MATERIALS & SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MAINTENANCE & SERVICES									
565-300.0BUILDING MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
565-300.0GROUNDS MAINTENANCE	0.00	0.00	0.00	3,000.00	50.43	5,740.43	0.00	(2,740.43)	191.35
565-300.0MONUMENT REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
565-304.0MAINTENANCE STREETS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
565-340.0GRASS CONTRACT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MAINTENANCE & SERVICES	0.00	0.00	0.00	3,000.00	50.43	5,740.43	0.00	(2,740.43)	191.35
UTILITIES									
565-400.0ELECTRIC	0.00	0.00	0.00	300.00	29.64	203.40	0.00	96.60	67.80
TOTAL UTILITIES	0.00	0.00	0.00	300.00	29.64	203.40	0.00	96.60	67.80
TOTAL CEMETERY OPERATING	0.00	0.00	0.00	3,300.00	80.07	5,943.83	0.00	(2,643.83)	180.12
TOTAL EXPENDITURES	0.00	0.00	0.00	3,300.00	80.07	5,943.83	0.00	(2,643.83)	180.12
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00	53,925.00	6,469.93	91,686.05	0.00	(37,761.05)	170.03

*** END OF REPORT ***

530-BOARD OF FIREMAN SERVICE
FINANCIAL SUMMARY

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>									
TAXES AND OTHER GOVERNMT	0.00	0.00	0.00	100.00	4.42	53.75	0.00	46.25	53.75
MISCELLANEOUS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL REVENUES	0.00	0.00	0.00	100.00	4.42	53.75	0.00	46.25	53.75
<u>EXPENDITURE SUMMARY</u>									
FIRE	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>300.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>300.00</u>	<u>0.00</u>
TOTAL EXPENDITURES	0.00	0.00	0.00	300.00	0.00	0.00	0.00	300.00	0.00
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00	(200.00)	4.42	53.75	0.00	(253.75)	26.88

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CITY OF NAVASOTA
DEPARTMENT HEAD REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2023

530-BOARD OF FIREMAN SERVICE
FIRE
DEPARTMENTAL EXPENDITURES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
MISCELLANEOUS									
568-824.0RETIREMENT PAYMENTS	0.00	0.00	0.00	300.00	0.00	0.00	0.00	300.00	0.00
TOTAL MISCELLANEOUS	0.00	0.00	0.00	300.00	0.00	0.00	0.00	300.00	0.00
TOTAL FIRE	0.00	0.00	0.00	300.00	0.00	0.00	0.00	300.00	0.00
TOTAL EXPENDITURES	0.00	0.00	0.00	300.00	0.00	0.00	0.00	300.00	0.00
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00	(200.00)	4.42	53.75	0.00	(253.75)	26.88

*** END OF REPORT ***

540-GRANT FUND
FINANCIAL SUMMARY

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>									
TAXES AND OTHER GOVERNMT	0.00	0.00	0.00	1,500.00	0.00	0.00	0.00	1,500.00	0.00
LIBRARY	0.00	0.00	0.00	422,000.00	0.00	69,841.71	0.00	352,158.29	16.55
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	0.00	0.00	0.00	423,500.00	0.00	69,841.71	0.00	353,658.29	16.49
<u>EXPENDITURE SUMMARY</u>									
STREET	0.00	0.00	0.00	100,000.00	0.00	83,435.18	0.00	16,564.82	83.44
PARKS & RECREATION MAINT	0.00	0.00	0.00	50,000.00	0.00	0.00	0.00	50,000.00	0.00
AIRPORT	0.00	0.00	0.00	50,000.00	0.00	39,288.98	0.00	10,711.02	78.58
POLICE	0.00	0.00	0.00	5,000.00	0.00	15,281.68	0.00	(10,281.68)	305.63
FIRE	0.00	0.00	0.00	7,000.00	0.00	0.00	0.00	7,000.00	0.00
LIBRARY	0.00	0.00	0.00	0.00	0.00	1,075.98	0.00	(1,075.98)	0.00
KEEP NAVASOTA BEAUTIFUL	0.00	0.00	0.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00
CITY HALL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DEVELOPMENT SERVICES	0.00	0.00	0.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00
TOURISM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WATER PRODUCTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WATER DISTRIBUTION	0.00	0.00	0.00	100,000.00	0.00	0.00	0.00	100,000.00	0.00
GAS DISTRIBUTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WASTE WTR TRMT PLANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SEWER COLLECTION	0.00	0.00	0.00	100,000.00	0.00	29,205.00	0.00	70,795.00	29.21
TOTAL EXPENDITURES	0.00	0.00	0.00	422,000.00	0.00	168,286.82	0.00	253,713.18	39.88
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00	1,500.00	0.00	(98,445.11)	0.00	99,945.11	6,563.01

TOTAL REVENUES	0.00	0.00	0.00	423,500.00	0.00	69,841.71	0.00	353,658.29	16.49
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540-GRANT FUND
STREET
DEPARTMENTAL EXPENDITURES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
TRANSFERS OUT									
560-500.0STREET GRANTS	0.00	0.00	0.00	100,000.00	0.00	83,435.18	0.00	16,564.82	83.44
TOTAL TRANSFERS OUT	0.00	0.00	0.00	100,000.00	0.00	83,435.18	0.00	16,564.82	83.44
TOTAL STREET	0.00	0.00	0.00	100,000.00	0.00	83,435.18	0.00	16,564.82	83.44

TRANSFERS OUT	
566-500.0AIRPORT GRANTS	
TOTAL TRANSFERS OUT	
TOTAL AIRPORT	

PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
0.00	0.00	0.00	50,000.00	0.00	39,288.98	0.00	10,711.02	78.58
0.00	0.00	0.00	50,000.00	0.00	39,288.98	0.00	10,711.02	78.58
0.00	0.00	0.00	50,000.00	0.00	39,288.98	0.00	10,711.02	78.58

TRANSFERS OUT										
567-500.0PD GRANT	0.00	0.00	0.00	5,000.00	0.00	14,299.74	0.00	(9,299.74)	285.99	
567-500.0COPS GRANT TXR20080625000450	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
567-500.0BULLETPROOF VEST GRANT	0.00	0.00	0.00	0.00	0.00	981.94	0.00	(981.94)	0.00	
567-500.0RECOVERY GRANT 2009SBB90852	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL TRANSFERS OUT	0.00	0.00	0.00	5,000.00	0.00	15,281.68	0.00	(10,281.68)	305.63	
TOTAL POLICE	0.00	0.00	0.00	5,000.00	0.00	15,281.68	0.00	(10,281.68)	305.63	

CITY OF NAVASOTA
DEPARTMENT HEAD REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2023

540-GRANT FUND
FIRE
DEPARTMENTAL EXPENDITURES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
TRANSFERS OUT									
568-500.0FIRE DEPT GRANTS	0.00	0.00	0.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00
568-500.0SHSP GRANT	0.00	0.00	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00
TOTAL TRANSFERS OUT	0.00	0.00	0.00	7,000.00	0.00	0.00	0.00	7,000.00	0.00
TOTAL FIRE	0.00	0.00	0.00	7,000.00	0.00	0.00	0.00	7,000.00	0.00

540-GRANT FUND
LIBRARY
DEPARTMENTAL EXPENDITURES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
TRANSFERS OUT									
581-500.0LIBRARY GRANTS	0.00	0.00	0.00	0.00	0.00	1,075.98	0.00	(1,075.98)	0.00
TOTAL TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00	1,075.98	0.00	(1,075.98)	0.00
TOTAL LIBRARY	0.00	0.00	0.00	0.00	0.00	1,075.98	0.00	(1,075.98)	0.00

TRANSFERS OUT
587-500.0KNB GRANTS
TOTAL TRANSFERS OUT

TOTAL KEEP NAVASOTA BEAUTIFUL

TRANSFERS OUT	
589-500.0	AMERICAN RECOVERY GRANT
TOTAL TRANSFERS OUT	
TOTAL CITY HALL	

PRIOR YEAR		REMAINING	CURRENT		YEAR TO DATE	TOTAL	BUDGET	% OF
ENDING PO BAL.	PO ADJUST.	PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	ACTUAL	ENCUMBRANCE	BALANCE	BUDGET

[illegible]

[illegible]

TRANSFERS OUT	
510-500.0	WATER PRODUCTION GRANTS
TOTAL TRANSFERS OUT	
TOTAL WATER PRODUCTION	

[illegible]

TRANSFERS OUT
511-500.0WATER DISTRBUTION GRANTS
TOTAL TRANSFERS OUT

TOTAL WATER DISTRIBUTION

TRANSFERS OUT	
513-500.0GAS DISTRIBUTION GRANTS	
TOTAL TRANSFERS OUT	
TOTAL GAS DISTRIBUTION	

[illegible]

540-GRANT FUND
SEWER COLLECTION
DEPARTMENTAL EXPENDITURES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
TRANSFERS OUT									
516-500.0SEWER COLLECTION GRANTS	0.00	0.00	0.00	100,000.00	0.00	29,205.00	0.00	70,795.00	29.21
TOTAL TRANSFERS OUT	0.00	0.00	0.00	100,000.00	0.00	29,205.00	0.00	70,795.00	29.21
TOTAL SEWER COLLECTION	0.00	0.00	0.00	100,000.00	0.00	29,205.00	0.00	70,795.00	29.21
TOTAL EXPENDITURES	0.00	0.00	0.00	422,000.00	0.00	168,286.82	0.00	253,713.18	39.88
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00	1,500.00	0.00 (98,445.11)	0.00	99,945.11	6,563.01

*** END OF REPORT ***

550-ECONOMIC DEVELOPMENT
FINANCIAL SUMMARY

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>									
TAXES AND OTHER GOVERNMT	0.00	0.00	0.00	204,258.00	15,795.94	182,772.33	0.00	21,485.67	89.48
MISCELLANEOUS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,575.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,575.00</u>	<u>0.00</u>
TOTAL REVENUES	0.00	0.00	0.00	206,833.00	15,795.94	182,772.33	0.00	24,060.67	88.37
<u>EXPENDITURE SUMMARY</u>									
NON-DEPARTMENTAL	0.00	0.00	0.00	145,423.00	0.00	145,423.00	0.00	0.00	100.00
DEVELOPMENT SERVICES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>162,492.00</u>	<u>86.00</u>	<u>41,145.51</u>	<u>0.00</u>	<u>121,346.49</u>	<u>25.32</u>
TOTAL EXPENDITURES	0.00	0.00	0.00	307,915.00	86.00	186,568.51	0.00	121,346.49	60.59
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00	(101,082.00)	15,709.94	(3,796.18)	0.00	(97,285.82)	3.76

[illegible]

CITY OF NAVASOTA
DEPARTMENT HEAD REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2023

550-ECONOMIC DEVELOPMENT
NON-DEPARTMENTAL
DEPARTMENTAL EXPENDITURES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
BOND & LOAN DEBT									
500-701.0INTEREST PAYMENT	0.00	0.00	0.00	15,423.00	0.00	15,423.00	0.00	0.00	100.00
500-710.0PRINCIPAL PAYMENT	0.00	0.00	0.00	130,000.00	0.00	130,000.00	0.00	0.00	100.00
TOTAL BOND & LOAN DEBT	0.00	0.00	0.00	145,423.00	0.00	145,423.00	0.00	0.00	100.00
TOTAL NON-DEPARTMENTAL	0.00	0.00	0.00	145,423.00	0.00	145,423.00	0.00	0.00	100.00

550-ECONOMIC DEVELOPMENT
DEVELOPMENT SERVICES
DEPARTMENTAL EXPENDITURES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
PERSONNEL SERVICES									
591-150.0TRAVEL AND EDUCATION	0.00	0.00	0.00	13,390.00	0.00	8,421.65	0.00	4,968.35	62.90
591-151.0MEMBERSHIP & DUES	0.00	0.00	0.00	1,105.00	0.00	1,255.00	0.00	(150.00)	113.57
TOTAL PERSONNEL SERVICES	0.00	0.00	0.00	14,495.00	0.00	9,676.65	0.00	4,818.35	66.76
MATERIALS & SUPPLIES									
591-201.0SPECIAL PROJECTS-GRANTS	0.00	0.00	0.00	100,000.00	0.00	0.00	0.00	100,000.00	0.00
591-201.0COVID BUSINESS GRANTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
591-202.0GENERAL SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
591-202.0SMALL GRANTS (FASCADE SIGN BUS	0.00	0.00	0.00	10,000.00	0.00	3,000.00	0.00	7,000.00	30.00
TOTAL MATERIALS & SUPPLIES	0.00	0.00	0.00	110,000.00	0.00	3,000.00	0.00	107,000.00	2.73
PROFESSIONAL FEES									
591-600.0PROFESSIONAL FEES	0.00	0.00	0.00	17,650.00	0.00	16,092.36	0.00	1,557.64	91.17
TOTAL PROFESSIONAL FEES	0.00	0.00	0.00	17,650.00	0.00	16,092.36	0.00	1,557.64	91.17
MISCELLANEOUS									
591-804.0ADVERTISING	0.00	0.00	0.00	20,347.00	86.00	12,376.50	0.00	7,970.50	60.83
591-837.0DRUG TESTING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
591-840.0AR - BAD DEBT EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS	0.00	0.00	0.00	20,347.00	86.00	12,376.50	0.00	7,970.50	60.83
CAPITAL OUTLAY									
591-910.0CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL DEVELOPMENT SERVICES	0.00	0.00	0.00	162,492.00	86.00	41,145.51	0.00	121,346.49	25.32
TOTAL EXPENDITURES	0.00	0.00	0.00	307,915.00	86.00	186,568.51	0.00	121,346.49	60.59
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00	(101,082.00)	15,709.94	(3,796.18)	0.00	(97,285.82)	3.76

*** END OF REPORT ***

TOTAL REVENUES

567-NAVASOTA POLICE SPECIAL
REVENUES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
MISCELLANEOUS									
4-915.00 SALE OF ASSETS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

*** END OF REPORT ***

777-PAYROLL IMPREST FUND
FINANCIAL SUMMARY

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>									
TAXES AND OTHER GOVERNMT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>278.50</u>	<u>0.00</u>	(<u>278.50</u>)	<u>0.00</u>
TOTAL REVENUES	0.00	0.00	0.00	0.00	0.00	278.50	0.00	(278.50)	0.00

CITY OF NAVASOTA
DEPARTMENT HEAD REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2023

777-PAYROLL IMPREST FUND
REVENUES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<hr/>									
TAXES AND OTHER GOVERNMT									
4-150.00 INTEREST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL TAXES AND OTHER GOVERNMT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<hr/>									
MISCELLANEOUS									
4-913.00 MISC INCOME	0.00	0.00	0.00	0.00	0.00	278.50	0.00	(278.50)	0.00
4-915.00 SALE OF ASSETS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	278.50	0.00	(278.50)	0.00
<hr/>									
TOTAL REVENUES	0.00	0.00	0.00	0.00	0.00	278.50	0.00	(278.50)	0.00
<hr/>									
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00	0.00	0.00	278.50	0.00	(278.50)	0.00
<hr/>									

*** END OF REPORT ***

905-CAPITAL PROJECTS
FINANCIAL SUMMARY

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>									
TAXES AND OTHER GOVERNMT	0.00	0.00	0.00	15,000.00	306.19	5,708.21	0.00	9,291.79	38.05
MISCELLANEOUS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>750,000.00</u>	<u>0.00</u>	<u>6,767,802.97</u>	<u>0.00</u>	<u>(6,017,802.97)</u>	<u>902.37</u>
TOTAL REVENUES	0.00	0.00	0.00	765,000.00	306.19	6,773,511.18	0.00	(6,008,511.18)	885.43
<u>EXPENDITURE SUMMARY</u>									
NON-DEPARTMENTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>750,000.00</u>	<u>457,730.77</u>	<u>1,463,328.85</u>	<u>0.00</u>	<u>(713,328.85)</u>	<u>195.11</u>
TOTAL EXPENDITURES	0.00	0.00	0.00	750,000.00	457,730.77	1,463,328.85	0.00	(713,328.85)	195.11
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00	15,000.00	(457,424.58)	5,310,182.33	0.00	(5,295,182.33)	5,401.22

[illegible]

905-CAPITAL PROJECTS
NON-DEPARTMENTAL
DEPARTMENTAL EXPENDITURES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
TRANSFERS OUT									
500-550.0TRANSFER TO EDC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PROFESSIONAL FEES									
500-600.0PROFESSIONAL FEES	0.00	0.00	0.00	0.00	8,272.50	73,555.52	0.00	(73,555.52)	0.00
TOTAL PROFESSIONAL FEES	0.00	0.00	0.00	0.00	8,272.50	73,555.52	0.00	(73,555.52)	0.00
BOND & LOAN DEBT									
500-703.0BOND ISSUANCE COSTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL BOND & LOAN DEBT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY									
500-910.0CAPITAL OUTLAY	0.00	0.00	0.00	750,000.00	449,458.27	1,389,773.33	0.00	(639,773.33)	185.30
TOTAL CAPITAL OUTLAY	0.00	0.00	0.00	750,000.00	449,458.27	1,389,773.33	0.00	(639,773.33)	185.30
TOTAL NON-DEPARTMENTAL	0.00	0.00	0.00	750,000.00	457,730.77	1,463,328.85	0.00	(713,328.85)	195.11
TOTAL EXPENDITURES	0.00	0.00	0.00	750,000.00	457,730.77	1,463,328.85	0.00	(713,328.85)	195.11
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00	15,000.00	(457,424.58)	5,310,182.33	0.00	(5,295,182.33)	5,401.22

*** END OF REPORT ***

930-HOTEL
FINANCIAL SUMMARY

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>									
TAXES AND OTHER GOVERNMT	0.00	0.00	0.00	142,500.00	7,086.96	160,955.76	0.00	(18,455.76)	112.95
MISCELLANEOUS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL REVENUES	0.00	0.00	0.00	142,500.00	7,086.96	160,955.76	0.00	(18,455.76)	112.95
<u>EXPENDITURE SUMMARY</u>									
NON-DEPARTMENTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>335,293.00</u>	<u>0.00</u>	<u>86,209.05</u>	<u>0.00</u>	<u>249,083.95</u>	<u>25.71</u>
TOTAL EXPENDITURES	0.00	0.00	0.00	335,293.00	0.00	86,209.05	0.00	249,083.95	25.71
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00	(192,793.00)	7,086.96	74,746.71	0.00	(267,539.71)	38.77

TOTAL REVENUES

PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
0.00	0.00	0.00	141,000.00	6,780.77	157,028.58	0.00	(16,028.58)	111.37
0.00	0.00	0.00	1,500.00	306.19	3,927.18	0.00	(2,427.18)	261.81
0.00	0.00	0.00	142,500.00	7,086.96	160,955.76	0.00	(18,455.76)	112.95
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	142,500.00	7,086.96	160,955.76	0.00	(18,455.76)	112.95

MISCELLANEOUS									
500-812.0	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-816.0	TOURISM EXPENSE	0.00	0.00	0.00	335,293.00	0.00	86,209.05	0.00	249,083.95
	TOTAL MISCELLANEOUS	0.00	0.00	0.00	335,293.00	0.00	86,209.05	0.00	249,083.95
TOTAL NON-DEPARTMENTAL		0.00	0.00	0.00	335,293.00	0.00	86,209.05	0.00	249,083.95
TOTAL EXPENDITURES		0.00	0.00	0.00	335,293.00	0.00	86,209.05	0.00	249,083.95
REVENUES OVER/ (UNDER) EXPENDITURES		0.00	0.00	0.00	(192,793.00)	7,086.96	74,746.71	0.00	(267,539.71)
*** END OF REPORT ***									
REVENUES OVER/ (UNDER) EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
*** END OF REPORT ***									

945-BOND FUND GEN OBLIGATION
FINANCIAL SUMMARY

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>									
TAXES AND OTHER GOVERNMT	0.00	0.00	0.00	1,500.00	792.51	4,310.62	0.00	(2,810.62)	287.37
CITY UTILITIES	0.00	0.00	0.00	354,934.00	2,603.62	328,752.88	0.00	26,181.12	92.62
LIBRARY	0.00	0.00	0.00	0.00	0.00	7,522.43	0.00	(7,522.43)	0.00
MISCELLANEOUS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,111,785.00</u>	<u>192,268.11</u>	<u>1,211,404.36</u>	<u>0.00</u>	<u>(99,619.36)</u>	<u>108.96</u>
TOTAL REVENUES	0.00	0.00	0.00	1,468,219.00	195,664.24	1,551,990.29	0.00	(83,771.29)	105.71
<u>EXPENDITURE SUMMARY</u>									
NON-DEPARTMENTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,737,522.00</u>	<u>0.00</u>	<u>1,967,931.52</u>	<u>0.00</u>	<u>(230,409.52)</u>	<u>113.26</u>
TOTAL EXPENDITURES	0.00	0.00	0.00	1,737,522.00	0.00	1,967,931.52	0.00	(230,409.52)	113.26
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00	(269,303.00)	195,664.24	(415,941.23)	0.00	146,638.23	154.45

TOTAL REVENUES	0.00	0.00	0.00	1,468,219.00	195,664.24	1,551,990.29		0.00	(83,771.29)	105.71
	<u>=====</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>		<u>=====</u>	<u>=====</u>	<u>=====</u>

945-BOND FUND GEN OBLIGATION

NON-DEPARTMENTAL DEPARTMENTAL EXPENDITURES	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
TRANSFERS OUT									
500-550.0TRANSFER TO EDC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
BOND & LOAN DEBT									
500-700.0INTEREST EXPENSE	0.00	0.00	0.00	480,522.00	0.00	612,040.99	0.00	(131,518.99)	127.37
500-701.0PAYING AGENT FEE	0.00	0.00	0.00	2,000.00	0.00	600.00	0.00	1,400.00	30.00
500-703.0BOND ISSUANCE COST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-704.0PAYMENT TO ESROW AGENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-710.0PRINCIPAL PAYMENT	0.00	0.00	0.00	1,255,000.00	0.00	1,355,290.53	0.00	(100,290.53)	107.99
TOTAL BOND & LOAN DEBT	0.00	0.00	0.00	1,737,522.00	0.00	1,967,931.52	0.00	(230,409.52)	113.26
CAPITAL OUTLAY									
500-910.0CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	0.00	0.00	0.00	1,737,522.00	0.00	1,967,931.52	0.00	(230,409.52)	113.26
TOTAL EXPENDITURES	0.00	0.00	0.00	1,737,522.00	0.00	1,967,931.52	0.00	(230,409.52)	113.26
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00	(269,303.00)	195,664.24	(415,941.23)	0.00	146,638.23	154.45

*** END OF REPORT ***

970-FOUNDATION FOR COMM PROJ
FINANCIAL SUMMARY

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>									
TAXES AND OTHER GOVERNMT	0.00	0.00	0.00	7,000.00	10.86	1,755.05	0.00	5,244.95	25.07
LIBRARY	0.00	0.00	0.00	0.00	0.00	20,175.00	0.00	(20,175.00)	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	0.00	0.00	0.00	7,000.00	10.86	21,930.05	0.00	(14,930.05)	313.29
<u>EXPENDITURE SUMMARY</u>									
POLICE	0.00	0.00	0.00	2,000.00	0.00	20,175.00	0.00	(18,175.00)	1,008.75
LIBRARY	0.00	0.00	0.00	0.00	0.00	537.00	0.00	(537.00)	0.00
CITY COUNCIL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
FINANCIAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	0.00	0.00	0.00	2,000.00	0.00	20,712.00	0.00	(18,712.00)	1,035.60
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00	5,000.00	10.86	1,218.05	0.00	3,781.95	24.36

970-FOUNDATION FOR COMM PROJ
REVENUES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>TAXES AND OTHER GOVERNMT</u>									
4-120.00 INTEREST	0.00	0.00	0.00	5,000.00	10.86	132.19	0.00	4,867.81	2.64
4-180.00 WALMART GRANT FUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-190.00 GRACE PARK	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-190.01 DOWNTOWN REVTL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-191.00 LIBRARY	0.00	0.00	0.00	0.00	0.00	1,500.00	0.00	(1,500.00)	0.00
4-192.00 DONATIONS	0.00	0.00	0.00	2,000.00	0.00	122.86	0.00	1,877.14	6.14
TOTAL TAXES AND OTHER GOVERNMT	0.00	0.00	0.00	7,000.00	10.86	1,755.05	0.00	5,244.95	25.07
<u>LIBRARY</u>									
4-567.00 PD BLUE SANTA	0.00	0.00	0.00	0.00	0.00	20,175.00	0.00	(20,175.00)	0.00
4-581.00 LIBRARY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4-594.00 UTILITY BILLING RELIEF	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL LIBRARY	0.00	0.00	0.00	0.00	0.00	20,175.00	0.00	(20,175.00)	0.00
<u>MISCELLANEOUS</u>									
4-915.00 SALE OF ASSETS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	0.00	0.00	0.00	7,000.00	10.86	21,930.05	0.00	(14,930.05)	313.29

TOTAL POLICE	0.00	0.00	0.00	2,000.00	0.00	20,175.00	0.00	(18,175.00)	1,008.75
	<u>=====</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>		<u>=====</u>	<u>=====</u>

TOTAL LIBRARY

[illegible]

[illegible]

970-FOUNDATION FOR COMM PROJ
FINANCIAL SERVICES
DEPARTMENTAL EXPENDITURES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
MATERIALS & SUPPLIES									
594-202.0RED CROSS DONATION PAYOUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MATERIALS & SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FINANCIAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	0.00	0.00	0.00	2,000.00	0.00	20,712.00	0.00	(18,712.00)	1,035.60
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00	5,000.00	10.86	1,218.05	0.00	3,781.95	24.36

*** END OF REPORT ***

TOTAL REVENUES

[illegible]

999-POOLED CASH
REVENUES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
MISCELLANEOUS									
4-915.00 SALE OF ASSETS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

*** END OF REPORT ***



REQUEST FOR CITY COUNCIL AGENDA ITEM #12

Agenda Date Requested: November 13, 2023

Requested By: Susie Homeyer, City Secretary

Department: Administration

☒ Report ☐ Resolution ☐ Ordinance

Exhibits: Minutes for October 2023; Municipal Court Report for October 2023; Ordinance No. 1035-23, Ordinance No. 1036-23 and Resolution No. 753-23

Appropriation

Source of Funds: N/A

Account Number: N/A

Amount Budgeted: N/A

Amount Requested: N/A

Budgeted Item: ☐ Yes ☒ No

AGENDA ITEM #12

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

Consent agenda are:

A. Approve the minutes for the month of October 2023.

B. Approve the Municipal Court Report for the month of October 2023.

C. Approve the first reading of Ordinance No. 1035-23, approving tax year 2023 tax roll for the Grimes County portion.

D. Approve the first reading of Ordinance No. 1036-23, approving tax year 2023 tax roll for the Brazos County portion.

E. Approve Resolution No. 753-23, casting votes for the Board of Directors election for 2024-2025 for Grimes Central Appraisal District.

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 City Council meeting minutes for October 2023 on the consent agenda for approval.

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

C. Staff have placed the first reading of Ordinance 1035-23 approving tax year 2023 tax roll for the Grimes County portion on the consent agenda for approval.

D. Staff have placed the first reading of Ordinance No. 1036-23 approving tax year 2023 tax roll for the Brazos County portion on the consent agenda for approval.

E. Staff have placed Resolution No. 753-23, casting votes from Grimes Central Appraisal District on the consent agenda for approval. **Please note that Kathleen Terrell's name is still on the ballot because someone else nominated her, but it was verified with the GCAD that she does not want to serve again but her name must remain on the ballot.**

ACTION REQUIRED BY CITY COUNCIL

Approve the consent agenda: Minutes for the month of October 2023; the Municipal Court Report for October 2023; 1st reading of Ordinance No. 1035-23, 2023 tax roll for Grimes Central Appraisal District; 1st reading of Ordinance No. 1036-23, 2023 tax roll for Brazos County Appraisal District and Resolution No. 753-23, casting votes for Grimes Central Appraisal District.

Approved for the City Council meeting agenda.



Jason B. Weeks, City Manager

11/6/23

Date

**MINUTES
REGULAR MEETING
OCTOBER 9, 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; Jason Katkoski, Fire Chief/EMC; Michael Mize, Police Chief; Peggy Johnson, HR Director; Jennifer Reyna, Public Works Director; Cary Bovey, Legal Counsel; Lupe Diosdado, Development Services Director; Evette Butler, Grants Coordinator; Ethan Tyler, Police Officer; Officer Moon, Officer Krezel; Sarah Moon, Dispatch Supervisor; Kristin Gauthier, Assistant City Manager; Jose Coronilla, Public Works Superintendent; Eli Juarez, Natural Gas Technician; Robert Wilson, Sergeant CID; and others.

VISITORS: Connie Clements, Deborah Richardson, Mary Mable, John Sanders, Dia Copeland, Brenda Williams, Evelyn Ward and Matt Cecil.

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

1. Mayor Bert Miller called the meeting to order at 6:00 p.m.
2. Invocation was given by Pastor Matt Cecil from First United Methodist Church. 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: Mary Mable addressed the City Council about a water leak policy and if there was an app to alert customers if they had a water leak. She also mentioned that a phone call, email or text from City staff would be appreciated if they knew a customer had a water leak.

4. Staff report:

- a) Mayor Bert Miller proclaimed October 18, 2023 as "Support Your Local Chamber Day" and encourages Navasota, Texas residents to learn more about the Chamber, its impact and support of local businesses.
- b) Mayor Bert Miller proclaimed October 17, 2023 as "National Night Out" and called upon all citizens in Navasota to join the Navasota Police Department and public officials in support of "National Night Out" by hosting a block party on October 17, 2023.
- c) Peggy Johnson, H. R. Director, introduced the following new employees: Kristin Gauthier, Assistant City Manager and Eli Juarez, Natural Gas Technician.
- d) Peggy Johnson, H. R. Director, recognized Sarah Moon, Communication Supervisor, for five years of dedicated service to the City of Navasota.
- e) Jennifer Reyna, Public Works Director, gave an update on the CIP projects.
- f) There was not an update on Boards and Commissions.
- g) Councilmember and staff informed the audience about upcoming events.

5. Councilmember Pattie Pederson moved to authorize Assistant City Manager, Kristin Gauthier, to perform the duties of the City Manager in his absence or disability, seconded by Mayor Pro-Tem Bernie Gessner and with each Councilmember voting AYE, the motion carried.

6. Councilmember Josh Fultz moved to approve the first reading of Ordinance No. 1033-23, approving the project plan and finance plan for the City of Navasota Tax Increment, seconded by Councilmember Pattie Pederson and with each Councilmember voting AYE, the motion carried.

7. Councilmember Pattie Pederson moved to nominate Jennifer Fultz Jarvis to the Grimes Central Appraisal District Board of Directors, seconded by Mayor Pro-Tem Bernie Gessner and with each Councilmember voting AYE, the motion carried.

8. Mayor Pro-Tem Bernie Gessner moved to approve Change Order No. 2 to the Airport Utilities Extension project in the amount of \$1,355.00, seconded by Councilmember Josh Fultz and with each Councilmember voting AYE, the motion carried.

9. Councilmember Josh Fultz moved to appoint Mac Vaughn to the Charter Review Committee to replace Jared Patout that was previously appointed but could not serve on the committee for personal reasons, seconded by Councilmember Pattie Pederson and with each Councilmember voting AYE, the motion carried.

The City Council then engaged in a brief discussion with the Charter Committee members that were present as it relates to their tasks of making recommendations for a Charter election in May 2024.

10. Mayor Bert Miller adjourned the meeting at 7:52 p.m.

BERT MILLER, MAYOR

ATTEST:

SUSIE M. HOMEYER, CITY SECRETARY

**MINUTES
REGULAR MEETING
OCTOBER 23, 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; Jason Katkoski, Fire Chief/EMC; Michael Mize, Police Chief; Peggy Johnson, HR Director; Jennifer Reyna, Public Works Director; Cary Bovey, Legal Counsel; Kristin Gauthier, Assistant City Manager; Michelle Savensky, Executive Administrative Assistant; Pat Gruner, Navasota Municipal Judge; Lloyd Lively, Marketing and Communications Director; Jon MacKay, Graduate Civil Engineer; Hung Mai, IT Specialist; Maribel Frank, Chief Financial Officer; Rochelle Jessie, Municipal Court Clerk; and Andrew Drake, Police Officer.

VISITORS: Connie Clements, Deborah Richardson, T. J. Green and John Sanders.

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

1. Mayor Bert Miller called the meeting to order at 6:00 p.m.
2. Invocation was given by Pastor T. J. Green, First Baptist Church. The City Council, staff members and visitors then recited the Pledge of Allegiance to the American Flag and the Texas Flag.
3. Remarks of visitors: None.
4. Staff report:
 - a) Mayor Bert Miller proclaimed November 6-10, 2023 as "Municipal Court Week" in recognition of the fair and impartial justice offered to our citizens by the Municipal Court of Navasota.

b) Peggy Johnson, H. R. Director, introduced the following new employees: Lloyd Lively, Marketing and Communications Director; and Andrew Drake, Police Officer.

c) Jon MacKay, Graduate Engineer, gave an update on the CIP projects.

d) There was not an update on Boards and Commissions.

e) Councilmember and staff informed the audience about upcoming events.

5. Councilmember Pattie Pederson moved to approve Resolution No. 750-23, authorizing the City Manager to approve contract change orders that are up to \$25,000.00 as long as the project is within budget, seconded by Mayor Pro-Tem Bernie Gessner and with each Councilmember voting AYE, the motion carried.

6. Councilmember Josh Fultz moved to approve a contract between the City of Navasota and Teal Services, LLC in the amount of \$123,070.00 for the purchase and installation of materials and associated items related to emergency repairs to one of the Digester Blowers at the City's Wastewater Treatment Plant, as authorized by Section 252.022(a) (3), Texas Local Government Code, as a procurement necessary because of unforeseen damage to public machinery, equipment or other property, seconded by Councilmember Pattie Pederson and with each Councilmember voting AYE, the motion carried.

7. Mayor Pro-Tem Bernie Gessner moved to approve the consent agenda which includes the minutes for the month of September 2023, Municipal Court Report for September 2023 and the second reading of Ordinance No. 1033-23, approving the Project Plan and Financing for City of Navasota Tax Increment Reinvestment Zone Number 1, seconded by Councilmember Josh Fultz and with each Councilmember voting AYE, the motion carried.

8. Mayor Bert Miller adjourned the meeting at 6:45 p.m.

BERT MILLER, MAYOR

ATTEST:

SUSIE M. HOMEYER, CITY SECRETARY

Official Municipal Court Monthly Report

Month October 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	October	YEAR	2023	NON-PARKING	PARKING	CITY ORD	PENAL CODE	STATE LAW	CITY ORD
1. Total Cases Pending First of Month:				821	1	26	328	67	105
a. Active Cases				265	1	6	22	35	19
b. Inactive Cases				556	0	20	306	32	86
2. New Cases Filed				104	0	3	11	13	3
3. Cases Reactivated				22	0	1	7	1	42
4. All Other Cases Added				0	0	0	0	0	0
5. Total Cases on Docket				391	1	10	40	49	64
6. Dispositions Prior to Court Appearance or Trial:				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
a. Uncontested Dispositions				57	0	3	4	1	0
b. Dismissed by Prosecution				13	0	0	2	1	44
7. Dispositions at Trial:				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
a. Convictions:				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
1) Guilty Plea or Nolo Contendere				25	0	0	5	1	0
2) By the Court				0	0	0	0	0	0
3) By the Jury				0	0	0	0	0	0
b. Acquittals:				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
1) By the Court				0	0	0	0	0	0
2) By the Jury				0	0	0	0	0	0
c. Dismissed by Prosecution				0	0	0	1	0	1

CRIMINAL SECTION

COURT NAVASOTA MUNICIPAL COURT				TRAFFIC			NON-TRAFFIC		
MONTH	October	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				6	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
b. After Deferred Disposition				5	0	1	2	2	0
c. After Teen Court				0	0	0	0	0	0
d. After Tobacco Awareness Course				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	0	XXXXXXXXXX
e. After Treatment for Chemical Dependency				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	0	0	XXXXXXXXXX
f. After Proof of Financial Responsibility				0	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
g. All Other Transportation Code Dismissals				8	0	0	0	0	0
9. All Other Dispositions				0	0	0	0	0	0
10. Total Cases Disposed				114	0	4	14	5	45
11. Cases Placed on Inactive Status				19	0	0	9	0	0
12. Total Cases Pending End of Month:				811	1	25	325	75	63
a. Active Cases				258	1	6	17	44	19
b. Inactive Cases				553	0	19	308	31	44
13. Show Cause Hearings Held				23	0	0	0	1	0
14. Cases Appealed:				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
a. After Trial				0	0	0	0	0	0
b. Without Trial				0	0	0	0	0	0

CIVIL SECTION

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

NUMBER GIVEN	NUMBER REQUESTS FOR COUNSEL
1	1
2	2
3	3
4	4
5	5
6	6
7	7
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99	99
100	100

1. Magistrate Warnings:	XXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX	
a. Class C Misdemeanors	5 XXXXXXXXXXXXXXXXXXXX	
b. Class A and B Misdemeanors	0 0	
c. Felonies	0 0	
XX		TOTAL
2. Arrest Warrants Issued:	XXXXXXXXXXXXXXXXXXXX	
a. Class C Misdemeanors	27	
b. Class A and B Misdemeanors	6	
c. Felonies	7	
3. Capiases Pro Fine Issued	13	
4. Search Warrants Issued	0	
5. Warrants for Fire, Health and Code Inspections Filed	0	
6. Examining Trials Conducted	0	
7. Emergency Mental Health Hearings Held	0	
8. Magistrate's Order for Emergency Protection Issued	0	
9. Magistrate's Orders for Ignition Interlock Device Issued	0	
10. All Other Magistrates's Orders Issued Requiring Conditions for Release on Bond	0	
11. Drivers's License Denial, Revocation or Suspension Hearings Held	0	
12. Disposition of Stolen Property Hearings Held	0	
13. Peace Bond Hearings Held	0	

ADDITIONAL ACTIVITY

XXX		TOTAL
14. Cases in Which Fine and Court Costs Satisfied by Community Service:		XXXXXXXXXXXXXXXXXXXX
a. Partial Satisfaction		2
b. Full Satisfaction		2
15. Cases in Which Fine and Court Costs Satisfied by Jail Credit		24
16. Cases in Which Fine and Court Costs Waived for Indigency		3
17. Amount of Fines and Court Costs Waived for Indigency		\$772.00
18. Fines, Court Costs and Other Amounts Collected:		XXXXXXXXXXXXXXXXXXXX
a. Kept by City		\$21,556.20
b. Remitted to State		\$11,230.40
c. Total		\$32,786.60

Run By: rjessie
Report Type: Summary
Date Range: 10/01/2023 - 10/31/2023
Finalize Report: Yes
Correction: No

*** END OF REPORT ***

ORDINANCE NO. 1035-23
TAX ROLL ORDINANCE FOR TAX YEAR 2023
CITY OF NAVASOTA
Grimes County Portion

WHEREAS, Section 26.09 of the Texas Property Code requires approval by the City Council of the City of Navasota of the appraisal roll with tax amounts entered by the tax assessor, for the tax year 2023 and

WHEREAS, the Chief appraiser, acting as tax-assessor-collector, has calculated, and entered the tax imposed on each property included on the appraisal roll for the Grimes County Portion of the City of Navasota and submitted it by reference to the City Council of the City of Navasota, and

WHEREAS, said City Council voted in open session to approve said roll; therefore,

IT IS HEREBY ORDAINED BY THE City Council of the City of Navasota that on this 13th day of November 2023 the appraisal-roll for the Grimes County portion of the City of Navasota with tax amounts entered totaling \$3,333,589.52 for tax year 2023 is approved and is the tax roll for the Grimes County Portion of the City of Navasota for tax year 2023.

PASSED AND APPROVED ON FIRST READING THIS THE 13TH DAY OF NOVEMBER, 2023.

BERT MILLER, MAYOR

ATTEST:

SUSIE M. HOMEYER, CITY SECRETARY

**PASSED AND APPROVED ON SECOND READING THIS THE 27TH DAY OF
NOVEMBER, 2023.**

BERT MILLER, MAYOR

ATTEST:

SUSIE M. HOMEYER, CITY SECRETARY

**Grimes Central Appraisal District
P. O. Box 489
Anderson, Texas 77830
(936)873-2163**

TO : Chief Administrators, Grimes County Taxing Units
FROM : Mark Boehnke, Chief Appraiser
DATE : October 31, 2023
RE : Approval of the 2023 Tax Roll

The governing bodies of the taxing units are required by Sec. 26.09 (e) of the Texas Property Tax Code to approve the appraisal roll with tax amounts entered to constitute the tax roll for the taxing unit. This is a formality that the taxing unit governing bodies have complied with for a number of years.

Enclosed you will find a document for your governing body to use to approve the 2023 tax roll.

Please place the approval of the tax roll as an item on the agenda of the next available meeting of your governing body. Please forward to me a copy of the document after your governing body has approved it.

If you have any questions, please call me at (936) 873-2163 Ext 224.

Thank you.

**Ordinance Approving the Tax Roll
For Tax Year 2023
City of Navasota
(Grimes County Portion)**

WHEREAS, Sec. 26.09 (e) of the Texas Property Tax Code requires approval of the tax roll by the City Council of the City of Navasota, and

WHEREAS, the Chief Appraiser of the Grimes Central Appraisal District, acting as tax assessor-collector, has calculated and entered the tax imposed on each property in the Grimes County portion of the City of Navasota and submitted the tax roll by reference to the City Council of the City of Navasota; therefore,

IT IS HEREBY ORDAINED BY THE City Council of the City of Navasota that on this the _____ day of _____, 2023 the tax roll for the Grimes County portion of the City of Navasota with tax amounts entered totaling \$3,601,622.56 for tax year 2023 is approved.

Mayor

Date

ATTEST:

Secretary

Date

Final Roll Report

Date: 10/31/2023

Tax Year: 2023

Roll Group: Roll Group 1

Taxing Unit Totals - Main Tax Cycle									
Taxing Unit	Number of Properties	Total Assessed Value	Exemptions Number of Properties	Total Amount	Total Taxable Value	Tax Rate	Total Taxes Owed	Credit Adjustments Number of Properties	Total Credit Total Freeze
CNA	5,369	710,705,461	1,993	21,052,288	689,653,173	0.52210000	3,601,622.56	0	942.80
									0.0000

Levy Fund Totals			
Taxing Unit	Levy Fund	Tax Rate	Total Taxes Owed
CNA	Interest & Sinking	0.05320000	366,991.44
	Maintenance & Operations	0.46890000	3,234,631.12
	Penalty for Late Rendition		3,062.80
	Penalty Late Rendition Admin Fee		161.26
		Total:	3,604,846.62

Special Assessment Totals		
Special Assessment	Number of Properties	Total Amount Owed
Penalty for Late Rendition	134	3,062.80
Penalty Late Rendition Admin Fee	134	161.26
Total	268	3,224.06

Tax Cycle & Special Assessment Grand Totals	
Tax Cycle	Total Amount Owed
Special Assessments	3,224.06
Cycle1	3,601,622.56
Total	3,604,846.62

Property Counts	
Tax Cycle	Property Count
Cycle1	5,369
Total	5,369

ORDINANCE NO. 1036-23

**TAX ROLL ORDINANCE FOR TAX YEAR 2023
CITY OF NAVASOTA
Brazos County Portion**

WHEREAS, Section 26.09 of the Texas Property Code requires approval by the City Council of the City of Navasota of the appraisal roll with tax amounts entered by the tax assessor, for the tax year 2023 and

WHEREAS, the Chief appraiser, acting as tax-assessor-collector, has calculated and entered the tax imposed on each property included on the appraisal roll for the Brazos County Portion of the City of Navasota and submitted it by reference to the City Council of the City of Navasota, and

WHEREAS, said City Council voted in open session to approve said roll; therefore,

IT IS HEREBY ORDAINED BY THE City Council of the City of Navasota that on this 13th day of November, 2023, the appraisal roll for the Brazos County portion of the City of Navasota with tax amounts entered totaling \$1,322.41 for tax year 2023 is approved and is the tax roll for the Brazos County Portion of the City of Navasota for tax year 2023.

PASSED AND APPROVED ON FIRST READING THIS THE 13TH DAY OF NOVEMBER, 2023.

BERT MILLER, MAYOR

ATTEST:

SUSIE M. HOMEYER, CITY SECRETARY

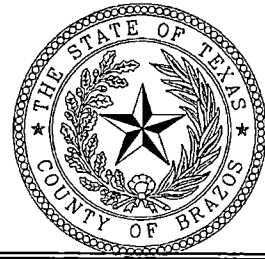
**PASSED AND APPROVED ON SECOND READING THIS THE 27th DAY OF
NOVEMBER, 2023.**

BERT MILLER, MAYOR

ATTEST:

SUSIE M. HOMEYER, CITY SECRETARY

Kristeen Roe, CTA, PCAC
Brazos County Tax Assessor/Collector
4151 County Park Ct.
Bryan, TX 77802
979-775-9930
979-775-9938 - Fax



October 27, 2023

Honorable William A. "Bert" Miller III, Mayor
City of Navasota
200 E. McAlpine Street
Navasota, TX 77868-0910

RE: Certification of 2023 Levy

Dear Mayor Miller:

Please place approval of the 2023 tax levy on the next city council agenda. Enclosed with this correspondence is the calculated 2023 levy for the City of Navasota.

Approval of the Levy as provided in Sec. 26.09 (e) is the final step in the creation of the tax rolls for the county. Please contact me if you have any questions concerning the information.

Respectfully,

A handwritten signature in cursive script, reading "Kristeen Roe", is written over a horizontal line.

Kristeen Roe, CTA, PCAC
Tax Assessor/Collector
Brazos County, Texas



Dana Horton
Chief Appraiser
Phone (979) 774-4100
Fax (979) 774-4196

PROPERTY TAX CODE, SECTION 26.01 CERTIFICATION OF APPRAISAL ROLL

I, Dana Horton, Chief Appraiser for Brazos Central Appraisal District, do solemnly swear that the total certified taxable value reflected below is that portion of the Certified Appraisal Roll of the Brazos Central Appraisal District which lists property taxable by the City of Navasota and constitutes the Appraisal Roll for 2023.

\$253,288

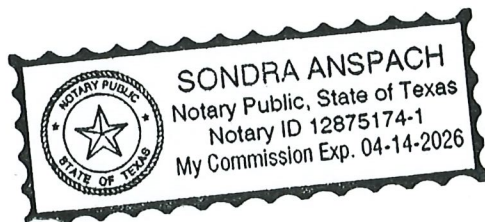
Total Certified Taxable Value (Before Freeze)

August 11, 2023
Date

Dana Horton
Chief Appraiser

Approval of the appraisal records by Brazos Central Appraisal Review Board occurred on the 11th day of August, 2023.

On this 11th day of August, 2023, personally appeared Dana Horton, who having been sworn by me, subscribed to the foregoing certification and upon oath states that the facts contained in this certification are true.



Sandra Anspach
NOTARY PUBLIC

City of Navasota

In order to help you complete your 2023 Property Value report, we are furnishing you the following information:

Total 2023 Taxable Value of Property Still Under ARB review:

\$0

Attachment: Certified Totals Report

2023 CERTIFIED TOTALS

Property Count: 12

C4 - CITY OF NAVASOTA
ARB Approved Totals

8/11/2023

8:22:16PM

Land			Value			
Homesite:			0			
Non Homesite:			56,793			
Ag Market:			515,723			
Timber Market:			0	Total Land	(+)	572,516
Improvement			Value			
Homesite:			12,830			
Non Homesite:			73	Total Improvements	(+)	12,903
Non Real		Count	Value			
Personal Property:	7		169,796			
Mineral Property:	0		0			
Autos:	0		0	Total Non Real	(+)	169,796
				Market Value	=	755,215
Ag	Non Exempt		Exempt			
Total Productivity Market:	515,723		0			
Ag Use:	14,681		0	Productivity Loss	(-)	501,042
Timber Use:	0		0	Appraised Value	=	254,173
Productivity Loss:	501,042		0			
				Homestead Cap	(-)	0
				Assessed Value	=	254,173
				Total Exemptions Amount (Breakdown on Next Page)	(-)	885
				Net Taxable	=	253,288

APPROXIMATE TOTAL LEVY = NET TAXABLE * (TAX RATE / 100)
 1,408.28 = 253,288 * (0.556000 / 100)

Certified Estimate of Market Value: 755,215
 Certified Estimate of Taxable Value: 253,288

Tax Increment Finance Value: 0
 Tax Increment Finance Levy: 0.00

BRAZOS County

2023 CERTIFIED TOTALS

As of Certification

Property Count: 12

C4 - CITY OF NAVASOTA
ARB Approved Totals

8/11/2023

8:22:43PM

Exemption Breakdown

Exemption	Count	Local	State	Total
EX366	2	0	885	885
	Totals	0	885	885

2023 CERTIFIED TOTALS

Property Count: 12

C4 - CITY OF NAVASOTA
Grand Totals

8/11/2023

8:22:16PM

Land		Value			
Homesite:		0			
Non Homesite:		56,793			
Ag Market:		515,723			
Timber Market:		0	Total Land	(+)	572,516
Improvement		Value			
Homesite:		12,830			
Non Homesite:		73	Total Improvements	(+)	12,903
Non Real		Count	Value		
Personal Property:	7		169,796		
Mineral Property:	0		0		
Autos:	0		0	Total Non Real	(+)
			Market Value	=	169,796
					755,215
Ag	Non Exempt	Exempt			
Total Productivity Market:	515,723	0			
Ag Use:	14,681	0	Productivity Loss	(-)	501,042
Timber Use:	0	0	Appraised Value	=	254,173
Productivity Loss:	501,042	0			
			Homestead Cap	(-)	0
			Assessed Value	=	254,173
			Total Exemptions Amount (Breakdown on Next Page)	(-)	885
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BRAZOS County

2023 CERTIFIED TOTALS

As of Certification

Property Count: 12

C4 - CITY OF NAVASOTA
Grand Totals

8/11/2023

8:22:43PM

Exemption Breakdown

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EX366	2	0	885	885
Totals		0	885	885

2023 CERTIFIED TOTALS

Property Count: 12

C4 - CITY OF NAVASOTA
ARB Approved Totals

8/11/2023 8:22:43PM

State Category Breakdown

State Code	Description	Count	Acres	New Value	Market Value	Taxable Value
A	SINGLE FAMILY RESIDENCE	1		\$0	\$12,830	\$8,233
D1	QUALIFIED OPEN-SPACE LAND	4	75.4495	\$0	\$515,723	\$19,278
D2	IMPROVEMENTS ON QUALIFIED OP	1		\$0	\$40	\$40
E	RURAL LAND, NON QUALIFIED OPE	2	3.0676	\$0	\$56,826	\$56,826
J6	PIPELAND COMPANY	2		\$0	\$43,368	\$43,368
L1	COMMERCIAL PERSONAL PROPE	1		\$0	\$0	\$0
L2	INDUSTRIAL AND MANUFACTURIN	2		\$0	\$125,543	\$125,543
X	TOTALLY EXEMPT PROPERTY	2		\$0	\$885	\$0
Totals			78.5171	\$0	\$755,215	\$253,288

2023 CERTIFIED TOTALS

Property Count: 12

C4 - CITY OF NAVASOTA
Grand Totals

8/11/2023 8:22:43PM

State Category Breakdown

State Code	Description	Count	Acres	New Value	Market Value	Taxable Value
A	SINGLE FAMILY RESIDENCE	1		\$0	\$12,830	\$8,233
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X	TOTALLY EXEMPT PROPERTY	2		\$0	\$885	\$0
Totals			78.5171	\$0	\$755,215	\$253,288

2023 CERTIFIED TOTALS

Property Count: 12

C4 - CITY OF NAVASOTA
ARB Approved Totals

8/11/2023 8:22:43PM

CAD State Category Breakdown

State Code	Description	Count	Acres	New Value	Market Value	Taxable Value
A1	RESIDENTIAL-SINGLE FAMILY	1		\$0	\$12,830	\$8,233
D1	OS-LAND QUALIFIED FOR OPEN SPA	4	75.4495	\$0	\$515,723	\$19,278
D2	OS-FARM&RANCH IMPROVEMENTS C	1		\$0	\$40	\$40
E4	RURAL-LAND & NON DEFINED IMPS (1	3.0576	\$0	\$56,744	\$56,744
EA2	RURAL-MANUFACTURED HOME	1	0.0100	\$0	\$82	\$82
J6	PIPELINES-UTILITIES	2		\$0	\$43,368	\$43,368
L1	PERSONAL PROPERTY COMMERCIA	1		\$0	\$0	\$0
L2	PERSONAL PROPERTY INDUSTRIAL	2		\$0	\$125,543	\$125,543
X		2		\$0	\$885	\$0
Totals			78.5171	\$0	\$755,215	\$253,288

2023 CERTIFIED TOTALS

Property Count: 12

C4 - CITY OF NAVASOTA
Grand Totals

8/11/2023 8:22:43PM

CAD State Category Breakdown

State Code	Description	Count	Acres	New Value	Market Value	Taxable Value
A1	RESIDENTIAL-SINGLE FAMILY	1		\$0	\$12,830	\$8,233
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D2	OS-FARM&RANCH IMPROVEMENTS C	1		\$0	\$40	\$40
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L2	PERSONAL PROPERTY INDUSTRIAL	2		\$0	\$125,543	\$125,543
X		2		\$0	\$885	\$0
Totals			78.5171	\$0	\$755,215	\$253,288

2023 CERTIFIED TOTALS

Property Count: 12

C4 - CITY OF NAVASOTA
Effective Rate Assumption

8/11/2023

8:22:43PM

New ValueTOTAL NEW VALUE MARKET:
TOTAL NEW VALUE TAXABLE:\$0
\$0**New Exemptions**

Exemption	Description	Count		
EX366	HB366 Exempt	1	2022 Market Value	\$0
ABSOLUTE EXEMPTIONS VALUE LOSS				\$0

Exemption	Description	Count	Exemption Amount
PARTIAL EXEMPTIONS VALUE LOSS			
NEW EXEMPTIONS VALUE LOSS			\$0

Increased Exemptions

Exemption	Description	Count	Increased Exemption Amount
INCREASED EXEMPTIONS VALUE LOSS			
TOTAL EXEMPTIONS VALUE LOSS			\$0

New Ag / Timber Exemptions**New Annexations****New Deannexations****Average Homestead Value**

Count of HS Residences	Average Market	Average HS Exemption	Average Taxable
------------------------	----------------	----------------------	-----------------

Lower Value Used

Count of Protested Properties	Total Market Value	Total Value Used
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2023 LEVY TOTALS

C4 - CITY OF NAVASOTA

Property Count: 12

Grand Totals

10/24/2023

8:11:28AM

Land		Value			
Homesite:		0			
Non Homesite:		56,793			
Ag Market:		515,723			
Timber Market:		0	Total Land	(+)	572,516
Improvement		Value			
Homesite:		12,830			
Non Homesite:		73	Total Improvements	(+)	12,903
Non Real		Count	Value		
Personal Property:	7		169,796		
Mineral Property:	0		0		
Autos:	0		0	Total Non Real	(+)
				Market Value	=
					169,796
					755,215
Ag	Non Exempt	Exempt			
Total Productivity Market:	515,723	0			
Ag Use:	14,681	0	Productivity Loss	(-)	501,042
Timber Use:	0	0	Appraised Value	=	254,173
Productivity Loss:	501,042	0			
			Homestead Cap	(-)	0
			Assessed Value	=	254,173
			Total Exemptions Amount (Breakdown on Next Page)	(-)	885
			Net Taxable	=	253,288

Levy Info					
M&O Rate:	0.4689000	M&O Tax:		1,187.66	
I&S Rate:	0.0532000	I&S Tax:		134.75	
Protected I&S Rate:	0.0000000	Protected I&S Tax:		0.00	
		Ag Penalty:		0.00	
		PP Late Penalty:		0.00	
		Late Correction		0.00	
		Penalty:			
			Total Levy		1,322.41
Tax Increment Finance Value:				0	
Tax Increment Finance Levy:				0.00	

BRAZOS County

2023 LEVY TOTALS

C4 - CITY OF NAVASOTA

Property Count: 12

Grand Totals

10/24/2023

8:11:34AM

Exemption Breakdown

Exemption	Count	Local	State	Total
EX366	2	0	885	885
Totals		0	885	885

RESOLUTION NO. 753-23

**BALLOT FOR GRIMES CENTRAL DISTRICT
BOARD OF DIRECTORS ELECTION 2024-2025**

WHEREAS, Sec. 6.03 of the Texas Property Tax Code requires that the governing body of each taxing unit entitled to vote for appraisal district directors shall determine its vote and submit it to the chief appraiser no later than December 14th, and

WHEREAS, the following ballot was delivered to the eligible taxing units by the chief appraiser; and

WHEREAS, the City Council of the City of Navasota, having voted in open session on this the 13th day of November 2023 for the directorships of the Grimes County Appraisal District for 2024-2025; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Navasota that the ballot be submitted to the chief appraiser accordingly:

BALLOT

CANDIDATES	VOTES
<i>Charles Frede</i>	
<i>Jennifer Fultz Jarvis</i>	242
<i>Alec Pointer</i>	
<i>Sam Ruffino</i>	
<i>Kathleen Terrell</i>	
<i>Diana Westmoreland</i>	

DATED THIS THE 13TH DAY OF NOVEMBER, 2023

BERT MILLER, MAYOR

ATTEST:

SUSIE M. HOMEYER, CITY SECRETARY



Grimes Central Appraisal District

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

Mark Boehnke
Chief Appraiser

To: City of Navasota Mayor

From: Mark Boehnke, Chief Appraiser

Date: October 30, 2023

Subject: Election for Appraisal District Board of Directors

Pursuant to Sec. 6.03 (j), Texas Property Tax Code, I am delivering to you a resolution/ballot for your taxing unit/s use in casting votes for candidates for the Board of Directors of the Grimes Central Appraisal District.

Your governing body must act on this resolution/ballot and submit it to the Chief Appraiser no later than December 14, 2023.

I have attached a table indicating the voting entitlement of your taxing unit. Your taxing unit may cast all its votes for one candidate or distribute them among any number of candidates. Votes will be tallied after the December 14th deadline with the top five (5) being elected for the 2024 – 2025 term.

If you have any questions, please contact me at the Appraisal Office or by phone at (936) 873-2163, extension 224.

**RESOLUTION AND BALLOT FOR
GRIMES CENTRAL APPRAISAL DISTRICT
BOARD OF DIRECTORS ELECTION**

WHEREAS, Sec. 6.03 of the Texas Property Tax Code requires that the governing body of each taxing unit entitled to vote for appraisal district directors shall determine its vote and submit it to the chief appraiser no later than December 14th; and

WHEREAS, the following ballot was delivered to the eligible taxing units by the chief appraiser; and

WHEREAS, the City Council of the City of Navasota, having voted in open session on this the _____ day of _____, 2023, for the directorships of the Grimes Central Appraisal District for 2024-2025;

IT IS HEREBY RESOLVED by the City Council of the City of Navasota that the votes of the City of Navasota be cast as follows and that the ballot be submitted to the chief appraiser accordingly:

BALLOT

Candidates	Votes
Charles Frede	
Jennifer Fultz Jarvis	
Alec Pointer	
Sam Ruffino	
Kathleen Terrell	
Dianna Westmoreland	

Signed:

Presiding Officer

ATTEST:

Secretary

**ELECTION SCHEDULE
GRIMES CENTRAL APPRAISAL DISTRICT BOARD OF DIRECTORS
2023 FALL ELECTION
FOR
JANUARY 1, 2024 — DECEMBER 31, 2025 TERM**

No later than September 29, 2023

Chief appraiser notifies
taxing units of voting
entitlements

No later than October 13, 2023

Governing bodies
nominate candidate(s) by
resolution and submit
name (s) to the chief
appraiser

No later than October 31, 2023

Chief Appraiser prepares
and delivers ballots to
governing bodies

No later than December 14, 2023

Governing bodies vote
by resolution and submit
it to chief appraiser

No later than December 29, 2023

Chief appraiser counts
votes and notifies taxing
units and candidates of
results

Jurisdiction	2022 Actual Levy	Total Votes
City of Anderson	\$32,768	2
City of Bedias	\$47,351	3
City of Iola	\$25,964	2
City of Navasota	\$3,322,549	242
Grimes County	\$20,650,240	1507
Anderson-Shiro CISD	\$9,877,314	721
Iola ISD	\$5,899,763	431
Madisonville CISD	\$2,031,608	148
Navasota ISD	\$25,503,105	1861
Richards ISD	\$1,117,477	82
Totals	\$68,508,139	5000

Mail ballot resolution

Presiding Officers---Participating Taxing Units

Mayor- City of Anderson

Mayor—City of Bédias

Mayor-City of Iola

Mayor-City of Navasota

County Judge

President—Board of Trustees Anderson-Shiro ISD

President— Board of Trustees Iola ISD

President—Board of Trustees Navasota ISD

President—Board of Trustees Madisonville CISD

President– Board of Trustees Richards ISD



REQUEST FOR CITY COUNCIL AGENDA ITEM #13

Agenda Date Requested: <u>November 13, 2023</u>	Appropriation
Requested By: <u>Susie M. Homeyer, Secretary</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

AGENDA ITEM #13

The City Council shall meet in Executive Session in accordance with the Texas Government Code, Section 551.072, deliberation regarding real property for the purpose of discussion and deliberation regarding the City of Navasota's potential acquisition of real property for City projects/purposes.

SUMMARY & RECOMMENDATION

City staff has determined there is a need for City Council to meet in Executive Session in accordance with the Texas Government Code, Section 551.072, to discuss the acquisition of real property for City projects/purposes.

The time is _____p.m.

ACTION REQUIRED BY CITY COUNCIL

Conduct an Executive Session in accordance with Texas Government Code, Section 551.072, deliberation regarding real property for the purpose of discussion and deliberation regarding the City of Navasota's potential acquisition of real property for City projects/purposes.

Approved for the City Council meeting agenda.



Jason B. Weeks, City Manager

11/6/23

Date



REQUEST FOR CITY COUNCIL AGENDA ITEM #14

Agenda Date Requested: November 13, 2023
Requested By: Susie M. Homeyer, Secretary
Department: Administration
☒ Report ☐ Resolution ☐ 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

AGENDA ITEM #14

Reconvene into open session.

SUMMARY & RECOMMENDATION

The time is _____ p.m.

ACTION REQUIRED BY CITY COUNCIL

Reconvene in open session.

Approved for the City Council meeting agenda.



Jason B. Weeks, City Manager

11/6/23

Date



REQUEST FOR CITY COUNCIL AGENDA ITEM #15

Agenda Date Requested: November 13, 2023
Requested By: Susie M. Homeyer, Secretary
Department: Administration
☒ Report ☐ Resolution ☐ 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

AGENDA ITEM #15

Consideration and possible action on the City of Navasota's potential acquisition of real property for City projects/purposes.

SUMMARY & RECOMMENDATION

Take action on item discussed in Executive Session (if applicable).

ACTION REQUIRED BY CITY COUNCIL

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

Approved for the City Council meeting agenda.

Jason Weeks
Jason B. Weeks, City Manager

11/6/23
Date