



THE CITY OF JACKSONVILLE

**JACKSONVILLE CITY COUNCIL MEETING
JACKSONVILLE CITY HALL COUNCIL CHAMBERS
315 S. RAGSDALE
MONDAY, SEPTEMBER 27, 2021
6:00 PM**

Randy Gorham, Mayor
Rob Gowin, Mayor Pro-tem - District 4
Hubert Robinson - District 1
Mindy Gellock – District 2
Tim McRae –District 3

- 1. CALL TO ORDER**
- 2. INVOCATION**
- 3. PLEDGE OF ALLEGIANCE US & TEXAS FLAGS**
- 4. CITIZEN PARTICIPATION**
- 5. DISCUSS AND CONSIDER WITH POSSIBLE ACTION AN ORDINANCE ADOPTING THE 2021-2022 BUDGET. TAKE A RECORDED VOTE OF EACH COUNCILMEMBER**
- 6. DISCUSS AND CONSIDER WITH POSSIBLE ACTION AN ORDINANCE SETTING A TAX RATE OF .68995 PER \$100 VALUE FOR THE 2021-2022 FISCAL YEAR. TAKE A RECORDED VOTE OF EACH COUNCILMEMBER**
- 7. DISCUSS AND CONSIDER WITH POSSIBLE ACTION A RESOLUTION REMOVING KIMBERLY LYNN AND ADDING ROXANNA BRILEY TO ALL FINANCIAL ACCOUNTS**
- 8. DISCUSS AND CONSIDER WITH POSSIBLE ACTION A RESOLUTION APPROVING STAFF MAKE APPLICATION TO ETCOG FOR A MUNICIPAL SOLID WASTE GRANT**
- 9. DISCUSS AND CONSIDER WITH POSSIBLE ACTION AN AMENDMENT TO CONTRACT WITH KSA ENGINEERS, INC. FOR THE WATERTREATMENT PLANT CLEARWELL REHABILITATION PROJECT**
- 10. DISCUSS AND CONSIDER WITH POSSIBLE ACTION APPROVING MODIFICATIONS TO THE CHARITY CARE POLICY FOR EMS**
- 11. DISCUSSION ON CITY'S PROPOSED CERTIFICATES OF OBLIGATION**
- 12. ADJOURN**

Posted this the 24th day of September 2021.

5:00 PM

CERTIFICATION

I certify that this notice was posted at City Hall for public viewing on the date and time designated above.

Greg Lowe, City Secretary

All items on the agenda are for possible discussion and action. The Jacksonville City Council or this board reserves the right to adjourn into executive session at any time during this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071(Consultation with Attorneys); 551.072 (Deliberations about Real Property); 551.073 (Deliberations about gifts and donations); 551.074 (Personnel Matters); 551.076(Deliberations about security devises); and 551.087(Deliberations regarding economic development negotiations).The City of Jacksonville is committed to compliance with the American with Disabilities Act (ADA). Reasonable accommodation and equal access to communications will be provided to those who provide notice to the City Secretary at (903)339-3306 at least 48 hours in advance.



THE CITY OF JACKSONVILLE

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Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	9/27/2021	ITEM NUMBER:	5.
DEPARTMENT:	Finance	PREPARED BY:	Greg Lowe, City Secretary
INITIATED BY:	Roxanna Briley, Finance Director	EXHIBITS:	2021 -2022 BUDGET ORDINANCE

EXECUTIVE SUMMARY:

This is the ordinance to adopt the 2021-2022 budget. Council must adopt a budget by September 27 or the proposed budget presented to council is considered as adopted. A public hearing on the budget was held September 14, 2021 as required by city charter.

RECOMMENDED ACTION:

Make a motion approving the ordinance adopting the budget

BID AND AWARD:

N/A

BUDGET DATA:

N/A

BUDGET JUSTIFICATION:

N/A

BACKGROUND:**POLICY/GOAL CONSIDERATION:****LEGAL:**

Charter requires adoption of the budget by the majority of the council.

ORDINANCE NO. 1607

AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF JACKSONVILLE, TEXAS FOR THE FISCAL BUDGET YEAR OF 2021-2022 AND AUTHORIZING THE EXPENDITURES PROVIDED FOR THEREIN

WHEREAS, Article 7 of the Home Rule Charter of the City of Jacksonville, Texas, and Section 102.001, et seq. of the Texas Local Government Code, require that a budget be proposed setting forth both revenues and expenses; and

WHEREAS, legal notice has been given and public hearings held as required by law.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JACKSONVILLE, TEXAS:

SECTION 1. That the budget for the City of Jacksonville, prepared by the City Manager as filed with the City Secretary, is hereby approved and adopted as the official budget of the City of Jacksonville, Texas, for the 2021-2022 fiscal year.

SECTION 2. That this ordinance and the budget adopted herein shall be in full force and effect on October 1, 2021.

PASSED AND ADOPTED THIS THE 27th DAY OF SEPTEMBER, 2021.

MAYOR RANDY GORHAM

ATTEST:

CITY SECRETARY GREG LOWE

APPROVED AS TO FORM:

CITY ATTORNEY BRETT BREWER



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>9/27/2021</u>	ITEM NUMBER:	<u>6.</u>
DEPARTMENT:	<u>Administration</u>	PREPARED BY:	<u>Greg Lowe, City Secretary</u>
INITIATED BY:	<u>James Hubbard, CITY MANAGER</u>	EXHIBITS:	<u>ORDINANCE NO 1604 TAX RATE 2021-2022</u>

EXECUTIVE SUMMARY:

On Friday, July 30, 2021 council held a budget workshop. During that workshop, council proposed a "no new revenue rate" which is .68995. This rate will raise the same amount of total property tax revenue as last year's budget. No hearing was required for this rate because it raised no more revenue than the previous budget.

RECOMMENDED ACTION:

Make a motion approving the ordinance adopting a .68995 tax rate.

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

BACKGROUND:**POLICY/GOAL CONSIDERATION:****LEGAL:**

Council sets the tax rate for the annual budget.

ORDINANCE NO. 1604

AN ORDINANCE LEVYING TAXES FOR THE MAINTENANCE AND OPERATIONS OF THE MUNICIPAL GOVERNMENT OF THE CITY OF JACKSONVILLE, TEXAS, AND FOR THE INTEREST AND SINKING FUND FOR FISCAL YEAR 2021-2022 AND APPROPRIATING EACH LEVY FOR SAID PURPOSES

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JACKSONVILLE, TEXAS;

SECTION 1. That there is hereby levied and there shall be collected for the maintenance and operations for the municipal government and to provide sufficient funds for the Interest and Sinking Fund for the City of Jacksonville, Texas for fiscal year 2021-2022, a tax of \$0.68995 per one hundred dollars (\$100.00) valuation of property upon all property within the corporate limits of the City of Jacksonville subject to taxation; said tax being so levied and appropriated to the specific purpose herein set forth:

- A)** for Maintenance and Operations of the Government (General Fund), \$0.52702 per one hundred dollars (\$100.00) valuation of property, and
- B)** for the Interest and Sinking Fund, \$0.16293 per one hundred dollars (\$100.00) valuation of property.

SECTION 2.

- A)** "THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE."
- B)** "THE TAX RATE WILL EFFECTIVELY BE RAISED BY 5.33 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$26.67."

SECTION 3. All monies collected under this Ordinance for the specific items herein named, shall be and the same is hereby appropriated and set apart for specific purposes indicated in each item, and the amounts expended and the amounts on hand at any time, belong to the indicated fund.

SECTION 4. The City Secretary is hereby directed to record the vote:

<u>Councilmember</u>	<u>Vote For</u>	<u>Vote Against</u>
Randy Gorahm, Mayor	_____	_____
Rob Gowin, Mayor Pro-tem, District 4	_____	_____
Hubert Robinson, District 1	_____	_____
Mindy Gellock, District 2	_____	_____
Tim McRae , District 3	_____	_____

PASSED AND ADOPTED THIS THE 27TH DAY OF SEPTEMBER 2021.

MAYOR

RANDY GORHAM

ATTEST:

CITY SECRETARY

GREG LOWE

APPROVED AS TO FORM:

CITY ATTORNEY

BRETT BREWER



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	9/27/2021	ITEM NUMBER:	7.
DEPARTMENT:	Finance	PREPARED BY:	Greg Lowe, City Secretary
INITIATED BY:	Roxanna Briley, Finance Director	EXHIBITS:	Resolution Naming Signatories Authorize Staff

EXECUTIVE SUMMARY:

Due to changes in personnel and positions, it is necessary to modify signatories on the financial accounts.

RECOMMENDED ACTION:

Make a motion to approve a resolution modifying authorized signatories on financial accounts.

BID AND AWARD:

N/A

BUDGET DATA:

N/A

BUDGET JUSTIFICATION:

N/A

BACKGROUND:**POLICY/GOAL CONSIDERATION:****LEGAL:**

Council approves signatories for financial accounts.

RESOLUTION NO. 09-2021-02

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JACKSONVILLE, TEXAS REMOVING SIGNATORIES FROM BANKING AND FINANCIAL ACCOUNTS, NAMING SIGNATORIES AS REPLACEMENT AND AUTHORIZING STAFF TO EXECUTE ALL NECESSARY DOCUMENTS AS MAY BE REQUIRED BY FINANCIAL INSTITUTIONS TO ADD AND REMOVE SAID SIGNATORIES.

WHEREAS, the City of Jacksonville has staff leaving the organization and staff replacing those individuals; and

WHEREAS, those individuals are signatories on banking and financial accounts and it is necessary to remove those individuals; and

WHEREAS, it is necessary to replace those signatories with new signatories; and

WHEREAS, certain financial institutions may require special documents or forms to make changes to signatories on their accounts.

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

SECTION 1. Kimberly Lynn is to be removed from all bank and financial accounts and and Roxanna Briley is to be added to these accounts.

SECTION 2. The City Council of the City of Jacksonville hereby authorizes staff to execute all documentation required by financial institutions to add and remove signatories as outlined in Section 1 of this resolution.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Jacksonville, Texas on this the 27TH day of September, 2021.

Randy Gorham, Mayor

ATTEST:

Greg Lowe, City Secretary

APPROVED AS TO FORM:

Brett Brewer, City Attorney



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>9/27/2021</u>	ITEM NUMBER:	<u>8.</u>
DEPARTMENT:	<u>Administration</u>	PREPARED BY:	<u>Greg Lowe, City Secretary</u>
INITIATED BY:	<u>Greg Lowe, City Secretary</u>	EXHIBITS:	<u>RESOLUTION GRANTING AUTHORITY TO MAKE APPLICATION</u>

EXECUTIVE SUMMARY:

East Texas Council Of Governments has opened their annual grant application period for their municipal solid waste grants. Staff is requesting authority to make application for one of these grants to assist in conducting a city wide clean up day.

RECOMMENDED ACTION:

Make a motion approving the resolution

BID AND AWARD:

N/A

BUDGET DATA:

N/A

BUDGET JUSTIFICATION:

N/A

BACKGROUND:**POLICY/GOAL CONSIDERATION:**

Continue to seek grant money for improvements to the city for citizens.

LEGAL:

RESOLUTION 09-2021-03

RESOLUTION OF THE CITY OF JACKSONVILLE CITY COUNCIL AUTHORIZING THE FILING OF A GRANT APPLICATION WITH THE EAST TEXAS COUNCIL OF GOVERNMENTS FOR A REGIONAL SOLID WASTE GRANTS PROGRAM GRANT; AUTHORIZING CITY MANAGER TO ACT ON BEHALF OF THE CITY OF JACKSONVILLE IN ALL MATTERS RELATED TO THE APPLICATION; AND PLEDGING THAT IF A GRANT IS RECEIVED THE CITY OF JACKSONVILLE WILL COMPLY WITH THE GRANT REQUIREMENTS OF THE EAST TEXAS COUNCIL OF GOVERNMENTS, THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY AND THE STATE OF TEXAS.

WHEREAS, the East Texas Council of Governments is directed by the Texas Commission on Environmental Quality to administer solid waste grant funds for implementation the COG's adopted regional solid waste management plan; and

WHEREAS, the City of Jacksonville in the State of Texas is qualified to apply for grant funds under the Request for Applications.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF JACKSONVILLE IN JACKSONVILLE, TEXAS;

1. That the city manager is authorized to request grant funding under the East Texas Council of Governments Request for Applications of the Regional Solid Waste Grants Program and act on behalf of the City of Jacksonville in all matters related to the grant application and any subsequent grant contract and grant project that may result.
2. That if the project is funded, the City of Jacksonville will comply with the grant requirements of the East Texas Council of Governments, Texas Commission on Environmental Quality and the State of Texas.
3. The grant funds and any grant-funded equipment or facilities will be used only for the purposes for which they are intended under the grant.
4. That activities will comply with and support the adopted regional and local solid waste management plans adopted for the geographical area in which the activities are performed.

PASSED AND APPROVED by City Council in Jacksonville, TX, on this the 27th day of September, 2021.

(Signature of Authorized Official) **Notary:** _____ _____
(Signature)

Randy Gorham Greg Lowe

Mayor November 23, 2023
(Title) (Commission Expires)



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	9/27/2021	ITEM NUMBER:	9.
DEPARTMENT:	Administration	PREPARED BY:	James Hubbard, CITY MANAGER
INITIATED BY:	James Hubbard, CITY MANAGER	EXHIBITS:	JA.041 AM 1 for signature

EXECUTIVE SUMMARY:

At the July 14, 2020 meeting, City Council approved a contract with Cherokee Painting and Sandblasting in the amount of \$540,857.00 for rehabilitation of two clearwell tanks at the surface water treatment plant. Originally, KSA Engineers, Inc. was responsible for construction administration and inspections, costing \$202,200. Approximately 25% of the way through the project, Cherokee Sandblasting went out of business. At the July 13, 2021 meeting, City Council approved a Tender Agreement assigning the contract to GM Roberts, Inc., d/b/a Corrosion Eliminators for completion. The attached contract amendment from KSA Engineers, Inc. requests an additional \$47,500 from the City for the additional time necessary to administer the new contract and perform on-site construction observation/inspections.

RECOMMENDED ACTION:

Approval

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

This is part of the approved Capital Projects approved within the Utility Fund for FY 2020-2021.

BACKGROUND:**POLICY/GOAL CONSIDERATION:****LEGAL:**

Amendment To Task Order No. 1

1. Background Data:

- a. Effective Date of Task Order Agreement: _____
- b. Owner: City of Jacksonville
- c. Engineer: KSA Engineers, Inc.
- d. Specific Project: Water Treatment Plant Clearwell Rehabilitation

2. Description of Modifications

- a. Engineer shall perform the following Additional Services: Additional Construction Administration, Part-time Resident Project Representative Services, and Reimbursable Expenses associated with an new construction contract with the completion contractor procured by the Surety from the original contractor.
- b. The Scope of Services currently authorized to be performed by Engineer in accordance with the Task Order and previous amendments, if any, is modified as follows: N/A
- c. The responsibilities of Owner with respect to the Task Order are modified as follows: N/A
- d. For the Additional Services or the modifications to services set forth above, Owner shall pay Engineer the following additional or modified compensation:
Increase fee for Construction Administration by \$20,000,
Increase fee for Part-time Resident Project Representative Services by \$25,500
Increase fee for Reimbursable Expenses by \$2,000
- e. The schedule for rendering services under this Task Order is modified as follows:
- f. Other portions of the Task Order (including previous amendments, if any) are modified as follows: N/A

3. Task Order Summary (Reference only)

- a. Original Task Order amount: \$202,200.00
- b. Net change for prior amendments: \$ 0.00
- c. This amendment amount: \$ 47,500.00
- d. Adjusted Task Order amount: \$249,700.00

The foregoing Task Order Summary is for reference only and does not alter the terms of the Task Order, including those set forth in Exhibit C.

Owner and Engineer hereby agree to modify the above-referenced Task Order as set forth in this Amendment. All provisions of the Agreement and Task Order not modified by this or previous Amendments remain in effect. The Effective Date of this Amendment is _____.

OWNER: City of Jacksonville

ENGINEER: KSA Engineers, Inc.

By: _____

By: 

Name: James Hubbard

Name: Mitchell L. Fortner, P.E.

Title: City Manager

Title: President

Date Signed: _____

Date Signed: 8-17-2021



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>9/27/2021</u>	ITEM NUMBER:	<u>10.</u>
DEPARTMENT:	<u>Fire</u>	PREPARED BY:	<u>Greg Lowe, City Secretary</u>
INITIATED BY:	<u>KEITH FORTNER, FIRE CHIEF</u>	EXHIBITS:	<u>Amended Charity Care Policy</u>

EXECUTIVE SUMMARY:

Third party vendor Emergicon recommends approving these modifications in order to qualify the City of Jacksonville for any reimbursements from the charity care program. These reimbursements are for unpaid EMS claims throughout the year.

RECOMMENDED ACTION:

Make a motion approving the modifications to the charity care program.

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

BACKGROUND:**POLICY/GOAL CONSIDERATION:****LEGAL:**

Modifications are recommended by the state.

Jacksonville Fire Department -CHARITY CARE POLICY

Approved: October 1, 2019
Revised Date: September 27, 2021
Effective Date: October 1, 2020
Reviewed:

PURPOSE

The purpose of this policy is to recognize that Jacksonville Fire Department may provide ambulance services to patients who may not have the means to pay the ambulance transport fee due to circumstances beyond their control. It is not the intent of this policy to provide charity care to patients who have the ability to pay or patients who have private insurance, Medicare, Medicaid or other third-party coverage.

CHARITY CARE POLICY

It is the policy of Jacksonville Fire Department to provide ambulance services to our community without regards to a patient's and/or guarantor's ability to pay for these services. We maintain a charity care policy for patients who are unable to pay for all or part of their care for various reasons.

Charity care is not available for patients who are able to pay for their care. For those patients who are able to pay for their care, Jacksonville Fire Department shall require payment but may offer special arrangements, including payment plans, with approval of **the Fire Chief**. Payment plan inquiries shall be directed to 315 S. Ragsdale, Jacksonville TX 75766.

PURPOSE OF THE CHARITY CARE POLICY

It is the mission of Jacksonville Fire Department to provide EMS to individuals within its operating territory in need of emergency care or transport, regardless of the source of and ability to make payment for such services. Charity Care is not available to patients who are able to pay for medical care. Charity Care does not cover residents who are underinsured, have high deductibles or co-payments.

PROCEDURE TO DETERMINING CHARITY CARE ELIGIBILITY

The Jacksonville Fire Department Charity Care policy is not intended to replace any third-party payments or other program coverage. All assumptions will be made by Emergicon, LLC., and all patients' supporting data for eligibility will be archived. Jacksonville Fire Department reserves the right to overrule any Charity Care assignments made by Emergicon, LLC.

These guidelines are provided to Emergicon, the contractor(s) currently performing ambulance billing and collections and revenue maximization consulting services for Jacksonville Fire Department. The contractor(s) may rely on these guidelines and provide hardship assistance without further approval from Jacksonville Fire Department. However, Jacksonville Fire Department reserves the right to review any of the accounts that were deemed eligible for charity care in order to ascertain if the contractor is acting in conformity with the guidelines. Jacksonville Fire Department further reserves the right to modify this policy at any time.

Full charity care reduction (100% write-off of ambulance service charges to charity care) shall be granted to patients earning less than or equal to 400% of the Federal Poverty Level (FPL), as published annually by the Department of Health and Human Services. Jacksonville Fire Department and/or its contractor(s) shall rely on financial data provided by the patient and may also utilize data from credit bureaus and other sources to determine if the patient is eligible for charity care. Once it is determined that the patient is eligible for charity care, Jacksonville Fire Department or its contractor(s) shall make no further attempts to collect payment from the patient.

APPROVAL

Name: Keith Fortner

Title: Fire Chief

Signature:

A handwritten signature in black ink, appearing to read "Keith Fortner", written over a horizontal line.

Date: September 27, 2021