



THE CITY OF JACKSONVILLE

**JACKSONVILLE CITY COUNCIL MEETING
JACKSONVILLE CITY HALL COUNCIL CHAMBERS
315 S. RAGSDALE
TUESDAY, APRIL 14, 2026
6:00 PM**

***5:15 PM CLOSED EXECUTIVE SESSION CITY HALL EXECUTIVE CONFERENCE ROOM**

Randy Gorham, Mayor
Tim McRae, Mayor Pro-tem - District 3
Letitia Horace - District 1
Mindy Gellock - District 2
Rob Gowin - District 4

-
- 1. 5:15 PM CLOSED EXECUTIVE SESSION CITY HALL CONFERENCE ROOM-PER OPEN MEETINGS ACT-PER TEXAS GOVERNMENT CODE SECTION:**
 - A. 551.071 CONSULT CITY ATTORNEY - CITY OF JACKSONVILLE V. BERRY AND CLAY, INC. ET AL**
 - B. 551.072 REAL PROPERTY**
 - 2. CALL TO ORDER**
 - 3. INVOCATION**
 - 4. PLEDGE OF ALLEGIANCE US & TEXAS FLAGS**
 - 5. SPECIAL PRESENTATION –**
 - A. JEDCO PRESENTATION OF THE BUSINESS OF THE MONTH**
 - B. JEDCO PRESENTATION OF THE JACKSONVILLE ISD CTE STUDENT OF THE MONTH FOR MARCH AND APRIL**
 - C. AUTISM AWARENESS MONTH PROCLAMATION PRESENTED BY MAYOR RANDY GORHAM TO CHERYL TORRES WITH ELIJAH'S RETREAT AND PATRICK FOSTER WITH JISD**
 - D. CHILD ABUSE AND SEXUAL ASSAULT AWARENESS PROCLAMATION PRESENTED BY MAYOR RANDY GORHAM TO SHANNON LOWRY, DIRECTOR OF THE CRISIS CENTER**
 - 6. CITIZEN PARTICIPATION**
 - 7. CONSENT AGENDA - ITEMS UNDER CONSENT AGENDA REQUIRE LITTLE OR NO DELIBERATIONS BY COUNCIL. APPROVAL OF CONSENT AGENDA AUTHORIZES THE CITY MANAGER OR HIS DESIGNEES TO PROCEED WITH CONCLUSION OF EACH ITEM IN ACCORDANCE WITH STAFF RECOMMENDATION**
 - A. MINUTES APPROVAL - MARCH 5, 2026 CITY COUNCIL - AGENDA WORKSHOP, MARCH 10, 2026 CITY COUNCIL - REGULAR MEETING**
 - B. APPROVE PURCHASE OVER \$50,000 TO TYLER TECHNOLOGIES (ERP PRO 10) MUNICIPAL SOFTWARE**
 - C. AUTHORIZE THE CITY MANAGER TO SIGN A 2025 EAST TEXAS LIBRARY COHORT GRANT AGREEMENT**
 - D. APPROVE THE SALE OF SURPLUS ITEMS**
 - E. APPROVE THE REAPPOINTMENT OF JORGE ARAGON TO THE ACCESS BOARD**
 - 8. ANY ACTION OUT OF EXECUTIVE SESSION IF NECESSARY**



THE CITY OF JACKSONVILLE

APRIL 14, 2026

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- 9. AWARD HEALTH INSURANCE BROKERAGE AND EMPLOYEE BENEFIT CONSULTING SERVICES CONTRACT**
- 10. DISCUSS WITH POSSIBLE ACTION ADOPTING AN ORDINANCE UPDATING THE; INTERNATIONAL RESIDENTIAL CODE, INTERNATIONAL BUILDING CODE, INTERNATIONAL FIRE CODE, INTERNATIONAL EXISTING BUILDING CODE, INTERNATIONAL PLUMBING CODE, INTERNATIONAL MECHANICAL CODE, INTERNATIONAL FUEL-GAS CODE, NATIONAL ELECTRICAL CODE, INTERNATIONAL ENERGY CONSERVATION CODE**
- 11. DISCUSS WITH POSSIBLE ACTION A RESOLUTION SETTING A PUBLIC HEARING DATE REGARDING A PROPOSED ANNEXATION JEDCO OWNED PROPERTY SOUTHWEST OF THE INTERSECTION OF LOOP 456 AND HWY 69; CCAD ID 106727000**
- 12. DISCUSS WITH POSSIBLE ACTION THE AWARD OF WATER AND WASTEWATER MASTERPLAN SERVICES CONTRACT TO HDR, INC.**
- 13. OPEN FORUM FOR MAYOR AND COUNCIL**
- 14. CITY MANAGER REPORT**
- 15. ADJOURN**

Posted this the 6th day of April 2026.

5:00 PM

CERTIFICATION

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

Dianah Surber, City Clerk

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 devices); 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 for those who provide notice to the City Clerk at (903)339-3306 at least 48 hours in advance.



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	4/14/2026	ITEM NUMBER:	5.A.
DEPARTMENT:	Jacksonville Economic Development Corporation	PREPARED BY:	
INITIATED BY:		EXHIBITS:	
ITEM TITLE:	JEDCO PRESENTATION OF THE BUSINESS OF THE MONTH		

EXECUTIVE SUMMARY:

RECOMMENDED ACTION:

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

STRATEGY MAP

Citizens First	Strengthen Neighborhoods	Manage the "Business"	Focus on Infrastructure	Planning and Preparedness
1.1 Customer-centric service and processes ☐	2.1 Code compliance and updates ☐	3.1 Maintain a well-trained professional workforce ☐	4.1 Assess the condition of infrastructure ☐	5.1 Diversify the tax base ☐
1.2 Leverage the talent and input of citizens ☐	2.2 Parks, recreation, and community building ☐	3.2 Proactively seek process improvements ☐	4.2 Strengthen routine maintenance programs ☐	5.2 Leverage and maximize City facilities ☐
1.3 Transparent and engaging communication ☐	2.3 Community policing and crime prevention ☐	3.3 Ensure financial stability and stewardship ☐	4.3 Adopt a capital improvement program ☐	5.3 Disasters and emergencies ☐
1.4 Ensure value of services ☐	2.4 Preserve and revitalize existing neighborhoods ☐	3.4 Pursue partnerships and grants ☐	4.4 Protect natural resources ☐	5.4 Comprehensive community planning ☐

POLICY/GOAL CONSIDERATION:**LEGAL:**



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	4/14/2026	ITEM NUMBER:	5.B.
DEPARTMENT:	Jacksonville Economic Development Corporation	PREPARED BY:	
INITIATED BY:		EXHIBITS:	
ITEM TITLE:	JEDCO PRESENTATION OF THE JACKSONVILLE ISD CTE STUDENT OF THE MONTH FOR MARCH AND APRIL		

EXECUTIVE SUMMARY:

RECOMMENDED ACTION:

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

STRATEGY MAP				
Citizens First	Strengthen Neighborhoods	Manage the "Business"	Focus on Infrastructure	Planning and Preparedness
1.1 Customer-centric service and processes	2.1 Code compliance and updates	3.1 Maintain a well-trained professional workforce	4.1 Assess the condition of infrastructure	5.1 Diversify the tax base
1.2 Leverage the talent and input of citizens	2.2 Parks, recreation, and community building	3.2 Proactively seek process improvements	4.2 Strengthen routine maintenance programs	5.2 Leverage and maximize City facilities
1.3 Transparent and engaging communication	2.3 Community policing and crime prevention	3.3 Ensure financial stability and stewardship	4.3 Adopt a capital improvement program	5.3 Disasters and emergencies
1.4 Ensure value of services	2.4 Preserve and revitalize existing neighborhoods	3.4 Pursue partnerships and grants	4.4 Protect natural resources	5.4 Comprehensive community planning
POLICY/GOAL CONSIDERATION:				
LEGAL:				



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>4/14/2026</u>	ITEM NUMBER:	<u>5.C.</u>
DEPARTMENT:	<u>Administration</u>	PREPARED BY:	<u>Dianah Surber, City Clerk</u>
INITIATED BY:	<u></u>	EXHIBITS:	<u></u>
ITEM TITLE:	<u>AUTISM AWARENESS MONTH PROCLAMATION PRESENTED BY MAYOR RANDY GORHAM TO CHERYL TORRES WITH ELIJAH'S RETREAT AND PATRICK FOSTER WITH JISD</u>		

EXECUTIVE SUMMARY:

RECOMMENDED ACTION:

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

STRATEGY MAP				
Citizens First	Strengthen Neighborhoods	Manage the "Business"	Focus on Infrastructure	Planning and Preparedness
1.1 Customer-centric service and processes ☐	2.1 Code compliance and updates ☐	3.1 Maintain a well-trained professional workforce ☐	4.1 Assess the condition of infrastructure ☐	5.1 Diversify the tax base ☐
1.2 Leverage the talent and input of citizens ☐	2.2 Parks, recreation, and community building ☐	3.2 Proactively seek process improvements ☐	4.2 Strengthen routine maintenance programs ☐	5.2 Leverage and maximize City facilities ☐
1.3 Transparent and engaging communication ☐	2.3 Community policing and crime prevention ☐	3.3 Ensure financial stability and stewardship ☐	4.3 Adopt a capital improvement program ☐	5.3 Disasters and emergencies ☐
1.4 Ensure value of services ☐	2.4 Preserve and revitalize existing neighborhoods ☐	3.4 Pursue partnerships and grants ☐	4.4 Protect natural resources ☐	5.4 Comprehensive community planning ☐
POLICY/GOAL CONSIDERATION:				
LEGAL:				



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	4/14/2026	ITEM NUMBER:	5.D.
DEPARTMENT:	Administration	PREPARED BY:	
INITIATED BY:		EXHIBITS:	
ITEM TITLE:	CHILD ABUSE AND SEXUAL ASSAULT AWARENESS PROCLAMATION PRESENTED BY MAYOR RANDY GORHAM TO SHANNON LOWRY, DIRECTOR OF THE CRISIS CENTER		

EXECUTIVE SUMMARY:

RECOMMENDED ACTION:

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

STRATEGY MAP				
Citizens First	Strengthen Neighborhoods	Manage the "Business"	Focus on Infrastructure	Planning and Preparedness
1.1 Customer-centric service and processes ☐	2.1 Code compliance and updates ☐	3.1 Maintain a well-trained professional workforce ☐	4.1 Assess the condition of infrastructure ☐	5.1 Diversify the tax base ☐
1.2 Leverage the talent and input of citizens ☐	2.2 Parks, recreation, and community building ☐	3.2 Proactively seek process improvements ☐	4.2 Strengthen routine maintenance programs ☐	5.2 Leverage and maximize City facilities ☐
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1.4 Ensure value of services ☐	2.4 Preserve and revitalize existing neighborhoods ☐	3.4 Pursue partnerships and grants ☐	4.4 Protect natural resources ☐	5.4 Comprehensive community planning ☐
POLICY/GOAL CONSIDERATION:				
LEGAL:				

**JACKSONVILLE CITY COUNCIL MEETING
THURSDAY, MARCH 5, 2026
JACKSONVILLE CITY HALL EXECUTIVE CONFERENCE ROOM
315 S. RAGSDALE
12:00 PM**

[IGNORE_INDENT]

Meeting Items

CALL TO ORDER

12:00 PM

INVOCATION

Mayor Randy Gorham

CITIZEN PARTICIPATION

None

REVIEW AND DISCUSS THE AGENDA FOR REGULAR COUNCIL MEETING 10TH DAY OF MARCH, 2026 (SEE ATTACHED PROPOSED AGENDA) NO ACTION TO BE TAKEN

City Manager James Hubbard went over the agenda for Tuesday, March 10, 2026, Council Meeting. Mr. Hubbard started by introducing Paula Lowe of Pattillo, Brown, & Hill to go over the unmodified Financial Audit for the 2025 fiscal year.

Mr. Hubbard introduced Steve Wick with Stokes and Associates to go over the sewer line replacement program and to inform Council on the bids that were received for the construction phase of the replacement on Nichols Green and Sycamore Street and a complete street reconstruction. Councilwoman Letitia Horace asked about the disruption to the traffic. Public Works Director Randall Chandler assured the Council the construction would happen during the summer, so parents weren't interrupted while getting their children to school and that it would take 90 to 120 days.

JEDCO President Shane Pace gave an update on the Housing Grant.

Mr. Hubbard explained the Ordinance amendment for the retiree benefits.

QUESTIONS, COMMENTS, DISCUSSION

None.

ADJOURN

1:13 PM

**Randy Gorham, Mayor
City of Jacksonville**

Dianah Surber, City Clerk

JACKSONVILLE CITY COUNCIL MEETING
TUESDAY, MARCH 10, 2026
JACKSONVILLE CITY HALL COUNCIL CHAMBERS
315 S. RAGSDALE
6:00 PM

[IGNORE_INDENT]

Meeting Items

5:15 PM CLOSED EXECUTIVE SESSION CITY HALL
CONFERENCE ROOM-PER OPEN MEETINGS ACT-PER
TEXAS GOVERNMENT CODE SECTION:

5:15 PM

Absent from Executive Session: Councilman Rob Gowin
Adjourned Executive Session at 6:04 PM

551.071 CONSULT CITY ATTORNEY - CITY OF
JACKSONVILLE V. BERRY AND CLAY, INC. ET AL

551.072 REAL PROPERTY

CALL TO ORDER

6:05 PM

Absent from Council Meeting: Councilman Rob Gowin

INVOCATION

Reverend Paul Smith, Pastor of Life Recovery Church

PLEDGE OF ALLEGIANCE US & TEXAS FLAGS

SPECIAL PRESENTATION –

JEDCO PRESENTATION OF THE BUSINESS OF THE
MONTH

Jacksonville Economic Development Corporation recognized Gary Tipton for 26 years of service to the Jacksonville community and for his contributions to local economic development.

JEDCO PRESENTATION OF THE JACKSONVILLE ISD
CTE STUDENT OF THE MONTH

The student selected for the Career and Technical Education Student of the Month was unable to attend. The presentation will be postponed to the following month.

RECOGNITION OF JISD HONOR SOCIETY STUDENTS
COMMUNITY SERVICE AT CITY CEMETERIES

Dr. Deborah Burkett of the Cherokee County Historical Commission presented information regarding a cemetery preservation project conducted by Jacksonville ISD National Honor Society students Kate Peacock and Amber Thibodeaux.

The students performed gravestone cleaning at the Old City Cemetery using historically approved cleaning methods recommended by the Texas Historical Commission and Arlington National Cemetery.

The project included research into local history, including gravesites of notable individuals such as Jacksonville founder Jackson Smith and historical residents of the community. Dr. Burkett commended the students for their dedication and educational interest in local history.

PRESENTATION BY TPCA - ACCREDITATION
REPORT

Chief Chad Taylor of the Henderson Police Department presented the Jacksonville Police Department with its third accreditation through the Texas Police Chiefs Association (TPCA).

The accreditation program requires compliance with more than 170 professional policing standards, including policies related to use of force, civil rights protections, training, investigative procedures, and operational practices.

Chief Taylor noted that only 227 of approximately 2,800 law enforcement agencies in Texas currently maintain this accreditation.

Jacksonville Police Department was recognized for maintaining high professional standards and continued commitment to best practices in Texas law enforcement.

PRESENTATION BY POLICE CHIEF STEVEN
MARKASKY - RACIAL PROFILING

Police Chief Steven Markasky presented the 2025 Racial Profiling Analysis Report as required by the Texas Code of Criminal Procedure.

Key data presented:

- Total traffic stops (2025): 11,667
- Driver's license data for ZIP Code 75766: 27,896 licensed drivers

Demographic breakdown of stops:

- White drivers: 50%
- Black drivers: 21.1%
- Hispanic drivers: 27.7%
- Other racial groups combined: 1.1%

Searches were conducted in 6.9% of all traffic stops, with lower percentages distributed among each demographic category.

Chief Markasky reported that based on supervisory review, statistical comparison, training standards, and the absence of sustained complaints, there is no evidence that the Jacksonville Police Department engages in bias-based policing practices.

The department will continue annual monitoring and reporting.

CITIZEN PARTICIPATION

None

CONSENT AGENDA - ITEMS UNDER CONSENT AGENDA REQUIRE LITTLE OR NO DELIBERATIONS BY COUNCIL. APPROVAL OF CONSENT AGENDA AUTHORIZES THE CITY MANAGER OR HIS DESIGNEES TO PROCEED WITH CONCLUSION OF EACH ITEM IN ACCORDANCE WITH STAFF RECOMMENDATION

Mayor Pro tem Tim McRae made a motion to approve the Consent Agenda items. Second by Councilwoman Letitia Horace.

All voted "Aye."

MINUTES APPROVAL - FEBRUARY 5, 2026 AGENDA WORKSHOP, FEBRUARY 10, 2026 CITY COUNCIL MEETING

APPROVE AN AGREEMENT WITH CHEROKEE COUNTY ELECTIONS OFFICE FOR THE RENTAL OF ELECTION EQUIPMENT FOR THE MAY 2, 2026, MUNICIPAL SPECIAL ELECTION

APPROVE THE APPOINTMENT OF ELECTION WORKERS FOR THE MAY 2, 2026, MUNICIPAL ELECTION

APPROVE A STREET CLOSURE FROM 5 PM ON FRIDAY, JUNE 12, UNTIL SATURDAY, JUNE 13, FOR THE 42ND ANNUAL TOMATO FEST

APPROVE A CERTIFICATION OF UNOPPOSED CANDIDATES AND AN ORDINANCE CANCELING THE MAY 2, 2026, FOR MAYOR AND DISTRICT 3 MUNICIPAL ELECTION

ANY ACTION OUT OF EXECUTIVE SESSION IF NECESSARY

None

A) PRESENTATION OF THE 2024-2025 FINANCIAL AUDIT BY PATILLO, BROWN AND HILL

Paula Lowe of Patillo, Brown & Hill presented the annual financial audit.

B) CONSIDERATION AND POSSIBLE ACTION REGARDING THE FINDINGS OF THE 2024-2025 FINANCIAL AUDIT

The audit resulted in an unmodified opinion, the highest level of assurance issued by independent auditors.

Key highlights:

- General Fund Balance: approximately \$5 million
- Fund balance represents roughly four months of operating expenses
- Water and Wastewater Fund reported as financially stable.

Action on Audit Findings

Motion by Mayor Pro Tem Tim McRae. Second by Councilwoman Mindy Gellock.

All voted "Aye."

DISCUSS AND CONSIDER ACTION TO AWARD CONSTRUCTION CONTRACT, BASED ON THE ENGINEER'S RECOMMENDATION, TO PERFORM SEWER IMPROVEMENTS ASSOCIATED WITH THE CITY OF JACKSONVILLE'S TDA GRANT #CDV23-0193

Council considered awarding a construction contract for sewer improvements associated with TDA Grant CDV23-0193.

The project includes sewer line replacement in Nichols Green Park and a section of Sycamore Street. Eight bids were received ranging from \$417,000 to \$678,000.

Engineering consultants Stokes & Associates recommended awarding the contract to Dynasty Development for \$417,000, the lowest responsible bid.

The project includes \$500,000 in grant funding with a 15% city match.

Motion was made by Councilwoman Mindy Gellock. Second by Mayor Pro tem Tim McRae.

All voted "Aye."

CONSIDER WITH POSSIBLE ACTION CREATION OF A

Council considered creation of the Jacksonville Infill

NEW MATCHING JEDCO GRANT PROGRAM TO ENCOURAGE INFILL HOUSING DEVELOPMENT

Workforce Housing Program, a JEDCO grant program designed to encourage construction of new homes within existing neighborhoods.

Program details:

- \$10,000 matching grant for construction of a new single-family home
- Home must be constructed on an existing residential lot
- Home sale price limited to \$250,000 or less to maintain affordability
- Program intended to stimulate housing supply within established neighborhoods.

Council members expressed support for the program and commended JEDCO for the initiative.

Motion by Councilwoman Letitia Horace. Second by Councilwoman Mindy Gellock.

All voted "Aye."

CONSIDER WITH POSSIBLE ACTION AN AMENDMENT TO THE HEALTH INSURANCE ORDINANCE 1363

City Manager James Hubbard presented a proposed amendment to the city's health insurance ordinance. Employees hired before October 1, 2009 will continue receiving employer-paid retiree health coverage eligibility. Employees hired after October 1, 2009 will retain employee-paid retiree coverage eligibility. Employees hired on or after April 1, 2026 will no longer be eligible for retiree health insurance through the city. The amendment does not affect current employees and is intended to address rising healthcare costs.

Motion by Mayor Pro tem Tim McRae. Second by Councilwoman Mindy Gellock.

All voted "Aye."

DISCUSS AND AWARD CONSTRUCTION MANAGER AT RISK SERVICES AGREEMENT

Council considered awarding a Construction Manager at Risk (CMAR) contract for renovations at the Public Safety Complex located at 911 South Bolton Street.

Staff recommended Watson Commercial Construction of Tyler, Texas with a proposed fee of 9.77%.

Motion by Councilwoman Letitia Horace. Second by Mayor Pro tem Tim McRae.

All voted "Aye."

DISCUSS AND AWARD HEALTH BENEFITS ADMINISTRATOR

This item was stricken from the agenda.

A) PUBLIC HEARING: TO HEAR AND RECEIVE INFORMATION REGARDING A REQUESTED SPECIAL USE PERMIT TO ALLOW FOR AN EVENT CENTER LOCATED AT 536 NORTH JACKSON STREET, PROPERTY ID #221721000.

B) DISCUSS AND CONSIDER WITH POSSIBLE ACTION AN ORDINANCE GRANTING SAID SUP

Mayor Gorham opened the public hearing for 536 North Jackson Street.

Mike Wilcox, property owner, spoke in support of the permit.

No other speakers addressed the council.

The public hearing was closed.

Planning & Zoning recommended approval with conditions:

- Maximum occupancy: 125 persons
- Indoor amplified music only
- Closing hours:
 - 10:00 PM Sunday–Thursday
 - 12:00 AM Friday–Saturday
- 180-day review period

Motion by Mayor Pro tem Tim McRae. Second by Councilwoman Mindy Gellock.

All voted "Aye."

REVIEW AND CONSIDER APPROVAL OF A REPLAT OF LAKESHORE DRIVE SUBDIVISION, BLOCK B, LOTS 3R AND 4R.

Council considered approval of a minor boundary line adjustment for:

Lakeshore Drive Subdivision – Block B, Lots 3R and 4R

The adjustment shifts the boundary approximately 10 feet to address a boathouse setback issue.

Both property owners supported the change.

Motion by Councilwoman Letitia Horace. Second by Councilwoman Mindy Gellock.

All voted "Aye."

CONSIDER WITH POSSIBLE ACTION A RESOLUTION DELAYING THE CENTERPOINT GRIP RATE INCREASE 45 DAYS

Council considered a resolution to delay the CenterPoint Energy rate increase for 45 days to allow additional review.

Motion by Mayor Pro tem Tim McRae. Second by Councilwoman Letitia Horace.

All voted "Aye."

OPEN FORUM FOR MAYOR AND COUNCIL

None

CITY MANAGER REPORT

City Manager James Hubbard announced several upcoming community events:

- Jacksonville BBQ Cook-Off – April 11, Hazel Tilton Park hosted by the Citizens Police Academy Alumni Association.
- Spring Concert Series – April 17 through May 22 in Hazel Tilton Park.
- City Cleanup Day – April 11 at the John Alexander facility for disposal of bulk items, scrap metal, tires, batteries, and motor oil for residents.

The events are supported by community sponsors including Christus Health, Schaumburg & Polk Engineering, and Republic Services.

ADJOURN

6:56 PM

Randy Gorham, Mayor
City of Jacksonville

Dianah Surber, City Clerk



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	4/14/2026	ITEM NUMBER:	7.B.
DEPARTMENT:	Finance	PREPARED BY:	Roxanna Briley, Finance Director
INITIATED BY:	Roxanna Briley, Finance Director	EXHIBITS:	ERP Pro 10 FY26 Renewal
ITEM TITLE:	APPROVE PURCHASE OVER \$50,000 TO TYLER TECHNOLOGIES (ERP PRO 10) MUNICIPAL SOFTWARE		

EXECUTIVE SUMMARY:

The City utilizes Tyler Technologies ERP Pro 10 software to support core financial operations, utility billing, municipal court functions, permitting, and other critical business processes. The City initially entered into a five-year agreement for these services, and this item represents the **second one-year renewal** following the expiration of the original contract term.

The renewal covers the period of **May 1, 2026 through April 30, 2027** and includes all current modules and subscriptions necessary to maintain daily operations across multiple departments. The total renewal cost is **\$91,559**, with a reimbursement of **\$2,625**, resulting in a **net cost of \$88,934**.

RECOMMENDED ACTION:

Approve the annual renewal agreement with Tyler Technologies for ERP Pro 10 software services for the period of May 1, 2026 through April 30, 2027, and authorize the City Manager to execute all necessary documents.

BID AND AWARD:

This item is an annual renewal of an existing software agreement.

BUDGET DATA:

- **FY 2026 Budget:** \$85,231
- **Total Renewal Cost:** \$91,559
- **Less Reimbursement:** (\$2,625)
- **Net Cost:** \$88,934
- **Budget Variance:** \$3,703 over budget

Costs are allocated across multiple funds and departments, including General Fund, Municipal Court, and Utility Fund, based on system usage.

BUDGET JUSTIFICATION:

The slight budget variance of **\$3,703** is primarily attributable to annual subscription cost increases and the continued expansion and utilization of system modules, including accounts receivable and reporting services.

This software platform is essential for:

- Financial management and reporting
- Utility billing and collections
- Municipal court operations
- Permitting and code enforcement
- Payroll, HR, and timekeeping

Maintaining continuity of these services is critical to daily operations and service delivery.

STRATEGY MAP

Citizens First	Strengthen Neighborhoods	Manage the "Business"	Focus on Infrastructure	Planning and Preparedness
1.1 Customer-centric service and processes ☐	2.1 Code compliance and updates ☐	3.1 Maintain a well-trained professional workforce ☐	4.1 Assess the condition of infrastructure ☐	5.1 Diversify the tax base ☐
1.2 Leverage the talent and input of citizens ☐	2.2 Parks, recreation, and community building ☐	3.2 Proactively seek process improvements ☐	4.2 Strengthen routine maintenance programs ☐	5.2 Leverage and maximize City facilities ☐
1.3 Transparent and engaging communication ☐	2.3 Community policing and crime prevention ☐	3.3 Ensure financial stability and stewardship ☒	4.3 Adopt a capital improvement program ☐	5.3 Disasters and emergencies ☐
1.4 Ensure value of services ☐	2.4 Preserve and revitalize existing neighborhoods ☐	3.4 Pursue partnerships and grants ☐	4.4 Protect natural resources ☐	5.4 Comprehensive community planning ☐

POLICY/GOAL CONSIDERATION:

This purchase supports the City's strategic goal of **"Manage the Business"** by ensuring reliable, efficient, and transparent financial and operational systems. Continued use of ERP Pro 10 enhances internal controls, improves reporting capabilities, and supports the City's ongoing transparency initiatives.

LEGAL:

Approval authorizes the City Manager to execute the renewal agreement in accordance with City policy.

Account Number	Description	Budget	Quote
101-101-01-55828-000	ERP Pro Financials	\$ 39,393	
	Core Financials - Subscription		16,091
	Purchasing - Subscription		4,486
	Fixed Assets - Subscription		2,524
	Human Resources Management (Includes Position Budgeting) - Subscription		14,930
	Employee Access Pro Time & Attendance		2,348
	Tyler Content Manager	6,198	
	Content Manager Core - Subscription		6,508
	AP Automation	5,004	
	AP Automation Capture Only		5,255
	Accounts Receivable	3,537	
	Accounts Receivable - Subscription		3,714
	Tyler U	1,123	
	Tyler University		1,123
112-000-01-55828-000	Tyler Tech- ERP Pro 10 Municipal Justice	7,209	
	Case Manager - Subscription		4,377
	Collection Agency Export Interface - Subscription		1,132
	Citation Issuing Device Interface - Subscription		2,060
	Topaz Signature Pad TL462 USB with Serial Emulation TLBK462 BSB		210
	Tyler Tech- ERP Pro 10 Municipal Justice Cashiering	797	
201-302-06-55828-000	ERP Pro Utilities 05/01/2026 - 04/30/2027	20,097	
	Utility Billing Water/Gas - Subscription		9,781
	Cashiering - Subscription		969
	Third-Party Printing Interface - Subscription		2,962
	Permitting and Code Enforcement - Subscription		8,358
	Tyler U 05/01/2026 - 04/30/2027	1,123	
	Tyler University		1,123
	Tyler Tech- Custom Utility Bill	750	
	Custom Form Service (pricing per form) - Subscription		983
	Advanced Cloud Reporting Services		2,625 <i>*to be reimbursed by WCA</i>
		\$ 85,231	\$ 91,559
			(2,625) <i>*less WCA reimbursement</i>
			\$ 88,934
			\$ (3,703) budget variance



Empowering people who serve the public®

Remittance
Tyler Technologies, Inc.
(FEIN 75-2303920)
P.O. Box 203556
Dallas, TX 75320-3556

Questions

Tyler Technologies - Local Government
Phone: 1-800-772-2260 Press 2, then 2
Fax: 1-866-673-3274
Email: ar@tylertech.com

THIS IS NOT AN INVOICE PROFORMA

Company	Order No.	Date	Page
025	221389	03/25/2026	1 of 3



To: CITY OF JACKSONVILLE
P.O. BOX 1390
JACKSONVILLE, TX 75766
United States

Ship To: CITY OF JACKSONVILLE
315 SOUTH RAGDALE STREET
JACKSONVILLE, TX 75766
United States

Customer Grp/No.	Customer PO#	Payment Terms	Currency Code	Ship Via	Salesperson Cd
1 54007		Net 30	USD	ELEC	

Contract Date	No. Item/ Description/ Comments	Quantity	U/M	Unit Price	Total Cost
Contract No.: .					
22/Apr/2020	1 Renewal: Content Manager Core - Subscription Cycle Start: 05/01/2026, End: 04/30/2027; Term: 12 months	1	EA	6,507.85	6,507.85
22/Apr/2020	2 Renewal: Case Manager - Subscription Cycle Start: 05/01/2026, End: 04/30/2027; Term: 12 months	1	EA	4,377.00	4,377.00
22/Apr/2020	3 Renewal: Citation Issuing Device Interface - Subscription Cycle Start: 05/01/2026, End: 04/30/2027; Term: 12 months	1	EA	0.00	0.00
22/Apr/2020	4 Renewal: Collection Agency Export Interface - Subscription Cycle Start: 05/01/2026, End: 04/30/2027; Term: 12 months	1	EA	1,132.26	1,132.26
22/Apr/2020	5 Renewal: Employee Access Pro Cycle Start: 05/01/2026, End: 04/30/2027; Term: 12 months	1	EA	0.00	0.00
22/Apr/2020	6 Renewal: Core Financials - Subscription Cycle Start: 05/01/2026, End: 04/30/2027; Term: 12 months	1	EA	16,091.40	16,091.40
22/Apr/2020	7 Renewal: Purchasing - Subscription Cycle Start: 05/01/2026, End: 04/30/2027; Term: 12 months	1	EA	4,485.78	4,485.78
22/Apr/2020	8 Renewal: Fixed Assets - Subscription Cycle Start: 05/01/2026, End: 04/30/2027; Term: 12 months	1	EA	2,523.99	2,523.99
	9 Renewal:	1	EA	14,930.31	14,930.31



Empowering people who serve the public®

Remittance
Tyler Technologies, Inc.
(FEIN 75-2303920)
P.O. Box 203556
Dallas, TX 75320-3556

Questions
Tyler Technologies - Local Government
Phone: 1-800-772-2260 Press 2, then 2
Fax: 1-866-673-3274
Email: ar@tylertech.com

THIS IS NOT AN INVOICE PROFORMA

Company	Order No.	Date	Page
025	221389	03/25/2026	2 of 3

Contract Date	No. Item/ Description/ Comments	Quantity	U/M	Unit Price	Total Cost
22/Apr/2020	Human Resources Management (Includes Position Budgeting) - Subscription Cycle Start: 05/01/2026, End: 04/30/2027; Term: 12 months				
	10 Renewal:	1	EA	9,781.43	9,781.43
22/Apr/2020	Utility Billing Water/Gas - Subscription Cycle Start: 05/01/2026, End: 04/30/2027; Term: 12 months				
	11 Renewal:	1	EA	968.64	968.64
22/Apr/2020	Cashiering - Subscription Cycle Start: 05/01/2026, End: 07/30/2026; Term: 3 months				
	12 Renewal:	1	EA	2,060.08	2,060.08
22/Apr/2020	Citation Issuing Device Interface - Subscription Cycle Start: 05/01/2026, End: 04/30/2027; Term: 12 months				
	13 Renewal:	1	EA	2,348.38	2,348.38
22/Apr/2020	Employee Access Pro Time & Attendance Cycle Start: 05/01/2026, End: 04/30/2027; Term: 12 months				
	14 Renewal:	1	EA	2,961.69	2,961.69
22/Apr/2020	Third-Party Printing Interface - Subscription Cycle Start: 05/01/2026, End: 04/30/2027; Term: 12 months				
	15 Renewal:	1	EA	8,358.25	8,358.25
22/Apr/2020	Permitting and Code Enforcement - Subscription Cycle Start: 05/01/2026, End: 04/30/2027; Term: 12 months				
	16 Renewal:	1	EA	2,246.00	2,246.00
22/Apr/2020	Tyler University Cycle Start: 05/01/2026, End: 04/30/2027; Term: 12 months				
	17 Renewal:	12	EA	81.90	982.80
25/Aug/2020	Custom Form Service (pricing per form) - Subscription Cycle Start: 05/01/2026, End: 04/30/2027; Term: 12 months				
	18 Renewal:	1	EA	0.00	0.00
18/Dec/2024	Court Case Resolution Bundle Cycle Start: 05/01/2026, End: 04/30/2027; Term: 12 months				
	19 Renewal:	1	EA	2,625.00	2,625.00
11/Mar/2025	Advanced Cloud Reporting Services Cycle Start: 05/01/2026, End: 04/30/2027; Term: 12 months				



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Company	Order No.	Date	Page
025	221389	03/25/2026	3 of 3

Contract Date	No. Item/ Description/ Comments	Quantity	U/M	Unit Price	Total Cost
20 20/Mar/2025	Renewal: Topaz Signature Pad TL462 USB with Serial Emulation TLBK462 BSB Cycle Start: 05/01/2026, End: 04/30/2027; Term: 12 months	2	EA	105.00	210.00
21 20/Jun/2025	Renewal: Accounts Receivable - Subscription Cycle Start: 05/01/2026, End: 04/30/2027; Term: 12 months	1	EA	3,713.85	3,713.85

Does not include any applicable taxes

Order Total: 86,304.71

Comments: Upon acceptance please email your purchase order to PO@tylertech.com



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Tyler Technologies, Inc.
(FEIN 75-2303920)
P.O. Box 203556
Dallas, TX 75320-3556

Questions
Tyler Technologies - Local Government
Phone: 1-800-772-2260 Press 2, then 2
Fax: 1-866-673-3274
Email: ar@tylertech.com

THIS IS NOT AN INVOICE PROFORMA

Company	Order No.	Date	Page
025	221388	03/25/2026	1 of 1



To: CITY OF JACKSONVILLE
315 SOUTH RAGDALE STREET
JACKSONVILLE, TX 75766
United States

Ship To: CITY OF JACKSONVILLE
315 SOUTH RAGDALE STREET
JACKSONVILLE, TX 75766
United States

Customer Grp/No.	Customer PO#	Payment Terms	Currency Code	Ship Via	Salesperson Cd
1 54007		Net 30	USD	ELEC	

Contract Date	No. Item/ Description/ Comments	Quantity	U/M	Unit Price	Total Cost
Contract No.: .					
01/Oct/2024	1 Renewal: AP Automation Capture Only Cycle Start: 05/01/2026, End: 04/30/2027; Term: 12 months	1	EA	5,254.52	5,254.52

Does not include any applicable taxes

Order Total: 5,254.52

Comments: Upon acceptance please email your purchase order to PO@tylertech.com



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>4/14/2026</u>	ITEM NUMBER:	<u>7.C.</u>
DEPARTMENT:	<u>Library</u>	PREPARED BY:	<u></u>
INITIATED BY:	<u></u>	EXHIBITS:	<u>ETX Digital Connectors Kickoff 032526, Jacksonville Public Library-PA#</u>
ITEM TITLE:	<u>AUTHORIZE THE CITY MANAGER TO SIGN A 2025 EAST TEXAS LIBRARY COHORT GRANT AGREEMENT</u>		

EXECUTIVE SUMMARY:

RECOMMENDED ACTION:

BID AND AWARD:

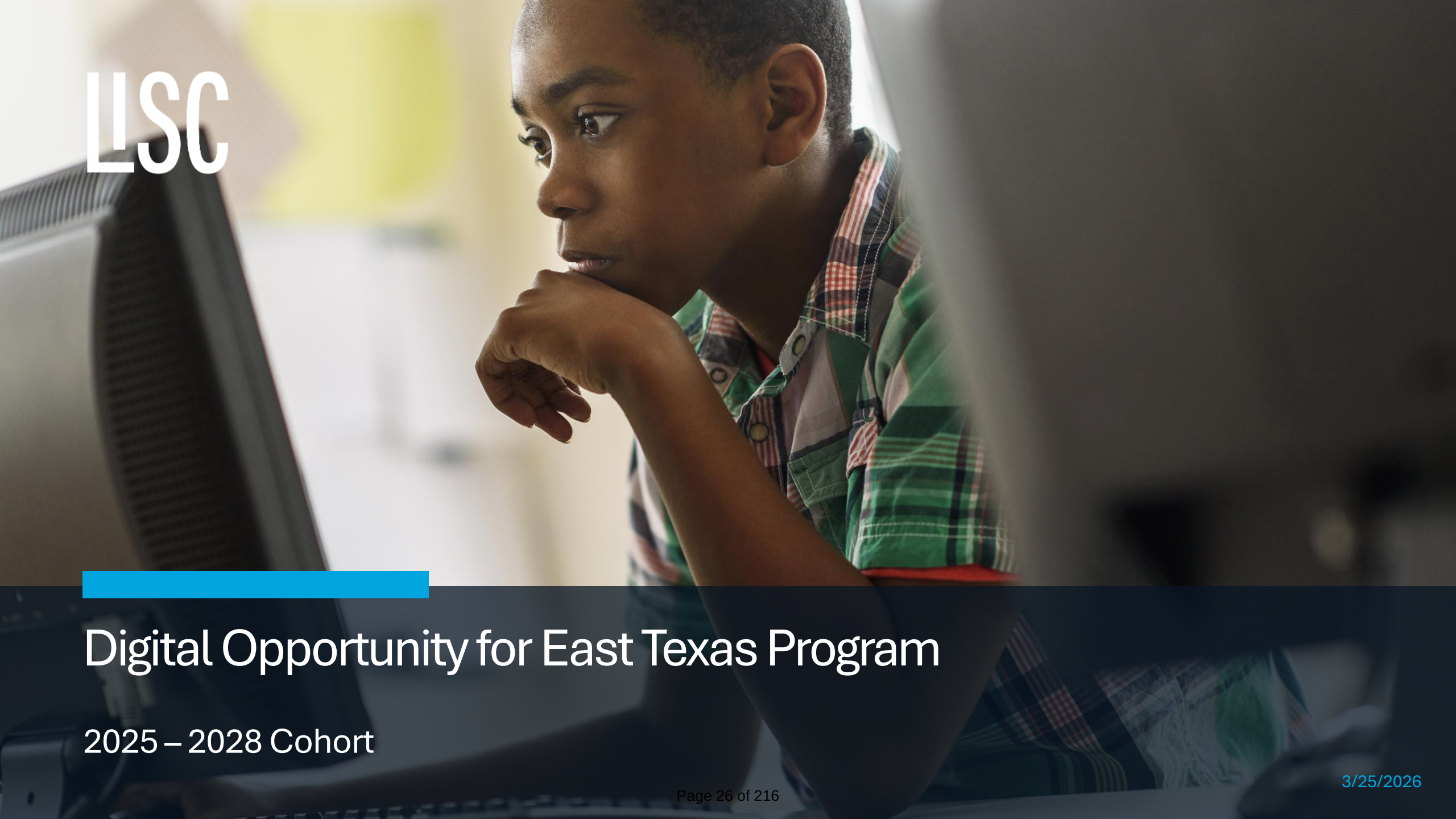
BUDGET DATA:

BUDGET JUSTIFICATION:

STRATEGY MAP

Citizens First	Strengthen Neighborhoods	Manage the "Business"	Focus on Infrastructure	Planning and Preparedness
1.1 Customer-centric service and processes ☐	2.1 Code compliance and updates ☐	3.1 Maintain a well-trained professional workforce ☐	4.1 Assess the condition of infrastructure ☐	5.1 Diversify the tax base ☐
1.2 Leverage the talent and input of citizens ☐	2.2 Parks, recreation, and community building ☐	3.2 Proactively seek process improvements ☐	4.2 Strengthen routine maintenance programs ☐	5.2 Leverage and maximize City facilities ☐
1.3 Transparent and engaging communication ☐	2.3 Community policing and crime prevention ☐	3.3 Ensure financial stability and stewardship ☐	4.3 Adopt a capital improvement program ☐	5.3 Disasters and emergencies ☐
1.4 Ensure value of services ☐	2.4 Preserve and revitalize existing neighborhoods ☐	3.4 Pursue partnerships and grants ☐	4.4 Protect natural resources ☐	5.4 Comprehensive community planning ☐

POLICY/GOAL CONSIDERATION:**LEGAL:**



LSC

Digital Opportunity for East Texas Program

2025 – 2028 Cohort

Agenda

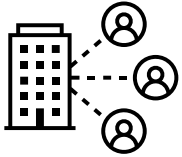
1. Introductions
2. Rural LISC Overview
3. Program Overview
4. Program Outputs
5. Budget
6. Trainings/Resources
7. Peer-to-Peer Leaders
8. Site Visits



A Brief Summary of Rural LISC

- Rural LISC (Local Initiatives Support Corporation) is a national program supporting resilient and inclusive rural communities in the U.S.
- For over 30 years, Rural LISC has served as a connector and catalyst, partnering with over 150 grassroots organizations to bring resources, funding, and innovation to rural areas.
- Our mission is to strengthen rural America through comprehensive, locally informed community development.

Our Programmatic Areas



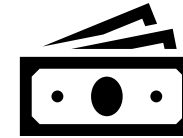
Workforce + Financial Prosperity

Promoting access to quality careers, supporting entrepreneurs, improving financial literacy, and fostering safer environments to boost economic mobility.



Housing

Supporting the development and preservation of affordable, high-quality housing in rural communities by providing knowledge, technical, and financial resources.



Creative Capital

Granting financial support for housing, community facilities, small businesses, and development projects, especially those aimed at transformational initiatives in Rural America.



Digital Opportunity

This is us!

Rural LISC Digital Opportunity

Empowering Communities through Access to Reliable Broadband, Devices, and Digital Skills

LISC's Digital Opportunity team is focused on improving digital infrastructure to ensure all communities can participate in society and the economy. Many rural areas still lack reliable broadband, limiting access to the digital world.

We provide planning for affordable internet, digital literacy training, and essential resources to empower individuals and foster innovation.



What is the East TX Digital Connector Program?

- A three-year program aimed at enhancing computer access, digital literacy, and broadband adoption in rural East Texas by providing community organizations and local leaders with tools, training, and funding to bridge the digital divide.
- **Key Components:**
 - **Training Digital Connectors:** Enable connectors to assist residents with device access and internet navigation.
 - **Building Capacity:** Strengthen broadband availability through libraries and business development organizations.
 - **Technical Assistance:** Provide libraries and program beneficiaries with access to expert tech consultants.

Program Outputs

Program partners are required to complete the following:

Enhance Infrastructure for Digital Opportunities

Create a three-year technology plan with Rural LISC to enhance digital infrastructure, improve access to tech resources, and promote community engagement. Site visits will be scheduled to begin planning.

Increase Digital Literacy Rates

Support digital opportunities for a minimum of 20 patrons each year by increasing access to technology and developing digital skills through Northstar or a similar platform.

Strengthen Professional Development

Join digital workshops on current resources, policies, and best practices. By the end of Year 2, we want 100% of staff to feel more confident in delivering digital services, highlighting the training's positive impact.

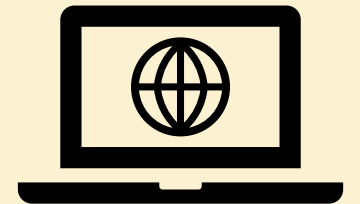
Submit Progress Reports

Submit interim and final reports detailing the individuals served, the digital literacy assessments completed, and the internet-enabled devices distributed.

Program Budget

The Grantee will use these funds for:

- Funding personnel costs for the Library Director and staff involved in capacity-building.
- Covering travel expenses for professional development and regional collaboration, as well as subscription costs for technology platforms and digital tools to improve broadband access and digital literacy for staff and patrons.



The Grantee will use these funds for:

Page 34 of 216

Trainings/Resources

1. Northstar Digital Literacy
2. School, Hospitals, Libraries Broadband Coalition (SHLB)
3. National Digital Inclusion Alliance (NDIA)
4. Carson Block Consulting



Reminders and Important Dates

Texas Library Association 2026 Conference Lunch

When: March 31st, 12:00 pm to 1:00 pm CT

Where: The Grove at Discovery Green, 1611 Lamar St, Houston, TX 77010

Please let us know if you can't make it to lunch on March 31st

Site Visits

When: April 1st, 9:00 am to 12:00 pm CT

Where: Judy B. McDonald Public Library

When: April 2nd, 9:00 am to 12:00 pm CT

Where: J R Huffman Public Library

Peer-to-Peer Leaders

Former members of the East Texas Digital Connector cohort, now serving as library directors, will offer mentorship and peer leadership to the new cohort.

Their insights and experiences will help guide the newcomers in navigating the digital landscape and fostering innovation in their libraries.





LISC

Digital Opportunity for East Texas Program

2025 – 2028 Cohort



PRIVATE GRANT FUNDING REQUEST NARRATIVE DOCUMENT
FOR ERP 1.0

PART 1: PRIVATE GRANT INFORMATION

GRANT BASICS

Please remember to take the Grants Management [101](#) Absorb course as a starting point.

PA Number:

CDC/Grantee Name: XXXXXXXX

DBA Name (if applicable):

Does this organization have a Fiscal Agent? Yes ☐ No ☒

If “yes,” please complete Part 2: Pre-award & Financial Analysis with information from the Fiscal Agent and make sure to include pertinent information (financial capability analysis, annual financials, audits) in the Fiscal Agent’s record in Salesforce.

NOTE: The Grantee and Fiscal Agent must be linked in the Salesforce funding request. The Fiscal Agent needs its own NetSuite Vendor ID to receive payments on behalf of the Grantee. If the Fiscal Agent does not have a NetSuite Vendor ID, please contact Accounts Payable for instructions. Additionally, all fiscal agent agreements must be sent to GCM for review and receive approval from Legal. Check GCM’s [“working with Fiscal Agents at LISC”](#) for more requirements.

PURPOSE OF THE FUNDS

Purpose of the Grant: (1) Please expand your response to the “Summary of Grant Purpose and Objectives” in ERP, with a description of the overall goal of this Grant. Be specific about how this Grant meets the program and funding source’s purpose and objectives.

The purpose of this grant is: The purpose of the Rural LISC grant is to provide capacity-building support to the Jacksonville Public Library by strengthening the professional capabilities of the Library Director and staff to effectively address gaps in broadband internet connectivity, technology access, affordability, and digital literacy. Through these efforts, the library will enhance its ability to serve as a critical community resource, expanding equitable access to technology and information. This initiative will contribute to educational advancement, workforce development, and long-term economic vitality in the East Texas region, thereby improving overall community well-being.

OUTPUTS/OUTCOMES

INSTRUCTIONS: Include specific goals, outputs, or outcomes anticipated for this grant by the private funder, **or that would help you report to the funder**. GCM will include the chart below in the Grant Agreement. *This section is fully accessible; modify the chart below to suit your needs.*

OUTPUT/OUTCOME	PROJECTED NUMBER	DUE DATE, if applicable
Develop a comprehensive three-year technology plan in collaboration with Rural	1	12/31/2026

LISC, focusing on improving digital infrastructure, increasing access to technological resources, and fostering community engagement.		
Support robust digital opportunity outcomes for 20 patrons in year one, including increased access to technology and the development of digital skills using Northstar or a similar platform.	20	12/31/2026

BUDGET DESCRIPTION
Budget Description: Describe the specific uses of the Grant funds and how each line item in the budget will help meet the overall objectives of the Grant.

The Grantee will use these funds for: The Rural LISC grant funds will be used to support personnel costs, including salary support for the Jacksonville Public Library Director and staff engaged in capacity-building activities. Funds will also support travel expenses related to professional development, training, and regional collaboration opportunities, as well as subscription costs for technology platforms, digital tools, and online resources necessary to enhance broadband access, digital literacy, and technology services for staff and patrons.

STANDARD AND REIMBURSEMENT-BASED GRANTS DETAILED BUDGET	
INSTRUCTIONS: <u>USE THIS TABLE FOR STANDARD AND REIMBURSEMENT-BASED GRANTS.</u> In the chart below, enter each <u>cost item</u> and the amount for each line. This section is a counterpart to the preceding budget description. <i>This section is fully accessible; modify the chart below to suit your needs. <u>Please leave blank if this is a performance-based grant.</u></i>	
SAMPLE BUDGET FOR REFERENCE	
	• Partial Salary and Fringe Benefits: Program Manager - \$25,000
	• Consultant: Communications Campaign - \$10,000
	• Operational Costs: Administrative Overhead Expenses - \$500
	TOTAL: \$35,500
Use of Funds	Amount
Partial Salary and Fringe for Library Director	\$13,000
Program or project related expenses: Northstar Subscription fee	\$500
Program or Project related Travel expense	\$500
TOTAL:	\$14,000

**Please ensure the total matches the system entry and is the sum of the amounts listed above.*

PERFORMANCE-BASED GRANTS

INSTRUCTIONS: USE THIS TABLE FOR PERFORMANCE-BASED GRANTS. Include the specific tasks or deliverables the grantee must successfully provide or complete to receive payment. Failure to meet the deliverable means the provider is responsible for incurred expenses, like a consultant contract.) **Deliverables must be clear, measurable, and time-specific.** GCM will include the chart below in the Grant Agreement. *This section is fully accessible; modify the chart below to suit your needs. **Please leave blank if this is a standard or reimbursement-based grant.***

TASK OR DELIVERABLE	PROJECTED NUMBER	DUE DATE, if applicable	AMOUNT
TOTAL:			

DISBURSEMENT STRUCTURING

INSTRUCTIONS: Complete the table below for the grant type, and indicate whether a Grant Financial Report (GFR) should be included, per the [sub-grant guidance](#) and directions below. The selection must match the Funding Request data field in ERP.

Grants of up to \$50,000 may be paid in a lump sum upon execution of the letter, unless funds are tied to specific tasks or deliverables, in which case LISC would need to recoup the funds if the grantee does not complete those tasks. We recommend multiple disbursements for higher-dollar grants. **For performance-based grants, remember that deliverables are usually goods or services that **MUST** be provided upon project completion; in other words, LISC pays based on satisfactory performance when the goal is met.*

Remember to consult LISC's contract with the funder, the organization's audit or financial statements, and the pre-award analysis below to construct this sub-grant. As a pass-through entity, LISC is required to conduct a risk assessment of each sub-recipient of private awards to ensure sound financial stewardship and alignment with funder specifications. Accordingly, staff must structure grants in accordance with funder requirements, grant dollar amounts, LISC's experience with the organization, and the entity's financial position.

Consider your entries carefully; program staff must verify and retain documentation that the grantee meets all requirements. Program staff certifies that the grant funds were used for the purposes and objectives outlined in the LISC agreement by requesting payments for grantees.

- A. **Disbursement Frequency** (Required. *For confirmation and more detail, please select one. Your selection must match what was entered in the system.*)
- X One payment upon grant execution. *(Permitted for grants up to \$50,000, ***however, please consider the inherent risks associated with this choice as discussed above.***)*

Multiple payments. (Select one: Monthly, Quarterly, Semiannual, or Other. If other, please explain.):

B. Grant Financial Report (GFR) (Must Select one)

☒ Not Required. (Select "Not Required" for Standard or Performance-based grants)

Required. (Select "Required" for reimbursement-based grants. **NOTE:** With this selection, you must submit a GFR to Accounting every time you request payment.)

C. Additional Disbursement Conditions, if any. (Explain if you choose to use other tools to capture and review fund expenditures that don't require submission to Accounting before disbursement.)

n/a

PROGRAM REPORTING

INSTRUCTIONS: Select progress reporting type, frequency, and describe additional conditions.

At least one final report is required for most grants, regardless of amount, except for special programs and small business grants. The final report should include the use of funds and the grant's impact. Program staff may use narrative, form-based, or a combination of qualitative and quantitative reporting tools.

LISC is responsible for the programmatic management of awards and contracts from private sources. **Request reports in a manner and frequency that will allow you to report sufficiently to LISC's funder without overburdening grantees.** While reporting timelines do not need to align with your disbursement schedule, progress reports provide insight and opportunities to restructure or support improvements in outcomes.

Program staff must review reports promptly and follow up with the grantee to provide training and technical assistance, ensuring the grantee takes timely, appropriate action to meet goals and deadlines, or to redefine the grant's purpose and impact. It is the program staff's responsibility to collect, review, and retain all the supporting documentation included in the reporting section. See [sub-grant guidance](#) for more information.

A. Program Report Type. (Most grants require a final report at a minimum. Grants may be a combination of narrative, form-based, or qualitative and quantitative reporting.) Specify one; you may select multiple.

Narrative

☒ Form-based

Other, please describe:

B. Program Report Frequency. (Enter only one: Single, Monthly, Quarterly, Semiannual, or Other. If other, please explain. Include due dates with consideration of your reports to the funder and the grant term.)

semi-annual

C. Additional Reporting Conditions, if any. (Please describe the backup supporting documentation the grantee must submit to you for review, e.g., proof of payment, invoices, timesheets. Include due dates with consideration of your report(s) to the funder and the grant term.)

n/a

SPECIAL PROVISIONS/INSTRUCTIONS

INSTRUCTIONS: Please describe additional provisions that should be included in the grant letter, or use this space to relay special instructions for GCM related to this grant. The Grantee must demonstrate compliance with the provisions contained in this section.

Special Grant Provisions: n/a

PART 2: PRE-AWARD AND FINANCIAL POSITION ANALYSIS

I. PRE-AWARD ANALYSIS

INSTRUCTIONS: Please read and answer all four pre-award-risk questions below. While private funds are not subject to Federal regulations, **LISC policy** is to conduct a pre-award analysis of all subrecipients to ensure eligibility, assess the entity's ability to implement the program, and consider imposing conditions it deems appropriate for better outcomes, for example, requiring reimbursements rather than upfront payment, more detailed or frequent financial or program reporting, monitoring, technical assistance, etc.

*****If the grantee has a Fiscal Agent, the analysis below should be performed using the Fiscal Agent's management systems and financials.**

1. Please describe how the entity meets the funder's eligibility and program requirements:

The Jacksonville Public Library is a small, rural library that provides free services to patrons and was approved by the foundation for inclusion in this grant program. The director provided Rural LISC with a written commitment and details confirming that she will be able to serve in the cohort and fulfill the program requirements.

2. Please describe the organization's potential to complete the program objectives of this grant:

The Jacksonville Public Library has the staff capacity to complete the program objectives of managing a local digital opportunity program, improving facilities for community digital access, participating in a technology plan, covering travel costs for regional library meetings, and funding a digital skills platform.

3. Has the group had substantial staff/Board turnover, a significant reorganization, or substantially changed systems within the past twelve months? Yes No ☒ X

If yes, please explain:

4. Has the group received a LISC loan or a qualifying¹ government grant that started within the past twelve months? Yes No ☒ X

¹ A qualifying government grant is a PA that included a three-year ratio analysis, based on financial audits that revealed that the organization had at least 45 days cash, a current ratio above 1, leverage below 4, and an adequate level of working capital

If yes, please list the PA numbers:

5. If the grant is ≥\$50,000 or more, and the organization's financial position analysis or audit in the grantee (or fiscal agent) account shows any negative trends or their ratios are below LISC standards, please use this space to provide details on the entity's (1) ability to fulfill the grant project goals; (2) any technical assistance or other capacity-building support LISC program staff will provide to better position the organization to complete the goals of this grant; and (3) anything else we should know related to the organization's need for funds, rationale for any non-standard disbursement structuring or reporting related to this particular funding request:
- n/a

PART 3: ADDITIONAL INFORMATION

ADDITIONAL INFORMATION

INSTRUCTIONS: Attach additional documents here, including NICRAs, Job descriptions, supplementary reporting forms, or special instructions. Please refrain from using URLs and hyperlinks. Screenshots are acceptable.

The library's eligibility for the second and third grant awards is contingent upon the successful completion of approved grant objectives and the timely submission and acceptance of all required programmatic reports.

based on the organization's size and budget



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	4/14/2026	ITEM NUMBER:	7.D.
DEPARTMENT:	Administration	PREPARED BY:	
INITIATED BY:		EXHIBITS:	123_1, 123_2
ITEM TITLE:	APPROVE THE SALE OF SURPLUS ITEMS		

EXECUTIVE SUMMARY:

Asset ID	YEAR	MAKE	MODEL	VIN	CONDITION	MILES/HOURS
1217	2001	Ford	E350	1FBSS31L41HB15558	Poor	128,737
	2017	Kubota	ZD1211L	12608	Poor	2231.3 h

RECOMMENDED ACTION:

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

STRATEGY MAP				
Citizens First	Strengthen Neighborhoods	Manage the "Business"	Focus on Infrastructure	Planning and Preparedness
1.1 Customer-centric service and processes ☐	2.1 Code compliance and updates ☐	3.1 Maintain a well-trained professional workforce ☐	4.1 Assess the condition of infrastructure ☐	5.1 Diversify the tax base ☐
1.2 Leverage the talent and input of citizens ☐	2.2 Parks, recreation, and community building ☐	3.2 Proactively seek process improvements ☐	4.2 Strengthen routine maintenance programs ☐	5.2 Leverage and maximize City facilities ☐
1.3 Transparent and engaging communication ☐	2.3 Community policing and crime prevention ☐	3.3 Ensure financial stability and stewardship ☐	4.3 Adopt a capital improvement program ☐	5.3 Disasters and emergencies ☐
1.4 Ensure value of services ☐	2.4 Preserve and revitalize existing neighborhoods ☐	3.4 Pursue partnerships and grants ☐	4.4 Protect natural resources ☐	5.4 Comprehensive community planning ☐
POLICY/GOAL CONSIDERATION:				
LEGAL:				







Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	4/14/2026	ITEM NUMBER:	7.E.
DEPARTMENT:	Administration	PREPARED BY:	
INITIATED BY:		EXHIBITS:	
ITEM TITLE:	APPROVE THE REAPPOINTMENT OF JORGE ARAGON TO THE ACCESS BOARD		

EXECUTIVE SUMMARY:

RECOMMENDED ACTION:

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

STRATEGY MAP				
Citizens First	Strengthen Neighborhoods	Manage the "Business"	Focus on Infrastructure	Planning and Preparedness
1.1 Customer-centric service and processes ☐	2.1 Code compliance and updates ☐	3.1 Maintain a well-trained professional workforce ☐	4.1 Assess the condition of infrastructure ☐	5.1 Diversify the tax base ☐
1.2 Leverage the talent and input of citizens ☐	2.2 Parks, recreation, and community building ☐	3.2 Proactively seek process improvements ☐	4.2 Strengthen routine maintenance programs ☐	5.2 Leverage and maximize City facilities ☐
1.3 Transparent and engaging communication ☐	2.3 Community policing and crime prevention ☐	3.3 Ensure financial stability and stewardship ☐	4.3 Adopt a capital improvement program ☐	5.3 Disasters and emergencies ☐
1.4 Ensure value of services ☐	2.4 Preserve and revitalize existing neighborhoods ☐	3.4 Pursue partnerships and grants ☐	4.4 Protect natural resources ☐	5.4 Comprehensive community planning ☐
POLICY/GOAL CONSIDERATION:				
LEGAL:				



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	4/14/2026	ITEM NUMBER:	9.
DEPARTMENT:	Administration	PREPARED BY:	Justin Cook, Human Resources and Strategic Services Director
INITIATED BY:		EXHIBITS:	Benefit Consulting Scoring Logs, RFP Ins Broker
ITEM TITLE:	AWARD HEALTH INSURANCE BROKERAGE AND EMPLOYEE BENEFIT CONSULTING SERVICES CONTRACT		

EXECUTIVE SUMMARY:

The City of Jacksonville issued Request for Proposals (RFP #2026-104-01) for Health Insurance Brokerage and Employee Benefits Consulting Services in order to evaluate qualified firms to serve as the City's benefits broker and strategic advisor.

The RFP was advertised and proposals were received from two firms: Brinson Benefits and Daybright Financial. An evaluation process was conducted based on the criteria outlined in the RFP, including qualifications and municipal experience, service team and support model, benefits strategy and claims advocacy, compliance and value-added services, and compensation transparency.

The purpose of this process is to ensure the City is receiving competitive services, transparent compensation structures, and a strategic approach to managing employee benefit costs while maintaining quality coverage for employees.

This process reflects best practices in public-sector procurement and supports the City's commitment to responsible financial management.

RECOMMENDED ACTION:

Authorize the Executive Director of People and Strategy to negotiate and execute a professional services agreement for Health Insurance Brokerage and Employee Benefits Consulting Services with the highest-ranked firm, Brinson Benefits, in accordance with the Texas Professional Services Procurement Act (Texas Government Code Chapter 2254), with authority to take all actions necessary to finalize the agreement.

BID AND AWARD:

The City received proposals from the following firms:

- Brinson Benefits
- Daybright Financial

Proposals were evaluated based on the criteria established in the RFP:

- Qualifications and Municipal Experience (30%)
- Service Team and Support Model (25%)
- Benefits Strategy and Claims Advocacy (20%)
- Compliance and Value-Added Services (15%)
- Compensation and Transparency (10%)

Based on staff evaluation, the firms were ranked as follows:

1. Brinson Benefits
2. Daybright Financial

Final compensation will be negotiated with the top-ranked firm following Council direction.

BUDGET DATA:

There is no direct budget appropriation required for this item at this time. Broker compensation is currently embedded within insurance premiums and administrative service fees.

BUDGET JUSTIFICATION:

The RFP process allows the City to evaluate alternative compensation models, including fee-based structures, which may improve transparency and provide opportunities for cost control over time. Final financial impact will be determined during contract negotiations with the selected firm.

STRATEGY MAP

Citizens First	Strengthen Neighborhoods	Manage the "Business"	Focus on Infrastructure	Planning and Preparedness
1.1 Customer-centric service and processes ☐	2.1 Code compliance and updates ☐	3.1 Maintain a well-trained professional workforce ☐	4.1 Assess the condition of infrastructure ☐	5.1 Diversify the tax base ☐
1.2 Leverage the talent and input of citizens ☐	2.2 Parks, recreation, and community building ☐	3.2 Proactively seek process improvements ☐	4.2 Strengthen routine maintenance programs ☐	5.2 Leverage and maximize City facilities ☐
1.3 Transparent and engaging communication ☐	2.3 Community policing and crime prevention ☐	3.3 Ensure financial stability and stewardship ☒	4.3 Adopt a capital improvement program ☐	5.3 Disasters and emergencies ☐
1.4 Ensure value of services ☐	2.4 Preserve and revitalize existing neighborhoods ☐	3.4 Pursue partnerships and grants ☐	4.4 Protect natural resources ☐	5.4 Comprehensive community planning ☐

POLICY/GOAL CONSIDERATION:

This item supports the City's strategic goal of ensuring financial stability and stewardship by evaluating and selecting a qualified benefits consulting partner to assist in managing employee benefit programs in a cost-effective and transparent manner.

LEGAL:

This procurement was conducted in accordance with the Texas Professional Services Procurement Act (Texas Government Code Chapter 2254). The selection of the most qualified firm is based on demonstrated competence and qualifications, with contract terms to be negotiated following Council authorization.



THE CITY OF JACKSONVILLE

RFP 2026-104-01

Health Insurance Brokerage and Employees Benefits Consulting

Health Insurance Brokerage and Employees Benefits Consulting	<u>Qualifications and Municipal Experience</u>	<u>Service Team and Support Model</u>	<u>Benefits Strategy and Claims Advocacy</u>	<u>Compliance and Value-Added Services</u>	<u>Compensation and Transparency</u>		
	30%	25%	20%	15%	10%		
Brinson Benefits						Total Scores	
	25	25	20	15	10	95	
Daybright Financial						Total Scores	
	15	20	15	15	10	75	
						Total Scores	
						Total Scores	

Signature: _____

Date 9 MAR 2026



THE CITY OF JACKSONVILLE

RFP 2026-104-01

Health Insurance Brokerage and Employees Benefits Consulting

Health Insurance Brokerage and Employees Benefits Consulting	<u>Qualifications and Municipal Experience</u>	<u>Service Team and Support Model</u>	<u>Benefits Strategy and Claims Advocacy</u>	<u>Compliance and Value-Added Services</u>	<u>Compensation and Transparency</u>		
	30%	25%	20%	15%	10%		
Brinson Benefits	28	25	20	13	10	Total Scores	
						96	
Daybright Financial	15	16	10	15	10	Total Scores	
						66	
						Total Scores	
						Total Scores	

Signature: Justin Cook

Date 3/9/26



THE CITY OF JACKSONVILLE

RFP 2026-104-01

Health Insurance Brokerage and Employees Benefits Consulting

Health Insurance Brokerage and Employees Benefits Consulting	<u>Qualifications and Municipal Experience</u>	<u>Service Team and Support Model</u>	<u>Benefits Strategy and Claims Advocacy</u>	<u>Compliance and Value-Added Services</u>	<u>Compensation and Transparency</u>	Total Scores	
	30%	25%	20%	15%	10%		
Brinson Benefits	30%	20%	20%	15%	8%	93%	
						Total Scores	
Daybright Financial	20%	25%	20%	13%	9%	87%	
						Total Scores	
						Total Scores	

Signature:

Diana S. Siler

Date

3/8/26

REQUEST FOR PROPOSALS (RFP)

Health Insurance Brokerage and Employee Benefits Consulting Services



RFP # 2026-104-01
DUE DATE: March 2, 2026 @ 2:00 pm

City of Jacksonville
Attn: RFP #2026-104-01; Health Insurance
Brokerage and Employee Benefits Consulting
Services
315 S Ragsdale St.
Jacksonville, TX 75766
<http://www.jacksonvilletx.org/>

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Section I – Introduction and RFP Terms and Conditions

Calendar

February 16, 2026	Announce RFP
February 18 and February 25, 2026	Advertise in Newspaper
March 2, 2026	Proposals Due / Bid Opening
March 5, 2026	Presentation at City Council Agenda Workshop
March 10, 2026	City Council Meeting- Award / Notice to Proceed

- The City of Jacksonville, Texas (“City”) is soliciting sealed proposals from qualified, experienced, and properly licensed insurance brokerage firms to provide health insurance brokerage and employee benefits consulting services.
- The City seeks a firm that will serve as a trusted advisor, advocate, and strategic partner in the design, procurement, administration, and ongoing management of its employee benefits program. The selected Firm will support the City in controlling costs, managing risk, maintaining regulatory compliance, and providing competitive, sustainable benefits for employees.
- The City employs a diverse workforce, including full-time, part-time, public safety, and administrative employees. The selected Firm will work closely with the City’s Executive Director of People and Strategy, Finance Department, Payroll, and other designated stakeholders.
- Notice of this RFP was published in the Jacksonville Progressive. The RFP document is available upon request or as otherwise provided by the City.

Submittal Requirements

Respondents shall submit **one (1) hard copy** and **one (1) digital copy**. Responses must be received in a **sealed envelope** clearly marked on the outside with:

- The respondent’s name and address, and
- **“City of Jacksonville RFP #2026-104-01; Health Insurance Brokerage and Employee Benefits Consulting Services.”**

Responses will be accepted until 2:00 p.m. on March 2, 2026, and should be delivered to:

City of Jacksonville

Attn: RFP #2026-104-01; Health Insurance Brokerage and Employee

Benefits Consulting Services

315 S. Ragsdale St.

Jacksonville, TX 75766

- **Responsibility:** It is the respondent's responsibility to ensure responses are received prior to the stated deadline. Any response received after the deadline will be returned unopened.
- **Validity:** No response may be withdrawn for at least ninety (90) days after the scheduled response deadline.

Definitions, Terms, and Conditions

Definitions

To simplify the language used throughout this Request for Proposals (RFP), the following definitions shall apply:

City – The City of Jacksonville, Texas.

City of Jacksonville – Same as *City*.

City Council – The elected governing body of the City of Jacksonville, Texas, vested with authority to conduct City business as provided by the Texas Constitution and applicable state laws.

Contract – A written agreement between the City and a selected firm to provide professional services under the terms and conditions specified in this RFP.

Contractor / Firm – The respondent selected by the City to enter a contract because of this RFP.

RFP – Request for Proposals.

Terms and Conditions

- The City reserves the right to reject any or all proposals.
- The City may waive minor irregularities or informalities.
- No costs incurred in responding to this RFP will be reimbursed.
- Selection does not obligate the City to execute a long-term contract.
- The broker relationship shall be at-will.
- Appointment as Agent of Record may be rescinded at the City's discretion.

Public Information

All proposals are subject to the Texas Public Information Act.

Electronic Documents

Requesting firms may be provided copies of certain documents in electronic format to assist in preparing their Proposals. By accepting these electronic documents, the Firm agrees not to alter the content, language, or formatting of the documents provided by the City. Submission of Proposals constitutes the Firm's acceptance of this requirement.

Receipt of Proposals

Proposals must be received by the City **prior to** the time and date specified in this RFP. The postmark date, shipping date, or other evidence of dispatch will not be considered. It is the Firm's responsibility to ensure timely delivery.

Proposals received after the deadline will not be accepted and will be disqualified from further consideration, regardless of cause. Late Proposals will not be opened and may be returned at the Firm's expense or destroyed upon request.

City Prerogative to Accept or Reject Proposals

The City reserves the right, in its sole discretion, to accept or reject any or all Proposals submitted; to waive informalities or minor irregularities; to request additional information; to negotiate with one or more qualified Firms; or to cancel this RFP, in whole or in part, if determined to be in the best interest of the City. All submitted Proposals become the property of the City of Jacksonville.

Reimbursements

The City has no express or implied obligation to reimburse any Firm for costs or expenses incurred in preparing or submitting Proposals in response to this RFP. The City will not reimburse any costs associated with providing additional information, interviews, presentations, or other activities related to this solicitation.

Certification

Proposals must be completed and submitted in accordance with the requirements of this RFP. The Certification Form included in this RFP must be fully completed and signed by an authorized representative of the Firm.

By signing the Certification Form, the undersigned affirms that they are duly authorized to bind the Firm, that the Proposals were prepared independently and without collusion, and that the contents of the Proposals have not been knowingly disclosed to any other respondent prior to the submission deadline.

Certification Form

The undersigned certifies that they are duly authorized to submit this Statement of Proposals on behalf of the Firm named below. The undersigned further certifies that the Proposals were prepared independently and without collusion, and that the contents of this submission have not been knowingly disclosed to any other respondent prior to the RFP submission deadline.

By signing below, the Firm acknowledges and agrees to comply with all requirements, terms, and conditions set forth in this Request for Proposals.

Firm Name: _____

Authorized Representative (Printed Name): _____

Title: _____

Signature: _____

Date: _____

Phone Number: _____

Email Address: _____

Agreement

Submittals shall include copies of any **vendor-proposed or required agreements, contract terms, or standard conditions** related to the services contemplated by this RFP. Submission of such documents does not obligate the City to accept any proposed terms.

Communication

Prospective respondents shall communicate **only** with the City staff identified in this RFP throughout the entire solicitation process, from issuance of the RFP through contract award. The City shall not be responsible for, nor consider, any verbal or written communication between a respondent and any other City employee.

Unauthorized contact with City personnel may result in **disqualification** of the respondent. Only written responses, clarifications, and addenda issued by the City shall be considered binding.

Company Ownership / Management

In the event of a change in ownership or management of the selected Firm, the City reserves the right to terminate the contract unless a mutual written agreement is reached with the new ownership or management to continue the contract under its existing terms and conditions. Any resulting contract shall be **non-transferable** without the prior written consent of the City.

Disclosure

At the public opening, there will be no disclosure of the contents of Proposals to competing firms. Proposals will be maintained as confidential during the evaluation and negotiation process to the extent permitted by law.

Following contract award, all Proposals shall be subject to public disclosure in accordance with the **Texas Public Information Act**, except for information properly identified by the Firm as trade secrets or confidential information as permitted by law.

Award of Contract

Contract award, if made, shall be to the **responsible and qualified Firm** whose submission is determined to be the most advantageous to the City, considering the evaluation criteria set forth in this RFP.

The contents of the selected Firm's Proposals may become part of the contractual obligations if a contract is executed. Failure of the selected Firm to accept such obligations may result in cancellation of the award.

Submission of Proposals does not constitute acceptance by the City. The City reserves the right to terminate the selection process at any time and to reject any or all Proposals.

The City further reserves the right to:

- Accept the Proposals deemed most favorable to the interests of the City and the public.
- Reject any Proposals, including those offering the lowest price.
- Accept or reject any portion of a Qualification.
- Waive informalities or minor irregularities in the RFP process.

Waiver of any defect or informality shall not be deemed a waiver of any future or similar defect or informality.

Addenda

Any addenda issued by the City between the issuance of the RFP and the receipt of Proposals shall be considered part of the RFP. Receipt of addenda must be acknowledged in the respondent's cover letter.

False or Misleading Statements

If, in the City's judgment, a Qualification contains false or misleading statements, misrepresentations, or unsupported claims, the Qualification may be rejected at the sole discretion of the City.

Clarification of Proposals

The City reserves the right to request clarification or additional information from any respondent to assist in the evaluation process. Failure to respond to such requests in a timely manner may result in rejection of the Qualification.

Responsiveness

Proposals should fully address all requirements of this RFP. Respondents shall clearly identify any exceptions, limitations, or deviations from the RFP requirements. Alternative approaches may be considered if the respondent clearly demonstrates added value or benefit to the City.

Rejection of Proposals

Proposals not prepared in accordance with these instructions may be rejected. If not rejected, the City may require correction of deficiencies and accept the corrected Qualification upon compliance with RFP requirements.

Indemnification and Release

Any contract resulting from this RFP shall include indemnification and release provisions substantially like the following:

Indemnification

The Contractor shall indemnify, defend, and hold harmless the City, its officers, agents, and employees from and against any and all claims, losses, damages, causes of action, liabilities, and expenses, including court costs and attorney's fees, arising out of or in connection with the work performed under the Contract, regardless of whether such claims arise in whole or in part from the negligence of the City, the Contractor, or any third party.

Release

The Contractor assumes full responsibility for the work performed under the Contract and releases the City, its officers, agents, and employees from any and all claims, demands, and causes of action arising out of or related to the Contractor's performance of the work, regardless of whether such claims are covered by insurance or caused in whole or in part by negligence of any party.

Section II - Technical Specifications and General Information

General Information

Background

The City of Jacksonville is in East Texas within Cherokee County, approximately south of the City of Tyler and north of the City of Rusk. The City is served by U.S. Highway 69 (north–south) and U.S. Highway 79 (east–west). Jacksonville was founded in 1847 and incorporated in 1921.

The City has a current population of approximately **14,820** within a municipal boundary encompassing approximately **15.1 square miles**. Jacksonville is the principal City of the Jacksonville Micropolitan Statistical Area, which includes all of Cherokee County and is part of the broader Tyler–Jacksonville Combined Statistical Area.

Jacksonville is a home-rule municipality operating under a Council-Manager form of government and provides a full range of municipal services as authorized by state law and the City Charter. These services include police, fire and emergency medical services, parks and recreation, library services, street maintenance and construction, public improvements, general administrative services, and water, wastewater, and sanitation utilities.

Minimum Proposals

Proposals should be concise, well organized, and include the following sections:

- Firm Overview
- Municipal Experience
- Service Team
- Approach and Methodology
- Compliance and Value-Added Services
- Compensation and Fee Disclosure
- Additional Information

Failure to meet any minimum qualification may result in disqualification.

Disqualification of Respondents

The City reserves the right to disqualify a respondent at any stage of the RFP process for any of the following reasons:

- Failure to meet minimum Proposals or licensing requirements.
- Submission of incomplete, non-responsive, or non-compliant Proposals.
- Submission of materially false, misleading, or inaccurate information.
- Evidence of collusion, unethical conduct, or violation of procurement requirements.
- Unauthorized communication with City officials or staff outside the process established in this RFP.
- Failure to timely respond to requests for clarification or additional information.

Disqualification of a respondent shall be at the sole discretion of the City and shall not obligate the City to disclose the basis for such action beyond applicable legal requirements.

A. Transmittal Letter

A signed transmittal letter shall be included and shall provide:

- A brief statement demonstrating the Firm's understanding of the scope of services to be performed.
- Confirmation that the Firm is properly licensed to provide insurance brokerage services in the State of Texas.
- Confirmation that the Firm has not had a record of substandard performance within the past five (5) years.
- Confirmation that the Firm has not engaged in unethical or improper business practices within the past five (5) years.
- Any additional information the Firm believes relevant to support its Proposals.

B. Company Profile

- General information regarding the Firm's background, organization, and years in business.
- Office location(s) and identification of the office that will be primarily responsible for this project.

C. References

- A minimum of **five (5) references** from comparable projects, preferably for municipal or public-sector clients. References shall include contact name, title, organization, phone number, and email address.

Section III – Scope of Services

The selected Firm shall provide, at minimum, the following services. Proposers may include additional services that add value to the City.

Brokerage and Market Services

- Serve as the City's Agent of Record for medical, pharmacy, and ancillary benefit plans.
- Conduct annual and/or periodic marketing, renewal analysis, and negotiations with carriers.
- Assist with carrier selection, plan implementation, and transition management.
- Provide strategic recommendations regarding plan design, funding arrangements, and cost-containment initiatives.

Benefits Consulting and Strategy

- Analyze claims experience, utilization trends, and cost drivers.
- Provide forward-looking strategic guidance regarding market conditions, carrier behavior, medical inflation, pharmacy trends, and regulatory impacts.
- Develop and present a clear, actionable strategy each plan year to mitigate premium increases and reduce overall benefit costs, while maintaining competitive and sustainable coverage.
- Advise on contribution strategies, alternative funding arrangements, and benefit plan optimization.
- Provide benchmarking against comparable Texas municipalities.
- Support the City's long-term benefits strategy aligned with budgetary constraints and workforce needs.

Quarterly Benefits Reconciliation and Audit Services (Required)

The selected Firm shall perform quarterly benefits reconciliation audits covering all City-sponsored benefit plans, including but not limited to medical, pharmacy, dental, vision, life, disability, and voluntary benefits.

Each quarterly audit shall include, at a minimum:

- Carrier billing vs. enrollment reconciliation Verification that carrier invoices accurately

reflect covered employees, dependents, plan elections, and coverage tiers.

- Payroll deductions vs. benefit elections review.
 - Validation that employee payroll deductions align with approved benefit elections and contribution rates.
- Payroll deductions vs. carrier billing reconciliation.
 - Review to ensure aggregate payroll deductions and employer contributions reconcile with carrier invoices.
- The broker shall perform the audits directly, using data provided by the City, Payroll, and benefit carriers and shall not delegate this responsibility solely to City staff.

Audit Reporting and Communication

Each quarterly audit shall be summarized in an informal written summary or email, outlining:

- Scope reviewed.
- Issues identified (if any).
- Recommended corrective actions.
- Audit summaries shall be provided to the Human Resources, Finance, and Payroll functions.
- The broker shall assist City staff in resolving identified discrepancies and coordinating with carriers as needed.
- Quarterly audit services are a required component of the broker's ongoing service model and must be included at no additional cost beyond the proposed fee structure.

Deliverables (Minimum Expectations)

At a minimum, the selected Firm shall provide:

- An annual renewal and alternatives analysis with cost projections.
- Claims and utilization reporting at least quarterly.
- One formal benefits strategy presentation per plan year.
- Ongoing claims advocacy support with defined response standards.
- Quarterly benefits reconciliation audit summaries.
- Regular communication and coordination with City staff.

Section IV – Qualifications

Minimum Qualifications

Proposing firms must meet the following minimum requirements:

- Be properly licensed to conduct insurance brokerage services in the State of Texas.
- Have a minimum of five (5) years of experience providing benefits brokerage or consulting services to public-sector or municipal clients.
- Demonstrate experience with Texas municipal benefit structures.
- Maintain sufficient staffing and resources to support the City.
- Disclose any actual or potential conflicts of interest.
- Operate exclusively on a fee-based compensation model.
 - The selected Firm shall not receive commissions, overrides, contingencies, bonuses, or any form of carrier-based compensation in connection with services provided to the City.
- Disclosure of all compensation arrangements is required solely to verify compliance and transparency.
- Be willing to operate under an at-will engagement and Agent of Record designation, without a guaranteed contract term.

Failure to meet minimum qualifications may result in disqualification.

Section V – Questions and Inquiries

Questions regarding this RFP must be submitted in writing to:

Justin Cook, Executive Director of People & Strategy

Phone: 903-339-3311

Email: Justin.Cook@jacksonvilletx.org

Questions must be received **no later than seven (7) calendar days** prior to the RFP due date. If any aspect of the RFP is unclear, Firms are responsible for requesting clarification. The omission of specific detail in these specifications shall not relieve the Firm from performing in accordance with generally accepted professional standards and best practices.

Section VI - Evaluation Criteria and Weighting

In accordance with **Texas Local Government Code Chapter 2254 (Professional Services Procurement Act)**, the City shall evaluate Proposals based solely on demonstrated competence and Proposals. **Fees or cost proposals shall not be requested, considered, or evaluated** as part of this RFP process.

Cost or fee proposals shall not be submitted unless requested by the City following ranking of the most qualified firm.

Evaluation Criteria

Proposals will be evaluated by the City based on the following criteria and relative weighting:

Criteria	Weight
Qualifications and Municipal Experience	30%
Service Team and Support Model	25%
Benefits Strategy and Claims Advocacy	20%
Compliance and Value-Added Services	15%
Compensation and Transparency	10%
Total	100%

Following evaluation and ranking of Proposals, the City shall enter negotiations with the highest-ranked Firm to establish a **fair and reasonable fee** in accordance with Chapter 2254. If the City is unable to negotiate a satisfactory contract with the highest-ranked Firm, negotiations may be formally terminated and initiated with the next most qualified Firm.

Selection Process / Interview

The City may, at its discretion, conduct interviews with one or more of the highest-ranked Firms to further evaluate Proposals. Interviews, if conducted, shall be used solely to clarify and further assess Proposals and understanding of the project scope. The City reserves the right to select a Firm without interviews.

Section VII - Conflict of Interest

In accordance with **Chapter 176 of the Texas Local Government Code**, any person or business entity that enters a contract with the City of Jacksonville is required to comply with applicable conflict-of-interest disclosure requirements.

The selected Firm shall be required to submit:

- A **Conflict-of-Interest Questionnaire (Form CIQ)**, if applicable; and
- A [Certificate of Interested Parties \(Form 1295\)](#), as required by the Texas Ethics Commission, **upon contract execution** and in accordance with statutory timelines.

Failure to comply with conflict-of-interest disclosure requirements may result in termination of the business relationship with the City or other remedies as permitted by law.

CONFLICT OF INTEREST QUESTIONNAIRE**FORM CIQ**

For vendor doing business with local governmental entity

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of vendor who has a business relationship with local governmental entity.

2 ☐ **Check this box if you are filing an update to a previously filed questionnaire.** (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed._____
Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

☐ Yes ☐ No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

☐ Yes ☐ No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

6 ☐ Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7_____
Name of signatory_____
Signature_____
Date

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

A complete copy of Chapter 176 of the Local Government Code may be found at <http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm>. For easy reference, below are some of the sections cited on this form.

Local Government Code § 176.001(1-a): "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

Local Government Code § 176.003(a)(2)(A) and (B):

(a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

(2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that

(i) a contract between the local governmental entity and vendor has been executed;

or

(ii) the local governmental entity is considering entering into a contract with the vendor;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:

(i) a contract between the local governmental entity and vendor has been executed; or

(ii) the local governmental entity is considering entering into a contract with the vendor.

Local Government Code § 176.006(a) and (a-1)

(a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:

(1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);

(2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or

(3) has a family relationship with a local government officer of that local governmental entity.

(a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

(1) the date that the vendor:

(A) begins discussions or negotiations to enter into a contract with the local governmental entity; or

(B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

(2) the date the vendor becomes aware:

(A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);

(B) that the vendor has given one or more gifts described by Subsection (a); or

(C) of a family relationship with a local government officer.

Section VIII - Payment

Compensation for services shall be governed by the terms of the final negotiated contract. Payment shall be made by the City following completion of the agreed-upon work, submission of acceptable documentation, and inspection and approval by the City.

Unless otherwise specified in the contract, payment shall be made within **thirty (30) days** of City approval in accordance with applicable state law.



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	4/14/2026	ITEM NUMBER:	10.
DEPARTMENT:	Community and Public Services	PREPARED BY:	Randall Chandler, Director of Community and Public Services
INITIATED BY:	Chris Silvey, BUILDING INSPECTOR	EXHIBITS:	
ITEM TITLE:	DISCUSS WITH POSSIBLE ACTION ADOPTING AN ORDINANCE UPDATING THE; INTERNATIONAL RESIDENTIAL CODE, INTERNATIONAL BUILDING CODE, INTERNATIONAL FIRE CODE, INTERNATIONAL EXISTING BUILDING CODE, INTERNATIONAL PLUMBING CODE, INTERNATIONAL MECHANICAL CODE, INTERNATIONAL FUEL-GAS CODE, NATIONAL ELECTRICAL CODE, INTERNATIONAL ENERGY CONSERVATION CODE		

EXECUTIVE SUMMARY:

Executive Summary: 2024 I-Codes Implementation Plan

The City of Jacksonville is proposing the transition to the 2024 I-Code cycle to modernize local building standards. This transition is designed to improve public safety, streamline construction processes, and maintain the city's economic competitiveness.

Key Benefits of Adoption

- **Consistency for the Building Community:** By aligning with the most current national standards, Jacksonville provides a predictable environment for regional contractors who work across multiple jurisdictions. This reduces confusion and minimizes errors during the design and submittal phases.
- **Enhanced Public Safety:** The 2024 codes incorporate modern construction methods and materials, ensuring that new residential and commercial structures meet updated life-safety and fire protection standards.
- **Optimized Insurance Ratings (ISO):** Adopting the latest model codes is a critical factor in the Insurance Services Office (ISO) rating for the city. A better rating can lead to lower property insurance premiums for local business owners and residents.
- **Streamlined Renovation Processes:** The updated codes provide better "scoping" for existing buildings, making it clearer for property owners how to safely renovate and repurpose older structures without unnecessary regulatory hurdles.

Implementation Strategy & Local Considerations

The city is prioritizing a "service-first" approach to this transition to minimize the burden on stakeholders:

Minimal Local Amendments: To keep the process simple, the city intends to keep local changes to a minimum, ensuring alignment with Texas state laws—specifically regarding accessibility and the optional status of residential fire sprinklers.

- **Educational Outreach:** A comprehensive 30–60 day grace period will follow the distribution of new educational

materials. This ensures contractors have ample time to learn the new requirements before enforcement begins.

Identified Action Items

1. **Stakeholder Engagement:** Development of handouts and digital guides is underway to assist small-scale builders and DIY homeowners in adapting to new energy and residential codes.
2. **Staff Proficiency:** Internal training sessions are scheduled to ensure the building official and inspection staff are experts in the 2024 technical updates before the effective date.

Conclusion

The move to the 2024 I-Codes represents a proactive step in Jacksonville's growth. By balancing high safety standards with a practical, educator-led implementation period, the city ensures a safer built environment while supporting local economic development.

RECOMMENDED ACTION:

STAFF RECOMMENDS APPROVAL.

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

THIS PROJECT WAS PART OF THE APPROVED 2025-2026 FY BUDGET.

STRATEGY MAP

Citizens First	Strengthen Neighborhoods	Manage the "Business"	Focus on Infrastructure	Planning and Preparedness
1.1 Customer-centric service and processes ☐	2.1 Code compliance and updates ☒	3.1 Maintain a well-trained professional workforce ☐	4.1 Assess the condition of infrastructure ☐	5.1 Diversify the tax base ☐
1.2 Leverage the talent and input of citizens ☐	2.2 Parks, recreation, and community building ☐	3.2 Proactively seek process improvements ☐	4.2 Strengthen routine maintenance programs ☐	5.2 Leverage and maximize City facilities ☐
1.3 Transparent and engaging communication ☐	2.3 Community policing and crime prevention ☐	3.3 Ensure financial stability and stewardship ☐	4.3 Adopt a capital improvement program ☐	5.3 Disasters and emergencies ☐
1.4 Ensure value of services ☐	2.4 Preserve and revitalize existing neighborhoods ☐	3.4 Pursue partnerships and grants ☐	4.4 Protect natural resources ☐	5.4 Comprehensive community planning ☐

POLICY/GOAL CONSIDERATION:

This transition is designed to improve public safety, streamline construction processes, and maintain the city's economic competitiveness.

LEGAL:



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>4/14/2026</u>	ITEM NUMBER:	<u>11.</u>
DEPARTMENT:	<u>Administration</u>	PREPARED BY:	<u>Brett Brewer, City Attorney</u>
INITIATED BY:	<u>Shane Pace</u>	EXHIBITS:	<u>25-161 Lewis & Company Jacksonville Properties to JEDCO- signed, Resolution 04-2026-01 Setting Public Hearing - JEDCO Annexation, Ordinance 1702 Annexing Territory, Notice of Confidentialtiy Rights, Petition Requesting Annexation by Area Landowner</u>
ITEM TITLE:	<u>DISCUSS WITH POSSIBLE ACTION A RESOLUTION SETTING A PUBLIC HEARING DATE REGARDING A PROPOSED ANNEXATION JEDCO OWNED PROPERTY SOUTHWEST OF THE INTERSECTION OF LOOP 456 AND HWY 69; CCAD ID 106727000</u>		

EXECUTIVE SUMMARY:

SUMMARY STATEMENT: A petition for voluntary annexation has been filed with the City by the owner of approximately 58.776 acres +/- of real property, generally located at the southwest corner of Loop 456 and US 69, contiguous to the City of Jacksonville. The applicant is requesting that the property be annexed and become part of the City pursuant to Section 43.0671 of the Texas Local Government Code.

Pursuant to Section 43.0672 of the Texas Local Government Code, the City must first negotiate and enter into a written agreement with the owner, of which said agreement must include a list of each service the municipality will provide on the effective date of the annexation and a schedule that includes the period within which the municipality will provide each service that is not provided on the effective date of the annexation.

Pursuant to Section 43.0673 of the Texas Local Government Code, the City is required to hold one public hearing before it may initiate annexation proceedings for the property. The City Council will hold a public hearing and consider adoption of the annexation ordinance on May 12, 2026 at 6:00pm in the City Hall Council Chambers.

The territory hereinafter annexed into the City shall be classified under the "O" – Agricultural-Open Space District.

RECOMMENDED ACTION:

Approve the resolution.

BID AND AWARD:

BUDGET DATA:
BUDGET JUSTIFICATION:

STRATEGY MAP

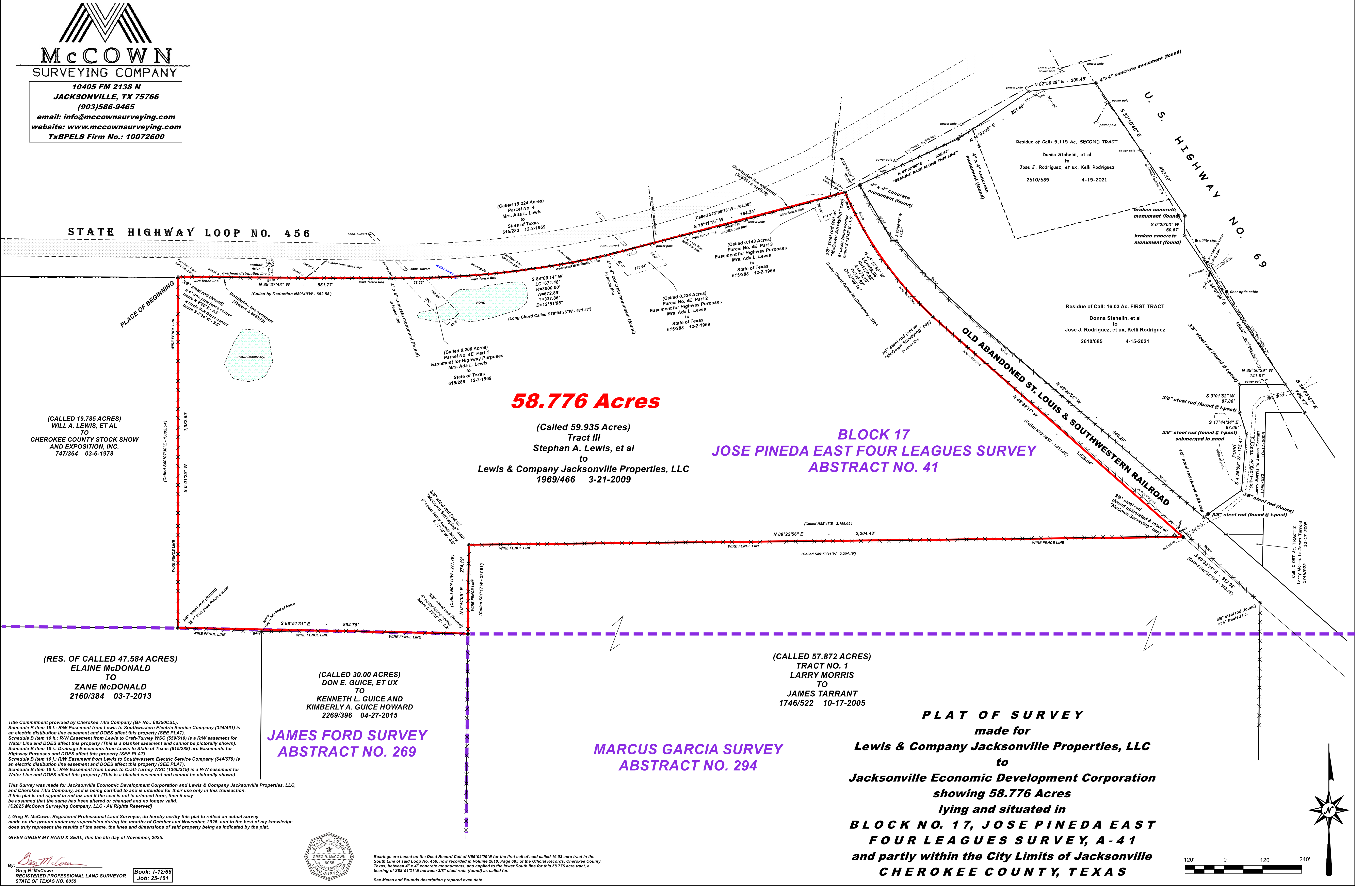
Citizens First	Strengthen Neighborhoods	Manage the "Business"	Focus on Infrastructure	Planning and Preparedness
1.1 Customer-centric service and processes ☐	2.1 Code compliance and updates ☐	3.1 Maintain a well-trained professional workforce ☐	4.1 Assess the condition of infrastructure ☐	5.1 Diversify the tax base ☐
1.2 Leverage the talent and input of citizens ☐	2.2 Parks, recreation, and community building ☐	3.2 Proactively seek process improvements ☐	4.2 Strengthen routine maintenance programs ☐	5.2 Leverage and maximize City facilities ☐
1.3 Transparent and engaging communication ☐	2.3 Community policing and crime prevention ☐	3.3 Ensure financial stability and stewardship ☐	4.3 Adopt a capital improvement program ☐	5.3 Disasters and emergencies ☐
1.4 Ensure value of services ☐	2.4 Preserve and revitalize existing neighborhoods ☐	3.4 Pursue partnerships and grants ☐	4.4 Protect natural resources ☐	5.4 Comprehensive community planning ☐

POLICY/GOAL CONSIDERATION:**LEGAL:**

Section 43.0671 of the Texas Local Government Code

McCOWN
SURVEYING COMPANY

10405 FM 2138 N
JACKSONVILLE, TX 75766
(903)586-9465
email: info@mccownsurveying.com
website: www.mccownsurveying.com
TxBPELS Firm No.: 10072600



Title Commitment provided by Cherokee Title Company (GF No.: 68350CSL).
Schedule B Item 10 f.: R/W Easement from Lewis to Southwestern Electric Service Company (324/461) is an electric distribution line easement and DOES affect this property (SEE PLAT).
Schedule B Item 10 h.: R/W Easement from Lewis to Craft-Turney WSC (559/619) is a R/W easement for Water Line and DOES affect this property (This is a blanket easement and cannot be pictorially shown).
Schedule B Item 10 i.: Drainage Easements from Lewis to State of Texas (615/288) are Easements for Highway Purposes and DOES affect this property (SEE PLAT).
Schedule B Item 10 j.: R/W Easement from Lewis to Southwestern Electric Service Company (644/679) is an electric distribution line easement and DOES affect this property (SEE PLAT).
Schedule B Item 10 k.: R/W Easement from Lewis to Craft-Turney WSC (1360/319) is a R/W easement for Water Line and DOES affect this property (This is a blanket easement and cannot be pictorially shown).
This Survey was made for Jacksonville Economic Development Corporation and Lewis & Company Jacksonville Properties, LLC, and Cherokee Title Company, and is being certified for and is intended for their use only in this transaction.
If this plat is not signed in red ink and if the seal is not in crimped form, then it may be assumed that the same has been altered or changed and no longer valid.
(©2025 McCown Surveying Company, LLC - All Rights Reserved)
I, Greg R. McCown, Registered Professional Land Surveyor, do hereby certify this plat to reflect an actual survey made on the ground under my supervision during the months of October and November, 2025, and to the best of my knowledge does truly represent the results of the same, the lines and dimensions of said property being as indicated by the plat.
GIVEN UNDER MY HAND & SEAL, this the 5th day of November, 2025.

By: *Greg R. McCown*
Greg R. McCown
REGISTERED PROFESSIONAL LAND SURVEYOR
STATE OF TEXAS NO. 6055

Book: T-12/86
Job: 25-161

STATE OF TEXAS
GREG R. MCCOWN
REGISTERED PROFESSIONAL LAND SURVEYOR
NO. 6055



Bearings are based on the Dead Record Call of N65°02'00"E for the first call of said called 16.03 acre tract in the South Line of said Loop No. 456, now recorded in Volume 2610, Page 685 of the Official Records, Cherokee County, Texas, between 4" x 4" concrete monuments, and applied to the lower South line for this 58.776 acre tract, a bearing of S88°51'31"E between 3/8" steel rods (found) as called for.
See Metes and Bounds description prepared even date.

RESOLUTION SETTING PUBLIC HEARING ON A PROPOSED ANNEXATION

RESOLUTION NO. 04-2026-01

A RESOLUTION SETTING A DATE, TIME, AND PLACE FOR A PUBLIC HEARING ON THE PROPOSED ANNEXATION OF CERTAIN PROPERTY BY THE CITY OF JACKSONVILLE, TEXAS, AND AUTHORIZING AND DIRECTING THE MAYOR TO PUBLISH NOTICE OF SUCH PUBLIC HEARING AND SUCH PROPOSED ORDINANCE.

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

SECTION 1: On the 12th day of May, 2026, at 6:00 PM in the City Council Chamber of the City Hall of the City of Jacksonville, Texas, the City Council will hold a public hearing giving all interested persons the right to appear and be heard on the proposed annexation by the City of Jacksonville, Texas of the following described property, to-wit:

BEING 58.776 acres of land lying and situated in **BLOCK NO. 17** of the **JOSE PINEDA EAST FOUR LEAGUES GRANT, ABSTRACT NO. 41, and partly in the City Limits of Jacksonville, Cherokee County, Texas**, and being all of that certain called 59.935 acre Tract III as described in a Deed from Stephan A. Lewis, et al, to Lewis & Company Jacksonville Properties, LLC, dated March 21, 2009 and recorded in Volume 1969, Page 466 of the Official Records, Cherokee County, Texas, said **58.776 acres** being more particularly described as follows: ***(SEE PLAT NO. 25-161)***

BEGINNING at a 3/8" steel rod (found) for corner at the Northwest Corner of the above described called 59.935 acre tract in the South Right-of-Way Line of State Highway Loop No. 456, and also being the Northeast Corner of that certain called 19.785 acre tract as described in a Deed from Will A. Lewis, et al, to Cherokee County Stock Show and Exposition, Inc., dated March 6, 1978 and recorded in Volume 747, Page 364 of the Official Records, Cherokee County, Texas, from which a 4" iron fence corner post bears North 02° 00' East, a distance of 0.6 feet and a chain link fence corner post bears South 04° 24' West, for 3.5 feet;

THENCE South 00° 01' 25" West, with the West Boundary Line of said called 59.935 acre tract and with the East Boundary Line of said called 19.785 acre tract and generally along a wire fence line, for a distance of 1,082.59 feet to a 3/8" steel rod (found) for corner at a 4" iron pipe fence corner post at the Southwest and Southeast Corners of the same, respectively, and also being in the North Boundary Line of that certain called 47.584 acre tract as described in a Deed from Elaine McDonald to Zane McDonald, dated March 7, 2013 and recorded in Volume 2160, Page 384 of said Official Records, and also being in the South Line of said Jose Pineda East Survey and in the North Line of the James Ford Survey, A-269;

THENCE South 88° 51' 31" East, with the Lower South Boundary Line of said called 59.935 acre tract and with the North Boundary Line of said called 47.584 acre tract and then with the North Boundary Line of that certain called 30.0 acre tract as described in a Deed from Don E. Guice, et ux, to Kenneth L. Guice and Kimberly A. Guice Howard, dated April 27, 2015 and recorded in Volume 2269, Page 396 of said Official Records and generally along a wire fence line, for a distance of 894.75 feet to a 3/8" steel rod (found buried) for corner at the Lower Southeast Corner and Northeast Corners of the same, respectively, and being in the West Boundary Line of that certain called 57.872 acre Tract No. 1 as described in a Deed from Larry Morris to James Tarrant, dated October 17, 2005 and recorded in Volume 1746, Page 522 of the Official Records, Cherokee County, Texas, and also being the Northeast Corner of said James Ford

Survey and the Northwest Corner of the Marcus Garcia Survey, A-294, from which a 6" cedar fence corner bears South 33° 06' East, a distance of 1.2 feet;

THENCE North 00° 44' 05" East, with the lower East Boundary Line of said called 59.935 acre tract and with the West Boundary Line of said called 57.872 acre tract and generally along a wire fence line, for a distance of 274.19 feet to a 3/8" steel rod (set w/ "McCown Surveying" cap) for corner at the Interior and Northwest Corners of the same, respectively, from which a 6" cedar fence corner bears South 32° 34' West, a distance of 0.6 feet;

THENCE North 89° 22' 56" East, with the upper South Boundary Line of said called 59.935 acre tract and with the North Boundary Line of said called 57.872 acre tract and generally along a wire fence line, for a distance of 2,204.43 feet to a 3/8" steel rod (found obliterated and reset w/ "McCown Surveying" cap) for corner at the upper Southeast Corner and Northeast Corners of the same, respectively, and also being in the West Right-of-Way Line of the old abandoned St. Louis & Southwestern Railroad tract and in a dirt driveway, from which a 3/8" steel rod (found) bears South 49° 33' 11" East, for 312.94 feet;

THENCE North 48° 39' 11" West, with the upper East Boundary Line of said called 59.935 acre tract and along the West Right-of-Way Line of said old abandoned St. Louis & Southwestern Railroad Right-of-Way tract, for a distance of 1,029.04 feet to a 3/8" steel rod (set w/ "McCown Surveying" cap) for corner in wire fence line at the Point of Curvature of the same;

THENCE continuing with the upper East Boundary Line of said called 59.935 acre tract and with the West Right-of-Way Line of said old abandoned St. Louis & Southwestern Railroad Right-of-Way tract along a curve to the right whose radius is 1,170.92 feet and whose long chord is North 35° 12' 55" West, for 469.98 feet, for an arc distance of 473.19 feet to a 3/8" steel rod (set w/ "McCown Surveying" cap) for corner at the Northeast Corner of said called 59.935 acre tract and in the South Right-of-Way Line of said State Highway Loop No. 456, from which a 6" cedar fence corner post bears South 13° 45' East, a distance of 1.6 feet, and a 4" x 4" concrete monument (found) bears North 62° 45' 20" East, a distance of 50.36 feet;

THENCE South 75° 11' 16" West, with the North Boundary Line of said called 59.935 acre tract and with the South Right-of-Way Line of said State Highway Loop No. 456 and generally along a wire fence line, for a distance of 764.24 feet to a 4" x 4" concrete monument (found) for corner in said fence line at a Point of Curvature of the same;

THENCE continuing with the North Boundary Line of said called 59.935 acre tract and with the South Right-of-Way Line of said Loop No. 456 and generally along a wire fence line along a curve to the right whose radius is 3,000.00 feet and whose long chord bearing is South 84° 00' 14" West, for 671.48 feet, and for an arc distance of 672.89 feet to a 4" x 4" concrete monument (found) for corner in said wire fence line at a Point of Tangency of the same;

THENCE North 89° 37' 43" West, continuing with the North Boundary Line of said called 59.935 acre tract and with the South Right-of-Way Line of said State Highway Loop No. 456 and generally along a wire fence line, for a distance of 651.77 feet to the **PLACE OF BEGINNING, and containing 58.776 acres of land.**

SECTION 2. The Mayor of the City of Jacksonville, is hereby authorized and directed to cause notice of such public hearing to be published once in a newspaper having general circulation in the city and in the above described territory not more than twenty days nor less than ten days prior to the date of such public hearing, in accordance with the Municipal Annexation Act.

PASSED AND APPROVED this the 14th day of April, 2026.

Randy Gorham, Mayor

ATTEST:

Dianah Surber, City Clerk

ORDINANCE 1702 ANNEXING TERRITORY

AN ORDINANCE ANNEXING THE HEREINAFTER DESCRIBED TERRITORY TO THE CITY OF JACKSONVILLE, CHEROKEE COUNTY, TEXAS, AND EXTENDING THE BOUNDARY LIMITS OF SAID CITY SO AS TO INCLUDE SAID HEREINAFTER DESCRIBED PROPERTY WITHIN SAID CITY LIMITS, AND GRANTING TO ALL THE INHABITANTS OF SAID PROPERTY ALL THE RIGHTS AND PRIVILEGES OF OTHER CITIZENS AND BINDING SAID INHABITANTS BY ALL OF THE ACTS, ORDINANCES, RESOLUTIONS, AND REGULATIONS OF SAID CITY, AND ADOPTING A SERVICE PLAN.

WHEREAS, Chapter 43 of the Texas Local Government Code and/or Charter of the City of Jacksonville, Texas, an incorporated city, authorizes the annexation of territory, subject to the laws of this state.

WHEREAS, the procedures prescribed by the Texas Local Government Code and/or Charter of the City of Jacksonville, Texas, and the laws of this state have been duly followed with respect to the following described territory, to wit:

BEING 58.776 acres of land lying and situated in **BLOCK NO. 17** of the **JOSE PINEDA EAST FOUR LEAGUES GRANT, ABSTRACT NO. 41, and partly in the City Limits of Jacksonville, Cherokee County, Texas**, and being all of that certain called 59.935 acre Tract III as described in a Deed from Stephan A. Lewis, et al, to Lewis & Company Jacksonville Properties, LLC, dated March 21, 2009 and recorded in Volume 1969, Page 466 of the Official Records, Cherokee County, Texas, said **58.776 acres** being more particularly described as follows: ***(SEE PLAT NO. 25-161)***

BEGINNING at a 3/8" steel rod (found) for corner at the Northwest Corner of the above described called 59.935 acre tract in the South Right-of-Way Line of State Highway Loop No. 456, and also being the Northeast Corner of that certain called 19.785 acre tract as described in a Deed from Will A. Lewis, et al, to Cherokee County Stock Show and Exposition, Inc., dated March 6, 1978 and recorded in Volume 747, Page 364 of the Official Records, Cherokee County, Texas, from which a 4" iron fence corner post bears North 02° 00' East, a distance of 0.6 feet and a chain link fence corner post bears South 04° 24' West, for 3.5 feet;

THENCE South 00° 01' 25" West, with the West Boundary Line of said called 59.935 acre tract and with the East Boundary Line of said called 19.785 acre tract and generally along a wire fence line, for a distance of 1,082.59 feet to a 3/8" steel rod (found) for corner at a 4" iron pipe fence corner post at the Southwest and Southeast Corners of the same, respectively, and also being in the North Boundary Line of that certain called 47.584 acre tract as described in a Deed from Elaine McDonald to Zane McDonald, dated March 7, 2013 and recorded in Volume 2160, Page 384 of said Official Records, and also being in the South Line of said Jose Pineda East Survey and in the North Line of the James Ford Survey, A-269;

THENCE South 88° 51' 31" East, with the Lower South Boundary Line of said called 59.935 acre tract and with the North Boundary Line of said called 47.584 acre tract and then with the North Boundary Line of that certain called 30.0 acre tract as described in a Deed from Don E. Guice, et ux, to Kenneth L. Guice and Kimberly A. Guice Howard, dated April 27, 2015 and recorded in Volume 2269, Page 396 of said Official Records and generally along a wire fence line, for a distance of 894.75 feet to a 3/8" steel rod

(found buried) for corner at the Lower Southeast Corner and Northeast Corners of the same, respectively, and being in the West Boundary Line of that certain called 57.872 acre Tract No. 1 as described in a Deed from Larry Morris to James Tarrant, dated October 17, 2005 and recorded in Volume 1746, Page 522 of the Official Records, Cherokee County, Texas, and also being the Northeast Corner of said James Ford Survey and the Northwest Corner of the Marcus Garcia Survey, A-294, from which a 6" cedar fence corner bears South 33° 06' East, a distance of 1.2 feet;

THENCE North 00° 44' 05" East, with the lower East Boundary Line of said called 59.935 acre tract and with the West Boundary Line of said called 57.872 acre tract and generally along a wire fence line, for a distance of 274.19 feet to a 3/8" steel rod (set w/ "McCown Surveying" cap) for corner at the Interior and Northwest Corners of the same, respectively, from which a 6" cedar fence corner bears South 32° 34' West, a distance of 0.6 feet;

THENCE North 89° 22' 56" East, with the upper South Boundary Line of said called 59.935 acre tract and with the North Boundary Line of said called 57.872 acre tract and generally along a wire fence line, for a distance of 2,204.43 feet to a 3/8" steel rod (found obliterated and reset w/ "McCown Surveying" cap) for corner at the upper Southeast Corner and Northeast Corners of the same, respectively, and also being in the West Right-of-Way Line of the old abandoned St. Louis & Southwestern Railroad tract and in a dirt driveway, from which a 3/8" steel rod (found) bears South 49° 33' 11" East, for 312.94 feet;

THENCE North 48° 39' 11" West, with the upper East Boundary Line of said called 59.935 acre tract and along the West Right-of-Way Line of said old abandoned St. Louis & Southwestern Railroad Right-of-Way tract, for a distance of 1,029.04 feet to a 3/8" steel rod (set w/ "McCown Surveying" cap) for corner in wire fence line at the Point of Curvature of the same;

THENCE continuing with the upper East Boundary Line of said called 59.935 acre tract and with the West Right-of-Way Line of said old abandoned St. Louis & Southwestern Railroad Right-of-Way tract along a curve to the right whose radius is 1,170.92 feet and whose long chord is North 35° 12' 55" West, for 469.98 feet, for an arc distance of 473.19 feet to a 3/8" steel rod (set w/ "McCown Surveying" cap) for corner at the Northeast Corner of said called 59.935 acre tract and in the South Right-of-Way Line of said State Highway Loop No. 456, from which a 6" cedar fence corner post bears South 13° 45' East, a distance of 1.6 feet, and a 4" x 4" concrete monument (found) bears North 62° 45' 20" East, a distance of 50.36 feet;

THENCE South 75° 11' 16" West, with the North Boundary Line of said called 59.935 acre tract and with the South Right-of-Way Line of said State Highway Loop No. 456 and generally along a wire fence line, for a distance of 764.24 feet to a 4" x 4" concrete monument (found) for corner in said fence line at a Point of Curvature of the same;

THENCE continuing with the North Boundary Line of said called 59.935 acre tract and with the South Right-of-Way Line of said Loop No. 456 and generally along a wire fence line along a curve to the right whose radius is 3,000.00 feet and whose long chord bearing is South 84° 00' 14" West, for 671.48 feet, and for an arc distance of 672.89 feet to a 4" x 4" concrete monument (found) for corner in said wire fence line at a Point of Tangency of the same;

THENCE North 89° 37' 43" West, continuing with the North Boundary Line of said called 59.935 acre tract and with the South Right-of-Way Line of said State Highway Loop No. 456 and generally along a wire fence line, for a distance of 651.77 feet to the **PLACE OF BEGINNING, and containing 58.776 acres of land.**

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

1. That the heretofore described property, to the extent it has not been previously annexed is hereby annexed to the City of Jacksonville, Cherokee County, Texas, and that the boundary limits of the City of Jacksonville be and the same are hereby extended to include the above described territory within the city limits of the City of Jacksonville, and the same shall hereafter be included within the territorial limits of said city, and the inhabitants thereof shall hereafter be entitled to all the rights and privileges of other citizens of the City of Jacksonville and they shall be bound by the acts, ordinances, resolutions, and regulations of said city.
2. A service plan for the area is hereby adopted and attached as Exhibit "A".

The City Clerk is hereby directed to file with the County Clerk of Cherokee County, Texas, a certified copy of this ordinance.

PASSED by an affirmative vote of the requisite number of members of the City Council this the _____ day of _____, 2026.

APPROVED:

Randy Gorham, Mayor

ATTEST:

Dianah Surber, City Clerk

APPROVED AS TO FORM:

D. Brett Brewer, City Attorney

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

**AFFIDAVIT OF OWNER REQUESTING
ANNEXATION BY THE CITY OF JACKSONVILLE**

THE STATE OF TEXAS

COUNTY OF CHEROKEE

§
§
§

Before me, the undersigned authority, a Notary Public in and for the State of Texas on this day personally appeared Shane Pace, President of Jacksonville Economic Development Corporation (JEDCO), known to me to be a credible person above the age of eighteen years, having never been convicted of a felony, of sound mind, who, upon being duly sworn did upon oath depose and say as follows:

“JEDCO is filing a petition requesting annexation by area landowners and is the only owner of the following described real property, to-wit:

BEING 58.776 acres of land lying and situated in **BLOCK NO. 17** of the **JOSE PINEDA EAST FOUR LEAGUES GRANT, ABSTRACT NO. 41, and partly in the City Limits of Jacksonville, Cherokee County, Texas**, and being all of that certain called 59.935 acre Tract III as described in a Deed from Stephan A. Lewis, et al, to Lewis & Company Jacksonville Properties, LLC, dated March 21, 2009 and recorded in Volume 1969, Page 466 of the Official Records, Cherokee County, Texas, said **58.776 acres** being more particularly described as follows: ***(SEE PLAT NO. 25-161)***

BEGINNING at a 3/8” steel rod (found) for corner at the Northwest Corner of the above described called 59.935 acre tract in the South Right-of-Way Line of State Highway Loop No. 456, and also being the Northeast Corner of that certain called 19.785 acre tract as described in a Deed from Will A. Lewis, et al, to Cherokee County Stock Show and Exposition, Inc., dated March 6, 1978 and recorded in Volume 747, Page 364 of the Official Records, Cherokee County, Texas, from which a 4” iron fence corner post bears North 02° 00’ East, a distance of 0.6 feet and a chain link fence corner post bears South 04° 24’ West, for 3.5 feet;

THENCE South 00° 01’ 25” West, with the West Boundary Line of said called 59.935 acre tract and with the East Boundary Line of said called 19.785 acre tract and generally along a wire fence line, for a distance of 1,082.59 feet to a 3/8” steel rod (found) for corner at a 4” iron pipe fence corner post at the Southwest and Southeast Corners of the same, respectively, and also being in the North Boundary Line of that certain called 47.584 acre tract as described in a Deed from Elaine McDonald to Zane McDonald, dated March 7, 2013 and recorded in Volume 2160, Page 384 of said Official Records, and also being in the South Line of said Jose Pineda East Survey and in the North Line of the James Ford Survey, A-269;

THENCE South 88° 51’ 31” East, with the Lower South Boundary Line of said called 59.935 acre tract and with the North Boundary Line of said called 47.584 acre tract and then with the North Boundary Line of that certain called 30.0 acre tract as described in a Deed from Don E. Guice, et ux, to Kenneth L. Guice

and Kimberly A. Guice Howard, dated April 27, 2015 and recorded in Volume 2269, Page 396 of said Official Records and generally along a wire fence line, for a distance of 894.75 feet to a 3/8" steel rod (found buried) for corner at the Lower Southeast Corner and Northeast Corners of the same, respectively, and being in the West Boundary Line of that certain called 57.872 acre Tract No. 1 as described in a Deed from Larry Morris to James Tarrant, dated October 17, 2005 and recorded in Volume 1746, Page 522 of the Official Records, Cherokee County, Texas, and also being the Northeast Corner of said James Ford Survey and the Northwest Corner of the Marcus Garcia Survey, A-294, from which a 6" cedar fence corner bears South 33° 06' East, a distance of 1.2 feet;

THENCE North 00° 44' 05" East, with the lower East Boundary Line of said called 59.935 acre tract and with the West Boundary Line of said called 57.872 acre tract and generally along a wire fence line, for a distance of 274.19 feet to a 3/8" steel rod (set w/ "McCown Surveying" cap) for corner at the Interior and Northwest Corners of the same, respectively, from which a 6" cedar fence corner bears South 32° 34' West, a distance of 0.6 feet;

THENCE North 89° 22' 56" East, with the upper South Boundary Line of said called 59.935 acre tract and with the North Boundary Line of said called 57.872 acre tract and generally along a wire fence line, for a distance of 2,204.43 feet to a 3/8" steel rod (found obliterated and reset w/ "McCown Surveying" cap) for corner at the upper Southeast Corner and Northeast Corners of the same, respectively, and also being in the West Right-of-Way Line of the old abandoned St. Louis & Southwestern Railroad tract and in a dirt driveway, from which a 3/8" steel rod (found) bears South 49° 33' 11" East, for 312.94 feet;

THENCE North 48° 39' 11" West, with the upper East Boundary Line of said called 59.935 acre tract and along the West Right-of-Way Line of said old abandoned St. Louis & Southwestern Railroad Right-of-Way tract, for a distance of 1,029.04 feet to a 3/8" steel rod (set w/ "McCown Surveying" cap) for corner in wire fence line at the Point of Curvature of the same;

THENCE continuing with the upper East Boundary Line of said called 59.935 acre tract and with the West Right-of-Way Line of said old abandoned St. Louis & Southwestern Railroad Right-of-Way tract along a curve to the right whose radius is 1,170.92 feet and whose long chord is North 35° 12' 55" West, for 469.98 feet, for an arc distance of 473.19 feet to a 3/8" steel rod (set w/ "McCown Surveying" cap) for corner at the Northeast Corner of said called 59.935 acre tract and in the South Right-of-Way Line of said State Highway Loop No. 456, from which a 6" cedar fence corner post bears South 13° 45' East, a distance of 1.6 feet, and a 4" x 4" concrete monument (found) bears North 62° 45' 20" East, a distance of 50.36 feet;

THENCE South 75° 11' 16" West, with the North Boundary Line of said called 59.935 acre tract and with the South Right-of-Way Line of said State Highway Loop No. 456 and generally along a wire fence line, for a distance of 764.24 feet to a 4" x 4" concrete monument (found) for corner in said fence line at a Point of Curvature of the same;

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THENCE North 89° 37' 43" West, continuing with the North Boundary Line of said called 59.935 acre tract and with the South Right-of-Way Line of said State Highway Loop No. 456 and generally along a wire fence line, for a distance of 651.77 feet to the **PLACE OF BEGINNING, and containing 58.776 acres of land.**

"The above referenced Petition Requesting Annexation by area landowner into the City of Jacksonville is signed by property owner of said property either as designated by the City Council or as described in said Petition."

Further deponent sayeth not.

Jacksonville Economic Development Corporation

By: 
Shane Pace, President

(Jurat)

SUBSCRIBED AND SWORN TO BEFORE ME on this 18th day of MARCH, 2026, by Shane Pace, President of Jacksonville Economic Development Corporation.





Notary Public, State of Texas

(Acknowledgment)

THE STATE OF TEXAS

COUNTY OF CHEROKEE

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BEFORE ME, the undersigned authority, on this day personally appeared Shane Pace, in his capacity as President of Jacksonville Economic Development Corporation, 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 18th day of MARCH, 2026.



A handwritten signature in blue ink, appearing to read "Brett Brewer", written over a horizontal line.

Notary Public, State of Texas

PETITION REQUESTING ANNEXATION BY AREA LANDOWNER(S)

TO THE MAYOR OF THE GOVERNING BODY OF JACKSONVILLE, TEXAS:

The undersigned, acting in the capacity stated on behalf of the Jacksonville Economic Development Corporation (JEDCO), owner of the hereinafter described tract of land, which is without residents, or on which fewer than three qualified voters reside, hereby waives the requirement to be offered a development agreement pursuant to Section 43.016 of the Texas Local Government Code if otherwise applicable, and petitions your honorable Body to extend the present city limits so as to include as a part of the City of Jacksonville, Texas, that portion of the following described territory that is presently outside the city limits of the City of Jacksonville, to wit:

BEING 58.776 acres of land lying and situated in **BLOCK NO. 17** of the **JOSE PINEDA EAST FOUR LEAGUES GRANT, ABSTRACT NO. 41, and partly in the City Limits of Jacksonville, Cherokee County, Texas**, and being all of that certain called 59.935 acre Tract III as described in a Deed from Stephan A. Lewis, et al, to Lewis & Company Jacksonville Properties, LLC, dated March 21, 2009 and recorded in Volume 1969, Page 466 of the Official Records, Cherokee County, Texas, said **58.776 acres** being more particularly described as follows: ***(SEE PLAT NO. 25-161)***

BEGINNING at a 3/8" steel rod (found) for corner at the Northwest Corner of the above described called 59.935 acre tract in the South Right-of-Way Line of State Highway Loop No. 456, and also being the Northeast Corner of that certain called 19.785 acre tract as described in a Deed from Will A. Lewis, et al, to Cherokee County Stock Show and Exposition, Inc., dated March 6, 1978 and recorded in Volume 747, Page 364 of the Official Records, Cherokee County, Texas, from which a 4" iron fence corner post bears North 02° 00' East, a distance of 0.6 feet and a chain link fence corner post bears South 04° 24' West, for 3.5 feet;

THENCE South 00° 01' 25" West, with the West Boundary Line of said called 59.935 acre tract and with the East Boundary Line of said called 19.785 acre tract and generally along a wire fence line, for a distance of 1,082.59 feet to a 3/8" steel rod (found) for corner at a 4" iron pipe fence corner post at the Southwest and Southeast Corners of the same, respectively, and also being in the North Boundary Line of that certain called 47.584 acre tract as described in a Deed from Elaine McDonald to Zane McDonald, dated March 7, 2013 and recorded in Volume 2160, Page 384 of said Official Records, and also being in the South Line of said Jose Pineda East Survey and in the North Line of the James Ford Survey, A-269;

THENCE South 88° 51' 31" East, with the Lower South Boundary Line of said called 59.935 acre tract and with the North Boundary Line of said called 47.584 acre tract and then with the North Boundary Line of that certain called 30.0 acre tract as described in a Deed from Don E. Guice, et ux, to Kenneth L. Guice and Kimberly A. Guice Howard, dated April 27, 2015 and recorded in Volume 2269, Page 396 of said Official Records and generally along a wire fence line, for a distance of 894.75 feet to a 3/8" steel rod (found buried) for corner at the Lower Southeast Corner and Northeast Corners of the same, respectively, and being in the West Boundary Line of that certain called 57.872 acre Tract No. 1 as described in a Deed from Larry Morris to James Tarrant, dated October 17, 2005 and recorded in Volume 1746, Page 522 of the Official Records, Cherokee County, Texas, and also being the Northeast Corner of said James Ford Survey and the Northwest Corner of the Marcus Garcia Survey, A-294, from which a 6" cedar fence corner bears South 33° 06' East, a distance of 1.2 feet;

THENCE North 00° 44' 05" East, with the lower East Boundary Line of said called 59.935 acre tract and with the West Boundary Line of said called 57.872 acre tract and generally along a wire fence line, for a distance of 274.19 feet to a 3/8" steel rod (set w/ "McCown Surveying" cap) for corner at the Interior and Northwest Corners of the same, respectively, from which a 6" cedar fence corner bears South 32° 34' West, a distance of 0.6 feet;

THENCE North 89° 22' 56" East, with the upper South Boundary Line of said called 59.935 acre tract and with the North Boundary Line of said called 57.872 acre tract and generally along a wire fence line, for a distance of 2,204.43 feet to a 3/8" steel rod (found obliterated and reset w/ "McCown Surveying" cap) for corner at the upper Southeast Corner and Northeast Corners of the same, respectively, and also being in the West Right-of-Way Line of the old abandoned St. Louis & Southwestern Railroad tract and in a dirt driveway, from which a 3/8" steel rod (found) bears South 49° 33' 11" East, for 312.94 feet;

THENCE North 48° 39' 11" West, with the upper East Boundary Line of said called 59.935 acre tract and along the West Right-of-Way Line of said old abandoned St. Louis & Southwestern Railroad Right-of-Way tract, for a distance of 1,029.04 feet to a 3/8" steel rod (set w/ "McCown Surveying" cap) for corner in wire fence line at the Point of Curvature of the same;

THENCE continuing with the upper East Boundary Line of said called 59.935 acre tract and with the West Right-of-Way Line of said old abandoned St. Louis & Southwestern Railroad Right-of-Way tract along a curve to the right whose radius is 1,170.92 feet and whose long chord is North 35° 12' 55" West, for 469.98 feet, for an arc distance of 473.19 feet to a 3/8" steel rod (set w/ "McCown Surveying" cap) for corner at the Northeast Corner of said called 59.935 acre tract and in the South Right-of-Way Line of said State Highway Loop No. 456, from which a 6" cedar fence corner post bears South 13° 45' East, a distance of 1.6 feet, and a 4" x 4" concrete monument (found) bears North 62° 45' 20" East, a distance of 50.36 feet;

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THENCE North 89° 37' 43" West, continuing with the North Boundary Line of said called 59.935 acre tract and with the South Right-of-Way Line of said State Highway Loop No. 456 and generally along a wire fence line, for a distance of 651.77 feet to the **PLACE OF BEGINNING, and containing 58.776 acres of land.**

I certify that the above described tract of land is contiguous and adjacent to the City of Jacksonville, Texas, is not more than one-half mile in width, and that this petition is signed and duly acknowledged by each and every person having an interest in said land.

Attached hereto as Exhibit "A" is an affidavit certifying that the petition is signed by all owners of the subject property.

Jacksonville Economic Development Corporation

By: 
Shane Pace, President

(Acknowledgment)

THE STATE OF TEXAS §
 §
COUNTY OF CHEROKEE §

BEFORE ME, the undersigned authority, on this day personally appeared Shane Pace, in his capacity as President of Jacksonville Economic Development Corporation, 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 18th day of March,
2026.




Notary Public, State of Texas

Exhibit “A” to Petition Requesting Annexation

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

AFFIDAVIT OF OWNER REQUESTING
ANNEXATION BY THE CITY OF JACKSONVILLE

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Before me, the undersigned authority, a Notary Public in and for the State of Texas on this day personally appeared Shane Pace, President of Jacksonville Economic Development Corporation (JEDCO), known to me to be a credible person above the age of eighteen years, having never been convicted of a felony, of sound mind, who, upon being duly sworn did upon oath depose and say as follows:

“JEDCO is filing a petition requesting annexation by area landowners and is the only owner of the following described real property, to-wit:

BEING 58.776 acres of land lying and situated in **BLOCK NO. 17** of the **JOSE PINEDA EAST FOUR LEAGUES GRANT, ABSTRACT NO. 41, and partly in the City Limits of Jacksonville, Cherokee County, Texas**, and being all of that certain called 59.935 acre Tract III as described in a Deed from Stephan A. Lewis, et al, to Lewis & Company Jacksonville Properties, LLC, dated March 21, 2009 and recorded in Volume 1969, Page 466 of the Official Records, Cherokee County, Texas, said **58.776 acres** being more particularly described as follows: **(SEE PLAT NO. 25-161)**

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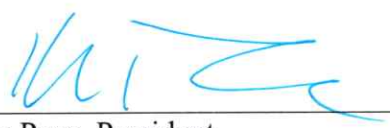
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"The above referenced Petition Requesting Annexation by area landowner into the City of Jacksonville is signed by property owner of said property either as designated by the City Council or as described in said Petition."

Further deponent sayeth not.

Jacksonville Economic Development Corporation

By:


Shane Pace, President

(Jurat)

SUBSCRIBED AND SWORN TO BEFORE ME on this 18th day of MARCH, 2026, by Shane Pace, President of Jacksonville Economic Development Corporation.




Notary Public, State of Texas

(Acknowledgment)

THE STATE OF TEXAS

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COUNTY OF CHEROKEE

BEFORE ME, the undersigned authority, on this day personally appeared Shane Pace, in his capacity as President of Jacksonville Economic Development Corporation, 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 18th day of MARCH,
2026.



A handwritten signature in blue ink that reads "Brett Brewer". The signature is written in a cursive style and is positioned above a horizontal line.

Notary Public, State of Texas



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	4/14/2026	ITEM NUMBER:	12.
DEPARTMENT:	Community and Public Services	PREPARED BY:	Randall Chandler, Director of Community and Public Services
INITIATED BY:	James Hubbard, CITY MANAGER	EXHIBITS:	Jacksonville_TaskOrder05_2026_ W_WW_Master_Plan 03-20-2026- 1
ITEM TITLE:	DISCUSS WITH POSSIBLE ACTION THE AWARD OF WATER AND WASTEWATER MASTERPLAN SERVICES CONTRACT TO HDR, INC.		

EXECUTIVE SUMMARY:

Executive Summary: 2026 Water and Wastewater Master Plan

Project Overview

The City of Jacksonville is initiating a comprehensive **Water and Wastewater Master Plan** to provide a technical roadmap for the city's infrastructure over the next 20 years. The primary goal is to transition from reactive maintenance to proactive, data-driven growth management. This plan will serve as a "living document," allowing the city to make informed decisions on capital improvement projects (CIP) and effectively manage new development requests.

Strategic Benefits

- **Infrastructure Reliability:** By creating high-fidelity hydraulic models of our current system, we can identify "bottlenecks" and high-velocity areas before they lead to system failures or environmental violations.
- **Cost-Effective Growth:** Accurate modeling prevents the "undersizing" of new lines, which saves millions in future replacement costs by ensuring pipes installed today can handle the capacity of tomorrow.
- **Economic Development Readiness:** The plan includes a GIS-based future service boundary map. This allows the city to show developers exactly where and when capacity will be available, accelerating the recruitment of new businesses and housing.
- **Informed Financial Planning:** Detailed data gathering ensures that the City Council is presented with prioritized project lists based on actual system needs rather than estimates, optimizing the use of utility funds and grant opportunities (such as TDA and CDBG).

Key Implementation Phases

1. **Data Consolidation:** Integrating historical maps from the 1980s with modern SCADA (Supervisory Control and Data Acquisition) historian data and recent grant project records.
2. **System "Fingerprinting":** Conducting targeted manhole surveys and flow monitoring in critical areas to capture "invert elevations" (the actual bottom-of-pipe depths) necessary for precise hydraulic calculations.

3. **Future Land Use Modeling:** Collaborative working sessions to establish growth assumptions in the absence of a formal comprehensive plan, ensuring the utility system stays ahead of the city's footprint.

Financial Stewardship

To ensure maximum value, the project team is using a phased scoping approach. We are currently reviewing all existing "in-house" data to identify the bare minimum of additional field surveys and monitoring required. This "measure twice, cut once" strategy prevents redundant spending on data we already possess.

RECOMMENDED ACTION:

STAFF RECOMMENDS APPROVAL.

BID AND AWARD:

\$212,500.00

BUDGET DATA:

As part of the FY2025-2026 budget, \$250,000 was budgeted for this project.

BUDGET JUSTIFICATION:

As part of the FY2025-2026 budget, \$250,000 was budgeted for this project.

STRATEGY MAP

Citizens First	Strengthen Neighborhoods	Manage the "Business"	Focus on Infrastructure	Planning and Preparedness
1.1 Customer-centric service and processes ☐	2.1 Code compliance and updates ☐	3.1 Maintain a well-trained professional workforce ☐	4.1 Assess the condition of infrastructure ☐	5.1 Diversify the tax base ☐
1.2 Leverage the talent and input of citizens ☐	2.2 Parks, recreation, and community building ☐	3.2 Proactively seek process improvements ☐	4.2 Strengthen routine maintenance programs ☐	5.2 Leverage and maximize City facilities ☐
1.3 Transparent and engaging communication ☐	2.3 Community policing and crime prevention ☐	3.3 Ensure financial stability and stewardship ☐	4.3 Adopt a capital improvement program ☐	☒ 5.3 Disasters and emergencies ☐
1.4 Ensure value of services ☐	2.4 Preserve and revitalize existing neighborhoods ☐	3.4 Pursue partnerships and grants ☐	4.4 Protect natural resources ☐	☐ 5.4 Comprehensive community planning ☐

POLICY/GOAL CONSIDERATION:

This project will definitely support future decision making in regards to development and infrastructure.

LEGAL:

TASK ORDER 05

This Task Order pertains to the Master Short Form Agreement by and between The City of Jacksonville, TX. (“OWNER/CITY”), and HDR Engineering, Inc. (“ENGINEER”), dated September 11, 2025, (“the Agreement”). Engineer shall perform services on the project described below as provided herein and in the Agreement. This Task Order shall not be binding until it has been properly signed by both parties. Upon execution, this Task Order shall supplement the Agreement as it pertains to the project described below.

TASK ORDER NUMBER: **05**

PROJECT NAME: 2026 Water & Wastewater Master Plan

PART 1.0 PROJECT DESCRIPTION:

The development of the 2026 Water and Wastewater Master Plan provides an opportunity to align system condition, capacity, regulatory, and future growth requirements within a prioritized, implementable planning framework. HDR will work collaboratively with the City’s existing consultants to integrate relevant findings, align ongoing efforts, and create a cohesive evaluation that supports long-term planning.

PART 2.0 SCOPE OF SERVICES TO BE PERFORMED BY ENGINEER ON THE PROJECT:

2.1 Project Initiation & Management (TASK 1)

ENGINEER will establish the project’s governance, schedule, communication, and quality framework so the master plan proceeds smoothly, decisions are traceable, and reviews are efficient. Includes a kickoff workshop, recurring monthly coordination meeting involving four (4) HDR staff members, and a formal Project Management Plan (PMP) with QA/QC procedures.

Project Management Plan (PMP) & QA/QC Framework

ENGINEER will prepare a concise PMP defining scope control, roles/responsibilities, decision and assumptions logs, a risk register, and QA/QC procedures (independent checks on models and figures) to ensure consistency and traceable decision-making.

Communication & Schedule Control

ENGINEER will development of a detailed baseline schedule tied to project deliverables and planned workshops, and participation in a recurring monthly coordination meeting involving four (4) HDR staff members.

Project Kickoff Meeting

ENGINEER will conduct a structured kickoff with Utility, Public Works, Planning, and GIS/IT to capture operating set points for the water and wastewater systems, identify known issues, and constraints that affect modeling and alternatives.

Invoicing

ENGINEER will prepare and submit a monthly invoice with project billing requirements, along with the preparation of monthly status reports summarizing work completed, progress toward key deliverables, budget status, upcoming activities, and any issues requiring attention.

Assumptions:

- CITY assigns a single point of contact and core review team; one in-person kickoff plus remote coordination thereafter.
- One (1) – two (2) hour kickoff meeting involving four (4) HDR staff members will be conducted with CITY.

Deliverables:

- Project Management Plan (including QA/QC and Communication Plan).
- Baseline & updated schedules; monthly status reports and invoices.
- Kickoff Meeting. (Virtual)
- Kickoff Agenda/Presentation and Meeting Notes.
- Schedule Monthly Meetings.

2.2 Data Collection and Model Selection (Water & Wastewater) (TASK 2)

ENGINEER will compile and review the City's water and wastewater system GIS data, including infrastructure information for water distribution facilities (such as waterlines, pump stations, and storage tanks) and wastewater collection system assets (including lift stations, gravity mains, force mains, and manholes). ENGINEER will evaluate and review the compiled data against the completed water distribution system hydraulic model (by others) and compare it against all newly provided data from the CITY to identify any discrepancies, updates, or improvements needed for model accuracy and performance. ENGINEER will also review system operational data, water billing and meter data, SCADA trends, and any previous planning or hydraulic modeling documents provided by the CITY to support the development of comprehensive hydraulic models for both the water distribution and wastewater collection systems. As part of this effort, ENGINEER will evaluate and compare wastewater hydraulic modeling software platforms and recommend the most appropriate platforms for the City based on system complexity, data availability, long-term usability, and compatibility with the City's operational practices and GIS workflows.

Data Request & Inventory Compilation (Water & Wastewater)

ENGINEER will issue a comprehensive request for GIS (wastewater), SCADA (tanks, pumps, run times), as-builts, pump curves, WWTP influent/DMRs, hydrant/pressure data, billing/AMI, development pipelines, land use, and prior models/studies, and compile into a referenceable inventory.

Data QA/QC & Gap Assessment (Water & Wastewater)

ENGINEER will reconcile GIS connectivity/attributes, screen time-series for anomalies, and identify critical gaps (e.g., missing manhole inverts or tank levels) and provide a Data Gaps & Risk Memo with targeted recommendations (spot surveys, optional loggers).

Modeling Platform Recommendation (Wastewater)

ENGINEER will compare and recommend commonly used tools for capability, City familiarity, data compatibility, and lifecycle support.

Assumptions:

CITY provides available GIS, billing, SCADA exports, and planning data, and the ENGINEER will normalize all datasets into formats suitable for hydraulic modeling. At a minimum, the CITY will provide the following wastewater system and water system datasets:

Wastewater System Data

- GIS data for wastewater infrastructure, including:

- Existing sanitary sewer lines and force mains (diameter, length, approximate installation date, material).
 - Lift stations (wet well dimensions, pump curves, pump operational levels).
- Manhole invert elevation data along major trunk lines.
- Lift station operational data, including pump curves, on/off trigger levels, and wet well dimension drawings.
- Wastewater Treatment Plant Discharge Monitoring Reports (DMRs).
- Flow monitoring data and/or depth sensor data, if available.

Water System Data

- Water Distribution System Hydraulic Model (by others).
- GIS databases for water infrastructure, including:
 - Existing water system pipes
 - Pump stations
 - Storage tanks
- Pump curves for all applicable pump stations.
- Storage tank record drawings (dimensions, overflow levels, operating bands).
- Water billing records with street addresses for meters and/or GIS meter point data.
- SCADA data detailing pump station flow rates and tank water levels.
- Previous hydrant test data (flow and pressure results).
- Land use development maps and types of development, as provided by the City's planning department.

Deliverables:

- Data Request Memo and Consolidated Data Inventory (Email).
- Data Gaps & Risk Memo with Recommendations (Email).

2.3 Current Demand & Base Flow Allocation and Model Development (Water & Wastewater) (TASK 3)

ENGINEER will allocate existing wastewater base flows using vetted datasets—including parcel information, land use data, water billing records, and typical per-capita sanitary sewer flow rates—and assign these loads to the appropriate junctions and manholes within the hydraulic model networks. Sanitary sewer loading will incorporate average dry-weather diurnal patterns based on industry standards for residential, commercial, and industrial land uses. For the water system, ENGINEER will revise the existing water model using any updated water demands, water-billing meter data, and other relevant datasets provided by the CITY. Using this updated information, ENGINEER will establish and validate the model's current Average Day Demand (ADD) and Maximum Day Demand (MDD). Where adequate SCADA and operational data exist, ENGINEER will also develop an extended-period simulation (EPS) to represent diurnal system behavior.

Water Demand Allocation (ADD/MDD/PH); Network Setup

ENGINEER will verify all existing geocode/assign customer demands from billing to junctions by class/pressure zone; reconcile production totals; define pumps/PRVs/tank controls and construct ADD, MDD, and Peak Hour scenarios (EPS if hourly SCADA is adequate).

Wastewater Base Flow & I/I Representation; Network Setup

ENGINEER will allocate sanitary loads via winter water use and return-to-sewer ratios; apply diurnals by land use; build gravity/force main/lift station elements and sub-basins.

Model Integrity & Reasonableness Checks (Water & Wastewater)

ENGINEER will perform continuity checks, identify anomalous pressures/velocities or d/D values, and hold a Model Build Checkpoint to confirm assumptions before validation.

Assumptions:

- The CITY will provide water billing records with street addresses for all meters and/or GIS-based meter location data, enabling accurate spatial demand allocation within the hydraulic model.
- The CITY will provide locations of known sanitary sewer overflows (SSOs) or areas of flooding observed during storm events to support wastewater model validation and identification of deficiency areas.
- One (1) – two (2) hour workshop involving four (4) HDR staff members will be conducted with CITY to review the existing conditions model results for both water and wastewater systems and confirm that baseline system performance is appropriately represented.
- A 24-hour Extended Period Simulation (EPS) for the water system will only be developed if hourly SCADA data for pump stations and storage tanks is available; otherwise, steady-state modeling will be performed for planning purposes.

Deliverables:

- Model Development Checkpoint Workshop.
- Model Development Checkpoint Workshop Summary.

2.4 Model Validation (Including Anticipated Future Demand) & System Assessment (TASK 4)

ENGINEER will allocate wet-weather peaking factors throughout the wastewater system using historical wet-weather peak flows observed at the wastewater treatment plant, population densities within individual sub-basins, and City staff knowledge of sensitive areas. A detailed calibration using new flow monitoring will not be performed; instead, ENGINEER will validate the wastewater model through field observations of flow depths in select manholes and by comparing simulated flows to lift station pump capacities, run times, and WWTP influent data. For the water system, ENGINEER will project future demands based on input from the CITY and allocate these demands to the model using future land-use GIS maps. An extended-period simulation (EPS) will be developed—where supported by data—to represent future average-day and maximum-day demand conditions. The model will then be analyzed to identify existing and future system deficiencies, including high or low pressures, high or low velocities, inadequate fire flow capability, and insufficient storage.

Water Model Validation & Reasonableness

ENGINEER will compare simulated pressures/flows to hydrant test results, tank cycling, and pump operations; target planning-level acceptance, documenting any limitations due to data sparsity.

Wastewater Model Validation & Wet-Weather Representation

ENGINEER will validate WWTP influent, lift station run-times and capacities, and conduct targeted field checks (such as manhole level observations), while applying sub-basin peaking factors derived from historical responses and density patterns. In addition, we will assess the collection system's capacity using the regional NOAA Atlas 14, 5-year/6-hour design storm and allowable surcharge criteria (surcharging to within 3 feet of the ground surface) as the threshold that triggers a recommended improvement.

Future Demand/Flow Forecasts & Model Extensions

ENGINEER will allocate future water ADD/MDD/PH (and EPS if applicable) and wastewater future loads using City projections and planned developments; extend network limits where growth dictates.

Performance Assessment & Deficiency Mapping

ENGINEER will evaluate against LOS/design criteria (e.g., min pressure, fire flow under MDD+FF, storage turnover; sewer d/D, surcharge limits, min/max velocity, firm capacities); map and tabulate deficiencies for each horizon and review with City.

Assumptions:

- One (1) – One (1) hour workshop involving four (4) HDR staff members will be held with the CITY to review existing-condition model results for both water and wastewater systems.
- No flow monitoring will be conducted as part of this task; validation will rely on available historical data and field observations.
- The CITY will provide GIS or PDF maps indicating future development types, locations, and sizes for demand and flow projections.
- The CITY will provide future population projections to support future-year demand and loading allocations.

Deliverables:

- GIS Shapefiles/Figures for Deficiencies.
- Review Workshop. (Virtual)
- Review Workshop Summary.

2.5 Alternative Analysis, CIP Development & Master Plan Report (TASK 5)

ENGINEER will model a full range of improvement alternatives to address system deficiencies identified in both the existing and future (5-year, 10-year, and 20-year) planning horizons for the wastewater and water systems. For the wastewater system, ENGINEER will evaluate alternatives that mitigate or eliminate capacity limitations, surcharging, inflow and infiltration impacts, low or high velocity conditions, hydraulic bottlenecks, and risks of flooding or overflows. ENGINEER will work with the CITY to define an acceptable level of service (LOS) that establishes allowable surcharging thresholds, velocity constraints, and hydraulic performance criteria for sewers, lift stations, and force mains. For the water system, ENGINEER will project future populations and land-use conditions, extend the model limits to incorporate anticipated development, and conduct simulations of peak-hour demand and maximum-day demand with fire flow to identify areas with inadequate pressure, insufficient fire flow capability, high or low velocities, storage deficiencies, and supply or redundancy limitations. Based on the LOS criteria developed jointly with the CITY, ENGINEER will perform an alternatives analysis for both systems to identify the infrastructure improvements required to meet

future performance needs, including options related to hydraulic capacity, reliability, storage, conveyance, and supply. Once a set of preferred alternatives is identified, ENGINEER will prioritize the improvements using evaluation criteria and weighting factors developed with CITY input. The resulting prioritized list of projects will form the basis of the City's capital improvement program (CIP). ENGINEER will prepare graphics that clearly summarize modeling results, recommended improvements, estimated capital costs, and implementation schedules across all planning horizons.

Alternatives Evaluation & LOS/Design Criteria Confirmation

ENGINEER will, for each issue area, evaluate alternatives (water: transmission, PRVs/zoning, pumping, storage; wastewater: upsizing/relief, lift station/forcemain, targeted I/I programs, EQ/storage where applicable). Confirm LOS/evaluation/design criteria with City in a workshop to guide sizing and selection.

Costing, Prioritization & Phasing (CIP)

ENGINEER will prepare AACE Class-5 (-50% to + 100%) OPCCs with documented unit costs and contingencies; score/rank alternatives using a City-informed multi-criteria framework (capacity, risk, growth enablement, regulatory, O&M, resiliency, cost, deliverability). Develop near-term (0–5 yr) and long-term (10+ yr) CIP with triggers and dependencies.

Master Plan Documentation

ENGINEER will compile an integrated report. Provide model files, GIS layers, a CIP wall map, and project data sheets to support budgeting and communication.

Assumptions:

- One (1) – two (2) hour workshop involving four (4) HDR staff members will be held with the CITY to finalize the selected alternatives for each of the system deficiencies identified during modeling. This workshop will also include development of the criteria and weighting factors used to assign scores to alternatives and prioritize the Capital Improvement Program (CIP).

Deliverables:

- CIP & Implementation Plan (W/WW) with Ranked Lists, Phasing, and Costs. (Technical Memo)
- Master Plan Report.
- Review Workshop. (Virtual)
- Review Workshop Summary.

2.6 Additional Services

This scope of services does not include facility condition assessments, regulatory reviews, facility master planning, or the evaluation of rehabilitation versus replacement outcomes for existing facilities or infrastructure. The work described herein is limited strictly to model updates, hydraulic and capacity-based modeling, and associated capacity evaluations. As such, the results represent only a partial picture of system Capital Improvement Program (CIP) needs. HDR can provide the additional services noted below, if desired, to develop a fully prioritized CIP for the system.

The CITY may elect to add the following services to enhance model accuracy and implementation readiness:

- Wastewater Flow Monitoring Program (depth/velocity and rainfall monitoring with $\geq 95\%$ uptime) to support full dry/wet-weather calibration and refined RDII by sub-basin.
- Water quality, water age, energy use, and operational optimization analyses will not be performed if insufficient data exists to support development of an Extended Period Simulation (EPS) model.
- Supplemental Field Work (topographic survey, targeted manhole invert surveys, hydrant flow/pressure testing, short-term water pressure logging).
- Model Platform Transition & Staff Training, including tailored training sessions and model use guidelines.
- Impact Fee Technical Support to align the 10-year growth-related CIP with future Chapter 395 updates.
- Water and wastewater affordability and identify financially sustainable pathways to implement the Master Plan improvements.
- Review existing agreements with local Water Supply Corporations (WSCs), including wholesale supply, retail interfaces, emergency interconnects, service area boundaries, and cost-sharing arrangements.

2.7 Key Understandings

- Meetings: Unless indicated otherwise herein meetings we be attended virtually.
- ENGINEER will not provide training or staff augmentation as part of this task order.
- ENGINEER will not incur legal expenses from the City/Owner's City Attorney for work and Engineer's legal team will not provide legal services for this project.

PART 3.0 OWNER'S RESPONSIBILITIES:

The City will furnish or assist the ENGINEER in obtaining the following items and services:

1. Access to City Attorney services for coordination of the project with the Engineer to comply with Texas Statutes.
2. City will provide guidance to the Engineer on procedure to adopt the ordinance.
3. City will assist in the preparation of Planning Commission and City Council packets, agenda, etc.
4. City will provide meeting space for staff meetings, etc.
5. Additional items or services as defined in subsequent work authorizations as necessary to complete this contract.

PART 4.0 PERIODS OF SERVICE:

The professional services and associated fee outlined in this Task Order are based on a period of six (6) calendar months from the date of Notice to Proceed.

Overall project schedule is assumed to begin in April 2026 and conclude in October 2026.

PAYMENTS TO ENGINEER:

ENGINEER will submit monthly progress invoices based on percent (%) of task complete with status reports for all work completed for the period of service listed in the invoice.

ENGINEER will perform the work to complete scoped tasks at the rates attached hereto with a lump sum fee of \$212,500 as shown on the Fee Schedule below:

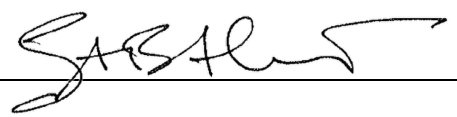
Task	Fee
Project Initiation & Management (TASK 1)	\$21,500.00
Data Collection and Model Selection (Water & Wastewater) (TASK 2)	\$25,000.00
Current Demand & Base Flow Allocation and Model Development (Water & Wastewater) (TASK 3)	\$63,500.00
Model Validation (Including Anticipated Future Demand) & System Assessment (TASK 4)	\$24,500.00
Alternative Analysis, CIP Development & Master Plan Report (TASK 5)	\$78,000.00
Total	\$212,500.00

This Task Order is executed this _____ day of _____, 2026.

CITY OF JACKSONVILLE
"OWNER"

HDR ENGINEERING, INC.
"ENGINEER"

SIGNATURE: _____

SIGNATURE:  _____

NAME: James Hubbard

NAME: Luke Bathurst, P.E.

TITLE: City Manager

TITLE: Vice President

ADDRESS: 315 S. Ragsdale St.
Jacksonville, TX 75766

ADDRESS: 5234 Old Jacksonville Hwy, Suite 220
Tyler, Texas 75703-3764
TBPE Firm Registration F-754



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>4/14/2026</u>	ITEM NUMBER:	<u>14.</u>
DEPARTMENT:	<u>Council and Board</u>	PREPARED BY:	<u></u>
INITIATED BY:	<u></u>	EXHIBITS:	<u>Feb 2026 Financial Report, Jacksonville Fire/EMS Monthly Report: March 2026, PCS March 2026 Council Report, JPD Monthly Report 03.26, Monthly Part 1 Crimes Report by District 3-2026</u>
ITEM TITLE:	<u>CITY MANAGER REPORT</u>		

EXECUTIVE SUMMARY:

RECOMMENDED ACTION:

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

STRATEGY MAP				
Citizens First	Strengthen Neighborhoods	Manage the "Business"	Focus on Infrastructure	Planning and Preparedness
1.1 Customer-centric service and processes ☐	2.1 Code compliance and updates ☐	3.1 Maintain a well-trained professional workforce ☐	4.1 Assess the condition of infrastructure ☐	5.1 Diversify the tax base ☐
1.2 Leverage the talent and input of citizens ☐	2.2 Parks, recreation, and community building ☐	3.2 Proactively seek process improvements ☐	4.2 Strengthen routine maintenance programs ☐	5.2 Leverage and maximize City facilities ☐
1.3 Transparent and engaging communication ☐	2.3 Community policing and crime prevention ☐	3.3 Ensure financial stability and stewardship ☐	4.3 Adopt a capital improvement program ☐	5.3 Disasters and emergencies ☐
1.4 Ensure value of services ☐	2.4 Preserve and revitalize existing neighborhoods ☐	3.4 Pursue partnerships and grants ☐	4.4 Protect natural resources ☐	5.4 Comprehensive community planning ☐
POLICY/GOAL CONSIDERATION:				
LEGAL:				

City of Jacksonville, Texas Monthly Financial Report February 2026



OVERVIEW

As of February 28, 2026, the City has completed five periods of the FY 2026 fiscal year. At this point in the fiscal year, the benchmark for budget comparison is **41.7 percent**.

Combined revenues for the General Fund and Utility Fund total **\$13,187,557**, representing **50.4 percent** of the annual budget. This reflects a decrease of **\$10,468,264** compared to the same period last year, primarily attributable to significant one-time Utility Fund revenues in FY 2025 associated with bond proceeds and capital project funding. Excluding these one-time items, operating revenues are performing as expected. Early-year revenues continue to benefit from strong property tax collections, stable sales tax performance, consistent water and sewer revenues, and increased ambulance fee collections.

Combined expenditures for the General Fund and Utility Fund total **\$9,029,997**, or **30.2 percent** of the annual budget, remaining well below the budget benchmark. This represents a slight decrease of **\$64,866** compared to the same period in FY 2025 and is primarily attributable to timing differences in Utility Fund expenditures. Departmental operating expenditures remain within expected ranges.

Overall, the first five periods reflect a stable and positive start to FY 2026. Revenues are tracking ahead of benchmark, expenditures remain well controlled, and no material adverse variances have been identified at this stage of the fiscal year.

YEAR TO DATE (YTD) ACTIVITY

- ▲ **Property Taxes** have reached **86.3%** of the YTD projection.
- **Sales Taxes** have reached **40.9%** of the YTD projection.
- **Sanitation Fees** have reached **39.3%** of the YTD projection.
- ▲ **EMS/Ambulance Service Fees** have reached **49.9%** of the YTD projection.
- **Water Sales** have reached **37.7%** of the YTD projection.
- **Sewer Sales** have reached **37.7%** of the YTD projection.

COMPARISON TO LAST YEAR

- ▲ **Property Taxes** are **108.5%** of prior year collections.
- ▲ **Sales Taxes** are **100.2%** of prior year collections.
- ▲ **Sanitation Fees** are **103.1%** of prior year collections.
- ▲ **EMS/Ambulance Service Fees** are **146.1%** of prior year collections.
- ▲ **Water Sales** are **104.8%** of prior year collections.

GENERAL FUND REVENUE

Revenue Signal Key		
	> 100% of Projected	
	95-100% of Projected	
	< 95% of Projected	

	February 2026					Year-To-Date					Annual				Prior Year		
	Signal	Actual	Projected	%		Signal	Actual	Projected	%		Actual	Projected	%		Actual	Projected	%
Taxes		\$ 1,144,113	\$ 780,205	146.6%			\$ 6,387,521	\$ 3,901,023	163.7%		\$ 6,387,521	\$ 9,362,456	68.2%		\$ 6,003,886	\$ 8,727,220	68.8%
Franchise Fees		99,087	109,000	90.9%			597,450	545,000	109.6%		597,450	1,308,000	45.7%		581,535	1,297,000	44.8%
Intergovernmental Revenue		-	5,833	0.0%			-	29,167	0.0%		-	70,000	0.0%		46,188	214,911	21.5%
Fines & Forfeiture		68,910	53,366	129.1%			249,850	266,830	93.6%		249,850	640,393	39.0%		203,351	550,350	36.9%
License & Permits		3,907	4,200	93.0%			26,278	21,000	125.1%		26,278	50,400	52.1%		11,004	47,450	23.2%
Fees & Charges For Services		253,773	249,951	101.5%			1,233,892	1,249,757	98.7%		1,233,892	2,999,416	41.1%		1,060,054	2,824,251	37.5%
Investment Income		45,226	27,500	164.5%			116,583	137,500	84.8%		116,583	330,000	35.3%		131,009	316,734	41.4%
Miscellaneous Receipts		16,705	16,804	99.4%			147,192	84,018	175.2%		147,192	201,644	73.0%		94,936	195,601	48.5%
Transfers In		117,962	117,962	100.0%			589,808	589,808	100.0%		589,808	1,415,539	41.7%		623,267	1,495,841	41.7%
Total Revenues		\$ 1,749,682	\$ 1,364,821	128.2%			\$ 9,348,575	\$ 6,824,103	137.0%		\$ 9,348,575	\$ 16,377,848	57.1%		\$ 8,755,231	\$ 15,669,358	55.9%

YEAR-TO-DATE OVERVIEW

As of February 28, 2026—the fifth month of the FY 2026 budget year—General Fund year-to-date revenue totals **\$9,348,575**, exceeding projections by **\$2,524,472** and reaching **137.0 percent** of the 41.7 percent year-to-date benchmark. Revenue is also **\$593,344 higher** than the same period in FY 2025, driven primarily by strong property tax collections, higher miscellaneous receipts, and increased municipal court collections.

Excluding property taxes, non-property tax revenue totals **\$4,486,430**, which is **\$10,390 above projections** and in line with budgeted expectations.

PROPERTY TAXES

Year-to-date property tax collections total **\$4,862,145**, exceeding projections by **\$2,514,082** and reflecting an increase of **\$380,381 (8.5 percent)** compared to February 2025.

Early-year property tax performance typically fluctuates based on the timing of mortgage escrow payments and lender remittances, with the majority of annual collections historically received between October and January. As a result, higher collections through February are not unusual and are expected to moderate as the fiscal year progresses.

SALES TAXES

Year-to-date sales tax collections total **\$1,525,376**, which is **\$27,584 below projections** but **\$3,254 higher** than the same period last year, representing **0.2 percent growth**. Sales tax receipts are distributed on a monthly lag and will continue to normalize as additional allocations are received. Performance to date remains consistent with historical collection patterns and underlying economic activity.

FRANCHISE FEES

Franchise fee revenue totals **\$597,450**, exceeding projections by **\$52,450** and increasing **\$15,915 (2.7 percent)** compared to the same period last year.

Revenues remain stable and are tracking in line with expectations based on contracted utility activity and historical collection patterns.

INTERGOVERNMENTAL REVENUE

No intergovernmental revenue has been received as of February 28. These revenues are timing-dependent and are expected to be recognized later in the fiscal year as eligible expenditures are incurred and reimbursements are processed. No variances are anticipated at this stage of the fiscal year.

MUNICIPAL COURT

Municipal Court revenue totals **\$249,850**, tracking **\$16,981 below projections**. Despite this variance, revenue is **\$46,499 higher** than the same period in February 2025, reflecting continued improvements in collections and case processing efficiency.

Revenue performance is expected to fluctuate based on case volume, payment timing, and compliance trends.

LICENSES & PERMITS

Licenses and permits revenue totals **\$26,278**, exceeding projections by **\$5,278** and increasing **\$15,274** compared to the same period last year.

Building and development activity continues to reflect steady, moderate growth consistent with recent trends.

FEES & CHARGES FOR SERVICES

Year-to-date fees and charges for services total **\$1,233,892**, which is **\$15,864 below projections** but **\$173,838 higher** than the same period in FY 2025, representing a **16.4 percent increase**.

This category includes sanitation services, ambulance fees, park revenues, and Lake Jacksonville lease payments.

INVESTMENT INCOME

Year-to-date investment earnings total **\$116,583**, which is **\$20,917 below projections** and **\$14,426 lower** than the same period in February 2025, reflecting the impact of a lower interest rate environment on General Fund returns.

MISCELLANEOUS RECEIPTS

Miscellaneous receipts total **\$147,192**, exceeding projections by **\$63,173** and the prior year by **\$52,255**. This variance is primarily attributable to a **\$42,000 donation** from the Jacksonville Citizens Police Academy Alumni Association and **\$27,032 in insurance reimbursements**.

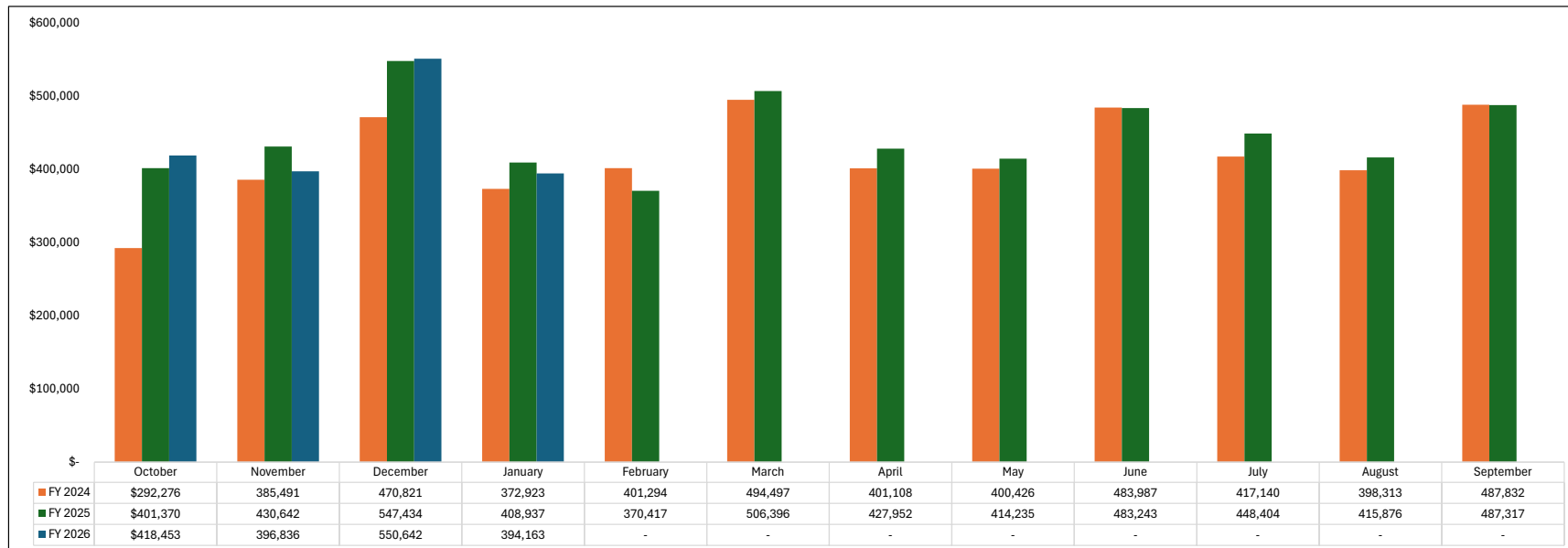
TRANSFERS IN

Transfers in total **\$589,808**, consistent with budgeted estimates for the period. Compared to the same period last year, transfers are **\$33,459 lower**, reflecting updated allocation factors adopted for FY 2026.



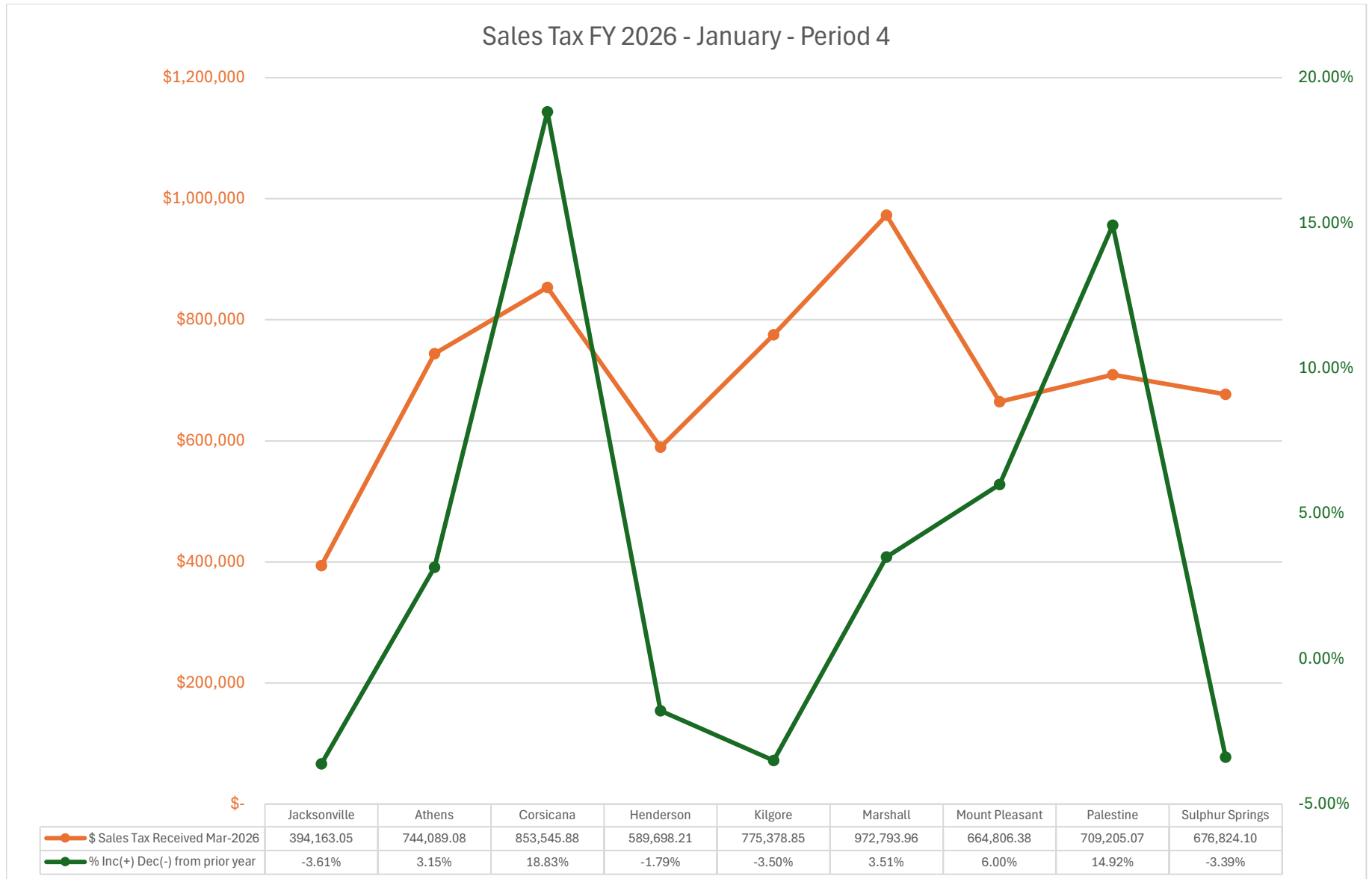
Sales Tax History: Fiscal Years 2024 - 2026

FY 2024					FY 2025					FY 2026				
	CITY	JEDCO	TOTAL	CUMULATIVE		CITY	JEDCO	TOTAL	CUMULATIVE		CITY	JEDCO	TOTAL	CUMULATIVE
	66.67%	33.33%	100.00%	TOTAL		66.67%	33.33%	100.00%	TOTAL		66.67%	33.33%	100.00%	TOTAL
October	\$ 194,851	\$ 97,425	\$ 292,276	\$ 292,276	October	\$ 267,580	\$ 133,790	\$ 401,370	\$ 401,370	October	\$ 278,969	\$ 139,484	\$ 418,453	\$ 418,453
November	256,994	128,497	385,491	677,767	November	287,094	143,547	430,642	832,012	November	264,557	132,279	396,836	815,289
December	313,881	156,940	470,821	1,148,588	December	364,956	182,478	547,434	1,379,446	December	367,094	183,547	550,642	1,365,931
January	248,616	124,308	372,923	1,521,512	January	272,625	136,312	408,937	1,788,383	January	262,775	131,388	394,163	1,760,094
February	267,530	133,765	401,294	1,922,806	February	246,945	123,472	370,417	2,158,801	February			-	1,760,094
March	329,665	164,832	494,497	2,417,303	March	337,597	168,799	506,396	2,665,197	March			-	1,760,094
April	267,405	133,703	401,108	2,818,410	April	285,302	142,651	427,952	3,093,149	April			-	1,760,094
May	266,951	133,475	400,426	3,218,837	May	276,157	138,078	414,235	3,507,384	May			-	1,760,094
June	322,658	161,329	483,987	3,702,823	June	322,162	161,081	483,243	3,990,627	June			-	1,760,094
July	278,093	139,047	417,140	4,119,963	July	298,936	149,468	448,404	4,439,031	July			-	1,760,094
August	265,542	132,771	398,313	4,518,276	August	277,251	138,625	415,876	4,854,907	August			-	1,760,094
September	325,221	162,611	487,832	5,006,108	September	324,878	162,439	487,317	5,342,223	September			-	1,760,094
	\$ 3,337,405	\$ 1,668,703	\$ 5,006,108			\$ 3,561,482	\$ 1,780,741	\$ 5,342,223			\$ 1,173,396	\$ 586,698	\$ 1,760,094	





City of Jacksonville, Texas
Financial Statement
As of February 28, 2026





Comparator Cities Calendar Year 2025-2026 Sales Tax Comparison % Δ

	Jacksonville			Athens	Corsicana	Henderson	Kilgore	Marshall	Mount Pleasant	Palestine	Sulphur Springs	Weighted Average
	2026 - 2023	2026 - 2024	2026 - 2025	2025 - 2026								
	% Δ Month	% Δ Month	% Δ Month	% Δ Month	% Δ Month	% Δ Month	% Δ Month	% Δ Month	% Δ Month	% Δ Month	% Δ Month	% Δ Month
Oct-25	1.2%	7.3%	4.4%	-6.6%	11.6%	-18.5%	-7.6%	-0.6%	3.1%	14.4%	-16.6%	-2.4%
Nov-25	-2.2%	11.0%	-0.1%	-14.8%	25.0%	0.1%	-3.2%	28.4%	29.6%	0.4%	-2.1%	6.7%
Dec-25	14.6%	43.2%	4.3%	-10.0%	17.4%	-23.2%	3.0%	2.1%	1.2%	11.9%	-1.1%	0.1%
Jan-26	2.8%	2.9%	-7.9%	-10.1%	10.6%	-12.9%	-2.6%	-4.0%	12.3%	25.4%	-0.7%	0.9%
Feb-26	8.2%	17.0%	0.6%	-8.3%	-14.2%	-14.8%	-0.2%	2.7%	-5.6%	7.5%	-3.1%	-4.2%
Mar-26	6.3%	5.7%	-3.6%	3.2%	18.8%	-1.8%	-3.5%	3.5%	6.0%	14.9%	-3.4%	4.0%
Apr-26												
May-26												
Jun-26												
Jul-26												
Aug-26												
Sep-26												
	2026 - 2023	2026 - 2024	2026 - 2025	2025 - 2026								
	% Δ YTD	% Δ YTD	% Δ YTD	% Δ YTD	% Δ YTD	% Δ YTD	% Δ YTD	% Δ YTD	% Δ YTD	% Δ YTD	% Δ YTD	% Δ YTD
Oct-25	1.2%	7.3%	4.4%	-6.6%	11.6%	-18.5%	-7.6%	-0.6%	3.1%	14.4%	-16.6%	-2.4%
Nov-25	-0.7%	9.3%	1.9%	-11.1%	18.2%	-9.0%	-5.4%	13.8%	16.1%	6.5%	-8.8%	2.3%
Dec-25	3.7%	18.1%	2.7%	-10.8%	17.9%	-14.1%	-2.8%	9.9%	10.7%	8.3%	-6.2%	1.6%
Jan-26	3.5%	14.2%	0.0%	-10.6%	16.1%	-13.9%	-2.7%	6.5%	11.0%	12.4%	-4.8%	1.4%
Feb-26	4.6%	14.9%	0.2%	-10.1%	7.4%	-14.1%	-2.2%	5.5%	6.6%	11.1%	-4.4%	0.0%
Mar-26	4.9%	13.4%	-0.4%	-8.2%	9.0%	-12.5%	-2.4%	5.2%	6.5%	11.7%	-4.2%	0.6%
Apr-26												
May-26												
Jun-26												
Jul-26												
Aug-26												
Sep-26												

"Month" is month in which revenue is received.



GENERAL FUND EXPENDITURES

Department	February 2026			Prior Year		
	YTD Actual	Annual Budget	% of Budget	YTD Actual	Annual Budget	% of Budget
Non-Department	\$ 447,391	\$ 774,002	57.8%	\$ 385,276	\$ 753,430	51.1%
Administration	248,685	787,835	31.6%	232,778	735,835	31.6%
I.T.	69,529	219,712	31.6%	71,195	223,439	31.9%
Communications	19,160	28,656	66.9%	13,640	23,317	58.5%
H.R.	68,260	196,508	34.7%	63,238	189,580	33.4%
Finance	242,545	571,214	42.5%	212,606	531,770	40.0%
Municipal Court	72,790	209,537	34.7%	78,485	205,892	38.1%
Police	1,642,750	4,523,331	36.3%	1,576,500	4,219,836	37.4%
Code Enforcement	96,112	279,484	34.4%	99,233	276,209	35.9%
Animal Services	104,671	293,370	35.7%	97,463	306,054	31.8%
Fire & EMS	1,366,142	3,981,158	34.3%	1,364,424	3,629,784	37.6%
Public & Community Services	13,948	42,416	32.9%	42,888	120,523	35.6%
Development Services	144,111	437,104	33.0%	124,141	449,451	27.6%
Traffic & Lighting	56,511	279,637	20.2%	61,222	265,915	23.0%
Streets	293,478	712,191	41.2%	278,018	676,949	41.1%
Sanitation	366,213	1,159,660	31.6%	363,532	1,124,082	32.3%
Library	179,315	473,317	37.9%	182,666	454,762	40.2%
Texana Museum	13,348	44,550	30.0%	16,473	42,118	39.1%
Parks	276,128	823,319	33.5%	261,614	795,669	32.9%
Recreation	34,448	191,998	17.9%	24,509	186,131	13.2%
Cemetery	45,829	178,913	25.6%	46,613	181,740	25.6%
Lake	20,456	137,251	14.9%	11,295	117,870	9.6%
Total Expenditures	\$ 5,821,821	\$ 16,345,162	35.6%	\$ 5,607,811	\$ 15,510,353	36.2%

GENERAL FUND EXPENDITURES

As of February 28, 2026

YEAR-TO-DATE OVERVIEW

At the end of February, the General Fund expenditure benchmark is **41.7%**. Year-to-date expenditures total **\$5,821,821**, representing **35.6% of the annual budget**. Overall spending remains below benchmark and reflects typical early-year expenditure patterns, as certain operating and capital costs occur later in the fiscal year.

NON-DEPARTMENT

Non-Department expenditures total **\$447,391**, or **57.8% of the annual budget**. This elevated percentage reflects front-loaded annual costs, including insurance premiums and other expenditures paid at the beginning of the fiscal year rather than incurred evenly throughout the year.

COMMUNICATIONS

Communications expenditures total **\$19,160**, or **66.9% of the annual budget**. This variance is driven by annual charges paid early in the fiscal year, including website hosting, media service subscriptions, and other recurring communications-related costs.

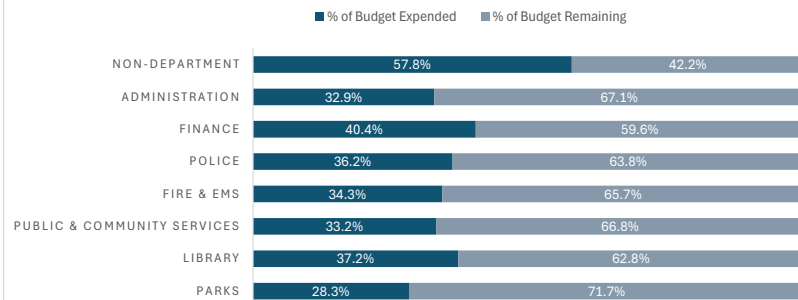
FINANCE

Finance expenditures total **\$242,545**, or **42.5% of the annual budget**. Spending slightly above the benchmark is attributable to advance quarterly payments to the Cherokee Central Appraisal District for appraisal services and tax billing and collection, which are invoiced at the beginning of each quarter.

ALL OTHER DEPARTMENTS

All remaining General Fund departments are at or below the **41.7% benchmark**, indicating expenditures are tracking as expected for this stage of the fiscal year.

BUDGET COMPARISON





UTILITY FUND REVENUES

Revenue Signal Key	
	> 100% of Projected
	95-100% of Projected
	< 95% of Projected

	February 2026					Year-To-Date					Annual				Prior Year		
	Signal	Actual	Projected	%		Signal	Actual	Projected	%		Actual	Projected	%		Actual	Projected	%
Taxes		\$ -	\$ -	0.0%			\$ -	\$ -	0.0%		\$ -	\$ -	0.0%		\$ -	\$ -	0.0%
Franchise Fees		-	-	0.0%			-	-	0.0%		-	-	0.0%		-	-	0.0%
Intergovernmental Revenue	●	11,325	46,258	24.5%	●		36,075	231,289	15.6%		36,075	555,094	6.5%		8,250	1,198,529	0.7%
Fines & Forfeiture		-	-	0.0%			-	-	0.0%		-	-	0.0%		-	-	0.0%
License & Permits		-	-	0.0%			-	-	0.0%		-	-	0.0%		-	-	0.0%
Fees & Charges For Services	●	698,636	730,685	95.6%	●		3,324,882	3,653,425	91.0%		3,324,882	8,768,220	37.9%		2,952,572	7,841,169	37.7%
Investment Income	●	62,428	37,500	166.5%	●		296,848	187,500	158.3%		296,848	450,000	66.0%		202,241	400,000	50.6%
Miscellaneous Receipts	●	2	1,838	0.1%	●		181,178	9,190	1971.4%		181,178	22,057	821.4%		11,737,528	12,137,543	96.7%
Transfers In		-	-	0.0%			-	-	0.0%		-	-	0.0%		-	-	0.0%
Total Revenues	●	\$ 772,391	\$ 816,281	94.6%	●		\$ 3,838,983	\$ 4,081,405	94.1%		\$ 3,838,983	\$ 9,795,371	39.2%		\$ 14,900,591	\$ 21,577,241	69.1%

YEAR-TO-DATE OVERVIEW

Utility Fund revenue totals **\$3,838,983**, which is **\$242,422 below projections** through the fifth period of FY 2026. Compared to the prior year, year-to-date revenue is **\$11,061,609 (74.2%) lower** through February.

This significant year-over-year variance is primarily attributable to the issuance of the **Series 2024B Certificates of Obligation** in December 2024 for the Double Creek Wastewater Treatment Plant project, which generated substantial one-time revenue in the prior year that is not repeated in FY 2026.

INTERGOVERNMENTAL REVENUE

Intergovernmental revenue totals **\$36,075**, primarily related to ARPA reimbursements received as of February 28. Additional revenue is expected later in the fiscal year as eligible project expenditures are incurred and reimbursement requests are submitted.

WATER SALES

Water sales total **\$1,564,484**, which is **\$163,408 below projections (37.7%)**, but **\$72,230 (4.8%) higher than February 2025**.

Water consumption for February 2026 totaled **64,800,986 gallons**, representing an **8.4% increase** compared to the prior year (59,775,333 gallons). As seasonal usage patterns normalize, upcoming months will provide clearer insight into overall performance relative to budget expectations.

SEWER CHARGES

Sewer revenue totals **\$1,650,966**, which is **\$175,567 below projections**, but **\$299,557 (22.2%) higher than the prior year**. This increase continues to reflect the impact of annual sewer rate adjustments.

Sewer billing remains directly tied to metered water usage; therefore, the same consumption trends influencing water sales are also driving sewer revenue.

OTHER CHARGES FOR SERVICE

Year-to-date revenue totals **\$26,589**, which is **\$5,714 above projections**, but **\$3,464 lower than the prior year**.

This category primarily consists of tap fees and other service-related charges and fluctuates based on the timing and volume of new service connections.

FINES AND FORFEITURES

Fines total **\$82,843**, exceeding projections by **\$4,718** and prior-year collections by **\$3,986**.

This category reflects penalties on past-due utility accounts and varies based on customer payment behavior and outstanding balances.

INVESTMENT INCOME

Investment earnings total **\$296,848**, which is **\$109,348 above projections** and **\$94,608 (46.8%) higher than February 2025**.

This performance is driven by higher average investment balances, including unspent **Series 2024B bond proceeds** received in December 2024 that were not available during the same period last year. These results were achieved despite a lower interest rate environment.

MISCELLANEOUS RECEIPTS

Miscellaneous revenue totals **\$181,178**, which is **\$171,987 above projections**, but **\$11,556,350 lower than the prior year**.

The year-over-year decrease is primarily due to the one-time bond proceeds recognized in FY 2025. The favorable variance compared to projections is largely attributable to the **sale of the 2020 Freightliner Vactor Truck for \$178,000**.



UTILITY FUND EXPENDITURES

Department	February 2026			YTD Actual	Annual Budget	% of Budget
Non-Department				\$ 1,111,241	\$ 2,549,893	43.6%
Administration						
Communications				4,000	12,000	33.3%
Finance						
Utility Billing				232,845	668,414	34.8%
Public & Community Services				110,942	646,640	17.2%
Water Production				600,927	3,035,375	19.8%
Water Distribution				482,718	890,566	54.2%
Wastewater Collection				244,272	3,767,874	6.5%
Wastewater Treatment				421,231	1,953,577	21.6%
Total Expenditures				\$ 3,208,177	\$ 13,524,340	23.7%

UTILITY FUND EXPENDITURES

As of February 28, 2026

OVERVIEW

At the end of the fifth period of FY 2026, the Utility Fund expenditure benchmark is **41.7%**. Year-to-date expenditures total **\$3,208,177**, representing **23.7% of the annual budget**, and are tracking well below the benchmark.

This spending pattern is typical early in the fiscal year, as operating and capital expenditures—particularly for utility infrastructure projects—tend to accelerate in later periods.

NON-DEPARTMENT

Non-Department expenditures total **\$1,111,241**, or **43.6% of the annual budget**, slightly exceeding the **41.7% benchmark**.

This variance reflects front-loaded annual costs, including insurance premiums and other expenditures that are paid early in the fiscal year rather than evenly throughout.

WATER DISTRIBUTION

Water Distribution expenditures total **\$482,718**, or **54.2% of the annual budget**, exceeding the **41.7% benchmark**.

This variance is primarily attributable to **\$221,419** in expenditures related to the **US Highway 175 Utility Relocation Project**. A portion of this work, totaling **\$192,544**, was anticipated to be completed in the prior fiscal year; however, final project activity extended into FY 2026 and was not included in the current year's adopted budget.

As a result, expenditures appear elevated early in the fiscal year but reflect timing differences rather than an increase in project scope or ongoing operating costs.

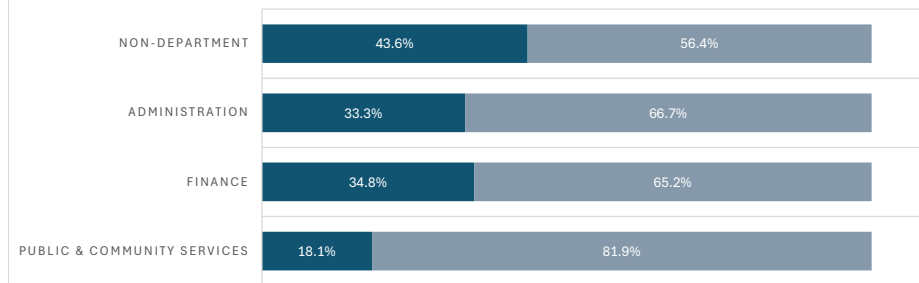
ALL OTHER DEPARTMENTS

All remaining Utility Fund departments—including Communications, Utility Billing, Public & Community Services Administration, Water Production, Wastewater Collection, and Wastewater Treatment—are operating at or below the benchmark through the **fifth period** of the fiscal year.

Overall spending remains consistent with normal operational patterns, with the majority of project-related and seasonal utility expenditures expected to occur later in the fiscal year.

BUDGET COMPARISON

■ % of Budget Expended ■ % of Budget Remaining





City of Jacksonville, Texas
Financial Statement
As of February 28, 2026

Account Number	Project Description	FY 2026 Budget	Y-T-D Activity	Encumbered	Balance
<u>ADMINISTRATION</u>					
103-100-01-58881-037	**ARPA** City Hall Generator	\$ 456	\$ 456	\$ -	\$ 0
<u>INFORMATION TECHNOLOGY</u>					
101-101-01-58881-000	Computer Replacement Program- Replace 20% of Citywide Computers Annually	44,690	8,997	5,734	29,959
<u>POLICE</u>					
104-400-02-58883-000	Police Vehicle Replacement Program- 2 New Vehicles w/ Upfitting	186,000	57,274	166,676	(37,950)
104-400-02-58883-000	Lake Jacksonville Patrol Boat	60,000	-	-	60,000
104-400-02-58883-000	Side by Side	30,000	29,081	-	919
104-400-02-58883-000	Police Vehicle Replacement Program- K9 Unit	-	48,272	-	(48,272)
<u>FIRE / EMS</u>					
103-500-02-58880-000	Fire Station #2 Renovation	200,000	63	-	199,937
104-500-02-58881-000	Rescue Tools (Jaws Of Life) Equipment Replacement	46,250	-	-	46,250
104-500-02-58883-000	Ambulance- Medic Units	385,000	-	354,300	30,700
104-500-02-58883-000	Fire Vehicle Replacement Program- 1 New Vehicle w/ Upfitting	70,000	-	-	70,000
<u>PUBLIC & COMMUNITY SERVICES ADMINISTRATION</u>					
103-600-01-58892-000	Plumbing Inside the Equipment Building 50% GF	15,000	-	-	15,000
103-600-01-58892-000	Receiving Docks Rehab @ PCS Warehouse 50% GF	10,000	5,324	-	4,676
201-600-06-58892-000	Plumbing Inside the Equipment Building 50% UF	15,000	-	-	15,000
201-600-06-58892-000	Receiving Docks Rehab @ PCS Warehouse 50% UF	10,000	5,361	-	4,639
<u>STREETS & INFRASTRUCTURE</u>					
103-603-03-58898-000	Canada Street Construction Phase- 2022B COs	2,347,080	61,539	-	2,285,541
103-603-03-58898-000	Street Improvement Projects- 2022B COs	520,172	-	-	520,172
103-603-03-58898-000	Street Improvement Projects- 2024A COs	500,000	-	-	500,000
103-603-03-58898-000	US HWY 175 Utility Relocation- 2022B COs	234,776	40,726	194,050	(0)
103-603-03-58898-000	Lakeshore Bridge Repair	60,000	-	-	60,000
103-603-03-58898-000	Forest Trl/Meadow Creek Retaining Wall- 2022B COs	37,000	-	-	37,000
103-603-03-58898-000	Canada Street Creek Wall	25,000	-	-	25,000
103-603-03-58899-000	Street Improvement Projects	45,413	-	-	45,413
103-603-03-58899-037	**ARPA** Canada Street Construction Phase SPI	110,000	-	110,000	-
104-603-03-58881-000	E48 R2 Series Bobcat Compact Mini Excavator & Brush Cutter	90,509	89,609	-	900



City of Jacksonville, Texas
Financial Statement
As of February 28, 2026

Account Number	Project Description	FY 2026 Budget	Y-T-D Activity	Encumbered	Balance
<u>WATER PRODUCTION</u>					
201-609-06-58880-000	Repaint 1.0 Mg Elevated Water Tank On N Bolton	1,563,350	-	-	1,563,350
201-609-06-58880-000	Repaint 2.0 Mg Dorothy Street Water Tank	250,000	-	-	250,000
201-609-06-58880-000	Lighting at Wells & Water Treatment Plant	18,850	-	-	18,850
201-609-06-58881-000	Generator	79,500	-	92,750	(13,250)
201-609-06-58881-000	Well #5 Booster Pump** Increase Size & Add VFD	68,250	-	-	68,250
<u>WATER DISTRIBUTION</u>					
201-610-06-58882-000	Fire Hydrant Rehabilitation & Replacement Program	50,000	-	-	50,000
201-610-06-58883-000	Utility Truck For Water Distribution Department	80,000	-	80,000	-
201-610-06-58889-000	Loop 456 10" Water Main Extension *JEDCO*matching	50,000	-	-	50,000
201-610-06-58889-000	Jacksonville HWY 175 Utility Relocation	-	192,544	-	(192,544)
201-610-06-58889-037	**ARPA**Bid Inspection - US HWY 175 Utility Expansion	33,000	28,875	4,125	-
<u>WASTEWATER COLLECTION</u>					
201-611-06-58879-000	Sunnydale Lift Station SEP	-	13,411	67,064	(80,475)
201-611-06-58883-000	Utility Truck For Wastewater Collection Department	80,000	-	80,000	-
201-611-06-58889-000	TWDB 2022A- Sanitary Sewer System- Trunk Main, Manhole, Lift Station, Force Main Replacements & Improvements	2,558,945	-	226,612	2,332,333
201-611-06-58889-052	2024 TxCDBG- Nichol's Trunk Line- I&I	497,217	22,390	48,387	426,441
<u>WASTEWATER TREATMENT</u>					
201-612-06-58879-000	60 kw Generator @ Lake Marina Lift Station	53,770	30,312	-	23,458
201-612-06-58880-000	TWDB 2024B- Wastewater Treatment Plant Expansion	600,000	7,200	1,372,180	(779,380)
201-612-06-58889-000	Okeefe Rd Sewer Replacement	150,000	-	-	150,000
<u>LIBRARY</u>					
101-700-04-58887-000	Library Books, Materials, & Other Media Replacement Program	43,050	24,570	-	18,480
<u>PARKS</u>					
103-800-04-58884-037	Lincoln Park	255	255	-	0
103-800-04-58884-044	Hazel Tilton	54,270	33,294	-	20,976
104-800-04-58881-000	Zero-Turn Mower	15,000	-	16,574	(1,574)
104-800-04-58881-000	Power Washer Trailer	14,500	14,369	-	131
110-800-04-58884-051	Lincoln Park	1,066	1,066	-	(0)
<u>LAKE JACKSONVILLE</u>					
101-803-04-58882-000	Lake Buoys Replacement	5,000	-	-	5,000
103-803-04-58884-000	Installation of Park Light Poles Lake Jacksonville	-	6,415	22,052	(28,467)
103-803-04-58884-000	Tables, Benches, and Trash Cans	36,360	11,256	-	25,104
110-803-04-58884-011	Lake Boating Access Grant Project- Construction	93,816	-	93,816	0
Total		\$ 11,438,545	\$ 732,661	\$ 2,934,319	\$ 7,771,565



FUND BALANCE SUMMARY (unaudited)

Fund	Beginning Balance 09/30/2025	Revenue	Expense	Ending Balance 2/28/2026	Target FB	Restricted FB	Unassigned
101 GENERAL FUND	\$ 4,857,431	\$ 9,290,536	\$ 5,764,665	\$ 8,383,301	\$ 3,269,032	N/A	\$ 5,114,269
DESIGNATED DONATIONS- POLICE DONATIONS	21,714	47,235	54,806	14,143			
DESIGNATED DONATIONS- ANIMAL SHELTER DONATIONS	24,751	640	44	25,347			
DESIGNATED DONATIONS- FIRE/EMS DONATIONS	-	350	350	0			
DESIGNATED DONATIONS- LIBRARY DONATIONS	11,407	3,037	356	14,089			
DESIGNATED DONATIONS- LIBRARY NWSPPR DGTZTN	21,960	-	-	21,960			
DESIGNATED DONATIONS- MUSEUM DONATIONS	251	6,776	1,600	5,428			
DESIGNATED DONATIONS- MUSEUM RENOVATION	1,900	-	-	1,900			
DESIGNATED DONATIONS- PARKS & REC DONATIONS	752	-	-	752			
103 CAPITAL PROJECTS FUND (GENERAL)	5,085,071	82,512	262,708	4,904,875	N/A	4,488,332	416,543
Total Major Governmental Funds	10,025,237	9,431,086	6,084,529	13,371,795			
102 DEBT SERVICE FUND	342,315	1,915,288	1,136,389	1,121,214	210,846	N/A	910,368
104 VEHICLE / EQUIPMENT REPLACEMENT FUND	1,204,437	185,661	398,936	991,161	N/A	N/A	N/A
110 GRANT FUND	39,566	75,897	13,905	101,557	N/A	N/A	N/A
111 HOTEL / MOTEL OCCUPANCY TAX FUND	468,617	126,093	90,539	504,171	N/A	N/A	N/A
112 COURT BUILDING SECURITY & TECHNOLOGY FUND	148,539	12,895	19,269	142,165	N/A	N/A	N/A
114 COURT CHILD SAFETY TRUST FUND	17,216	867	-	18,084	N/A	N/A	N/A
115 POLICE STATE FORFEITURE FUND	37,278	1,118	-	38,396	N/A	N/A	N/A
116 POLICE FEDERAL FORFEITURE FUND	3,723	68	-	3,791	N/A	N/A	N/A
118 POLICE LEASE FUND	9,021	180	-	9,201	N/A	N/A	N/A
120 VENUE PROJECT FUND	30,935	86,893	120,491	(2,663)	N/A	N/A	N/A
Total Nonmajor Governmental Funds	2,301,647	2,404,960	1,779,529	2,927,077			
201 WATER & WASTEWATER UTILITY FUND	19,463,482	3,838,983	3,208,177	20,094,288	1,924,022	18,147,100	23,166
Total Major Business Type Fund	19,463,482	3,838,983	3,208,177	20,094,288			
301 BEAUTIFICATION FUND	22,043	3,831	8,903	16,970	N/A	N/A	N/A
Total Fiduciary Fund	22,043	3,831	8,903	16,970			
Grand Total- All Funds	\$ 31,812,408	\$ 15,678,860	\$ 11,081,138	\$ 36,410,130			

Note: Target fund balance amounts are shown only for funds with an adopted fund balance policy. Restricted fund balance amounts represent legally restricted bond proceeds and are shown only for applicable funds. "N/A" indicates the category does not apply to the fund.



City of Jacksonville, Texas
Financial Statement
As of February 28, 2026

		Original Total Budget	Current Total Budget	M-T-D Activity	Y-T-D Activity	% of Budget	Budget Remaining	Prior Year Y-T-D Activity	INC/(DEC) Prior Year
101 - GENERAL FUND- DETAIL									
REVENUE									
41 TAXES									
101-41400	AD VALOREM TAX- CURRENT	\$ 5,355,180	\$ 5,355,180	\$ 752,688	\$ 4,755,450	88.8%	\$ 599,730	\$ 4,430,544	\$ 324,906
101-41401	AD VALOREM TAX- PRIOR	195,000	195,000	16,739	80,072	41.1%	114,928	72,706	7,366
101-41402	AD VALOREM TAX- PENALTY & INTEREST	110,000	110,000	14,750	33,822	30.7%	76,178	28,212	5,610
101-41403	AD VALOREM TAX- MISCELLANEOUS	11,000	11,000	6,935	9,367	85.2%	1,633	-	9,367
101-41404	SALES TAX	3,696,494	3,696,494	367,094	1,512,749	40.9%	2,183,745	1,510,394	2,355
101-41405	SALES TAX- TIMELY FILING DISCOUNT	610	610	52	204	33.4%	406	249	(45)
101-41406	MIXED BEVERAGE TAX	30,000	30,000	2,421	12,424	41.4%	17,576	11,479	945
101-41408	PROPERTY TAX REBATE	(35,828)	(35,828)	(16,566)	(16,566)	46.2%	(19,262)	(49,698)	33,132
*** REVENUE CATEGORY TOTALS ***		9,362,456	9,362,456	1,144,113	6,387,521	68.2%	2,974,935	6,003,886	383,635
42 FRANCHISE FEES									
101-42410	ROW RENTAL FEES- ELECTRICITY	450,000	450,000	-	249,353	55.4%	200,647	247,829	1,524
101-42411	ROW RENTAL FEES- GAS UTILITIES	110,000	110,000	31,125	54,030	49.1%	55,970	44,622	9,408
101-42412	ROW RENTAL FEES- TELECOM	13,000	13,000	1,424	4,535	34.9%	8,465	7,094	(2,559)
101-42413	ROW RENTAL FEES- CABLE TV	80,000	80,000	19,915	39,864	49.8%	40,136	42,692	(2,828)
101-42414	SANITATION FRANCHISE FEES	125,000	125,000	10,664	54,662	43.7%	70,338	48,467	6,195
101-42415	LANDFILL CONTRACT FEES	530,000	530,000	35,959	195,005	36.8%	334,995	190,831	4,174
*** REVENUE CATEGORY TOTALS ***		1,308,000	1,308,000	99,087	597,450	45.7%	710,550	581,535	15,915
43 INTERGOVERNMENTAL REVENUE									
101-43426	JEDCO FINANCING	50,000	50,000	-	-	0.0%	50,000	46,188	(46,188)
101-43427	MISCELLANEOUS GRANT REVENUE	20,000	20,000	-	-	0.0%	20,000	-	-
*** REVENUE CATEGORY TOTALS ***		70,000	70,000	-	-	0.0%	70,000	46,188	(46,188)
44 FINES & FORFEITURE									
101-44440	MUNICIPAL COURT- ADMINISTRATION FEES	258,814	258,814	27,210	108,824	42.0%	149,990	72,639	36,185
101-44444	MUNICIPAL COURT- FINES	366,209	366,209	40,198	135,051	36.9%	231,158	125,543	9,508
101-44445	MUNICIPAL COURT- JUDICIAL ADMIN FUND	549	549	32	141	25.7%	408	134	7
101-44446	MUNICIPAL COURT- JURY FUND	281	281	29	114	40.6%	167	98	16
101-44447	MUNICIPAL COURT- TRUANCY PREVENTION & DIVERSION	14,540	14,540	1,441	5,719	39.3%	8,821	4,937	783
*** REVENUE CATEGORY TOTALS ***		640,393	640,393	68,910	249,850	39.0%	390,543	203,351	46,499
45 LICENSE & PERMITS									
101-45450	BEER & WINE PERMIT-OFF PREMISE	500	500	-	60	12.0%	440	90	(30)
101-45451	BUILDING PERMITS	30,000	30,000	2,503	19,335	64.5%	10,665	5,696	13,640
101-45452	DEMOLITION PERMITS	500	500	-	100	20.0%	400	-	100
101-45453	ELECTRICAL PERMITS & LICENSES	8,250	8,250	520	2,611	31.7%	5,639	1,868	744
101-45454	EXCAVATION PERMITS	750	750	-	125	16.7%	625	230	(105)
101-45457	MECHANICAL PERMITS	1,000	1,000	364	418	41.8%	582	80	338
101-45458	OUTDOOR BURNING PERMITS	1,000	1,000	100	550	55.0%	450	650	(100)
101-45459	PLAT PERMITS	350	350	-	106	30.3%	244	50	56
101-45460	PLUMBING & GAS PERMITS	5,000	5,000	320	1,578	31.6%	3,423	1,816	(238)



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101-45461	SIGN PERMITS	1,500	1,500	-	150	10.0%	1,350	225	(75)
101-45462	SPRINKLER SYSTEM PERMITS	400	400	100	225	56.3%	175	100	125
101-45463	SYSTEMS/MISCELLANEOUS PERMITS	-	-	-	25	0.0%	(25)	-	25
101-45464	VARIANCE PERMITS	-	-	-	395	0.0%	(395)	-	395
101-45465	VENDOR PERMITS	650	650	-	200	30.8%	450	200	-
101-45466	ZONING PERMITS	500	500	-	400	80.0%	100	-	400
*** REVENUE CATEGORY TOTALS ***		50,400	50,400	3,907	26,278	52.1%	24,122	11,004	15,274
46 FEES & CHARGES FOR SERVICES									
101-46470	AMBULANCE FEES	950,000	950,000	109,554	474,221	49.9%	475,779	324,562	149,659
101-46471	AMBULANCE MEMBERSHIP FEES	25,500	25,500	1,952	9,832	38.6%	15,668	10,656	(824)
101-46472	ACCOUNT TRANSFER FEES	6,000	6,000	400	2,800	46.7%	3,200	1,200	1,600
101-46473	LAKE LOT LEASE FEES	97,500	97,500	400	34,298	35.2%	63,202	34,881	(583)
101-46474	FUEL PUMP SALES	85,000	85,000	713	5,130	6.0%	79,870	1,434	3,696
101-46475	CAMPGROUND RENTAL FEES	90,000	90,000	4,513	22,868	25.4%	67,132	30,390	(7,522)
101-46476	CONCESSION SALES	500	500	-	-	0.0%	500	-	-
101-46477	SANITATION FEES	1,612,250	1,612,250	130,705	633,685	39.3%	978,565	614,370	19,315
101-46478	GARBAGE CAN RENTAL FEES	-	-	-	-	0.0%	-	4	(4)
101-46479	SPECIAL PICK UP FEES	36,000	36,000	845	4,158	11.5%	31,843	6,013	(1,856)
101-46493	POLICE DEPT FEES	3,000	3,000	131	478	15.9%	2,522	345	134
101-46494	ANIMAL SERVICES FEES	5,500	5,500	1,040	2,943	53.5%	2,557	2,061	882
101-46496	CEMETERY LOT SALES	50,000	50,000	655	9,227	18.5%	40,773	8,080	1,147
101-46497	INDUSTRIAL PARK RENTAL	3,076	3,076	-	18,076	587.6%	(15,000)	18,076	-
101-46498	LIBRARY FEES	13,750	13,750	1,041	5,076	36.9%	8,674	5,473	(397)
101-46499	PARKS & RECREATION FEES	7,800	7,800	325	601	7.7%	7,200	410	191
101-46500	RENTAL FEES	2,500	2,500	1,500	10,500	420.0%	(8,000)	2,100	8,400
101-46506	AQUATIC CENTER FEES	11,040	11,040	-	-	0.0%	11,040	-	-
*** REVENUE CATEGORY TOTALS ***		2,999,416	2,999,416	253,773	1,233,892	41.1%	1,765,524	1,060,054	173,838
47 INVESTMENT INCOME									
101-47510	INTEREST INCOME	330,000	330,000	45,226	116,583	35.3%	213,417	131,009	(14,426)
*** REVENUE CATEGORY TOTALS ***		330,000	330,000	45,226	116,583	35.3%	213,417	131,009	(14,426)
48 MISCELLANEOUS RECEIPTS									
101-48515	MISCELLANEOUS REVENUE	17,000	17,000	2,067	34,232	201.4%	(17,232)	34,289	(57)
101-48516	PRIOR YEARS REIMBURSEMENTS	5,000	5,000	5,493	5,493	109.9%	(493)	8,289	(2,796)
101-48517	REBATES & DISCOUNTS	22,500	22,500	23	22,396	99.5%	104	22,288	108
101-48518	INSURANCE PROCEEDS	51,550	72,794	5,119	27,032	37.1%	45,762	8,095	18,937
101-48534	DESIGNATED DONATIONS- POLICE DONATIONS	25,000	67,000	-	47,235	70.5%	19,765	3,700	43,535
101-48535	DESIGNATED DONATIONS- ANIMAL SHELTER DONATIONS	5,000	5,000	65	640	12.8%	4,360	14,601	(13,961)
101-48536	DESIGNATED DONATIONS- FIRE/EMS DONATIONS	-	350	-	350	100.0%	-	-	350
101-48539	DESIGNATED DONATIONS- LIBRARY DONATIONS	5,000	5,000	2,764	3,037	60.7%	1,963	1,643	1,394
101-48540	DESIGNATED DONATIONS- MUSEUM DONATIONS	7,000	7,000	1,174	6,776	96.8%	224	2,032	4,744
*** REVENUE CATEGORY TOTALS ***		138,050	201,644	16,705	147,192	73.0%	54,452	94,936	52,255
49 TRANSFERS IN									



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101-49552	TRANSFER FROM COURT TECHNOLOGY & SECURITY FUND	17,775	17,775	1,481	7,406	41.7%	10,369	7,406	-
101-49553	TRANSFER FROM UTILITY FUND	1,322,014	1,322,014	110,168	550,839	41.7%	771,175	592,506	(41,667)
101-49554	TRANSFER FROM HOTEL/MOTEL OCC TAX FUND	75,750	75,750	6,313	31,563	41.7%	44,188	23,355	8,208
*** REVENUE CATEGORY TOTALS ***		1,415,539	1,415,539	117,962	589,808	41.7%	825,731	623,267	(33,459)
*** TOTAL REVENUE ***		16,314,254	16,377,848	1,749,682	9,348,575	57.1%	7,029,273	8,755,231	593,344

10 -GENERAL FUND- DETAIL
EXPENSE

51-EMPLOYEE SERVICES									
101-51600	SUPERVISION	1,121,796	1,121,796	86,787	419,738	37.4%	702,058	447,936	(28,198)
101-51601	OPERATIONAL	5,726,082	5,726,082	420,276	2,071,636	36.2%	3,654,446	2,022,577	49,059
101-51602	PERMANENT PART-TIME	148,654	148,654	8,149	45,611	30.7%	103,043	45,392	219
101-51604	SEASONAL PART-TIME POOL	33,114	33,114	-	-	0.0%	33,114	-	-
101-51609	FIELD TRAINING OFFICER STIPEND	15,820	15,820	1,375	7,998	50.6%	7,822	2,917	5,081
101-51611	K9 CARE STIPEND	7,040	7,040	271	1,683	23.9%	5,358	2,651	(968)
101-51612	ON CALL STIPEND	7,280	7,280	460	2,490	34.2%	4,790	2,574	(84)
101-51613	BI-LINGUAL PAY	28,548	28,548	2,679	11,811	41.4%	16,737	9,655	2,157
101-51614	CERTIFICATION PAY	148,668	148,668	10,944	46,799	31.5%	101,869	46,734	65
101-51615	DIFFERENTIAL PAY	35,700	35,700	1,925	9,125	25.6%	26,575	10,017	(892)
101-51616	EDUCATION PAY	44,100	44,100	3,425	15,328	34.8%	28,772	13,866	1,462
101-51617	LONGEVITY PAY	39,684	39,684	3,107	14,947	37.7%	24,737	12,849	2,098
101-51620	AUTO ALLOWANCE	29,100	29,100	2,425	9,700	33.3%	19,400	5,700	4,000
101-51621	CELL PHONE ALLOWANCE	6,093	6,093	508	2,031	33.3%	4,062	1,693	338
101-51622	CLOTHING ALLOWANCE	6,850	7,900	-	7,740	98.0%	160	4,000	3,740
101-51629	OVERTIME	713,467	713,467	32,943	216,464	30.3%	497,003	183,147	33,316
101-51638	FICA	620,551	620,551	42,612	211,939	34.2%	408,612	207,196	4,743
101-51639	DENTAL INSURANCE	46,959	46,959	3,702	15,630	33.3%	31,329	12,635	2,994
101-51640	HEALTH INSURANCE	938,335	938,335	75,508	330,040	35.2%	608,295	240,429	89,612
101-51641	LIFE INSURANCE	2,946	2,946	164	702	23.8%	2,244	947	(244)
101-51642	TMRS	1,041,253	1,041,253	79,180	336,595	32.3%	704,658	290,179	46,416
101-51643	WORKER'S COMPENSATION	140,107	140,107	9,686	49,485	35.3%	90,622	56,068	(6,583)
101-51644	CONTRA WAGE EXPENSE	(23,400)	(23,400)	(241)	(2,778)	11.9%	(20,622)	(13,316)	10,538
101-51645	UNEMPLOYMENT	-	-	-	(0)	0.0%	0	845	(845)
101-51646	CONTRACT LABOR	207,268	186,068	12,408	54,952	29.5%	131,116	58,641	(3,689)
101-51647	BENEFIT ADMINISTRATION	2,100	2,100	1,538	2,349	111.9%	(249)	653	1,697
101-51648	EMPLOYEE TESTING	32,450	32,450	129	1,804	5.6%	30,646	2,468	(664)
101-51649	OTHER EMPLOYEE COSTS	16,300	16,300	-	5,074	31.1%	11,226	4,707	367
101-51650	RECRUITING & RETENTION	2,400	2,400	-	25	1.0%	2,375	-	25
101-51652	VOLUNTEER FIRE PENSION	3,000	3,000	-	2,200	73.3%	800	3,000	(800)
101-51655	SHORT TERM DISABILITY	33,078	33,078	2,543	11,342	34.3%	21,736	-	11,342
*** EXPENSE CATEGORY TOTALS ***		11,175,343	11,155,193	802,500	3,902,462	35.0%	7,252,732	3,676,157	226,304

52-MAINTENANCE									
101-52700	R/M BUILDINGS & STRUCTURES	84,976	85,218	4,607	35,070	41.2%	50,149	50,178	(15,109)
101-52701	R/M EQUIPMENT & MACHINERY	122,046	119,588	8,216	44,198	37.0%	75,390	50,370	(6,172)
101-52705	R/M MOTOR VEHICLES	150,022	150,022	7,536	59,708	39.8%	90,314	50,270	9,438



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101-52706	R/M OFFICE EQUIPMENT	200	200	-	-	0.0%	200	-	-
101-52707	R/M PARKS	73,123	71,223	5,119	11,222	15.8%	60,001	22,898	(11,676)
101-52708	R/M RADIO COMMUNICATION	6,600	6,600	779	2,077	31.5%	4,523	1,889	189
101-52709	R/M SIDEWALKS CULVERTS BRIDGES	15,000	15,000	2,700	17,175	114.5%	(2,175)	17,553	(377)
101-52710	R/M STREETS & ALLEYS	150,000	143,355	4,571	13,492	9.4%	129,863	17,362	(3,870)
101-52715	DAMAGES & CLAIMS	51,550	77,702	6,335	28,628	36.8%	49,074	44,125	(15,497)
101-52716	R/M ATHLETIC COMPLEX	26,397	26,397	7	1,833	6.9%	24,564	3,234	(1,400)
*** EXPENSE CATEGORY TOTALS ***		679,914	695,305	39,869	213,403	30.7%	481,902	257,878	(44,474)
53-UTILITIES									
101-53730	ELECTRICITY	326,757	326,757	24,773	85,997	26.3%	240,760	88,325	(2,328)
101-53731	NATURAL GAS	20,390	20,390	4,211	9,222	45.2%	11,168	11,500	(2,278)
101-53732	PHONE/CABLE/INTERNET	165,379	165,379	13,854	65,440	39.6%	99,939	69,199	(3,759)
101-53733	WATER/SEWER & GARBAGE	61,019	61,019	5,380	23,355	38.3%	37,664	13,732	9,622
*** EXPENSE CATEGORY TOTALS ***		573,545	573,545	48,219	184,013	32.1%	389,532	182,756	1,257
54-SUPPLIES									
101-54740	AMBULANCE SUPPLIES	60,000	60,000	10,932	20,833	34.7%	39,167	19,512	1,320
101-54741	ANIMAL CARE SUPPLIES	5,500	5,500	1,076	2,276	41.4%	3,224	2,066	209
101-54742	ANIMAL FOOD	5,000	5,000	416	1,594	31.9%	3,406	957	637
101-54743	BOOK SUPPLIES	6,010	6,010	1,655	2,281	38.0%	3,729	792	1,489
101-54744	BOTANICAL SUPPLIES	3,300	3,300	-	900	27.3%	2,400	775	125
101-54745	CASH OVER/SHORT	-	-	53	(7)	0.0%	7	33	(39)
101-54746	CHEMICAL SUPPLIES	33,375	33,375	16	573	1.7%	32,802	401	172
101-54747	CONCESSION SUPPLIES	2,500	2,500	-	-	0.0%	2,500	-	-
101-54749	FIRE ARM TRAINING SUPPLIES	16,650	16,650	-	-	0.0%	16,650	3,485	(3,485)
101-54750	HAZMAT RESPONSE/CLEANUP SUPPLIES	2,560	2,560	-	-	0.0%	2,560	-	-
101-54751	FIRE HOSE SUPPLIES	4,300	4,300	-	4,121	95.8%	179	-	4,121
101-54752	FOOD	31,152	30,852	2,830	11,738	38.0%	19,114	9,534	2,204
101-54755	INVESTIGATION SUPPLIES	4,200	4,200	446	912	21.7%	3,288	1,628	(715)
101-54756	JANITORIAL SUPPLIES	36,023	36,023	5,029	13,092	36.3%	22,931	10,717	2,375
101-54757	K-9 CARE SUPPLIES	7,600	7,600	1,742	3,212	42.3%	4,388	2,324	888
101-54762	MINOR TOOLS & EQUIPMENT	36,476	36,476	2,286	9,234	25.3%	27,242	8,639	595
101-54763	MISCELLANEOUS SUPPLIES	21,450	21,056	158	985	4.7%	20,071	2,953	(1,969)
101-54764	MOTOR VEHICLE FUEL	249,080	249,080	14,949	68,644	27.6%	180,436	72,530	(3,886)
101-54765	OFFICE EQUIP/FURNITURE/FIXTR	5,800	5,800	50	511	8.8%	5,289	3,087	(2,576)
101-54766	OFFICE SUPPLIES	24,962	24,962	2,599	8,964	35.9%	15,998	5,717	3,247
101-54767	OXYGEN SUPPLIES	10,000	10,000	933	1,783	17.8%	8,217	3,032	(1,250)
101-54768	PLAQUES & AWARDS	3,100	3,100	-	838	27.0%	2,262	1,372	(534)
101-54769	POSTAGE	10,570	10,328	529	3,111	30.1%	7,217	3,930	(819)
101-54770	PRINTING SUPPLIES	6,640	6,710	279	1,954	29.1%	4,756	1,838	116
101-54771	PROGRAMMING SUPPLIES	3,223	3,223	173	2,296	71.3%	927	1,577	719
101-54772	PROTECTIVE CLOTHING	15,125	15,125	-	9,181	60.7%	5,944	668	8,513
101-54773	PUBLIC EDUCATION SUPPLIES	3,400	3,400	321	321	9.4%	3,079	-	321
101-54774	RECREATION SUPPLIES	1,950	1,950	-	-	0.0%	1,950	116	(116)
101-54775	RESALE GASOLINE	65,278	65,278	4,459	9,677	14.8%	55,601	(39)	9,716
101-54776	SAFETY EQUIPMENT	6,920	6,920	-	5,576	80.6%	1,344	4,412	1,164
101-54777	STREET SIGN SUPPLIES	19,450	19,450	-	324	1.7%	19,126	4,203	(3,879)



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101-54778	TECHNOLOGY SUPPLIES	6,470	6,470	-	42	0.6%	6,428	288	(246)
101-54779	WEARING APPAREL	95,360	92,310	3,483	28,045	30.4%	64,265	18,571	9,474
101-54781	DESIGNATED DONATIONS	42,000	83,050	43,332	57,155	68.8%	25,895	11,210	45,945
101-54782	SPECIAL ACTIVITIES	7,650	7,650	-	4,044	52.9%	3,606	905	3,139
*** EXPENSE CATEGORY TOTALS ***		853,074	890,207	97,747	274,211	30.8%	615,997	197,234	76,976
55-SERVICES									
101-55800	ACCOUNTING & AUDITING	26,220	26,220	22,920	22,920	87.4%	3,300	3,013	19,907
101-55801	APPRAISAL DISTRICT	198,546	198,546	-	98,144	49.4%	100,402	88,828	9,316
101-55802	BAD DEBT EXPENSE	13,500	13,500	-	(548)	-4.1%	14,048	-	(548)
101-55803	BANKING FEES	250	250	-	85	34.0%	165	88	(3)
101-55804	BILLING & COLLECTION SERVICES	175,476	175,476	8,843	55,800	31.8%	119,676	44,285	11,515
101-55805	CONSTRUCTION CONTRACTS	100,000	100,000	-	1,737	1.7%	98,263	46,188	(44,450)
101-55806	CONSULTING SERVICES	41,630	41,630	1,563	19,108	45.9%	22,522	9,013	10,096
101-55807	CONTINGENCY	50,000	50,000	-	-	0.0%	50,000	-	-
101-55809	CREDIT CARD PROCESSING FEES	9,880	9,880	(636)	(1,792)	-18.1%	11,672	2,269	(4,061)
101-55810	ELECTION COSTS	8,000	8,000	-	-	0.0%	8,000	-	-
101-55812	ENGINEERING SERVICES	8,000	5,000	-	-	0.0%	5,000	-	-
101-55813	FEES & PERMITS	180	180	-	-	0.0%	180	-	-
101-55815	INSURANCE-PROPERTY, PLANT, & EQUIPMENT	248,837	248,837	149	227,143	91.3%	21,694	220,308	6,835
101-55817	JANITORIAL SERVICES	2,275	2,191	-	-	0.0%	2,191	-	-
101-55819	LEASE/RENTAL OF EQUIPMENT	40,080	42,564	3,342	16,919	39.7%	25,645	20,788	(3,869)
101-55820	LEASE/RENTAL OF PROPERTY	6,000	6,000	-	2,500	41.7%	3,500	3,225	(725)
101-55821	LEGAL ADVERTISING	15,268	15,268	128	4,219	27.6%	11,049	1,655	2,564
101-55822	LEGAL SERVICES	500	500	100	100	20.0%	400	416	(316)
101-55824	MISCELLANEOUS SERVICES	50,872	79,817	1,636	50,132	62.8%	29,685	11,329	38,803
101-55826	PUBLIC COMMUNICATION	1,350	1,350	-	370	27.4%	980	350	20
101-55828	SOFTWARE	214,947	217,571	14,450	105,984	48.7%	111,587	130,296	(24,312)
101-55830	SUPPORT OF COMMUNITY SERVICES	5,000	5,000	-	3,493	69.9%	1,507	1,807	1,685
101-55833	VETERINARY SERVICES	5,000	5,000	-	-	0.0%	5,000	110	(110)
101-55834	SOLID WASTE & SLUDGE DISPOSAL	1,044,405	1,044,405	86,755	343,150	32.9%	701,255	334,717	8,434
*** EXPENSE CATEGORY TOTALS ***		2,266,216	2,297,185	139,250	949,464	41.3%	1,347,721	918,682	30,783
56-TRAVEL & EDUCATION EXPENDITURES									
101-56851	MEMBERSHIP DUES	37,696	37,696	2,020	9,943	26.4%	27,753	6,825	3,119
101-56852	TRAINING EXPENSES	92,896	92,396	1,825	12,749	13.8%	79,647	24,827	(12,078)
101-56853	TRAVEL & LODGING EXPENSES	49,907	50,657	2,668	18,604	36.7%	32,053	13,179	5,425
*** EXPENSE CATEGORY TOTALS ***		180,499	180,749	6,512	41,296	22.8%	139,453	44,831	(3,535)
57-DEBT SERVICE									
101-57862	CAPITAL LEASE INTEREST	1,667	1,667	-	1,667	100.0%	0	5,685	(4,019)
101-57863	CAPITAL LEASE PRINCIPAL	52,571	52,571	-	52,571	100.0%	(0)	128,326	(75,755)
*** EXPENSE CATEGORY TOTALS ***		54,238	54,238	-	54,238	100.0%	0	134,012	(79,774)
58-CAPITAL EXPENDITURES									
101-58881	CAPITAL MACHINERY & EQUIPMENT	44,690	44,690	-	8,997	20.1%	35,693	23,331	(14,334)



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101-58882	CAPITAL MISCELLANEOUS	5,000	5,000	-	-	0.0%	5,000	8,255	(8,255)
101-58883	CAPITAL MOTOR VEHICLES	-	-	-	-	0.0%	-	-	-
101-58887	LIBRARY BOOKS & MATERIALS	43,050	43,050	6,947	24,570	57.1%	18,480	24,508	63
*** EXPENSE CATEGORY TOTALS ***		92,740	92,740	6,947	33,567	36.2%	59,173	56,094	(22,527)
59 - TRANSFERS OUT									
101-59906	TRANSFER TO BEAUTIFICATION FUND	6,000	6,000	500	2,500	41.7%	3,500	2,500	-
101-59909	TRANSFER TO COURT SECURITY & TECHNOLOGY FUND	-	-	-	-	0.0%	-	(29,000)	29,000
101-59911	TRANSFER TO VEHICLE / EQUIPMENT REPLACEMENT FUND	400,000	400,000	33,333	166,667	41.7%	233,333	166,667	-
*** EXPENSE CATEGORY TOTALS ***		406,000	406,000	33,833	169,167	41.7%	236,833	140,167	29,000
*** TOTAL EXPENSE ***		\$ 16,281,569	\$ 16,345,162	\$ 1,174,875	\$ 5,821,821	35.6%	\$ 10,523,342	\$ 5,607,811	\$ 214,010

103 -CAPITAL PROJECTS FUND (GENERAL)- DETAIL
REVENUE

103-43426	JEDCO FINANCING	\$ 17,500	\$ 17,500	\$ -	\$ -	0.0%	\$ 17,500	\$ -	\$ -
103-43427	MISCELLANEOUS GRANT REVENUE	100,000	110,711	-	710	0.6%	110,001	97,896	(97,186)
103-47510	INTEREST INCOME	110,000	110,000	15,780	81,801	74.4%	28,199	94,945	(13,143)
*** TOTAL REVENUE ***		227,500	238,211	15,780	82,512	34.6%	155,699	192,840	(110,329)

103 -CAPITAL PROJECTS FUND (GENERAL)- DETAIL
EXPENSE

103-52700	R/M BUILDINGS & STRUCTURES	-	-	-	-	0.0%	-	13,919	(13,919)
103-52710	R/M STREETS & ALLEYS	-	-	-	-	0.0%	-	22,220	(22,220)
103-55805	CONSTRUCTION CONTRACTS	-	-	-	-	0.0%	-	18,050	(18,050)
103-55806	CONSULTING SERVICES	35,000	35,000	17,635	103,380	295.4%	(68,380)	50,126	53,254
103-55812	ENGINEERING SERVICES	-	-	-	-	0.0%	-	18,998	(18,998)
103-55824	MISCELLANEOUS SERVICES	-	-	-	-	0.0%	-	3,200	(3,200)
103-58880	CAPITAL BUILDINGS & STRUCTURES	200,000	200,000	63	63	0.0%	199,937	11,950	(11,887)
103-58881	CAPITAL MACHINERY & EQUIPMENT	-	456	-	456	99.9%	0	-	456
103-58884	CAPITAL PARK IMPROVEMENTS	126,561	90,885	4,533	51,220	56.4%	39,665	81,588	(30,368)
103-58892	CAPITAL R/M BUILDINGS & STRUCTURES	25,000	25,000	-	5,324	21.3%	19,676	-	5,324
103-58898	CAPITAL R/M STREETS ALLEYS BRIDGES	3,724,028	3,724,028	35,747	102,265	2.7%	3,621,763	-	102,265
103-58899	CAPITAL ENGINEERING SERVICES	145,413	155,413	-	-	0.0%	155,413	-	-
103-59903	TRANSFER TO GRANT FUND	-	-	-	-	0.0%	-	62,500	(62,500)
103-59911	TRANSFER TO VEHICLE / EQUIPMENT REPLACEMENT FUND	-	-	-	-	0.0%	-	41,667	(41,667)
*** TOTAL EXPENSE ***		\$ 4,256,002	\$ 4,230,782	\$ 57,978	\$ 262,708	6.2%	\$ 3,968,074	\$ 324,218	\$ (61,510)

201 -WATER & WASTEWATER UTILITY FUND- DETAIL
REVENUE

201-43426	JEDCO FINANCING	\$ 50,000	\$ 50,000	\$ -	\$ -	0.0%	\$ 50,000	\$ -	\$ -
201-43427	MISCELLANEOUS GRANT REVENUE	472,094	505,094	11,325	36,075	7.1%	469,019	8,250	27,825
201-46472	ACCOUNT TRANSFER FEES	2,500	2,500	200	1,150	46.0%	1,350	500	650



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201-46480	WATER SALES	4,146,943	4,146,943	315,522	1,564,484	37.7%	2,582,459	1,492,255	72,230
201-46481	WATER TAP FEES	6,000	6,000	1,250	2,750	45.8%	3,250	2,250	500
201-46482	SEWER SALES	4,383,677	4,383,677	358,787	1,650,966	37.7%	2,732,712	1,351,409	299,557
201-46483	SEWER TAP FEES	7,500	7,500	1,000	3,000	40.0%	4,500	3,500	(500)
201-46484	PENALTIES	185,000	185,000	17,292	81,778	44.2%	103,222	77,867	3,911
201-46486	RECONNECT FEES	100	100	-	(6)	-6.1%	106	30	(36)
201-46488	METER TAMPERING FEES	500	500	-	-	0.0%	500	151	(151)
201-46489	NSF CHECK FEES	2,500	2,500	140	1,065	42.6%	1,435	990	75
201-46491	SERVICE APPLICATION FEES	13,500	13,500	1,175	4,650	34.4%	8,850	5,200	(550)
201-46501	METER PURCHASE FEE	15,000	15,000	3,269	8,045	53.6%	6,955	5,921	2,124
201-46504	WATER BORE FEES	5,000	5,000	-	7,000	140.0%	(2,000)	12,500	(5,500)
201-47510	INTEREST INCOME	450,000	450,000	62,428	296,848	66.0%	153,152	202,241	94,608
201-48515	MISCELLANEOUS REVENUE	1,500	1,500	-	-	0.0%	1,500	18,143	(18,143)
201-48517	REBATES & DISCOUNTS	2,500	2,500	2	2,310	92.4%	190	2,606	(297)
201-48518	INSURANCE PROCEEDS	14,557	14,557	-	-	0.0%	14,557	10,094	(10,094)
201-48522	SALE OF CAPITAL EQUIPMENT	-	-	-	178,000	0.0%	(178,000)	-	178,000
201-48529	CERTIFICATES OF OBLIGATION ISSUED	-	-	-	-	0.0%	-	11,706,500	(11,706,500)
201-48547	SCRAP METAL REVENUE	3,500	3,500	-	868	24.8%	2,632	185	683
*** TOTAL REVENUE ***		<u>9,762,371</u>	<u>9,795,371</u>	<u>772,391</u>	<u>3,838,983</u>	<u>39.2%</u>	<u>5,956,388</u>	<u>14,900,591</u>	<u>(11,061,609)</u>

**201 - WATER & WASTEWATER UTILITY FUND- DETAIL
EXPENSE**

51-EMPLOYEE SERVICES									
201-51600	SUPERVISION	164,894	164,894	12,684	61,605	37.4%	103,289	59,524	2,081
201-51601	OPERATIONAL	755,455	755,455	57,196	275,217	36.4%	480,238	311,683	(36,466)
201-51612	ON CALL STIPEND	3,640	3,675	210	785	21.4%	2,890	685	100
201-51613	BI-LINGUAL PAY	1,800	1,800	150	654	36.3%	1,146	659	(6)
201-51614	CERTIFICATION PAY	5,400	5,400	525	2,711	50.2%	2,689	2,847	(136)
201-51616	EDUCATION PAY	3,900	3,900	325	1,416	36.3%	2,484	1,428	(12)
201-51617	LONGEVITY PAY	10,590	10,590	860	4,158	39.3%	6,432	4,093	65
201-51621	CELL PHONE ALLOWANCE	1,260	1,540	140	770	50.0%	770	700	70
201-51622	CLOTHING ALLOWANCE	2,400	2,650	-	2,550	96.2%	100	-	2,550
201-51629	OVERTIME	162,095	162,095	15,012	53,867	33.2%	108,228	59,384	(5,517)
201-51638	FICA	85,027	85,027	6,544	30,397	35.7%	54,630	33,284	(2,887)
201-51639	DENTAL INSURANCE	7,897	7,897	630	2,625	33.2%	5,272	2,254	371
201-51640	HEALTH INSURANCE	150,763	150,763	10,980	47,376	31.4%	103,387	34,482	12,894
201-51641	LIFE INSURANCE	507	507	28	119	23.5%	388	178	(59)
201-51642	TMRS	147,212	147,212	12,327	48,496	32.9%	98,716	46,704	1,793
201-51643	WORKER'S COMPENSATION	18,152	18,152	1,187	5,684	31.3%	12,468	7,103	(1,418)
201-51646	CONTRACT LABOR	101,600	101,600	2,000	4,250	4.2%	97,350	2,410	1,840
201-51655	SHORT TERM DISABILITY	5,676	5,676	362	1,603	28.2%	4,073	-	1,603
*** EXPENSE CATEGORY TOTALS ***		<u>1,628,268</u>	<u>1,628,833</u>	<u>121,160</u>	<u>544,283</u>	<u>33.4%</u>	<u>1,084,550</u>	<u>567,418</u>	<u>(23,136)</u>

52-MAINTENANCE									
201-52700	R/M BUILDINGS & STRUCTURES	93,400	89,498	2,460	43,736	48.9%	45,763	21,684	22,052
201-52701	R/M EQUIPMENT & MACHINERY	68,721	68,721	2,239	19,356	28.2%	49,366	12,148	7,208
201-52702	R/M LIFT STATIONS	80,000	80,000	11,749	24,921	31.2%	55,079	193,339	(168,419)



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201-52703	R/M METERS TAPS SVC CONNECTS	110,000	110,000	2,661	37,301	33.9%	72,699	33,509	3,792
201-52704	R/M MISCELLANEOUS	376	376	-	-	0.0%	376	-	-
201-52705	R/M MOTOR VEHICLES	18,956	18,956	1,044	2,901	15.3%	16,055	4,943	(2,042)
201-52710	R/M STREETS & ALLEYS	90,484	90,484	3,550	14,316	15.8%	76,168	28,367	(14,051)
201-52711	R/M WASTEWATER PLANTS	24,300	24,300	300	12,485	51.4%	11,815	6,427	6,058
201-52712	R/M WATER & WASTEWATER MAINS	335,843	335,623	48,209	126,750	37.8%	208,873	133,544	(6,795)
201-52713	R/M WATER STORAGE TANKS	25,000	25,000	-	53	0.2%	24,947	3,493	(3,440)
201-52714	R/M WATER WELLS	75,000	75,000	-	-	0.0%	75,000	23,244	(23,244)
201-52715	DAMAGES & CLAIMS	14,557	14,572	-	258,356	1773.0%	(243,784)	13,393	244,963
*** EXPENSE CATEGORY TOTALS ***		936,637	932,531	72,212	540,174	57.9%	392,358	474,090	66,084
53-UTILITIES									
201-53730	ELECTRICITY	509,283	509,283	38,031	135,181	26.5%	374,102	138,374	(3,193)
201-53731	NATURAL GAS	1,921	2,053	360	1,071	52.2%	982	259	812
201-53732	PHONE/CABLE/INTERNET	20,948	20,948	2,367	9,408	44.9%	11,540	6,781	2,627
201-53733	WATER/SEWER & GARBAGE	42,600	42,600	3,284	12,560	29.5%	30,040	12,009	551
*** EXPENSE CATEGORY TOTALS ***		574,752	574,884	44,043	158,220	27.5%	416,664	157,423	798
54-SUPPLIES									
201-54745	CASH OVER/SHORT	-	-	(11)	(33)	0.0%	33	31	(64)
201-54746	CHEMICAL SUPPLIES	280,440	284,342	24,778	118,001	41.5%	166,341	99,341	18,659
201-54752	FOOD	5,250	5,250	2,248	3,919	74.6%	1,331	1,642	2,277
201-54753	GROUNDWATER PURCHASES	35,000	35,000	-	6,125	17.5%	28,875	7,385	(1,260)
201-54756	JANITORIAL SUPPLIES	5,500	5,500	57	612	11.1%	4,888	2,230	(1,618)
201-54758	LAB EQUIPMENT & SUPPLIES	7,600	7,600	2,144	3,900	51.3%	3,700	1,549	2,351
201-54762	MINOR TOOLS & EQUIPMENT	28,271	28,588	1,449	12,740	44.6%	15,848	8,995	3,744
201-54763	MISCELLANEOUS SUPPLIES	7,361	7,361	372	2,867	38.9%	4,494	1,521	1,345
201-54764	MOTOR VEHICLE FUEL	83,252	82,935	3,658	19,450	23.5%	63,486	19,946	(496)
201-54765	OFFICE EQUIP/FURNITURE/FIXTR	525	525	-	-	0.0%	525	-	-
201-54766	OFFICE SUPPLIES	4,329	4,329	393	1,646	38.0%	2,683	809	836
201-54768	PLAQUES & AWARDS	550	550	-	-	0.0%	550	-	-
201-54769	POSTAGE	1,189	1,189	18	526	44.2%	663	3,426	(2,900)
201-54778	TECHNOLOGY SUPPLIES	7,506	7,506	-	-	0.0%	7,506	-	-
201-54779	WEARING APPAREL	13,200	12,950	1,461	4,451	34.4%	8,499	5,711	(1,261)
*** EXPENSE CATEGORY TOTALS ***		479,972	483,624	36,568	174,202	36.0%	309,422	152,587	21,615
55-SERVICES									
201-55800	ACCOUNTING & AUDITING	17,100	17,100	15,280	15,280	89.4%	1,820	1,987	13,293
201-55802	BAD DEBT EXPENSE	35,000	35,000	-	(3,182)	-9.1%	38,182	-	(3,182)
201-55803	BANKING FEES	600	600	30	233	38.8%	368	240	(8)
201-55804	BILLING & COLLECTION SERVICES	54,250	54,250	4,367	18,390	33.9%	35,860	18,571	(181)
201-55806	CONSULTING SERVICES	250,000	250,000	-	-	0.0%	250,000	-	-
201-55809	CREDIT CARD PROCESSING FEES	150,000	144,479	10,532	54,580	37.8%	89,899	44,696	9,885
201-55811	ELECTRONIC PAYMENT- UB CREDITS	29,328	29,328	2,582	12,880	43.9%	16,448	11,744	1,136
201-55812	ENGINEERING SERVICES	19,049	18,769	-	3,520	18.8%	15,249	20,537	(17,017)
201-55813	FEES & PERMITS	41,000	41,000	51	35,270	86.0%	5,730	34,253	1,017
201-55815	INSURANCE-PROPERTY, PLANT, & EQUIPMENT	103,414	103,414	97	100,088	96.8%	3,326	114,540	(14,452)



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201-55818	LAB SERVICES	81,500	81,500	5,087	27,895	34.2%	53,605	33,275	(5,380)
201-55819	LEASE/RENTAL OF EQUIPMENT	40,381	40,381	289	1,124	2.8%	39,257	27,966	(26,843)
201-55821	LEGAL ADVERTISING	2,985	2,985	-	-	0.0%	2,985	1,397	(1,397)
201-55824	MISCELLANEOUS SERVICES	19,691	25,212	-	25,657	101.8%	(445)	11,647	14,010
201-55826	PUBLIC COMMUNICATION	4,500	4,500	-	-	0.0%	4,500	-	-
201-55828	SOFTWARE	106,430	106,430	5,658	10,870	10.2%	95,560	65,026	(54,156)
201-55834	SOLID WASTE & SLUDGE DISPOSAL	288,240	288,240	11,987	93,875	32.6%	194,365	81,940	11,935
*** EXPENSE CATEGORY TOTALS ***		1,243,467	1,243,187	55,961	396,480	31.9%	846,708	467,820	(71,340)
56-TRAVEL & EDUCATION EXPENDITURES									
201-56851	MEMBERSHIP DUES	717	754	-	163	21.6%	591	60	103
201-56852	TRAINING EXPENSES	12,665	12,665	961	2,102	16.6%	10,563	1,510	592
201-56853	TRAVEL & LODGING EXPENSES	2,595	2,595	-	-	0.0%	2,595	-	-
*** EXPENSE CATEGORY TOTALS ***		15,977	16,014	961	2,265	14.1%	13,749	1,570	695
57-DEBT SERVICE									
201-57861	BOND ISSUANCE COST	-	-	-	-	0.0%	-	134,915	(134,915)
201-57862	CAPITAL LEASE INTEREST	15,695	15,695	15,695	15,695	100.0%	(0)	1,044	14,652
201-57863	CAPITAL LEASE PRINCIPAL	80,389	80,389	80,389	80,389	100.0%	0	55,805	24,583
*** EXPENSE CATEGORY TOTALS ***		96,084	96,084	96,084	96,084	100.0%	0	191,763	(95,680)
58-CAPITAL EXPENDITURES									
201-58879	CAPITAL R/M LIFT STATIONS	53,770	53,770	9,970	43,723	81.3%	10,047	-	43,723
201-58880	CAPITAL BUILDINGS & STRUCTURES	2,432,200	2,432,200	7,200	7,200	0.3%	2,425,000	17,280	(10,080)
201-58881	CAPITAL MACHINERY & EQUIPMENT	147,750	147,750	-	-	0.0%	147,750	4,995	(4,995)
201-58882	CAPITAL MISCELLANEOUS	50,000	50,000	-	-	0.0%	50,000	1,805	(1,805)
201-58883	CAPITAL MOTOR VEHICLES	160,000	160,000	-	-	0.0%	160,000	440,307	(440,307)
201-58889	WATER SYSTEM IMPROVEMENTS	3,256,162	3,289,162	15,075	243,809	7.4%	3,045,353	-	243,809
201-58892	CAPITAL R/M BUILDINGS & STRUCTURES	25,000	25,000	-	5,361	21.4%	19,639	-	5,361
*** EXPENSE CATEGORY TOTALS ***		6,124,882	6,157,882	32,245	300,094	4.9%	5,857,788	464,387	(164,293)
59-TRANSFERS OUT									
201-59900	TRANSFER TO GENERAL FUND	1,322,014	1,322,014	110,168	550,839	41.7%	771,175	592,506	(41,667)
201-59901	TRANSFER TO DEBT SERVICE FUND	1,069,287	1,069,287	89,107	445,536	41.7%	623,751	417,489	28,048
*** EXPENSE CATEGORY TOTALS ***		2,391,301	2,391,301	199,275	996,375	41.7%	1,394,926	1,009,995	(13,619)
*** TOTAL EXPENSE ***		\$ 13,491,340	\$ 13,524,340	\$ 658,508	\$ 3,208,177	23.7%	\$ 10,316,163	\$ 3,487,052	\$ (278,876)



NON MAJOR FUNDS SUMMARY

	102 DEBT SERVICE FUND	104 VEHICLE & EQUIPMENT REPLACEMENT FUND	110 GRANT FUND	111 HOTEL/MOTEL OCCUPANCY TAX FUND	112 COURT BUILDING SECURITY & TECHNOLOGY FUND	114 COURT CHILD SAFETY TRUST FUND
Beginning Fund Balance	\$ 342,315	\$ 1,204,437	\$ 39,566	\$ 468,617	\$ 148,539	\$ 17,216
Revenue						
Taxes	1,384,112	-	-	117,557	-	-
Franchise Fees	-	-	-	-	-	-
Intergovernmental Revenue	-	-	75,897	-	-	-
Fines & Forfeiture	-	-	-	-	10,355	546
License & Permits	-	-	-	-	-	-
Fees & Charges For Services	-	-	-	-	-	-
Investment Income	21,861	18,994	-	8,536	2,540	322
Miscellaneous Receipts	-	-	-	-	-	-
Transfers In	509,316	166,667	-	-	-	-
Total	1,915,288	185,661	75,897	126,093	12,895	867
Expense						
Employee Services	-	-	2,778	4,000	-	-
Maintenance	-	-	-	-	-	-
Utilities	-	-	-	1,123	-	-
Supplies	-	-	8,401	1,213	-	-
Services	125	16,633	1,660	24,179	11,863	-
Travel & Education Expenditures	-	-	-	-	-	-
Debt Service	1,136,264	143,698	-	-	-	-
Capital Expenditures	-	238,606	1,066	-	-	-
Transfers Out	-	-	-	60,023	7,406	-
Total	1,136,389	398,936	13,905	90,539	19,269	-
Surplus (Deficit)	778,899	(213,276)	61,991	35,554	(6,374)	867
Ending Fund Balance	\$ 1,121,214	\$ 991,161	\$ 101,557	\$ 504,171	\$ 142,165	\$ 18,084



NON MAJOR FUNDS SUMMARY						Keep Jacksonville Beautiful
	115 POLICE STATE FORFEITURE FUND	116 POLICE FEDERAL FORFEITURE FUND	118 POLICE LEASE	120 VENUE PROJECT FUND	TOTAL	301 BEAUTIFICATION FUND
Beginning Fund Balance	\$ 37,278	\$ 3,723	\$ 9,021	\$ 30,935	\$ 2,301,647	\$ 22,043
Revenue						
Taxes	-	-	-	33,588	1,535,256	-
Franchise Fees	-	-	-	-	-	-
Intergovernmental Revenue	432	-	-	-	76,329	-
Fines & Forfeiture	-	-	-	-	10,900	-
License & Permits	-	-	-	-	-	-
Fees & Charges For Services	-	-	-	24,621	24,621	-
Investment Income	686	68	180	210	53,396	349
Miscellaneous Receipts	-	-	-	13	13	982
Transfers In	-	-	-	28,460	704,443	2,500
Total	1,118	68	180	86,893	2,404,960	3,831
Expense						
Employee Services	-	-	-	30,234	37,012	-
Maintenance	-	-	-	6,993	6,993	-
Utilities	-	-	-	7,155	8,279	-
Supplies	-	-	-	6,747	16,361	8,903
Services	-	-	-	5,581	60,041	-
Travel & Education Expenditures	-	-	-	-	-	-
Debt Service	-	-	-	-	1,279,962	-
Capital Expenditures	-	-	-	-	239,672	-
Transfers Out	-	-	-	63,780	131,209	-
Total	-	-	-	120,491	1,779,529	8,903
Surplus (Deficit)	1,118	68	180	(33,598)	625,430	(5,072)
Ending Fund Balance	\$ 38,396	\$ 3,791	\$ 9,201	\$ (2,663)	\$ 2,927,077	\$ 16,970



City of Jacksonville, Texas
Financial Statement
As of February 28, 2026

Summary of Cash and Investment Activity					
		Par Value	Book Value ⁽¹⁾	Market Value	Ratio Market-to-Book Value
Beginning Balances					
Cash	\$	19,308,818.87	\$ 19,308,818.87	\$ 19,308,818.87	100.00%
Investments		16,584,493.98	16,532,393.16	16,532,393.16	100.00%
Total		35,893,312.85	35,841,212.03	35,841,212.03	100.00%
Activity					
Cash		(88,251.13)	(88,251.13)	(88,251.13)	
Investments					
Net Accretion & Amortization		-	31,594.37	-	
Purchases		2,241,564.04	2,241,564.04	2,241,564.04	
Maturities/Calls		(2,208,274.14)	(2,176,679.65)	(2,176,679.65)	
Changes to Market Value		-	-	16,987.63	
Net Monthly Activity		(54,961.23)	8,227.63	(6,379.11)	
Ending Balances					
Cash		19,220,567.74	19,220,567.74	19,220,567.74	100.00%
Investments		16,617,783.88	16,628,871.92	16,614,265.18	99.91%
Total	\$	35,838,351.62	\$ 35,849,439.66	\$ 35,834,832.92	99.96%

⁽¹⁾ Book value includes principal plus net accretion/amortization as required under GASB 31 and GASB 72 for financial statement reporting purposes. Accretion income is recognized annually in the City's modified accrual-based financials.



Summary of Cash and Investment Activity												
Purchase Date	Maturity Date	CUSIP / CD Number	Security Type	Par Value	Coupon	Purchase			Book Value - Cost Basis ⁽¹⁾	Market Value	Gain / (Loss)	Days to Maturity
						Price	Yield	Principal				
-	-	-	Cash- Austin Bank	\$1,073,468	-	\$ 100.000	3.710%	\$ 1,073,468	\$ 1,073,468	\$ 1,073,468	\$ -	1
-	-	-	Cash- BOK Financial (Escrow)	18,147,100	-	100.000	3.380%	18,147,100	18,147,100	18,147,100	-	1
-	-	PER991129	Money Market- Dreyfus Treas Sec CM Service	70,607	-	100.000	2.760%	70,607	70,607	70,607	-	1
-	-	31846V203	Money Market- First American Government	35,191	-	100.000	3.300%	35,191	35,191	35,191	-	1
-	-	-	Local Government Investment Pool- LOGIC	2,236,633	-	100.000	3.808%	2,236,633	2,236,633	2,236,633	-	1
-	-	-	Local Government Investment Pool- Lone Star	1,005,166	-	100.000	3.830%	1,005,166	1,005,166	1,005,166	-	1
-	-	-	Local Government Investment Pool- Texas FIT	5,520,187	-	100.000	3.910%	5,520,187	5,520,187	5,520,187	-	1
6/24/2025	3/15/2026	91282CGR6	US Government Issues- U S Treasury Note	1,082,000	4.625%	100.029	3.863%	1,085,677	1,085,677	1,082,314	(3,363)	15
6/24/2025	4/15/2026	91282CGV7	US Government Issues- U S Treasury Note	995,000	3.750%	100.003	3.646%	991,929	991,929	995,030	3,100	46
5/3/2024	5/4/2026	17312Q4UO	CD - Citibank Natl Assn Sioux Falls	249,000	-	100.000	4.980%	249,000	249,000	249,535	535	65
12/11/2025	5/15/2026	912828R36	US Government Issues- U S Treasury Note	1,000,000	1.625%	99.580	3.602%	991,250	991,250	995,800	4,550	76
2/3/2026	7/7/2026	55458FG76	Comm. Paper- Mackinac Funding Company, Llc	1,150,000	-	98.681	3.860%	1,131,503	1,131,503	1,134,832	3,329	129
2/18/2026	9/15/2026	91282CHY0	US Government Issues- U S Treasury Note	1,083,000	4.625%	100.506	4.600%	1,089,134	1,089,134	1,088,480	(654)	199
12/19/2025	12/21/2026	41166MAQ8	CD - Harborstone Cr Un Lakewood Wash	249,000	-	100.000	3.840%	249,000	249,000	249,100	100	296
6/20/2024	12/21/2026	61768E5Q2	CD - Morgan Stanley Private Bk Natl Assn	248,000	-	100.000	4.990%	248,000	248,000	250,544	2,544	296
12/30/2025	12/30/2026	22282XAT7	CD - Covantage Cr Un Antigo Wis	249,000	-	100.000	3.840%	249,000	249,000	249,117	117	305
2/14/2025	2/16/2027	PER200HW2	CD - Comenity Bank Wilmington De	200,000	-	100.000	4.250%	200,000	200,000	199,536	(464)	353
3/28/2024	3/29/2027	369674CV6	CD - General Elec Cr Un Cincinnati	249,000	-	100.000	4.690%	249,000	249,000	251,707	2,707	394
4/30/2024	4/30/2027	91739JAG0	CD - Utah First Fed Cr Un Salt Lake City	249,000	-	100.000	4.690%	249,000	249,000	251,829	2,829	426
8/23/2024	8/23/2027	98138MCH1	CD - Workers Fed Cr Un Littleton Ma	249,000	-	100.000	3.980%	249,000	249,000	249,777	777	541
3/18/2025	9/20/2027	59013K5XO	CD - Merrick Bk South Jordan Utah	249,000	-	1.000	4.120%	249,000	249,000	250,377	1,377	569
1/6/2026	1/8/2029	38151PFC0	CD - Goldman Sachs Bk USA New York	249,000	-	1.000	3.750%	249,000	249,000	248,504	(496)	1,045



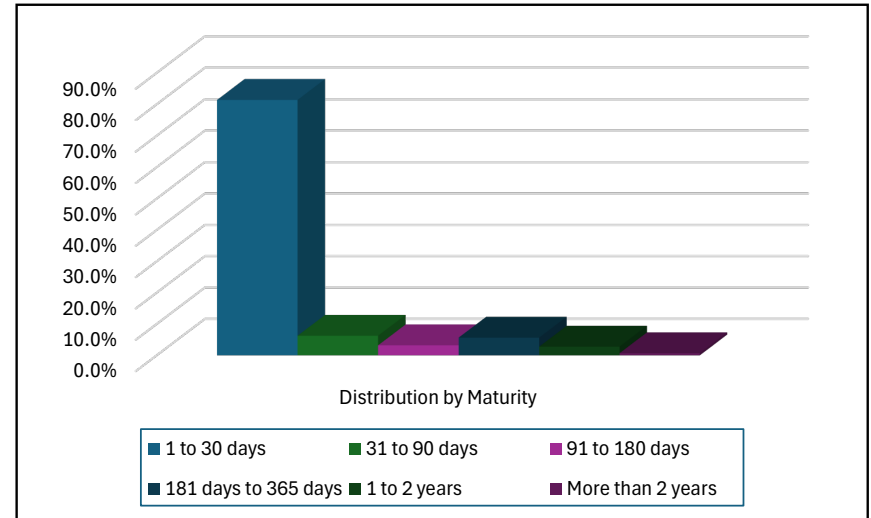
Summary of Cash and Investment Activity												
Purchase Date	Maturity Date	CUSIP / CD Number	Security Type	Par Value	Coupon	Purchase			Book Value - Cost Basis ⁽¹⁾	Market Value	Gain / (Loss)	Days to Maturity
						Price	Yield	Principal				
Totals/Weighted Average				\$ 35,838,352			3.654%	\$35,817,845	\$ 35,817,845	\$ 35,834,833	\$ 16,988	44
Benchmark - 6-week Treasury Bill Rates Coupon Equivalent							3.680%					

⁽¹⁾ Book Value figures above reflect original principal/cost basis. Net accretion and amortization of \$31,594.37 is recorded separately and included in the book value total on the summary page.

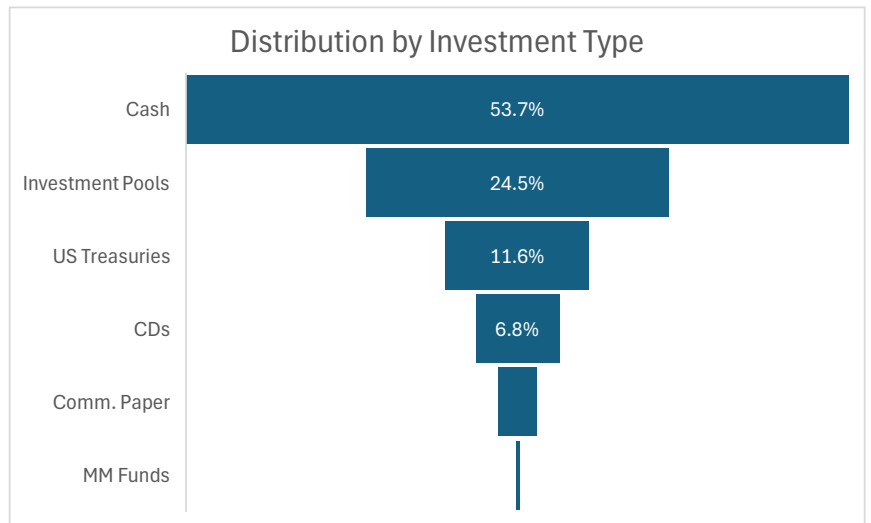


Summary of Cash and Investment Activity

Distribution by Maturity		
	Par Value	Percent
1 to 30 days	\$29,170,352	81.4%
31 to 90 days	2,244,000	6.3%
91 to 180 days	1,150,000	3.2%
181 days to 365 days	2,029,000	5.7%
1 to 2 years	996,000	2.8%
More than 2 years	249,000	0.7%
	<u>\$ 35,838,352</u>	<u>100.0%</u>



Distribution by Investment Type		
	Book Value – Cost Basis ⁽¹⁾	Percent
Cash	\$ 19,220,568	53.7%
Investment Pools	8,761,986	24.5%
US Treasuries	4,157,991	11.6%
CDs	2,440,000	6.8%
Comm. Paper	1,131,503	3.2%
MM Funds	105,798	0.3%
	<u>\$ 35,817,845</u>	<u>100.0%</u>



⁽¹⁾ Book Value figures above reflect original principal/cost basis.

Net accretion and amortization of \$31,594.37 is recorded separately and included in the book value total on the summary page.



Summary of Cash and Investment Activity									
Transaction Information				Beginning			Ending		
Dates		Description	Security Type	Par Value	Book Value	Market Value	Par Value	Book Value - Cost Basis ⁽¹⁾	Market Value
Purchase	Maturity								
-	-	Dreyfus Treas Sec CM Service	Money Market Mutual Funds	\$ 65,171	\$ 65,171	\$ 65,171	\$ 70,607	\$ 70,607	\$ 70,607
-	-	First American Government	Money Market Mutual Funds	31,274	31,274	31,274	35,191	35,191	35,191
-	-	LOGIC	Local Government Investment Pool	2,230,120	2,230,120	2,230,120	2,236,633	2,236,633	2,236,633
-	-	Lone Star	Local Government Investment Pool	1,002,224	1,002,224	1,002,224	1,005,166	1,005,166	1,005,166
-	-	Texas FIT	Local Government Investment Pool	5,503,704	5,503,704	5,503,704	5,520,187	5,520,187	5,520,187
6/24/2025	1/31/2026	U S Treasury Note	US Government Issues	1,098,183	1,098,183	1,098,183	-	-	-
6/24/2025	2/15/2026	U S Treasury Note	US Government Issues	1,092,859	1,092,859	1,092,859	-	-	-
6/24/2025	3/15/2026	U S Treasury Note	US Government Issues	1,085,677	1,085,677	1,085,677	1,082,000	1,085,677	1,082,314
6/24/2025	4/15/2026	U S Treasury Note	US Government Issues	991,929	991,929	991,929	995,000	991,929	995,030
5/3/2024	5/4/2026	Citibank Natl Assn Sioux Falls	Certificate of Deposit	249,000	249,000	249,000	249,000	249,000	249,535
12/11/2025	5/15/2026	U S Treasury Note	US Government Issues	991,250	991,250	991,250	1,000,000	991,250	995,800
2/3/2026	7/7/2026	Mackinac Funding Company, Llc	Commercial Paper	-	-	-	1,150,000	1,131,503	1,134,832
2/18/2026	9/15/2026	U S Treasury Note	US Government Issues	-	-	-	1,083,000	1,089,134	1,088,480
12/19/2025	12/21/2026	Harborstone Cr Un Lakewood Wash	Certificate of Deposit	249,000	249,000	249,000	249,000	249,000	249,100
6/20/2024	12/21/2026	Morgan Stanley Private Bk Natl Assn	Certificate of Deposit	248,000	248,000	248,000	248,000	248,000	250,544
12/30/2025	12/30/2026	Covantage Cr Un Antigo Wis	Certificate of Deposit	249,000	249,000	249,000	249,000	249,000	249,117
2/14/2025	2/16/2027	Comenity Bank Wilmington De	Certificate of Deposit	200,000	200,000	200,000	200,000	200,000	199,536
3/28/2024	3/29/2027	General Elec Cr Un Cincinnati	Certificate of Deposit	249,000	249,000	249,000	249,000	249,000	251,707
4/30/2024	4/30/2027	Utah First Fed Cr Un Salt Lake City	Certificate of Deposit	249,000	249,000	249,000	249,000	249,000	251,829
8/23/2024	8/23/2027	Workers Fed Cr Un Littleton Ma	Certificate of Deposit	249,000	249,000	249,000	249,000	249,000	249,777
3/18/2025	9/20/2027	Merrick Bk South Jordan Utah	Certificate of Deposit	249,000	249,000	249,000	249,000	249,000	250,377



Summary of Cash and Investment Activity									
Transaction Information				Beginning			Ending		
Dates		Description	Security Type	Par Value	Book Value	Market Value	Par Value	Book Value - Cost Basis ⁽¹⁾	Market Value
Purchase	Maturity								
1/6/2026	1/8/2029	Goldman Sachs Bk USA New York	Certificate of Deposit	249,000	249,000	249,000	249,000	249,000	248,504
Total of Investments				16,532,393	16,532,393	16,532,393	16,617,784	16,597,278	16,614,265
Cash					19,308,819	19,308,819		19,220,568	19,220,568
Total Investments & Cash					<u>\$ 35,841,212</u>	<u>\$ 35,841,212</u>		<u>\$ 35,817,845</u>	<u>\$ 35,834,833</u>

⁽¹⁾ Book Value figures above reflect original principal/cost basis. Net accretion and amortization of \$7,507 is recorded separately and included in the book value total on the summary page.



Cash and Investment Distribution by Fund									
Transaction Information		101 GENERAL FUND	102 DEBT SERVICE FUND	103 CAPITAL PROJECTS FUND	104 VEHICLE / EQUIPMENT REPLACEMENT FUND	110 GRANT FUND	111 HOTEL / MOTEL OCCUPANCY TAX FUND	112 COURT BUILDING SECURITY & TECHNOLOGY FUND	114 COURT CHILD SAFETY TRUST FUND
Description	Security Type								
LOGIC	Local Government Investment Pool	\$ 551,448	\$ 84,447	\$ 1,263,022	\$ 75,144	\$ 23,161	\$ 36,565	\$ 10,788	\$ 1,373
Lone Star	Local Government Investment Pool	551,470	84,450	31,515	75,147	23,162	36,566	10,789	1,373
Texas FIT	Local Government Investment Pool	1,241,763	190,159	3,327,786	169,210	52,155	82,338	24,293	3,092
FNC	MM Funds/Certificates of Deposit	1,377,409	210,931	78,715	187,694	57,852	91,332	26,947	3,429
US Bank	MM Funds/Comm. Paper/US Gov't Issues	2,921,315	447,359	166,944	398,076	122,697	193,703	57,150	7,273
Total of Investments		6,643,405	1,017,345	4,867,983	905,270	279,028	440,504	129,966	16,540
Cash		588,943	90,188	33,656	80,253	24,736	39,051	11,522	1,466
Total Investments & Cash		7,232,348	1,107,533	4,901,639	985,522	303,764	479,555	141,488	18,006

Transaction Information		115 POLICE STATE FORFEITURE FUND	116 POLICE FEDERAL FORFEITURE FUND	118 POLICE LEASE FUND	120 VENUE PROJECT FUND	201 WATER & WASTEWATER UTILITY FUND	301 BEAUTIFICATION FUND	801 PAYROLL PAYABLES	TOTAL
Description	Security Type								
LOGIC	Local Government Investment Pool	2,915	288	698	333	182,537	1,273	2,642	2,236,633
Lone Star	Local Government Investment Pool	2,915	288	698	333	182,545	1,273	2,642	1,005,166
Texas FIT	Local Government Investment Pool	6,564	648	1,573	749	411,042	2,867	5,949	5,520,187
FNC	MM Funds/Certificates of Deposit	7,281	719	1,745	831	455,943	3,180	6,599	2,510,607
US Bank	MM Funds/Comm. Paper/US Gov't Issues	15,441	1,525	3,700	1,763	966,999	6,745	13,995	5,324,685
Total of Investments		35,115	3,467	8,415	4,009	2,199,066	15,338	31,827	16,597,278
Cash		3,113	307	746	355	18,342,049	1,360	2,821	19,220,568
Total Investments & Cash		\$ 38,228	\$ 3,774	\$ 9,160	\$ 4,364	\$ 20,541,115	\$ 16,698	\$ 34,648	\$ 35,817,845.29



Summary of Cash and Investment Activity									
Summary of Investment Earnings									
Description	101 GENERAL FUND	102 DEBT SERVICE FUND	103 CAPITAL PROJECTS FUND	104 VEHICLE / EQUIPMENT REPLACEMENT FUND	110 GRANT FUND	111 HOTEL / MOTEL OCCUPANCY TAX FUND	112 COURT BUILDING SECURITY & TECHNOLOGY FUND	114 COURT CHILD SAFETY TRUST FUND	
Cash	\$ 1,867.52	\$ 285.99	\$ 106.72	\$ 254.48	\$ 78.44	\$ 123.83	\$ 36.53	\$ 4.65	
LOGIC	1,605.90	245.92	3,677.94	218.83	67.45	106.48	31.42	4.00	
Lone Star	1,613.86	247.14	92.23	219.91	67.78	107.01	31.57	4.02	
Texas FIT	3,707.83	567.80	9,936.55	505.25	155.73	245.85	72.54	9.23	
FNC	4,585.31	702.18	262.04	624.82	192.59	304.04	89.70	11.42	
US Bank	5,707.39	874.01	326.16	777.72	239.71	378.44	111.65	14.21	
Monthly Investment Earnings	19,087.81	2,923.03	14,401.64	2,601.02	801.70	1,265.65	373.42	47.52	

Summary of Investment Earnings								
Description	115 POLICE STATE FORFEITURE FUND	116 POLICE FEDERAL FORFEITURE FUND	118 POLICE LEOSE FUND	120 VENUE PROJECT FUND	201 WATER & WASTEWATER UTILITY FUND	301 BEAUTIFICATION FUND	801 PAYROLL PAYABLES	TOTAL
Cash	9.87	0.97	2.37	1.13	48,745.07	4.31	8.95	51,530.83
LOGIC	8.49	0.84	2.03	0.97	531.58	3.71	7.69	6,513.25
Lone Star	8.53	0.84	2.04	0.97	534.21	3.73	7.73	2,941.59
Texas FIT	19.60	1.94	4.70	2.24	1,227.35	8.56	17.76	16,482.92
FNC	24.24	2.39	5.81	2.77	1,517.81	10.59	21.97	8,357.65
US Bank	30.17	2.98	7.23	3.44	1,889.23	13.18	27.34	10,402.87
Monthly Investment Earnings	\$ 100.89	\$ 9.96	\$ 24.18	\$ 11.52	\$ 54,445.24	\$ 44.07	\$ 91.45	\$ 96,229.11

This monthly report is in full compliance with the investment strategies as established in the City's Investment Policies and the Public Funds Investment Act, Chapter 2256, Texas Government Code.

Roxanna Briley
Finance Director



JACKSONVILLE FIRE DEPARTMENT

MONTHLY REPORT

March 2026



INCIDENT COUNT

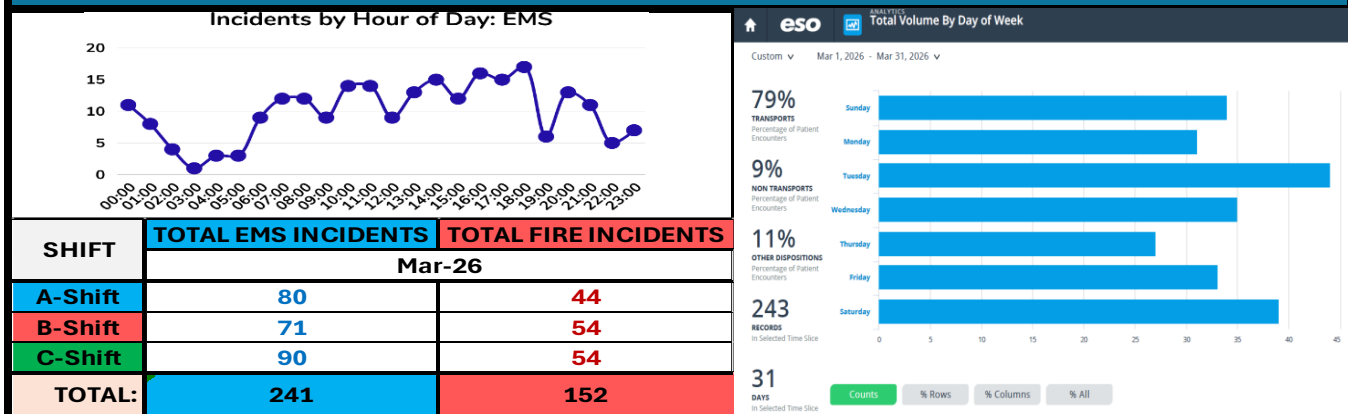
INCIDENT TYPE	# INCIDENTS PER MONTH and YEAR			
	Mar-26	Feb-26	Jan-26	Mar-YTD
EMS	243	179	211	633
FIRE	152	114	143	409
TOTALS:	395	293	354	1042

MAJOR FIRE RESPONSE TYPES	# INCIDENTS	% OF TOTAL	FIRE RESPONSE SUBCATEGORIES	# INCIDENTS
	Mar-26			
FIRES	17	11.18%	Alarms: Non-Medical	9
			Citizen Assist	31
HAZARDOUS SITUATIONS	16	10.53%	Good Intent	1
			Hazard: Non-Chemical	8
MEDICAL	70	46.05%	Hazardous Materials	2
			Illness	60
NON-EMERGENCY	7	4.61%	Injury: Trauma	10
			Investigation	6
PUBLIC SERVICE	36	23.68%	LE Support	2
			Outside Fire	12
OTHER	6	3.95%	Structure Fire	2
			Transportation Fire	3
			Cancelled	2
			Other	4
TOTAL:	152	100.00%		152

MUTUAL AID

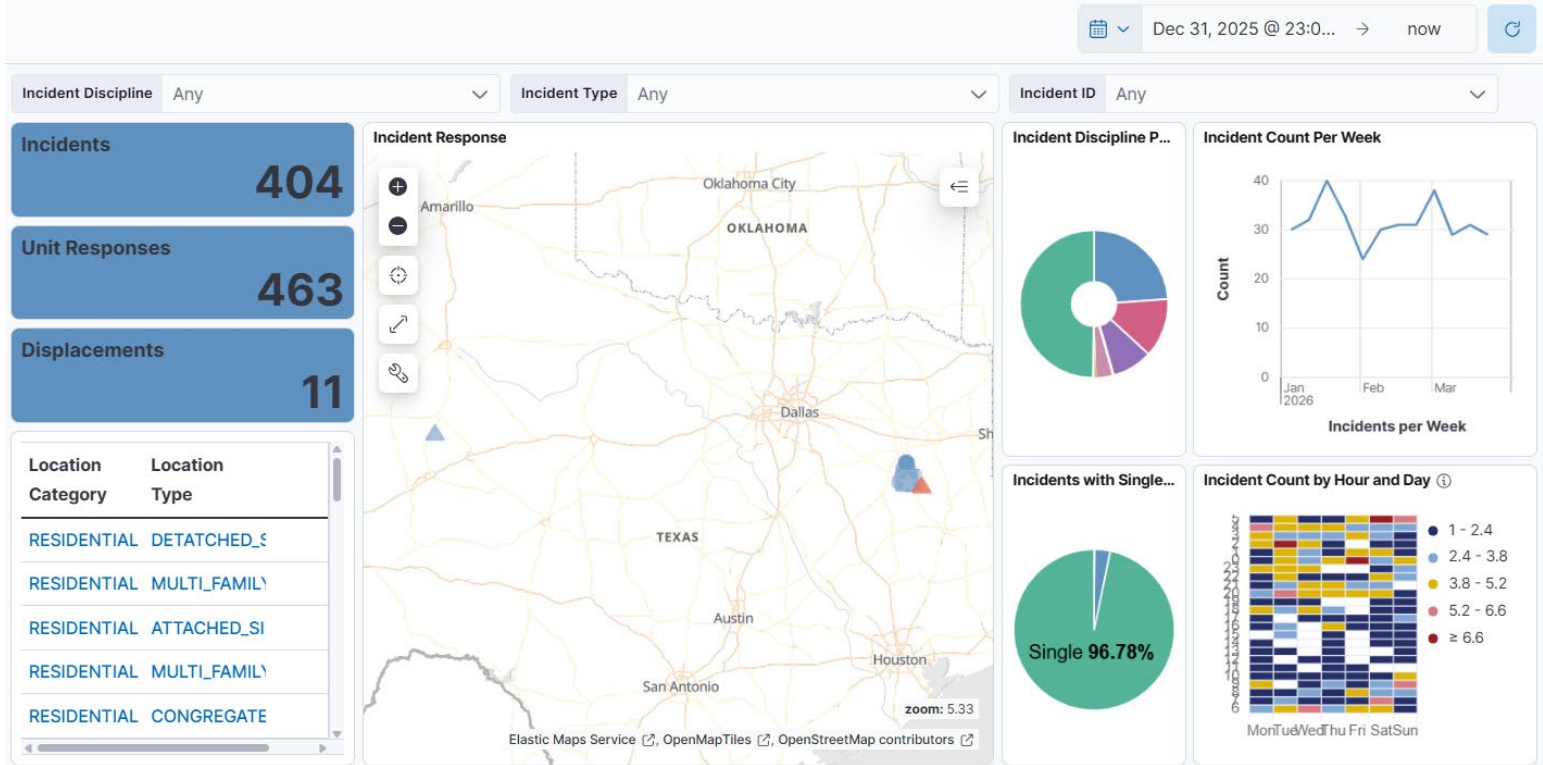
MONTHS	Mar-26	Feb-26	Jan-26	Mar-YTD
AID RECEIVED	0	0	0	0
AID GIVEN	16	6	18	40

EMS INCIDENT: DISPOSITION



FIRE APPARATUS RESPONSES

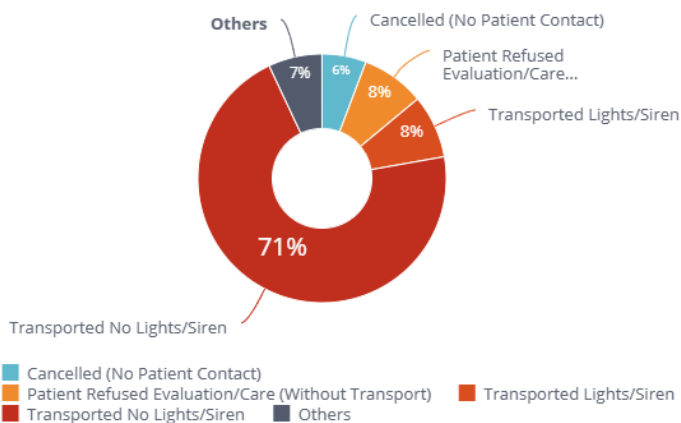
January 1, 2026 – March 31, 2026



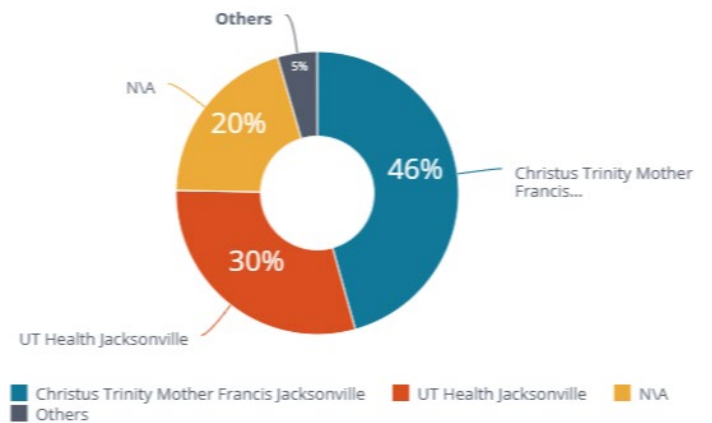
EMS TRANSPORT ANALYSIS

March 1, 2026 – March 31, 2026

Calls by Disposition



Calls by Destination



Community & Public Services Reported Concerns

Monthly Report

March-26



Gov Pilot Work Orders

Building/ Admin

CONCERN

Building

Other

Notes:

Mar-26 Oct. 1 - YTD

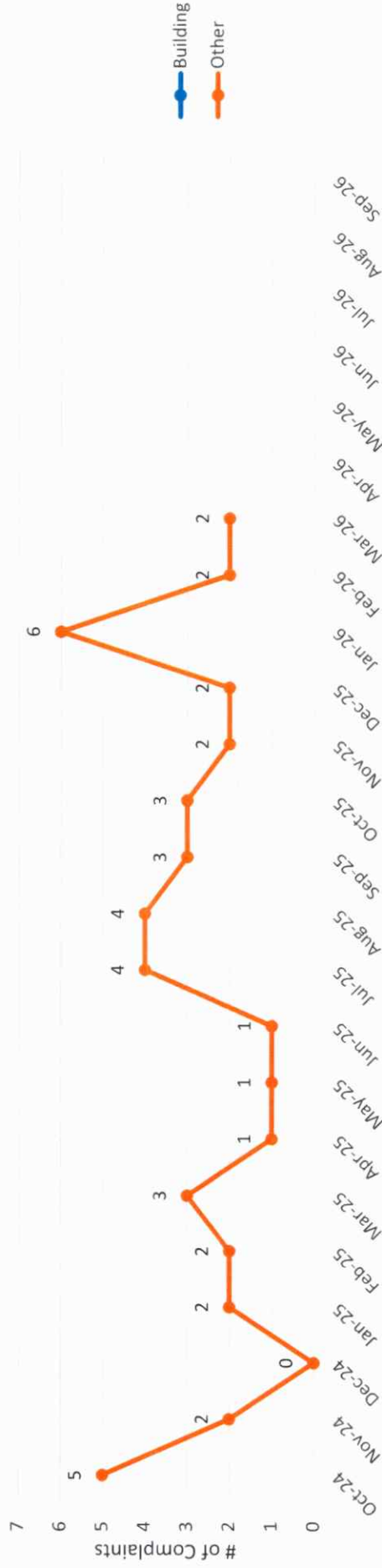
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2

17

Number Building Complaints



Parks

CONCERN

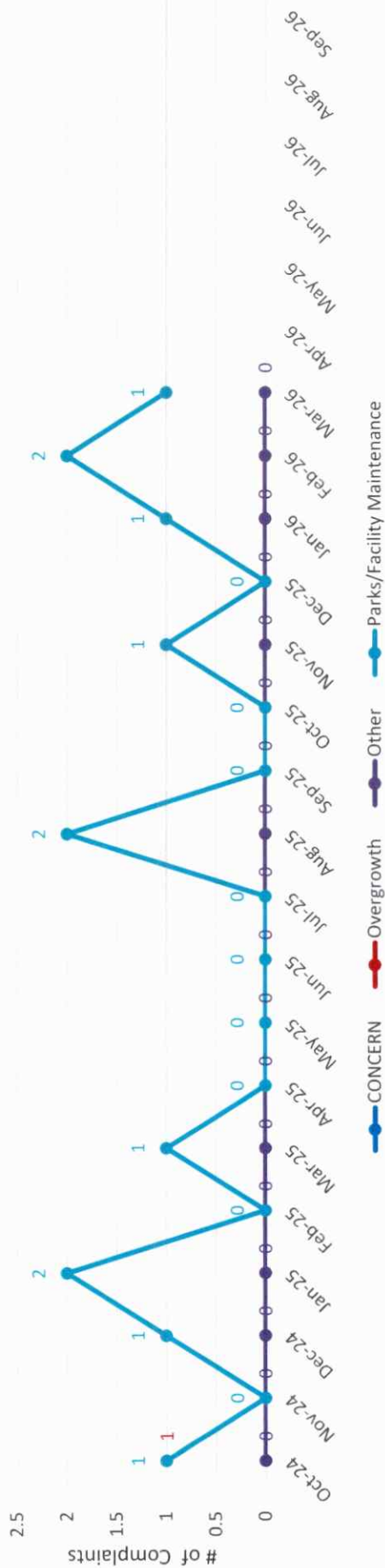
Overgrowth

Other

Parks/Facility Maintenance

Mar-26	Oct. 1 - YTD	Notes:
0	0	
0	0	
1	5	

Number Park Complaints



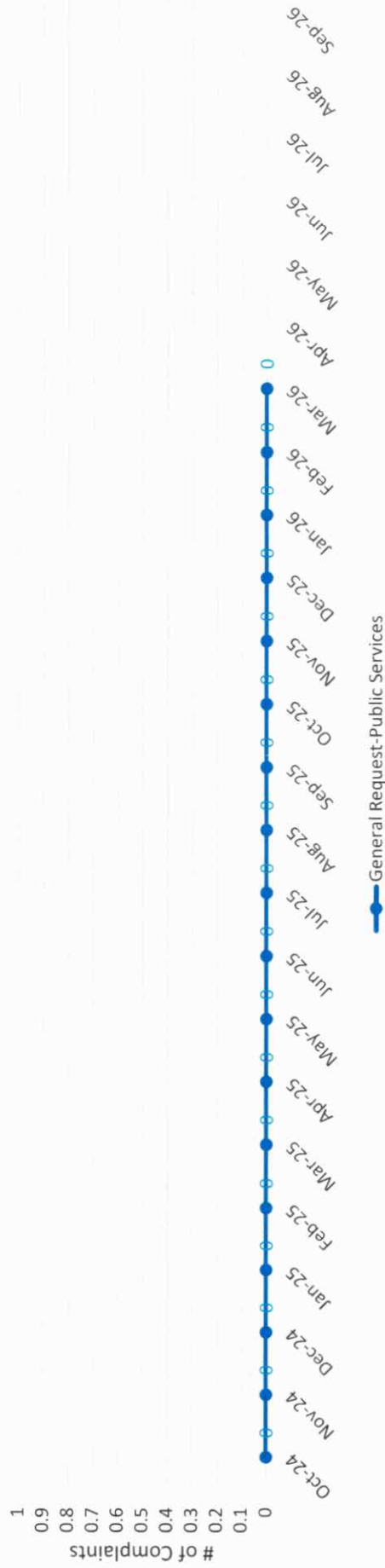
Public Services

CONCERN

General Request-Public Services

Mar-26	Oct. 1 - YTD	Notes:
0	0	

Number Public Services Complaints



Sanitation

CONCERN

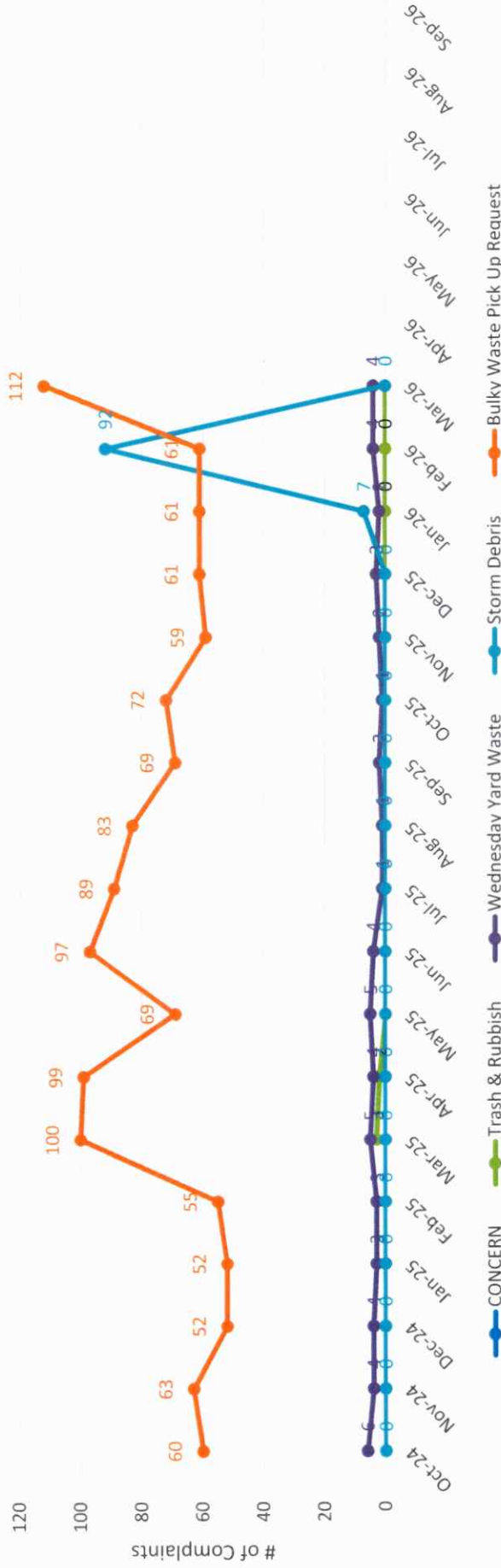
Bulky Waste Pick Up Request

Wednesday Yard Waste

Storm Debris

Mar-26	Fiscal Year	Notes:
112	426	
4	16	
0	99	Storm Clean up 7+92

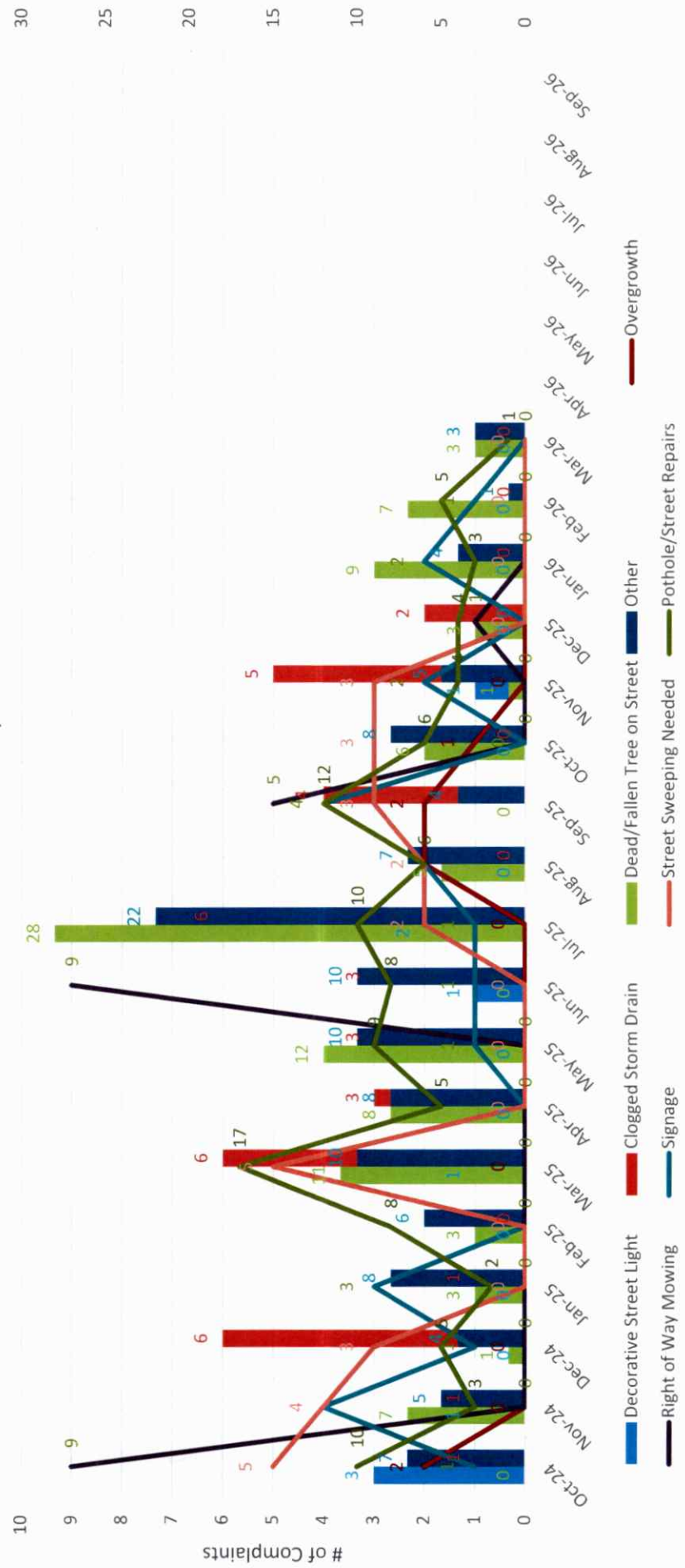
Number Sanitation Complaints



Streets

CONCERN	Mar-26	Oct. 1 - YTD	Notes:
Decorative Street Light	0	1	
Clogged Storm Drain	0	7	
Dead/Fallen Tree on Street	3	29	
Other	3	21	
Overgrowth	0	1	
Pothole/Street Repairs	1	23	
Right of Way Mowing	0	1	
Signage	0	5	
Street Sweeping Needed	0	6	

Number Street Complaints



Water

CONCERN

Fire Hydrant Maintenance

locates

Water Leaks

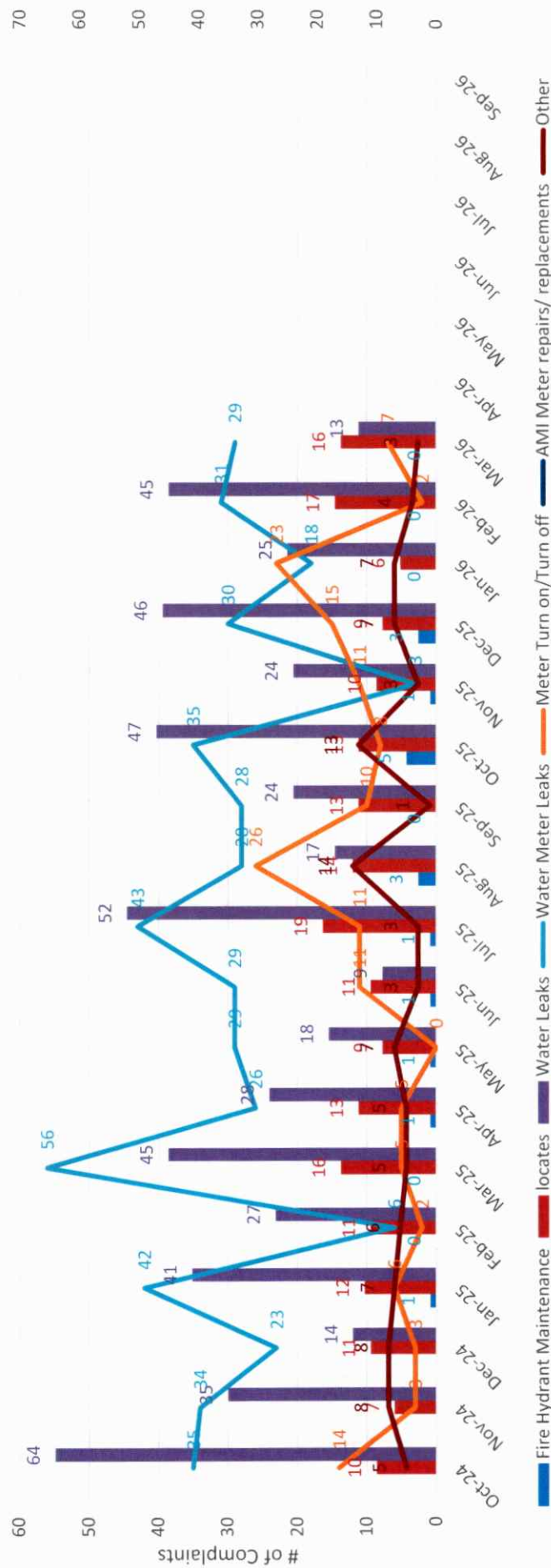
Water Meter Leaks

Meter Turn on/Turn off

Other

Mar-26	Oct. 1 - YTD	Notes:
0	9	
16	71	
13	200	
29	146	
7	66	
3	37	

Number Water Complaints



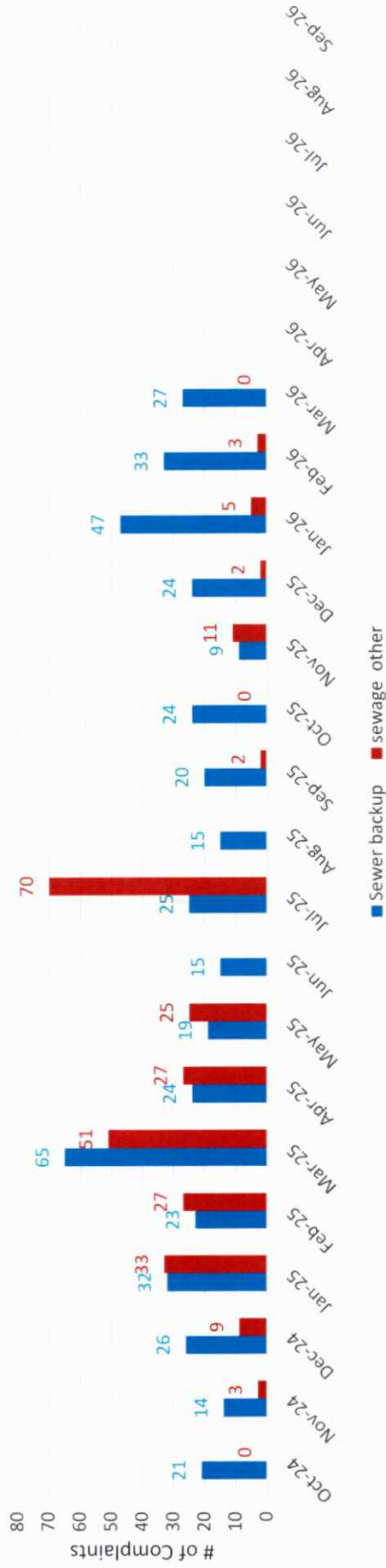
Wastewater Collection

CONCERN

Sewer backup
sewage other

Mar-26	Oct. 1 - YTD	Notes:
27	164	
0	21	

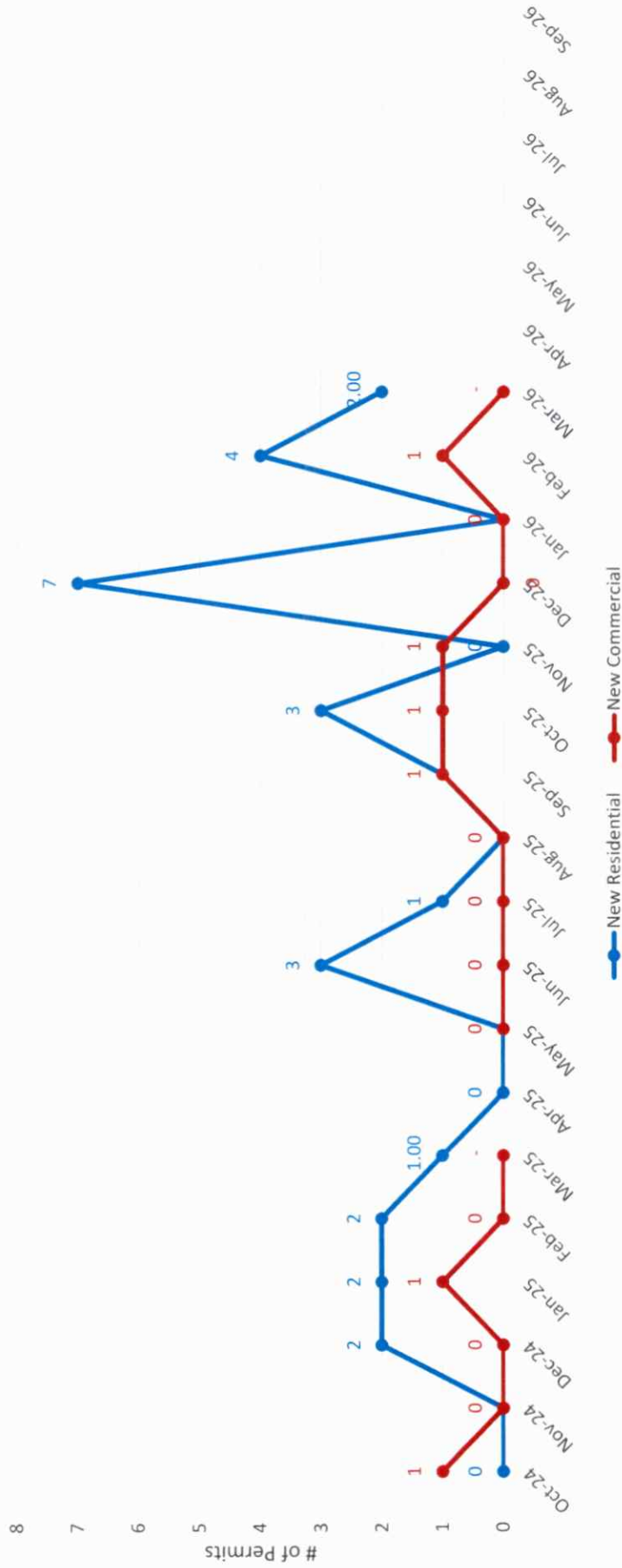
Number Wastewater Complaints



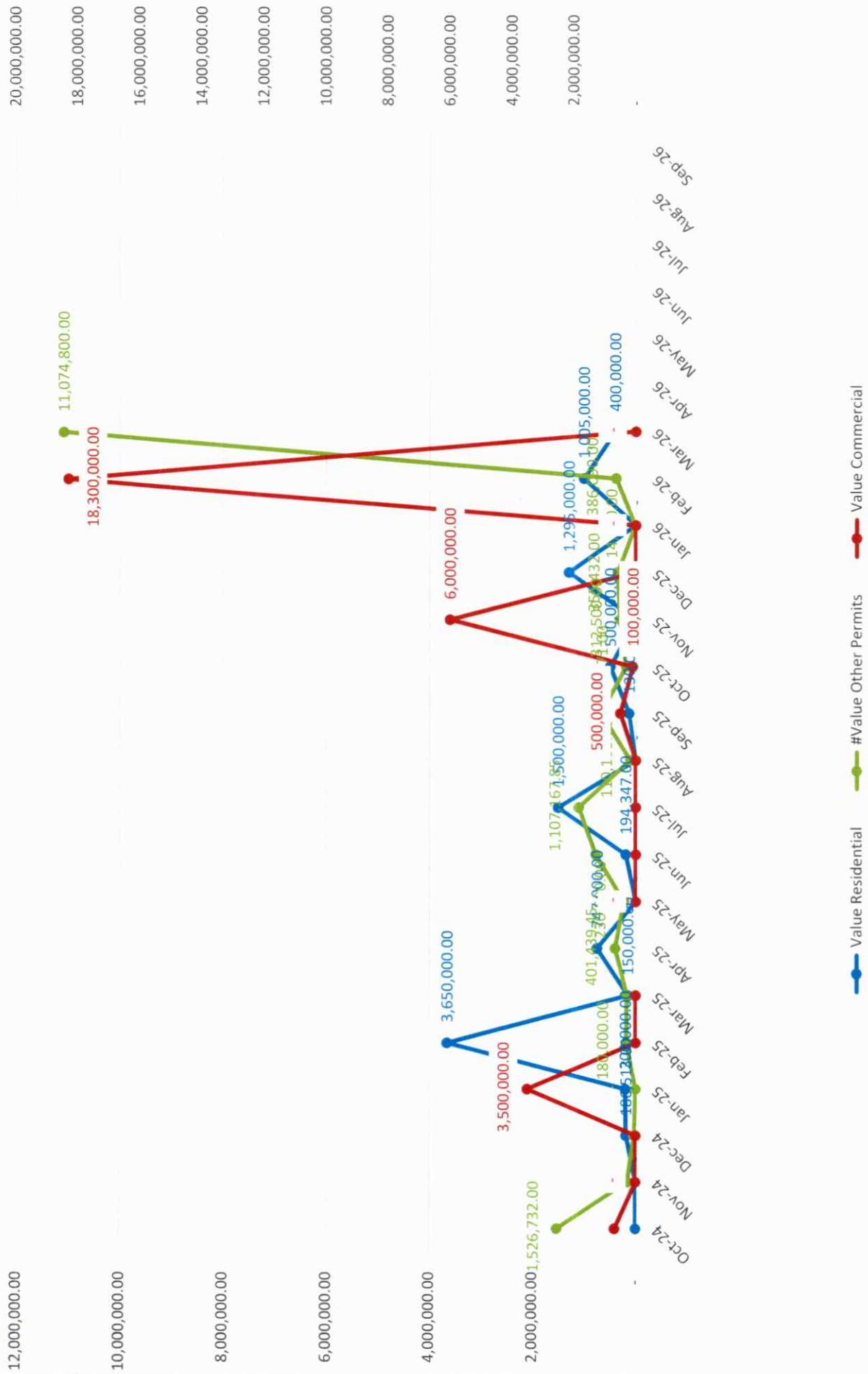
Gov Pilot Totals	221	1371
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Building Department

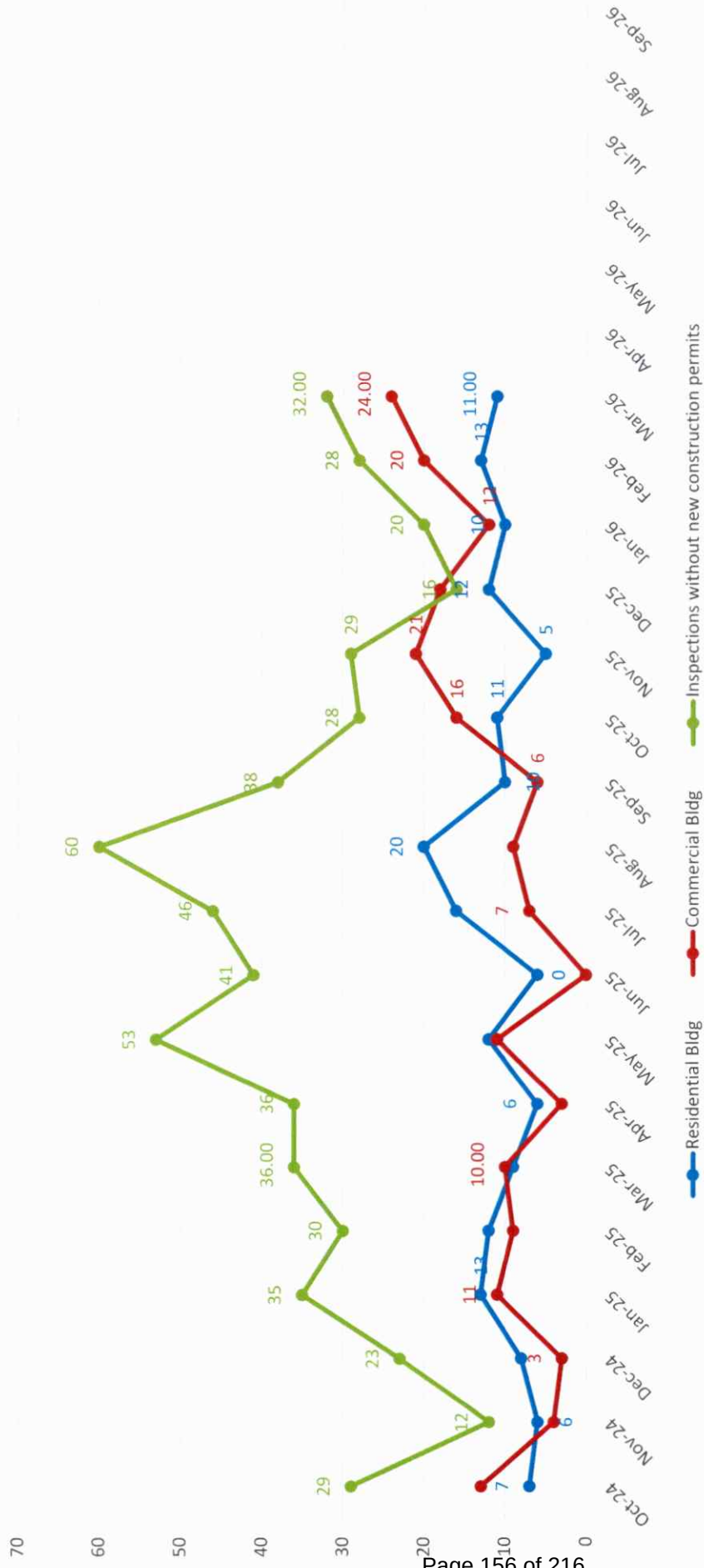
Number Building Permits Issued



Construction Value of Permit Dollars

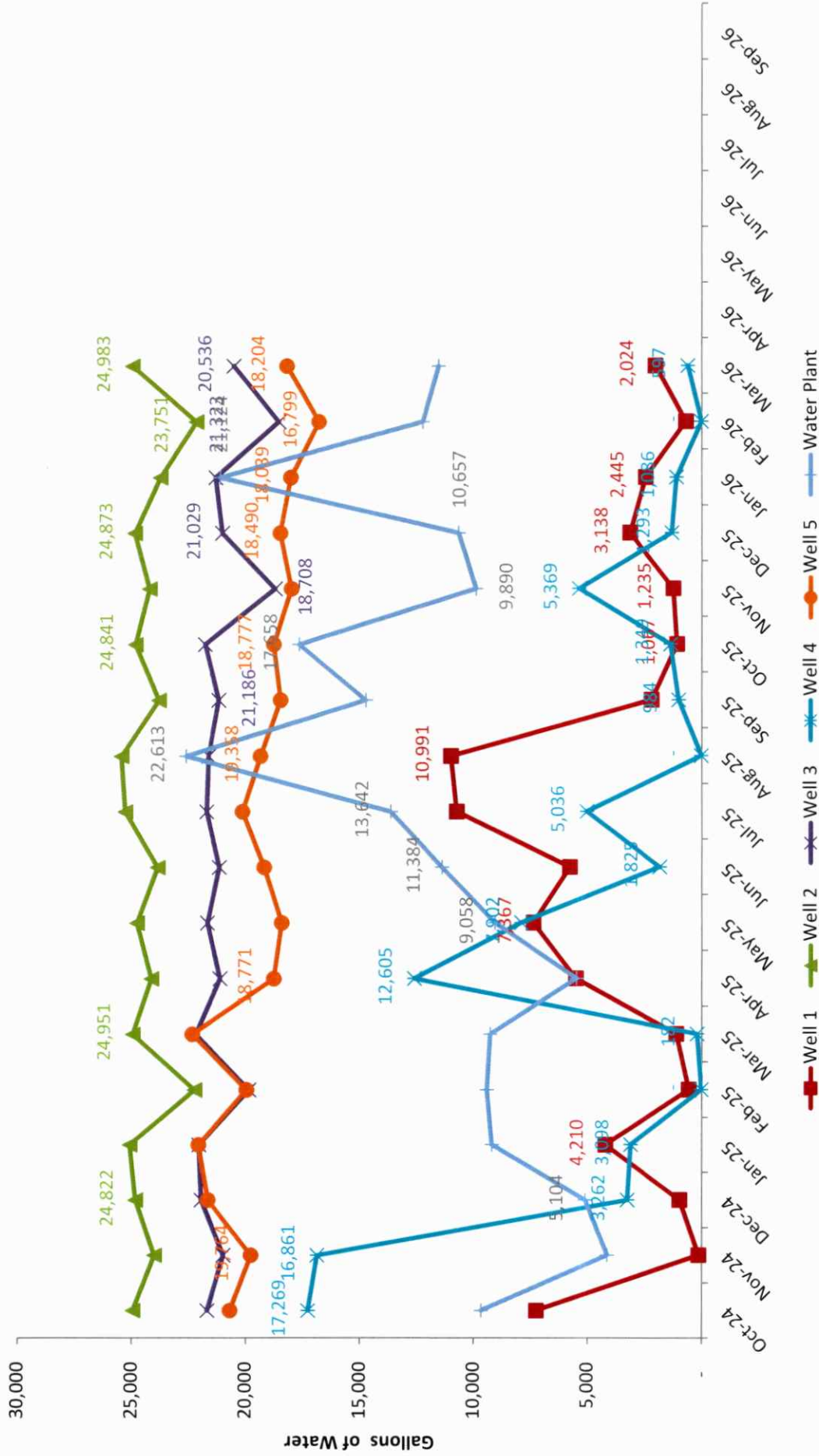


of Inspections



Water Production Department

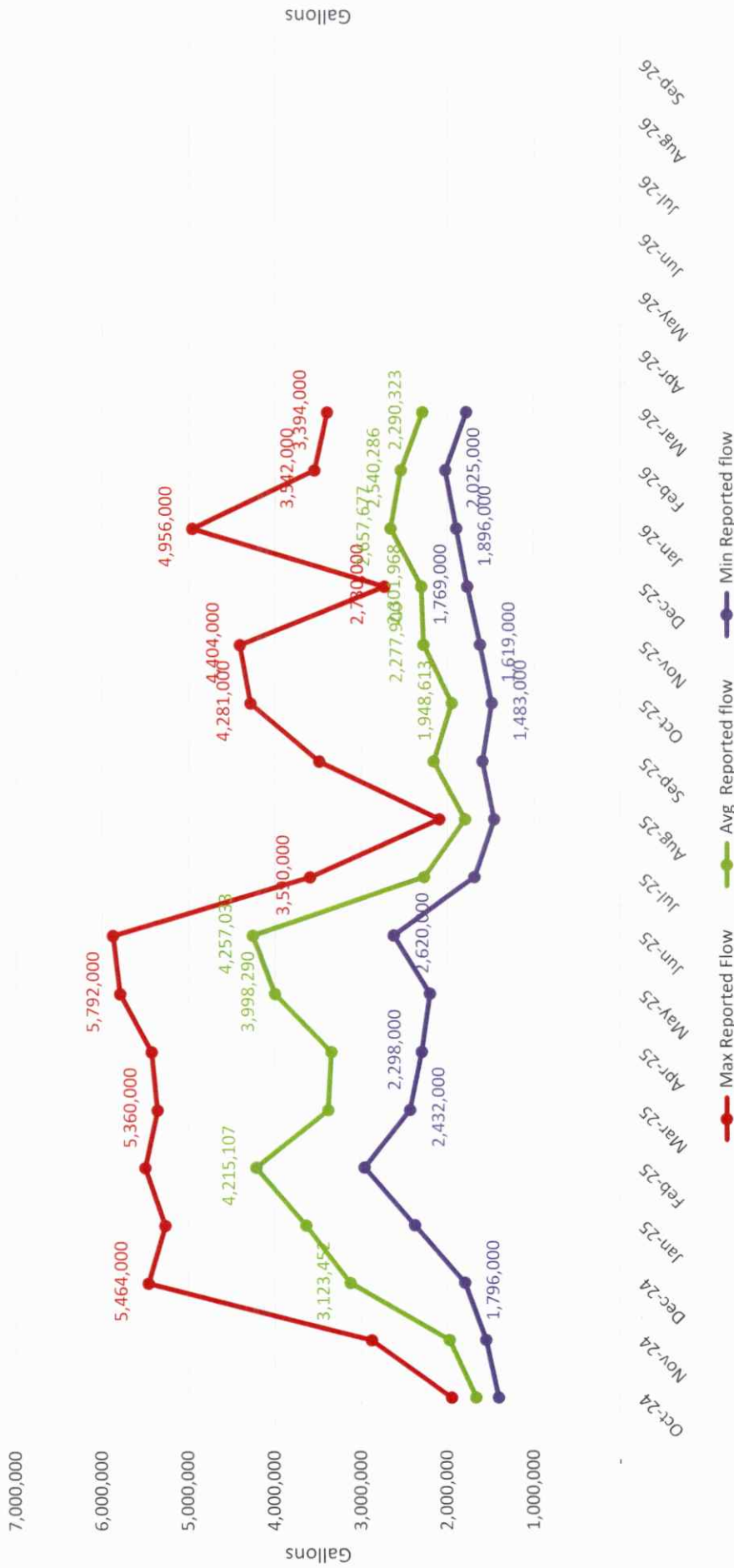
Monthly Water Production



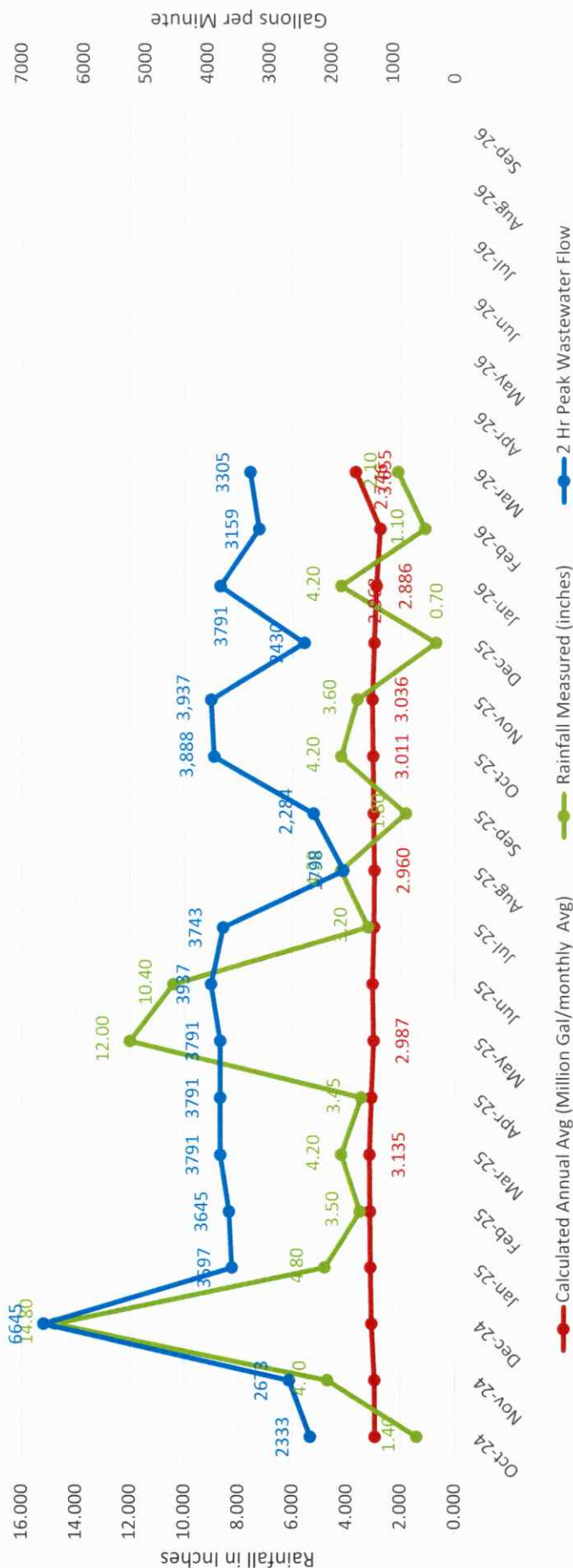
** information from Water Plant Daily Production Logs

Wastewater Treatment Department

Double Creek WWTP reported flows



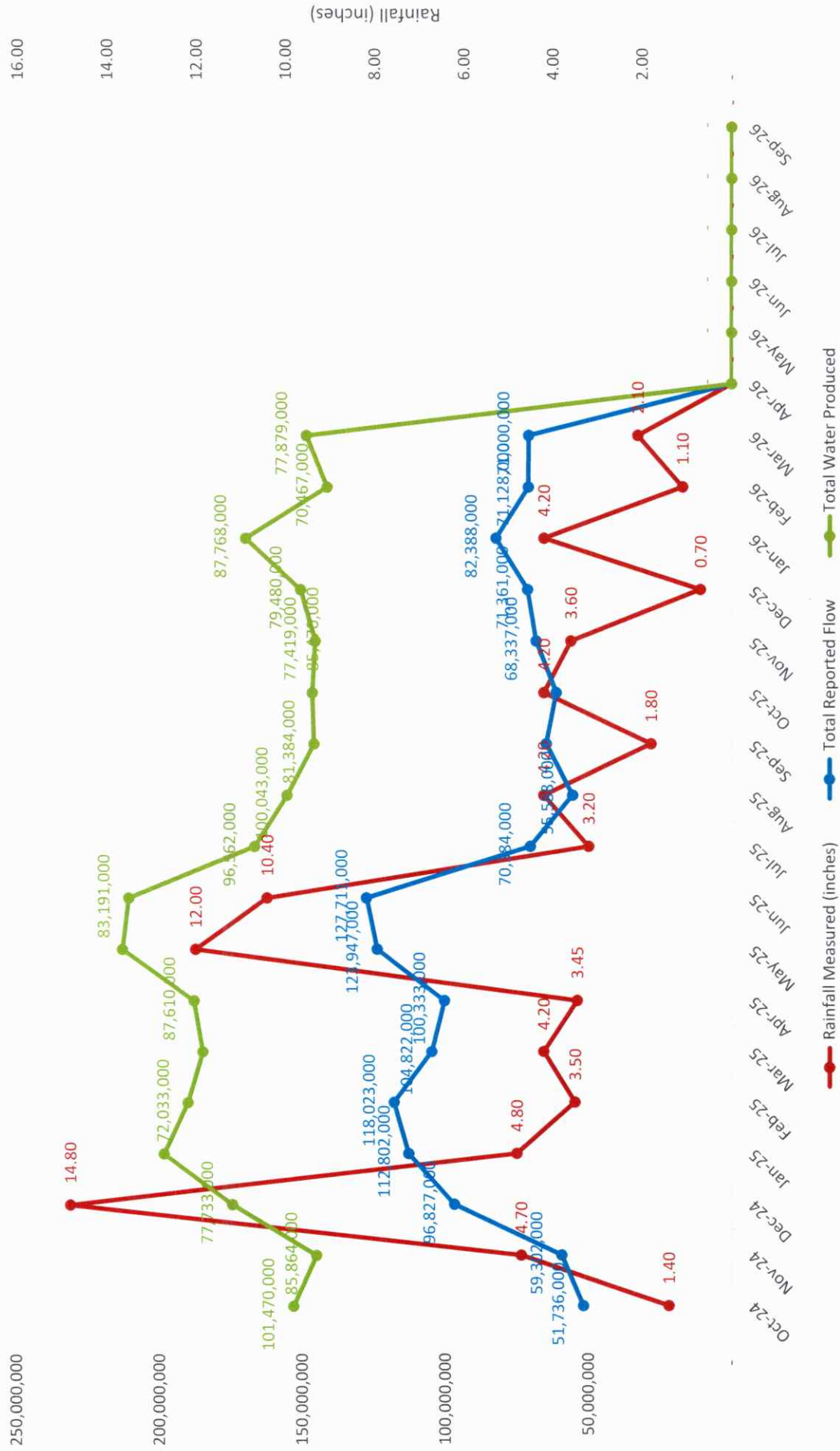
Double Creek WWTP Flow & Rainfall Data



** information from Wastewater Plant Daily Log Reports

Water Vs Wastewater Treatment Comparison

Water Produced Vs Wastewater Treated vs rainfall



Special Projects on Smartsheet

TWDB # 73921 24" Sewer Line Replacement

2025 Morris Street Sewer Repair

Canada Street Project

Sunnydale Lift Station

Tx CDBG Sewer Upgrade Sycamore & Nichols

TWDB # _ Double Creek Expansion

Hwy 175 Utility Relocation

Code Adoption



**TWDB #73921 24" Sewer replacement (Medivac)
Capital # 2023-611-03**

Replacement of approximately 9,500 feet of 60-plus year old unreinforced concrete sewer trunk main and associated manholes. Numerous structural failures of the trunk main have resulted in significant overflows and subsequent enforcement by TCEQ. Over the years of service, the sewer gases have severely deteriorated the concrete pipe, leading to failures in the collection system. Additionally, a major lift station (located at Lakeshore) that serves the southwest portion of the City will be upgraded. Recent growth and expansion along the City's west boundary have increased and an upgrade of this station is imperative. This station is located immediately upstream of Lake Jacksonville which is the potable drinking water source for the City.

Progress Report TWDB 24" Sewer line (Medivac)

Primary	Notes & Description	Budget Cost	Actual Cost
Project Name	TWD 24" Sewer Main Project		
Funding Source	201-000-06-52712 changed 3.31.25 to 201-611-06-58889		
TWDB	Project # 73921		
Yearly Totals		\$5,809,000.00	To Be Calculated
FY 24-25 totals			
Current FY 25-26 Totals			



Information Only

Smartsheet is still being constructed** Data is not current to date

24" Sewer Medivac FY 2025-26 Detailed Report

FY	Primary	Invoice #	Invoice Date	Actual Cost	Notes & Description
1 25-26	Current FY 25-26 Totals				
2 25-26	Stokes	19185	10/31/25	\$4,280.00	Project 030-2213 TWDB 73921 (Medivac 24" Sewer) planning @ 100%, WWC design @ 34.8%, total project @ 66.31% 9-25-25 to 10-24-25 # 48
3 25-26	Stokes	19242	12/31/25	\$11,440.90	Project 030-2213 TWDB 73921 (Medivac 24" Sewer) planning @ 100%, WWC design @ 41.17%, total project @ 68.04% 11-25-25 to 12-24-25 # 49
4 25-26	Stoke PO # 611.00009 dated 3.27.26 \$25,000			\$4,313.00	GL 201-611-06-58889 additional field work for wetland and environmental work by engineers
5 25-26	Stokes (hydrex invoice 26-180 2.27.26)	19282	02/28/26	\$4,313.00	Project 030-2213B TWDB 73921 (Medivac 24" Sewer) Professional Services for Additional Environmental/wetlands 1.25.26-2.24.26 preparation of preliminary environmental documents for submission to USACE for permitting TWDB sanitary Sewer replacement near Hwy 69



March 2026

Monthly Status Report on Stokes & Associates Engineering Projects:

TWDB – Sewer Improvements (TWDB CWSRF Project No. 73921) -- ENGINEERING DESIGN PHASE

- Project is currently in engineering design phase and is approximately 70% complete.
- Project consists of two (2) separate design and construction items - the replacement of a large diameter gravity sewer main from the Nichols Green Park to just east of South Bolton Street and replacement of the Lake Shore Lift Station and associated force main.
- All easements on the gravity sewer main replacement portion of the project have been acquired.
- The TWDB Site Certificate Form (ED-101) certifying that all required easements have been acquired has been signed and submitted to the TWDB on August 7, 2025.
- Engineering Feasibility Report (EFR) completed and submitted to the TWDB in August 2025. Minor review comments from the TWDB received in September; revised EFR submitted to the TWDB October 23, 2025. Per discussions with the TWDB on November 25, 2025, EFR is approved.
- Environmental review of the Environmental Impact Document (EID) by the TWDB has been completed. It was anticipated that a FONSI would be issued by the TWDB in October 2025. On October 31, 2025, the TWDB notified our environmental consultant that additional coordination with the US Army Corps of Engineers (USACE) would be required for surface disturbances on a section of the proposed gravity sewer main route just west of US Highway 69; this property is owned by JEDCO.
- A meeting with the USACE was scheduled for November 6, 2025, and then cancelled by the USACE due to issues with the government shut-down. This meeting was subsequently rescheduled with the USACE for December 10, 2025. As a result of this meeting, the USACE is requiring the specific delineation of forested wetlands in the area just west of US Highway 69. These findings will most likely require the gravity sewer main to be re-routed within this area to avoid the forested wetlands. This information, along with a pre-construction notification, will be submitted to the USACE for review and to obtain a Nationwide Permit 58. Once this NWP 58 is issued by the USACE, this information will be included in the EID and then re-submitted to the TWDB for final approval and issuance of a FONSI.
- The additional environmental work, coordination with the USACE and permit issuance are expected to take approximately 90 days. The TWDB will require time to review the re-submitted documentation; it is anticipated that this will take 30 days.
- This environmental work is beyond the scope of the original EID preparation and additional fees are being charged by the environmental consultant. This additional work was authorized in January 2026, with costs not to exceed \$25,000. This money is available from the contingency fund within the loan budget. To transfer the available funds, the TWDB is requiring an engineering amendment for this work be executed; this amendment was provided to the City on March 13, 2026.
- The environmental field work portion of the additional work has been scheduled for February 5, 2026; City staff has been notified.
- Soil bores for the determination of soil type and depth of rock were completed in October 2025. The final report has been completed by the geotechnical engineer and was submitted to Stokes on December 30, 2025.
- Engineering plans on the gravity sewer main replacement project preliminarily reviewed with City staff in August 2025.

- The plans, contract documents and technical specifications on the gravity sewer main are being completed. Submittal to the TWDB for review and approval was planned for November 2025 but cannot be made until environmental clearance is issued by the USACE and the TWDB.
- Bid date on the gravity main portion of the project is now projected for July 2026; note that this is dependent on USACE issuing an environmental determination and the subsequent TWDB review timeframe.
- The Lake Shore Lift Station and force main project is also currently under engineering design. The only outstanding easement document that remains to be acquired is for a temporary construction easement for the lift station site itself. Discussions with the landowner are underway as of March / April 2026. This project will be advertised and bid after the gravity sewer main is under construction.
- A meeting with the TWDB and City Staff was held on November 25, 2025, to discuss reimbursement from the loan funds to the City for easement acquisition costs. Additional documentation on the previously completed work was submitted by Stokes to the TWDB for review and approval. With the delay in issuance of the environmental clearance documents, the City is prevented from accessing additional loan funds per the TWDB agreement. Determination on the status of the reimbursement request for the City was anticipated mid December 2025; as of January 7, 2026, the TWDB legal counsel has not issued a decision.
- The TWDB did issue a statement in late January 2026 that reimbursement for the easement acquisition would not be allowed until environmental clearance is issued.



Morris Street Sewer Repair

Contractor shall dig and replace (in-place) an existing 6" diameter clay tile sewer main and install new 6" diameter SDR-35 PVC sewer pipe in the same trench, totaling approximately 1,100 linear feet including but not limited to replacing four (4) 4' diameter precast concrete manholes to be installed at the locations shown on the exhibit above, clearing and grubbing, and re-connection of existing service lines for a complete and operable water-tight sewer system.

Progress Report - Morris St Sewer

Task Name	Notes & Description	Start Date	End Date	Budget Cost	Actual Cost	% Budget remaining	\$ Remaining Budget	Status
Project Name Morris St Sewer Repair		01/30/25	03/26/25	\$50,000.00	\$52,311.87	-5%	-\$2,311.87	Complete
cash funded/ non-budgeted	201-611-06-52712							
Capps; time/labor/Equipment chg	po 6110000 3	02/25/25	04/04/25	\$32,685.00				Complete
6" SDR 35 PVC Sewer pipe 1100 lf	PO issued Ferguson	01/30/25	03/31/25					Complete
Ferguson	PO 61100001	01/30/25	03/31/25	\$5,275.62				Complete
Accounts Payable:					\$52,311.87			





Canada Street Project Capital # 2024-603-05

This project will include a new concrete street, sidewalk, and call for the installation of new water, sewer, and drainage improvements along Canada Street from South Bolton Street to South Jackson Street. Professional Engineering Services are provided by Schamburg & Polk. Their scope of work will include design, bidding, construction phase administration, and construction review.

Progress Report Canada Street

Primary	Notes & Descriptions	Start Date	Budgets Cost	Actual Cost	% budget remaining	\$ remaining
Project Name : Canada Street Project	Capital # 2024-603-05	04/06/23	\$2,400,000.00	-\$366,559.44	85%	\$2,033,440.56
Funding Source:	Cash Funded 103-603-03-52710					
FY 22-23 total	-\$44,800.00					
FY 23-24 total	-\$161,050.00					
FY 24-25 Total	-\$98,170.00					
Year to Date: FY 25-26	-\$62,539.44					



Canada St FY 2025-26 Detailed Report

smartsheet

Primary	Reporting FY	Invoice Date	Invoice #	Actual Cost	Notes & Descriptions
1 Year to Date: FY 25-26	25-26				
2 Contract Surveyor	25-26	07/31/25		2190	-\$1,000.00 survey Bank Tract on Canada St Project
3 Keith McKinney	25-26	10/22/25	canada purchase CCAD 221591000		-\$1,244.44 CCAD 221591000 property
4 Clifford Taylor	25-26	10/22/25	canada purchase CCAD 221535000		-\$1,920.00 CCAD 221535000 property
5 Rose Washington	25-26	10/22/25	Canada Purchase 221536000		-\$2,375.00 CCAD 221536000
6 East Texas Dist Pentecostal Church	25-26	12/19/25	Canada Purchase 22157100 (12.4.25)		-\$50,000.00 CCAD 221571000
7 Lombard Fin (Pawn shop)	25-26	12/26/25	Canada Purchase 221592000		-\$6,000.00 CCAD 221592000

Monthly Project Status
Canada Street Improvements
March 2026

1. Project Name/Description: **Canada Street Improvements/Reconstruction of street and utilities**
2. City of Jacksonville Work Order Number: ?
3. Design, Bid, and Construction Schedule's: **Plans and contract documents ready for bidding, franchise utilities working on their relocates. Plans including easement lines sent to the utilities.**
4. Percentage Complete for Design Phases: **99%**
5. Bid Date: ? **(Franchise utilities expect to take 3-4 months to make their relocates. Bid within a month of franchise utilities completing their work)**
6. Contract Date: **Design contract 4-29-24, Construction hasn't bid**
7. Contract Days: **Design contract 2 years, Construction hasn't started**
8. Rain Delay Days Granted: **N/A**
9. Change Orders: **N/A**
10. Percentage Complete: **Design 99%, Construction N/A**
11. Schedule Status:
12. Key Commitments of the City of Jacksonville and status: **SPI working with franchise utilities for their relocates.**
13. Detailed Pay Requests: **N/A**
14. Photographs:



Sunnydale Street Lift Station SEP Project Capital # 2022-611-01

Installation of approx 1,430 LF of 8" & 6" PVC sanitary sewer gravity main, manholes, sewer services, PVC sewer forcemain & a duplex lift station including electrical controls & generator

Sunnydale LS project report

Primary	Start Date	End Date	Budgeted Cost	Actual Cost	% budget remaining	\$ Remaining	Notes & Descriptions
Sunnydale Lift Station Project			\$250,000.00	\$512,150.44	-105%	-\$262,150.44	
Cash Funded							\$512,150.44
Yearly totals:							\$25,384.90
FY 21-22 total							\$17,540.00
FY 22-23 total							\$19,837.70
FY 23-24 total							\$435,377.24
FY 24-25							\$14,010.60
Year to Date: FY 25-26							-\$20,180.94
Retainage							
Planning: Workorder 030-2216							
Stokes & Associates	01/08/19		\$48,000.00	\$101,684.44	-112%	-\$53,684.44	
PO 2117 Capps Capco	11/18/24	03/18/25					120 calendar days
Capps Capco PO FY 24-25			\$502,113.50	\$410,466.00	18%	\$91,647.50	
Capps Capco PO 611.000008 FY							** Not Closed due to issues with Gas at generator



Detail \$ FY 25-26 Sunnydale

smartsheet

Reporting FY	Primary	Invoice #	Invoice date	Actual Cost	Notes & Descriptions
1 25-26	Year to Date: FY 25-26				
2 25-26	stokes	19186	10/31/25	\$2,240.60	Project 30-2216 Sunnydale Lift Station SEP ** 9.25.25-10.24.25 add'l hours ** \$14,010.60
3 25-26	stokes	19205	11/30/25	\$600.00	Project 30-2216 Sunnydale Lift Station SEP ** 10.25.25-11.25.25 add'l hours
4 25-26	stokes	19243	12/31/25	\$600.00	Project 30-2216 Sunnydale Lift Station SEP ** 11.25.25-12.25.25 add'l hours
5 25-26	Jacksonville Fence	6331	01/14/26	\$9,970.00	SEP project** install 384' of 6' tall privacy fence ** no gate ** screws add to pickets per customer request, took down/ hailed off old wood fence (from James Hubbard)
6 25-26	stokes	19283	02/28/26	\$600.00	Project 30-2216 Sunnydale Lift Station SEP ** 1.25.26-2.24.26 add'l hours
7 25-26	Capps Capco PO 611.00008 FY 25-26				** Not Closed due to issues with Gas at generator



March 2026

Monthly Status Report on Stokes & Associates Engineering Projects:

**Sunnydale Sewer Improvements (TCEQ Supplemental Environmental Project (SEP)) --
CONSTRUCTION CLOSEOUT PHASE**

- Project is being performed to satisfy TCEQ Administrative Order's that were issued by the TCEQ for sanitary sewer overflows in and adjacent to South Bolton Street
- Project consists of gravity sewer and a sewer lift station to serve the Sunnydale Apartments and Cardinal Health
- Construction on the project has been completed.
- Startup on the lift station pumps and emergency generator was conducted in August 2025.
- CenterPoint gas made adjustments to the gas supply for the emergency generator on November 5, 2025, to ensure proper operation of the equipment.
- The pump station and emergency generator are now fully operational.
- Original construction contract amount = \$460,443.50
- Project will be under budget by approximately \$50,000; a reconciling change order will be prepared for approval by the City at the end of the project.
- Due to warranty concerns on the generator that have been discovered during project closeout in December 2025, Stokes has instructed the contractor to upgrade the gas supply system from the Centerpoint meter to the generator. This work is scheduled for ~~January~~ February 2026.
- The gas supply system has been upgraded by Centerpoint as well as the contractor as of late February 2026.
- The generator supplier is scheduled to retest the generator on Thursday, April 9, 2026.
- Closeout documents will be prepared for the City that will include the change order reducing the contract amount and the final pay request from the contractor.
- Closeout documents will also be prepared for submittal to the TCEQ as required by the SEP program.
- The closeout documents will be submitted to the City once the generator warranty issue is satisfactorily addressed.



Sunnydale Lift Station – Exterior View



March 2026

Monthly Status Report on Stokes & Associates Engineering Projects:

TCEQ - Supplemental Environmental Project (SEP) Application for Administrative Order Docket No. 2025-0598-MWD-E

- A TCEQ Administrative Order was issued in June 2025 for administrative violations pertaining to the City's Industrial Pretreatment Program.
- A SEP project was proposed in July 2025 to offset the penalty amount
- SEP project will consist of the installation of an emergency generator at the City's Lake Marina Lift Station
- Proposed project was already a budgeted item in the current budget year
- The TCEQ accepted the proposed SEP project on July 30, 2025.
- City can proceed with the project when budget funds become available.
- Stokes & Associates will submit the closeout documents to the TCEQ upon completion of the project.



Nichols & Sycamore Sewer Replacement * I & I Project

TxCDBG Grant CDV23-0193

Capital # 2025-611-01

Nichols Green:

Sewer main replacement will cross Corinth Rd and enter city owned Nichols Green Park, ending approximately 900 feet southeast of the intersection of Jackson Dr & Heritage Dr. Replace three thousand two hundred fifty linear feet (3,250 l.f.) of eight-inch (8 in.) of gravity sewer truck main, nine (9) manholes, seventy-five linear feet (75 l.f.) of encased road bore, disposal and pipe embedment and all associated appurtenances

Sycamore Street:

Sycamore St between Hwy 79 & Sunset Ave. Replace seven hundred twenty five linear feet (725l.f.) of eight-inch (8 in.) sewer line, reconstructions, bypass pumping, pavement repairs and all associated appurtenances.

Progress Report - Nichols I & I Project

Primary	Start Date	End Date	Budget Cost	Actual Cost	\$ Remaining Budget	% Budget remaining	Notes & Description
Project Name Nichols I & I						86%	
TxCDBG Grant			\$575,000.00	\$80,600.00	\$494,400.00		Project # CDV23-0193
COJ city match			\$500,000.00				15% match
FY Totals			\$75,000.00				
FY Total 24-25							\$80,600.00
Year to date FY 25-26							\$49,723.50
Nichols Green Sewer Main							\$30,876.50
							Sewer main replacement will cross Corinth Rd and enter city owned Nichols Green Park, ending approximately 900 feet southeast of the intersection of Jackson Dr & Heritage Dr. Replace three thousand two hundred fifty linear feet (3,250 l.f.) of eight-inch (8 in.) of gravity sewer truck main, nine (9) manholes, seventy-five linear feet (75 l.f.) of encased road bore, disposal and pipe embedment and all associated appurtenances
Sycamore St Sewer							Sycamore St between Hwy 79 & Sunset Ave. Replace seven hundred twenty five linear feet (725l.f.) of eight-inch (8 in.) sewer line, reconstructions, bypass pumping, pavement repairs and all associated appurtenances. Need based on aged and deteriorated sewer lines resulting in backups, environmental threat, and treat to public health
Pre Agreement Cost Begins	05/03/23	05/30/23					TxCDBG Contract award/kickoff meeting with client
Grant Contract Period Begins	02/01/25	02/21/25					Deed Research, Surveying
Environmental Reviews/ Plans & Specifications Recommended to be completed	04/13/25	08/01/25					Approval of Preliminary Engineering Plans & Specification by City
Group B Forms Required to be Completed	01/02/26	02/01/26					Construction & administrative Services during construction phase
Project Recommended to be Complete, including inspections	05/04/26	10/01/26					completion of Final closeout assessment & submittal of "As-built's" to City
Grant Contract Ends	01/16/27	01/31/27					Completion of Final Inspection & acceptance by the City
Final Payment and Closeout Documents required to be submitted	03/17/27	04/01/27					
Accounts Payable Grand total dollars:							
Stokes & Associates FY 24-25	10/01/24		\$72,000.00	\$28,873.50	\$43,126.50	60%	PO 2153
Gary Traylor FY 24-25			\$48,500.00	\$20,850.00	\$27,650.00	57%	PO 2152
Stokes FY 25-26			\$43,126.50	\$23,626.50	\$19,500.00	45%	po 611 00007
Gary Traylor FY 25-26			\$27,650.00	\$7,250.00	\$20,400.00	74%	PO 611.000005
Bid opening construction 3.10.26 winner Dynasty Development \$ 417,203 po 600 00025			\$417,203.00				po 600 00025 3.10.26 Nichols construction @ \$219,482 Sycamore construction @ 197,721

Detailed FY 25-26 Nichols I&I

smartsheet

Primary	Budget Cost	Invoice #	Invoice date	Actual Cost	Notes & Description
1 Year to date FY 25-26					
2 FY 25-26 Totals					
3 Stokes FY 25-26	\$43,126.50		10/01/25	\$30,876.50	
4 Gary Traylor FY 25-26	\$27,650.00		10/01/25	\$23,626.50	po 611.000007
5 Gary Traylor			11007 11/07/25	\$7,250.00	PO 611.000005
6 Stokes			19206 11/30/25	\$1,450.00	Local funds installment 9 ** 10.1.25-10.31.25 Admin Services on TxCDGB I & I sewer: 100% milestone #1 submittal start up, 74 % milestone 2 Environmental review; local funds contract (13,000)@ 43.3%; total project combined (\$22,300) @45.9%
7 Gary Traylor			11055 12/09/25	\$4,500.00	project 030-2423 CDBG Sewer improvement 10.25.25-11.24.25 preliminary design (100% complete), special services 100 %, Final Design 68%** total project 46.3 %
8 Stokes			19244 12/31/25	\$1,450.00	Local funds installment 10 ** 11.1.25-11.30.25 Admin Services on TxCDGB I & I sewer: 100% milestone #1 submittal start up, 93.3 % milestone 2 Environmental review; local funds contract (14,500)@ 48.3%; total project combined (\$23,750) @ 48.96%
9 Gary Traylor			11094 01/07/26	\$2,590.00	project 030-2423 CDBG Sewer improvement 11.25.25-12.24.25 preliminary design (100% complete), special services 100 %, Final Design 81.86%** total project 49.9 %
10 Stokes			19263 01/31/26	\$1,450.00	Local funds installment 11 ** 12.1.25-12.31.25 Admin Services on TxCDGB I & I sewer: 100% milestone #1 submittal start up, 100 % milestone 2 Environmental review, 15.8% milestone 3 submitt construction Documentation; local funds contract (15,950)@ 53.16%; total project combined (\$25,000) @51.95%
11 Gary Traylor			11133 02/04/26	\$9,500.00	project 030-2423 CDBG Sewer improvement 12.25.25-1.24.26 preliminary design (100% complete), special services (100% complete), Final Design(100% complete), Bid advertisement 45.87 %** total project 63.14 %
12 Stokes			19285 02/28/26	\$1,450.00	Local funds installment 12 ** 1.1.26-1.31.26 Admin Services on TxCDGB I & I sewer: 100% milestone #1 submittal start up, 100 % milestone 2 Environmental review, 40% milestone 3 submitt construction Documentation; local funds contract (17,400)@ 58.00%; total project combined (\$26,650) @54.95%
13 Gary Traylor			11181 03/05/26	\$7,036.50	project 030-2423 CDBG Sewer improvement 1.25.26-2.24.26 preliminary design (100% complete), special services (100% complete), Final Design(100% complete), Bid advertisement 100 %** total project 72.9 %
14 Bid opening construction 3.10.26 winner Dynasty Development \$ 417,203 po 600.00025	\$417,203.00			\$1,450.00	Local funds installment 13 ** 2.1.26-2.31.26 Admin Services on TxCDGB I & I sewer: 100% milestone #1 submittal start up, 100 % milestone 2 Environmental review; 64% milestone 3 submitt construction Documentation; local funds contract (18,850)@ 62.8.00%; total project combined (\$28,100) @57.9% po 600.00025 3.10.26 Nichols construction @ \$219,482 Sycamore construction @ 197,721



March 2026

Monthly Status Report on Stokes & Associates Engineering Projects:

TDA Grant – Wastewater System Improvements (TxCDBG Contract No. CDV-0193) – CONSTRUCTION PHASE

- Project is ~~currently in the engineering design phase and is approximately 95%~~ 100% complete. Plan review with City staff ~~will be conducted the week of February 9th, 2026.~~
- Project consists of the following sewer system upgrades:
 - a) Sycamore Street sewer main replacement between US Hwy 79 and Sunset Avenue;
 - b) Nichols Green sewer main replacement beginning approximately 500 LF east of Corinth Road and continuing west into Nichols Green Park totaling approximately 3,200 LF and connecting into an existing sewer main.
- No easement acquisition is required on this project
- Project will be submitted to the TCEQ for review and approval in ~~January~~ February March 2026.
- ~~Project will advertise for bids in February 2026; bid dates will be set during our review meeting the week of February 9th, 2026.~~
- Project advertised for bids on February 18th and 25th, 2026. Bid opening scheduled for March 5th, 2026.
- A total of eight (8) bids were received; the low bidder was Dynasty Development from Tyler with a bid price of \$417,203.00. This is well within the total grant budget of \$454,500.00.
- Project awarded at the City Council Meeting on March 10, 2026.
- Preconstruction meeting with City staff, contractor, grant consultant and engineer scheduled for April 2026.
- Construction shall begin May 2026.



TWDB # Double Creek Expansion **Capital # 2025-612-21** **TWDB Project # 73955**

The Double Creek Wastewater Treatment Plant Upgrade and Expansion Project will be funded with a loan from the Texas Water Development Board (TWDB). Clean Water State Revolving Fund Loan. The expansion will increase the permitted capacity of the current WWTP from 2.90 MGD to approximately 5.80 MGD and include an equalization basin. The Engineering firm Stokes and Associates will be responsible for planning, acquisition, design, and construction. The City closed the former Canada Street WWTP several years ago and has not replaced the lost capacity from that plant closure.

This project was eligible for an additional subsidy (principal forgiveness) in the amount of \$8,151,500. (68% loan forgiveness)

Progress Report TWDB Double Creek Expansion

Primary	Notes & Description	Budget Cost	Actual Cost	\$ Remaining Budget	% Budget remaining
Project Name Double Creek WWTP Upgrade & Expansion	Clean Water State Revolving Fund Loan	\$11,895,000.00	\$74,120.00	\$11,820,880.00	99.4%
TWDB	Project # 73955 PIF# 15168				
Yearly totals:		\$74,120.00			
FY 22-23		\$3,000.00			
FY 23-24		\$18,100.00			
FY 24-25		\$53,020.00			
Year-to-date FY 25-26		\$18,450.00		\$71,470.00	



P.O. Box 1224 • DALLAS, TEXAS 75201-1224
Phone: 214.767.1224 • Fax: 214.767.1225
www.twdb.org

Official e-mail address: twdb@twdb.org - for report filing to follow

May 20, 2024

Mr. James Hubbard
City Manager
City of Jacksonville
400 S. Duval Street
Jacksonville, TX 75765
james.hubbard@jacksonville.org

Re: **Funding Determination Letter - SFY 2024 (2024-2025)**

Dear Mr. Hubbard:

The Texas Water Development Board (TWDB) received your application for financial assistance for the project defined below:

Project	Clean Water State Revolving Fund (CWSRF)
Project Description	Double Creek WWTP Upgrade & Expansion
Project Number	73955
PIF Number	15168

This project is eligible for funding under the application grant provided through the information submitted and dated April 18, 2024. This is an advance payment. Therefore, the project must follow all federal requirements.

This project is eligible for additional subsidy (principal forgiveness) in an amount not to exceed the following:

Disadvantaged Community	\$8,151,500
-------------------------	-------------

The remainder of the funding available for this project will be in the form of an equity loan to the program through bonds.

The application is currently under technical review by TWDB staff. Until the project receives a funding commitment from the TWDB, the budgeted amounts in the application are subject to change.

Our Mission

Protect the water quality and quantity of Texas' water resources. Promote the efficient use of water. Encourage the development of water infrastructure. Support the economic development of Texas.



Detailed \$\$ FY 2025-26 Double Creek

Primary	Budget Cost	Invoice #	Invoice date	Actual Cost	Notes & Description
1 Year-to-date FY 25-26					
2 Stokes FY 25-26 PO # 612.00019 Project 030-2421	\$1,379,380.00				\$18,450.00 PO 612.00019 @ \$1,379,380.00 GL 201-612-06-58880
3 Stokes		19262	01/31/26	\$7,200.00	project 030-2421 WWTP Expansion TWDB #73955* 12.25.25-1.24.26 planning phase services 23%, total project 4.04 %, Outlay request #9
4 Stokes		19284	02/28/26	\$11,250.00	project 030-2421 WWTP Expansion TWDB #73955* 1.25.26- 2.24.26 planning phase services 27.6%, total project 4.83 %, Outlay request #10



March 2026

Monthly Status Report on Stokes & Associates Engineering Projects:

TWDB – Double Creek Wastewater Treatment Plant Upgrade & Expansion (TWDB CWSRF Project No. 73955) -- ENGINEERING DESIGN PHASE

- Project is currently in the engineering planning phase and is approximately 3% complete.
- Project consists of doubling the capacity of the existing wastewater treatment plant as well as the installation of a flow equalization basin
- The following planning phase items will need to be completed prior to starting the final engineering design phase:
 - a) Property shall be acquired by the City (approximately 20 acres) on the north side of the existing plant for the flow equalization basin. A meeting with City staff to discuss property acquisition and landowner contact procedure was conducted on August 28, 2025. Currently, City staff is in the process of contacting landowner per our project meeting on November 25, 2025. **This property acquisition process shall be underway prior to submitting the TCEQ discharge permit since definitive property boundaries will be required in the permit application.** It was noted during our meeting with the TWDB on November 25, 2025, that property acquisition will require adherence to TWDB requirements due to the funding mechanism for this project.
 - b) Preparation of the Major Permit Amendment by this firm for submittal to the TCEQ to increase the discharge flow is nearing completion. The required effluent testing will be scheduled for Spring 2026 with City staff.
 - c) Environmental review (in particular, the archeological field investigation) for the existing plant site (for the new components / basins) and for the property acquired for the flow equalization basin will need to be accomplished for submittal to the TWDB.
- Schedule:
 - a) It is anticipated that property acquisition is fully proceeding by ~~the end of 2025~~ Summer 2026.
 - b) Upon successful landowner discussions, submittal of the Major permit amendment to the TCEQ can be accomplished ~~January / February 2026~~ April / May 2026.
 - c) Final engineering design phase to start ~~February 2026~~ June 2026.



Hwy 175 Utility Relocation Capital # 2024-610-01

Due to the Widening of Hwy 175 north of Jacksonville, the City is responsible for relocating utilities ending at North Bolton. This project will include approximately 3,367 LF of 8" waterline, 1,475 LF of 2" waterline, 1,758 LF of sewer lines, gate valves, manholes, water and sewer service connections, and removal and grouting of existing water and sewer lines.

Hwy 175 Utility Progress Report

Primary	Notes & Descriptions	Budgeted Cost	Actual Cost	\$ Remaining	% Budget Remaining	Start Date
Project Name Hwy 175 Utility Relocates		\$1,884,316.00	\$1,371,200.26	\$513,115.74	27%	08/04/21
Cash Funded	103-603-03-52710	\$664,116.00				10/01/24
Cash Funded	201-610-06-52712	\$664,116.00				10/01/24
ARPA funded	201-610-06-52712-037	\$556,084.00				10/01/24
Yearly Totals:	\$2,604,274.72					
FY 23-24	\$111,000.00					
FY 24-25	\$1,002,380.38					
Year to Date 25-26	\$264,619.88					
Retainage	-\$58,967.51					
Grand Total payments SPI			\$191,850.00			
Construction	270 days					03/01/25
Grand Total Payments McKinney & Moore			\$1,179,350.26	\$194,050.36		

Important dates:

Official Construction Start date : March 1, 2025

Estimated Completion: 270 days November 1, 2025

Delay: December 2025 & January 2026
unforeseen problems with tie-in at North Bolton



Detailed FY 25-26 Hwy 175 relocation

Reporting FY		Primary	Budgeted Cost	Actual Cost	Retainage	Notes & Descriptions
1	25-26	Year to Date 25-26	\$1,267,000.26			
2	25-26	SPI PO 603.00013	\$33,000.00	\$31,350.00		FY 25-26
3	25-26	938042.00-13		\$11,550.00		Project 938042.00 Hwy 175 Utility relocation ** bid & construction 74% complete; services from 9.29.25-11.2.25
4	25-26	938042.00-14		\$8,250.00		Project 938042.00 Hwy 175 Utility relocation ** bid & construction 84% complete; services from 11.3.25-11.30.25
5	25-26	938042.00-15		\$4,950.00		Project 938042.00 Hwy 175 Utility relocation ** bid & construction 90% complete; services from 12.1.25-12.28.25
6	25-26	938042.00-16		\$4,125.00		Project 938042.00 Hwy 175 Utility relocation ** bid & construction 95% complete; services from 12.31.25-2.1.26
7	25-26	938042.00-17		\$2,475.00		Project 938042.00 Hwy 175 Utility relocation ** bid & construction 98% complete; services from 2.2.26-3.1.26
8	25-26	Hwy 175 utility relocation No 7		\$83,260.49		Hwy 175** 10.1.25-10.31.25** 75.44% total project; .30 Erosion control, .25 lf 8" awwa c-900 water, 1@ 6" gate valve assembly, 1@ 4" interconnection of new waterline to existing waterline, 15' 2" concrete manhole, 15' 2" add'l depth beyond 6" for 4" dia manholes, 3 @ 4" near side sewer svc, remove 20 lf existing water line outside roadway, .30lf bypass pumping, 400lf 8" c900 waterline (C03-7), 1@ 8" gate valve add'l waterline (C03-20), 1@ interconnection new waterline to existing waterline (C03-22), 1@ OSHA trench safety (C03-42)
9	25-26	Hwy 175 utility relocation No 7 Retainage			-\$5,042.52	Hwy 175** 10.1.25-10.31.25** retainage @ 75.44 %
10	25-26	Hwy 175 utility relocation No 8	I entered \$55,372.98 & 2887.25 but was changed by Finance due to retainage they thought was off	\$54,580.99		Hwy 175** 11.1.25-11.31.25** 79.48% total project; .10 traffic control, .75 lf 8" awwa c-900 water, 40lf 6" awwa c900 dr 18 water, 150lf saw cut & repair curb & gutter, 1 near side water service, remove 1450 lf existing water line outside roadway, .20 lf bypass pumping,
11	25-26	Hwy 175 utility relocation No 8 Retainage			-\$2,095.26	Hwy 175** 11.1.25-11.31.25** retainage @ 79.48 %
12	25-26	Hwy 175 utility relocation No 9		\$52,881.25		Hwy 175** 12.1.25-12.31.25** 83.33% total project; .10 traffic control, .10 OSHA trench safety, .2erosion control, .20 asphalt repair, 1 near side water service, 100 lf install new 8" ASTM D2241 sewer, 2 new 4" concrete manhole, .75 vf add'l dept beyond 6", 1 4" near side sewer service, .20 bypass pumping, 1 storm drain junction box
13	25-26	Hwy 175 utility relocation No 9 Retainage			-\$2,644.06	Hwy 175** 12.1.25-12.31.25** retainage @ 83.33 %
14	25-26	Misc Expenditures				Did a water bypass on Johnson Rd to move the existing water line out of the way for a manhole installation. We started connecting and installing the rest of the sewer services.
15	25-26	Progress Reports & Pics 026				Did the tie-in next to school (school holiday), installing a tee with 3 Gate valves. Then we tied it into the new waterline that we also pressure-tested and passed. We installed 400' of 8" water line for a change order that was approved. We installed the rest of the manholes on Johnson rd as well.
16	25-26	Progress Reports & Pics 027				We started building concrete pads around every water valve and some sewer clean outs. We were able to cut the concrete and install a sewer service and also got started on installing some water services.
17	25-26	Progress Reports & Pics 028				All concrete pads around the valves were completed. We installed a few more water services including a tie in on Florence St. Some curb and gutter was also installed.
18	25-26	Progress Reports & Pics 029				There was 2 tie ins both being 2" waterline. One tie in was at STA 37+40. The other tie in was at STA 38+70 where it was tied into an existing line also a Gate Valve. The tie in at Sta 37+40 was not in the plans but the city required us to connect to it.
19	25-26	Progress Reports & Pics 030				All concrete was installed where it was needed. All curb and gutter was also installed along.
20	25-26	Progress Reports & Pics 031				We started digging up the old waterline starting at Sta 10+40 and were able to finish digging the rest of the line including fire hydrants on the South West side.
21	25-26	Progress Reports & Pics 032				All pipe that was dug up was picked up and hauled off. Dirt was leveled. *Holiday Week*
22	25-26	Progress Reports & Pics 033				Started working on C/O for the water tie in. Ran into more than 9 cables and pipes while digging when we discovered fuel tanks underground. Waiting for Txdot to reach out to us for a solution. We are continuing the sewer line next week.
23	25-26	Progress Reports & Pics 034				This week we installed 1 manhole at Sta 3+88 and another manhole at Sta 4+01. We installed the junction box between the 2 manholes. Sewer line was installed up to Sta 4+90. Sewer tie-in on Bolton St is set to happen on 01/05/26.
24	25-26	Progress Reports & Pics 035				Water service and Sewer Service were both installed for the empty lot where the junction box was installed. Waiting to do tie-in on January 5-6 2026. Box for water service will come in that week as well
25	25-26	Progress Reports & Pics 036				Holiday in middle of week. Went to inspect job-site, waiting to do Tie-in January 5-6.
26	25-26	Progress Reports & Pics 037				Holiday in middle of week. Went to inspect job-site, waiting to do Tie-in January 5-6.
27	25-26	Progress Reports & Pics 038				

Reporting FY	Primary	Budgeted Cost	Actual Cost	Retainage	Notes & Descriptions
25-26	Progress Reports & Pics 039				On the 5th, traffic control was being set up, but excavation could not begin until the 6th due to TxDOT allowing another contractor to set up TCP on the same day. When digging began on the 6th, an optic cable was discovered that was much shallower than expected and ran through the planned sewer line and manhole location. Extra care was taken to avoid damaging the cable, which caused a delay in the schedule. On the 7th, the additional linear feet of sewer line requested by the city were installed, followed by flowable fill to stabilize the area. On the 8th, asphalt was installed to complete the sewer tie-in.
28					
25-26	Progress Reports & Pics 040				Waterline was installed next to gas station along with it's valves and fittings. Short water service will be connected on 01/20/26 that runs to gas station. On 01/19/26 we will continue to install the remaining waterline and the water-tie-in is scheduled for Thursday 01/22/26.
29					Winter Storm came through on weekend leaving snow/ice on roads. Pushed tie-in to Wednesday 02/04/26.
30 25-26	Progress Reports & Pics 041				Winter Storm came through on weekend leaving snow/ice on roads. Pushed tie-in to Wednesday 02/04/26.
31 25-26	Progress Reports & Pics 042				We did the water Tie-in and install pipe with fitting and also valves. We were able to fill in the trench with flowable fill and paved asphalt after.
32 25-26	Progress Reports & Pics 043				Waiting to fill in Sewer lines with grout on Wednesday (02/18/26)
33 25-26	Progress Reports & Pics 044				Water and sewer pipes were filled in with Grout. Manholes were filled and the tops were removed and patched with asphalt.
34 25-26	Progress Reports & Pics 045				Water and sewer pipes were filled in with Grout. Manholes were filled and the tops were removed and patched with asphalt.
35 25-26	Progress Reports & Pics 046				Working on scheduling grout to fill in remaining waterline with grout. Crew is cleaning jobsite and the yard and hauling old pipe and trash to landfill this week. Change order for manhole on Johnson road was complete and asphalt was laid around it.
36 25-26	Progress Reports & Pics 047				Grout was canceled due to existing waterline still having water running to it. Waiting on approval for change order on Johnson Rd.
37 25-26	Progress Reports & Pics 048				We were able to complete C/O #9 and installed the valve, fire hydrant, flush valve and fittings for this project. Asphalt patches were paved.
38 25-26	Progress Reports & Pics 049				his week we did a little more cleanup and Grouted and removed the remaining old waterline and fire hydrants. We continued to lay asphalt where we needed to replace the amount we removed.
39 25-26	Progress Reports & Pics 050				This week we came a cleaned up what was left. Installed last 2 concrete pads for the water valves we noticed were not installed fro C/O #9. This was the last of this project.
40 25-26	Progress Reports & Pics 051				

HWY 175 Utility Relocates – March 2026

- **Project Name/Description:** HWY 175 Utility Relocates: Abandoning in place existing waterlines under TxDOT roadways and removing existing lines in right-of-way. Installing new waterlines (8", 6" and 2") and reconnecting services. Installing new sanitary sewer and manholes.
- **City of Jacksonville Work Order Number:** ?
- **Bid Date:** 11/04/2024
- **Contract Date:** February 5th, 2025
- **Contract Days:** 270 days. Notice to proceed: March 1st, 2025, Extended by 30 days due to change order #4.
- **Rain Delay Days Granted:** 24 rain days (as of 12/18/2025), additional days requested
- **Change Orders:** Change Order 4 was made this month and, below are previous months' change orders.
 - **Change Order 1:** High volume traffic near STA 25+00 to STA 29+00. This portion of the waterline was originally to be installed by open cut trenching. This change order change the installation method of the waterline to directional boring to avoid traffic near 506 Frankston Street.
 - **Change Order 2:** Asphalt Pavement Repair (5SY) – Due to utility conflicts the alignment of the proposed sewer line at the Hwy 175/Johnson Street intersection had to be adjusted. The change required 5 sy of additional Asphalt Pavement Repair. The quantity increased from 236 sy to 241 sy. Additional cost increase is \$381.15 (5 sy x \$76.23/sy)
 - **Change Order 3:** Additional 8" PVC Waterline (400LF) – Required for water access at apartment complex for more than one location. The change order included one (1) 8" gate valve, one (1) interconnection of new water to existing, and trench safety systems.
 - **Change Order 4:** Required for the installation of the 8" sewer line to solve conflict between storm drain and sewer. Includes steel casing, cutting holes into the junction box for sewer crossing, and storm drain adjustments. This work will occur between the sanitary sewer stations 04+01 and 05+23, on the north side of HWY 175 right-of-way and near the intersection of N. Bolton Street. This work has added 30 days to the contract. Contractor has ordered parts and anticipates a wait time of 4-6 weeks, according to the supplier.
 - **Change Order 5:** Additional 8" and 6" PVC waterlines required to move the interconnection from the intersection of N. Bolton St. and HWY 175 down south on N. Bolton. When the change in alignment was made, it was discovered that there are abandoned gas tanks underground, so the alignment was slightly altered to avoid the gas tanks. This involved casing the 8" waterline in steel pipe. Includes gate valves, pavement repair, labor and service connections.
 - **Change Order 6:** Work has been approved by the city to extend sewer connection by 33" to tie in an existing manhole north of the proposed manhole on N. Bolton. A price has not yet been determined for this work, but will be processed as change order #6 by the city.
 - **Change Order 7:** Additional cost for damaged fiber optic line.
 - **Change Order 8:** Costs for manhole modifications for manhole on Johnson St.
 - **Change Order 9:** Additional 6" gate valve, fire hydrant, flush valve assembly, and pavement restoration.

HWY 175 Utility Relocates – February 2026 (Continued)

- **Percentage Complete:** 99%
- **Schedule Status:** behind schedule in part due to weather, holidays, TxDOT approvals and fuel tanks, and additional work approved by the City
- **Key Commitments of the City of Jacksonville and status:**
 -
- **Detailed Pay Requests:** Latest contractor pay request is #11 (doesn't include retainage), requested amount is \$180,506.07. SPI currently processing this pay request. Final pay request expected soon.

PROJECT WEEKLY UPDATE

McKinney and Moore of Texas, LLC

Date	Report Number
2026/03/30	051
Job Number	Project Name
24-794	Highway 175 Utility Relocates
Inspector	Engineer
Jeff Kirt	Jeffery Simmons
Reporting Period	Total Days:
03/30-04/03/2026	4 days
Prepared By	Weather
TJ McKinney	Cloudy,rain
Rain/Mud Days Incurred	Inch Totals - Week
2	.20



This week we came a cleaned up what was left. Installed last 2 concrete pads for the water valves we noticed were not installed fro C/O #9. This was the last of this project.



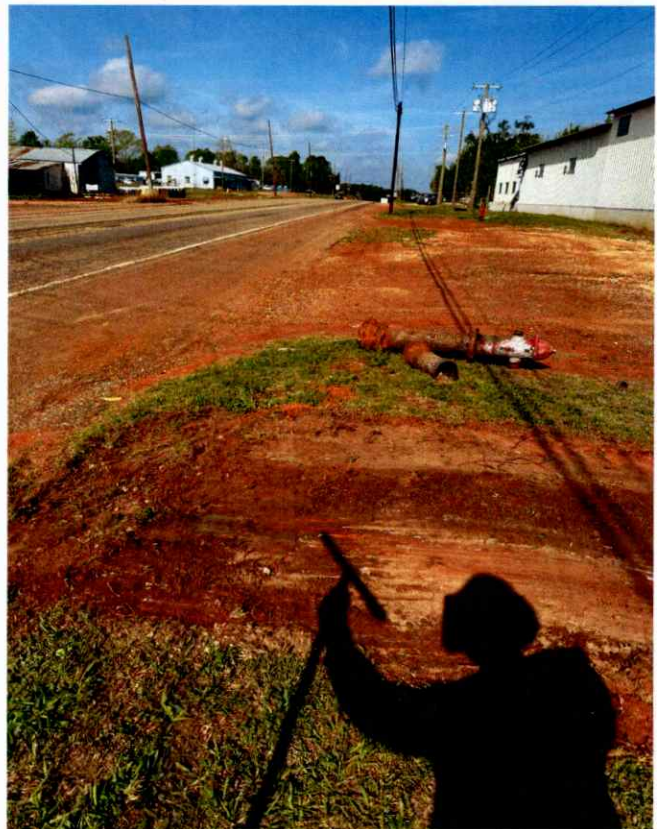
PROJECT WEEKLY UPDATE

McKinney and Moore of Texas, LLC

Date	Report Number
2026/03/23	050
Job Number	Project Name
24-794	Highway 175 Utility Relocates
Inspector	Engineer
Jeff Kirt	Jeffery Simmons
Reporting Period	Total Days:
03/23-03/27/2026	4 days
Prepared By	Weather
TJ McKinney	Cloudy
Rain/Mud Days Incurred	Inch Totals - Week
0	



This week we did a little more cleanup and Grouted and removed the remaining old waterline and fire hydrants. We continued to lay asphalt where we needed to replace the amount we removed.



PROJECT WEEKLY UPDATE

McKinney and Moore of Texas, LLC

Date	Report Number
2026/03/16	049
Job Number	Project Name
24-794	Highway 175 Utility Relocates
Inspector	Engineer
Jeff Kirt	Jeffery Simmons
Reporting Period	Total Days:
03/16-03/20/2026	4 days
Prepared By	Weather
TJ McKinney	Cloudy
Rain/Mud Days Incurred	Inch Totals - Week



We were able to complete C/O #9 and installed the valve, fire hydrant, flush valve and fittings for this project. Asphalt patches were paved.



PROJECT WEEKLY UPDATE

McKinney and Moore of Texas, LLC

Date	Report Number
2026/03/09	048
Job Number	Project Name
24-794	Highway 175 Utility Relocates
Inspector	Engineer
Jeff Kirt	Jeffery Simmons
Reporting Period	Total Days:
03/09-03/13/2026	4 days
Prepared By	Weather
TJ McKinney	Cloudy, Rain
Rain/Mud Days Incurred	Inch Totals - Week
3	2



Grout was canceled due to existing waterline still having water running to it Waiting on approval for change order on Johnson Rd.

PROJECT WEEKLY UPDATE

McKinney and Moore of Texas, LLC

Date	Report Number
2026/03/02	047
Job Number	Project Name
24-794	Highway 175 Utility Relocates
Inspector	Engineer
Jeff Kirt	Jeffery Simmons
Reporting Period	Total Days:
03/02-03/05/2026	4 days
Prepared By	Weather
TJ McKinney	Clear
Rain/Mud Days Incurred	Inch Totals - Week
	0



Working on scheduling grout to fill in remaining waterline with grout. Crew is cleaning jobsite and the yard and hauling old pipe and trash to landfill this week. Change order for manhole on Johnson road was complete and asphalt was laid around it.

PROJECT WEEKLY UPDATE

McKinney and Moore of Texas, LLC

Date	Report Number
2026/02/23	046
Job Number	Project Name
24-794	Highway 175 Utility Relocates
Inspector	Engineer
Jeff Kirt	Jeffery Simmons
Reporting Period	Total Days:
02/23/-02/27/26	4 days
Prepared By	Weather
TJ McKinney	Clear
Rain/Mud Days Incurred	Inch Totals - Week
	0



Water and sewer pipes were filled in with Grout. Manholes were filled and the tops were removed and patched with asphalt.

CHANGE ORDER #8

Owner		Project	Date		
City of Jacksonville 315 S. Ragsdale St. Jacksonville, TX 75766		HWY 175 Utility Relocates	02/27/2026		
Contractor		Engineer	Change Order		
McKinney & Moore of Texas, LLC PO Box 908 Bullard, TX 75757 903-630-3655		Schaumburg & Polk Inc. 320 S. Broadway, Suite 200 Tyler, TX 75702 (903) 595-3913	No. 8		
Item No.	Description of Changes-Quantities, Units, Unit Prices, Change in Completion Scheduled, Etc.	Decreased Costs	Increased Costs	Change in Contract times (days)	
C8.1	Cut Manhole Cone & Regrade Manhole Lid - Adjust the manhole on Johnson Street (Plan Sheet 14R) to match the existing street grade. The current TxDOT plan elevation (Rim 586.26) is significantly higher than the current roadway, which would create an obstruction until future highway improvements are completed. This work includes cutting the manhole cone and regrading the lid to maintain functionality and safety, with a final adjustment to plan elevation occurring after TxDOT finishes roadway work	0.00	\$12,230.24	15	
42	Owner's Allowance for Field Changes – Decreased from \$91,299.27 to \$79,069.03	\$12,230.24	\$0.00	0	

\$12,230.24 \$12,230.24 + 15 Days

Original Contract Amount = \$1,373,400.62
 Change Order No. 1 = \$ 0.00
 Change Order No. 2 = \$ 0.00
 Change Order No. 3 = \$ 0.00
 Change Order No. 4 = \$ 0.00
 Change Order No. 5 = \$ 0.00
 Change Order No. 6 = \$ 0.00
 Change Order No. 7 = \$ 0.00
 Change Order No. 8 = \$ 0.00
Current Contract Amount = \$1,373,400.62

Original Contract Time = 270 Days Fully Complete
 Change Order No. 8 = +15 Days
Current Contract Time = 285 Days Fully Complete

By: Eric Elion
ENGINEER

By: _____
OWNER

By: J. McKinney
CONTRACTOR

Date: 02-27-2026

Date: _____

Date: 02/27/2026

CHANGE ORDER #8

Owner		Project	Date		
City of Jacksonville 315 S. Ragsdale St. Jacksonville, TX 75766		HWY 175 Utility Relocates	02/27/2026		
Contractor		Engineer	Change Order		
McKinney & Moore of Texas, LLC PO Box 908 Bullard, TX 75757 903-630-3655		Schaumburg & Polk Inc. 320 S. Broadway, Suite 200 Tyler, TX 75702 (903) 595-3913	No. 8		
Item No.	Description of Changes-Quantities, Units, Unit Prices, Change in Completion Scheduled, Etc.	Decreased Costs	Increased Costs	Change in Contract times (days)	
C8.1	Cut Manhole Cone & Regrade Manhole Lid - Adjust the manhole on Johnson Street (Plan Sheet 14R) to match the existing street grade. The current TxDOT plan elevation (Rim 586.26) is significantly higher than the current roadway, which would create an obstruction until future highway improvements are completed. This work includes cutting the manhole cone and regrading the lid to maintain functionality and safety, with a final adjustment to plan elevation occurring after TxDOT finishes roadway work	0.00	\$12,230.24	15	
42	Owner's Allowance for Field Changes – Decreased from \$91,299.27 to \$79,069.03	\$12,230.24	\$0.00	0	

\$12,230.24 \$12,230.24 + 15 Days

Original Contract Amount =	\$1,373,400.62
Change Order No. 1 =	\$ 0.00
Change Order No. 2 =	\$ 0.00
Change Order No. 3 =	\$ 0.00
Change Order No. 4 =	\$ 0.00
Change Order No. 5 =	\$ 0.00
Change Order No. 6 =	\$ 0.00
Change Order No. 7 =	\$ 0.00
Change Order No. 8 =	\$ 0.00
Current Contract Amount =	\$1,373,400.62

Original Contract Time =	270 Days Fully Complete
Change Order No. 8 =	+15 Days
Current Contract Time =	285 Days Fully Complete

By: *Eric Elton*
ENGINEER

By: _____
OWNER

By: _____
CONTRACTOR

Date: 02-27-2026

Date: _____

Date: _____

McKinney & Moore of Texas, LLC

PO Box 908
Bullard, Tx 75757
Phone: 903.586.3911

Email:

ti@mckinneyandmoore.com
janet@mckinneyandmoore.com
jon@mckinneyandmoore.com

Attention

Jeffrey Simmons
jimmons@spi-eng.com
903.595.3913

Randall Chandler
randall.chandler@jacksonvilletx.org
903.721.1960

Change Order Request

Cut MH Cone & Re-grade Manhole Lid

☒ RFCO (Not Approved) ☐ Final Change Order
☐ Approved Change Order

CO Number	DATE
25-274-008	2/24/2026
Project Name and Number	
Highway 175 Utility Relocates	
City of Jacksonville, Tx	
Cut Manhole Cone & Regrade Manhole Lid	
Revision Number	

Original Contract Total: _____
Net Change This CO: _____
New Contract Amount: \$ _____
Contract Time Change: 15 working days
New Substantial
Completion Date: _____

Change Order Request

This change order addresses the elevation discrepancy at the proposed manhole on Johnson Street (see Plan Sheet 14R, Detail Sheet and Sketch).

The new highway grade established by TxDOT results in the proposed manhole rim elevation being significantly higher than the existing roadway elevation. Constructing the manhole at the plan elevation at this time would leave the structure substantially above the current street surface until TxDOT completes the associated roadway improvements.

Per Randall Chandler, at the City of Jacksonville's request, the manhole will be constructed to match the existing street grade at this time. This will maintain functionality and accessibility until TxDOT performs the required roadway work and final grading adjustments.

Upon completion of TxDOT's improvements, the manhole may be adjusted to the final plan elevation as required.

End Change Order

\$12,230.24

CONTRACTOR

McKinney & Moore of Texas, LLC

Signature: *[Signature]* Date: 02/24/2026

ENGINEER

Signature: _____ Date: _____

OWNER: _____ Approval: _____ Date: _____

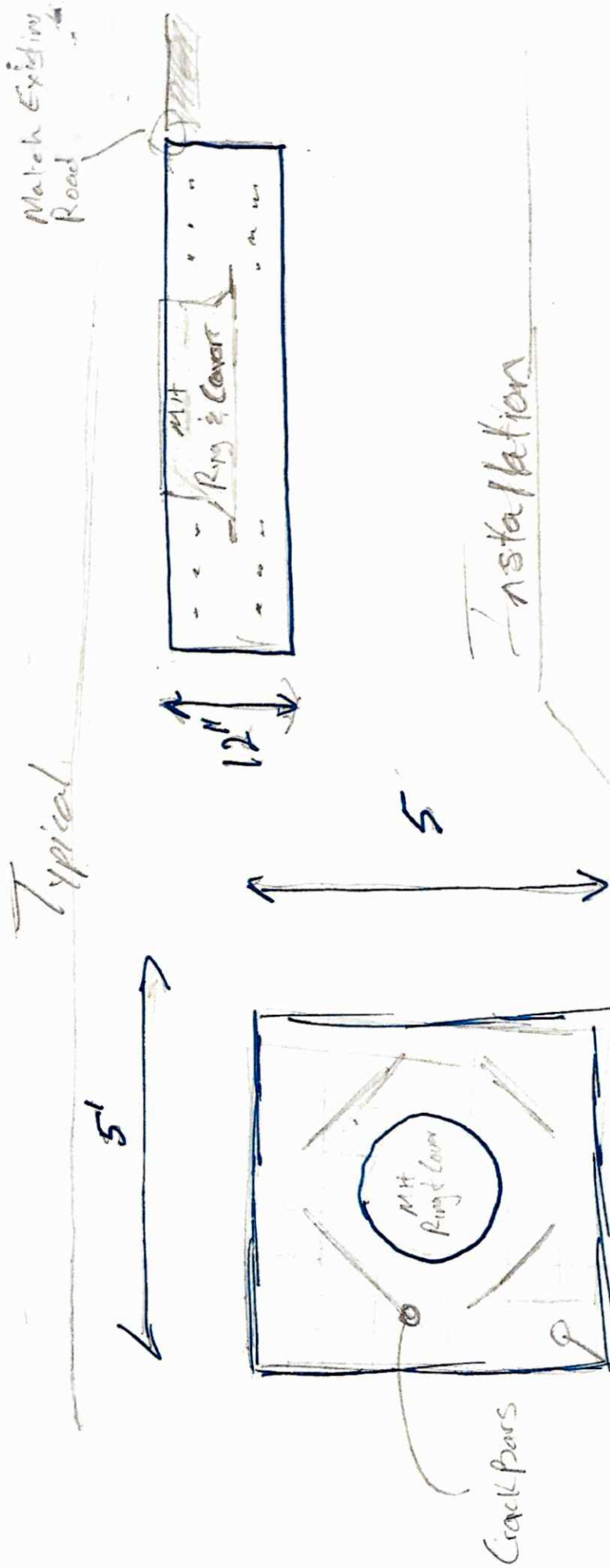
CONCRETE PAD DETAIL FOR MH RING & COVER

ITEM	DESCRIPTION
Overall Pad Size	5'-0" x 5'-0" Square
Reinforcement	#4 Rebar @ 12" O.C. Each Way
Rebar Configuration	Double Mat
Concrete Thickness	12" Minimum
Center Feature	Manhole Ring & Cover (Centered)
Concrete Dowel	Concrete Dowel @ 12" O.C. (#4)
Installation	Field Adjust to Grade
Anchor Embedment	Lid Anchors Embedded into Concrete

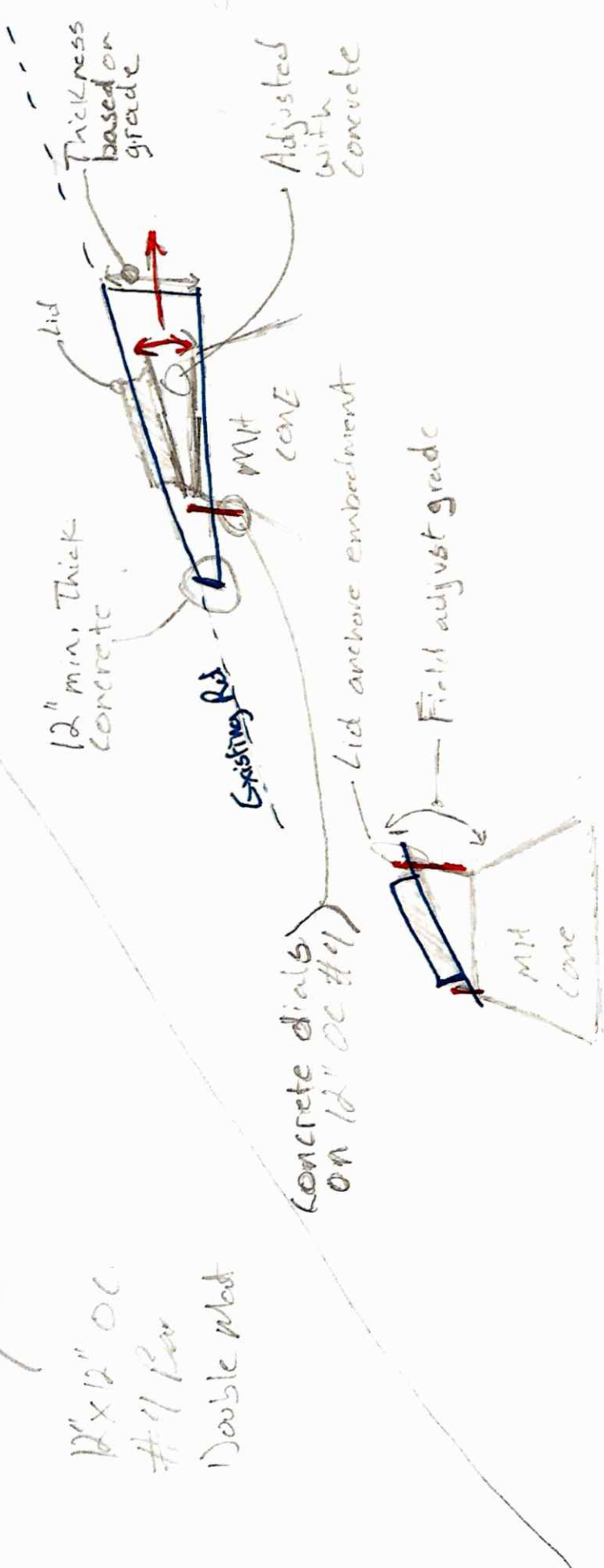
TYPICAL SECTION DETAIL:

- 12" Minimum Concrete Thickness
- MH Ring & Cover Set Flush to Finished Grade
- Double Mat Reinforcement (#4 @ 12" O.C.)
- Concrete Dowels @ 12" O.C. (#4)
- Lid Anchor Embedment into Pad
- Field Adjust to Match Final Grade Elevation

Reference Sketch: See uploaded hand sketch for original concept.



Installation



PROJECT WEEKLY UPDATE

McKinney and Moore of Texas, LLC

Date	Report Number
2026/02/16	045
Job Number	Project Name
24-794	Highway 175 Utility Relocates
Inspector	Engineer
Jeff Kirt	Jeffery Simmons
Reporting Period	Total Days:
02/16/-02/20/26	4 days
Prepared By	Weather
TJ McKinney	Clear
Rain/Mud Days Incurred	Inch Totals - Week
	0



Water and sewer pipes were filled in with Grout. Manholes were filled and the tops were removed and patched with asphalt.

PROJECT WEEKLY UPDATE

McKinney and Moore of Texas, LLC

Date	Report Number
2026/02/09	044
Job Number	Project Name
24-794	Highway 175 Utility Relocates
Inspector	Engineer
Jeff Kirt	Jeffery Simmons
Reporting Period	Total Days:
02/09/-02/13/26	4 days
Prepared By	Weather
TJ McKinney	Clear
Rain/Mud Days Incurred	Inch Totals - Week
	0



Waiting to fill in Sewer lines with grout on Wednesday (02/18/26)

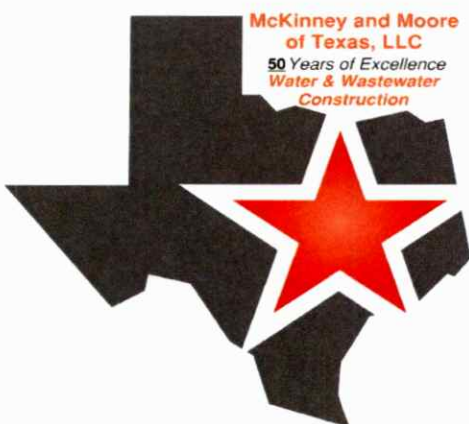
Kimberly Lynn

From: Jonathan Ramirez <jon@mckinneyandmoore.com>
Sent: Wednesday, February 25, 2026 8:05 AM
To: Jeff Kirt; Kimberly Lynn
Cc: Jeffrey Simmons; Randall Chandler; Eric Giron
Subject: Re: Jacksonville Hwy 175 weekly report
Attachments: RPT 24-794-44 Week of 02-09-26 Jacksonville Highway 175 Utility Relocates.pdf; RPT 24-794-45 Week of 02-16-26 Jacksonville Highway 175 Utility Relocates.pdf

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Regards,
Jonathan

O: (903) 630-3655
C: (430) 244-0086
E: jon@mckinneyandmoore.com
M: P.O. Box 908 Bullard, Texas 75757
PA: 701 S. Bolton St., Jacksonville, TX 75766



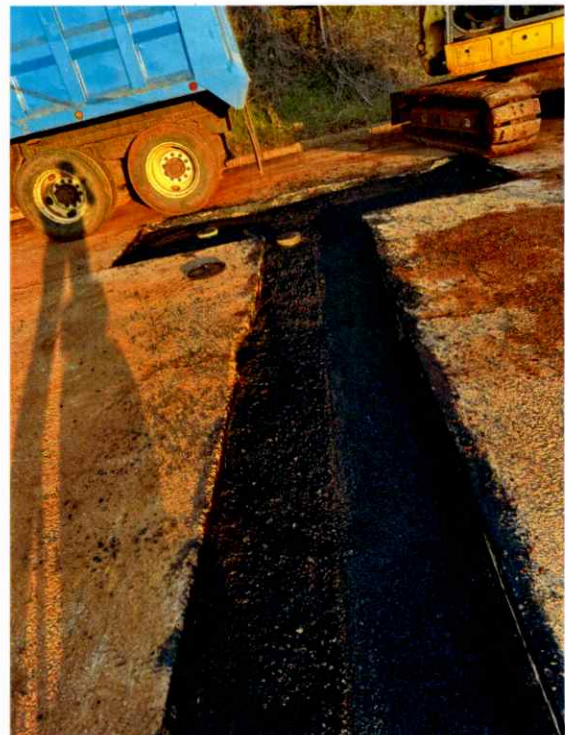
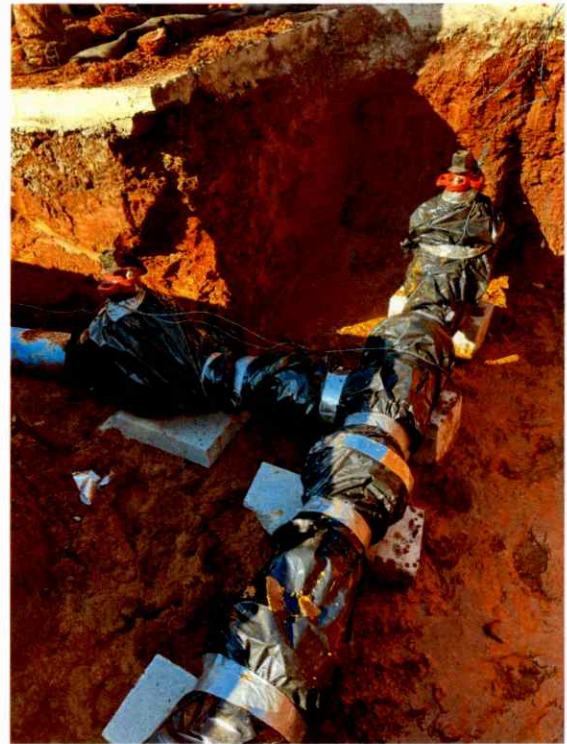
PROJECT WEEKLY UPDATE

McKinney and Moore of Texas, LLC

Date	Report Number
2026/02/02	043
Job Number	Project Name
24-794	Highway 175 Utility Relocates
Inspector	Engineer
Jeff Kirt	Jeffery Simmons
Reporting Period	Total Days:
02/02/-02/06/26	4 days
Prepared By	Weather
TJ McKinney	Clear
Rain/Mud Days Incurred	Inch Totals - Week
	0



We did the water Tie-in and install pipe with fitting and also valves. We were able to fill in the trench with flowable fill and paved asphalt after.



PROJECT WEEKLY UPDATE

McKinney and Moore of Texas, LLC

Date

2026/01/26

Report Number

042

Job Number

24-794

Project Name

Highway 175 Utility Relocates

Inspector

Jeff Kirt

Engineer

Jeffery Simmons

Reporting Period

01/26-01/30/2026

Total Days:

4 days

Prepared By

TJ McKinney

Weather

Clear

Rain/Mud Days Incurred

4

Inch Totals - Week

0



Winter Storm came through on weekend leaving snow/ice on roads. Pushed tie -in to Wednesday 02/04/26.

Code Adoption Report FY 25-26

Primary		Actual Cost	Budget Cost	Invoice Date	Notes & Description
1	Project Name: COJ I-Codes Adoption	\$36,014.65	\$43,445.00		This project involves reviewing the 2024 International Code Family & related NFPA standards of the City of Jacksonville, and benchmarking codes with respect to adjacent jurisdictions, development of a draft and final ordinance for implementation of the adopted codes.
2	Contract Execution Date: 9.11.25				122 total working days
3	Schedule Status:				
4	Task 1				Benchmarking & Analysis
5	Task 2				Code Implementation * 57 working days from 11.20.25 to 2.16.26
6	PO 601.0006		\$43,445.00	12/19/25	GL 101-601-55824
7	Yearly totals				
8	FY 24-25 Total				\$26,067.00
9	Year to date: FY 25-26				\$9,947.65
10	report totals				\$36,014.65

Code Adoption

Code Adoption Report FY 25-26

Primary	Actual Cost	Budget Cost	Involve Date	Notes & Description
Project Name: COJ I-Codes Adoption	\$36,014.65	\$43,445.00		This project involves reviewing the 2024 International Code Family & related NFPA standards of the City of Jacksonville, and benchmarking codes with respect to adjacent jurisdictions, development of a draft and final ordinance for implementation of the adopted codes.
Contract Execution Date: 9.11.25				122 total working days
Schedule Status:				
Task 1				Benchmarking & Analysis
Task 2				Code Implementation * 57 working days from 11.20.25 to 2.16.26
PO 601.0006		\$43,445.00	12/19/25	GL 101-601-55824
Yearly totals				
FY 24-25 Total				\$26,067.00
Year to date: FY 25-26				\$9,947.65
report totals				\$36,014.65



JACKSONVILLE POLICE DEPARTMENT

MONTHLY REPORT March 2026

POPULATION DATA		
January-25	14,550	
January-26	14,639	
Annual Growth	89	0.61%

PART 1 UCR CRIMES

Offense Category	MONTHLY				YEAR TO DATE					
	Monthly Totals	Previous Month's Totals	Amount of Change	Percent Increase/D decrease	YTD 2026	2026 Per 1000/capita	YTD 2025	2025 Per 1000/capita	Amount of Change	Percent Increase/ Decrease
Murder	0	0	No Change	*NC	0	0.00	0	0.00	No Change	*NC
Rape	0	2	-2	-100.00	2	0.14	0	0.00	2	*NC
Robbery	0	0	No Change	*NC	2	0.14	2	0.14	No Change	0.00
Individual	0	0	No Change	*NC	1	0.07	2	0.14	-1	-50.00
Business	0	0	No Change	*NC	1	0.07	0	0.00	1	*NC
Assaults	18	12	6	50.00	39	2.66	51	3.51	-12	-23.53
Aggravated	5	2	3	150.00	7	0.48	4	0.27	3	75.00
Other Assaults	13	10	3	30.00	32	2.19	47	3.23	-15	-31.91
Burglary	1	0	1	*NC	2	0.14	7	0.48	-5	-71.43
Habitation	1	0	1	*NC	1	0.07	3	0.21	-2	-66.67
Building	0	0	No Change	*NC	1	0.07	4	0.27	-3	-75.00
Theft	17	11	6	54.55	35	2.39	43	2.96	-8	-18.60
Burglary Vehicle	0	0	No Change	*NC	1	0.07	2	0.14	-1	-50.00
Burglary Coin-Op Machine	0	0	No Change	*NC	0	0.00	0	0.00	No Change	*NC
Thefts	17	11	6	54.55	34	2.32	41	2.82	-7	-17.07
Motor Vehicle Theft	1	0	1	*NC	2	0.14	2	0.14	No Change	0.00
TOTAL OFFENSES	37	25	12	48.00	82	5.60	69	4.74	13	18.84

TRAFFIC CRASH SUMMARY

ACTIVITY	MONTHLY				YEAR TO DATE					
	Monthly Totals	Previous Month's Totals	Amount of Change	Percent Increase/D decrease	YTD 2026	2026 Per 1000/capita	YTD 2025	2025 Per 1000/capita	Amount of Change	Percent Increase/ Decrease

Motor Vehicle Crashes	16	19	-3	-15.79	60	4.10	71	4.88	-11	-15.49
Injury Crashes	8	3	5	166.67	19	1.30	21	1.44	-2	-9.52
Number Transported	6	5	1	20.00	17	1.16	19	1.31	-2	-10.53
Fatality Crashes	0	1	-1	-100.00	1	0.07	0	0.00	1	*NC
Fatalities	0	1	-1	-100.00	1	0.07	0	0.00	1	*NC

PATROL & TRAFFIC DIVISIONS ACTIVITY

ACTIVITY	MONTHLY				YEAR TO DATE					
	Monthly Totals	Previous Month's Totals	Amount of Change	Percent Increase/Decrease	YTD 2026	2026 Per 1000/capita	YTD 2025	2025 Per 1000/capita	Amount of Change	Percent Increase/Decrease
Calls for Service	2,361	1,943	418	21.51	6,490	443.34	3,926	269.83	2564	65.31
Citations	286	362	-76	-20.99	893	61.00	626	43.02	267	42.65
Offense Reports	163	147	16	10.88	408	27.87	243	2730.34	165	67.90
Response Time Avg. Emergency	2.16	2.38	-0.22	-9.24	2.15		2.50		-0.35	-14.00
Response Time Avg. Non-Emer.	3.16	2.22	0.94	42.34	3.12		3.75		-0.63	-16.80

COMMUNICATIONS DIVISION ACTIVITY

ACTIVITY	MONTHLY				YEAR TO DATE					
	Monthly Totals	Previous Month's Totals	Amount of Change	Percent Increase/Decrease	YTD 2026	2026 Per 1000/capita	YTD 2025	2025 Per 1000/capita	Amount of Change	Percent Increase/Decrease
NCIC/TCIC Entries	365	376	-11	-2.93	1,188	81.15	1,329	91.34	-141	-10.61
911 Calls - Total	401	300	101	33.67	1,016	69.40	891	61.24	125	14.03
911 Calls - Police	206	175	31	17.71	580	39.62	474	32.58	106	22.36
911 Calls - Fire	112	79	33	41.77	286	19.54	248	17.04	38	15.32
911 Calls - EMS	190	129	61	47.29	465	31.76	436	29.97	29	6.65

CRIMINAL INVESTIGATION DIVISION ACTIVITY

ACTIVITY	MONTHLY				YEAR TO DATE					
	Monthly Totals	Previous Month's Totals	Amount of Change	Percent Increase/Decrease	YTD 2026	2026 Per 1000/capita	YTD 2025	2025 Per 1000/capita	Amount of Change	Percent Increase/Decrease
Cases Assigned	70	34	36	105.88	106	7.24	88	6.05	18	20.45
Cases Cleared	70	24	46	191.67	96	6.56	102	7.01	-6	-5.88
Cases Filed (Misdemeanor)	33	0	33	*NC	33	2.25	182	12.51	-149	-81.87

Cases Filed (Felony)	16	0	16	*NC	16	1.09	94	6.46	-78	-82.98
Cases Filed (Juvenile)	4	2	2	100.00	6	0.41	4	0.27	2	50.00

ARRESTS

ACTIVITY	MONTHLY				YEAR TO DATE					
	Monthly Totals	Previous Month's Totals	Amount of Change	Percent Increase/Decrease	YTD 2026	2026 Per 1000/capita	YTD 2025	2025 Per 1000/capita	Amount of Change	Percent Increase/Decrease
DWI Arrest	10	9	1	11.11	27	1.84	41	2.82	-14	-34.15
Adult Arrests	99	102	-3	-2.94	273	18.65	197	13.54	76	38.58
City Warrant Cleared	125	133	-8	-6.02	332	22.68	189	12.99	143	75.66
Drug Related Arrests	23	34	-11	-32.35	78	5.33	48	3.30	30	62.50
Juvenile Arrests	1	2	-1	-50.00	4	0.27	7	0.48	-3	-42.86

POLICE PERSONNEL

ACTIVITY	MONTHLY				YEAR TO DATE					
	Monthly Totals	Previous Month's Totals	Amount of Change	Percent Increase/Decrease	YTD 2026	2026 Per 1000/capita	YTD 2025	2025 Per 1000/capita	Amount of Change	Percent Increase/Decrease
TCOLE Training Hours	144	71	73	102.82	1,781	121.66	370	25.43	1411	381.35
Community Meetings	5	3	2	66.67	11	0.75	6	0.41	5	83.33
Lake Patrol Hours	8	0	8	*NC	1	0.07	0	0.00	1	*NC
Volunteer Hours	11	0	11	*NC	11	0.75	31	2.13	-20	-64.52
Volunteer Security Checks	7	0	7	*NC	7	0.48	40	2.75	-33	-82.50
Open Records Requests	22	20	2	10.00	61	4.17	270	18.56	-209	-77.41
Special Events	3	1	2	200.00	6	0.41	4	0.27	2	50.00

CODE ENFORCEMENT ACTIVITY

ACTIVITY	MONTHLY				YEAR TO DATE					
	Monthly Totals	Previous Month's Totals	Amount of Change	Percent Increase/Decrease	YTD 2026	2026 Per 1000/capita	YTD 2025	2025 Per 1000/capita	Amount of Change	Percent Increase/Decrease
Inspections - Trash	13	8	5	63	22	1.50	117	8.04	-95	-81.2
- Junk Vehicles	0	2	-2	-100	3	0.20	27	1.86	-24	-88.9
- Grass/Weeds	0	0	No Change	*NC	1	0.07	8	0.55	-7	-87.5
- Illegal Signs	4	8	-4	-50	15	1.02	143	9.83	-128	-89.5

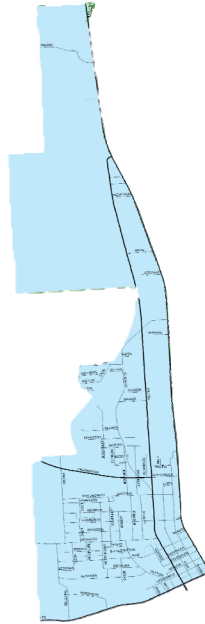
- Unsafe Conditions	1	0	1	*NC	1	0.07	1	0.07	No Change	0.0
- Vendors	1	0	1	*NC	1	0.07	4	0.27	-3	-75.0
- Other	2	2	No Change	0	4	0.27	11	0.76	-7	-63.6
Resolved - Trash	5	4	1	25	10	0.68	81	5.57	-71	-87.7
- Junk Vehicles	0	2	-2	-100	3	0.20	8	0.55	-5	-62.5
- Grass/Weeds	0	0	No Change	*NC	1	0.07	0	0.00	1	*NC
- Illegal Signs	4	8	-4	-50	15	1.02	143	9.83	-128	-89.5
- Unsafe Conditions	1	0	1	*NC	1	0.07	0	0.00	1	*NC
- Vendors	1	0	1	*NC	1	0.07	5	0.34	-4	-80.0
- Other	1	0	1	*NC	1	0.07	10	0.69	-9	-90.0

ANIMAL SERVICES ACTIVITY

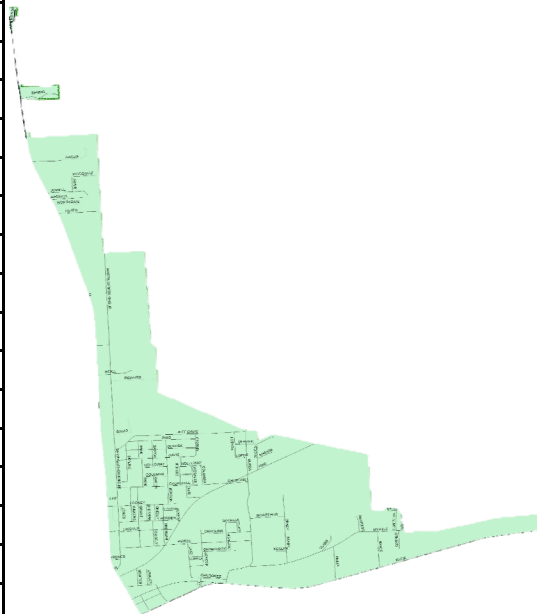
ACTIVITY	MONTHLY				YEAR TO DATE					
	Monthly Totals	Previous Month's Totals	Amount of Change	Percent Increase/Decrease	YTD 2026	2026 Per 1000/capita	YTD 2025	2025 Per 1000/capita	Amount of Change	Percent Increase/Decrease
Dogs - Intake	9	23	-14	-61	57	3.89	93	6.39	-36	-38.7
Dogs - Adopted / Rescued	10	8	2	25	23	258.43	33	2.27	-10	-30.3
Dogs - Reclaimed by Owner	3	1	2	200	16	1.09	19	1.31	-3	-15.8
Cats - Intake	7	0	7	*NC	14	0.96	26	1.79	-12	-46.2
Cats - Adopted / Rescued	2	8	-6	-75	17	1.16	21	1.44	-4	-19.0
Cats - Reclaimed by Owner	0	0	No Change	*NC	0	0.00	2	0.14	-2	-100.0
Calls for Service Total	63	52	11	21	181	12.36	338	23.23	-157	-46.4
Barking Dogs	1	0	1	*NC	1	0.07	0	0.00	1	*NC
Loose Animals	3	32	-29	-91	81	5.53	265	18.21	-184	-69.4
Other Wildlife - Livestock	0	1	-1	-100	2	0.14	5	0.34	-3	-60.0
Value of Donated Materials	\$1,081	\$263	818	311	\$1,644	112.30	\$1,560	107.22	\$84	5.4
Volunteer Hours	40	100	-60	-60	140	9.56	10	0.69	130	1300.0
Community Service Hours	1024	409	615	150	2,365	161.55	425	29.21	1940	456.5

March, 2026

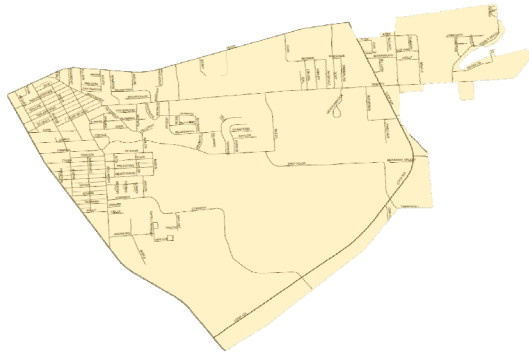
Patrol District 1	
Offense Category	Monthly Total
Murder	
Rape	
Robbery	0
Individual	
Business	
Assaults	4
Aggravated	
Other Assaults	4
Burglary	1
Habitation	1
Building	
Theft	0
Burglary Vehicle	
Burglary Coin-Op Machine	
Thefts	
Motor Vehicle Theft	
Total Offenses	5



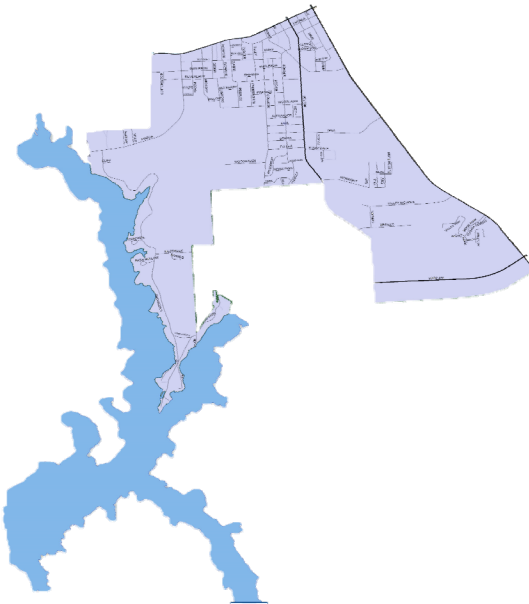
Patrol District 2	
Offense Category	Monthly Total
Murder	
Rape	
Robbery	0
Individual	
Business	
Assaults	4
Aggravated	1
Other Assaults	3
Burglary	0
Habitation	
Building	
Theft	0
Burglary Vehicle	
Burglary Coin-Op Machine	
Thefts	
Motor Vehicle Theft	
Total Offenses	4

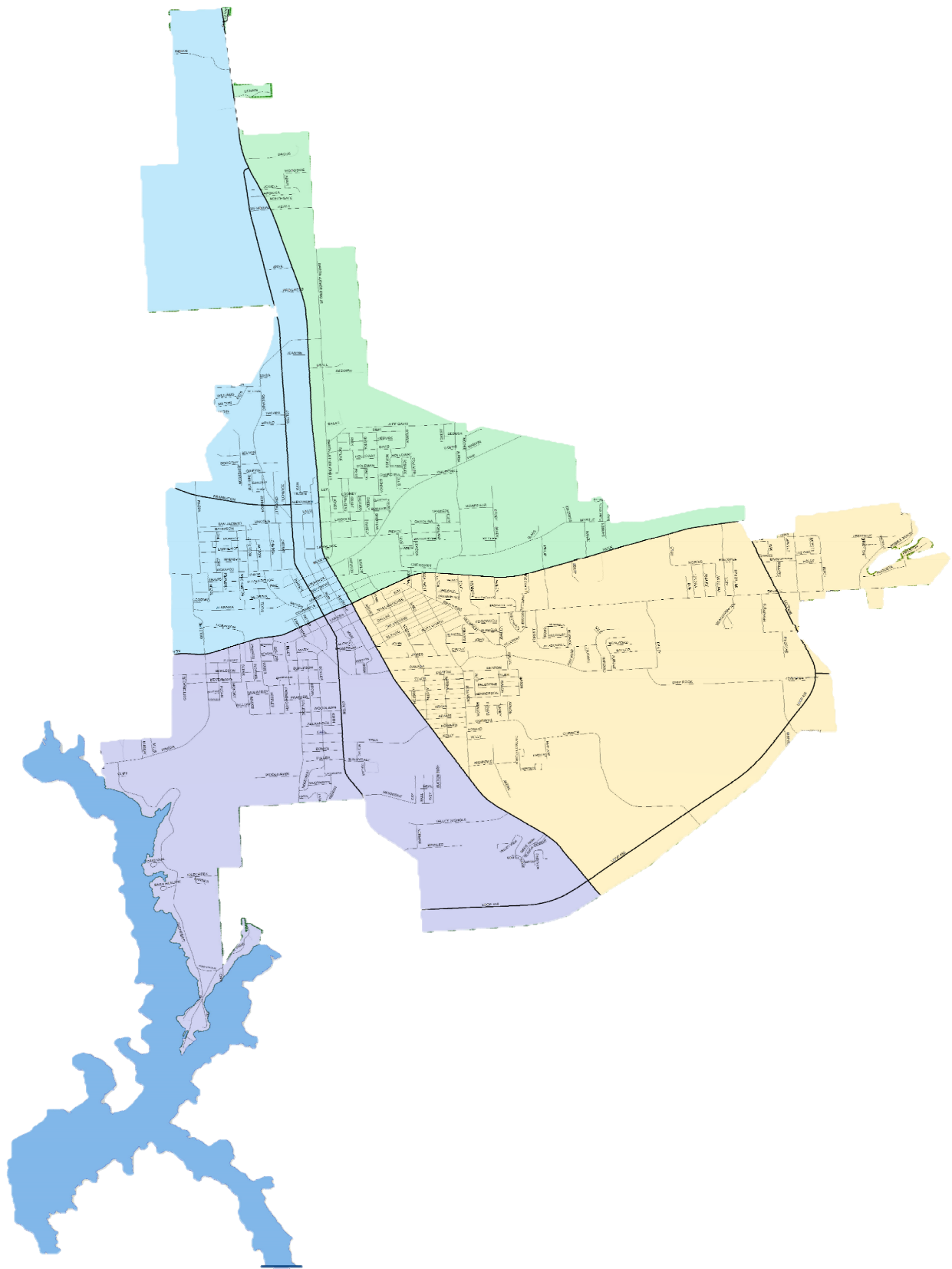


Patrol District 3	
Offense Category	Monthly Total
Murder	
Rape	
Robbery	0
Individual	
Business	
Assaults	1
Aggravated	
Other Assaults	1
Burglary	0
Habitation	
Building	
Theft	1
Burglary Vehicle	
Burglary Coin-Op Machine	
Thefts	1
Motor Vehicle Theft	
Total Offenses	2



Patrol District 4	
Offense Category	Monthly Total
Murder	
Rape	
Robbery	0
Individual	
Business	
Assaults	9
Aggravated	4
Other Assaults	5
Burglary	0
Habitation	
Building	
Theft	16
Burglary Vehicle	
Burglary Coin-Op Machine	
Thefts	16
Motor Vehicle Theft	1
Total Offenses	26





Total for All Districts	
Offense Category	Monthly Total
Murder	0
Rape	0
Robbery	0
Individual	0
Business	0
Assaults	18
Aggravated	5
Other Assaults	13
Burglary	1
Habitation	1
Building	0
Theft	17
Burglary Vehicle	0
Burglary Coin-Op Machine	0
Thefts	17
Motor Vehicle Theft	1
Total Offenses	37