



THE CITY OF JACKSONVILLE

**JACKSONVILLE CITY COUNCIL MEETING
JACKSONVILLE CITY HALL COUNCIL CHAMBERS
315 S. RAGSDALE
TUESDAY, JANUARY 10, 2023
6:00 PM**

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

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

-
- 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**
 - B. 551.072 REAL PROPERTY**
 - C. 551.074 PERSONNEL MATTERS - MUNICIPAL COURT JUDGE FRANK DOBROVOLNY**
 - D. 551.087 DELIBERATIONS REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS****
 - 2. CALL TO ORDER**
 - 3. INVOCATION**
 - 4. PLEDGE OF ALLEGIANCE US & TEXAS FLAGS**
 - 5. SPECIAL PRESENTATION –
 - A. RECOGNITION OF THE SESQUICENTENNIAL COMMITTEE**
 - B. RECOGNITION OF THE CHARTER REVIEW COMMITTEE**
 - C. EMPLOYER OF THE MONTH PRESENTED BY JEDCO PRESIDENT SHANE PACE - CHICK FIL A****
 - 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 - DECEMBER 13, 2022 CITY COUNCIL MEETING; JANUARY 5, 2023 AGENDA WORKSHOP**
 - B. APPROVE ACCEPTING A DONATION OF THE PUBLISHING RIGHTS TO THE SESQUICENTENNIAL BOOK FROM SAM HOPKINS**
 - C. DECLARE A LIST OF ITEMS FROM PUBLIC AND COMMUNITY SERVICES SURPLUS AND APPROVE PLACING THOSE ITEMS UP FOR AUCTION****
 - 8. ANY ACTION OUT OF EXECUTIVE SESSION IF NECESSARY**
 - 9.
 - A) PUBLIC HEARING TO HEAR AND RECEIVE PUBLIC INPUT REGARDING A REQUESTED SPECIAL USE PERMIT AT 540 EL PASO TO ALLOW FOR A BED AND BREAKFAST**
 - B) DISCUSS AND CONSIDER WITH POSSIBLE ACTION AN ORDINANCE GRANTING THE REQUESTED SPECIAL USE PERMIT****
 - 10.
 - A) PUBLIC HEARING TO HEAR AND RECEIVE INPUT REGARDING A REQUESTED SPECIAL USE PERMIT AT 701 S. MAIN ST. TO ALLOW FOR A CHANGEABLE ELECTRONC MESSAGE****



THE CITY OF JACKSONVILLE

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BOARD.

B) DISCUSS AND CONSIDER WITH POSSIBLE ACTION AN ORDINANCE GRANTING THE REQUESTED SPECIAL USE PERMIT

- 11. DISCUSS AND CONSIDER WITH POSSIBLE ACTION A REQUESTED RE-PLAT OF LOTS 7 & 8 BLOCK A LAKE SPRINGS SUBDIVISION INTO LOTS 7R & 8R**
- 12. DISCUSS AND CONSIDER WITH POSSIBLE ACTION APPROVING THE PURCHASE OF A NEW AMBULANCE IN LIEU OF A BUDGETED REMOUNT OF AN EXISTING CHASSIS**
- 13. DISCUSS AND CONSIDER WITH POSSIBLE ACTION APPROVING A CONTRACT WITH GLS ARCHITECTS FOR DESIGN SERVICES FOR PHASE 1 AT THE EVENT CENTER AT THE GOLF COURSE**
- 14. DISCUSS AND CONSIDER WITH POSSIBLE ACTION AWARDING AN ENGINEERING SERVICES CONTRACT TO STOKES AND ASSOCIATES FOR PROJECT RELATED SERVICES AS PART OF THE TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT FOR IDENTIFIED SANITARY SEWER PROJECTS**
- 15. DISCUSS AND CONSIDER WITH POSSIBLE ACTION THE RE-APPOINTMENT OF FRANK DOBROVOLNY AS MUNICIPAL COURT JUDGE**
- 16. DISCUSS AND CONSIDER WITH POSSIBLE ACTION APPROVING A NEW TOURISM RESTROOM TRAILER POLICY**
- 17. OPEN FORUM FOR MAYOR AND COUNCIL**
- 18. CITY MANAGER REPORT**
- 19. ADJOURN**

Posted this the 6th day of January 2023.

5:00 PM

CERTIFICATION

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

Greg Lowe, City 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.



THE CITY OF JACKSONVILLE

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Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>1/10/2023</u>	ITEM NUMBER:	<u>7.A.</u>
DEPARTMENT:	<u>Council and Board</u>	PREPARED BY:	<u>Greg Lowe, City Secretary</u>
INITIATED BY:	<u>Greg Lowe, City Secretary</u>	EXHIBITS:	<u>December 13, 2022 Regular Council Meeting, January 5, 2023 Agenda Workshop</u>

EXECUTIVE SUMMARY:

These minutes are for the December 13, 2022 city council meeting and the January 5, 2023 agenda workshop.

RECOMMENDED ACTION:

Approve the minutes.

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:**

The council approves the minutes of all their meetings.

**JACKSONVILLE CITY COUNCIL MEETING
TUESDAY, DECEMBER 13, 2022
JACKSONVILLE CITY HALL COUNCIL CHAMBERS
315 S. RAGSDALE
6:00 PM**

Meeting Items

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

551.072 REAL PROPERTY

CALL TO ORDER

Mayor Randy Gorham 6:02 pm

**Present: Mayor Randy Gorham, Mayor Pro tem Rob
Gowin, Councilman Hubert Robinson, Councilman Tim
McRae, Councilwoman Mindy Gellock**

INVOCATION

Councilman Hubert Robinson

PLEDGE OF ALLEGIANCE US & TEXAS FLAGS

**Mayor Randy Gorham led everyone in the pledges to the
United States and Texas flags.**

SPECIAL PRESENTATION –

**EMPLOYER OF THE MONTH PRESENTED BY JEDCO
PRESIDENT SHANE PACE - PEBBLEBROOK
APARTMENTS**

**JEDCO President Shane Pace presented Tiffany Billingsly of
Pebblebrook Apartments with the employer of the month
award.**

CITIZEN PARTICIPATION

**Mrs. Shannon Smyrl came forward to express her concerns
regarding the new trash bins. She would like to be able to
hire a private company for trash service.**

**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**

**Councilman Hubert Robinson made a motion to approve the
consent agenda. Second, by Councilman Tim McRae. All
voted "Aye"**

**MINUTES APPROVAL - NOVEMBER 8, 2022 REGULAR
COUNCIL MEETING; NOVEMBER 14, 2022 SPECIAL
CALLED COUNCIL MEETING; DECEMBER 8, 2022
AGENDA WORKSHOP**

**RE-APPOINT JANIE BARBER AND BARBARA
HUGHINS AND APPOINT KIM HANSEN TO THE
VANISHING TEXANA MUSEUM BOARD**

**APPOINT JANIE BARBER AS CHAIR AND JERRY
MCDONALD AS CO-CHAIR FOR THE VANISHING
TEXANA MUSEUM BOARD**

**ANY ACTION OUT OF EXECUTIVE SESSION IF
NECESSARY**

No action was taken.

**PUBLIC HEARING - FOR COMMUNITY
DEVELOPMENT BLOCK GRANT PROJECT**

**City Manager James Hubbard told council this hearing is
the next step in the process for the Community Development
Block Grant. Mayor Randy Gorham opened the hearing at
6:09 pm. No one came forward. Mayor Randy Gorham
closed the hearing at 6:10 pm.**

**DISCUSS AND CONSIDER WITH POSSIBLE ACTION
AN ORDINANCE UPDATING CHAPTER 9 - GARBAGE,
TRASH, SANITATION RATES, WEEDS AND
ABANDONED PERSONAL PROPERTY**

**City Manager James Hubbard told council the changes are
just cleaning up some items in the existing ordinance. Mr.
Hubbard reviewed some of the changes with the council.
Councilwoman Mindy Gellock made a motion to approve
the ordinance. Second, by Councilman Hubert Robinson.
All voted "Aye"**

**DISCUSS AND CONSIDER WITH POSSIBLE ACTION
AN ORDINANCE MODIFYING WATER AND
WASTEWATER RATES**

**City Manager James Hubbard told the council this
ordinance is a result of the utility rate study that was recently
completed. Mr. Hubbard reviewed the rate study process and
some of the findings with the council. Mr. Hubbard stated
the utility fund must receive sufficient funding to maintain
and expand infrastructure as needed. Mr. Hubbard reviewed
a few ways citizens can save on their utility bills. Councilman
Tim McRae made a motion to approve the utility rate**

DISCUSS AND CONSIDER WITH POSSIBLE ACTION
AN ORDINANCE INITIATING THE VOTER APPROVED
2% VENUE TAX ON HOTEL STAYS

DISCUSS AND CONSIDER WITH POSSIBLE ACTION A
CITY PERSONNEL POLICY - SICK LEAVE BANK
(SHORT-TERM DISABILITY LEAVE)

DISCUSS AND CONSIDER WITH POSSIBLE ACTION A
CITY PERSONNEL POLICY UPDATE - SECTION V
EMPLOYEE COMPENSATION AND ADVANCEMENT

DISCUSS AND CONSIDER WITH POSSIBLE ACTION
AWARDING THE RFP FOR BULK FUEL

DISCUSS AND CONSIDER WITH POSSIBLE ACTION
AWARDING THE RFB FOR MOWING THE
CEMETERIES

DISCUSS AND CONSIDER WITH POSSIBLE ACTION
AWARDING THE RFP FOR LAB TESTING AT THE
TREATMENT PLANTS

DISCUSS AND CONSIDER WITH POSSIBLE ACTION
APPROVING AN AGREEMENT FOR THE
ENGINEERING WORK FOR WELL #3 GROUND
STORAGE TANK REHABILITATION AS PART OF THE
2022-2023 CAPITAL IMPROVEMENTS BUDGET

OPEN FORUM FOR MAYOR AND COUNCIL

CITY MANAGER REPORT

ADJOURN

ordinance. Second, by Councilman Hubert Robinson. All
voted "Aye"

City Manager James Hubbard told council this ordinance is
the result of the November 2022 election where the voters
approved an additional 2% on the Hotel Occupancy Tax to
fund the event center at the Cherokee Ranch Golf Club.
Councilman Tim McRae made a motion to approve the
ordinance. Second, by Councilwoman Mindy Gellock. All
voted "Aye"

Assistant City Manager ReNissa Wade told council these
changes are the result of the compensation and classification
study. Mrs. Wade stated the study suggested the city
purchase a short-term disability policy for the employees.
Mrs. Wade said the policy would be about a \$50,000 expense
to the city annually. Mrs. Wade said there is already a sick
leave bank in place. Mrs. Wade said they have decided to
allow all employees to join the sick leave bank after six
months of employment without having to donate a shift to the
bank. Mrs. Wade said if there is open enrollment in the
future, employees will have to donate a shift to participate.
Councilman Tim McRae made a motion to approve the
changes to the personnel policy. Second, by Mayor Pro tem
Rob Gowin. All voted "Aye"

Assistant City Manager ReNissa Wade told council these
changes also came out of the compensation and classification
study. Mrs. Wade reviewed some of the changes with the
council. Councilwoman Mindy Gellock made a motion to
approve the changes to the personnel policy. Second, by
Councilman Hubert Robinson. All voted "Aye"

City Manager James Hubbard told the council the next three
items all went through the bid process. The bulk fuel request
received only one proposal and that was from Hubert Glass
Oil. Councilman Tim McRae made a motion to award the
bulk fuel contract to Hubert Glass Oil. Second, by
Councilwoman Mindy Gellock. All voted "Aye"

City Manager James Hubbard told council this proposal is
for 26 mowing cycles and the low bidder was BCBU mowing.
Mayor Pro tem Rob Gowin made a motion to award the
mowing contract to BCBU Mowing. Second, by Councilman
Tim McRae. Mayor Randy Gorham stated the only local
bidder was also the low bidder. All voted "Aye"

City Manager James Hubbard told council that only one
proposal was received and that was from Ana Lab.
Councilwoman Mindy Gellock made a motion to award the
lab testing contract to Ana Lab. Second, by Councilman Tim
McRae. All voted "Aye"

City Manager James Hubbard told the council this project is
budgeted in the 2023 budget at \$425,000. Mr. Hubbard said
staff is requesting to engage KSA for this project and this is
the last ground storage to be refurbished. Councilman Tim
McRae made a motion to engage KSA as engineers for this
project. Second, by Councilman Hubert Robinson. All voted
"Aye"

Mayor Randy Gorham told everyone that Jacksonville's
National Night Out came in fifth place for cities under 15,000
in 2021 and came in second in 2022.

City Manager James Hubbard said that the staff is fielding a
lot of questions in regards to the new trash carts. Mr.
Hubbard said there are items from the old fire station
currently up for bid on the GovDeals auction site. Mr.
Hubbard said the time capsule burial will be this coming
Saturday.

6:46 pm

Randy Gorham, Mayor
City of Jacksonville

Greg Lowe, City Clerk

JACKSONVILLE CITY COUNCIL MEETING
THURSDAY, JANUARY 5, 2023
JACKSONVILLE CITY HALL EXECUTIVE CONFERENCE ROOM
315 S. RAGSDALE
12:00 PM

Meeting Items

CALL TO ORDER	Mayor Randy Gorham 12:00 pm Present: Mayor Randy Gorham, Mayor Pro tem Rob Gowin, Councilman Hubert Robinson, Councilman Tim McRae, Councilwoman Mindy Gellock
INVOCATION	Mayor Randy Gorham
CITIZEN PARTICIPATION	Mrs. Helen Keller voiced her concerns about the gaskets that were used in the installation of the automated water meters.
REVIEW AND DISCUSS AGENDA FOR REGULAR COUNCIL MEETING 10TH DAY OF JANUARY, 2023 (SEE ATTACHED PROPOSED AGENDA) NO ACTION TO BE TAKEN – ITEMS MAY BE REMOVED OR ADDED TO THE PROPOSED AGENDA BY CITY COUNCIL, CITY MANAGER, CITY ATTORNEY OR CITY CLERK AS NEEDED ANY TIME PRIOR TO THE OFFICIAL POSTING OF MEETING AGENDA	Assistant City Manager ReNissa Wade reviewed the proposed agenda with the council. Mrs. Wade told council awarding the engineering for the TCBG project would be added to the agenda, as well as the restroom-trailer policy, a list of surplus items needing approval to auction off and development services fee changes. No action was taken on any items. Counsel directed that the re-appointment of Frank Dobrovolny be removed from consent, added to the executive session under personnel and a separate action item be added to the agenda.
DISCUSSION REGARDING BOARD APPOINTMENTS	No discussions were had at that time and no action was taken.
DISCUSSION REGARDING DEVELOPMENT SERVICES FEE CHANGES	No discussions were had at that time and no action was taken.
QUESTIONS, COMMENTS, DISCUSSION	The assistant City Manager gave the council a copy of an article that would appear in the paper. There will be a monthly article in the paper from the city moving forward. Communications Director Daniel Siguin read the article aloud.
ADJOURN	12:40 pm Randy Gorham, Mayor City of Jacksonville Greg Lowe, City Clerk



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>1/10/2023</u>	ITEM NUMBER:	<u>7.B.</u>
DEPARTMENT:	<u>Administration</u>	PREPARED BY:	<u>Greg Lowe, City Secretary</u>
INITIATED BY:	<u>Greg Lowe, City Secretary</u>	EXHIBITS:	<u>Letter from Sam Hopkins - Publishing Rights</u>

EXECUTIVE SUMMARY:

Mr. Sam Hopkins is requesting to donate the publishing rights of "Recollections of Jacksonville" to the City of Jacksonville. Mr. Hopkins produced the book to celebrate the Sesquicentennial and as a fundraising mechanism for the Vanishing Texana Museum. The copyright to the book is filed in the city's name. Mr. Hopkins is requesting that all proceeds from future sales of the book benefit the Vanishing Texana Museum. The city has a printing account with the Lightning Source Company. Mr. Sam Hopkins has donated the first 150 copies of the books to the city. The book is a collection of memories of current and former citizens of Jacksonville.

RECOMMENDED ACTION:

Accept the donation.

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:**

The council approves all donations to the city.

For Jan CC meeting

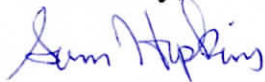
SamPat Press
1027 Timothy
Jacksonville, TX 75766

November 22, 2022

City of Jacksonville
315 S. Ragsdale
Jacksonville, TX 75766

I would like to donate the publishing rights to the book, Recollections of Jacksonville, ISBN 9780980224780, to the City of Jacksonville. The book is printing by the Lightning Source Company. The city has an account with the Ingram Company and its Lightning Source print on demand company. I can transfer the book files to the city account in January 2023. The book copyright has been made in the City of Jacksonville's name.

Yours truly,

A handwritten signature in blue ink that reads "Sam Hopkins".

Samuel W. Hopkins, Jr.
Publisher



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>1/10/2023</u>	ITEM NUMBER:	<u>7.C.</u>
DEPARTMENT:	<u>Administration</u>	PREPARED BY:	<u>Randall Chandler, Director of Community and Public Services</u>
INITIATED BY:	<u>Randall Chandler, Director of Community and Public Services</u>	EXHIBITS:	<u>Copy of Auction List_modified - Surplus</u>

EXECUTIVE SUMMARY:

Community and Public Services staff has numerous items which are of no use any longer and are requesting these items be declared surplus so they can be disposed of appropriately. Staff will auction any items of value and any remaining items of little to no value will be recycled where possible.

RECOMMENDED ACTION:

Make a motion declaring listed items as surplus.

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:

The council must declare items as surplus so staff can dispose of them properly.

LEGAL:

Lot #	Description	Items in lot	Details or Make/Model
1	Fire Hose Reel	1	26 X 21
2	Mosquito Fogger (2)	2	Briggs & Stratton 18 hp
3	Cabinet, Electrical/Electronic	2	Aluminum, Vented 38w X 55.5h X 28d
4	Refrigerator	1	Reach-in, Double door, Stainless Steel
5	Light Bar, roof mount (2)	1	48 inch
6	Jobsite Tool Box by Delta	1	24 X 24 X 48
7	Floor Buffer (2)	2	NG powered, Briggs Vanguard 16hp
8	Sprayer, 30 Gal, trailer mounted	1	Broyhill, Briggs & Stratton 3.0 hp
9	Street Sweeper	1	International/Elgin, Model 4300 SBA 4x2, VIN:1HTMMAAN08H579092,
10	Mower, Powered	1	Ground Master 325C
11	Mower, Towed, Batwing	1	PTO Powered, 20 ft., 9 blade
12	Roll Off Container	1	4ft. H x 7.5ft W x 22ft L
13	2000 GMC Dump Truck	1	131.5K miles, 6 cy diesel, 439ci, Air Brake
14	1998 Chev. Dump Truck	1	135.2K miles, 6 cy diesel, 439ci, Air Brake
15	Asphalt Compactor	1	Mikasa MT-74F
16	Plate Compactor	1	Wacker
17	Concrete Saw	1	PR
18	Cement Mixer, 16"	1	Red Lion Mfg, Model Big Cat 115Amp 4.9Volt
19	Vinyl Cutter	1	Vinyl Express Q24
20	Trailer, Neckover	1	Pintle Hitch, 8 x 23 ft., Tounge 7 ft., Double Axel
21	Metal Roofing	1	12+ sheets Used Metal Roofing 3 x 10 ft., gutters
22	Aluminum Scrap	1	Server Racks and Stands
23	Generator	1	Generac, iX 1600 - Throws Breaker under load
24	Double Entry Door and Metal Casing	1	83" x 36" x 2 for total opening of 6.9 x 6 ft., Oak (need refinish), Brass hardware)
25	Transformer, EATON, Design:N45E003	1	Type-KT13, V480 Delta, KVA 45, Frame 914D
26	Floor Buffer, 20", MDS 20 68Z	1	Merit 175/300 Windsor, 115 amp 15 Volt
27	Pump (3), Multiquip Inc.	3	Model QP-3th, 3x3
28	Radios and Equipment	1	Motorola, Police Equipment, Vehicle and Handheld
29	Backpack Blower, Stihl	1	DOES NOT WORK - FOR PARTS
30	Copper Wire, 1 roll	1	Heavy (unknown) Gauge
31	Copper Wire, 1 roll	1	Heavy (unknown) Gauge
32	(Finance Dept) HP Laser Jet Printer	1	HP Laser Jet Printer
33			



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>1/10/2023</u>	ITEM NUMBER:	<u>9.</u>
DEPARTMENT:	<u>Administration</u>	PREPARED BY:	<u>Greg Lowe, City Secretary</u>
INITIATED BY:	<u>Chris Silvey, BUILDING INSPECTOR</u>	EXHIBITS:	<u>12.20.22 Minutes, 12.20.22 Agenda Packet</u>

EXECUTIVE SUMMARY:

Applicant Witney Graham has submitted an application for Special Use Permit to allow for a bed and breakfast in a single family zoning district. The property was previously granted a SUP for a bed and breakfast with multiple requirements/limitations attached. Due to a fire on June 12, 2022 that destroyed 50% or more of the structure, the original SUP was voided. Per the city zoning code, a bed and breakfast is allowed in a single family district via a special use permit. The SUP request comes to council with a unanimous recommendation of approval from P & Z.

RECOMMENDED ACTION:

Staff recommends approval of the special use permit.

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:**

The council approves all special use permits.

**JACKSONVILLE PLANNING AND ZONING BOARD MEETING
TUESDAY, DECEMBER 20, 2022
JACKSONVILLE CITY HALL COUNCIL CHAMBERS
315 S. RAGSDALE
12:00 PM**

Meeting Items

CALL TO ORDER

Mr. Armstrong called the meeting to order at 12: 00 PM.

PUBLIC HEARING

Mr. Armstrong declared the meeting open to the public.

APPROVAL OF MINUTES

Ms. McDonald made a motion to approve the minutes as written. Mrs. Pavletich seconded the motion. Mr. Armstrong called for a vote, all members voted aye.

**CONSIDER A REQUEST FOR A SPECIAL USE PERMIT
LOCATED AT 540 EL PASO STREET.**

Mr. Hubbard explained to the board in detail the item on the agenda. Mr. Hubbard stated the subject property had a previous SUP approved on May 14, 2019, but due to a fire on June 12, 2022 that destroyed 50% or more, the original SUP was voided, and that Ms. Graham's plan is to use the carriage house until construction is finished on the main house. Mr. Hubbard also mentioned The City is an advocate and has no concerns regarding a new SUP. Mr. Hubbard did mention in the prior SUP there was a clause stating the City needed copies of contracts for a valet service and didn't feel that it was warranted moving forward. Mr. Armstrong opened the meeting up to the applicant or to those in favor. Whitney Graham was present. Mrs. Graham, stated she had a structural engineer on site and planned on redoing all the baths, all new electrical in the kitchen, plumbing, trusses and shoring. Ms. Graham stated the historical value is still there and intact and has plans to divide electricity, gas and plumbing from the main house to the carriage house. Mr. Armstrong closed that portion of the meeting. Mr. Armstrong opened the meeting up to those in opposition. No one was present. Mr. Hubbard did state that the mayor and himself received a call regarding information but no concerns were listed. Mr. Armstrong closed that portion of the meeting. Mr. Armstrong opened the board up for discussion. Ms. McDonald stated she saw no problems with reinstating the SUP. Mr. Armstrong asked for clarification regarding the valet service. Mr. Hubbard stated in the previous SUP that the City was asking for copies of valet parking contracts and that there hadn't been any issues with parking or traffic in the area. Mr. Armstrong closed that portion of the discussion. Mrs. Paveltich made a motion to approve the requested SUP at 540 El Paso St with the recommendations. Ms. McDonald seconded the motion. Mr. Armstrong called for a vote, all members voted aye. Motion carries.

**CONSIDER A REQUEST FOR A SPECIAL USE PERMIT
TO ALLOW FOR A CHANGEABLE ELECTRONIC
MESSAGE SIGN LOCATED AT 701 S. MAIN STREET.**

Mr. Hubbard explained to the board in detail the item on the agenda. Mr. Hubbard stated that due to the new sign ordinance that was adopted, all Changeable Electronic Message Signs now require an SUP. Mr. Hubbard stated that with tech advances and cost lowering they will look at them on a case by case basis. Mr. Hubbard stated there is an existing monument shell located at 701 S. Main St. Mr. Armstrong opened the meeting up to the applicant or to those in favor. David Peters, the applicant, was unable to attend. Mr. Armstrong closed that portion of the meeting. Mr. Armstrong opened the meeting up to those in opposition. No one was present. Mr. Armstrong closed that portion of the meeting. Mr. Armstrong opened the board up for discussion. Ms. McDonald asked if there was a time frame or if it could be on 24/7. Mr. Hubbard stated there is no ordinance against it. Mr. Calcote made a motion to approve the SUP request as long as it complied with City ordinance. Mrs. Pavletich seconded the motion. Mr. Armstrong asked for a vote. All members voted aye, Motion carries.

**REVIEW A PRELIMINARY PLAT OF 16.847 ACRES
LOCATED EAST OF SAM BOLES ROAD ON MYRTLE
DRIVE**

Mr. Hubbard stated the applicant did not submit everything needed and that it would be on the next Planning and Zoning agenda in January.

CITIZEN PARTICIPATION

QUESTIONS, COMMENTS, DISCUSSION

ADJOURN

Mr. Armstrong adjourned the meeting at 12:25 PM.



THE CITY OF JACKSONVILLE

**PLANNING AND ZONING BOARD MEETING
JACKSONVILLE CITY HALL COUNCIL CHAMBERS
315 S. RAGSDALE
TUESDAY, DECEMBER 20, 2022
12:00 PM**

**CLAUDE ARMSTRONG
BECKY PAVLETICH
ELAINE MCDONALD
BRENDA STAHELIN
ANDY CALCOTE**

- 1. CALL TO ORDER**
- 2. PUBLIC HEARING**
- 3. APPROVAL OF MINUTES**
- 4. CONSIDER A REQUEST FOR A SPECIAL USE PERMIT LOCATED AT 540 EL PASO STREET.**
- 5. CONSIDER A REQUEST FOR A SPECIAL USE PERMIT TO ALLOW FOR A CHANGEABLE ELECTRONIC MESSAGE SIGN LOCATED AT 701 S. MAIN STREET.**
- 6. REVIEW A PRELIMINARY PLAT OF 16.847 ACRES LOCATED EAST OF SAM BOLES ROAD ON MYRTLE DRIVE**
- 7. CITIZEN PARTICIPATION**
- 8. QUESTIONS, COMMENTS, DISCUSSION**
- 9. ADJOURN**

Posted this the 16th day of December 2022.

5:00 PM

CERTIFICATION

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

Greg Lowe, City 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.

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Public Notice

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Source Jacksonville Progress

Category Public Notice

Published Date December 3, 2022

Notice Details

CITY OF JACKSONVILLE PLANNING & ZONING COMMISSION NOTICE OF PUBLIC HEARING
TUESDAY, DECEMBER 20, 2022 AT 12:00 P.M. CITY HALL 315 S. RAGSDALE STREET
JACKSONVILLE, TEXAS 75766 The Planning & Zoning Commission will hold a public hearing for the following requests: 1. CONSIDER A REQUEST FOR A SPECIAL USE PERMIT LOCATED AT 540 EL PASO STREET 2. CONSIDER A REQUEST FOR A SPECIAL USE PERMIT TO ALLOW FOR A CHANGEABLE ELECTRONIC VARIABLE MESSAGE SIGN LOCATED AT 701 S MAIN STREET 3. REVIEW A PRELIMINARY PLAT OF 16.847 ACRES LOCATED EAST OF SAM BOLES ROAD ON MYRTLE DRIVE This item is currently scheduled to appear before the City Council on TUESDAY JANUARY 10, 2023, at 6:00 P.M. in the Council Chambers of City Hall, 315 S. Ragsdale Street, Jacksonville, Texas 75766.

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JACKSONVILLE PLANNING AND ZONING BOARD MEETING
MONDAY, NOVEMBER 7, 2022
JACKSONVILLE CITY HALL COUNCIL CHAMBERS
315 S. RAGSDALE
12:00 PM

Meeting Items

CALL TO ORDER

Mr. Armstrong called the meeting to order at 12:05 PM.

PUBLIC HEARING

Mr. Armstrong called the meeting open to the public.

APPROVAL OF MINUTES

Ms. McDonald made a motion to approve the minutes as written. Mr. Calcote seconded the motion. Mr. Armstrong called for a vote. The vote to pass the minutes was unanimous.

CONSIDER A REQUEST TO REZONE PROPERTY LOCATED AT 1020 WILLOW CREEK DRIVE FROM B (ONE AND TWO FAMILY) AND G (COMMERCIAL) TO J (WHOLESALE, WAREHOUSE, AND MANUFACTURING).

Mr. Silvey presented to the board the item on the agenda. Mr. Silvey stated the subject property is currently zoned as G (Commercial) and B (One and Two Family), and that we want to change the zoning to H (Central Business) instead of J (Wholesale, Warehouse, and Manufacturing) as stated on the agenda. Mr. Armstrong opened the meeting up to the applicant or those in favor. Erik Osterhus, the applicant, was present. Mr. Osterhus stated he would like to have self-storage units and would be enhancing/sprucing up the building. Mr. Osterhus stated Concentrix currently rents the bottom story of the building and has been there since 1998. Mr. Osterhus also stated he would be making changes to the parking lot to stop 18 wheelers from blocking and tearing up the roadways to the neighborhood. He stated manufacturing is not the intent for the building and wants to request H (Central Business) zoning. Mr. Armstrong closed that portion of the meeting. Mr. Armstrong opened the meeting up to those in opposition. Stephanie Johnson, a neighbor, was present. Mrs. Johnson stated she is representing the neighborhood and has a petition that is signed by 25 residents. Mrs. Johnson stated they are against the manufacturing zone due to potential manufacturing plants being able to come in, the 18 wheelers blocking the roads, and traffic issues. Mrs. Williams stated they are for it being zoned H (Central Business). Mr. Armstrong closed that portion of the meeting. Mr. Armstrong opened the board up for discussion. No comments were made. Mr. Calcote made a motion to approve the zone change to H (Central Business), Mrs. Stahelin seconded the motion. Mr. Armstrong called for a vote. All members voted aye. Motion carried.

CITIZEN PARTICIPATION

QUESTIONS, COMMENTS, DISCUSSION

Mike McEwen, a citizen, was present. Mr. McEwen stated he is not in opposition or in favor, he just wanted the applicant to know that the subject property is in a 100-year-old flood plain.

ADJOURN

Mr. Armstrong adjourned the meeting at 12:16 PM.

PART I.

- A. Requesting: Please check the type of zoning you are requesting:
- ☒ General Zone Change (\$ 75.00) Non-refundable regardless of outcome
- ☒ Special Use Permit (\$ 75.00) Non-refundable regardless of outcome
- ☐ Temporary Use Permit (\$ 25.00) Non-refundable regardless of outcome

A General Zone Change is a request by an Applicant for a change in a designated Zoning District within the City limits of the City of Jacksonville to seek recommendation of the Planning & Zoning Commission for approval/denial of a request to change the designated Zoning to meet an applicant's specific request for use of their property. Recommendations are presented to the City Council for final approval. The process generally takes approximately 60-90 days. (REQUEST A COPY OF THE APPROVED USES OF ZONING DESIGNATIONS)

A Special Use Permit is a permit requested in a designated Zoning District that is not a permissible use of the Zoning District in which the special use permit is being sought. Each Zoning District has specific Special Use Permits, which are required to be submitted before the Planning and Zoning Commission. (Examples: Included, but not limited to: Daycare Centers, Bed & Breakfast, Churches, Public Parks, Playground, Public or Private School & etc.) (REQUEST A COPY OF THE APPROVED USED OF ZONING DESIGNATIONS)

A Temporary Use Permit is a request initiated by a property owner or his authorized agent by filing an application with the Planning and Zoning Commission. The application shall be accompanied by a site plan, drawn to scale, showing the location and arrangement of the proposed temporary use. A Temporary Use Permit is for temporary use of property for an event or action that is not to be construed as permanent. A Temporary Use Permit shall be considered by the Planning and Zoning Commission and City Council and shall include specific time limits. (Examples: included, but not limited to: Carnival, Circus, Temporary Skating Rink, Temporary Church Revival, Tent Revival, Amusement Development for temporary or seasonal periods of time.)

B. Applicant (s) Name and Address

Applicant (s): Whitney W. Graham - RITUAL LLC
Address: PO Box 1693
City and State: Jacksonville, Texas 75766
Telephone No. 903 284 1425 c.

Description & Location of Property requested to be changed:

Lot, Block & Addition: Lot 11 B/K 91 E E 48' - Lot 12
Property Address/Location: 540 EL PASO ST.

Plat Page No (s): (If applicable): _____

PRESENT ZONING DESIGNATION

CLASSIFICATION: A-SF-

AREA (ACREAGE): 0.33

PROPOSED ZONING REQUEST

CLASSIFICATION: A-W/SUP Bed & Breakfast

AREA (ACREAGE): 0.33

C. REASON (S) FOR REQUEST (Please be specific): See Attached

D. STATEMENT REGARDING RESTRICTIVE COVENANTS/DEED RESTRICTITON:

I have searched all applicable records and, to my best knowledge and belief, there are no restriction covenants that apply to the property as described in Part I (B) which would be in conflict with this rezoning request.

☒ NONE ☐ COPY ATTACHED
E. Attached hereto the sum of: ☒ (\$ 75.00) Zone Change/Special Use Permit
☐ (\$ 25.00) Temporary Use Permit
I do hereby understand that regardless of the outcome of this request, the processing fees stated above are non-refundable.

ALL REQUESTS FOR ZONING MUST INCLUDE THE FOLLOWING INFORMATION:

1. A site plan of all proposed uses on property under consideration to include but not limited to:
 - a. The zoning classification of all abutting zoning districts.
 - b. All public and private rights-of-way and easements bounding and intersecting the land under consideration.

CITY OF JACKSONVILLE
ZONING APPLICATION

PART II.

A. Authorization of Agent:

I (we), the undersigned, being owner (s) of the real property described above, do hereby authorize (PLEASE PRINT NAME) Whitney W. Graham to act as our agent in the matter of this request. The term agent shall be construed to mean any lessee, developer, option holder, or authorized individual who is legally authorized to act in behalf of the owner (s) of said property. (Application must be signed by all owners of subject property).

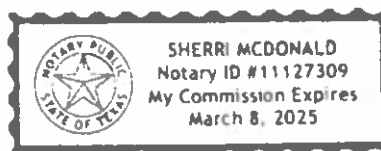
Owner (s) Name: Whitney W. Graham Owner (s) Name: _____
Address: 540 9L PASO ST Address: _____
City, State, Zip: Jacksonville Texas City, State, Zip: _____
Phone: 903 284 1425c 757666 Phone: _____
Signature: [Signature] Signature: _____

The authorized Agent/Property Owner must sign this portion of the application in the presence of a Notary in and for the State of Texas. By signature of the Authorized Agent/Property Owner permission is being submitted to the Applicant to apply for the Zone Change.

AUTHORIZED AGENT'S/PROPERTY OWNERS NAME: WWG Whitney W. Graham
ADDRESS: 540 9L PASO ST.
CITY, STATE, ZIP: JACKSONVILLE, TX 75766
SIGNATURE OF AUTHORIZED AGENT/PROPERTY OWNER: [Signature]

SUBSCRIBED TO AND SWORN BEFORE ME, this 31 day of October, 2022.

Sherri McDonald
NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS



10. The Board of Directors shall have the authority to make any amendments to the Charter of the Corporation, subject to the approval of the stockholders.

11. The Board of Directors shall have the authority to make any amendments to the Bylaws of the Corporation, subject to the approval of the stockholders.

12. The Board of Directors shall have the authority to make any amendments to the Articles of Incorporation of the Corporation, subject to the approval of the stockholders.

**CITY OF JACKSONVILLE
ZONING APPLICATION**

**INFORMATION FOR COMPLETING APPLICATIONS FOR
REQUESTING ZONE CHANGES**

- A. All zoning is by ordinance and only the City Council has the authority to adopt or to change an ordinance. The Council has assigned the study of zoning and rezoning to the City Planning and Zoning Commission, which will make recommendations to the council. If the Planning and Zoning Commission recommends this request for rezoning, it will not be effective until it is passed by the City Council. The rezoning process normally requires a period of sixty (60) to ninety (90) days.
- B. All requests must be filed in the Planning and Zoning Department located at 1220 South Bolton St., Jacksonville, Texas. A filing fee must be received with the completed application form.
- C. The Planning and Zoning Commission hears all requests on the third (3rd) Tuesday of each month at 5:30 P.M. in the Municipal Court, 307 E. Commerce, Jacksonville, TX. Please have a representative present at public hearing.
- D. The applicant has the duty to produce evidence before the Planning and Zoning Commission and City Council to legally justify the proposed zoning change. This generally requires a showing that conditions affecting the property have substantially changed since the last zoning classification decision of the City.

*******IMPORTANT*******

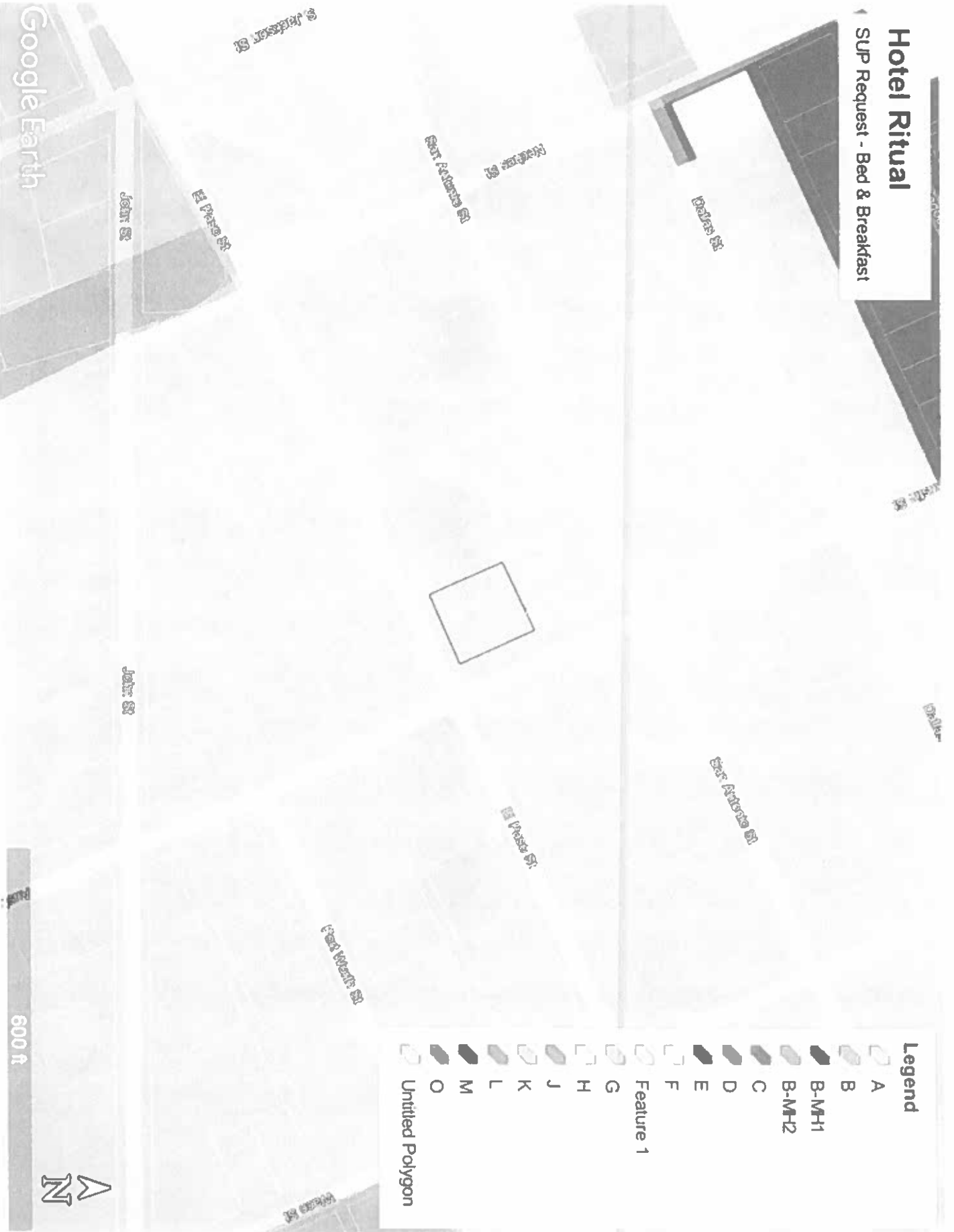
PLEASE CHECK WITH THE BUILDING OFFICIAL OR THE PUBLIC SERVICE DIRECTOR AS TO THE AVAILABILITY OF WATER AND SEWER TO SERVICE THE AREA WHERE YOU ARE ZONING TO BUILD. CHECK WITH THE BUILDING OFFICIAL OR THE ZONING DEPARTMENT AS TO THE RESTRICTIONS AND REGULATIONS OF CITY REQUIREMENTS FOR THE SET BACK REQUIREMENTS, PARKING REQUIREMENTS, PAVING REQUIREMENTS, ETC. AND RESEARCH THE AREA IN WHICH YOU ARE REQUESTING A ZONE CHANGE FOR CRITERIA STANDARDS REQUIRED FOR THAT ZONED AREA. YOU MAY BRING YOUR REQUEST BEFORE THE PLANNING AND ZONING BOARD AT ANY TIME FOR ANY REQUEST, BUT YOU MUST BE AWARE OF THE ZONING REQUIREMENTS OF THE AREA FOR WHICH YOU ARE SEEKING A ZONE CHANGE.

I'm requesting the same zoning designation prior to the fire. My goal is to rebuild and reestablish Hotel Ritual to continue our bed and breakfast business located at 540 El Paso Street.

Hotel Ritual

SUP Request - Bed & Breakfast

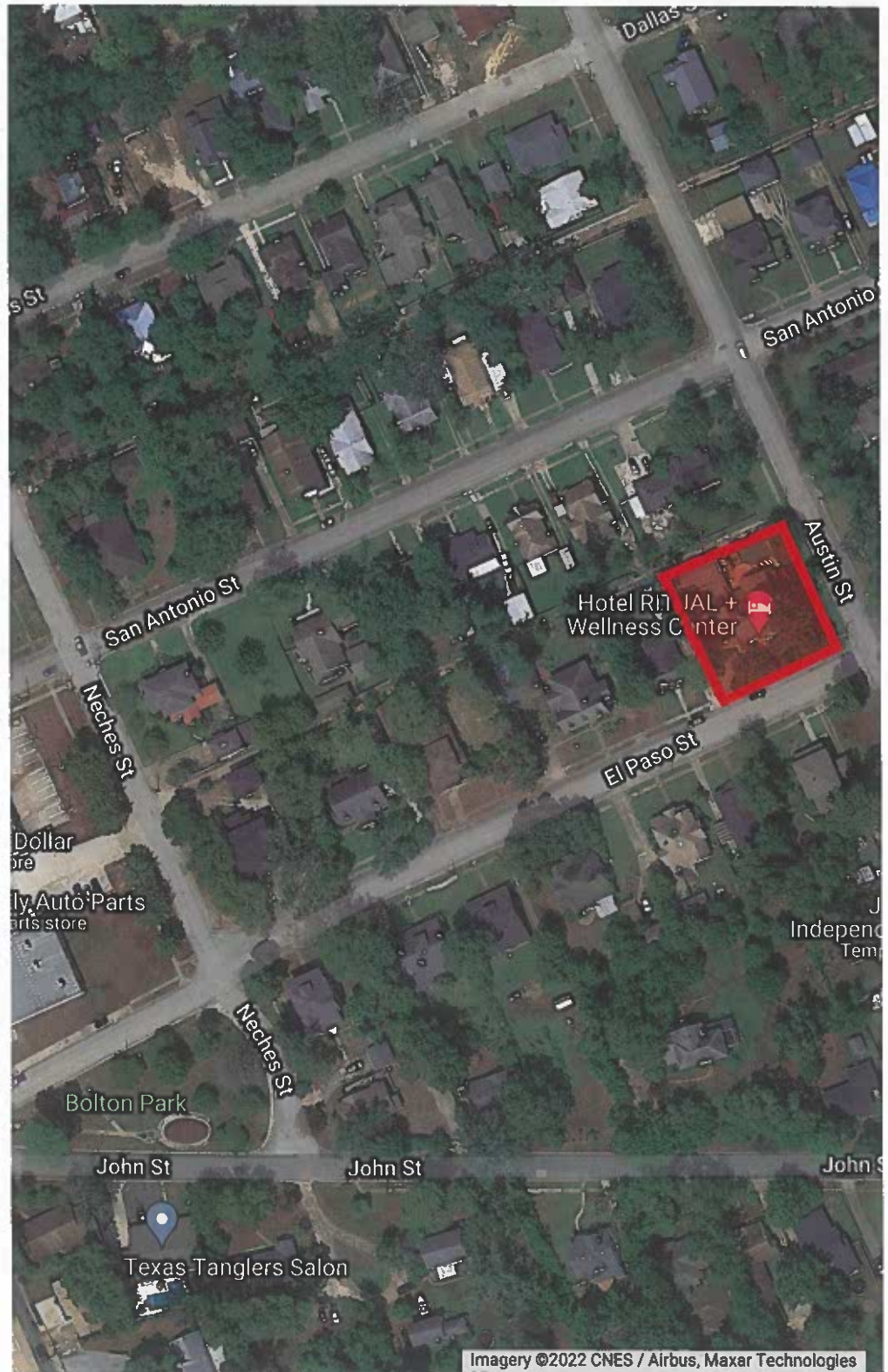
- Legend**
- A
 - B
 - B-MH1
 - B-MH2
 - C
 - D
 - E
 - F
 - Feature 1
 - G
 - H
 - J
 - K
 - L
 - M
 - O
 - Untitled Polygon



SUP for Bed and Breakfast

Property

 540 El Paso



Property Address	Owner Name	Mailing Street	Mailing City,State,Ztip
537 EL PASO ST	CARNAHAN RODNEY W & SHIRLEY REVUST TR	537 EL PASO ST	JACKSONVILLE ,TX 75766
541 SAN ANTONIO ST	SOTELO,FIDENCIO & LOURDES	541 SAN ANTONIO ST	JACKSONVILLE ,TX 75766
538 EL PASO JACKSONVILLE	DEROECK LUCY SWANSON AND ELWIN FARMER	7012 STODDARD LN	PLANO, TX 75025
543-545 SAN ANTONIO	PACHECO,JENNIFER ROSE	902 ALAMEDA DR	JACKSONVILLE ,TX 75766
527 EL PASO ST	GORDON,MANORE & MANORE,KAREN CORYELL	537 EL PASO ST	JACKSONVILLE ,TX 75766
706 AUSTIN ST	LEWIS,KENNETH	706 AUSTIN ST	JACKSONVILLE ,TX 75766
720 AUSTIN JACKSONVILLE	COFER EMILY JANE	720 AUSTIN ST	JACKSONVILLE ,TX 75766
540 EL PASO JACKSONVILLE	BURK CHARLES R AND ROBBIE RIGGS	159 CR 794	JONESBORO, AR 72401
601 SAN ANTONIO JACKSONVIL	DOUBLE STAR INVESTMENTS RE LLC	P O BOX 94081	SOUTHLAKE, TX 76092
541 EL PASO ST	BORNSSEN,ELLEN	541 EL PASO ST	JACKSONVILLE ,TX 75766
521 SAN ANTONIO ST	RANLEIGH,JAYNE MCADAMS	521 SAN ANTONIO ST	JACKSONVILLE ,TX 75766
551 SAN ANTONIO JACKSONVIL	MAYO JANIE & ROY GLENN	551 SAN ANTONIO ST	JACKSONVILLE ,TX 75766
531 SAN ANTONIO ST	TAVERA,SANCHEZ JOSE & RODR,MA DEL CARMEN	531 SAN ANTONIO ST	JACKSONVILLE ,TX 75766
537 EL PASO JACKSONVILLE	CARNAHAN RODNEY W & SHIRLEY CO-TRUSTEES	537 EL PASO ST	JACKSONVILLE ,TX 75766
531 SAN ANTONIO JACKSONVIL	SANCHEZ JOSE TAVERA & MA DEL CARMEN RODRIGUEZ	531 SAN ANTONIO	JACKSONVILLE ,TX 75766
527 EL PASO JACKSONVILLE	MANORE GORDON AND	537 EL PASO STREET	JACKSONVILLE ,TX 75766
706 AUSTIN ST	LEWIS KENNETH AND JO MARIE LIFE ESTATE	972 CR 3110	JACKSONVILLE ,TX 75766
720 AUSTIN ST	SERNA,JOHN DAVID	720 AUSTIN ST	JACKSONVILLE ,TX 75766
538 EL PASO ST	DEROECK,LUCY SWANSON & ELWIN FARMER	538 EL PASO ST	JACKSONVILLE ,TX 75766
521 SAN ANTONIO JACKSONVIL	MCADAMS RANLEIGH JAYNE	521 SAN ANTONIO	JACKSONVILLE ,TX 75766
541 SAN ANTONIO JACKSONVIL	SOTELO FIDENCIO AND LOURDES	541 SAN ANTONIO	JACKSONVILLE ,TX 75766
802 AUSTIN ST	DILLINGHAM,BRENT	802 AUSTIN ST	JACKSONVILLE ,TX 75766
520 EL PASO ST	HUERTO,ANTONIO	6818 US HIGHWAY 59 N	LUFKIN ,TX 75901
551 EL PASO JACKSONVILLE	SHEPHERD NATHAN AND ROXANNE	551 EL PASO	JACKONVILLE, TX 75766
534 EL PASO ST	WILSON,JUDY ANN	534 EL PASO ST	JACKSONVILLE ,TX 75766
551 SAN ANTONIO ST	ZENOR,CHARLES	551 SAN ANTONIO ST	JACKSONVILLE ,TX 75766
520 EL PASO JACKSONVILLE	HUERTO ANTONIO	6818 HWY 59 N	LUFKIN, TX 75901
541 EL PASO JACKSONVILLE	GARVIN ELLEN L	541 EL PASO ST	JACKSONVILLE, TX 75766
720 AUSTIN ST	SERNA,JOHN DAVID	720 AUSTIN ST	JACKSONVILLE ,TX 75766
534 EL PASO JACKSONVILLE	WILSON JUDY ANN	534 EL PASO	JACKSONVILLE, TX 75766
520 EL PASO ST	HUERTO,ANTONIO	6818 US HIGHWAY 59 N	LUFKIN ,TX 75901

601 SAN ANTONIO ST	SALABAJ, CHRIS	7129 WESTHAVEN PL	RANCHO CUCAMONGA ,CA 9:
551 SAN ANTONIO ST	ZENOR, CHARLES	551 SAN ANTONIO ST	JACKSONVILLE ,TX 75766
551 EL PASO ST	SHEPHERD, NATHAN	551 EL PASO ST	JACKSONVILLE ,TX 75766
543-545 SAN ANTONIO JACKSO	PACHECO PABLO AND JENNIFER	902 ALAMEDA	JACKSONVILLE, TX 75766
601 SAN ANTONIO ST	SALABAJ, CHRIS	7129 WESTHAVEN PL	RANCHO CUCAMONGA ,CA 9:
802 AUSTIN JACKSONVILLE	DILLINGHAM BRENT	802 AUSTIN	JACKSONVILLE, TX 75766





CITY OF JACKSONVILLE, TX

315 S Ragsdale
Jacksonville, Texas 75766
(903) 586-3510
www.jacksonvilletx.org

Sign Permit Application

Permit Process

Applicant shall complete all relevant sections. Due to the complexity of certain signs and sites, **staff may request additional information prior to issuing a permit.** Permit fees are collected at the time of issuance. Payment may be made with credit/debit card or check.

Preferred submittal method: please submit completed applications to permits@jacksonvilletx.org. An auto-response will be sent confirming receipt of application. A staff member will respond within 5 business days to confirm completion and acceptance of the application. Pending acceptance, it is typical for permits to be issued, or comments to be made, within 7 business days.

Alternate submittal method: applications may be mailed, or hand-delivered, to the Public and Community Services Building located at 1220 S. Bolton St.

Applicant Information:

Name:	Phone Number:	Email Address:	
East Texas Sheltering Arms Coalition	903-571-1790	dpeters@shelteringarmscoalition.com	
Address:	City:	State:	Zip Code:
701 S. Main Street	Jacksonville	TX	75766

Location Information:

☒ Same as Applicant

Business Name:	Phone Number:	Email Address:	
Address of Sign Location:	City:	State:	Zip Code:

Contractor Information:

☒ Same as Applicant

Name:	Phone Number:	Email Address:	
Address:	City:	State:	Zip Code:

Revised January 2022



CITY OF JACKSONVILLE, TX

315 S Ragsdale
Jacksonville, Texas 75766
(903) 586-3510
www.jacksonvilletx.org

Sign Type:

☐ Banner Sign (Temporary)	☐ Awning Sign	☐ Billboard Sign
☐ Blade Sign	☐ Construction Sign	☐ Changeable Copy Sign
☒ Electronic Variable Sign	☐ Freestanding Pole Sign	☐ Exterior Directory Sign
☐ Flags or Flagpoles	☐ Subdivision Identification Sign	☐ Menu Board Sign
☐ Marquee Sign	☐ Wall Sign	☐ Hanging Sign
☐ Monument Sign	☐ Real Estate Sign (Commercial)	

Sign Details:

Each sign requires different information. If you are filling out this form online, required information is indicated by a red star when you select your sign type above. If you are filling out this form on paper, please request a reference guide to see what information is required for each sign.

Sign Dimensions:

Height:	Width:	Square Ft.:
Height Off Ground:	Overall Height (Including Pole):	Projection From Building:
Graphic Dimensions:	Other:	
Height:	Width:	Facade Width (ft):
	Site Size (ac):	Distance from ROW:

Attachments:

Proof/Concept Art Required for all sign permit applications.

Sign Renderings/Building Elevation Required: Freestanding Pole Signs, Subdivision Identification Signs, Menu Board Signs, Exterior Directory Signs, Awning Signs, and Wall Signs.

Site Plan Required: Changeable Copy Signs, Exterior Directory Signs, Flags and Flagpoles (Commercial), Menu Board Signs, Monument Signs, Freestanding Pole Signs, and Subdivision Identification Signs.

For online applications, please attach below.



Signature:

Date:

 David L Peters (Nov 4, 2022 17:36 CDT)	11/04/22
---	----------

Revised January 2022



Sign Permit Required Information

Awning Signs

- Awning Height/Width
- Square Footage
- Projection from Building
- Graphic Height/Width
- Building Façade Width

Banner Signs (Temporary Only)

- Height/Width
- Square Footage
- Distance from Right of Way

Blade Signs

- Height/Width
- Square Footage
- Height Off the Ground
- Overall Height (including pole)
- Projection from Building

Changeable Copy Signs

- Height/Width
- Square Footage

Construction Signs

- Height/Width
- Square Footage
- Height Off the Ground
- Site Size in Acres

Exterior Directory Signs

- Height/Width
- Square Footage

Flags and Flagpoles (Commercial)

- Height/Width
- Square Footage
- Overall Height (including pole)

Menu Board Signs

- Height/Width
- Square Footage
- Overall Height (including pole)

Monument Signs

- Height/Width
- Square Footage
- Overall Height (including pole)

Freestanding Pole Signs

- Height/Width
- Square Footage
- Height Off the Ground
- Overall Height (including pole)
- Distance from Right of Way

Real Estate Signs (Commercial)

- Height/Width
- Square Footage
- Distance from Right of Way

Subdivision Identification Signs

- Height/Width
- Square Footage
- Height Off the Ground
- Overall Height (including pole)

Suspended/Hanging Signs

- Height/Width
- Square Footage
- Height Off the Ground

Wall Signs

- Height/Width
- Square Footage
- Height Off the Ground
- Projection from Building
- Building Façade Width

For Billboard Signs, Changeable Electronic Variable Message Signs, Marquee Signs, and Master Signage Plans

- See ordinance and contact the City Manager's office for more information



2022 Sign Permit Application

Final Audit Report

2022-11-04

Created:	2022-11-04
By:	Communications Director (communications@jacksonvilletx.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAqHGfog3W0Zs7ToJgbMd0MQI-3YqAziiC

"2022 Sign Permit Application" History

-  Web Form created by Communications Director (communications@jacksonvilletx.org)
2022-01-04 - 11:24:27 PM GMT
-  David L Peters (dpeters@shelteringarmscoalition.com) uploaded the following supporting documents:
 -  File Attachment 1
2022-11-04 - 10:36:56 PM GMT
-  Web Form filled in by David L Peters (dpeters@shelteringarmscoalition.com)
2022-11-04 - 10:36:56 PM GMT
-  Document emailed to David L Peters (dpeters@shelteringarmscoalition.com) for signature
2022-11-04 - 10:36:58 PM GMT
-  Email viewed by David L Peters (dpeters@shelteringarmscoalition.com)
2022-11-04 - 10:38:06 PM GMT
-  E-signature verified by David L Peters (dpeters@shelteringarmscoalition.com)
2022-11-04 - 10:38:09 PM GMT
-  Agreement completed.
2022-11-04 - 10:38:09 PM GMT



Adobe Acrobat Sign

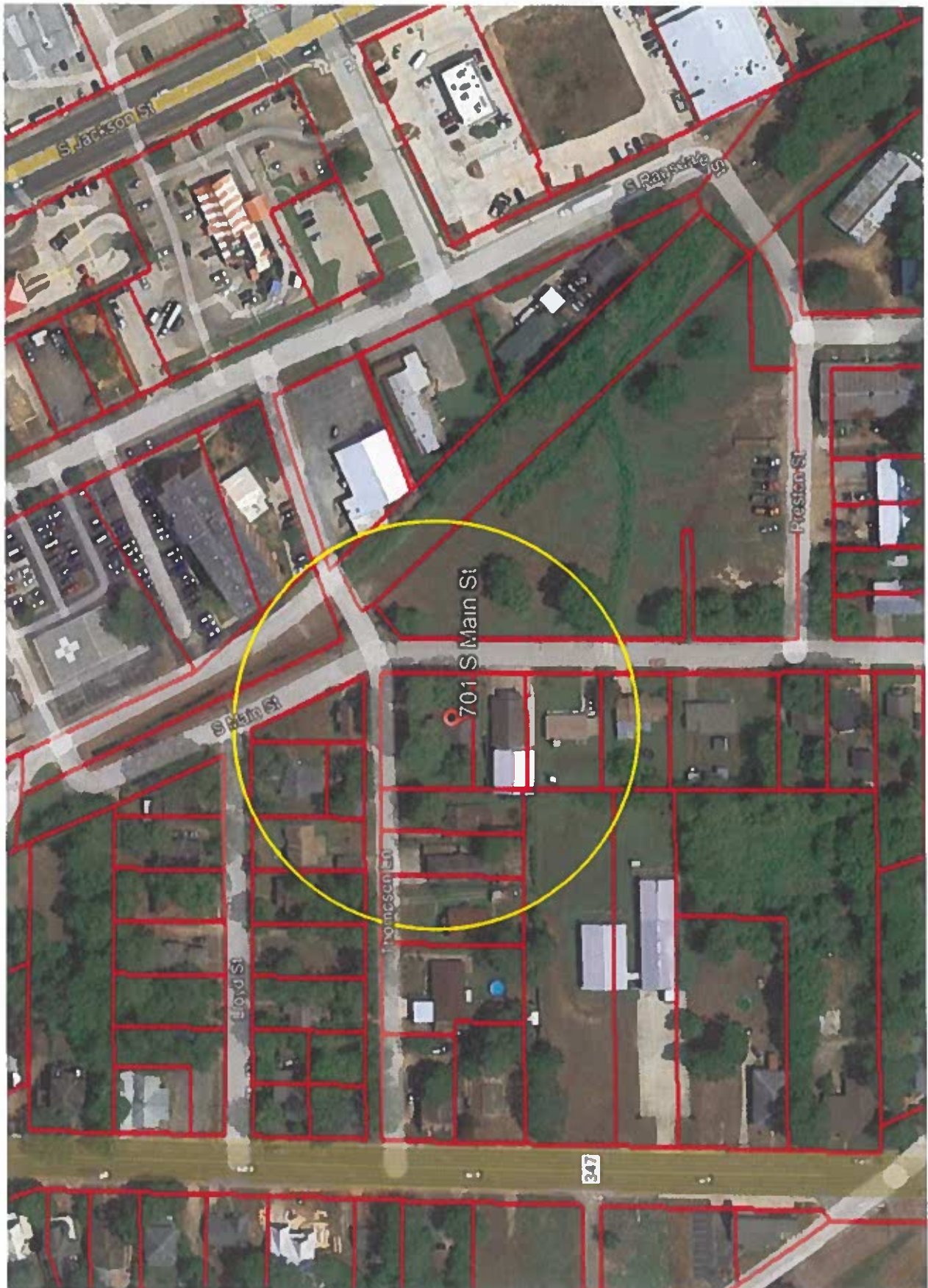
SUP for Sign

Sheltering Arms Coalition

701 S. Main



Property Address	Owner Name	Mailing Street	Mailing City, State, Zip
123 LLOYD AVE	ANTONIO, ALVAREZ & GUERRERO, JUAN	123 LLOYD AVE	JACKSONVILLE, TX 75766
703 S MAIN JACKSONVILLE	BROWN JAMES J AND MARY E AND C L P O BOX 1128		JACKSONVILLE, TX 75766
125 LLOYD AVE	CABRERA, MELIDA A		JACKSONVILLE, TX 75766
609 S MAIN ST	CABRERA, MELIDA A	1205 E RUSK ST	JACKSONVILLE, TX 75766
111 THOMPSON LN	COFFEN MIKE AND ANNA	16651 DRIFTWOOD DR	TYLER, TX 75707
704 S BOLTON ST	FUENTE, DE VIDA TEMPLO C	22522 COUNTY ROAD 15 BULLARD	TX 75757
124 Thompson LN	GALLEGOS, JESUS M	124 THOMPSON LN	JACKSONVILLE, TX 75766
709 S MAIN ST	HERRERA, FIDEL TELLES & ANTONIA	709 S MAIN ST	JACKSONVILLE, TX 75766
595 S RAGSDALE JACKSONVILLE	HOPE INC	P O BOX 8136	JACKSONVILLE, TX 75766
600 PRESTON ST	JACKSONVILLE HOSPITAL LLC	1 BURTON HILLS BLVD ST	NASHVILLE, TN 37215
123 THOMPSON LN	KINSFATHER, MARIDEL GUZMAN	302 INWOOD DR	PALESTINE, TX 75801
119 LLOYD AVE	MCKINNIS, ROXANNE D	5451 TENNESON RD	SEDRO WOOLLEY, WA 98284
105 THOMPSON LN	MOJICA EVER SALVADOR AND	105 THOMPSON	JACKSONVILLE, TX 75766
MAIN ST (W OF BLK 176) JACKSONVILLE	JACKSON REHABILITATION HOSPITAL LLC	ONE BURTON HILLS BLVD	NASHVILLE, TN 37215
703 S MAIN ST	S A THOMPSON MARKETING INC	PO BOX 747	JACKSONVILLE, TX 75766
128 LLOYD AVE	SALAZAR, ARMANDO	128 LLOYD AVE	JACKSONVILLE, TX 75766
105 THOMPSON LN	SALVADOR, MOJICA EVER & CALVILLO, DI	105 THOMPSON LN	JACKSONVILLE, TX 75766
NO ADDRESS ASSIGNED	ST LOUIS SOUTHWESTERN	1400 DOUGLAS ST	STOP OMAHA NE 68179
113 LLOYD AVE	TARRANT, ERIC J	PO BOX 1502	JACKSONVILLE, TX 75766
109 THOMPSON LN	TAVERA, MANUEL & BERNADINA	109 THOMPSON LN	JACKSONVILLE, TX 75766
S BOLTON ST	TEMPLO, FUENTE DE VIDA	704 S BOLTON ST	JACKSONVILLE, TX 75766
123 THOMPSON JACKSONVILLE	TORRES MARTHA POSADA ESTATE	6906 CLEARGLLEN DR	DALLAS, TX 75232
RAGSDALE S	TRAVIS TOWERS INC	100 TRAVIS TOWERS	JACKSONVILLE, TX 75766
711 S MAIN ST	VELEZ, JAVIER	213 S PINEDA ST # A	JACKSONVILLE, TX 75766
701 MAIN S JACKSONVILLE	VICTORY CHAPEL ASSEMBLY OF GOD	P O BOX 54	NEW SUMMERFIELD, TX 75780
124 LLOYD AVE	WARNER, CAROLYN	124 LLOYD AVE	JACKSONVILLE, TX 75766





Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>1/10/2023</u>	ITEM NUMBER:	<u>10.</u>
DEPARTMENT:	<u>Administration</u>	PREPARED BY:	<u>Greg Lowe, City Secretary</u>
INITIATED BY:	<u>Chris Silvey, BUILDING INSPECTOR</u>	EXHIBITS:	<u>12.20.22 Minutes, 12.20.22 Agenda Packet</u>

EXECUTIVE SUMMARY:

Applicant East Texas Sheltering Arms Coalition has submitted an application for a Special Use Permit at 701 S. Main to allow for an electronic reader board. The property is located at the southwest corner of Thompsan Ln. and S. Main St. The applicant's plan is to place the electronic reader board in an existing monument sign base and frame. The current adopted sign ordinance requires all electronic reader boards to have a special use permit. This request comes to the council with a unanimous recommendation for approval from P & Z.

RECOMMENDED ACTION:

The staff is recommending approval of the special use permit.

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:**

The council approves all special use permits.

JACKSONVILLE PLANNING AND ZONING BOARD MEETING
TUESDAY, DECEMBER 20, 2022
JACKSONVILLE CITY HALL COUNCIL CHAMBERS
315 S. RAGSDALE
12:00 PM

Meeting Items

CALL TO ORDER	Mr. Armstrong called the meeting to order at 12: 00 PM.
PUBLIC HEARING	Mr. Armstrong declared the meeting open to the public.
APPROVAL OF MINUTES	Ms. McDonald made a motion to approve the minutes as written. Mrs. Pavletich seconded the motion. Mr. Armstrong called for a vote, all members voted aye.
CONSIDER A REQUEST FOR A SPECIAL USE PERMIT LOCATED AT 540 EL PASO STREET.	Mr. Hubbard explained to the board in detail the item on the agenda. Mr. Hubbard stated the subject property had a previous SUP approved on May 14, 2019, but due to a fire on June 12, 2022 that destroyed 50% or more, the original SUP was voided, and that Ms. Graham's plan is to use the carriage house until construction is finished on the main house. Mr. Hubbard also mentioned The City is an advocate and has no concerns regarding a new SUP. Mr. Hubbard did mention in the prior SUP there was a clause stating the City needed copies of contracts for a valet service and didn't feel that it was warranted moving forward. Mr. Armstrong opened the meeting up to the applicant or to those in favor. Whitney Graham was present. Mrs. Graham, stated she had a structural engineer on site and planned on redoing all the baths, all new electrical in the kitchen, plumbing, trusses and shoring. Ms. Graham stated the historical value is still there and intact and has plans to divide electricity, gas and plumbing from the main house to the carriage house. Mr. Armstrong closed that portion of the meeting. Mr. Armstrong opened the meeting up to those in opposition. No one was present. Mr. Hubbard did state that the mayor and himself received a call regarding information but no concerns were listed. Mr. Armstrong closed that portion of the meeting. Mr. Armstrong opened the board up for discussion. Ms. McDonald stated she saw no problems with reinstating the SUP. Mr. Armstrong asked for clarification regarding the valet service. Mr. Hubbard stated in the previous SUP that the City was asking for copies of valet parking contracts and that there hadn't been any issues with parking or traffic in the area. Mr. Armstrong closed that portion of the discussion. Mrs. Paveltich made a motion to approve the requested SUP at 540 El Paso St with the recommendations. Ms. McDonald seconded the motion. Mr. Armstrong called for a vote, all members voted aye. Motion carries.
CONSIDER A REQUEST FOR A SPECIAL USE PERMIT TO ALLOW FOR A CHANGEABLE ELECTRONIC MESSAGE SIGN LOCATED AT 701 S. MAIN STREET.	Mr. Hubbard explained to the board in detail the item on the agenda. Mr. Hubbard stated that due to the new sign ordinance that was adopted, all Changeable Electronic Message Signs now require an SUP. Mr. Hubbard stated that with tech advances and cost lowering they will look at them on a case by case basis. Mr. Hubbard stated there is an existing monument shell located at 701 S. Main St. Mr. Armstrong opened the meeting up to the applicant or to those in favor. David Peters, the applicant, was unable to attend. Mr. Armstrong closed that portion of the meeting. Mr. Armstrong opened the meeting up to those in opposition. No one was present. Mr. Armstrong closed that portion of the meeting. Mr. Armstrong opened the board up for discussion. Ms. McDonald asked if there was a time frame or if it could be on 24/7. Mr. Hubbard stated there is no ordinance against it. Mr. Calcote made a motion to approve the SUP request as long as it complied with City ordinance. Mrs. Pavletich seconded the motion. Mr. Armstrong asked for a vote. All members voted aye, Motion carries.
REVIEW A PRELIMINARY PLAT OF 16.847 ACRES LOCATED EAST OF SAM BOLES ROAD ON MYRTLE DRIVE	Mr. Hubbard stated the applicant did not submit everything needed and that it would be on the next Planning and Zoning agenda in January.

CITIZEN PARTICIPATION

QUESTIONS, COMMENTS, DISCUSSION

ADJOURN

Mr. Armstrong adjourned the meeting at 12:25 PM.



THE CITY OF JACKSONVILLE

**PLANNING AND ZONING BOARD MEETING
JACKSONVILLE CITY HALL COUNCIL CHAMBERS
315 S. RAGSDALE
TUESDAY, DECEMBER 20, 2022
12:00 PM**

**CLAUDE ARMSTRONG
BECKY PAVLETICH
ELAINE MCDONALD
BRENDA STAHELIN
ANDY CALCOTE**

- 1. CALL TO ORDER**
- 2. PUBLIC HEARING**
- 3. APPROVAL OF MINUTES**
- 4. CONSIDER A REQUEST FOR A SPECIAL USE PERMIT LOCATED AT 540 EL PASO STREET.**
- 5. CONSIDER A REQUEST FOR A SPECIAL USE PERMIT TO ALLOW FOR A CHANGEABLE ELECTRONIC MESSAGE SIGN LOCATED AT 701 S. MAIN STREET.**
- 6. REVIEW A PRELIMINARY PLAT OF 16.847 ACRES LOCATED EAST OF SAM BOLES ROAD ON MYRTLE DRIVE**
- 7. CITIZEN PARTICIPATION**
- 8. QUESTIONS, COMMENTS, DISCUSSION**
- 9. ADJOURN**

Posted this the 16th day of December 2022.

5:00 PM

CERTIFICATION

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

Greg Lowe, City 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.

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Public Notice

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Source Jacksonville Progress

Category Public Notice

Published Date December 3, 2022

Notice Details

CITY OF JACKSONVILLE PLANNING & ZONING COMMISSION NOTICE OF PUBLIC HEARING
TUESDAY, DECEMBER 20, 2022 AT 12:00 P.M. CITY HALL 315 S. RAGSDALE STREET
JACKSONVILLE, TEXAS 75766 The Planning & Zoning Commission will hold a public hearing for
the following requests: 1. CONSIDER A REQUEST FOR A SPECIAL USE PERMIT LOCATED AT
540 EL PASO STREET 2. CONSIDER A REQUEST FOR A SPECIAL USE PERMIT TO ALLOW FOR
A CHANGEABLE ELECTRONIC VARIABLE MESSAGE SIGN LOCATED AT 701 S MAIN STREET 3.
REVIEW A PRELIMINARY PLAT OF 16.847 ACRES LOCATED EAST OF SAM BOLES ROAD ON
MYRTLE DRIVE This item is currently scheduled to appear before the City Council on TUESDAY
JANUARY 10, 2023, at 6:00 P.M. in the Council Chambers of City Hall, 315 S. Ragsdale Street,
Jacksonville, Texas 75766.

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**JACKSONVILLE PLANNING AND ZONING BOARD MEETING
MONDAY, NOVEMBER 7, 2022
JACKSONVILLE CITY HALL COUNCIL CHAMBERS
315 S. RAGSDALE
12:00 PM**

Meeting Items

CALL TO ORDER

Mr. Armstrong called the meeting to order at 12:05 PM.

PUBLIC HEARING

Mr. Armstrong called the meeting open to the public.

APPROVAL OF MINUTES

Ms. McDonald made a motion to approve the minutes as written. Mr. Calcote seconded the motion. Mr. Armstrong called for a vote. The vote to pass the minutes was unanimous.

CONSIDER A REQUEST TO REZONE PROPERTY LOCATED AT 1020 WILLOW CREEK DRIVE FROM B (ONE AND TWO FAMILY) AND G (COMMERCIAL) TO J (WHOLESALE, WAREHOUSE, AND MANUFACTURING).

Mr. Silvey presented to the board the item on the agenda. Mr. Silvey stated the subject property is currently zoned as G (Commercial) and B (One and Two Family), and that we want to change the zoning to H (Central Business) instead of J (Wholesale, Warehouse, and Manufacturing) as stated on the agenda. Mr. Armstrong opened the meeting up to the applicant or those in favor. Erik Osterhus, the applicant, was present. Mr. Osterhus stated he would like to have self-storage units and would be enhancing/sprucing up the building. Mr. Osterhus stated Concentrix currently rents the bottom story of the building and has been there since 1998. Mr. Osterhus also stated he would be making changes to the parking lot to stop 18 wheelers from blocking and tearing up the roadways to the neighborhood. He stated manufacturing is not the intent for the building and wants to request H (Central Business) zoning. Mr. Armstrong closed that portion of the meeting. Mr. Armstrong opened the meeting up to those in opposition. Stephanie Johnson, a neighbor, was present. Mrs. Johnson stated she is representing the neighborhood and has a petition that is signed by 25 residents. Mrs. Johnson stated they are against the manufacturing zone due to potential manufacturing plants being able to come in, the 18 wheelers blocking the roads, and traffic issues. Mrs. Williams stated they are for it being zoned H (Central Business). Mr. Armstrong closed that portion of the meeting. Mr. Armstrong opened the board up for discussion. No comments were made. Mr. Calcote made a motion to approve the zone change to H (Central Business), Mrs. Stahelin seconded the motion. Mr. Armstrong called for a vote. All members voted aye. Motion carried.

CITIZEN PARTICIPATION

QUESTIONS, COMMENTS, DISCUSSION

Mike McEwen, a citizen, was present. Mr. McEwen stated he is not in opposition or in favor, he just wanted the applicant to know that the subject property is in a 100-year-old flood plain.

ADJOURN

Mr. Armstrong adjourned the meeting at 12:16 PM.

PART I.

- A. Requesting: Please check the type of zoning you are requesting:
- ☒ General Zone Change (\$ 75.00) Non-refundable regardless of outcome
 - ☒ Special Use Permit (\$ 75.00) Non-refundable regardless of outcome
 - ☐ Temporary Use Permit (\$ 25.00) Non-refundable regardless of outcome

A General Zone Change is a request by an Applicant for a change in a designated Zoning District within the City limits of the City of Jacksonville to seek recommendation of the Planning & Zoning Commission for approval/denial of a request to change the designated Zoning to meet an applicant's specific request for use of their property. Recommendations are presented to the City Council for final approval. The process generally takes approximately 60-90 days. (REQUEST A COPY OF THE APPROVED USES OF ZONING DESIGNATIONS)

A Special Use Permit is a permit requested in a designated Zoning District that is not a permissible use of the Zoning District in which the special use permit is being sought. Each Zoning District has specific Special Use Permits, which are required to be submitted before the Planning and Zoning Commission. (Examples: Included, but not limited to: Daycare Centers, Bed & Breakfast, Churches, Public Parks, Playground, Public or Private School & etc.) (REQUEST A COPY OF THE APPROVED USED OF ZONING DESIGNATIONS)

A Temporary Use Permit is a request initiated by a property owner or his authorized agent by filing an application with the Planning and Zoning Commission. The application shall be accompanied by a site plan, drawn to scale, showing the location and arrangement of the proposed temporary use. A Temporary Use Permit is for temporary use of property for an event or action that is not to be construed as permanent. A Temporary Use Permit shall be considered by the Planning and Zoning Commission and City Council and shall include specific time limits. (Examples: included, but not limited to: Carnival, Circus, Temporary Skating Rink, Temporary Church Revival, Tent Revival, Amusement Development for temporary or seasonal periods of time.)

B. Applicant (s) Name and Address

Applicant (s): Whitney W. Graham - RITUAL LLC
Address: PO. Box 1693
City and State: Jacksonville, Texas 75766
Telephone No. 903 284 1425 c.

Description & Location of Property requested to be changed:

Lot, Block & Addition: Lot 11 B/K 91 E E 48' - Lot 12
Property Address/Location: 540 EL Paso St.

Plat Page No (s): (If applicable): _____

PRESENT ZONING DESIGNATION

CLASSIFICATION: A-SF-

AREA (ACREAGE): 0.33

PROPOSED ZONING REQUEST

CLASSIFICATION: A-W/SUP - Bed & Breakfast

AREA (ACREAGE): 0.33

C. REASON (S) FOR REQUEST (Please be specific): See Attached

D. STATEMENT REGARDING RESTRICTIVE COVENANTS/DEED RESTRICTITON:

I have searched all applicable records and, to my best knowledge and belief, there are no restriction covenants that apply to the property as described in Part I (B) which would be in conflict with this rezoning request.

☒ NONE ☐ COPY ATTACHED
E. Attached hereto the sum of: ☒ (\$ 75.00) Zone Change/Special Use Permit
☐ (\$ 25.00) Temporary Use Permit
I do hereby understand that regardless of the outcome of this request, the processing fees stated above are non-refundable.

ALL REQUESTS FOR ZONING MUST INCLUDE THE FOLLOWING INFORMATION:

1. A site plan of all proposed uses on property under consideration to include but not limited to:
 - a. The zoning classification of all abutting zoning districts.
 - b. All public and private rights-of-way and easements bounding and intersecting the land under consideration.

CITY OF JACKSONVILLE
ZONING APPLICATION

PART II.

A. Authorization of Agent:

I (we), the undersigned, being owner (s) of the real property described above, do hereby authorize (PLEASE PRINT NAME) Whitney W. Graham to act as our agent in the matter of this request. The term agent shall be construed to mean any lessee, developer, option holder, or authorized individual who is legally authorized to act in behalf of the owner (s) of said property. (Application must be signed by all owners of subject property).

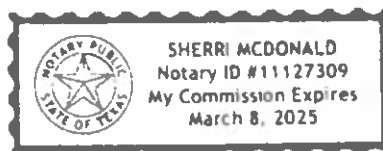
Owner (s) Name: Whitney W. Graham Owner (s) Name: _____
Address: 540 9L PASO ST Address: _____
City, State, Zip: Jacksonville Texas City, State, Zip: _____
Phone: 903 284 1425 757 666 Phone: _____
Signature: [Signature] Signature: _____

The authorized Agent/Property Owner must sign this portion of the application in the presence of a Notary in and for the State of Texas. By signature of the Authorized Agent/Property Owner permission is being submitted to the Applicant to apply for the Zone Change.

AUTHORIZED AGENT'S/PROPERTY OWNERS NAME: WWG Whitney W. Graham
ADDRESS: 540 9L PASO ST.
CITY, STATE, ZIP: JACKSONVILLE, TX 75706
SIGNATURE OF AUTHORIZED AGENT/PROPERTY OWNER: [Signature]

SUBSCRIBED TO AND SWORN BEFORE ME, this 31 day of October, 2022.

Sherri McDonald
NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS



10. The Board of Directors shall have the authority to make any amendments to the Charter of the Corporation, subject to the approval of the stockholders.

11. The Board of Directors shall have the authority to make any amendments to the Bylaws of the Corporation, subject to the approval of the stockholders.

12. The Board of Directors shall have the authority to make any amendments to the Articles of Incorporation of the Corporation, subject to the approval of the stockholders.

**CITY OF JACKSONVILLE
ZONING APPLICATION**

**INFORMATION FOR COMPLETING APPLICATIONS FOR
REQUESTING ZONE CHANGES**

- A. All zoning is by ordinance and only the City Council has the authority to adopt or to change an ordinance. The Council has assigned the study of zoning and rezoning to the City Planning and Zoning Commission, which will make recommendations to the council. If the Planning and Zoning Commission recommends this request for rezoning, it will not be effective until it is passed by the City Council. The rezoning process normally requires a period of sixty (60) to ninety (90) days.
- B. All requests must be filed in the Planning and Zoning Department located at 1220 South Bolton St., Jacksonville, Texas. A filing fee must be received with the completed application form.
- C. The Planning and Zoning Commission hears all requests on the third (3rd) Tuesday of each month at 5:30 P.M. in the Municipal Court, 307 E. Commerce, Jacksonville, TX. Please have a representative present at public hearing.
- D. The applicant has the duty to produce evidence before the Planning and Zoning Commission and City Council to legally justify the proposed zoning change. This generally requires a showing that conditions affecting the property have substantially changed since the last zoning classification decision of the City.

*******IMPORTANT*******

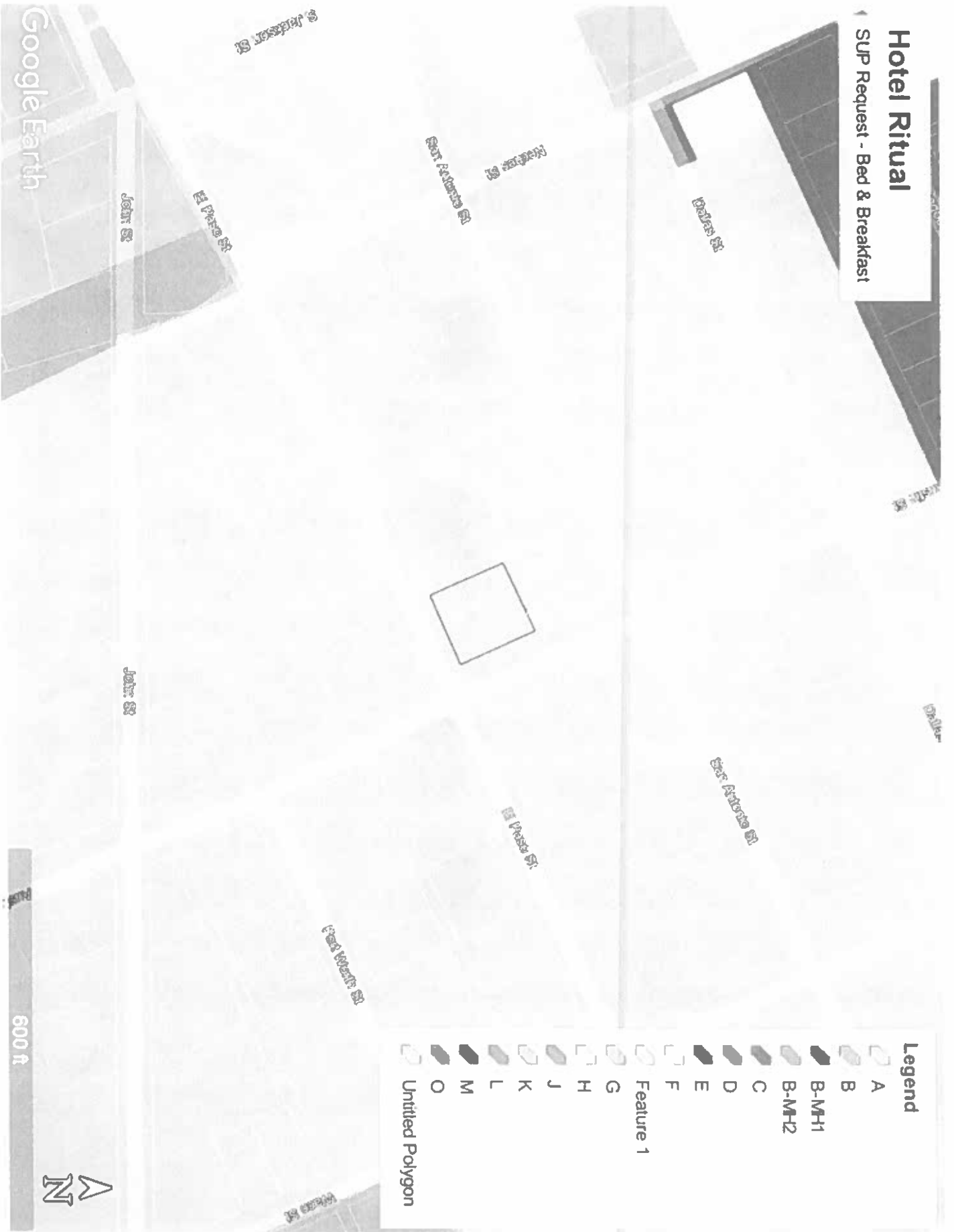
PLEASE CHECK WITH THE BUILDING OFFICIAL OR THE PUBLIC SERVICE DIRECTOR AS TO THE AVAILABILITY OF WATER AND SEWER TO SERVICE THE AREA WHERE YOU ARE ZONING TO BUILD. CHECK WITH THE BUILDING OFFICIAL OR THE ZONING DEPARTMENT AS TO THE RESTRICTIONS AND REGULATIONS OF CITY REQUIREMENTS FOR THE SET BACK REQUIREMENTS, PARKING REQUIREMENTS, PAVING REQUIREMENTS, ETC. AND RESEARCH THE AREA IN WHICH YOU ARE REQUESTING A ZONE CHANGE FOR CRITERIA STANDARDS REQUIRED FOR THAT ZONED AREA. YOU MAY BRING YOUR REQUEST BEFORE THE PLANNING AND ZONING BOARD AT ANY TIME FOR ANY REQUEST, BUT YOU MUST BE AWARE OF THE ZONING REQUIREMENTS OF THE AREA FOR WHICH YOU ARE SEEKING A ZONE CHANGE.

I'm requesting the same zoning designation prior to the fire. My goal is to rebuild and reestablish Hotel Ritual to continue our bed and breakfast business located at 540 El Paso Street.

Hotel Ritual

SUP Request - Bed & Breakfast

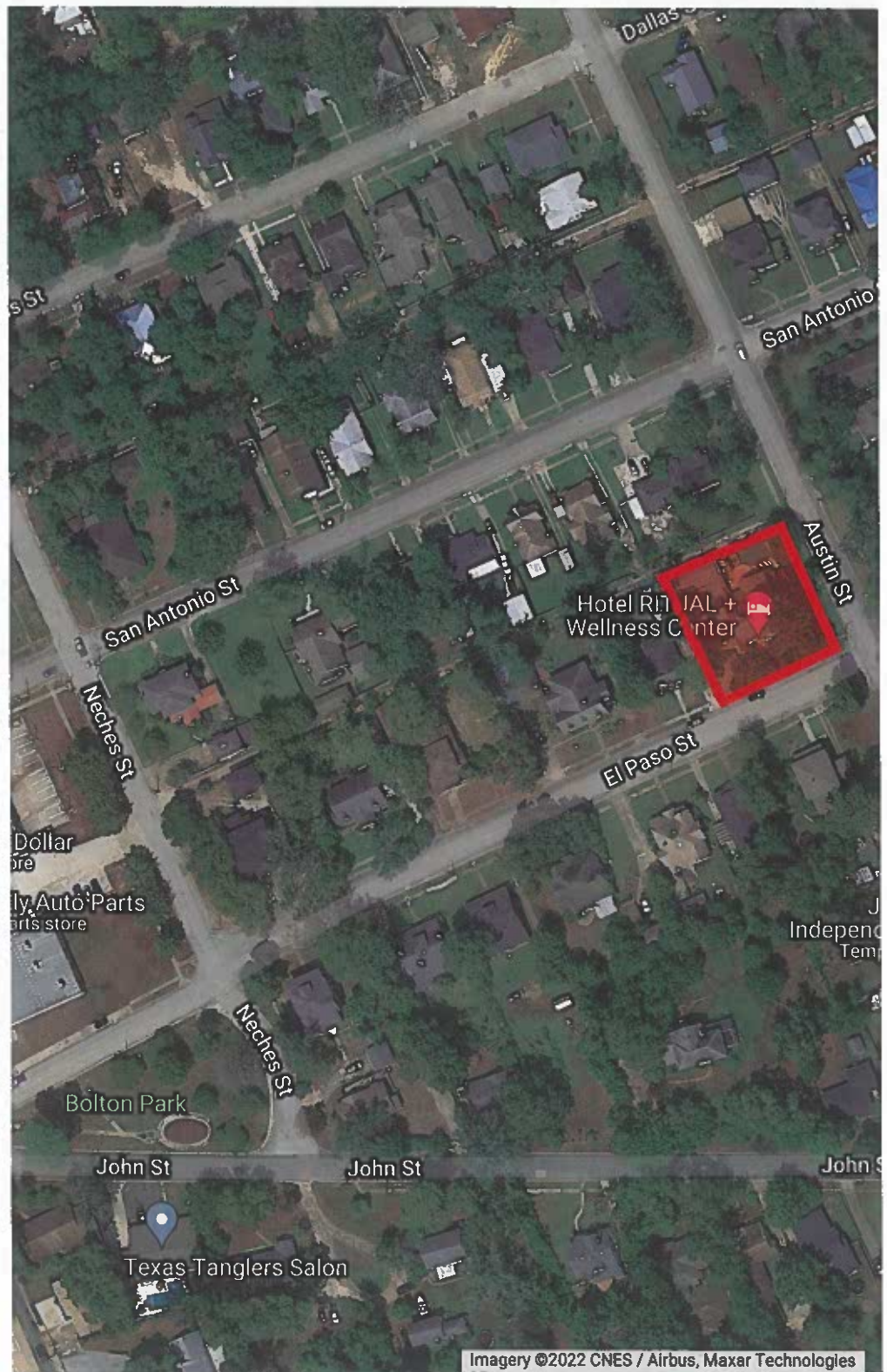
- Legend**
- A
 - B
 - B-MH1
 - B-MH2
 - C
 - D
 - E
 - F
 - Feature 1
 - G
 - H
 - J
 - K
 - L
 - M
 - O
 - Untitled Polygon



SUP for Bed and Breakfast

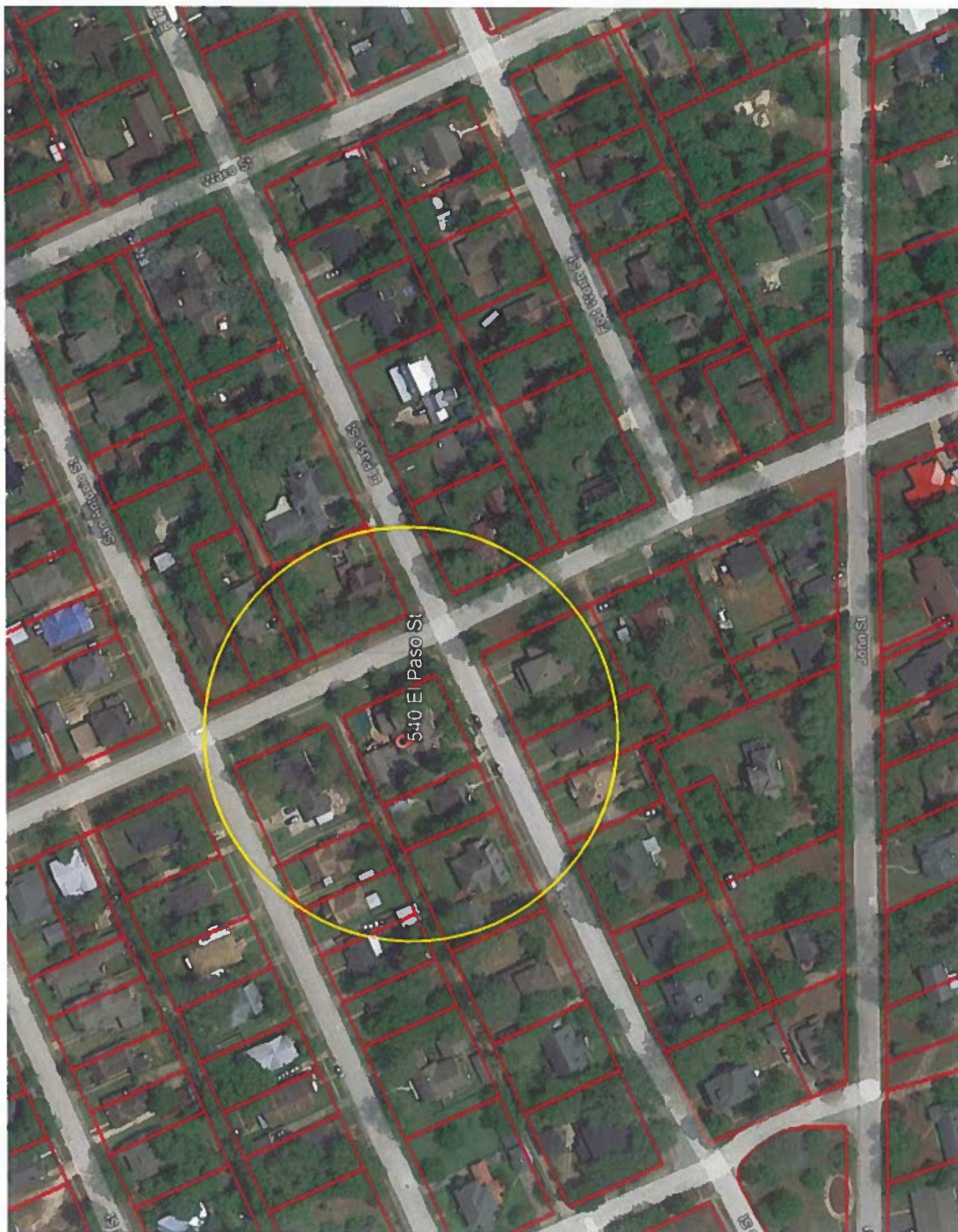
Property

 540 El Paso



Property Address	Owner Name	Mailing Street	Mailing City,State,Ztip
537 EL PASO ST	CARNAHAN RODNEY W & SHIRLEY REVUST TR	537 EL PASO ST	JACKSONVILLE ,TX 75766
541 SAN ANTONIO ST	SOTELO,FIDENCIO & LOURDES	541 SAN ANTONIO ST	JACKSONVILLE ,TX 75766
538 EL PASO JACKSONVILLE	DEROECK LUCY SWANSON AND ELWIN FARMER	7012 STODDARD LN	PLANO, TX 75025
543-545 SAN ANTONIO	PACHECO,JENNIFER ROSE	902 ALAMEDA DR	JACKSONVILLE ,TX 75766
527 EL PASO ST	GORDON,MANORE & MANORE,KAREN CORYELL	537 EL PASO ST	JACKSONVILLE ,TX 75766
706 AUSTIN ST	LEWIS,KENNETH	706 AUSTIN ST	JACKSONVILLE ,TX 75766
720 AUSTIN JACKSONVILLE	COFER EMILY JANE	720 AUSTIN ST	JACKSONVILLE ,TX 75766
540 EL PASO JACKSONVILLE	BURK CHARLES R AND ROBBIE RIGGS	159 CR 794	JONESBORO, AR 72401
601 SAN ANTONIO JACKSONVIL	DOUBLE STAR INVESTMENTS RE LLC	P O BOX 94081	SOUTHLAKE, TX 76092
541 EL PASO ST	BORNSSEN,ELLEN	541 EL PASO ST	JACKSONVILLE ,TX 75766
521 SAN ANTONIO ST	RANLEIGH,JAYNE MCADAMS	521 SAN ANTONIO ST	JACKSONVILLE ,TX 75766
551 SAN ANTONIO JACKSONVIL	MAYO JANIE & ROY GLENN	551 SAN ANTONIO ST	JACKSONVILLE ,TX 75766
531 SAN ANTONIO ST	TAVERA,SANCHEZ JOSE & RODR,MA DEL CARMEN	531 SAN ANTONIO ST	JACKSONVILLE ,TX 75766
537 EL PASO JACKSONVILLE	CARNAHAN RODNEY W & SHIRLEY CO-TRUSTEES	537 EL PASO ST	JACKSONVILLE ,TX 75766
531 SAN ANTONIO JACKSONVIL	SANCHEZ JOSE TAVERA & MA DEL CARMEN RODRIGUEZ	531 SAN ANTONIO	JACKSONVILLE ,TX 75766
527 EL PASO JACKSONVILLE	MANORE GORDON AND	537 EL PASO STREET	JACKSONVILLE ,TX 75766
706 AUSTIN ST	LEWIS KENNETH AND JO MARIE LIFE ESTATE	972 CR 3110	JACKSONVILLE ,TX 75766
720 AUSTIN ST	SERNA,JOHN DAVID	720 AUSTIN ST	JACKSONVILLE ,TX 75766
538 EL PASO ST	DEROECK,LUCY SWANSON & ELWIN FARMER	538 EL PASO ST	JACKSONVILLE ,TX 75766
521 SAN ANTONIO JACKSONVIL	MCADAMS RANLEIGH JAYNE	521 SAN ANTONIO	JACKSONVILLE ,TX 75766
541 SAN ANTONIO JACKSONVIL	SOTELO FIDENCIO AND LOURDES	541 SAN ANTONIO	JACKSONVILLE ,TX 75766
802 AUSTIN ST	DILLINGHAM,BRENT	802 AUSTIN ST	JACKSONVILLE ,TX 75766
520 EL PASO ST	HUERTO,ANTONIO	6818 US HIGHWAY 59 N	LUFKIN ,TX 75901
551 EL PASO JACKSONVILLE	SHEPHERD NATHAN AND ROXANNE	551 EL PASO	JACKONVILLE, TX 75766
534 EL PASO ST	WILSON,JUDY ANN	534 EL PASO ST	JACKSONVILLE ,TX 75766
551 SAN ANTONIO ST	ZENOR,CHARLES	551 SAN ANTONIO ST	JACKSONVILLE ,TX 75766
520 EL PASO JACKSONVILLE	HUERTO ANTONIO	6818 HWY 59 N	LUFKIN, TX 75901
541 EL PASO JACKSONVILLE	GARVIN ELLEN L	541 EL PASO ST	JACKSONVILLE, TX 75766
720 AUSTIN ST	SERNA,JOHN DAVID	720 AUSTIN ST	JACKSONVILLE ,TX 75766
534 EL PASO JACKSONVILLE	WILSON JUDY ANN	534 EL PASO	JACKSONVILLE, TX 75766
520 EL PASO ST	HUERTO,ANTONIO	6818 US HIGHWAY 59 N	LUFKIN ,TX 75901

601 SAN ANTONIO ST	SALABAJ, CHRIS	7129 WESTHAVEN PL	RANCHO CUCAMONGA ,CA 9:
551 SAN ANTONIO ST	ZENOR, CHARLES	551 SAN ANTONIO ST	JACKSONVILLE ,TX 75766
551 EL PASO ST	SHEPHERD, NATHAN	551 EL PASO ST	JACKSONVILLE ,TX 75766
543-545 SAN ANTONIO JACKSO	PACHECO PABLO AND JENNIFER	902 ALAMEDA	JACKSONVILLE, TX 75766
601 SAN ANTONIO ST	SALABAJ, CHRIS	7129 WESTHAVEN PL	RANCHO CUCAMONGA ,CA 9:
802 AUSTIN JACKSONVILLE	DILLINGHAM BRENT	802 AUSTIN	JACKSONVILLE, TX 75766





CITY OF JACKSONVILLE, TX

315 S Ragsdale
Jacksonville, Texas 75766
(903) 586-3510
www.jacksonvilletx.org

Sign Permit Application

Permit Process

Applicant shall complete all relevant sections. Due to the complexity of certain signs and sites, **staff may request additional information prior to issuing a permit.** Permit fees are collected at the time of issuance. Payment may be made with credit/debit card or check.

Preferred submittal method: please submit completed applications to permits@jacksonvilletx.org. An auto-response will be sent confirming receipt of application. A staff member will respond within 5 business days to confirm completion and acceptance of the application. Pending acceptance, it is typical for permits to be issued, or comments to be made, within 7 business days.

Alternate submittal method: applications may be mailed, or hand-delivered, to the Public and Community Services Building located at 1220 S. Bolton St.

Applicant Information:

Name:	Phone Number:	Email Address:	
East Texas Sheltering Arms Coalition	903-571-1790	dpeters@shelteringarmscoalition.com	
Address:	City:	State:	Zip Code:
701 S. Main Street	Jacksonville	TX	75766

Location Information:

☒ Same as Applicant

Business Name:	Phone Number:	Email Address:	
Address of Sign Location:	City:	State:	Zip Code:

Contractor Information:

☒ Same as Applicant

Name:	Phone Number:	Email Address:	
Address:	City:	State:	Zip Code:

Revised January 2022



CITY OF JACKSONVILLE, TX

315 S Ragsdale
Jacksonville, Texas 75766
(903) 586-3510
www.jacksonvilletx.org

Sign Type:

☐ Banner Sign (Temporary)	☐ Awning Sign	☐ Billboard Sign
☐ Blade Sign	☐ Construction Sign	☐ Changeable Copy Sign
☒ Electronic Variable Sign	☐ Freestanding Pole Sign	☐ Exterior Directory Sign
☐ Flags or Flagpoles	☐ Subdivision Identification Sign	☐ Menu Board Sign
☐ Marquee Sign	☐ Wall Sign	☐ Hanging Sign
☐ Monument Sign	☐ Real Estate Sign (Commercial)	

Sign Details:

Each sign requires different information. If you are filling out this form online, required information is indicated by a red star when you select your sign type above. If you are filling out this form on paper, please request a reference guide to see what information is required for each sign.

Sign Dimensions:

Height:	Width:	Square Ft.:
Height Off Ground:	Overall Height (Including Pole):	Projection From Building:
Graphic Dimensions:	Other:	
Height:	Width:	Facade Width (ft):
	Site Size (ac):	Distance from ROW:

Attachments:

Proof/Concept Art Required for all sign permit applications.

Sign Renderings/Building Elevation Required: Freestanding Pole Signs, Subdivision Identification Signs, Menu Board Signs, Exterior Directory Signs, Awning Signs, and Wall Signs.

Site Plan Required: Changeable Copy Signs, Exterior Directory Signs, Flags and Flagpoles (Commercial), Menu Board Signs, Monument Signs, Freestanding Pole Signs, and Subdivision Identification Signs.

For online applications, please attach below.



Signature:

Date:

 David L Peters (Nov 4, 2022 17:36 CDT)	11/04/22
---	----------

Revised January 2022



Sign Permit Required Information

Awning Signs

- Awning Height/Width
- Square Footage
- Projection from Building
- Graphic Height/Width
- Building Façade Width

Banner Signs (Temporary Only)

- Height/Width
- Square Footage
- Distance from Right of Way

Blade Signs

- Height/Width
- Square Footage
- Height Off the Ground
- Overall Height (including pole)
- Projection from Building

Changeable Copy Signs

- Height/Width
- Square Footage

Construction Signs

- Height/Width
- Square Footage
- Height Off the Ground
- Site Size in Acres

Exterior Directory Signs

- Height/Width
- Square Footage

Flags and Flagpoles (Commercial)

- Height/Width
- Square Footage
- Overall Height (including pole)

Menu Board Signs

- Height/Width
- Square Footage
- Overall Height (including pole)

Monument Signs

- Height/Width
- Square Footage
- Overall Height (including pole)

Freestanding Pole Signs

- Height/Width
- Square Footage
- Height Off the Ground
- Overall Height (including pole)
- Distance from Right of Way

Real Estate Signs (Commercial)

- Height/Width
- Square Footage
- Distance from Right of Way

Subdivision Identification Signs

- Height/Width
- Square Footage
- Height Off the Ground
- Overall Height (including pole)

Suspended/Hanging Signs

- Height/Width
- Square Footage
- Height Off the Ground

Wall Signs

- Height/Width
- Square Footage
- Height Off the Ground
- Projection from Building
- Building Façade Width

For Billboard Signs, Changeable Electronic Variable Message Signs, Marquee Signs, and Master Signage Plans

- See ordinance and contact the City Manager's office for more information



2022 Sign Permit Application

Final Audit Report

2022-11-04

Created:	2022-11-04
By:	Communications Director (communications@jacksonvilletx.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAqHGfog3W0Zs7ToJgbMd0MQI-3YqAziiC

"2022 Sign Permit Application" History

-  Web Form created by Communications Director (communications@jacksonvilletx.org)
2022-01-04 - 11:24:27 PM GMT
-  David L Peters (dpeters@shelteringarmscoalition.com) uploaded the following supporting documents:
 -  File Attachment 1
2022-11-04 - 10:36:56 PM GMT
-  Web Form filled in by David L Peters (dpeters@shelteringarmscoalition.com)
2022-11-04 - 10:36:56 PM GMT
-  Document emailed to David L Peters (dpeters@shelteringarmscoalition.com) for signature
2022-11-04 - 10:36:58 PM GMT
-  Email viewed by David L Peters (dpeters@shelteringarmscoalition.com)
2022-11-04 - 10:38:06 PM GMT
-  E-signature verified by David L Peters (dpeters@shelteringarmscoalition.com)
2022-11-04 - 10:38:09 PM GMT
-  Agreement completed.
2022-11-04 - 10:38:09 PM GMT



Adobe Acrobat Sign

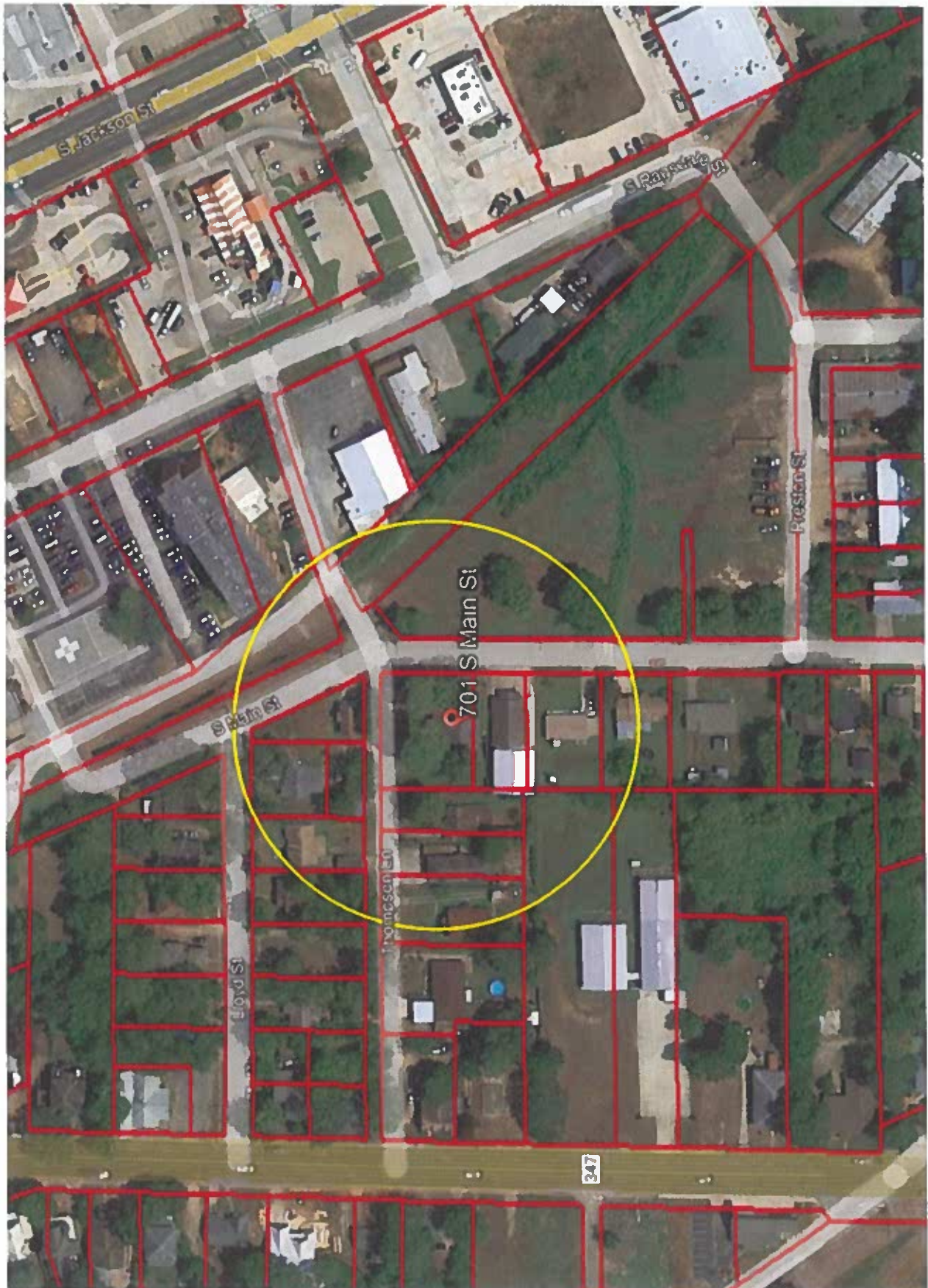
SUP for Sign

Sheltering Arms Coalition

701 S. Main



Property Address	Owner Name	Mailing Street	Mailing City, State, Zip
123 LLOYD AVE	ANTONIO, ALVAREZ & GUERRERO, JUAN	123 LLOYD AVE	JACKSONVILLE, TX 75766
703 S MAIN JACKSONVILLE	BROWN JAMES J AND MARY E AND C L P O BOX 1128		JACKSONVILLE, TX 75766
125 LLOYD AVE	CABRERA, MELIDA A		JACKSONVILLE, TX 75766
609 S MAIN ST	CABRERA, MELIDA A	1205 E RUSK ST	JACKSONVILLE, TX 75766
111 THOMPSON LN	COFFEN MIKE AND ANNA	16651 DRIFTWOOD DR	TYLER, TX 75707
704 S BOLTON ST	FUENTE, DE VIDA TEMPLO C	22522 COUNTY ROAD 15 BULLARD	TX 75757
124 Thompson LN	GALLEGOS, JESUS M	124 THOMPSON LN	JACKSONVILLE, TX 75766
709 S MAIN ST	HERRERA, FIDEL TELLES & ANTONIA	709 S MAIN ST	JACKSONVILLE, TX 75766
595 S RAGSDALE JACKSONVILLE	HOPE INC	P O BOX 8136	JACKSONVILLE, TX 75766
600 PRESTON ST	JACKSONVILLE HOSPITAL LLC	1 BURTON HILLS BLVD ST	NASHVILLE, TN 37215
123 THOMPSON LN	KINSFATHER, MARIDEL GUZMAN	302 INWOOD DR	PALESTINE, TX 75801
119 LLOYD AVE	MCKINNIS, ROXANNE D	5451 TENNESON RD	SEDRO WOOLLEY, WA 98284
105 THOMPSON LN	MOJICA EVER SALVADOR AND	105 THOMPSON	JACKSONVILLE, TX 75766
MAIN ST (W OF BLK 176) JACKSONVILLE	JACKSON REHABILITATION HOSPITAL LLC	ONE BURTON HILLS BLVD	NASHVILLE, TN 37215
703 S MAIN ST	S A THOMPSON MARKETING INC	PO BOX 747	JACKSONVILLE, TX 75766
128 LLOYD AVE	SALAZAR, ARMANDO	128 LLOYD AVE	JACKSONVILLE, TX 75766
105 THOMPSON LN	SALVADOR, MOJICA EVER & CALVILLO, DI	105 THOMPSON LN	JACKSONVILLE, TX 75766
NO ADDRESS ASSIGNED	ST LOUIS SOUTHWESTERN	1400 DOUGLAS ST	STOP OMAHA NE 68179
113 LLOYD AVE	TARRANT, ERIC J	PO BOX 1502	JACKSONVILLE, TX 75766
109 THOMPSON LN	TAVERA, MANUEL & BERNADINA	109 THOMPSON LN	JACKSONVILLE, TX 75766
S BOLTON ST	TEMPLO, FUENTE DE VIDA	704 S BOLTON ST	JACKSONVILLE, TX 75766
123 THOMPSON JACKSONVILLE	TORRES MARTHA POSADA ESTATE	6906 CLEARGLLEN DR	DALLAS, TX 75232
RAGSDALE S	TRAVIS TOWERS INC	100 TRAVIS TOWERS	JACKSONVILLE, TX 75766
711 S MAIN ST	VELEZ, JAVIER	213 S PINEDA ST # A	JACKSONVILLE, TX 75766
701 MAIN S JACKSONVILLE	VICTORY CHAPEL ASSEMBLY OF GOD	P O BOX 54	NEW SUMMERFIELD, TX 75780
124 LLOYD AVE	WARNER, CAROLYN	124 LLOYD AVE	JACKSONVILLE, TX 75766





Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>1/10/2023</u>	ITEM NUMBER:	<u>11.</u>
DEPARTMENT:	<u>Administration</u>	PREPARED BY:	<u>Greg Lowe, City Secretary</u>
INITIATED BY:	<u>Chris Silvey, BUILDING INSPECTOR</u>	EXHIBITS:	<u>Preliminary_Plat_for_Replat_Lot_7R_and_Lot_8R Block_A_Lake_Springs_Dec_22_2022</u>

EXECUTIVE SUMMARY:

The lessees of lots 7 & 8, block A, Lake Springs Subdivision have requested a re-plat of the two lots. The re-plat moves the property line to encompass a concrete slab completely on lot 8. In addition, it redirects the property line to bring the lot 7 lessee into compliance with the Lake Jacksonville sight line rules regarding boat houses.

RECOMMENDED ACTION:

Approve the replat.

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:**

The council approves all replats for lease hold property on Lake Jacksonville.

Final Plat

Creating Lots 7RA and Lot 8RA of Block "A" of Lake Springs Subdivision

A re-subdivision of Lots 7R & Lot 8R of Block A of Lake Springs Subdivision in the J. S. Devereaux Survey, Abstract No. 234 and the J. Ford Survey, Abstract No. 269, Cherokee County, Texas

Lot 8
Summit Subdivision
Plat Cabinet B, Slide 305, PR

County Road No. 3113
Summit Drive

Block "A"
Lake Springs
Subdivision
Lots 1-24
Plat Cabinet A,
Slide 102B, PR

Lot 9

Lot 5, Block A
Andy & Patti Calcote
to
Ed Bruce
April 25, 2007
1848/317

Block "A"
Lake Springs
Subdivision
Lots 1-24
Plat Cabinet A,
Slide 102B, PR

Point of Beginning (POB)
Fnd. 1/2" Square Steel Rod
North: 10697996.812
East: 3858344.412

Lot 6, Block A
Eddie & Tiffanie Craft
to
Kenneth & Julie Sykes
Aug. 22, 2022
2718/15

Assignment of Lease
Lot 6, Block A
Eddie & Tiffanie Craft
to
Kenneth & Julie Sykes
Aug. 22, 2022
2719/33
6" Plastic

(Replat Call 571'48"24"E-101.40)
(Orig. Plat Call N72°W-101.4)
N 74°41'58" W 101.37'

49.28 Ac., S&E two tracts
Summers Norman & James Rounsaville
to
City of Jacksonville
June 22, 1956
452/493

Fnd. 3/8" Steel Rod
w/Matabo cap
in lake

Lot 7RA
0.919 Acres

Lot 7, Block A
Stephen Edward Roberson et ux
to
Rachel Lilley
April 27, 2017
2375/835

Assignment of Lease
Lot 7, Block A
Stephen Roberson
to
Rachel Lilley
April 26, 2017
2375/829

Septic Tank

Lot 8RA
1.751 Acres

Lot 8R, Block A
Rachel Lilley & Frederick Lupfer
to
Jimmy Roy Hasley et ux
May 8, 2018
2432/796

Assignment of Lease
Lot 8, Block A
John & Luz Haddad
to
Jimmy & Gina Hasley
July 21, 2014
2229/699

Assignment of
Lease
Lot 9, Block A
Carolyn Cornelius
to
Michael & Christa
Jones
March 21, 2022
2696/545

Replat of Lots 7 & 8
into 7R & 8R
Block "A"
Lake Springs Subdivision
Plat Cabinet C, Slide 175, PR

STATE OF TEXAS:
COUNTY OF CHEROKEE:

We, Jimmy & Gina Hasley, do hereby state that we are the current leaseholder of Lot 8R of Block A of Lake Springs Subdivision as shown on that map or plat thereof recorded in Plat Cabinet C, Slide 175 of the Plat Records of Cherokee County, Texas and we do by this plat accept this plat as my plan for creating Lot 7RA & Lot 8RA of Block A of Lake Springs, and that I further state that there are no lien holders to this property.

Jimmy Hasley _____ Date

Gina Hasley _____ Date

Before me, the undersigned Notary Public, on this the _____ day of _____, A.D., 2023 personally appeared Jimmy & Gina Hasley to acknowledge which witness my hand and seal of office.

Notary Public in and for the State of Texas

I, Rachel Lilley, do hereby state that I am the current leaseholder of Lot 7R of Block A of Lake Springs Subdivision as shown on that map or plat thereof recorded in Plat Cabinet C, Slide 175 of the Plat Records of Cherokee County, Texas and I do by this plat accept this plat as my plan for creating Lot 7RA and Lot 8RA of Block A of Lake Springs, and that I further state that there is a lien on Lot 7R recorded in Volume 2668, Page 74 of the Official Records of Cherokee County, Texas.

Rachel Lilley _____ Date

Before me, the undersigned Notary Public, on this the _____ day of _____, A.D., 2023 personally appeared Rachel Lilley to acknowledge which witness my hand and seal of office.

Notary Public in and for the State of Texas

I, _____, an authorized agent for Citizens 1st Bank, Tyler, Texas do hereby state that Citizens 1st Bank, Tyler, Texas has a lien as recorded in Deed of Trust from Frederick Lupfer & Rachel Lilley to Citizens 1st Bank, Tyler, Texas on December 17, 2021 and recorded in Volume 2668, Page 74 of the Official Records of Cherokee County, Texas, and that we do accept this plat as a plan for the replat of Lot 7RA and Lot 8RA.

Authorized Agent for Citizens 1st Bank, Tyler, Texas

Before me, the undersigned notary public, on this the _____ day of _____, A. D., 2023, personally appeared _____ to acknowledge the above, which witness my hand and seal of office.

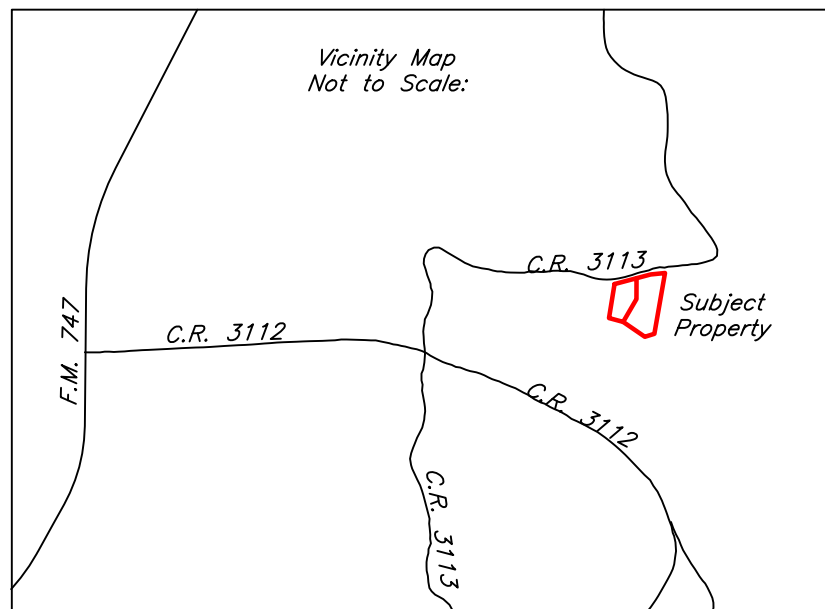
Notary Public in and for the State of Texas

We, the City of Jacksonville, Texas, the fee simple owners of Block A of Lake Springs Subdivision according to that map or plat thereof recorded in Plat Cabinet A, Slide 102B & Plat Cabinet C, Slide 175 of the Plat Records of Cherokee County, Texas, and do hereby accept this plat as a re-subdivision of Lots 7R and Lot 8R into Lot 7RA & Lot 8RA of Block A of Lake Springs Subdivision.

Authorized Agent for _____ Date
City of Jacksonville, Texas

Jacksonville

Tr. 4, 47.63 Ac. S&E 4.7 Ac.
William & Jo Wiggins
to
City of Jacksonville
June 22, 1956
453/87



TITLE REPORT

Per Title Report prepared by Cherokee Title Company, File No. 66003, dated December 9, 2022, the following items were found:

Lot 7R:

- 1-4. These items are for minerals and cannot be graphically shown.
5. This item in 608/496, DR, is for a right for lessors of lots to execute right-of-way easements for water lines covering 6 subdivisions on Lake Jacksonville. Lake Springs is not on this list and this item does not affect this tract.
6. This item in 836/826, DR, cannot be graphically shown.
7. This item in 2598/525, OR, is for on site sewage facilities and cannot be graphically shown.
8. There is a lien on Lot 7R in 2598/525, OR.

Lot 8R:

- 1-4. These items are for minerals and cannot be graphically shown.
5. The building setback lines in 478/75, DR, are for 6 (six) feet on the side lines of the lots, and are shown hereon.
6. This item in 499/438, DR, cannot be graphically shown.
7. This item in 608/496, DR, is for a right for lessors of lots to execute right-of-way easements for water lines covering 6 subdivisions on Lake Jacksonville. Lake Springs is not on this list and this item does not affect this tract.
8. This item in 2438/749, OR, is for on site sewage facilities and cannot be graphically shown.

NOTES

1. Surveyor did not abstract tracts for easements or ownership.
2. Bearings are based on the Texas Coordinate System of 1983, Texas Central Zone. All coordinates are U.S. Survey Feet, NAD83(2011) Epoch 2010.0000 per Trimble VRS Network solutions. At the Point of Beginning (POB), the angle of convergence is 02°36'36", and the combined scale factor is 0.99999333. To get geodetic bearings, rotate the bearings recited herein clockwise, by the angle of convergence. All distances are grid, and to get surface distances, divided the distances recited herein by the combined scale factor.
3. All monuments shown as found (Fnd.) are controlling to this survey.
4. Set = Set 1/2" Steel Rod with = a plastic cap marked Affiliated Surveyors. w/Matabo cap = a plastic cap marked MATABO. PR = Plat Records of Cherokee County, Texas.
5. There may be are buried utilities within the margins of County Road No. 3113, Summit Drive or Lake Springs Drive.

I, the undersigned as the designated On-Site Sewage Facilities Inspector for Cherokee County, Texas, do hereby certify that I have inspected this subdivision and find it to be acceptable for On-Site Sewage Facilities for each lot.

On-Site Sewage Facilities Inspector _____ Date

I, _____, an authorized agent for Gum Creek Water Supply, do hereby state that we are the water supplier for the subject tract being subdivided as shown hereon and that there IS or IS NOT adequate water supply available for the property contained within this subdivision.

Authorized Agent for Gum Creek Water Supply _____ Date

I, _____, an authorized agent for ONCOR, do hereby state that we are the electrical power supplier for the subject tract being subdivided as shown hereon and that there IS or IS NOT adequate electrical power available for the property contained within this subdivision.

Authorized Agent for ONCOR _____ Date
Recommended for Final Approval

Cherokee County Commissioner's court hereby accepts this subdivision for plat purposes only, and does not and will not accept any roads, if any, for maintenance until same has been constructed to the county's specifications and accepted by Cherokee County, Texas.

Chris Davis _____ Date
County Judge, Cherokee County, Texas

Kristopher Morgan _____ Date
County Surveyor, Cherokee County, Texas

I, Christopher P. Gluck do hereby state that this plat represents a re-subdivision of Lot 7R & Lot 8R of Block A of Lake Springs Subdivision into Lot 7RA & Lot 8RA, made during the month of December of 2022 & January of 2023, and that the same correctly represents the facts as found at the time of the survey.

Preliminary, this document shall not be recorded for any purpose and shall not be used or viewed or relied upon as a final survey document.

Christopher P. Gluck _____ Date
Registered Professional Land Surveyor No. 6448

Before me, the undersigned notary public, on this the _____ day of _____, 2023, A.D., personally appeared Christopher P. Gluck to acknowledge the above, which witness my hand and seal of office.

Notary Public in and for the
State of Texas

Prepared By:
Affiliated Surveyors, Inc.
P.O. Box 838
Rusk, Texas 75785
Firm No. 10018300
Ph: (903) 683-2504
Fax: (903) 683-6632
www.affiliatedsurveyors.com



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	1/10/2023	ITEM NUMBER:	12.
DEPARTMENT:	Fire	PREPARED BY:	ALICIA WHETSELL, EMS COORDINATOR
INITIATED BY:	ALICIA WHETSELL, EMS COORDINATOR	EXHIBITS:	Frazer New, Frazer ReMount, Ambulance Warranty on New Unit

EXECUTIVE SUMMARY:

In 2017 the City of Jacksonville was operating the ambulance service with units that were outdated and in dire need of replacement. In 2018 we purchased a new unit and followed in 2019 by replacing the remaining 3 units, which completed the entire fleet replacement. At that time, a fleet replacement program was not put into place. The Jacksonville Fire Departments goal is to operate with ambulance units that are up to standards in serving the citizens of Jacksonville.

The Jacksonville Fire Department would like to initiate a fleet replacement program for its ambulances. This will prevent a reoccurrence of the past and maintain units that can ensure service to the citizens. The replacement program would include replacing 1 (one) ambulance per year with no unit being in service greater than 5 (five) years. In implementing this program, we will be able to monitor and maintain the units and reduce the cost of repairs with the units' various warranties lasting the majority of the life of the ambulance.

Research has been conducted looking at both purchasing a fully new unit and re-mounting the units that are currently in service. In purchasing a new unit, the City is also purchasing warranties that will ultimately save money on repairs and maintenance in the event that such is needed for various aspects of the unit. In re-mounting our current modules, our module is placed on a new chassis. This module is repaired where needed and updated to include new safety aspects for personnel and patients. The re-mount does not include any electrical replacement. The warranty for a re-mount is for a 2 (two) year period for areas in the unit that are repaired/replaced. There is also no installment of new AC/heaters or suction devices.

Build time of the modules once the chassis is available to the vendor is approximately the same timeframe regardless of new verses remount. This time frame is generally from 6 (six) to 8 (eight) months. If a new unit is purchased, there is no hindrance of resources for the department since we will not have to remove a unit from service to be re-mounted. When an ambulance is chosen for re-mount, that unit is taken to the vendor and depletes the fleet until it is returned 6-8 months later.

At the present time, we have a re-mounted unit in the budget at \$183,710. The price would increase to \$244,469 to change this to an entirely new unit.

The current unit being replaced will be placed at government auction and is expected to sell for approximately \$50,000. Currently, due to chassis supply chain issues and they not being available for extended periods of time, resale for ambulances is at an all-time high for agencies that need units.

Purchasing a completely new unit will benefit in the fact that a current unit will not have to be taken out of service for 6 months while being re-mounted, leaving the department short on units. Currently, we are already short 1 unit that is awaiting a motor that has no timeframe for being available and has already been out of service for around 2 months. Also, the aspect of warranty on the new unit far outweighs a remount as well as the potential of electrical failure on a re-mounted module.

It is the intent of the Jacksonville Fire Department to serve our citizens with the utmost capabilities in our units in their time of need. New units come standard with enhanced and standard of care components, including updated safety aspects for the crews and patients.

RECOMMENDED ACTION:

It is recommended that the City Council consider authorizing the City Manager to enter into agreement with Frazer Ltd. to purchase a new ambulance to include chassis and module.

BID AND AWARD:

Buy Board - Frazer Ltd.

BUDGET DATA:

Currently, \$183,710 is budgeted for remounting an existing ambulance. With approval of the City Council, the amount will be increased to \$244,469. The sale of our ambulance to be replaced will offset some of the cost.

BUDGET JUSTIFICATION:

In purchasing a new ambulance, the department will acquire a unit that will have all the safety aspects that are currently practiced in Emergency Medical Services to serve the community. The new unit will include warranty that will help with repair and maintenance issues that could potentially arise.

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:**

The council must approve all purchases over \$50,000.

Customer Quote



12/13/2022 2:22:20 PM

Estimate No: Q2809-0001
Quote Date: 11/22/2022
Expiration Date: 12/28/2022
Salesperson: PB
Payment Terms: Net 30

Invoice To: 10486
Jacksonville Fire Department
PO Box 1390
Jacksonville TX 75766
US

Deliver To:
Jacksonville Fire Department
PO Box 1390
Jacksonville TX 75766
US

No.	Item	Qty	U/M:		Unit Price		Net Amount
1	MODULE Type I 12' Module	2.00	EA	\$	167,203.00	\$	334,406.00
2	CHASSIS 2022 International Diesel	2.00	EA	\$	77,066.00	\$	154,132.00
3	DELIVERY Customer to pick up FOB Frazer	2.00	M	\$	0.00	\$	0.00
4	BUY-BOARD Contract No. Ambulances 650-21	1.00	EA	\$	400.00	\$	400.00
5	SpecDoc Configurable item to create the SpecDoc	1.00	EA	\$	0.00	\$	0.00

Frazer will accept returns on parts up to 180 days after shipment. No restocking fee will be charged if the item is returned within 90 days of the original invoice date. All parts returns should be shipped back freight prepaid and require prior approval with a "Returns Material Authorization" (RMA) clearly displayed on the exterior of the shipping package. A credit will be issued towards the customer's account within approximately 7 business days of receipt of the item. If a part is returned after 90 days of the original invoice date a 15% restocking fee will be applied. Frazer Ltd reserves the right to accept returned items at its sole discretion based upon the condition of the item to be placed back into stock. :

Customer Quote



12/13/2022 2:22:20 PM

Estimate No: Q2809-0001
Quote Date: 11/22/2022
Expiration Date: 12/28/2022
Salesperson: PB
Payment Terms: Net 30

No.	Item	Qty	U/M:		Unit Price		Net Amount
-----	------	-----	------	--	------------	--	------------

Sale Amount: 488,938.00
Order Disc(0.0000%): 0.00
Surcharge: N/A
Sales Tax: 0.00
Misc Charges: 0.00
Total Amount: 488,938.00

Frazer will accept returns on parts up to 180 days after shipment. No restocking fee will be charged if the item is returned within 90 days of the original invoice date. All parts returns should be shipped back freight prepaid and require prior approval with a "Returns Material Authorization" (RMA) clearly displayed on the exterior of the shipping package. A credit will be issued towards the customer's account within approximately 7 business days of receipt of the item. If a part is returned after 90 days of the original invoice date a 15% restocking fee will be applied. Frazer Ltd reserves the right to accept returned items at its sole discretion based upon the condition of the item to be placed back into stock. :



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For your convenience, all pricing has been itemized below per quote Q2809-0001 for Jacksonville Fire Department

Base Module	\$ 118,203.00
Chassis Exterior	\$ 6,475.00
Module Exterior	\$ 29,725.00
Chassis Interior	\$ 3,825.00
Module Interior	\$ 8,975.00
Total \$	167,203.00

Items included in above totals:

1. Type I 12' Module	\$ incl
2. This is a CAAS GVS v2.0 Unit	\$ incl

Chassis Exterior:

3. Customer Provided Chassis processing fee	\$ 550.00
4. Heat Shielding for Diesel Chassis	\$ 1,750.00
5. Chassis Options: Chassis comes with oem back up camera and aluminum wheels and running boards	\$ incl
6. Chassis Paint Layout: Keep Factory Paint Color - Red	\$ incl
7. Chassis : 2023 International CV 515 (Class 4), Diesel, 4x2, Regular Cab, 84" Cab to Axle, International Red (NAV 2602)	\$ incl
8. Wheel type: Factory Aluminum	\$ incl
9. Road Force Elite tire and wheel balancing	\$ incl
10. Grille Guard Bedliner	\$ 775.00
11. Grille Guard: Grille Guard with Wraparounds	\$ 1,000.00
12. 10" and 12" Air Horns	\$ 1,250.00
13. Compressor Type: Standard	\$ 725.00
14. Switching Options: Momentary	\$ 100.00
15. Window Tint (35% VLT) on Chassis Doors	\$ 325.00
16. Passenger's side Grille Light: Whelen M4 Red Light	\$ incl
17. Driver's side Grille Light: Whelen M4 Red Light	\$ incl
18. Passenger's side Intersect Light: Whelen M4 Clear Light	\$ incl
19. Driver's side Intersect Light: Whelen M4 Clear Light	\$ incl

Chassis Exterior Subtotal \$ 6,475.00

Module Exterior:

20. Power Source: MEPS	\$ 16,500.00
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21. Module Paint Layout: Non-White One Tone - International Red (NAV 2602)	\$	2,325.00
22. Blackout cladding: All diamond plating (treadbrite) powdercoated black and rear bumper coated with black bedliner	\$	1,650.00
23. Rear Wall 3M Conspicuity Layout - Chevron : Red Base Color and Black - Reflective Overlay	\$	1,750.00
24. Entry Door Conspicuity Layout - Squares : White Base Color	\$	375.00
25. Frazer Provided Graphics	\$	3,000.00
26. Body Drop on the Passenger's Side Forward of Rear Wheels	\$	incl
27. Hidden Switch Behind the Driver's Side Front Corner Stone Guard	\$	250.00
28. Shore Power: Dual 20/30 Amp Kussmaul Auto Eject w/ Red covers on Front Wall	\$	675.00
29. Pigtail/Plug Option: Plug	\$	incl
30. Coax 1: Run coax from location 1 to Chassis	\$	incl
31. Coax 2: Run coax from location 2 to Chassis	\$	incl
32. Coax 3: Run coax from location 3 to Action Wall	\$	incl
33. Coax 4: Run coax from location 4 to Electrical Compartment	\$	incl
34. Front Wall Light Layout: Middle 5 Lights	\$	incl
35. Front Wall Light #1: Whelen M6 Blue Light	\$	incl
36. Front Wall Light #2: Whelen M6 Red Light	\$	incl
37. Front Wall Light #3: Whelen M6 Clear Light	\$	incl
38. Front Wall Light #4: Whelen M6 Red Light	\$	incl
39. Front Wall Light #5: Whelen M6 Blue Light	\$	incl
40. Front Wall Driver Side Box Light: Whelen M6 Red Light	\$	incl
41. Front Wall Passenger Box Light: Whelen M6 Red Light	\$	incl
42. UNOC# 1008 - Use black Whelen flanges for all "M Series" lights on module in lieu of chrome	\$	200.00
43. Driver Wall Front Box Light: Whelen M6 Red Light	\$	incl
44. Driver Wall Rear Box Light: Whelen M6 Red Light	\$	incl
45. Driver Wheel Well Light: Whelen M6 Red Light	\$	incl
46. Side Scene Lights: Spectra SPA900	\$	incl
47. O2 Compartment Style: Laydown O2 with Removable Shelf	\$	incl
48. O2 Rollers for an H Cylinder	\$	incl
49. 2 high D Cylinder Holder in the O2 Compartment Next to Laydown	\$	200.00
50. O2 Cylinder Changing Wrench	\$	100.00



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51. Electrical Compartment Style: Standard Electrical Compartment	\$	incl
52. Lower Storage Style: Standard Lower Storage	\$	incl
53. Compartment Above Wheel Well Style: Standard Compartment Above Wheel Well	\$	incl
54. Dometic Self-Contained A/C with Exhaust Fan	\$	incl
55. Rear Storage Compartment Style: Rear Storage with Flatbars for SCBA Brackets	\$	250.00
56. Coat Hooks: Four Hooks - 1 on Front Wall, 1 on Rear Wall, and 2 on an angle on the Ceiling	\$	250.00
57. Module Window Option: Sliding Window	\$	incl
58. Upper Rear Wall Light Layout: 3 Across	\$	incl
59. Upper Light #1: Whelen M6 Load Light	\$	incl
60. Upper Light #2: Whelen M6 Amber Light	\$	incl
61. Upper Light #3: Whelen M6 Load Light	\$	incl
62. Lower Light #1: Whelen M6 Brake/Tail/Turn Red Light	\$	incl
63. Lower Light #2: Whelen M6 Brake/Tail/Turn Red Light	\$	incl
64. Lower Light #3: Whelen M6 Blue Light	\$	incl
65. Lower Light #4: Whelen M6 Blue Light	\$	incl
66. Rear Wall Driver Box Light: Whelen M6 Red Light	\$	incl
67. Rear Wall Passenger Box Light: Whelen M6 Red Light	\$	incl
68. Rear Backboard Options: 5" Compartment Shelf	\$	250.00
69. Lower BTTs: 2 Grote Lights on each side	\$	incl
70. Rear Bumper	\$	incl
71. Door Grabbers	\$	incl
72. License Plate Light	\$	incl
73. Passenger Wall Front Box Light: Whelen M6 Red Light	\$	incl
74. Passenger Wall Rear Box Light: Whelen M6 Red Light	\$	incl
75. Passenger Wheel Well Light: Whelen M6 Red Light	\$	incl
76. Passenger Scene Light Activated with Side Entry Door	\$	350.00
77. Interior Step Option: Double Step Well	\$	incl
78. Passenger Rear Compartment Style: Passenger Side Storage Compartment	\$	incl
79. Door Locks on Entry Doors and Front I/O	\$	1,600.00
Module Exterior Subtotal		\$ 29,725.00

Chassis Interior:

80. Siren Speakers: Whelen SA 315 Speakers	\$	incl
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81. Tap-2 on Primary Siren	\$	incl
82. Siren Option: Whelen C9 Siren in Console	\$	incl
83. Mic 1 on passenger's side slot 1	\$	incl
84. HAAS Alert System: HAAS Alert Responder to Vehicle - 3 Year Sub	\$	incl
85. Slot 1: Single Blank	\$	incl
86. Slot 2: Radio Plate: 7.5 L X 2.5 W opening dims	\$	incl
87. Slot 3: Single Slot Switch Panel	\$	incl
88. Slot 4: Siren 1	\$	incl
89. Console Switch Layout : Primary - Secondary - Blank - Blank - Side Scene (Driver's Side) - Side Scene (Passenger's Side) - Rear Load - Interior Lights - Air Horn -	\$	incl
90. New Armrest	\$	250.00
91. Console Layout: 4-Slot Console	\$	incl
92. Floor in Front of Console: Gamber Johnson Heavy Dual Cup Holder	\$	200.00
93. Front of Console: 12VDC wired Failsafe	\$	150.00
94. Rear of Console: Double Mapholder	\$	425.00
95. Chassis Rear Wall: 2 High Glove Box Holder	\$	200.00
96. Camera System: Voyager 7" Monitor with Back-Up Camera	\$	1,875.00
97. Black Back-up Camera	\$	incl
98. Secure-Idle Anti-Theft System	\$	725.00
Chassis Interior Subtotal		\$ 3,825.00
Module Interior:		
99. Protek Cushions	\$	incl
100. Desert Rose Red Interior	\$	incl
101. Stainless Steel Countertops	\$	incl
102. Stainless Steel Grab Rails	\$	incl
103. Front I/O with Lexan Doors	\$	incl
104. Additional Shelf in the Front I/O	\$	100.00
105. Duplex Outlet in the Front I/O	\$	incl
106. Map Holder on Side of Front I/O	\$	200.00
107. 15 Qt. Engel Fridge	\$	1,050.00
108. Duplex Outlet on the Front Wall	\$	incl
109. Netting at the Front Corner Area	\$	incl
110. Double Locking Aluminum Drug Box	\$	375.00



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111. Location 1: 4 Switch w/Thermostat	\$	incl
112. Location 2: Single O2 Outlet	\$	incl
113. Location 3: 12VDC wired Battery hot with Medical Diode	\$	300.00
114. Location 4: Blank	\$	incl
115. Location 6: Suction	\$	incl
116. Location 7: Quad 120 VAC	\$	incl
117. Location 8: None	\$	incl
118. Location 9: Blank	\$	incl
119. Kussmaul USB at Action Wall	\$	250.00
120. Action Wall Switch Layout : Interior Lights; Dimmer; Ventilation Fan; Kussmaul USB;	\$	incl
121. Sharps Container at Action Wall	\$	incl
122. Acrylic Holder at the Action Wall Cabinet	\$	incl
123. New 6pt Harness at the CPR Seat	\$	600.00
124. Acrylic Holder Aft CPR Seat	\$	incl
125. Rear Door Switch Layout : Blank; Blank; Blank; Rear Load;	\$	incl
126. Two Seating Positions at the Squad Bench - 1 and 3	\$	incl
127. Harness Type for Seat Position 1: New 6pt Harness	\$	600.00
128. Harness Type for Seat Position 3: New 6pt Harness	\$	600.00
129. Acrylic Holder and Sharps at Squad Bench	\$	925.00
130. New Glove Box & Handrail at the Head of the Squad Bench	\$	325.00
131. Trashcan With Lid at the Head of the Squad Bench	\$	incl
132. O2 Outlet at the Squad Bench Wall	\$	incl
133. O2 Outlet in Ceiling Raceway	\$	375.00
134. IV Hanger on Ceiling Raceway	\$	incl
135. Overhead Grabrails on Both Sides	\$	250.00
136. IV Hanger on Squad Bench Ceiling	\$	incl
137. Stryker cot tower only (no antler and bar)	\$	incl
138. Floor Options: Customer Provided Stryker Power-LOAD	\$	1,925.00
139. Loncoin II Onyx Floor	\$	incl
140. Captain's Chair Type: Captain's Chair with Child Safety Seat and 4pt. Harness	\$	825.00
141. Customer Provided Items Processing Fee	\$	275.00
Module Interior Subtotal		\$ 8,975.00



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142. Temporary Supply Chain Surcharge	\$ 11,303.00
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Email this quote along with your PO
to Paul Brown at pbrown@frazerbilt.com

Remit To:

Frazer, LTD
7219 Rampart St.
Houston, Texas 77081
USA

Standard Terms and Conditions

INVOICING AND PAYMENT TERMS: Vendor shall submit one (1) original invoice per payment due. The invoice(s) shall include the items listed in accordance with the quote mentioned in the Sale Agreement with reference to the Customer's Purchase Order Number.

If the Sale Agreement provides for any progress (or advance) payments based on specific milestones or activities, Vendor's invoice shall certify to the accomplishment or performance by Vendor of said milestone or activity, and that Customer has obtained a security interest in such Products to the extent of such payment.

Payment shall be due upon receipt of the invoice and delivery of the unit to the Customer unless previously negotiated.

CANCELLATION POLICY: Cancellation of orders must be received 120 days prior to the agreed upon delivery date. If the order is cancelled within the 120 day window, a fee of 25% of the total purchase order price will apply.

DELIVERY TERMS: The products listed in the estimate are to be delivered Free On Board (FOB) Destination to Houston, TX. Customer representative(s) will pick up the unit at upfitter location, 7219 Rampart St., Houston, TX 77081 and transport it to their final destination at customer expense unless otherwise specified in the Vendor quote.

TERMINATION FOR CAUSE: Customer may terminate this Sale Agreement and any corresponding Purchase Order, or any part thereof, for cause including, but not limited to the following Vendor actions: (1)



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any default or breach of any of the terms and conditions of the Sale Agreement, (2) failure to provide Customer, upon request, a reasonable assurance of future performance, or (3) bankruptcy, dissolution, or suspension of payments by judicial decree. If Vendor does not cure such failure within a period of five (5) days or such a longer period as Customer may authorize in writing after the date such notice is sent to Vendor, then termination may proceed.

Vendor may also terminate this Sale Agreement and any corresponding Purchase Order for cause, and Vendor will not be in breach of same, in the event any supplier to Vendor fails to deliver Products and/or component parts in a timely fashion and Vendor cannot make alternate accommodations in order to comply with the Parties' agreed upon completion and delivery dates.

CHANGE ORDERS: Vendor has the right to modify the Purchase Order requirements and conditions as needed and will advise Customer in writing of such requested changes. Vendor shall not proceed with any changes without Customer's written authorization. Any request by Customer to change the terms or conditions of the Purchase Order, including product specifications, options, and price, must be made in advance of the production job order release. Any changes made after the release of the production job order will incur a \$350 fee per change order made in a 24 hour period and will be included on a secondary invoice. Vendor reserves the right to refuse changes requested by the Customer.

PROPRIETARY INFORMATION, CONFIDENTIALITY AND ADVERTISING: All commercial, financial or technical information in any form that Vendor provides to Customer shall be deemed proprietary and confidential and Customer shall not disclose such information to third parties without Vendor's written consent. Termination of the Sale Agreement shall not relieve Customer of this confidentiality obligation. Upon Vendor's request, Customer shall return all confidential information to Vendor along with any reproductions, in whole or in part. The confidentiality obligation does not apply to information that is in the public domain through no fault of Customer or to information lawfully within Customer's possession prior to the date of the Purchase Order, as evidenced by Customer's written records.

INDEMNIFICATION: Customer shall fully release, indemnify, defend and hold harmless Vendor, its co-venturers, its contractors, and their respective affiliates, and Vendor's and their respective directors, officers and employees (including agency personnel) ("Vendor Group") from and against any and all claims arising out of the Customer's purchase, use, sale or incorporation of any Products purchased from Vendor into Customer's products or equipment wherein it is claimed or alleged that Vendor's Products are defective or violate any warranty, standard of care, industry standard or governmental regulation or term or condition of any Purchase Order without regard to any allegation of negligence on the part of the Vendor Group as it pertains to Vendor's Products.



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Vendor shall fully release, indemnify, defend and hold harmless Customer, its co-venturers, its contractors, and their respective affiliates, and the Customer's and their respective directors, officers and employees (including agency personnel) ("Customer Group") from and against any and all claims arising out of the Customer's purchase, use, sale or incorporation of any Products purchased from Vendor into Customer's products or equipment wherein it is claimed or alleged that Vendor's Products are defective or violate any warranty, standard of care, industry standard or governmental regulation or term or condition of any Purchase Order without regard to any allegation of negligence on the part of the Customer Group as it pertains to Vendor's Products.

Customer Initials: _____

LIMITATIONS ON DAMAGES: In the event of any dispute, disagreement or breach alleged by Customer on the part of Vendor, Customer's exclusive and sole remedy shall be repair or replacement, if practical, of the module, or component part, by Vendor. If Vendor is not able to effectuate a repair, replacement, or cure that brings the module, or component part, into compliance with the Parties' agreement, then Vendor shall refund the sale price to Customer. In no event shall Vendor be liable to Customer, or to any third-party acting through Customer, for any additional, consequential or punitive damages, or damages for lost sales, revenue or profits claimed by Customer or any third-party acting through Customer.

FORCE MAJEURE: A force majeure delay shall mean any delay or other unforeseeable causes beyond the reasonable control of the party affected, provided that any such delay is not caused, in whole or in part, by the acts or omissions of the party so delayed and further provided that such party is unable to make up for such delay with reasonable diligence and speed. If any such cause delays Vendor's performance, the delivery date or time for completion may be extended by a period of time reasonably necessary to overcome the effect of such delay; however, Vendor shall take all reasonable measures to mitigate the effects of the force majeure event and to minimize such delay. A party affected by a force majeure event shall notify the other party of such force majeure event within forty-eight (48) hours of its knowledge of such event for the event to be considered a bona fide force majeure event.

TITLE AND RISK OF LOSS: Title to the Products shall transfer to Customer upon receipt of Products by Customer or its agent unless otherwise stated in the Sale Agreement. Notwithstanding the above, risk of loss of the Products shall remain with Vendor until delivered to Customer.

WAIVER: Vendor's failure to exercise or enforce any right in the Purchase Order, or any other right or privilege under law, or Vendor's waiver of any breach by Customer shall not constitute a waiver or



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modification of any terms, conditions, privileges or rights whether of the same or similar type, unless Vendor gives such waiver in writing.

LIENS: Vendor waives and relinquishes all existing and future liens and claims (statutory or otherwise) for the Products specified in the Purchase Order, and warrants that the Products will be free and clear of all liens, claims or encumbrances of any kind.

INSPECTION, REVIEW AND WITNESSING: Customer and/or the ultimate owner of the Products have the right to inspect and attend testing of the Products at Vendor's premises (or its supplier's or subcontractor's premises) with reasonable advance notice. If any inspection is made on the premises of Vendor or its supplier, Vendor, without additional charge, shall provide all reasonable facilities and assistance for the safety and convenience of the inspectors in the performance of their duties.

APPLICABLE LAW AND VENUE: The Sale Agreement shall be governed and interpreted in accordance with the laws of the State of Texas, without reference to any principle of conflict of laws. Customer and Vendor expressly exclude the application of the Convention on International Sale of Goods to the Sale Agreement. Venue for all judicial, administrative, or regulatory proceedings shall be Houston, Harris County, Texas.

OWNERSHIP OF DOCUMENTS: Title to all drawings, specifications, calculations, technical data and other documents that Customer submits in accordance with the Purchase Order shall vest with Vendor. Vendor shall have the right to use such documents for any purpose pertaining to the manufacture, assembly, and delivery of the Products.

Title to all drawings, specifications, calculations, technical data, and other documents that Vendor submits to the Customer shall vest with the Customer. Customer shall have the right to use such documents for any purpose pertaining to the installation, operation, and maintenance of the Products.

INSURANCE: Vendor shall comply with the project insurance requirements for which the Products are being provided. Customer shall provide specific reasonable levels required as soon as such levels are available, which shall not exceed \$1,000,000 for any non-statutory category other than excess liability umbrella, which shall not exceed \$4,000,000. When requested by Customer, Vendor shall provide certificates of insurance as proof of same.



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SURVIVAL: The provisions of the following Paragraphs of these Terms and Conditions shall survive any cancellation or termination of the Purchase Order: (Proprietary Information, Confidentiality and Advertising), (Indemnification), (Liens), and (Applicable Law and Venue).

Customer Quote

4/23/2022 10:51:31 AM



Estimate No: Q2952-0001

Quote Date: 3/21/2022

Expiration Date: 5/5/2022

Invoice To: 10486
Jacksonville Fire Department
PO Box 1390
Jacksonville TX 75766
US

Deliver To:
Jacksonville Fire Department
PO Box 1390
Jacksonville TX 75766
US

Salesperson: PB

Order Instructions:

E-3247

No.	Item	Description	Quantity	U/M	Unit Price	Net Amount	
1	MODULE	Configurable Module	1.00000000	EA	106,044.00000	106,044.00	USD
2	CHASSIS	2023 International Diesel	1.00000000	EA	77,066.00000	77,066.00	USD
3	DELIVERY	Delivery Charge	1.00000000	M	0.00000	0.00	USD
4	HGAC-RMT	Contract No. AM10-20	1.00000000	EA	600.00000	600.00	USD
5	SpecDoc	Configurable item to create the SpecDoc	1.00000000	EA	0.00000	0.00	USD

Sale Amount: 183,710.00

Order Disc(0.0000%): 0.00

Surcharge: N/A

Sales Tax: 0.00

Misc Charges: 0.00

Total Amount: 183,710.00

Net 30

Customer Quote



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4/23/2022 10:51:31 AM

Estimate No: Q2952-0001
Quote Date: 3/21/2022
Expiration Date: 5/5/2022

Order Instructions:

No.	Item	Description	Quantity	U/M	Unit Price	Net Amount
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For your convenience, all module pricing has been itemized below per quote Q2952-0001 for Jacksonville Fire Department :

Base Module	\$	31,669.00
Chassis Exterior	\$	13,200.00
Module Exterior	\$	39,925.00
Chassis Interior	\$	3,825.00
Module Interior	\$	17,425.00
Module Total	\$	106,044.00

Items included in above totals:

1. Old Chassis: Make Road Ready	\$	incl
2. Type I 12' Module	\$	incl
3. This is a CAAS Unit	\$	incl

Chassis Exterior:

4. Heat Shielding for Diesel Chassis	\$	1,750.00
5. Chassis Options: chassis comes with running boards, liquid springs, aluminum wheel	\$	incl
6. Chassis Paint Layout: Paint All One Color - ford race red	\$	5,775.00
7. Chassis : 2023 International CV 515 (Class 4), Diesel, 4x2, Regular Cab, 84" Cab to Axle, International White (NAV 9036)	\$	incl
8. Suspension: Factory Liquid Spring	\$	incl
9. Wheel type: Factory Aluminum	\$	incl
10. Dual Dynamics Valve Stem Extender with Equalization and Pressure Indicator	\$	325.00
11. Road Force Elite tire and wheel balancing	\$	incl
12. Grille Guard: Grille Guard with Wraparounds	\$	1,000.00
13. 10" and 12" Air Horns	\$	1,250.00
14. Compressor Type: Standard	\$	725.00
15. Switching Options: Momentary	\$	100.00
16. Window Tint (35% VLT) on Chassis Doors	\$	325.00
17. Passenger's side Grille Light: Whelen M4 Red Light	\$	incl
18. Driver's side Grille Light: Whelen M4 Red Light	\$	incl
19. Passenger's side Intersect Light: Whelen M4 Clear Light	\$	incl
20. Driver's side Intersect Light: Whelen M4 Clear Light	\$	incl
21. UNOC-2412-Plate over entire front wall and reframe front wall pass thru window to work with Chevy 4500/5500 and International CV; replace front wall Lasco as required. middle 5 layout for lights	\$	1,650.00



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22. UNOC-1637-Furnish and install 20" tall D/S front wall cabinet (12' unit on Chevy C4500/5500 chassis)	\$ 300.00
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Chassis Exterior Subtotal	\$ 13,200.00
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Module Exterior:

23. New MEPS generator installed on chassis	\$ 8,700.00
24. New Corner Trim	\$ incl
25. New Corner Caps	\$ incl
26. 5 hour(s) of Body Work	\$ 625.00
27. Module Paint Layout: Non-White One Tone - ford race red	\$ 19,075.00
28. Remove Conspicuity on Rear Wall	\$ 725.00
29. Rear Wall 3M Conspicuity Layout - Chevron : Red Base Color and Black - Reflective Overlay	\$ 1,750.00
30. Entry Door Conspicuity Layout - Squares : White Base Color	\$ 375.00
31. Frazer Provided Graphics	\$ 3,000.00
32. Hidden Switch Behind the Driver's Side Front Corner Stone Guard	\$ 250.00
33. NOTE- existing hore Power: Dual 20/30 Amp Kussmaul Auto Eject w/ Red covers on Front Wall	\$ incl
34. NOTE- all black flanges on exisitng emergency lights.	\$ incl
35. All Cladding/Treadbrite:All new powdercoated black treadbrite at front, wheel wells, and rear corners	\$ 1,875.00
36. Module Window Option: Sliding Window	\$ incl
37. Lower BTTs: 2 Grote Lights on each side	\$ incl
38. New Rear Bumper with Black Bedliner	\$ 1,650.00
39. New Door Grabbers	\$ incl
40. New Cast License Plate Light	\$ incl
41. Replace Gas Hold-Open at Side Entry	\$ incl
42. Side Entry Step: Keep Existing Zico	\$ incl
43. Reconnect Door Locks on Entry Doors and Front IO (New Actuators)	\$ 1,900.00

Module Exterior Subtotal	\$ 39,925.00
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Chassis Interior:

44. Siren Speakers: Whelen SA 315 Speakers	\$ incl
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45. Tap-2 on Primary Siren	\$	incl
46. Siren Option: Whelen C9 Siren in Console	\$	incl
47. Mic 1 on passenger's side slot 1	\$	incl
48. HAAS Alert System: HAAS Alert Responder to Vehicle - 3 Year Sub	\$	incl
49. Slot 1: Single Blank	\$	incl
50. Slot 2: Radio Plate: 7.5 L X 2.5 W opening dims	\$	incl
51. Slot 3: Single Slot Switch Panel	\$	incl
52. Slot 4: Siren 1	\$	incl
53. Console Switch Layout : Primary - Secondary - Blank - Blank - Side Scene (Driver's Side) - Side Scene (Passenger's Side) - Rear Load - Interior Lights - Air Horn -	\$	incl
54. New Armrest	\$	250.00
55. Console Layout: 4-Slot Console	\$	incl
56. Floor in Front of Console: Gamber Johnson Heavy Dual Cup Holder	\$	200.00
57. Front of Console: 12VDC wired Failsafe	\$	150.00
58. Rear of Console: Double Mapholder	\$	425.00
59. Chassis Rear Wall: 2 High Glove Box Holder	\$	200.00
60. Camera System: Voyager 7" Monitor with Back-Up Camera	\$	1,875.00
61. Black Back-up Camera	\$	incl
62. Secure-Idle Anti-Theft System	\$	725.00
Chassis Interior Subtotal	\$	3,825.00

Module Interior:

63. New Ceiling Lasco	\$	2,325.00
64. New Wall Lasco	\$	4,050.00
65. New Desert Rose Red Interior Trim	\$	425.00
66. Stainless Steel Grab Rails	\$	incl
67. NOTE- Keep existng protec cushion not frazer cushions.	\$	incl
68. New Front I/O with Lexan Doors	\$	1,750.00
69. Additional Shelf in the Front I/O	\$	100.00
70. New Front Wall Cabinet(s)	\$	1,350.00
71. Netting at the Front Corner Area	\$	375.00
72. New Action Wall Cabinet	\$	825.00
73. Action Wall Switch Layout : Interior Lights; Existing Switch (dimmer); Existing Switch	\$	incl

(ventilation); Existing Switch (usb);		
74. Rear Door Switch Layout : Blank; Blank; Dump/Bypass (Suspension); Rear Load;	\$	incl
75. NOTE- Keep existin protc cushion at CPR seat and exisitng 6 pt harness.	\$	incl
76. UNOC-??? remove and reinstall glove box and sharps on rear wall same location.	\$	incl
77. Frazer cushions at the Squad Bench	\$	incl
78. Harness Type for Seat Position 1: No Harness	\$	incl
79. Harness Type for Seat Position 2: No Harness	\$	incl
80. Harness Type for Seat Position 3: No Harness	\$	incl
81. New Glove Box & Handrail at the Head of the Squad Bench	\$	325.00
82. UNOC-???- keep existing protec cushion position 1 & 3 and existting 6 pt harness. Also keep existing acrylic holder in position 2.	\$	incl
83. Install Evergreen UV-C air and surface disinfection lamp in ceiling raceway with control unit in electrical compartment	\$	5,225.00
84. IV Hanger on Ceiling Raceway	\$	incl
85. Replace Overhead Grab Rail(s)	\$	incl
86. Replace Existing Squad Bench IV Hanger with New	\$	incl
87. In-Module Camera at the Rear Position	\$	675.00
Module Interior Subtotal		\$ 17,425.00
88. Temporary Supply Chain Surcharge	\$	7,169.00

Customer Quote



10/31/2022 11:45:49 AM

Estimate No: Q2809-000
 Quote Date: 10/31/2022
 Expiration Date: 12/28/2022
 Salesperson: PE
 Payment Terms: Net 30

Invoice To: 10486
 Jacksonville Fire Department
 PO Box 1390
 Jacksonville TX 75766
 US

Deliver To:
 Jacksonville Fire Department
 PO Box 1390
 Jacksonville TX 75766
 US

No.	Item	Qty	U/M:		Unit Price		Net Amount
1	MODULE Type I 12' Module	1.00	EA	\$	168,115.00	\$	168,115.00
2	CHASSIS 2023 International Diesel	1.00	EA	\$	90,000.00	\$	90,000.00
3	DELIVERY Fee to pick up CP chassis from Siddons	60.00	M	\$	2.75	\$	165.00
4	HGAC-NEW HGAC Fee for a New Unit	1.00	EA	\$	1,000.00	\$	1,000.00
5	SpecDoc Configurable item to create the SpecDOC	1.00	EA	\$	0.00	\$	0.00

Frazer will accept returns on parts up to 180 days after shipment. No restocking fee will be charged if the item is returned within 90 days of the original invoice date. All parts returns should be shipped back freight prepaid and require prior approval with a "Returns Material Authorization" (RMA) clearly displayed on the exterior of the shipping package. A credit will be issued towards the customer's account within approximately 7 business days of receipt of the item. If a part is returned after 90 days of the original invoice date a 15% restocking fee will be applied. Frazer Ltd reserves the right to accept returned items at its sole discretion based upon the condition of the item to be placed back into stock. :

Customer Quote



10/31/2022 11:45:49 AM

Estimate No: Q2809-0001
Quote Date: 10/31/2022
Expiration Date: 12/28/2022
Salesperson: PB
Payment Terms: Net 30

No.	Item	Qty	U/M:		Unit Price		Net Amount
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Sale Amount: 259,280.00
Order Disc(0.0000%): 0.00
Surcharge: N/A
Sales Tax: 0.00
Misc Charges: 0.00
Total Amount: 259,280.00

Frazer will accept returns on parts up to 180 days after shipment. No restocking fee will be charged if the item is returned within 90 days of the original invoice date. All parts returns should be shipped back freight prepaid and require prior approval with a "Returns Material Authorization" (RMA) clearly displayed on the exterior of the shipping package. A credit will be issued towards the customer's account within approximately 7 business days of receipt of the item. If a part is returned after 90 days of the original invoice date a 15% restocking fee will be applied. Frazer Ltd reserves the right to accept returned items at its sole discretion based upon the condition of the item to be placed back into stock. :



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For your convenience, all pricing has been itemized below per quote Q2809-0001 for Jacksonville Fire Department

Base Module	\$ 118,265.00
Chassis Exterior	\$ 5,700.00
Module Exterior	\$ 32,425.00
Chassis Interior	\$ 1,950.00
Module Interior	\$ 9,775.00
Total \$	168,115.00

Items included in above totals:

1. Type I 12' Module	\$ incl
2. This is a CAAS GVS v2.0 Unit	\$ incl

Chassis Exterior:

3. Customer Provided Chassis processing fee	\$ 550.00
4. Heat Shielding for Diesel Chassis	\$ 1,750.00
5. Chassis Options: Chassis comes with oem back up camera and aluminum wheels and running boards	\$ incl
6. Chassis : 2023 International CV 515 (Class 4), Diesel, 4x2, Regular Cab, 84" Cab to Axle, International Red (FLNA 3042)	\$ incl
7. Wheel type: Factory Aluminum	\$ incl
8. Road Force Elite tire and wheel balancing	\$ incl
9. Grille Guard: Grille Guard with Wraparounds	\$ 1,000.00
10. 10" and 12" Air Horns	\$ 1,250.00
11. Compressor Type: Standard	\$ 725.00
12. Switching Options: Momentary	\$ 100.00
13. Window Tint (35% VLT) on Chassis Doors	\$ 325.00
14. Passenger's side Grille Light: Whelen M4 Red Light	\$ incl
15. Driver's side Grille Light: Whelen M4 Red Light	\$ incl
16. Passenger's side Intersect Light: Whelen M4 Clear Light	\$ incl
17. Driver's side Intersect Light: Whelen M4 Clear Light	\$ incl
Chassis Exterior Subtotal \$	5,700.00

Module Exterior:

18. Power Source: MEPS	\$ 16,500.00
19. Module Paint Layout: Non-White One Tone - International Red (FLNA 3042)	\$ 2,325.00
20. Blackout cladding: All diamond plating (treadbrite) powdercoated black and rear	\$ 1,650.00

bumper coated with black bedliner		
21. Rear Wall 3M Conspicuity Layout - Chevron : Red Base Color and Black - Reflective Overlay	\$	1,750.00
22. Entry Door Conspicuity Layout - Squares : White Base Color	\$	375.00
23. Frazer Provided Graphics	\$	3,000.00
24. Body Drop on the Passenger's Side Forward of Rear Wheels	\$	incl
25. Hidden Switch Behind the Driver's Side Front Corner Stone Guard	\$	250.00
26. Shore Power: Dual 20/30 Amp Kussmaul Auto Eject w/ Red covers on Front Wall	\$	675.00
27. Pigtail/Plug Option: Plug	\$	incl
28. Coax 1: Run coax from location 1 to Chassis	\$	incl
29. Coax 2: Run coax from location 2 to Chassis	\$	incl
30. Coax 3: Run coax from location 3 to Action Wall	\$	incl
31. Coax 4: Run coax from location 4 to Electrical Compartment	\$	incl
32. Front Wall Light Layout: Middle 5 Lights	\$	incl
33. Front Wall Light #1: Whelen M6 Blue Light	\$	incl
34. Front Wall Light #2: Whelen M6 Red Light	\$	incl
35. Front Wall Light #3: Whelen M6 Clear Light	\$	incl
36. Front Wall Light #4: Whelen M6 Red Light	\$	incl
37. Front Wall Light #5: Whelen M6 Blue Light	\$	incl
38. Front Wall Driver Side Box Light: Whelen M6 Red Light	\$	incl
39. Front Wall Passenger Box Light: Whelen M6 Red Light	\$	incl
40. UNOC# 1008 - Use black Whelen flanges for all "M Series" lights on module in lieu of chrome	\$	200.00
41. Driver Wall Front Box Light: Whelen M6 Red Light	\$	incl
42. Driver Wall Rear Box Light: Whelen M6 Red Light	\$	incl
43. Driver Wheel Well Light: Whelen M6 Red Light	\$	incl
44. Side Scene Lights: Spectra SPA900	\$	incl
45. O2 Compartment Style: Laydown O2 with Removable Shelf	\$	incl
46. O2 Rollers for an H Cylinder	\$	incl
47. 2 high D Cylinder Holder in the O2 Compartment Next to Laydown	\$	200.00
48. O2 Cylinder Changing Wrench	\$	100.00
49. Electrical Compartment Style: Standard Electrical Compartment	\$	incl
50. Lower Storage Style: Standard Lower Storage	\$	incl



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51. Compartment Above Wheel Well Style: Standard Compartment Above Wheel Well	\$	incl
52. Dometic Self-Contained A/C with Exhaust Fan	\$	incl
53. Rear Storage Compartment Style: Rear Storage with Flatbars for SCBA Brackets	\$	250.00
54. Coat Hooks: Four Hooks - 1 on Front Wall, 1 on Rear Wall, and 2 on an angle on the Ceiling	\$	250.00
55. Module Window Option: Sliding Window	\$	incl
56. Upper Rear Wall Light Layout: 3 Across	\$	incl
57. Upper Light #1: Whelen M6 Load Light	\$	incl
58. Upper Light #2: Whelen M6 Amber Light	\$	incl
59. Upper Light #3: Whelen M6 Load Light	\$	incl
60. Lower Light #1: Whelen M6 Brake/Tail/Turn Red Light	\$	incl
61. Lower Light #2: Whelen M6 Brake/Tail/Turn Red Light	\$	incl
62. Lower Light #3: Whelen M6 Blue Light	\$	incl
63. Lower Light #4: Whelen M6 Blue Light	\$	incl
64. Rear Wall Driver Box Light: Whelen M6 Red Light	\$	incl
65. Rear Wall Passenger Box Light: Whelen M6 Red Light	\$	incl
66. Rear Backboard Options: 5" Compartment Shelf	\$	250.00
67. Lower BTTs: 2 Grote Lights on each side	\$	incl
68. Rear Bumper	\$	incl
69. Door Grabbers	\$	incl
70. License Plate Light	\$	incl
71. Passenger Wall Front Box Light: Whelen M6 Red Light	\$	incl
72. Passenger Wall Rear Box Light: Whelen M6 Red Light	\$	incl
73. Passenger Wheel Well Light: Whelen M6 Red Light	\$	incl
74. Passenger Scene Light Activated with Side Entry Door	\$	350.00
75. Interior Step Option: Double Step Well	\$	incl
76. Passenger Rear Compartment Style: Passenger Side Storage Compartment	\$	incl
77. Door Locks on Entry Doors and Front I/O	\$	1,600.00
78. UNOC# 988 - No 4" body drop on passenger's side with single step well and narrower compartment below front I/O to accomodate DEF tank	\$	incl
79. UNOC #54 - Zico electric step at side entry door	\$	2,700.00
Module Exterior Subtotal		\$ 32,425.00

Chassis Interior:

80. Siren Speakers: Whelen SA 315 Speakers	\$	incl
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81. Tap-2 on Primary Siren	\$	incl
82. Siren Option: Whelen C9 Siren in Console	\$	incl
83. Mic 1 on passenger's side slot 1	\$	incl
84. HAAS Alert System: HAAS Alert Responder to Vehicle - 3 Year Sub	\$	incl
85. Slot 1: Single Blank	\$	incl
86. Slot 2: Radio Plate: 7.5 L X 2.5 W opening dims	\$	incl
87. Slot 3: Single Slot Switch Panel	\$	incl
88. Slot 4: Siren 1	\$	incl
89. Console Switch Layout : Primary - Secondary - Blank - Blank - Side Scene (Driver's Side) - Side Scene (Passenger's Side) - Rear Load - Interior Lights - Air Horn -	\$	incl
90. New Armrest	\$	250.00
91. Console Layout: 4-Slot Console	\$	incl
92. Floor in Front of Console: Gamber Johnson Heavy Dual Cup Holder	\$	200.00
93. Front of Console: 12VDC wired Failsafe	\$	150.00
94. Rear of Console: Double Mapholder	\$	425.00
95. Chassis Rear Wall: 2 High Glove Box Holder	\$	200.00
96. Secure-Idle Anti-Theft System	\$	725.00
Chassis Interior Subtotal		\$ 1,950.00
Module Interior:		
97. Protek Cushions	\$	incl
98. Desert Rose Red Interior	\$	incl
99. Stainless Steel Countertops	\$	incl
100. Stainless Steel Grab Rails	\$	incl
101. Front I/O with Lexan Doors	\$	incl
102. Additional Shelf in the Front I/O	\$	100.00
103. Duplex Outlet in the Front I/O	\$	incl
104. Map Holder on Side of Front I/O	\$	200.00
105. 15 Qt. Engel Fridge	\$	1,050.00
106. Duplex Outlet on the Front Wall	\$	incl
107. Netting at the Front Corner Area	\$	incl
108. Location 1: 4 Switch w/Thermostat	\$	incl
109. Location 2: Single O2 Outlet	\$	incl



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110. Location 3: 12VDC wired Battery hot with Medical Diode	\$	300.00
111. Location 4: Blank	\$	incl
112. Location 6: Suction	\$	incl
113. Location 7: Quad 120 VAC	\$	incl
114. Location 8: None	\$	incl
115. Location 9: Blank	\$	incl
116. Kussmaul USB at Action Wall	\$	250.00
117. Action Wall Switch Layout : Interior Lights; Dimmer; Ventilation Fan; Kussmaul USB;	\$	incl
118. Sharps Container at Action Wall	\$	incl
119. Acrylic Holder at the Action Wall Cabinet	\$	incl
120. New 6pt Harness at the CPR Seat	\$	600.00
121. Acrylic Holder Aft CPR Seat	\$	incl
122. Rear Door Switch Layout : Blank; Blank; Blank; Rear Load;	\$	incl
123. 2 High Glove Box Low and Sharps Container High on Rear Wall	\$	400.00
124. Two Seating Positions at the Squad Bench - 1 and 2	\$	incl
125. Harness Type for Seat Position 1: New 6pt Harness	\$	600.00
126. Harness Type for Seat Position 2: New 6pt Harness	\$	600.00
127. 22 Pocket Acrylic Holder	\$	725.00
128. New Glove Box & Handrail at the Head of the Squad Bench	\$	325.00
129. Trashcan With Lid at the Head of the Squad Bench	\$	incl
130. O2 Outlet at the Squad Bench Wall	\$	incl
131. O2 Outlet in Ceiling Raceway	\$	375.00
132. IV Hanger on Ceiling Raceway	\$	incl
133. Overhead Grabrails on Both Sides	\$	250.00
134. IV Hanger on Squad Bench Ceiling	\$	incl
135. Stryker cot tower only (no antler and bar)	\$	incl
136. Floor Options: Stryker Floor Track Only (for Power-LOAD)	\$	2,900.00
137. Loncoin II Onyx Floor	\$	incl
138. Captain's Chair Type: Captain's Chair with Child Safety Seat and 4pt. Harness	\$	825.00
139. Customer Provided Items Processing Fee	\$	275.00
Module Interior Subtotal		\$ 9,775.00
140. Temporary Supply Chain Surcharge	\$	11,365.00



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Frazer Warranty and Service Provisions

- 1.0 WARRANTIES:** Frazer, Ltd. warrants that the Goods (1) have no history of material failure or malfunction, (2) are furnished in strict accordance with any drawings, designs or other requirements (including performance specifications) approved by the customer, and good industry practices, (3) are new and un-repaired except as approved by the customer for a remount.

Frazer, Ltd. warrants a new module against failure or malfunction due to design, construction, or installation errors, defective workmanship, and missing or incorrect parts for the life of the module, as long as it is in the possession of and not repaired or modified by or on behalf of the original owner.

Frazer, Ltd. warrants a remount module against failure or malfunction due to design, construction, or installation errors, defective workmanship, and missing or incorrect parts for 2 years, as long as it is in the possession of and not repaired or modified by or on behalf of the original owner.

Frazer, Ltd. warrants components and equipment furnished by others and installed on the module for the period designated by the component or equipment manufacturer provided the components and equipment and any related installation mounts are not repaired or modified by or on behalf of the original owner.

Frazer, Ltd. warrants the electrical system wiring against defects, shorts, and malfunctions for 5 years as long as it is in possession of and not repaired or modified by or on behalf of the original owner. This warranty specifically excludes electrical system components beyond one year unless a longer warranty is provided by the component manufacturer. Bulbs, fixtures, switches, relays, all truck related electrical systems, generator set, and other components are not covered beyond the warranty provided by the original equipment manufacturer. This warranty does not cover abuse, neglect, accident damage, normal adjustments, tampering, modifications, and unauthorized hook-ups for radios and various charging equipment.

If a Frazer module is repaired, remounted, or modified by any third party not authorized by Frazer, the warranties mentioned above shall be considered void and non-binding. Frazer, Ltd. shall be notified in the event that a module is going to be repaired, remounted, or modified by any third party.

The following parts carry manufacturer's warranties, all of which begin from their in-service date with the end user, except as designated below:

	Original Equipment Manufacturer Warranty
● Truck Chassis	1 year
● Mobile Electric Power Solutions (MEPS)	2 years or 2,000 hours
● Cummins Onan generator	1 year
● Harrison Hydra-Gen hPower systems	4 years parts & labor
● AAP-Dometic air conditioner/heater	5 years limited warranty
● Whelen and/ or Federal Signal LEDs	5 years limited warranty
● Whelen siren	1 year
● SSCOR mounted suction	Limited lifetime
● Lambda power supply	1 year
● Progressive Dynamics battery charger	5 years
● Module paint, Striping & Lettering	

- 2.0 DISCLAIMER OF WARRANTIES:** Frazer, Ltd. specifically disclaims any warranty of merchantability or fitness for a particular purpose. There are no warranties which extend beyond the description in this document.



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>1/10/2023</u>	ITEM NUMBER:	<u>13.</u>
DEPARTMENT:	<u>Administration</u>	PREPARED BY:	<u>Greg Lowe, City Secretary</u>
INITIATED BY:	<u>James Hubbard, CITY MANAGER</u>	EXHIBITS:	<u></u>

EXECUTIVE SUMMARY:

Recently, the City of Jacksonville purchased the old clubhouse at the country club with the thought of turning it into an event center. During the September 13, 2022 city council meeting, the council awarded the design RFP for the remodel of the event center to Goodwin, Lassiter and Strong. This motion tonight would be to approve the contract with GLS for design and bidding services for phase one of the remodel of the event center.

RECOMMENDED ACTION:

Approve the contract.

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:	1/10/2023	ITEM NUMBER:	14.
DEPARTMENT:	Administration	PREPARED BY:	Randall Chandler, Director of Community and Public Services
INITIATED BY:	Randall Chandler, Director of Community and Public Services	EXHIBITS:	Scoring Sheet Engineering Services TCBG, SPI Proposal, Stokes and Associates, Bannon Corp, Centerline Engineering, KSA Engineering

EXECUTIVE SUMMARY:

Request that the City Council consider authorizing the City Manager to engage Stokes & Associate for Professional Engineering Services, as part of the the submission of an application for the Community Development Block Grant (CDBG) from the United States Department of Housing and Urban Development (HUD) for utility infrastructure improvements to include replacing a sewer line and lift station. The Texas Department of Agriculture opens an infrastructure grant to non-entitlement communities every year. The primary objective of the CDBG program is to develop viable communities by providing decent housing and suitable living environments, and expanding economic opportunities principally for persons of low- to moderate-income. All projects funded through the CDBG program typically meet the first national objective (benefit low- and moderate-income persons) by benefiting at least 51 percent low- to moderate-income persons, which is defined as those who earn equal to or less than 80 percent of the area median family income figure (where the area is a metropolitan statistical area or a non-metropolitan county) or earn equal to or less than less than 80 percent of the statewide non-metropolitan median family income figure, as defined under the United States Department of Housing and Urban Development Section 8 Housing Assistance Program. The City of Jacksonville as a community currently meets the aforementioned national objective as the community is at 59 percent low to moderate income, which exceeds the 51 percent requirement. Additionally, eligible applicants must be non-entitlement cities under 50,000 in population and non-entitlement counties that have a non-metropolitan population under 200,000 and are not eligible for direct CDBG funding from HUD. The City of Jacksonville is a non-entitlement community and meets this definition for eligibility.

The Public Works department has identified two projects that would qualify for the CDBG grant. The first project is the Sycamore Street Sewer Improvements from US Hwy 79 to Sunset Ave. The second project is for the removal and installation of a package lift station to replace the current Tremont Lift Station.

The application deadline is Spring 2023.

RECOMMENDED ACTION:

It is recommended that the City Council approves authorizing the City Manager to engage Stokes and Associates for Engineering services related to the Texas Community Development Block Grant for identified Sanitary Sewer Projects.

BID AND AWARD:

BUDGET DATA:

As part of the adopted City of Jacksonville Strategy Map under "Manage the Business" under Commitment 3.4 Pursue partnerships and Grants, this project exemplifies this effort.

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:

This project supports the overall goal of the City of Jacksonville's Strategy map through the commitments of "Managing our Business" and "Focusing on Infrastructure."

LEGAL:

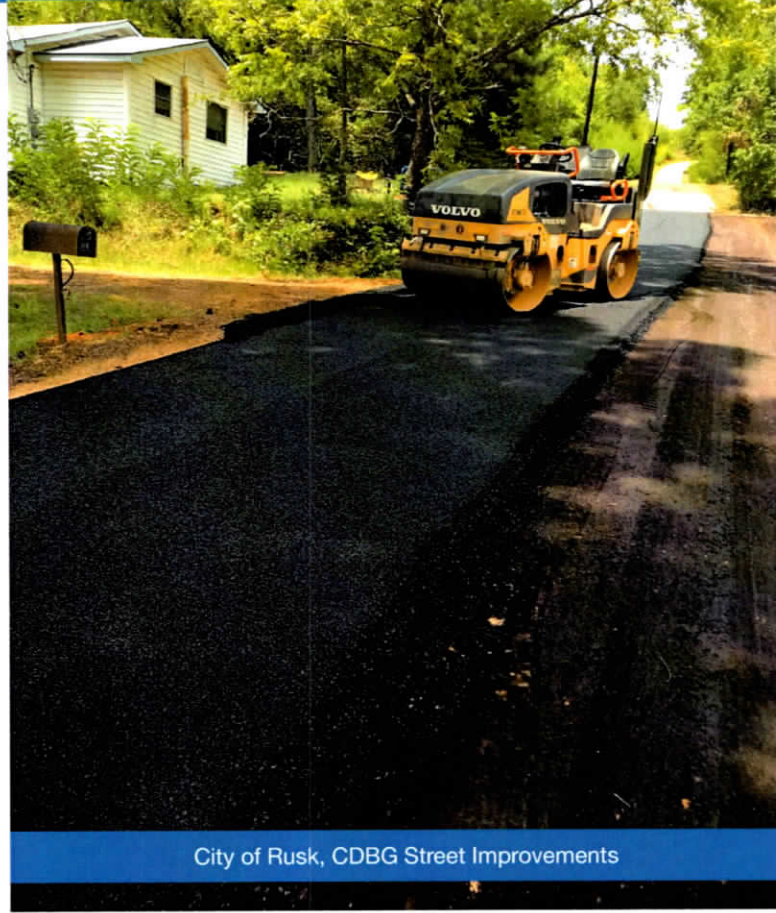
This request for proposal was noticed as required by law.

2022 TCDBG RFQ Scoring Sheets Summary

Scorer	Randall Chandler						
					Capacity		
				Work	to	Total	
	Submitter		Experience	Performance	Perform	Points	
	Brannon Corportation		55	20	15	90	
	Centerline Engineering		50	20	15	85	
	KSA Engineering		59	20	15	94	
	Schamburg and Polk		59	25	14	98	
	Stokes and Associates		60	25	15	100	
Scorer	Kim Lynn						
					Capacity		
				Work	to	Total	
	Submitter		Experience	Performance	Perform	Points	
	Brannon Corportation		45	20	15	80	
	Centerline Engineering		40	20	10	70	
	KSA Engineering		50	20	15	85	
	Schamburg and Polk		50	20	15	85	
	Stokes and Associates		60	20	15	95	
Scorer	Krisite Marks						
					Capacity		
				Work	to	Total	
	Submitter		Experience	Performance	Perform	Points	
	Brannon Corportation		50	20	10	80	
	Centerline Engineering		50	20	15	85	
	KSA Engineering		50	20	15	85	
	Schamburg and Polk		55	20	15	90	
	Stokes and Associates		60	25	15	100	
Scorer	Larry Burney						
					Capacity		
				Work	to	Total	
	Submitter		Experience	Performance	Perform	Points	
	Brannon Corportation		45	20	15	80	
	Centerline Engineering		45	20	15	80	
	KSA Engineering		45	25	15	85	
	Schamburg and Polk		50	25	15	90	
	Stokes and Associates		60	25	15	100	
Average Scores:							
					Capacity		
				Work	to	Total	
	Submitter		Experience	Performance	Perform	Points	
	Brannon Corportation		49	20	14	83	
	Centerline Engineering		46	20	14	80	
	KSA Engineering		51	21	15	87	
	Schamburg and Polk		54	23	15	91	
	Stokes and Associates		60	24	15	99	



City of Gladewater, WWTP & Collection System Improvements



City of Rusk, CDBG Street Improvements

City of Jacksonville

Statement of Qualifications 2023-2024 Texas Community Development Block Grant

DECEMBER 2, 2022

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Please use the following reference guide to locate information within the SOQ related to the Rating Sheet criteria:

Experience

1. **Has previously designed municipal infrastructure projects. SPI qualifies for Maximum Points.** Through our 85-year history, SPI has designed over 1000 municipal infrastructure projects. Examples of our most current infrastructure projects are included in the Experience Section, **pages 6-13**, of this SOQ.
2. **Has worked on federally funded municipal infrastructure projects. SPI qualifies for Maximum Points.** SPI has completed over 200 federal and state funded projects, since the late 1990s. Supporting information can be found on **pages 15-17** of the SOQ.
3. **Has worked on projects that were located in this general region. SPI qualifies for Maximum Points.** SPI has worked on numerous projects in this specific region of Texas. Support information can be found on **pages 15-17** of the SOQ. *SPI has worked on over 75 federally-funded projects within a 60-mile radius of the City of Jacksonville.*
4. **Extent of experience in project construction management. SPI qualifies for Maximum Points.** SPI provides Construction Management Services for the majority of our projects. This includes an on-site project Construction Representative. The Construction Representative is responsible for ensuring a project is constructed in compliance with the plans and specifications. The SPI Project Manager will perform Construction Administration duties such as coordinating with the City's Grant Administrator, processing change orders, pay applications, and final project closeout documentation. Supporting information is included in the **Experience Section** of this SOQ.

Work Performance

1. **Past projects completed on schedule. SPI qualifies for Maximum Points.** SPI has successfully worked to have all state and federally funded projects completed on schedule, which is critical for the municipality in scoring for successive grant opportunities. Supporting information is included in the Work Performance Section, **page 18**, of this SOQ.
2. **Manages projects within budgetary constraints. SPI qualifies for Maximum Points.** SPI has successfully completed countless projects within prescribed budgets. Supporting information is included in the Work Performance Section, **page 18** of this SOQ.
3. **Work product is of the Highest quality. SPI qualifies for Maximum Points.** SPI adopted and utilizes the ASCE quality program, "Quality in the Constructed Product". These commitments to quality are further outlined in the Work Performance section, **page 19**, of this SOQ.

Capacity to Perform

1. **Staff Level/Experience of Staff. SPI qualifies for Maximum Points.** SPI Staff assigned to our projects have an average of 15 years experience with infrastructure projects. Key personnel for SPI can be found in the Capacity to Perform Section, **pages 20-21**, of this SOQ. Resumes for each individual can be found in the Resume Section, **pages 24-30**.
2. **Adequacy of Resources. SPI qualifies for Maximum Points.** SPI employs the latest in computer aided design and drafting software to complete projects. A complete list of our technological resources can be found on **page 22** in this SOQ.

The Key Personnel listing in the Capacity to Perform section of this SOQ also states the % availability of each staff member.
3. **Professional Liability Insurance. SPI qualifies for Maximum Points.** A copy of our current insurance certificate is included on **page 31** of this SOQ.
4. **Certifications. SPI Qualifies for Maximum points.** SAM search results, Form CIQ, and Lobbying Certifications and Disclosures are attached to this SOQ.

December 2, 2022

Randall Chandler, Director of Public and Community Services
City of Jacksonville
315 South Ragsdale
Jacksonville, TX 75766-1390

**Re: Statement of Qualifications Professional Engineering Services
2023-2024 Texas Community Development Block Grant**

Dear Mr. Chandler:

On behalf of Schaumburg & Polk, Inc. (SPI), I would like to express our appreciation for the opportunity to present our qualifications to provide professional services to the City of Jacksonville. SPI is registered with the Texas Board of Professional Engineers (TBPE Firm Registration No. F-000520) and is in good standing per the Texas Engineering Practice Act.

SPI proposes to perform these services from our Tyler Office. Our personnel has the professional experience and knowledge of federally funded construction projects to successfully complete any project assigned to us. Mr. Mr. Jeffrey Simmons, P.E., will be the Project Manager for SPI and will have overall responsibility for any project assigned to this firm by the City of Jacksonville. Mr. Simmons has over 20 years of experience with planning, designing, and managing construction of numerous types of municipal infrastructure projects. In addition to Mr. Simmons, the assembled project team demonstrates extensive experience with municipal infrastructure projects as described in the RFQ for the City of Jacksonville.

In addition, Dr. Robert Haberle will be directly involved in any project assigned to SPI. Robert's role will assure that clear lines of communication exist between the City, Engineer, Funding Agency, and Contractor. Robert will work to keep the project on schedule and to assure an excellent outcome.

SPI has ongoing, or recently completed, federally funded infrastructure improvements projects including Community Development Fund (CDF), Hazard Mitigation Grant Program (HMGP), Texas Capital Fund (TCF), and Downtown Revitalization Program (DRP) projects in the cities of Jefferson, Daingerfield, Reklaw, New London, Frost, Coffee City, Frankston, Cuney, Scottsville, Terrell, Alma, Berryville, and more. In our 85-year history, we have completed hundreds of projects utilizing federal and state funding. We understand how to maximize the amount of infrastructure improvements that can be addressed by a Community Development Block Grant. SPI will work to get the most improvements possible to your infrastructure with the money available to you from your grant.

SPI will manage your federally funded project such that it is completed on schedule, and within prescribed budgetary constraints. The product that we produce for the City of Jacksonville will be of the highest quality.

Sincerely,
Schaumburg & Polk, Inc.


Jeremy Buechter, P.E.
Executive Vice President



FIRM PROFILE

Firm Name

Schaumburg & Polk, Inc.

Contact

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903-595-2093

Number of Years in Business

85 years

Number of Employees

67 Employees

ENGINEERING A
BETTER FUTURE

Types of Services Offered

SPI specializes in providing engineering and construction management services for public infrastructure projects. SPI is a recognized expert in the field of federally funded construction projects that are funded by local, State, and Federal agencies.

SPI provides engineering services including, but not limited to: municipal and industrial wastewater collection, transportation and treatment; permitting and regulatory compliance; environmental assessment; roadway planning design and construction administration; street and drainage improvements; facilities renovation and restoration; water production, storage, treatment, and distribution. As a full-service engineering firm, SPI's project services can include planning studies, project development, preliminary and final design, bidding, construction administration, and construction representation services.

History

Schaumburg & Polk, Inc. (SPI) was founded by George J. Schaumburg, P.E. in 1937 and has been providing uninterrupted engineering services since 1947. In May 1973, the firm was reorganized under the name Schaumburg & Polk, Inc. With offices in Beaumont, Garland, Houston, Port Arthur, Terrell, and Tyler, the firm provides professional engineering, program management, and construction management services throughout the State of Texas. Principals of the firm include Professional Engineers Jeffrey G. Beaver, Allen R. Ross, and Rick Bourque. Our dedicated staff provides expertise and integrated services for the public and private sector.

Office Locations

SPI will provide engineering services from our Tyler office. SPI also has offices in Beaumont, Garland, Houston, Port Arthur, and Terrell with staff that are available on an as-needed basis.

Water/Wastewater



SPI has designed many of the original municipal wastewater collection and treatment facilities in East Texas. We have also successfully completed many ground water production, ground and surface water treatment, storage, and distribution projects which meet our clients' specific needs. Successful water/wastewater projects are achieved through innovative technology, cost-effective design, and great communication with our clients.

Drainage



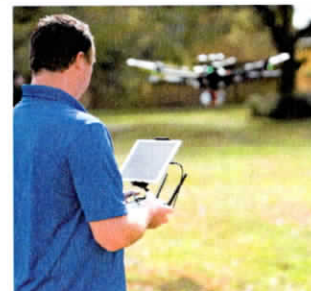
SPI uses state-of-the-art modeling software to perform computations of stormwater runoff for the existing condition drainage and to develop needs for a "proposed" drainage system. Analysis of open and closed drainage systems and identification of problem areas and development of a CIP program.

Transportation



From concept to completion, SPI can provide program management, planning, engineering design, and construction management for transportation projects. Our services include preliminary planning, environmental studies, project development and design of urban streets and rural highways, bridges, construction management, and program management.

LIDAR Surveying & Mapping



SPI uses state-of-the-art technology and software to provide customized LIDAR surveying and mapping services to support our client's needs from conception to completion. One inherent benefit of using LIDAR Technology, rather than photogrammetry, for aerial survey and mapping is the ability to measure surfaces below vegetation and tree canopy. Usually, if the sky can be seen through the canopy of the trees, then the ground can be mapped by this technology. The LIDAR system SPI has selected may be deployed in multiple ways which allow for extreme flexibility in the methods by which the data can be collected.

Land & Site Development



SPI has planned and designed improvements to develop thousands of acres of Texas land. SPI offers a comprehensive range of infrastructure design and permitting services for residential, commercial, multi-use, and industrial clients. We listen to our clients and understand the importance of tailoring their needs to the characteristics of the land.

Construction Management



SPI clients are being challenged to complete construction programs with insufficient staff resources in addition to ever more complex projects. SPI's professional construction managers provide the necessary support to clients such as functioning as advisors on the owner's behalf and representing their interests and concerns exclusively. We can oversee our clients' projects as an extension to their staff, or we can provide construction consulting support during the implementation of innovative project delivery systems.

Program Management



SPI has defined successful Program Management as completing projects on schedule and within budget. SPI's approach to program management consists of early definition of goals, preparation of a work plan that includes schedule and budget, and clearly establishing lines of communication. SPI Program Management focuses on critical issues, starting with planning and programming, continuing through design management, moving into right-of-way acquisition and utility coordination, through construction. Finally, SPI understands that schedules are "lost" a day at a time; our monitoring program will prevent that from occurring.

Tank Inspection & Rehabilitation



SPI offers engineering services to perform the annual inspections of water storage tanks required by the Texas Commission on Environmental Quality (TCEQ). The scope of services provides an exterior inspection of each tank including coating system, foundation, access ladders, hatches, roof vents, tank structure, obstruction light, and overflow piping; provide an interior inspection from the roof hatch of each tank of the water quality and coating system; and prepare and submit an inspection report.

WATER IMPROVEMENTS PROJECTS

CDBG Waterline Improvements

City of Gladewater

The City of Gladewater has waterlines that are aged and undersized, resulting in frequent maintenance issues and inadequate water pressure. In order to alleviate these issues, replacement of these waterlines were performed. The areas of construction included, Marshall St. (from Wood to Cotton), Glade St. (from Stuart to Pine), Mills St. (from Commerce to Johnson), and Sabine St. (from Mills St. Willow St.). The project consisted of a base bid of 3,100 LF of new 6" AWWA C-900 DR-18 PC 235 PVC waterline, 22 EA 6" gate valves, 2 EA 8" gate valves, 6 interconnections, 335 LF bores, 290 sy of HMA repair, 6 EA Fire Hydrant Assemblies, 23 service connections and other miscellaneous items of construction. An Alternate Bid for 936 LF of new 6" AWWA C-900 DR-18 PC 235 PVC waterline, 9 EA 6" gate valves, 3 interconnections, 40 LF bores, 175 sy of HMA repair, 4 EA Fire Hydrant Assemblies, 3 service connections, and other miscellaneous items of construction was also constructed. Construction was completed May 2019 at a final cost of \$242,706.

CDBG Waterline Improvements

City of Chandler

Project included 3,554 LF of 6" C-900 waterline, 22 gate valves, 7 fire hydrants, and 42 service connections, and driveway repairs. Construction was completed January 2020 at a cost of \$226,294

CDBG Water Transmission from Rockett SUD

City of Ferris

This project resulted from the City's need to address poor water quality and water capacity issues at their Downtown well/plant. Ferris' groundwater contained high levels of total dissolved solids (TDS) and sulfates. The purpose of this project was to blend surface water from the Rockett Special Utility District (SUD) in an effort to bring the TDS and sulfates contaminant level within TCEQ requirements. Blending the surface water, disinfected with chloramines, with the groundwater, disinfected with free chlorine, and required the installation of a Liquid Ammonia Sulfate (LAS) system. Installation of the LAS system was done in a separate project.

Approximately 4,527 LF of 8 inch PVC transmission line was extended from Rockett SUD's system, near the southwest city limits, to the City's downtown plant. The project included 403 LF of bored steel encasement, 215 LF of directional bores for driveways, 5 gate valve assemblies, 3 combination air release valves, 2 flush valves, and a meter and vault box. A Grid Bee tank mixing system was installed at the Downtown Plant ground storage tank for blending measures.

About 75% of the 8 inch water transmission line length was constructed in state right of way which required obtaining a TxDOT permit. An easement was obtained from the Ferris ISD for the meter and vault construction. Construction was completed in November 2019, one month ahead of schedule at a final construction cost of \$393,003.



City of Gladewater, CDBG Project Signage



Kellyville-Berea WSC, Water Well Construction

CDBG Water Improvements

City of Morgan

This project consisted of the removal and replacement of 10 Fire Hydrants and 15 gate valves. This project included the installation of a high service pump and \$50,000 of miscellaneous electrical upgrades as well as renovation of the chlorine disinfection system. Interruption to service of the City was minimized and the overall project was completed on time and within budget. The project also included rehabilitation of an existing groundwater well but funding was not available at this time. During the project, the City also identified the need for additional isolation valves within the distribution system. Construction was completed September 2017 at a cost of \$167,615. This project was completed on schedule and within budget.

TWDB New Water Well

Kellyville-Berea WSC

SPI completed design for a new water well for Kellyville-Berea WSC in 2016. The project included design of a new 900' deep, 2-part, public water supply well with a 10" steel casing, and 6" screen and column riser. A new gas chlorination system, liquid ammonium sulfate (LAS) dosing system, and TCEQ compliant disinfectant housing building are also proposed for the project. SPI assisted in the procurement of construction funds through a TWDB loan which closed November 2017. Bids were opened in October 2017 and was awarded to a contractor, under budget, in November 2017. Construction was completed in January 2019 at a cost of \$385,910.

CDBG Water and Sewer Extension to CEFCO

City of Jefferson

A new CEFCO convenience store and gas station, located approximately 1500' from the intersection of US 59 and SH 49, was constructed along the west side of US 59. The purpose of the project, was to provide water and sanitary sewer service, which was not available at the proposed site. The new 8" waterline (approx. 480 lf) connected to an existing main at Owens St. and Jefferson St., traveled along the north side of Jefferson St., and extended beneath US 59 to the west right-of-way of US 59, thus providing water service to the CEFCO site. This waterline alignment included a 230 lf 14" steel encased bore beneath US 59. Two new hydrants were installed to provide proper fire coverage for the area. A new lift station was constructed on the southeast corner of US 59 and Delta St. Gravity sewer (approx. 426 lf) was extended from the new lift station, to the west right-of-way of US 59. The new gravity sewer line then proceeded south, to the northeast corner of the CEFCO site, providing sewer service to the development. The sanitary sewer alignment included a 230 lf 14" steel encased bore beneath US 59.

TxDOT permits were required for both of the steel encased bores, and installation of the proposed linework along the right-of-way. An existing, severely deteriorated lift station, was located on the northeast corner of US 59 and Delta St. This lift station was taken out of service, replaced with a new manhole to provide a connection point for existing services, and gravity flow to the new lift station. New 4" force main line (approx. 553 lf) was installed along the south side of Delta St. from the new lift station to an existing manhole located at the intersection of Delta St. and Friou St. Water System and Sanitary Sewer Line Plan Review forms were submitted to TCEQ as part of the project, and conditional approval was received for both. Construction was completed September 2019 at a cost of \$439,367.

CDBG Water Improvements

City of Emhouse

This project included 10,705 LF of new 8" C-900 PVC waterline, 3 new 8" gate valves, 3 interconnections, 2 service reconnections, & other miscellaneous items of construction. Construction was completed January 2016 at a cost of \$132,987.

CDBG Water Improvements

City of New London

Waterline improvements included 3,060 LF of 6" PVC waterline, 6 new 6" gate valves, 3 interconnections to existing waterline, 7 new fire hydrant assemblies, and 30 service connections. Construction was completed November 2017 at a cost of \$155,049. Additional funds available were expended rehabilitating ground storage tanks at the Glover St. well site – through small purchase procurement.

***SPI has provided engineering
services and construction
management services for over 200
Federally-funded projects through
the Community Development Block
Grant Program.***

WASTEWATER IMPROVEMENTS PROJECTS

CDBG WWTP Improvements

City of Alto

SPI assisted the City of Alto in the procurement of a funding source through the TDA for WWTP Improvements. The project consisted of critical improvements at the WWTP that would help get the plant back into compliance with the TCEQ. Improvements included a new concrete divider wall inside the existing aeration basin to reduce the overall size of the basin. A plan was developed for temporary treatment in the equalization basin while the new concrete wall could be constructed. In addition, a concrete floor inside the aeration basin was also designed and constructed so that fixed air diffusion could be installed in a future project. Construction was completed in July 2019, ahead of schedule, at a cost of \$227,932.

CDBG Water and Sewer Improvements

City of Jacksonville

Project included the installation of 2,500 linear foot of 6" waterlines, 4 new fire hydrants, 160 linear foot of sewer line, 150 linear foot of railroad bore, and four manholes. Construction was completed February 2019 at a cost of \$250,274.85.

CDBG Sanitary Sewer Lift Station

City of Alma

This Texas Capital Fund grant project was related to a trucking transportation business which relocated to the City of Alma. The grant award amount was \$750,000. SPI assisted the City and Grant Administrator from concept and through the application process. The project was officially awarded by the Department of Agriculture in April of 2016. The project consisted of constructing a sanitary sewer lift station in the City and extending a 6" force main over 10,000 LF to the City of Ennis for collection and treatment. The City of Alma does not currently own any sanitary sewer infrastructure. SPI, through its relationship with the City of Ennis, helped the two cities negotiate an agreement. SPI negotiated and prepared two utility easements with private landowners to construct the proposed improvements. The project includes a 410 foot bore beneath TxDOT's IH-45 and a bore beneath Union Pacific railroad. The project is substantially completed in construction and is in operation. The original construction contract was \$583,016. Construction was completed January 2018 at a final construction contract cost of \$577,519.

CDBG Sewer System Improvements

City of Campbell

This project included improvements to lift stations in the City of Campbell. WWTP lift station improvements included remove/replace of self-priming centrifugal pumps, wet well improvements, and basket screening device. Birch Street lift station improvements included installation of a 50kW generator with foundation slab, intruder resistant fencing and roof, two air release valves with new valve pits. Construction was completed November 2017, ahead of the February 2018 schedule, at a cost of \$217,810.

CDBG Sanitary Sewer Improvements

City of Frost

This project included construction of sanitary sewer upgrades, including the removal and replacement of 4,833 LF of 6" sanitary sewer line, removal and replacement of 11 manholes, 3 new manholes, HMAC repair, sewer service reconnections, and other miscellaneous items of construction. Construction was completed in February 2015, eight months ahead of the scheduled November 2015 deadline. The final construction cost was \$234,536, which was less than the construction budget of \$236,722.

CDBG Sanitary Sewer Improvements

City of Jefferson

This project consisted of the installation of a sanitary sewer line between River Oaks Drive and the WWTP, including 1449 LF of 15" PVC sanitary sewer line, 32 LF of 12" PVC sanitary sewer line, and 300 LF of HMAC repair. Challenges included easement acquisition performed with CDBG funds. The original construction contract amount was \$252,413. Construction was completed March 2017 at a cost of \$189,354. **multiple CDBG grants.**

With offices in Beaumont, Garland, Houston, Port Arthur, Terrell, and Tyler, SPI operates on the fundamentals that professional service and client satisfaction are the keys to building a successful consulting organization. We are dedicated to being responsive to client needs and to providing the skills, resources, and experience necessary to ensure the successful and cost-effective completion of each project.



City of Cushing, Blue Frog Aeration System

CDBG & TWDB Wastewater Treatment Plant Upgrades

City of Cushing

SPI assisted in the procurement of multiple funding sources for the City of Cushing totaling approximately \$1 Million for design and construction. This funding was used towards necessary upgrades to the existing wastewater treatment facility to bring the discharge back into compliance with its permitted limitations. These improvements were designed by SPI and included rehabilitation of the existing imhoff tank, a new Blue Frog Aeration System, new gas chlorine disinfection system with contact chamber, and gravity sewer line/manhole replacement. Construction was completed in October 2015 at a cost of \$765,000. **This project was partially funded by the CDBG program.**



City of Ennis, Mechanical Bar Screen

CDBG Mechanical Bar Screen

City of Ennis

As part of the multi-phase capital improvements plan for the City of Ennis, SPI designed, bid, and administered the construction of a new mechanical bar screen in an existing concrete channel at Ennis' Oak Grove WWTP. Construction was completed May 2017 at a cost of \$216,610.



City of Alto, CDBG WWTP Improvements

CDBG Bachelor Creek Phase 3 Improvements

City of Terrell

This CD project administered by the Texas Department of Agriculture utilizing federal Housing and Urban Development (HUD) funds included construction of 2190 LF of 30" sanitary sewer lines, 4 six foot diameter flattop manholes, 3 six foot diameter flattop drop manholes, inline service connections, abandonment of existing manholes, epoxy lining system, and surface restoration. Design was completed on this project, and a construction contract was awarded in the amount of \$606,100. Construction was completed in October 2016 at a final cost of \$544,360.



City of Alma, Sanitary Sewer Site Leveling

Oak Grove Wastewater Treatment Facility Evaluation & Improvements

City of Ennis

SPI evaluated the existing treatment units within the 4MGD Oak Grove WWTP for physical condition, needed maintenance, inadequate treatment capacities, expected lifecycle of existing components, safety concerns, future expansion requirements, and overall compliance with TCEQ design criteria. The project included evaluation of a recycling system that could return up to 100% of the WWTP effluent to provide cooling water to a local power plant.

The project resulted in a multi-phase capital improvements plan totaling over \$16 million of upgrades over the next 20 years. The City of Ennis is proceeding with Phase 1 of the CIP including a new bar screen, a new primary clarifier, new sludge pumps, rehabilitation of a secondary clarifier, and miscellaneous sludge processing upgrades. The phase 1 project is completed and a final inspection was conducted in June 2017. The construction contract amount is \$1,598,550. There were no change orders to this project. **This project was partially funded by a 2016 CDBG grant.**

CDBG Bar Screen Installation (Second)

City of Ennis

As part of the multi-phase capital improvements plan for the City of Ennis, SPI designed, bid, and administered the construction of a new mechanical bar screen in an existing concrete channel at Ennis' 4 MGD Oak Grove WWTP as a part of the City's 2015 CDBG project. The project and screen have worked so well for the City that another redundant mechanical bar screen was included in the City's 2017 CDBG project. Similar to the 2015 CDBG project, this bar screen was an E&I Catenary style mechanical bar screen installed in an existing 20' deep concrete basin. This project finished at a cost of \$257,249, within budget and ahead of schedule in August 2020.

Utility System Upgrades

City of Terrell

Forty-Five infrastructure improvements were targeted by the City of Terrell Engineering Department for upgrade. The projects were water and sewer system upgrades focused on the most deteriorated sections of the water distribution and wastewater collection systems throughout the City. The projects included approximately 23,600 LF of waterline, 11,500 LF of sewer line with services, fire hydrants, manholes, and all other appurtenances. Much of the line had to be bored or carefully excavated with attention to disruptions of public and private properties and surface repairs.

SPI targeted the oldest sections of water and wastewater infrastructure with very few records available. As such, easements, depths, pipe types, sizes, configurations, valving, etc were largely undefined. Planning and Design had to include field determinations and the ability to have multiple approaches at the ready, in case the ideal reconstruction plan was not possible.

Multiple crossings and work within TxDOT right-of-way were necessary, and all permitting and coordination were processed through our office. In addition, work within the Union Pacific Railroad right-of-way and a bore under the railroad were permitted and processed for this project.

Each individual segment of line included pressure testing, bacterial testing, compaction testing, mandrel, etc. as appropriate for the use and location of the piping.

These projects were budgeted over a four-year fiscal cycle. As such, the projects were designed and bid in four phases. Phase 1 of this project began in June 2011, and Phase 4 of this project was completed in June of 2015. The final construction cost of all 4 phases was approximately \$4.7 Million. **These projects were partially funded by multiple CDBG grants.**

TWDB WWTF Improvements

City of Alba

SPI designed upgrades to the existing Alba Wastewater Treatment Facility. This project was featured in an article in WaterWorld Magazine. This project included the installation of the Blue Frog System, a cutting-edge wastewater treatment system that eliminates build-up of organic sludge in an environmentally responsible manner. Upgrades also included raising berms to increase pond capacity, new screening structure, new chlorine contact chamber, new on-site generator, and electrical upgrades. Construction was completed July 2017 at a cost of \$638,283.

STREET IMPROVEMENTS PROJECTS

CDBG Street Improvements

City of Rice

SPI was selected as the City's consultant and assisted the City and the grant administrator during the Texas Department of Agriculture (TDA) Community Development grant application process. Several months later the City was notified of their selection to be awarded the project with TDA. SPI's design included reconstruction of three city streets. The selected streets were Calhoun between CR 1040 and Fulton, Austin between Jefferson and Gilmer, and Rusk between the Railroad and Boston. Design included excavation and disposal of existing pavement and underlying subgrade and replacing with 6" of rock base and 2" of hot-mix asphalt pavement. A geogrid material was installed beneath the rock base. The purpose of the geogrid material was to mitigate differential vertical movement in the fat clay soils and to help distribute the traffic loadings. There are known sulfates in the area and therefore lime, nor cement stabilization, was appropriate for stabilization of the subgrade soils. Select locations of roadside ditches were regraded to improve flow. Street cross culverts were replaced with new corrugated metal pipes. Some driveway culverts were replaced.

Design began in January of 2018 and was completed in May 2018. Construction began in November of 2018 and was completed in October of 2019 at a final construction cost of \$267,937 which was \$7,469 less than the original construction contract amount.

CDBG Street Improvements

City of Reklaw

This project consisted of general improvements to portions of County Roads 4320, 4325, 4323, 4321, and 4326 with alternates CR 4408 and CR 4409 in the City of Reklaw. Improvements included cement treatment of existing base and the placement of a new asphalt (CRS 2P)/aggregate surface treatment. Construction was completed ahead of schedule and within budgetary constraints in February 2016 at a cost of \$256,165.

CDBG Street Improvements

City of Alba

The City of Alba received a TxCDBG grant in the amount of \$275,000 to rehabilitate streets and drainage infrastructure within their City. Rehabilitation methods included scarifying, re-mixing, and re-shaping the existing base material. The re-shaped road base was primed, and a 1-1/2" matte of hot mix asphaltic concrete (HMAC) was installed as a surface course. Project Manager Frank Stephens, P.E. was responsible for all phases of this project including surveys, design, preparation of construction documents, bidding and construction administration. This project bid in May 2014 for a total construction cost of \$204,008. The construction budget for the project was \$221,270. The project was completed 8 months ahead of schedule at a cost of \$218,475.

CDBG Roadway Rehabilitation

City of Emory

The City of Emory received a TxCDBG grant in the amount of \$275,000 to rehabilitate four streets within their City. Rehabilitation methods included scarifying, re-mixing/re-shaping, and cement stabilizing the existing base material. The stabilized road base was primed, and a 1-1/2" matte of hot mix asphaltic concrete (HMAC) was installed as a



City of Alba, WWTF Improvements



City of Rice, CDBG Street Improvements

surface course. Project Manager Franklin Stephens, P.E. was responsible for all phases of this project including surveys, design, preparation of construction documents, bidding, and construction administration. This project was completed in October 2014, with no change orders, at a total construction cost of \$256,960. The project was completed ahead of the scheduled construction completion date of November 2014.

CDBG Street Improvements City of Coffee City

This project included engineering design and construction administration of the improvement of Royal Forest, Pinedale, Deval and Highsaw Streets in Coffee City. The four streets were improved by a process known as "re-claiming" the existing road base material, and stabilizing it with Portland cement. After the base material was re-shaped, stabilized and compacted, a one and one-half inch mat of hot-mix asphaltic concrete (HMAC) was added as a riding surface. Road-side ditches were also re-graded and improved. The construction included 651 tons of HMAC, 7,250 SY of cement-treated base, 7,870 LF ditch improvements, and other miscellaneous items. Approximately 3,345 LF of street was improved. Construction was completed ahead of schedule in August 2017 at a cost of \$218,454. The construction budget for this project \$218,993

CDBG Old Alma Road Reconstruction City of Alma

Approximately 2,000 LF of Old Alma Road was reconstructed utilizing a Texas Department of Agriculture CDBG grant award. This was the City's first grant project ever pursued. SPI introduced the City to the grant funding option, assisted them throughout the application process and project identification. SPI prepared the required Table 2 and drawings for the application. The project was selected and design started in December of 2015 and was completed in April 2016. High sulfates content was discovered in the subgrade during the geotechnical investigation which resulted in a design consisting of geogrid placed on the subgrade, followed by addition of crushed concrete base and a two-course chip seal surface. Construction was completed in September 2016, at a total construction contract amount is \$217,000. The project was completed within budget, and 3 months ahead of the projected schedule.



CDBG Downtown Sidewalk Rehabilitation

City of Jacksonville

This project included removal and replacement of downtown sidewalks, curb and gutter, and installation of ADA compliant ramps. Construction was completed in April 2017, one month ahead of schedule, at a cost of \$114,870. Due to the final construction cost falling well under budget, the City added a striping contract for the downtown sidewalks. The cost for additional striping was \$5,944 and was completed December 2017.

CDBG Downtown Sidewalk Improvements

City of Rusk

This project included concrete sidewalk improvements along Lone Oak Street, East Fifth Street, and East Sixth Street, with the addition of ADA accessible curb ramps on each corner of the intersection of East Sixth Street and Lone Oak Street. Removal of existing sidewalks, concrete curb and gutter, portions of existing concrete driveways, and concrete steps and slabs were involved prior to the construction of the proposed sidewalk improvements.

CDBG Street Improvements and Generators

City of Frankston

This project included 25 STA ROW preparation, 2771 SY cement treatment existing base (road-mixed), 35 tons Portland Cement, 831 gallons prime coat (MC 30), and 229 tons HMA (TY D PG 64-22). Additionally, the project included one 200 kw generator, generator pad, and miscellaneous electrical improvements. Construction was completed April 2016 at a cost of \$161,846.

CDBG Roadway Rehabilitation

County of Nacogdoches

The County of Nacogdoches received a Tx-CDBG grant in the amount of \$275,000 to rehabilitate three roads in a rural subdivision that had not been constructed to County standards. Rehabilitation methods included scarifying, re-mixing and re-shaping the existing sub-grade of the roads. Iron-ore base material salvaged from a nearby TxDOT highway improvement project was added to the re-shaped road and new culverts were added to all driveways. Project Manager Allen Ross, P.E. was responsible for all phases of this project including surveys, design, preparation of construction documents, bidding, and construction administration. Construction of this project was completed in June 2014 at a total construction cost of \$207,268.55. The construction budget for the project was \$275,000.

Buccee's Blvd Sonoma Trail Street Construction

City of Ennis

Texas Capital Fund CDBG, Street Construction associated with new Buccee's Site Development on I-45. The project design was completed by Buccee's site development engineers. SPI contracted with the City of Ennis to review the design, publicly bid and manage the street construction. Two new reinforced concrete streets were constructed in this project. Sonoma Trail was constructed between FM 1181 (Creechville Road) and to about 1,380 feet south. Buccee's Boulevard was constructed between IH-45 northbound frontage road and the new Sonoma Trail, about 650 LF. In addition, a dedicated right turn lane was constructed along the northbound IH-45 Frontage Road between the new Buccee's Blvd to about 470 feet south. The dedicated right-turn lane utilized a continuously reinforced concrete pavement design in accordance with TxDOT standards.

Five-foot width concrete sidewalks complete with ADA accessible ramps and crosswalks were constructed along both sides of each street. Sidewalk design and construction required detailed coordination to accommodate communications, natural gas, buried power, municipal utilities (water and sanitary sewer), and street lighting.

The project required extensive coordination between the project contractor, the Buccee's site development contractor, and a contractor performing roadway work on FM 1181 for TxDOT. The three projects occurred simultaneously, therefore, access, responsibility assignments, and scheduling required on-going and careful communication and coordination throughout the project. It was imperative that the street construction be completed prior to the Buccee's store opening. The final surfacing of the TxDOT FM 1181 project was scheduled such that heavy equipment and delivery access was completed on the street construction and the Buccee's site/store construction. SPI provided construction administration on behalf of the City which included conducting a pre-construction meeting, reviewing material submittals, conducting regular progress meetings for the street construction, participating in joint meetings that included the contractors from the 3 concurrent projects, reviewing contractor pay requests, tracking as-built information and producing final record drawings, and preparing final close-out documents. Construction administration required frequent and careful communication/coordination with the City's grant consultant, City staff, and the construction contractor. SPI also provided part-time, on-site, construction representation. The project was successfully completed on time in March 2020, and on budget, at a cost of \$1,069,212.



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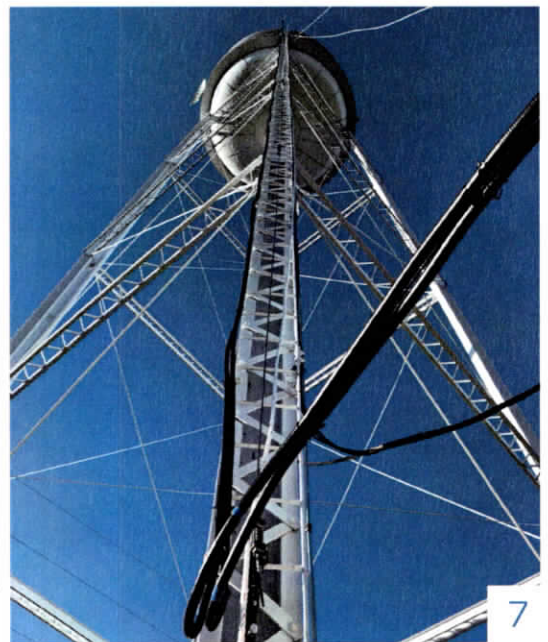
SPI CDBG-FUNDED PROJECTS



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7

1. CDBG SEWER IMPROVEMENTS, FROST, TX
2. CDBG WATER IMPROVEMENTS, REKLAW, TX
3. CDBG WATER IMPROVEMENTS, BERRYVILLE, TX
4. CDBG DOWNTOWN SIDEWALKS, RUSK, TX

5. CDBG DOWNTOWN REVITALIZATION, TERRELL, TX
6. CDBG STREET IMPROVEMENTS, ALBA, TX
7. CDBG ELEVATED STORAGE TANK REHAB, FROST, TX

Federally Funded Projects, CDBG, or State-Funded Projects -Partial Listing

SPI has completed over 200 federally funded construction projects. Many of these projects were in the North East and South East Texas Regional Planning Groups (ETCOG, NCTCOG, DETCOG, ATCOG, HOTCOG). SPI provided project engineering design and construction management services for all of the projects listed below:

CDBG Improvements Projects

Chambers County, CDBG West Greenwood Street Imp
Cherokee County, CDBG DR 10 Emergency Power Gens
Cherokee County, CDBG GLO Disaster Recovery Projects
Cherokee County, CDBG Water Improvements
City of Alba, CDBG Old Alma Road Improvements
City of Alba, CDBG Drainage Improvements
City of Alma, CDBG Sanitary Sewer Improvements, TCF
City of Alma, CDBG Street Improvements
City of Alto, CDBG DR Emergency Generators
City of Alto, CDBG Sanitary Sewer System Imp
City of Alto, CDBG Sewer Improvements
City of Alto, CDBG WWTF Improvements
City of Anahuac, CDBG DR Elevated Water Tank
City of Anahuac, CDBG DR Drainage Improvements
City of Atlanta, CDBG Sanitary Sewer Improvements
City of Berryville, CDBG Water and Street Improvements
City of Berryville, CDBG Water System Improvements 2008
City of Berryville, CDBG Street Improvements, 2020
City of Big Sandy, CDBG Ground Storage Tank, New Water Well & Hydropneumatic Tank
City of Blooming Grove, CDBG Potable Water Imp Ph 1 & 2
City of Blooming Grove, CDBG Sanitary Sewer Imp
City of Blooming Grove, CDBG Water System Imp
City of Blooming Grove, CDBG WWTP Improvements
City of Campbell, CDBG Sewer System Improvements
City of Campbell, CDBG Wastewater Plant Imp
City of Celeste, CDBG 1998 Water Improvements
City of Celeste, CDBG 2003 Water and Sewer Imp
City of Center, CDBG Sewer Improvements
City of Chandler, CDBG New Water Well
City of Chandler, CDBG Waterline Improvements
City of Coffee City, CDBG New Community Center
City of Coffee City, CDBG Street Improvements
City of Colmesneil, CDBG Street Improvements 2017
City of Cuney, CDBG DR Emergency Generator
City of Cuney, CDBG GLO Disaster Recovery Street Rehab
City of Cuney, CDBG Water and Sewer Improvements
City of Cushing, CDBG & TWDB WWTP Improvements
City of Daingerfield, CDBG Waterline Improvements
City of Daingerfield, CDBG Water and Sewer Imp, 2019
City of Devers, CDBG DR Grinder Pump Replacement
City of Devers, CDBG WWTP Improvements, 2020

City of Emhouse, CDBG Water Improvements
City of Emhouse, CDBG Waterline Improvements
City of Emory, CDBG Street Improvements
City of Ennis, CDBG Bar Screen 2015
City of Ennis, CDBG Bar Screen 2017
City of Ennis, CDBG Sidewalks
City of Ferris, CDBG Water System Improvements
City of Ferris, CDBG Water Transmission Rockett SUD
City of Frankston, CDBG Street Imp and Generator
City of Frost, CDBG Elevated Storage Tank Rehabilitation
City of Frost, CDBG Sanitary Sewer Improvements
City of Gladewater, CDBG Waterline Improvements
City of Grapeland, CDBG DR Building Renovations
City of Grapeland, CDBG TCF Utility System Imp
City of Grapeland, CDBG Water Improvements
City of Groves, CDBG Sewer System Improvements
City of Groves, CDBG 2019 Sanitary Sewer Imp
City of Groves, CDBG DR Taft Lift Station Improvements
City of Huntington, CDBG Street Rehabilitation
City of Huntsville, CDBG Waterline Improvements 2018
City of Huxley, CDBG 100,000 Gallon Standpipe
City of Jacksonville, CDBG Downtown Sidewalk Imp
City of Jacksonville, CDBG DR 2 Emergency Generators
City of Jacksonville, CDBG Water and Sewer Imp
City of Jacksonville, CDBG Downtown Revitalization Sidewalk Improvements
City of Jefferson, CDBG Sanitary Sewer Improvements
City of Jefferson, CDBG TCF CEFCO
City of Jefferson, CDBG Planning & Capacity Bldg Fund
City of Jefferson, CDBG Disaster Recovery Drainage
City of Kemp, CDBG Sewer Improvements
City of Kemp, CDBG Sewer System Improvements
City of Kirbyville, CDBG Wastewater System Improvements
City of Kirbyville, CDBG DR Drainage Improvements 2015
City of Kirbyville, CDBG DR Sanitary Sewer Imp 2015
City of Liberty, CDBG DR 6 Emergency Generators
City of Log Cabin, CDBG Water System Improvements
City of Lumberton, CDBG DR 2 Emergency Generators
City of Lumberton, CDBG DR Drainage Improvements

Projects highlighted in yellow are within a 60-mile radius of the City of Jacksonville.

City of Lumberton, CDBG DR Culvert Crossing Repl
 City of Lumberton, CDBG DR Lift Station Generators
 City of Lumberton, CDBG Service Line Rehabilitation
 City of Lumberton, CDBG DR Flood & Drainage, 2020
 City of Lumberton, CDBG DR Streets, 2020
 City of Lumberton, CDBG DR Drainage and Street Imp
 City of Mabank, CDBG 2019-2020 Sewer Improvements
 City of Mont Belvieu, CDBG Water System Improvements
 City of Morgan, CDBG Water Improvements
 City of Nacogdoches, CDBG Collection System Imp, 2003
 City of Nacogdoches, CDBG Collection System Imp, 2007
 City of Nacogdoches, CDBG Collection System Imp, 2013
 City of Nederland, CDBG DR Street Improvements
 City of New London, CDBG Potable Water Improvements
 City of New London, CDBG Sewer Improvements
 City of New London, CDBG Water Improvements
 City of New London, CDBG Water Improvements
 City of New Summerfield, CDBG Waterline Improvements
 City of Orange, CDBG DR Street Improvements
 City of Orange, TDRA DRP East Town Streets Imp
 City of Ore City, CDBG Water Improvements
 City of Palestine, CDBG Water, Sewer, & Street Imp
 City of Pine Forest, CDBG Wastewater System Imp
 City of Pinehurst, CDBG DR Lift Station Improvements
 City of Pinehurst, CDBG DRP Bridge Replacement
 City of Pinehurst, CDBG DRP Sanitary Sewer LS Imp
 City of Pinehurst, CDBG Generator
 City of Pinehurst, CDBG Gravity Sewer Rehabilitation
 City of Pinehurst, CDBG Lift Station Modifications
 City of Pinehurst, CDBG Water System Improvements
 City of Pinehurst, CDBG WWTF Improvements
 City of Pinehurst, CDBG WWTF Imp Polymer Filter Beds
 City of Pinehurst, CDBG WWTF Sludge Drying Beds
 City of Pinehurst, CDBG 2017 Sewer Rehabilitation
 City of Pinehurst, CDBG DR WWTP Improvements, 2020
 City of Pinehurst, CDBG DR Streets, 2020
 City of Pinehurst, CDBG DR Collection System, 2020
 City of Port Neches, CDBG DR Elevated Tank, 2020
 City of Reklaw, CDBG & TWDB New Water Well
 City of Reklaw, CDBG Street Improvements
 City of Reklaw, CDBG Water Improvements
 City of Reklaw, CDBG Plant 2 Improvements
 City of Rice, CDBG Street Improvements
 City of Rusk, CDBG 200,000 Gal GST & 8" Water Line
 City of Rusk, CDBG Downtown Sidewalk Improvements
 City of Rusk, CDBG DR Emergency Generator
 City of Rusk, CDBG New Water Well, Water Plant & 10"
 Distribution Line
 City of Rusk, CDBG Street Improvements
 City of Scottsville, CDBG New Water Well
 City of Terrell, CDBG Sanitary Sewer Imp, Bachelor Creek
 City of Terrell, CDBG Sewer Improvements
 City of Terrell, CDBG Sewer Improvements 2005
 City of Terrell, CDBG Water Improvements
 City of Terrell, CDBG Water System Improvements

City of Terrell, CDBG Water System Improvements
 City of Terrell, CDBG First Time Sewer Improvements
 City of Vidor, CDBG DR Street Improvements
 City of Vidor, CDBG DR Flood & Drainage Facilities
 City of Vidor, CDBG DR Planning Study
 City of Waskom, CDBG Water Improvements
 City of West Orange, 1994 CDBG Sanitary Sewer Imp
 City of West Orange, 1997 CDBG Sanitary Sewer Imp
 City of West Orange, 1999 CDBG Sanitary Sewer Imp
 City of West Orange, 2002 CDBG Sanitary Sewer Imp
 City of West Orange, 2006 CDBG Sanitary Sewer Imp
 City of West Orange, 2009 CDBG Sanitary Sewer Imp
 City of West Orange, 2012 CDBG Sanitary Sewer Imp
 City of West Orange, 2017 CDBG Service Line Imp
 City of West Orange, CDBG TDRA DRP Streets Rehab
 City of West Orange, CDBG DR 2 Emergency Generators
 City of West Orange, CDBG DRP, Condemned Structure
 Demolition
 City of West Orange, CDBG DRP, Culvert Replacements
 City of West Orange, CDBG DRP, Street Rehabilitation
 City of West Orange, CDBG 2019-2020 Street Rehab
 City of West Orange, CDBG DR Streets, 2020
 City of West Orange, CDBG DR Drainage, 2020
 City of West Tawakoni, CDBG New GST and Rehabilitation
 G-M WSC, CDBG Pendleton Harbor Water Line
 G-M WSC, CDBG Surface Water Treatment Plant
 Liberty County, CDBG DR 8 Emergency Generators
 Liberty County, CDBG DR Roadway Improvements
 Liberty County, CDBG GLO Disaster Recovery Projects
 Madison County, CDBG DR New Water Service
 Madison County, CDBG GLO DR Water System Imp
 Montgomery County, CDBG DR Drainage Improvements
 Nacogdoches County, CDBG DR Shelter Improvements
 Nacogdoches County, CDBG Roadway Improvements
 Nacogdoches County, CDBG GLO Disaster Recovery
 Orange County, CDBG TDRA DRP County Bridge Repl
 Orange County, CDBG TDRA DRP County Road Imp
 Orange County, CDBG DR Drainage Improvements
 Orange County, CDBG DR New Community Shelter
 Riverside WSC, CDBG Water System Improvements
 Sabine County, CDBG DR New Surface Water Plant
 Stryker Lake WSC, CDBG New Water Well
 Stryker Lake WSC, CDBG Water Plant #2 Improvements
 Walker County SUD, CDBG Storage Tank Improvements
 Walker County SUD, CDBG Water Improvements
 Walker County, CDBG GLO DR Emergency Generators

Other State/Federal Funded Projects

Angelina WSC, TWDB RWAF Water System Improvements
 Bolivar Peninsula, TWDB DWSRF Water System Imp
 City of Alba, TWDB WWTF Improvements
 City of Alba, TWDB Mockingbird & Quitman Sewer Line
 City of Alto, TWDB Wastewater System Improvements
 City of Beaumont, TWDB CWSRF, 23rd Street Interceptor
 Rehab Force Main/Lift Station

City of Beaumont, TWDB CWSRF, Calder Interceptor Rehabilitation
 City of Beaumont, TWDB CWSRF, Dowlen Road Sanitary Sewer Rehabilitation
 City of Beaumont, TWDB CWSRF, East Lucas Interceptor Rehabilitation
 City of Beaumont, TWDB CWSRF, Folsom Interceptor
 City of Beaumont, TWDB CWSRF, North Trunk Line Rehab
 City of Beaumont, TWDB CWSRF, Prison Force Main Sewer Improvements
 City of Beaumont, TWDB CWSRF, Treatment Facility Clarifiers/Thickeners
 City of Beaumont, TWDB CWSRF, Wetland Treatment Facility
 City of Como, STEP Potable Water Improvements
 City of Emory, TPWD Recreational Trail
 City of Ennis, TWDB CWSRF WWTP Improvements
 City of Ennis, TWDB CWSRF WWTP Improvements Ph 2
 City of Eustace, USDA-RD Funds, Water System Imp
 City of Gladewater, TPWD Boating Access Improvements
 City of Gladewater, TWDB Backwash Pond Improvements
 City of Gladewater, TWDB Intake Structure Upgrades
 City of Gladewater, TWDB Pump Chamber Improvements
 City of Gladewater, TWDB Tank Rehabilitation
 City of Gladewater, TWDB Waterline Improvements
 City of Gladewater, WWTP & Collection System Rehab
 City of Gladewater, TxDOT Airport Pavement Rehab
 City of Groves, TWDB CWSRF, New WWTP
 City of Huntington, TWDB CWSRF WWTP Improvements
 City of Jefferson TWDB DWSRF Water Improvements
 City of Jefferson, TWDB Downtown Water/Sewer Upgrades
 City of Jefferson, TPWD Boating Access Improvements
 City of Jefferson, TWDB CWSRF Sewer Improvements
 City of Kemp, USDA New .350 MGD WWTP
 City of Kilgore, FEMA Culvert Wingwall Replacement
 City of Kilgore, FEMA Pedestrian Bridge Replacement
 City of Kilgore, FEMA Retaining Wall Replacement
 City of Kilgore, TPWD Recreational Trails Phase 1
 City of Kilgore, TPWD Recreational Trails Phase 2
 City of Kirbyville, TWDB CWSRF Wastewater System Imp
 City of Kirbyville, TWDB DWSRF Water Improvements
 City of Liberty, TWDB CWSRF Wastewater System Imp
 City of Lone Oak, STEP Water Improvements
 City of Nacogdoches, TWDB CWSRF Sanitary Sewer Imp
 City of Nederland, TWDB CWSRF Demolition
 City of Nederland, TWDB CWSRF Lift Station
 City of Nederland, TWDB CWSRF Sanitary Sewer Year 1
 City of Nederland, TWDB CWSRF Sanitary Sewer Year 2
 City of Nederland, TWDB CWSRF Sanitary Sewer Year 3
 City of Nederland, TWDB CWSRF Sludge Dewatering
 City of Nederland, TWDB CWSRF Wagner Addition
 City of Nederland, TWDB CWSRF Wastewater Plant
 City of Pinehurst, TWDB, WQEL, CDBG, Flow Equalization Basin
 City of Port Lavaca, TWDB CWSRF Lynn Bayou Siphon Replacement
 City of Port Lavaca, TWDB CWSRF Lynn's Bayou Sewer Improvements
 City of Port Lavaca, TWDB CWSRF Transfer Station and Force Main
 City of Port Lavaca, TWDB CWSRF WWTF Improvements
 City of Reklaw, TWDB New Water Well
 City of Rice, GLO Crockett Street Improvements
 City of Rice, GLO Boston-Gilmer Street Improvements
 City of Rusk, TPWD Recreational Trail
 City of Terrell, FEMA CR 305 Reconstruction
 City of Terrell, FEMA Street Rehabilitation 2016
 City of Terrell, FEMA Street Rehabilitation 2017
 City of Terrell, Safe Routes to Schools
 City of Vidor, FEMA Street and Drainage Improvements
 City of West Tawakoni, TWDB Storage Tank Rehabilitation
 City of Whitehouse, TPWD New Sports Complex
 City of Wills Point, TWDB WTP Improvements
 Craft-Turney WSC, TWDB New Water Well
 D&M WSC, TWDB Eden Water Plant Improvements
 Evadale WCID#1, TWDB Water System Improvements
 Fannett Sewer Service and WSC, USDA First Time Wastewater Service and Treatment Plant
 G-M WSC, TWDB Improvements 2017
 Jefferson County, STEP Water and Sanitary Sewer Imp
 Kellyville-Berea WSC, TWDB New Water Well
 Lake Livingston WSC, TWDB DWSRF Water Lines
 Lower Neches Valley Authority, TWDB DWSRF, West Regional Water Treatment Facility
 McClelland WSC, FHA Grant Water System Improvements
 Orange County TxDOT Hangar & HAT
 Texas Parks & Wildlife Department, Caddo Lake State Park Water System Improvements
 Texas Parks & Wildlife Department, Daingerfield State Park Sewer Improvements
 Texas Parks & Wildlife Department, Fairfield State Park WWTP Improvements
 Texas Parks & Wildlife Department, JD Murphree WMA, Wastewater System Improvements
 Texas Parks & Wildlife Department, North Toledo Bend WMA, Pump Station and Levee Modification
 Texas Parks & Wildlife Department, Texas Freshwater Fisheries Center Water Infrastructure Improvements
 Texas Parks & Wildlife Department, Tyler SP, Renovate Water & Sewer System
 Texas Parks & Wildlife Department, Tyler State Park WWTF Rehabilitation
 UNRMWA, TPWD Boating Access Improvements



City of Jefferson, Sanitary Sewer Improvements

Past Projects Completed on Schedule

SPI will consult with the City and the Grant Administrator to define the specific project

Federally funded projects typically have a very rigid schedule for completion of the project. SPI works with the client and grant administrator to define the work schedule for data collection, land acquisition, environmental review, plan development, bidding, and construction. SPI has successfully completed over 200 CDBG projects on schedule, which is critical in scoring for successive grant opportunities.

The SPI team understands that schedules are “lost” a day at a time. The key to on-time project delivery is preparation and adherence to the schedule. The SPI team will develop a schedule that:

- Considers and coordinates all project activities and tasks.
- Is based on a logical and achievable sequence of activities and tasks.
- Has acceptance and buy-in from the team members performing project activities and tasks and the City staff.
- Meets the overall project objectives.

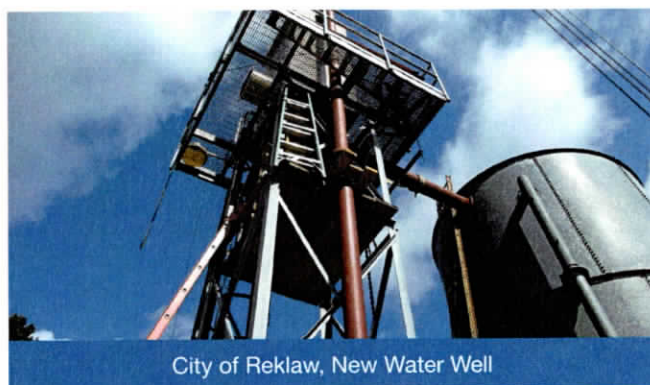
Ongoing schedule utilization allows us to manage the project proactively rather than reactively. We will update

the project schedule regularly because we recognize that a schedule is an evolving document. An expeditious schedule will be developed that does not sacrifice quality. Milestone project reviews as discussed in the QC/QA process, provide opportunities to update the schedule as well as effective ways to accelerate or recover lost time in the project schedule. This allows the SPI team to deliver the project to the City in the shortest possible time frame.

Manages Projects within Budgetary Constraints

During design, SPI will maintain clear communication with the Grant Administrator and the City. We will responsibly ensure that the project is a success for the City, while complying with the myriad regulatory and funding requirements. For example, we will create alternate bid items and unit costs to allow the contract to fully expend the allowable budget without exceeding the budget. We understand how to work within the funding structure to avoid unnecessary delays and costs. Our track record proves that we finish projects on time and within budget, making you eligible for future funding opportunities.

As part of the QC/QA process, SPI will review the design with you at least three different times throughout the design phase so that the finished product is exactly what you expected. As required the design will be approved by all regulatory agencies and TDA prior to releasing for bid.



Work Product is of the Highest Quality

The quality of the work product is maintained by commitment to the following:

Communication

SPI understands the importance of establishing the lines of communication based on the client's organization and management. It is preferable to stream communications through one contact to avoid confusion between and within the client's organization. Typically, the communication is with the manager of the organization and with staff as directed, or with previous knowledge of the client's main contact.

Incorporating experience and knowledge of the Owner's staff

SPI will work with the Owner to identify items of importance and will incorporate milestones for review of the project before proceeding with details of plans and specifications. We know the successful completion of the project requires open and honest communication to bring together the experience and knowledge of the Owner, suppliers and manufacturers, contractor, financing agency, and our staff.

Technically competent

The experience of SPI and the individuals assigned to the project will provide the technical competency required to meet the needs of the Owner.

Quality of the Constructed Product

The above three elements are key in developing a quality constructed product. The element of communication must extend to bidders in the bid phase and the selected contractor during construction.

Timely service

Timeliness of service is an important aspect of a project. Timeliness of service for major projects is best achieved by determining the major milestones and scheduling the tasks required to meet the milestones.

Quality Assurance / Quality Control

SPI adopted and utilizes the ASCE quality program, "Quality in the Constructed Product". The policies and procedures prescribed in this program are used to assure a complete, accurate, and quality product. Quality is defined in this program as "the fulfillment of project responsibilities in the delivery of products and services in a manner that meets or exceeds the stated requirements and expectations of the Owner". The program goes on to state that "...quality hinges on the degree to which the requirements of each project participant is met". These tenets of the program highlight what the SPI team believes is unique and important about the relationship we develop with our clients.

Key Personnel



Jeremy Buechter, P.E.
Principal-in-Charge
QA-QC

- Joined SPI in 2001
- Registered Professional Engineer, Texas License No. 92554
- B.S. Civil Engineering – University of Cincinnati, Ohio, 1997
- 24 years experience in design, construction management and inspection of water and wastewater treatment plants, drainage, roadway improvements, utility projects, parks projects, and other municipal projects
- 25% Availability



Jeffrey Simmons, P.E.
Project Manager

- Joined SPI in 2016
- Registered Professional Engineer, Texas License No. 96748
- Registered Professional Engineer, Louisiana License No. 35757
- B.S. Computer Engineering, Texas A&M University, 2000
- 21 years experience with parks projects, water and wastewater treatment, highway, municipal street design and construction; municipal water and sanitary sewer improvements
- 30% Availability



Travis Reed, P.E.
Project Engineer

- Joined SPI in 2007
- Registered Professional Engineer, Texas License No. 115983
- B.S. Civil Engineering – University of Texas at Tyler, 2011
- 15 years experience utilizing Civil 3D drafting and design of sanitary sewer, streets, highways, airports, drainage, utilities, and land development
- 25% Availability

The SPI staff provides **continuity** as well as experience. Most of the personnel assigned to this project have worked together for over ten years!



Mickey Cheavens
Project Designer

- Joined SPI in 2016
- B.S. Civil Engineering – University of Texas at Tyler, 2017
- 6 years experience utilizing Civil 3D drafting and design of sanitary sewer, streets, highways, airports, drainage, utilities, and land development
- 20% Availability



Chris Gafford
Construction Representative

- Joined SPI in 2018
- Drafting & Design Certification, Trinity Valley Community College, 1997
- 29 years experience with civil engineering drafting, design and construction inspection
- Responsible for on-site construction monitoring for documentation of construction
- Responsible for reviewing pay applications, initiating change orders, assembling punch list, and initiating project close-out
- Experienced at reviewing project plans, proposals, acting as point of contact, coordinating meetings, field testing and inspections
- Experience with collaborating with water departments and boards, attending council meetings



Sarah Morris, SHRM-CP
Contracts Administrator

- Joined SPI in 1999
- B.B.A. in Management, The University of Texas at Tyler
- A.A. in Business Administration, Tyler Junior College
- Extensive experience in the preparation and administration of contract documents between various entities
- Assists with QA-QC of construction contract documents to ensure compliance with State and Federal requirements



Robert Haberle, DC, CPM | Community & Government Relations

- Joined SPI in 2011
- BGS Liberal Arts, The University of Texas at Tyler
- Doctor of Chiropractic and BS Human Anatomy, Parker University
- Certified Public Manager, Stephen F. Austin University
- 14 years experience as a municipal employee, 7 years elected official
- Serves on Boards for Texas Workforce Commission, Jacksonville EDC, Nacogdoches EDC, Tyler Area Business Education Council, Tyler Area Chamber of Commerce

Adequacy of Resources

SPI employs the latest in computer aided design and drafting software to complete projects. Some of these technical resources include the following:

- ArcGIS/ESRI
- AutoDesk Infrastructure Design Suite (Premium)
- AutoCAD
- AutoCAD Civil 3D
- AutoCAD Map 3D
- Civil 3D (SSA) Storm and Sewer Analysis; Hydroflow Hydrographs
- HYDRA modeling
- HEC-II
- HEC-RAS
- HEC-HMS
- KY Pipe

SPI prides itself on its knowledgeable and talented staff. With over 60 employees company-wide, we are able to utilize staff members on an as-needed basis.

Affirmative Action Statement

SPI has a diverse workforce and a history of affirmative action through the utilization of Women Business Enterprise and Minority Business Enterprise firms as partners and subcontractors.

SPI has an established Affirmative Action Plan in accordance with the intent of the rule's regulations and guidelines of the various federal, state, and local laws and agencies having oversight in the equal opportunity area. The Affirmative Action Plan established by SPI provides for full implementation of SPI's policy on Equal Employment Opportunity. It is the goal of the written plan to provide equal opportunity for any individual regardless of race, color, religion, sex, national origin, marital status, as the terms, conditions, and benefits of employment.

The legal basis of the plan is Title VII of the Civil Rights Act of 1964 (As Amended by the Equal Opportunity Act of 1972).

We will be happy to provide a detailed company personnel profile and an underutilized business reference list at your request.

Statement of Conflict

We know of no current or potential conflicts of interest involving SPI or its key employees regarding the City of Jacksonville and the proposed projects.

Statement Regarding Firm Resources

"Schaumburg & Polk, Inc. has the resources, professional engineers, skilled technicians, and supporting staff and equipment to carry out the scope of work described in the RFQ in a timely manner."

City of Huntington

Bill Stewart, CPM, City Administrator
P.O. Box 349
Huntington, TX 75949
936-422-4195
bstewart@cityofhuntington.org

City of Gladewater

Charles Smith, CPM, Interim City Manager
P.O. Box 1725
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903-845-2196
csmith@cityofgladewater.com

City of White Oak

Jimmy Purcell, City Coordinator
906 S White Oak Rd
White Oak, TX 75693
903-759-3936 x 7017

City of Kilgore

Josh Selleck, City Manager
815 N. Kilgore Street
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City of Jacksonville

James Hubbard, City Manager
P.O. Box 1390
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james.hubbard@jacksonvilletx.org

City of Terrell

Steve Rogers, P.E., City Engineer
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City of Terrell

Glenn Caldwell, Director of Public Services
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City of Ennis

Ed Green, P.E., Director of Public Works
115 W Brown Street
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egreen@ennistx.gov

City of Rusk

Neill Holcomb, Director of Public Works
205 S Main Street
Rusk, TX 75785
903-683-2213
nholcomb@rusktx.org

City of Daingerfield

Keith Whitfield, City Manager
108 Coffey Street
Daingerfield, TX 75638
903-645-3906

City of Campbell

Kay Lowery, City Secretary
P.O. Box 27
Campbell, TX 75422
903-862-3191
campbelt@peoplescom.net

City of Alba

Lindy McCarty, City Secretary
P.O. Box 197
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903-765-2396
albacity@peoplescom.net

City of Grapeland

Mitchell Woody, Mayor
P.O. Box 567
Grapeland TX 75844
936-687-2115

City of New London

Vicki Gerhardt, City Secretary
P.O. Box 428
New London, TX 75682
903-895-4466

City of Jefferson

Allan Whatley, Director of Public Works
102 N. Polk Street
Jefferson, TX 75657
903-665-3922
allanwhatley75@att.net

City of Berryville

Sue Morgan, Mayor
P.O. Box 908
Frankston, TX 75763
903-876-3763
berryvillemayor@gmail.com

City of Nacogdoches

Steve Bartlett, P.E., City Engineer
P.O. Box 635030
Nacogdoches, TX 75963
936-559-2522

County of Smith

Frank Davis, PE., Smith County Engineer
1700 West Claude
Tyler, TX 75702
903-590-4800
fdavis@smith-county.com

City of Rice

Tonya Roberts, City Administrator
P.O. Box 97
Rice, TX 75155
903-326-7500
troberts@ricetx.gov

City of Reklaw

Bob Parrott, Mayor
P.O. Box 250
Reklaw, TX 75784
936-369-4333

City of Emory

Angie Allen, City Administrator
399 N. TX Street
Emory, TX 75440
903-473-2465
angie@emorytx.com



- Joined SPI in 2001
- 24 years experience
- Texas Registered Professional Engineer #92554
- B.S. Civil Engineering, University of Cincinnati, Ohio, 1997
- National Merit Scholar
- Former President of Texas Society of Professional Engineers (TSPE), East Texas Chapter

Jeremy Buechter, P.E.

Executive Vice President / QA-QC

Mr. Buechter has extensive experience in municipal utilities, public works, infrastructure and all phases of construction project engineering. He has been the Program Manager for several multi-phase capital improvements programs for infrastructure improvements. Jeremy has been Project Engineer or Project Manager on the following projects:

CDBG Waterline Improvements, City of Terrell. Project Manager for water system improvements along N. Park Ave., Pacific Ave., and W. College St. This included the installation of a 2700 LF of new 20" PVC water main, 650 LF of 8" PVC water main, 10 new fire hydrants, 2075 sy of HMAc pavement repair, and 35 service connections. The project was awarded for \$698,447.00 and began construction in June of 2013. Two change orders were issued. Change Order 1 resulted in a \$14,000 deduction due to a switch in the type of valves used on the 24" waterline. Change Order 2 was the final reconciliation change order, which resulted in a deduction of \$42,337.00. The project was completed in October of 2013, for a final cost of \$642,110.00.

CDBG Phase 1 and 2 Water Improvements, City of Blooming Grove. As Project Manager, Jeremy Buechter was responsible for the design, bidding and construction administration of waterline upgrades which include over 14,000 LF of 6" C-900 DR 18 PVC water line, associated fire hydrants, 6" gate valves, service connections, wet bore, and cased dry bore & jack. The project is phased improvements to provide TCEQ mandated system upgrades as well as improved fire service throughout the City. Total construction was approximately \$600,000.

CDBG New Water Well, City of Berryville. Project Manager for this project which included a new water well, relocation of an existing hydropneumatic tank, expansion of an existing pump building, new yard piping, electrical work, and other miscellaneous items of construction. Construction was completed in May 2016 at a cost of \$477,627.

CDBG New Meters and Water Well, City of Scottsville. Project Manager for a new water well for the City of Scottsville. Construction was complete in November 2011 at a final construction cost of \$117,198.

CDBG Sanitary Sewer Improvements, City of Jefferson. Project Manager for the installation of sanitary sewer line between River Oaks Drive and the WWTP, including 1449 LF of 15" PVC sanitary sewer line, 32 LF of 12" PVC sanitary sewer line, and 300 LF of HMAc repair. Challenges included easement acquisition performed with CDBG funds. Construction was completed March 2017 at a cost of \$189,354.



Jeff Simmons, P.E.

Project Manager

- Joined SPI in 2016
- 21 years experience
- Registered Professional Engineer, Texas #96748
- Registered Professional Engineer, Louisiana #35757
- B.S. Computer Engineering, Texas A&M University, 2000

Mr. Simmons is responsible for all phases of the design, bidding, and construction phase for each project. He sets project schedules and objectives, and is directly responsible for the final product. For each project, he ensures compliance with local, Federal, and State regulations. Jeff has gained extensive knowledge in hydrology and the hydraulic design of drainage structures. He works directly with the Client to develop the most cost-effective design for the particular situation. Jeff has worked for governmental agencies, industry and local municipalities. Prior to joining SPI, Mr. Simmons worked for TxDOT Tyler and Palestine, and other consultants.

CDBG Sewer Improvements, City of Campbell. Project Manager for WWTP Lift Station Improvements including: Remove and Replace two Self- Priming Centrifugal pumps including all necessary piping modifications and fittings, wet well improvements, and a basket screening device. Birch Street Lift Station Improvements to include: a 50 kW Generator with foundation slab, intruder resistant fencing and roof, and the installation of two Air Release valves in valve pits. Construction was completed November 2017 with a final cost of \$217,810.

CDBG Water Improvements, City of Scottsville. Project Manager for a grant project which included 9,758 LF of 3" Schedule 40 PVC Waterline, 16 EA 3" Gate Valves, 260 LF of Wet Bores, 290 LF of 6" Steel Encased Bores beneath Railroad and FM roads, reconnection of water services, and other miscellaneous items of construction. Construction was completed in August 2017 at a cost of \$209,950.

CDBG Street Improvements, City of Coffee City. Project Manager for grant project which included 486 tons of HMA, 5838 sy of cement treatment, and other miscellaneous items. Construction was completed July 2017.

CDBG Downtown Sidewalk Improvements, City of Jacksonville. Project Manager for this project which includes traffic control, sidewalk demolition and disposal, curb & gutter demolition and disposal, reinforced concrete sidewalk, reinforced concrete, reinforced concrete ramps and landings, reinforced concrete curb and gutter, concrete curb and handrails, erosion control, and utility cover adjustments. Construction was completed April 2017 at a final cost of \$114,870.

CDBG Downtown Sidewalk Improvements, City of Rusk. Project Manager for this project which included concrete sidewalk improvements along Lone Oak Street, East Fifth Street, and East Sixth Street, with the addition of ADA accessible curb ramps on each corner of the intersection of East Sixth Street and Lone Oak Street. Construction was completed July 2016 at a cost of \$78,500.

Old Bascom Road Water Line Improvements, City of Tyler. Project Manager for this project which included the installation of 1,050 LF of new 12" waterline along Old Bascom Road from Shiloh Road/Kent Drive to the future ROW of Shiloh Road then connecting to the existing waterline on Southwood Drive to create a "loop" in the existing system. The new waterline includes 75 LF of wet bore, six gate valves, one fire hydrant assembly, and one steel encased railroad bore. This project is currently in the construction phase.



- Joined SPI in 2007
- 15 years experience
- Texas Registered Professional Engineer #115983
- B.S. Civil Engineering, The University of Texas at Tyler, 2011
- President of Texas Society of Professional Engineers (TSPE), East Texas Chapter Association (ARCSA)

Travis Reed, P.E.

Project Engineer

Mr. Reed has a B.S. in Civil Engineering from the University of Texas at Tyler and is a licensed Professional Engineer in the State of Texas. He began his career with SPI as a summer intern in 2007. Upon graduation in 2011, he became a full time member of the SPI Team.

CDBG New Meters and Water Well, City of Scottsville. Project Engineer for design, permitting, contract administration and inspection for a new water well for the City of Scottsville. Construction was complete in November 2011 at a final construction cost of \$117,198.

CDBG Water and Street Improvements, City of Berryville. Project Engineer for this project which included the removal and disposal of two existing Ground Storage Tanks (GSTs), and installation of two new GSTs. In addition to the water improvements, this project included reconstruction of Jeb Circle Road. The reconstruction consisted of cement treating 6 inches depth of the underlying subgrade (3,584 SY), prime coat (1075 GAL), and adding a one-course surface treatment (3,584 SY). The water portion of the project was completed on schedule in January 2016, at a cost of \$177,450. The street portion was completed on schedule in January 2016 at a cost of \$128,568. Both construction contracts were completed within the construction budget.

CDBG New Water Well, City of Berryville. Project Engineer for project which included a new water well, relocation of an existing hydropneumatic tank, expansion of an existing pump building, new yard piping, electrical work, and other miscellaneous items of construction. Construction was completed in May 2016 at a cost of \$477,627.

CDBG & TWDB Wastewater Treatment Facility Improvements, City of Cushing. Project Engineer for rehabilitation of the existing imhoff tank, a new Blue Frog Aeration System, new gas chlorine disinfection system with contact chamber, and gravity sewer line/manhole replacement.

CDBG Roadway Rehabilitation, City of Emory. Project Engineer for rehabilitation of four streets within the City of Emory. Rehabilitation methods included scarifying, re-mixing and re-shaping the existing base material. The re-shaped road base was primed, and a 1-1/2" matte of hot mix asphaltic concrete (HMAC) was installed as a surface course. This project bid in May 2014 for a total construction cost of \$202,151. The construction budget for the project was \$206,000.

TWDB New Water Well, Kellyville-Berea WSC. Project Manager for a new water well for Kellyville-Berea WSC. The project included design of a new 900' deep, 2-part, public water supply well with a 10" steel casing and 6" screen and column riser. A new gas chlorination system, liquid ammonium sulfate (LAS) dosing system, and TCEQ compliant disinfectant housing building are also proposed for the project. Construction was completed in January 2019 at a cost of \$385,910.



- Joined SPI in 2016
- 6 years experience
- B.S. Civil Engineering, The University of Texas at Tyler, 2017

Mickey Cheavens

Staff Designer

Mr. Cheavens has a B.S. in Civil Engineering from the University of Texas at Tyler. He began his career with SPI as an intern, and upon graduation, he became a full time member of the SPI Team.

TxCDBG Project No. 7217220 Water and Sewer Improvements, City of Jacksonville. Mickey was staff designer and performed the full design under the guidance of the Project Manager. The project included installation of 2,500 LF of new 6" C-900 PVC waterline, new gate valves, fire hydrants, and provided first time water to 6 connections. Construction was completed in November of 2019 at a total cost of \$250,274.

CDBG Street Improvements, Old Alma Road, City of Alma. Mickey assisted with field data collection and construction representation for the project that consisted of approximately 2,000 LF of Old Alma Road reconstruction. High sulfates content was discovered in the subgrade during the geotechnical investigation, which resulted in a design consisting of geogrid placed on the subgrade, followed by addition of crushed concrete base and a two-course chip seal surface. Construction was completed in September 2016. The total construction contract amount is \$217,000. There were no change orders on the project, and it was completed well ahead of the projected schedule.

CDBG Bar Screen, City of Ennis. Mickey was the staff designer for this project. As part of the multi-phase capital improvements plan for the City of Ennis, SPI designed, bid, and administered the construction of a new mechanical bar screen in an existing concrete channel at Ennis' Oak Grove WWTP. Construction was completed May 2017 at a cost of \$216,610.

Old Bascom Road Waterline Improvements, City of Tyler. Mickey was the staff designer and performed the full design under the guidance of the Project Manager. This project consisted of the installation of approximately 4,546 LF of new 12" PVC waterline, directional boring of 12" PVC, directional boring of 20" standard weight steel casing, new fire hydrants, gate valves, air release valves, ditch stabilization, and other miscellaneous items of construction. The project was awarded for \$866,322 and construction began in December 2020. Construction was completed May 2021.

Engineering Feasibility Report for New Water Well, Jackson WSC. Staff Designer for this project which included research of the system and an Engineering Feasibility Report, full design for a new water well under the supervision of the Project Manager, and acquisition of additional CCN Area. Construction of the Phase 1 test well is anticipated to begin April 2021.

Water Well No. 7 Rehabilitation, East Texas Municipal Utility District. Mickey assisted ETMUD in soliciting quotes for the rehabilitation of Well No. 7 and ensuring that Texas Water Development Board requirements were fulfilled. Items of rehabilitation included a visual inspection, TV inspection, and all necessary repairs deemed necessary after inspection. Construction was completed November 2019.



- Joined SPI in 2018
- 29 years experience
- Drafting & Design Certification, Trinity Valley Community College, 1997

Chris Gafford

Construction Inspector

Mr. Gafford joined the SPI Team in 2018. He has over 27 years experience with civil engineering drafting, design, and construction inspection. Chris is responsible for on-site construction monitoring for documentation of construction in accordance with plans and specifications. He also prosecutes administrations of the construction contract by reviewing payment applications from the contractors, preparing change orders when necessary, assembling punch lists, and reviewing final payment applications for project closeout. Chris also assists in design of projects providing preliminary field assessments, work quantities, and cost estimates.

CDBG Water Improvements, City of Gladewater. Responsibilities included watching over the material placement and location of line work, working with the contractor on change orders and minor relocations of valves and tie ins, coordinating with city personnel for shut down of lines for least amount of disturbance to service.

TWDB New Water Well #7, City of Chandler. Responsibilities included observing drilling operations, keeping up with depth of well and placement of screen and pump, monitoring test pumping and clean up.

CDBG Sewer Improvements, City of Atlanta. Chris performed construction inspection and administration on this project for the City of Atlanta. This project includes 1513 LF of new 8" SDR-26 PVC sanitary sewer line, 2302 LF of new 6" sanitary sewer line, 27 manholes, and 58 service connections.

WWTP Collection System and Rehabilitation, City of Gladewater. Chris' role in the project has been to assist the project manager with design and conduct site visits prior to bidding. When construction begins, Chris will be the construction inspector for this project.

WWTF Construction Phase, City of Ennis. Construction representative for this project which consisted of a screenings washer compactor, improvements to the existing influent lift station (including installation of a new influent force main), concrete rehabilitation of the existing wet well, concrete rehabilitation of a 40' ID Primary Clarifier, rehabilitation of a 70' ID Secondary Clarifier, rehabilitation of a 60' ID mechanical gravity sludge thickener, construction of a 33'-4" ID mechanical gravity sludge thickener, installation of aerobic digestion equipment, and other miscellaneous items of construction. The estimated construction cost was approximately \$3.9 million and was completed August 2020.

CDBG Street Improvements, City of Rice. Construction representative for this project which included excavation and disposal of existing pavement and underlying subgrade and replacing with 6" of rock base and 2" of hot-mix asphalt pavement. Street cross culverts were replaced with new corrugated metal pipes. Some driveway culverts were replaced. Construction was completed October 2019 at a cost of \$267,940.



Sarah Morris, SHRM-CP

Contracts Administrator

Sarah Morris is a graduate of The University of Texas at Tyler with over 20 years experience in contracts administration, marketing, business development, and human resources. She began her career at SPI in 1999 and has gained extensive knowledge in handling a variety of contracts between owner, engineer and contractor. Sarah specializes in state-funded grant contracts, and can communicate with the clients, contractors, grant administrators, and State agencies to ensure compliance with ever-changing state regulatory requirements. Every contract in the SPI Tyler and Terrell Offices is initiated and administered by Sarah.

- **Joined SPI in 1999**
- **23 years experience**
- **BBA in Management, The University of Texas at Tyler, 2010**
- **AA in Business Administration, Tyler Junior College, 2006**
- **SHRM Certified Professional**
- **Member of Beta Gamma Sigma and Phi Theta Kappa Honors Societies**
- **Member of SHRM and Rose City SHRM**

Sarah's duties include:

- Creating contracts between Engineer and Owner, Engineer and Subcontractor, and Owner and Contractor
- Assembling construction contract documents
- Ensuring completeness of all documents
- Ensuring fulfillment of State-required DBE or HUB good faith effort
- Reporting status of contracts to all parties
- Advertising, collecting and tabulating bids, conducting reference checks
- Assisting in administration of pay applications, and creation of change orders and project closeout documents
- Creating statements of qualifications in response to requests for qualifications
- Compiling and maintaining project databases
- Excellent knowledge of all MS Office applications
- Proficient with Adobe products used for graphic design and editing

Sarah is contracts administrator for the following programs:

- Texas CDBG Community Development Projects
- Texas CDBG Texas Capital Fund Downtown Revitalization Projects
- Texas CDBG, Downtown Revitalization Program Projects
- TWDB Drinking and Clean Water State Revolving Fund Projects
- TWDB D-Fund Projects
- GLO CDBG Disaster Recovery Projects
- TPWD Boating Access Projects
- TPWD Blanket Contract Engineering Agreements
- TPWD Recreational Trails Projects
- USDA Rural Development Projects
- Client-Funded Improvements Projects
- FEMA Disaster Recovery Projects



- **Joined SPI in 2011**
- **BGS Liberal Arts, The University of Texas at Tyler**
- **Doctor of Chiropractic and BS Human Anatomy, Parker University**
- **Certified Public Manager, Stephen F. Austin University**
- **14 years experience as a municipal employee, 7 years elected official**
- **Serves on Boards for Texas Workforce Commission, Jacksonville EDC, Nacogdoches EDC, Tyler Area Business Education Council, Tyler Area Chamber of Commerce**

Robert Haberle, DC, CPM

Community & Government Relations

Robert joined SPI in 2011 as Community Relations Specialist for SPI. His varied employment history includes being Mayor of an East Texas City, a firefighter, paramedic, a chiropractor, and now community and government relations specialist for SPI. Robert has served on numerous boards throughout his career, and currently serves on Boards for Texas Workforce Commission, Jacksonville EDC, Nacogdoches EDC, Tyler Area Business Education Council, and Tyler Area Chamber of Commerce. One word to describe Robert is: SERVICE.

Robert's role at SPI is to serve our Clients and ensure they get the information and assistance they need. He meets with City Staff and elected officials, regularly attends council meetings, helps Cities find funding for various projects, and acts as a constant point of contact for our clients.

Robert assists clients in procuring funds through the following sources:

- Texas Community Development Block Grants
- Texas Capital Fund Downtown Revitalization
- TWDB Drinking and Clean Water State Revolving Funds
- TWDB D-Fund
- TDA STEP Grants
- GLO Disaster Recovery
- TPWD Boating Access Grants
- TPWD Blanket Contract Engineering Agreements
- TPWD Recreational Trails Grants
- USDA Rural Development Grants
- Client-Funded Improvements Projects



CERTIFICATE OF INSURANCE

Client#: 161799

SCHAUPOL

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
6/14/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER USI Southwest 9811 Katy Freeway, Suite 500 Houston, TX 77024 713 490-4600	CONTACT NAME: Callie Renaud PHONE (A/C, No, Ext): 713 490-4600 FAX (A/C, No): 713-490-4700 E-MAIL ADDRESS: callie.renaud@usi.com
INSURED Schaumburg & Polk Inc. 8865 College Street Beaumont, TX 77707-2898	INSURER(S) AFFORDING COVERAGE INSURER A : Arch Insurance Company INSURER B : INSURER C : INSURER D : INSURER E : INSURER F : NAIC # 11150

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC ☐ OTHER					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ Y ☒ N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A				PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability		PAAEP0149400	06/10/2022	06/10/2023	\$2,000,000 per claim \$2,000,000 annl aggr.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

Schaumburg & Polk, Inc., Consulting Engineers 8865 College Street Beaumont, TX 77707	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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ACORD 25 (2016/03) 1 of 1
#S36301590/M36301176

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PDMZP



SAM REGISTRATION

Last updated by Jeffrey Beaver on Dec 20, 2021 at 10:58 AM

SCHAUMBURG & POLK, INC.



SCHAUMBURG & POLK, INC.

DUNS Unique Entity ID 067252163	SAM Unique Entity ID HTJRK4U11815	CAGE / NCAGE 84TF0
Purpose of Registration All Awards	Registration Status Active	Expiration Date Dec 20, 2022
Physical Address 8865 College ST STE 100 Beaumont, Texas 77707-2846 United States	Mailing Address 8865 College ST STE 100 Beaumont, Texas 77707-2846 United States	

Business Information

Doing Business as (blank)	Division Name (blank)	Division Number (blank)
Congressional District Texas 14	State / Country of Incorporation Texas / United States	URL (blank)

Registration Dates

Activation Date Dec 22, 2021	Submission Date Dec 20, 2021	Initial Registration Date Jul 9, 2018
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Entity Dates

Entity Start Date May 1, 1973	Fiscal Year End Close Date Dec 31
----------------------------------	--------------------------------------

Immediate Owner

CAGE (blank)	Legal Business Name (blank)
-----------------	--------------------------------

Highest Level Owner

CAGE (blank)	Legal Business Name (blank)
-----------------	--------------------------------

Executive Compensation

Registrants in the System for Award Management (SAM) respond to the Executive Compensation questions in accordance with Section 6202 of P.L. 110-252, amending the Federal Funding Accountability and Transparency Act (P.L. 109-282). This information is not displayed in SAM. It is sent to USAspending.gov for display in association with an eligible award. Maintaining an active registration in SAM demonstrates the registrant responded to the questions.

Proceedings Questions

Registrants in the System for Award Management (SAM) respond to proceedings questions in accordance with FAR 52.209-7, FAR 52.209-9, or 2.C.F.R. 200 Appendix XII. Their responses are not displayed in SAM. They are sent to FAPIIS.gov for display as applicable. Maintaining an active registration in SAM demonstrates the registrant responded to the proceedings questions.

Exclusion Summary

Active Exclusions Records?

No

SAM Search Authorization

I authorize my entity's non-sensitive information to be displayed in SAM public search results:

Yes

Entity Types

Business Types

Entity Structure Corporate Entity (Not Tax Exempt)	Entity Type Business or Organization	Organization Factors (blank)
Profit Structure For Profit Organization		

Socio-Economic Types**Self Certified Small Disadvantaged Business**

Check the registrant's Reps & Certs, if present, under FAR 52.212-3 or FAR 52.219-1 to determine if the entity is an SBA-certified HUBZone small business concern. Additional small business information may be found in the SBA's Dynamic Small Business Search if the entity completed the SBA supplemental pages during registration.

Financial Information

Accepts Credit Card Payments
No

Debt Subject To Offset
No

EFT Indicator
0000

CAGE Code
84TF0

Points of Contact**Electronic Business**

✎
Jeff Beaver, CEO

8865 College ST., Suite 100
Beaumont, Texas 77707
United States

Government Business

✎
Jeffrey Beaver, CEO

8865 College ST., Suite 100
Beaumont, Texas 77707
United States

Service Classifications



CONFLICT OF INTEREST

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.

NONE

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.

N/A

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.

N/A

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.

N/A

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 
Signature of vendor doing business with the governmental entity

11/11/2022

Date



LOBBYING CERTIFICATIONS

Certification Regarding Lobbying

(To be submitted with each bid or offer exceeding \$100,000)

The undersigned certifies, to the best of his or her knowledge and belief, that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(c) The undersigned shall require that the language paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995).

The Contractor, Schaumburg & Polk, Inc., certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. § 3801 et seq., apply to this certification and disclosure, if any.


Signature of Contractor's Authorized Official

Jeremy Buechter, P.E., Executive Vice President

Printed Name and Title of Contractor's Authorized Official

11/11/2022

Date



DISCLOSURE OF LOBBYING ACTIVITIES

Approved by OMB
0348-0046

Disclosure of Lobbying Activities

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure)

Type of Federal Action: a. contract N/A b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	Status of Federal Action: a. bid/offer/application b. initial award c. post-award N/A	Report Type: a. initial filing b. material change N/A
Name and Address of Reporting Entity: ____ Prime ____ Subawardee Tier____, if Known: N/A Congressional District, if known:		If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime: N/A Congressional District, if known:
Federal Department/Agency: N/A		7. Federal Program Name/Description: CFDA Number, if applicable: _____
Federal Action Number, if known: N/A		9. Award Amount, if known: \$
10. a. Name and Address of Lobbying Registrant (if individual, last name, first name, MI): N/A		b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI): N/A
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.		Signature: _____ Print Name: Jeremy Buechter, P.E. Title: Executive Vice President Telephone No.: 903.595.3913 Date: 11/11/2022
Federal Use Only		Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)



**Request for Qualifications
Engineering/Architecture/Surveying Services**

CITY OF JACKSONVILLE, TEXAS



**2023-2024
Community Development Block Grant Program
Texas Department of Agriculture
Office of Rural Affairs**

STOKES & ASSOCIATES, INC.

STOKES & ASSOCIATES, INC.
CONSULTANT ENGINEERS



November 17, 2022

Mr. Randall Chandler
Director of Community and Public Services
City of Jacksonville
315 S. Ragsdale
Jacksonville, TX 75766

Re: Request for Qualifications for Engineering Services
2023-2024 Texas Community Development Block Grant

Dear Mr. Chandler:

Stokes & Associates, Inc. is pleased to provide the enclosed Statement of Qualifications for the City's Texas Community Development Block Grant RFQ. Stokes & Associates is a comprehensive civil engineering firm located in Henderson and specialize in all aspects of municipal and governmental public works projects.

Stokes & Associates' team of professionals has provided sound engineering design services to Texas clients for the past 51 years. Additionally, the Firm has over 40 years' experience designing projects involving State and federal funds.

Thank you for the opportunity to provide this information and we look forward to hearing from you soon. Please call me if you have any questions or if we can assist you in any way.

Sincerely,


Neal Holland
President

FIRM OVERVIEW



COMPANY HISTORY – Stokes & Associates, Inc. is a comprehensive civil and environmental engineering firm located in Henderson, Rusk County, Texas. **The Firm's 51 years** of successfully serving Texas municipalities, governmental entities and private industry is testimony to its long-standing reputation.

Our office is located at 205 South Marshall Street near downtown Henderson. The Firm's Texas Registration No. is F-967.

The Company's professional staff consists of 4 registered professional engineers, 3 graduate design engineers and associated technical and administrative staff. The Firm provides a broad scope of engineering services including engineering design and project management services for: water and wastewater utilities, water and wastewater pump stations, water and wastewater treatment plants, large water resource projects, water distribution and fire protection modeling, transportation and drainage, hydrology and hydraulics, mass grading, site development, environmental permitting, boundary and topographic surveying, and GIS mapping.

The Firm's design professionals are highly qualified to meet or exceed the expectation for completion of any civil or environmental project. We take great pride in providing engineered projects that are on time, incorporate common sense design and are within budget.

ENGINEERING DISCIPLINES – The Firm specializes in all aspects of Civil and Environmental engineering design as referenced below. Our unique diversity has allowed us to provide “Complete Design Services” for our clients for projects including:



WATER

- Raw water impoundment reservoirs
- Surface water treatment plants
- Raw water and treated water pump stations
- Ground and Elevated Water Storage Tanks
- Water wells
- Treated water and raw water transmission mains
- Water distribution and infrastructure systems
- Fire protection modeling and design
- SCADA system controls
- Design/Build water resource projects
- TCEQ review and compliance assistance
- Water procurement and water rights permitting





WASTEWATER

Wastewater treatment plants
 Wastewater pre-treatment facilities
 Wastewater collection systems
 Wastewater inflow and infiltration investigations
 Wastewater pump stations
 Wastewater solids handling facilities
 TCEQ permitting, review and compliance assistance



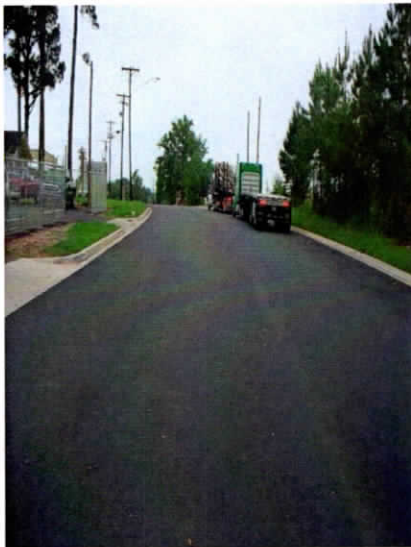


STREET AND DRAINAGE

Concrete bridges (major and minor)
Culvert design
Hydraulic modeling and design
Subgrade stabilization design
Asphalt pavement design (full depth)
Asphalt pavement design (flexible base)
Concrete pavement design
Asphalt pavement rehabilitation projects
Chip seal overlays
Guard rail and safety treatment systems
TxDOT permitting

STORM DRAINAGE

Hydraulic modeling and design
Hydrologic modeling and design
Culvert design
Stormwater modeling and design
Stormwater detention and retention
Stormwater pollution prevention plans
Master drainage plans
EPA review and compliance permitting





HAZARD MITIGATION

Emergency Generators / Backup Power Supply
 Flood Mitigation / Storm Water Infrastructure
 Detention / Retention Basins



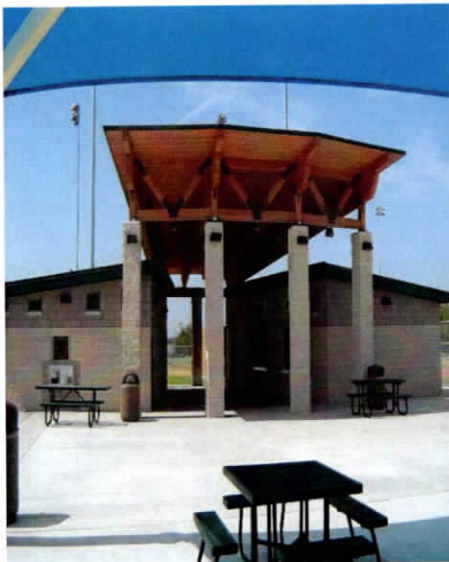


BUILDING AND SITE DEVELOPMENT

Design/Build building projects
 Topographic surveys
 Mass grading modeling and design
 closure
 Site development design
 Parking and paving design
 Retaining wall design
 EPA review and compliance permitting
 Project Management services

PERMITTING

Air quality permits
 Wastewater permitting
 Solid waste landfill permitting and



EXPERIENCE WITH STATE and FEDERALLY FUNDED PROJECTS – Our Firm has successfully completed numerous projects financed with State and Federal Funds and include Hazard Mitigation Grant Program, Texas Water Development Board, TDHCA Block Grant Program, Texas Capital Fund, Texas Department of Rural Affairs, US Department of Agriculture, Housing and Urban Development, Texas General Land Office, and Texas Parks and Wildlife. A sample list of relevant experience is referenced below.

Jacksonville 2003 Sewer System Improvements, Project financing provided by TDHCA
Jacksonville 2005 Sewer System Improvements, Project financing provided by TDHCA
Jacksonville 2007 Sewer System Improvements, Project financing provided by TDHCA
Jacksonville 2022 Wastewater Collection System Upgrades, Project Financing by TWDB
Jacksonville Canada Street WWTP Renovation, Project financing by TWDB
Jacksonville Wastewater Collection System Rehabilitation, Project financing provided by TWDB
Mt. Enterprise Wastewater Treatment Plant and Collection System, Project financing by TDHCA
Mt. Enterprise 2008 Sewer System Improvements, Project financing provided by TDHCA
Mt. Enterprise 2012 Street Improvements, Project financing provided by TDHCA
Hurricane Ike and Rita, Disaster Recovery Generator Program, Financing provided by TDA
New Boston Hazard Mitigation Generator Project, Project financing provided by FEMA
New Boston 2003 Water System Improvements, Project financing provided by TDHCA
New Boston 2006 Water System Improvements, Project financing provided by TDHCA
New Boston 2010 Sewer Improvements, Project financing provided by TDHCA
New Boston 2013 Water and Sewer Improvements, Project financing provided by TCF
Carthage Raw Water Transmission Main, Project financing provided by TWDB
Nacogdoches Water System Improvements, Project financing provided by TWDB
Rusk Wastewater Treatment Plant Upgrade, Project financing provided by TWDB
Pendleton Harbor WSC Water Treatment Plant Upgrade, Project financing provided by TWDB
City of Marshall 2015 Spring Street Water Improvements, Project Financing provided by TDHCA
Henderson 2002 Zion and Redbud Street Improvements, Project financing by TDHCA
Henderson 2003 Sewer System Improvements, Project financing provided by TDHCA
Henderson 2003 Young vs. Martinez Street Improvements, Project financing by HUD
Henderson 2005 Sewer System Improvements, Project financing provided by TDHCA
Henderson 2011 N. Mill Street Reconstruction, Project financing provided by TCF
Henderson 2011 Street Reconstruction, Project financing provided by TDHCA
Carthage 2003 WWTP Emergency Generator, Project financing provided by FEMA
Carthage 2003 Sewer and Water Improvements, Project financing provided by TDHCA
Carthage 2005 Water System Improvements, Project financing provided by TDHCA
Jefferson 2002 Community Master Plan, Project financing provided by TDHCA
Jefferson 2003 Y vs. M Street Improvements, Project financing provided by TDA
Jefferson Sewer System Improvements, Project financing by TDHCA
Troup Wastewater Collection System Rehabilitation, Project financing provided by TDHCA
Troup 2005 Sewer and Water System Improvements, Project financing provided by TDHCA
Overton 2002 Elevated Water Storage Tank, Project financing provided by TDHCA
Overton 2003 Y vs. M Street Improvements, Project financing provided by TDHCA

RELEVANT EXPERIENCE / PRODUCTION CAPABILITY - Stokes & Associates experience has produced a seasoned group of design professionals who can work closely with staff thru many facets of project development including conceptual design, project estimating, report preparation, coordination and intercession with regulatory authorities, preliminary schematics, flow diagrams, hydraulic profiles, pilot testing, preliminary and final design, preparation of contract documents and technical specifications, complete project management services, interim or full time project inspection and project start-up and contract closeout.

In addition to the Firm's in-office staff we regularly employ sub-consultant expertise in excess of 25 persons. These professional services include Archeological, Geotechnical, Structural, Electrical, Architectural, Landscape, HVAC, Plumbing and conventional and aerial Surveying.

PROJECT SERVICES – Stokes' project services, as a minimum, shall include coordinating with the Client and their Grant Consultant for all preliminary and final design and construction management responsibilities for the job including but not limited to the following:

- Develop conceptual project mapping and budget estimating for review and approval by Owner;
- Preliminary engineering design services;
- Topographic and boundary surveying services, if applicable;
- 50% plan review with Owner;
- Coordinate with local, State and Federal regulatory agencies for compliance;
- Final design documents;
- Easement and deed description documents, if applicable, and as associated with the project;
- Construction contract document preparation;
- Bidding documents;
- Technical specification documents;
- 90% plan review with Owner;
- Bidding phase including Bid review and award recommendation to Owner;
- Pre-construction conference with Owner and Contractor;
- Construction inspection services (interim);
- Submittal review services;
- Construction administrative/management services;
- Final inspection and project compliance phase;
- Project commissioning and closeout

LONGEVITY AND FINANCIAL STABILITY - The Firm's 51 years of consistent and reliable service to municipal clients is testimony to its long-standing reputation.

QUALITY CONTROL – No project will be successful unless you are first able to listen and understand your client's needs. Stokes critical staff will conduct a preliminary meeting with the client to identify project specifics. Once identified, planned design review meetings will be scheduled for discussion and client input. These review meetings are normally held at a minimum of 50% and 90% but are subject to change depending on the complexity of the job.

Internal engineers and project managers meetings are held monthly for schedule updates and discussion. Design review meetings allow the engineer to describe in detail project specifics for round-table discussion. This encourages an environment of creative thinking from many perspectives and promotes team-building within the group.

REFERENCES

Below is a brief list of references that will support the Firm's performance relevant to past projects.

Davis Brown, Public Services Director
Randy Boyd, Public Utilities Director
City of Henderson
300 W Main St.
Henderson, Texas 75652
903-657-5246

Case Opperman, P.E., Deputy City Engineer
City of Nacogdoches
P.O. Box 635030
Nacogdoches, Texas 75963-5030
(936) 559-2515

Johnny Branson, Former Mayor
City of New Boston
P.O. Box 5
New Boston, Texas 75570-0005
903-280-5096 (cell)

John Clary, Executive Director
Henderson Economic Development Corp.
400 W Main St.
Henderson, Texas 75652
903-657-6551

Suzanne Pharr, City Secretary
City of Mt. Enterprise
103 West Gregg Street
Mount Enterprise, Texas 75681
903-822-3378

Kyle Dooley, Executive Director/CEO
Eli Hunt, Operations Manager
Riverbend Water Resources District
228A Texas Ave.
New Boston, Texas 75570
903-831-0091

Chris Miles, Assistant Director of Public Works
City of Marshall
P.O. Box 698
Marshall, Texas 75671
903-930-3797

Mark Mayo, City Manager
City of Luling
509 E. Crockett
Luling, Texas 78648
830-875-2481

Eric Powell, City Engineer
City of Marshall
605 E End Boulevard S
Marshall, TX 75670
903-935-4489

Michael Bell, Vice President
Region III Operations Corrections
Management and Training Corporation
Henderson, Texas 75652
512-639-3586

RELEVANT EXPERIENCE

WASTEWATER PLANTS AND COLLECTION SYSTEM IMPROVEMENTS

City of Jacksonville 2022- 2023 Wastewater Capital Improvements - Master planning, engineering design, plans, specifications bidding and construction management for replacement of approximately 9500' sewer trunk and upgrade of the Lake Shore lift station.

***Project financing provided by TWDB.**

Estimated Project Cost \$5.8 million

City of Jacksonville Double Creek Wastewater Treatment Plant Expansion - Master planning, engineering design, plans, specifications bidding and construction management for upgrade and expansion of the City' wastewater treatment plant.

***Project financing provided by TWDB.**

Estimated Project Cost \$11.3 million

City of Jacksonville Double Creek Wastewater Treatment Plant – Master planning, engineering design, plans, specifications bidding and construction management for an original 2.0 MGD wastewater treatment plant and later expansion to a 2.9 MGD wastewater treatment plant including backup generator, mechanical fine screen, influent pump station upgrade, aerator replacement, belt press sludge drying building, 200,000 gallon sludge holding tank, chlorine contact chamber upgrade and electrical controls.

Construction cost \$1,450,000

City of Jacksonville Canada Street Wastewater Treatment Plant Renovation - Engineering design, plans, specifications, bidding and construction management for the renovation of a 1.5 MGD trickling filter plant including installation of a mechanical fine screen, recirculation pumps, trickling filter rehabilitation and electrical controls.

***Project financing provided by TWDB.**

Construction cost \$850,000

Mt. Enterprise Wastewater Treatment Plant and Collection System- Engineering design, plans, specifications, bidding, construction management and easement acquisition for construction of and aerated lagoon wastewater treatment plant, 20,000 feet of 8" and 6" diameter sewer main, manholes and residential sewer service connections.

***Project financing provided by TDHCA - ORCA.**

Construction Cost: \$900,000

Henderson Economic Development Corporation – East Texas Regional Business Park – Master planning and engineering design, plans, and specifications for construction of water and wastewater infrastructure for an approximate 300 acre business park in Henderson, Rusk County, Texas. The work generally includes installation of approximately 10,400 LF of 12" and 8" diameter PVC water main including valves, fittings, water services, fire hydrants, encased bores and approximately 8,400 LF of 8" diameter PVC sanitary sewer gravity main, manholes, services, 7,400 LF of 3" and 4" diameter PVC sewer force main and two duplex lift stations with emergency generators.

Construction Cost: \$1,811,544

City of Henderson Southside Wastewater Treatment Plant Upgrade – Engineering design, plans, specifications, bidding and construction management for a wastewater treatment plant upgrade for a total treatment capacity of 2.0 MGD including an extended aeration oxidation ditch, mechanical fine screen, new influent pump station, belt filter press with sludge drying facility, a 200,000 gallon sludge thickener tank with aerators and electrical power and control upgrades. Construction Cost: \$2,500,000

City of Henderson Northside Wastewater Treatment Plant – Engineering design, plans, specifications, bidding and construction management for a new 1.0 MGD wastewater treatment plant including influent pump station, extended aeration oxidation ditch, clarifiers, chlorine contact chamber sludge, return sludge pump station, sludge drying beds and emergency generator. Construction Cost: \$1,250,000

City of New Boston Wastewater Treatment Plant Upgrade – Engineering design, plans, specifications bidding and construction management for two (2) wastewater treatment plant upgrades for a total treatment capacity of 1.7 MGD including, mechanical screen, influent pump station, oxidation ditch rehabilitation and upgrade, new oxidation ditch expansion, aeration equipment, clarifiers, chlorine contact chamber, sludge return pump station, centrifuge, sludge disposal system and electrical controls. Construction cost \$2,100,000.

Barry Telford, Texas Department of Criminal Justice 3300 Bed Wastewater Treatment Plant – Stokes & Associates is providing the planning and engineering design for a proposed 1 MGD wastewater treatment plant for the TDCJ Barry Telford maximum security prison facility in New Boston. Estimated construction cost \$4,450,000.

City of Kilgore Wastewater Treatment Plant Upgrade – Engineering design, plans, specifications, bidding and construction management for a new 2 meter belt filter press, sludge building and sludge disposal system including a 32' deep fine screen, grit removal system, 16 MGD influent pump station and 9,700 feet of 36" diameter treated wastewater outfall pipe. Construction Cost: \$2,295,000

City of Troup Wastewater Treatment Plant Upgrade – Engineering design, plans, specifications bidding and construction management for wastewater treatment plant upgrade including, oxidation ditch rehabilitation and upgrade, aeration equipment, (2) new clarifiers, chlorine contact chamber rehabilitation, sludge return pump station, sludge drying bed system and electrical controls.

Jefferson Wastewater Treatment Plant - Engineering design, plans, specifications, discharge permit application and property acquisition for construction of a new 0.62 MGD wastewater plant that includes an oxidation ditch, aerators, clarifiers, chlorine contact chamber, influent pump station and a sludge dewatering belt press facility.

***Project financing provided by TWDB.**

Construction cost: \$1,950,000.

City of Rusk Wastewater Treatment Plant Upgrade – Engineering design, plans, specifications, bidding and construction management for a wastewater treatment plant upgrade for a total treatment capacity of 1.75 MGD including an extended aeration oxidation ditch, clarifier upgrades, chlorine contact chamber, sludge return pump station and sludge drying beds.

***Project financing provided by TWDB.**

Construction Cost: \$1,750,000

City of Canton Wastewater Treatment Plant – Engineering design, plans, specifications, bidding and construction management for a new 1.3 MGD wastewater treatment plant including influent pump station, extended aeration oxidation ditch, clarifiers, chlorine contact chamber sludge, return sludge pump station and sludge drying beds.

Smith County Municipal Utility District – Engineering design, plans, specifications, bidding and construction management for a wastewater pre-treatment facility in support of Brookshire Brother's ice cream and pastry facility in Smith County. The project included an equalization tank, dissolved air flotation (DAF) unit, blowers, chemical feed system, pumps and piping.

Troup Wastewater Collection System Rehabilitation – Master planning, engineering design for four (4) wastewater projects including plans, specifications, bidding and construction management for construction of approximately 18,400 linear feet of 12", 8" and 6" diameter gravity sewer main including lift stations, manholes, road bores and associated service connections. ***Project financing provided by TDHCA**

New Boston Water and Sewer Improvements – Master planning, engineering design for 4,500 feet of 12" diameter water distribution main, 7,000 of 4" diameter sewer force main, a waste water lift station with emergency generator, manholes, road bores and associated service connections.

***Project financing provided by Texas Department of Agriculture - TCF**

Construction Cost: \$368,932.

Carthage Dixie Road Wastewater System Improvements - Engineering design, plans, specifications, bidding and construction management for construction of approximately 1550 linear feet of 6" diameter sewer main, 7125 linear feet of 2" and 3" sewer force main, 3100 linear feet of 6" and 8" water main, 19 residential grinder pump stations, 1 lift station and 900 linear feet of road bore.

***Project financing provided by TDHCA - ORCA.**

Construction Cost: \$396,900

Jefferson Wastewater System Improvements - Engineering design, plans, specifications, bidding, construction management and easement acquisition for construction of approximately 3500 linear feet of 12" and 8" diameter sewer main including 9 manholes and 24 residential sewer service connections.

***Project financing provided by TDHCA - ORCA.**

Construction Cost: \$244,605

Henderson Wastewater Collection System Rehabilitation – Master planning, engineering design for four (4) wastewater projects including plans, specifications, bidding and construction management for construction of approximately 26,400 linear feet of 24", 18", 16", 15", 8" and 6" diameter gravity sewer main including manholes, road bores and associated re-connection to the existing system.

Construction cost \$1,238,000

Kilgore South Sewer Main Improvements Project - Engineering design, plans, specifications, bidding, construction management and easement acquisition for construction of approximately 22,700 linear feet of 24", 20", 16", 12", 10" and 6" diameter sewer main including 61 manholes and 500 linear feet of 30" diameter dry bore. Construction cost: \$1,631,514.

Town of Little Elm Eldorado Parkway Sewer System Improvements – Master planning, engineering design, plans, specifications, bidding, construction management and easement acquisition for construction of approximately 18,500 linear feet of 14" diameter sewer force main including 2,500 linear feet of HDPE directional bore of Lake Lewisville and design of two (2) 2 MGD wastewater lift stations with emergency standby power. Estimated Construction Cost \$3,250,000

Carthage South Loop Wastewater System Improvements – Engineering design, plans, specifications, bidding and construction management for construction of approximately 7,000 linear feet of 6" and 8" diameter gravity sewer mains, 7,300 linear feet of 4" sewer force main, 6,000 linear feet of 10" and 12" water main, wastewater lift station, and miscellaneous road bores.
Construction Cost: \$755,000

WATER RESOURCE PROJECTS – MUNICIPAL

Riverbend Water Resources District – Preliminary engineering design services for a 120 million gallons per day regional water treatment facility for RWRD. Working as a sub-consultant to Pape-Dawson engineers of San Antonio the Stokes design team are responsible for preliminary engineering design of all raw water infrastructure including raw water intake in Wright Patman Lake, 1.3 miles of dual 84" diameter raw water pipelines and a 120 MGD raw water pump station.

Project financing provided by Texas Water Development Board

TexAmericas' Center - Ground Storage Tanks and High Service Booster Pump Station – Preliminary engineering evaluation and engineering design, plans and specifications for construction of a two (2) 500,000 gallon ground water storage tanks and water booster pump station.

Riverbend WRD High Service Booster Pump Station and Ground Storage Tanks – Design engineer and project management for a water resources project including preliminary feasibility study, engineering design, plans and specifications for construction of a high service water booster pump station and two (2) 500,000 gallon ground water storage tanks for the Red River Army Depot. Cost: \$2,400,000. Construction time: 14 months

Marshall Surface Water Treatment Plant - Engineering design, plans and specifications for the Rehabilitation and Expansion of an existing 9 MGD surface water treatment plant to a 19 MGD plant including flow meter, in-line mixer, flow splitter, conversion of sedimentation basins into solids contact clarifiers, contact disinfection basin, bulk chemical and day feed building, chemical feed equipment including chlorine gas and chlorine dioxide, clear well baffling, backwash pumps and emergency generator.

Construction cost: \$4,300,000

Henderson Sabine River Surface Water Treatment Plant and Infrastructure Improvements - Stokes & Associates' provided the 5 year master planning for the design and construction of 16.5 miles of 24" diameter raw water transmission main, 40 acre off-channel storage reservoir, 4.5 MGD surface water treatment plant including intake structure, raw water pumps, flow splitter, solids contact clarifiers, disinfecting contact basin, filters, filter-to-waste system, sludge handling facilities, clear well storage tanks, high service pump station, office/laboratory building, chemical feed equipment and 9 miles of 18" diameter treated water transmission mains. Construction cost: \$12,000,000

Quitman Lake Fork Surface Water Treatment Plant - Engineering design, plans and specifications for reconstruction of an existing 0.72 MGD surface water treatment plant to a 1.0 MGD plant including intake structure modifications, raw water pumps, conversion of sedimentation tanks to solids contact clarifiers, filters, clear wells and re-circulation tank/pumps.

Construction cost \$1,500,000

Center Lake Pinkston (Aiken) Water Treatment Plant Upgrade - Engineering design, plans and specifications for reconstruction and upgrade of an existing surface water treatment plant to treat 3 MGD including Intake structure, raw water transmission main, reconstruction of existing plant including removal of tube settlers, installation of solids contact clarifier, installation of parallel conventional treatment plant, clear well, sludge facilities and raw water transmission mains. Construction Cost \$2,000,000

Center Mill Creek Water Treatment Plant Upgrade - Engineering design, plans and specifications for reconstruction and upgrade of an existing surface water treatment plant to treat 1.5 MGD including intake structure, rapid mix, conversion of circular sedimentation basin, filter redesign, sludge facilities, service spillway reconstruction, new solids contact clarifiers, disinfecting contact basin, filters, chemical feed equipment, office building and laboratory, clear well and high service/backwash pump station.

Construction Cost \$3,100,000

Troup Water Distribution System Improvements - Engineering design, plans, specifications and easement acquisition for construction of approximately 18,200 feet of 12", 8" and 6" diameter water mains, including fire hydrants and residential water service connections.

Troup Booster Pump Station for Water Well No. 1 - Engineering design, , plans, specifications for construction of two high service pumps, piping, disinfection, electrical and pump building.

Troup Elevated Water Storage and Ground Storage Tank - Engineering design, plans, specifications and property acquisition for construction of a 250,000 gallon elevated water storage tank and a 200,000 gallon ground storage water tank at water well No. 1.

Nacogdoches Water System Improvements - Engineering design, hydraulic modeling, plans, specifications and easement acquisition for construction of approximately 9.5 miles of 12" and 8" diameter water mains, including fire hydrants and 170 residential water service connections.

***Project financing provided by TWDB.** Construction cost \$2,200,000

Henderson East Main Pump Station - Engineering design, plans, specifications for construction of 4,500' of 12" water transmission main and water booster pump station.

Construction cost: \$450,000

Carthage Raw Water Transmission Main - Engineering design, plans, specifications and easement acquisition for construction of approximately 8.3 miles of 20" diameter raw water transmission main.

***Project financing provided by Texas Department of Agriculture.**

Construction cost: \$1,396,000

Center Elevated Water Storage Tank and Ground Storage Tanks - Engineering design, plans, specifications and property acquisition for construction of a 500,000 gallon elevated water storage tank, high service pump station and 1,750,000 gallon high level ground storage tank and a 1,000,000 gallon ground water storage tank and booster pump station.

Overton Elevated Water Storage Tank and Ground Storage Tank - Engineering design, plans, specifications and property acquisition for construction of a 250,000 gallon elevated water storage tank, 200,000 gallon high level ground storage tank and a 200,000 gallon ground storage tank with high service pumps.

***Project financing provided by TDHCA - ORCA.**

Construction Cost: \$832,000

Henderson Water Well #10 and #12 Rehabilitation - Engineering design, plans and specifications including replacement of submersible pumps, well cleaning, piping, metering and electrical.

Construction cost: \$250,000

City of Overton Water Well - Engineering design, plans, specifications and easement acquisition for construction of a deep water well including test hole, water well, piping, pumps, ground storage tank and electrical.

Striker Lake WSC Water Well - Engineering design, plans, specifications and easement acquisition for construction of a deep water well including test hole, water well, piping, pumps, ground storage tank and electrical.

Crims Chapel WSC Water Well - Engineering design, plans, specifications and easement acquisition for construction of a deep water well including test hole, water well, piping, pumps, ground storage tank and electrical.

City of Whitehouse Treated Water Feasibility Study - Preliminary engineering design and master planning for 31 miles of raw and treated water pipelines and surface water treatment plant. A feasibility study was performed to determine the most economical option for providing long-range water needs for the City of Whitehouse.

Henderson Water Distribution Modeling - Engineering design and hydraulic modeling (H₂O Net) of approximately 110 miles of 2" thru 18" water distribution piping to update the City of Henderson's water distribution model and to incorporate the system dynamics of the 4.5 MGD surface water treatment plant.

East Texas Electric Cooperative Water Well – Engineering design, plans specifications for construction of a 800 GPM deep water well including test hole, water well, piping, electrical and vertical turbine water well pump for the Woodville Renewable Power Project.

NEW STREET CONSTRUCTION AND STREET REHABILITATION

Henderson – Master Street Rehabilitation Program - Engineering design, plans, specifications, bidding and construction management for the City of Henderson's street rehabilitation program including HMAC overlays, drainage improvements and major sub-grade and pavement reconstruction projects for 190 city streets.

Construction Cost: \$9,256,500

Henderson Economic Development Corporation – Master planning and engineering design, plans, and specifications for construction of a 36' wide 3,750' long concrete curb and gutter roadway with lighted sidewalk and including all storm-water infrastructure.

Estimated bid date: March 2022, Estimated Construction Cost: \$2,250,000.

Henderson – Mill Street Reconstruction - Engineering design, plans, specifications, bidding and construction management for approximately 3,600' of street reconstruction including HMAC pavement, sub-grade and base reconstruction and drainage improvements.

***Project financing provided by the Texas Capital Fund Program**

Construction Cost: \$1,000,000

Henderson – South Evenside Street Rehabilitation Project - Engineering design, plans, specifications, bidding and construction management for the City of Henderson's South Evenside street rehabilitation program including HMAC overlays, drainage improvements and major sub-grade and pavement reconstruction for 8,400'.

Construction Cost: \$890,000

Henderson – Young vs. Martinez Street Improvements - Engineering design, plans, specifications, bidding and construction management for construction of 10,000 square yards of concrete street improvements including stormwater drainage piping, inlets, concrete curb & gutter, valley gutters and subgrade stabilization.

Project financing provided by Housing and Urban Development / ORCA.

Construction Cost: \$785,000

Henderson – Phase I and II Industrial Park Street Rehabilitation Project –Engineering design, plans, specifications, bidding and construction management for the City of Henderson's street rehabilitation program including HMAC overlays, drainage improvements and major sub-grade and pavement reconstruction projects for 8 industrial streets.

Construction Cost: \$1,478,000

Troup Street and Drainage Improvements - Engineering design, plans, specifications, bidding and construction management for the reconstruction of approximately 13,000' of street rehabilitation and new construction including HMAC pavement, drainage improvements and major sub-grade and pavement reconstruction.

Overton – Phase I & II Street Rehabilitation Program - Engineering design, plans, specifications, bidding and construction management for the City of Overton's street rehabilitation program including HMAC overlays, drainage improvements and major sub-grade and pavement reconstruction projects for 40 city streets.

Construction Cost: \$1,035,000

Carthage – Pecan & Holly Street Reconstruction - Engineering design, plans, specifications, bidding and construction management for the reconstruction of approximately 2000' of 32' curb and gutter street including HMAC pavement, drainage improvements and major sub-grade and pavement reconstruction.

Carthage – Davis, Pollard and Neal Street Reconstruction - Engineering design, plans, specifications, bidding and construction management for reconstruction of approximately 6,700' of curb and gutter street including HMAC pavement, drainage improvements and major sub-grade and pavement reconstruction.

Construction Cost: \$700,000.

Carthage – Klondike Street Reconstruction - Engineering design, plans, specifications, bidding and construction management for approximately 600' of street reconstruction including concrete pavement, sub-grade and base reconstruction and drainage improvements.

Estimated Construction Cost: \$173,000.

DESIGN / BUILD WATER RESOURCE PROJECT

Tenaska Gateway Electric Generating Station Water System - Design engineer and Managing Partner of Design/Build team for water resource project between Tenaska Gateway Partners and Sabine River Authority including raw water intake structure in Toledo Bend Reservoir, 7.5 MGD raw water pump station, 72 miles of raw water and return water pipelines including preliminary routing and cost estimating, preliminary and final surveying, construction staking, easement acquisition, electrical/electronic controls, SCADA system and plant interface.
Construction cost: \$20,000,000.

Brazos Valley Electric Generating Station - Design engineer and Managing Partner of Design/Build team for water resource project including raw water intake structure, raw water pump station, raw water transmission main, preliminary routing and cost estimating, preliminary and final surveying, construction staking, power plant interface, SCADA system using fiber optics, electrical/electronic system, wastewater discharge main and emergency standby generator.
Construction cost: \$10,000,000.

Southern Company – Nacogdoches Biomass Power Plant - Design engineer and Managing Partner of Design/Build team for water resource project including raw water intake structure in Lake Striker, 2.5 MGD raw water pump station, 16" diameter raw water transmission main, preliminary routing and cost estimating, preliminary and final surveying, construction staking, power plant interface, SCADA system using fiber optics, electrical/electronic system, 3 miles of wastewater discharge main and emergency standby generator.
Construction cost: \$7,000,000.

East Texas Electric Cooperative – Woodville Renewable Power Project - Design engineer and construction manager for a water resource project to provide reclaimed wastewater to a new biomass power plant for cooling water purposes including 800 gpm deep water well, 1.0 MGD reclaimed wastewater pump station, 3 miles of 10" diameter reclaimed water supply main, 2.75 mile discharge pipeline, outfall structure in Turkey Creek, preliminary and final surveying, construction staking, power plant interface, SCADA system using fiber optics, electrical and electronic controls.
Construction cost: \$4,500,000.

EMERGENCY GENERATOR PROJECTS

City of New Boston FEMA Hazard Mitigation Generator Project - Engineering design, plans, specifications, bidding and construction management for seven (7) critical infrastructure generator installations.

***Project financing provided by FEMA.**

Construction Cost: \$172,000

Hurricane Ike and Rita, Disaster Recovery Program - Engineering design, plans, specifications, bidding and construction management for twenty one (21) critical infrastructure generator installations for Houston County, Rusk County, City of Carthage, City of Mt. Enterprise, City of Troup.

***Project financing provided by Texas Department of Rural Affairs.**

Construction Cost: \$1,550,000

DESIGN / BUILD BUILDING PROJECTS

Management and Training Corp.'s East Texas Treatment Facility – Lead Engineer for Design/Build group for 2,850 bed medium security prison facility. Stokes & Associates was the Design/Build Project Manager and coordinated all construction, engineering, architectural, mechanical, electrical, plumbing, geotechnical professional services for the job. Civil engineering design included plans, specifications, bidding and construction management for 40 acre site development and grading, roadway and pavement/parking infrastructure, security fencing, 2,500' of 54" and 60" diameter stormwater drainage pipe and inlet structures, SWPPP, potable water and fire protection infrastructure, waste water gravity lines and two (2) wastewater lift stations.

Construction Cost: \$38,000,000

Management and Training Corp.'s HOPE Treatment Facility – Lead Engineer for Design group for 120 bed treatment facility. Stokes & Associates was the Project Manager and coordinated all construction, engineering, architectural, mechanical, electrical, plumbing, geotechnical professional services for the job. Civil engineering design included plans, specifications, bidding and construction management for 5 acre site development and grading, roadway and pavement/parking infrastructure, security fencing, storm-water drainage pipe and inlet structures, SWPPP, potable water and fire protection infrastructure, and waste water gravity lines.

Construction Cost: \$8,000,000

Management and Training Corp.'s Texas Civil Commitment Center, Littlefield Texas – Lead Engineer for Design group for a 300 bed expansion to a medium security prison facility located in west Texas. Stokes & Associates is the Project Manager and coordinated all construction, engineering, architectural, mechanical, electrical, plumbing, geotechnical professional services for the job. Civil engineering design included plans, specifications, bidding and construction management for site development and grading, roadway and pavement/parking infrastructure, security fencing, storm-water drainage pipe and inlet structures, SWPPP, potable water and fire protection infrastructure, waste water gravity lines and wastewater lift station upgrade.

Construction Cost: \$15,000,000

Henderson Independent School District - Civil engineering design and Project Management responsibilities for Design/Build group for an approximate 184,000 sf. campus including a Pre-K and Kindergarten building, 1st – 3rd grade building and Commons building including a cafeteria, dining, multiple gymnasiums and music rooms. Engineering design included mass grading plan (30 acres), stormwater infrastructure design, water and wastewater infrastructure, fire protection piping, parking and paving design including ADA compliance and TxDOT driveway permitting. Construction cost - \$23,000,000

BUILDING AND SITE DEVELOPMENT PROJECTS

City of Jacksonville – Public Safety Complex – Stokes and Associates design team provided the civil engineering design for the City's Public Safety Complex that is comprised of approximately 27,000 square feet of building and houses police department, fire department, 8 compartment apparatus bay for fire trucks and emergency operations center. The Project will be commissioned in December, 2021. Construction Cost - \$9,500,000.

City of Henderson Central Fire Station - Planning, Civil engineering, architectural design and Project Management responsibilities including bidding and construction management for a new 12,500 sf. 8 bay fire station/EMS emergency services facility.
Construction cost - \$800,000

City of Henderson Fair Park Parking Lot Addition - Planning, Civil engineering design and Project Management responsibilities for construction of approximately 1,000 square yards of 5" thick concrete pavement including ADA compliant access.

Town of Little Elm Fourplex Baseball/Softball Complex - Master planning, Civil engineering design and Project Management responsibilities for a new four-plex, lighted baseball/softball complex including ADA compliant access.
Construction cost - \$1,600,000

Henderson Middle School Athletic Building - Planning, civil and architectural engineering design and Project Management responsibilities for a new athletic dressing facility.
Construction cost - \$770,000

Henderson High School Building Expansion - Provided civil engineering design for District's Architect including site grading, drainage, utilities and ADA compliant access.

Henderson High School Student Activities Building- Provided civil engineering design for District's Architect including site grading, drainage parking, paving, utilities and ADA compliant access.

ANCWCID Office/Shop Building - Planning, civil and architectural design and Project Management responsibilities for a new Office/Shop building.
Construction cost - \$335,000

Citizens National Bank - Civil engineering design responsibilities working under Owner's Architect for seven (7) branch bank facilities in Henderson, Longview, Marshall, Corsciana , Athens, Tyler and Kaufman including mass grading plans, site development plans, municipal permitting, TxDot access driveways, parking lot facilities, paving and drainage.

Construction cost - \$3,000,000

Sonic Restaurants - Civil engineering design responsibilities working under Owner's Architect for three (3) new restaurants. Engineering design included mass grading plans, stormwater infrastructure design, water and wastewater infrastructure, parking and paving design including ADA compliance and TxDot driveway permitting.

Chicken Express Restaurants - Civil engineering design responsibilities working under Owner's Architect for two (2) new restaurants. Engineering design included mass grading plans, stormwater infrastructure design, water and wastewater infrastructure, parking and paving design including ADA compliance and TxDot driveway permitting.

Rusk County Commissioners Court - Engineering design, plans, specifications, bidding and construction management for 500' of 48" diameter stormwater drainage pipe and inlet structures associated with the Rusk County Jail Expansion project.

Construction Cost: \$325,000.

Neal Holland, Principal

PROJECT MANAGER – BUSINESS DEVELOPMENT

QUALIFICATIONS:

Experience

42 Years'

Experience Affiliations

Design and Technology Advisory Board, Kilgore College - Past Board Member

American Water Works Association

Principal Areas of Expertise

Municipal Utilities

New Road and Road Rehabilitation Projects

Drainage

Site Development & Grading

Parks and Recreation

Construction Inspection

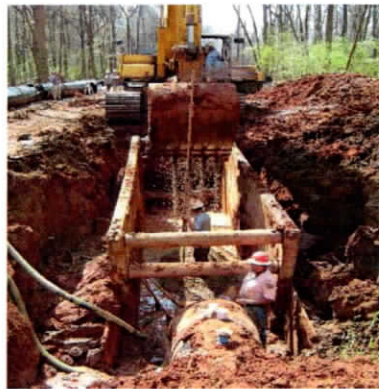
Water Storage Tanks

Water Distribution Systems

Wastewater Collection & Pump Design

Mr. Holland began his career with Stokes & Associates in 1980. He quickly advanced through in-office departments with his increasing ability to develop, design and manage difficult projects for the Firm. Neal was appointed to the position of President in 2000 and later purchased the Company from the Stokes family in 2017.

Neal has extensive experience in all aspects of Civil/Environmental engineering design, project management and construction inspection including water resource projects, surface water treatment plants, ground and elevated water storage facilities, water wells, raw water and treated water pump stations, wastewater treatment plants, wastewater solids handling systems, new street construction, major street rehabilitation, site development, grading, drainage, park projects, and baseball & softball facilities. Mr. Holland has also served as Project Manager over several building projects for the Firm including a 38 million dollar, 2850 bed private prison in Henderson.



Stokes & Associates, Inc.
Civil / Environmental Engineers
www.stokesandassociates.com

205 S. Marshall Street
Henderson, Texas 75654
(903) 657-7558

Steven B. Wick, P.E.

PROJECT MANAGER - SENIOR DESIGN ENGINEER

QUALIFICATIONS:

Education

Bachelor of Science Civil Engineering, Texas Tech University 1986

Experience

34 Years Design Experience

Registrations

Professional Engineer, State of Texas

Professional Engineer, State of California (inactive)

Principal Areas of Expertise

Surface Water Treatment Plants

Wastewater Treatment Plants

Hydraulics and Hydrology

Water Booster Pump Stations

Water Distribution Modeling

Waste Water Lift Stations

Streets

Drainage

Municipal Utilities

Mr. Wick has been a tremendous asset to the Company since joining the Firm in 1992. His experiences with water and wastewater treatment have defined him as one of the top design engineers in East Texas. He too has designed and managed many Civil/Environmental projects for the Firm including raw water impoundment reservoirs, surface water treatment plants, ground and elevated water storage facilities, water wells, raw water and treated water pump stations, wastewater treatment plants, wastewater lift stations, wastewater solids handling systems, site development, transportation, grading and drainage. Mr. Wick started his engineering career in Southern California where he gained experience with large site development projects involving environmental impact studies, feasibility studies, storm water analysis and environmental permitting. This experience has proved to be invaluable in his work with the Firm.



Stokes & Associates, Inc.
Civil / Environmental Engineers
www.stokesandassociates.com

205 S. Marshall Street
Henderson, Texas 75654
(903) 657-7558

Stephen G. Bennett, P.E.

PROJECT MANAGER - SENIOR DESIGN ENGINEER

QUALIFICATIONS:

Education

Bachelor of Science Civil Engineering, University of Texas at Arlington 1978

Experience

41 Years Design Experience

Registrations

Professional Engineer, State of Texas

LGPP Qualification – TxDOT Local Government Project Procedures

Principal Areas of Expertise

Hydraulics and Hydrology

Dam Breach Analysis and Rehabilitation

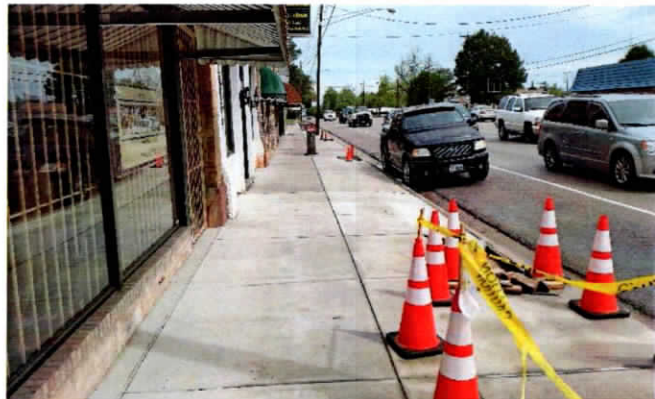
Grading, Drainage, Detention & Flood Studies

Streets and Roadways

Municipal Utilities

Commercial & Residential Site Development

Mr. Bennett has 41 years' practical design experience and is trained and qualified through TxDOT'S Local Government Project Procedures for work requiring TxDOT review and compliance. His experience includes having served as Asst. City Engineer for the City of Tyler and Interim City Engineer for the City of Lavon. He has designed and managed many Civil projects in ETEX and around the state including various street projects such as Earl Campbell Parkway in Tyler, multiple Walmart Supercenters and Lowes Home Improvement Centers, medical facilities and expansions for ETMC and Christus/Mother Francis, industrial and warehouse facilities, and has worked with EDC's around the state in planning and expanding their industrial parks. Mr. Bennett has worked closely with local, state and federal regulatory agencies such as TCEQ, FEMA and the Corps of Engineers in completing projects in a timely and productive manner. He also has designed industrial rail facilities and worked closely with Union Pacific Railroad authorities.



Stokes & Associates, Inc.
Civil / Environmental Engineers
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205 S. Marshall Street
Henderson, Texas 75654
(903) 657-7558

Samuel B. Carter, P.E.

DESIGN ENGINEER

QUALIFICATIONS:

Education

Bachelor of Science Civil Engineering, University of TX in Tyler, TX (May 2016)

Experience

5 Year Design Experience

Passed PE Exam – April 2018

Principal Areas of Expertise

Street Design

Hydraulics

Drainage

Municipal Utilities

Surveying

Sam began his career with the Company after graduating from the University of Texas at Tyler in 2016. Sam has 5 years of design experience and has worked on a variety of projects including design of water distribution systems, wastewater conveyance infrastructure, storm-water drainage systems, street layout and design, grading plans, volumetric earthwork assessments, erosion control, & civil site design, hydraulic and hydrologic assessments, culvert design, open channel flow, street rehabilitation, pavement design



Stokes & Associates, Inc.
Civil / Environmental Engineers
www.stokesandassociates.com

205 S. Marshall Street
Henderson, Texas 75654
(903) 657-7558

QUALIFICATIONS:

Education

Bachelor of Science in Civil Engineering, University of Texas, 1973

Experience

48 Years' Experience

Registrations

Professional Engineer, State of Texas

Professional Engineer, State of Louisiana

Professional Engineer, State of Oklahoma

American Society of Civil Engineers (Past President of Northeast Texas Branch)

Texas Society of Professional Engineers (Past President of East Texas Chapter)

National Society of Professional Engineers

American Water Resources Association, American Water Works Association

Mr. Harle served as Project Manager for the Firm on the Stokes-Wicker Design/Build energy projects in Rusk and Ft. Bend Counties. Mr. Harle has 46 years of consulting engineering experience covering a broad range of projects in the public and private sectors relating to: surface water hydrology and hydraulics; water supply, treatment and distribution; wastewater collection and treatment; storm water drainage; FEMA flood studies; FEMA LOMR and CLOMR studies; dams and spillways for water supply, recreational, detention and sediment control reservoirs; surface water control for the mining industry; water supply pump stations and pipelines for the electric power industry; residential subdivision infrastructure; and commercial and residential site development.

Mr. Harle is proficient in computer modeling using computer programs HEC-1, HEC-2, HEC-5, HMS, HEC-RAS, WMS, RMS, HMR52, TR-20, WSP2, DAMS2, THYSYS, WINSTORM, DAMBRK, RESOP III, KYPIPE and others.

Mr. Harle's experience relating to dams and spillways includes: planning and design of dams and spillways for public and private lakes, dam safety inspections of existing dams and spillways, evaluation of existing dams and spillways relative to TCEQ requirements, and design of rehabilitation improvements to bring existing dams and spillways into conformance with TCEQ requirements. Mr. Harle is thoroughly familiar with TCEQ requirements for dams and spillways including dam size and hazard classifications, appropriate spillway design/evaluation floods, spillway adequacy evaluations, emergency action plans, dam breach analyses, and other TCEQ requirements.



Stokes & Associates, Inc.
Civil / Environmental Engineers
www.stokesandassociates.com

205 S. Marshall Street
Henderson, Texas 75654
(903) 657-7558

Willard Jordan, P.E.
ELECTRICAL DESIGN ENGINEER

QUALIFICATIONS:

Education

Bachelor of Science Electrical Engineering, Lamar University

Experience

52 Years Design Experience

Registrations

Professional Engineer, State of Texas

Professional Engineer, State of Louisiana

Principal Areas of Expertise

Electrical and Instrumentation

Mr. Jordan is a 1970 graduate of Lamar University with a degree in Electrical Engineering. He has been responsible for the design of the electrical controls for more than 150 treatment plants and pump stations in Texas and Louisiana. He has 48 years of consulting engineering experience covering a broad range of projects in the public and private sector and includes raw water intake pump stations, treated water pump stations, surface water treatment plants, water wells, SCADA controls for water and wastewater treatment systems, wastewater treatment plants wastewater lift stations and wastewater solids handling and disposal systems.



Stokes & Associates, Inc.
Civil / Environmental Engineers
www.stokesandassociates.com

205 S. Marshall Street
Henderson, Texas 75654
(903) 657-7558

Alexander Pearson

ENGINEER-IN-TRAINING

QUALIFICATIONS:

Education

Bachelor of Science Civil Engineering, University of TX, Tyler TX (May 2019)

Master of Science Civil Engineer, University of TX, Tyler TX (awaiting thesis completion)

Experience

2 years Design experience

Areas of Expertise

Drainage

Hydraulics

Storm Drains

Environmental

Alex joined the Company in February 2021 after graduating the University of Texas at Tyler. He has 2 years of design experience and has worked on a variety of projects including design of water distribution systems, wastewater conveyance infrastructure, storm-water drainage systems, street layout and design, grading plans, volumetric earthwork assessments, erosion control, & civil site design, hydraulic and hydrologic assessments, culvert design, open channel flow, street rehabilitation, pavement design.



Stokes & Associates, Inc.
Civil / Environmental Engineers
www.stokesandassociates.com

205 S. Marshall Street
Henderson, Texas 75654
(903) 657-7558

QUALIFICATIONS:

Education

Bachelor of Science Civil Engineering, University of TX, Houston TX (2021)

Experience

2 years Design experience

Areas of Expertise

Drainage

Hydraulics

Storm Drains

Environmental

Eric joined the Company in January 2021 after graduating the University of Texas, Houston Campus. He has 2 years of design experience and has worked on a variety of projects including design of water distribution systems, wastewater conveyance infrastructure, storm-water drainage systems, street layout and design, grading plans, volumetric earthwork assessments, erosion control, & civil site design, hydraulic and hydrologic assessments, culvert design, open channel flow, street rehabilitation, pavement design.



QUALIFICATIONS:

Education

Bachelor of Science Civil Engineering, LeTourneau University, Longview TX (2022)

Experience

4 months Design experience

Areas of Expertise

Justin joined the Company in June 2022 after graduating LeTourneau University. He has 4 months of design experience and has worked on a variety of projects including design of water distribution systems, wastewater conveyance infrastructure, storm-water drainage systems, street layout and design, grading plans, volumetric earthwork assessments, erosion control, & civil site design, hydraulic and hydrologic assessments, culvert design, open channel flow, street rehabilitation, pavement design.



**STOKES & ASSOCIATES, INC.**

Unique Entity ID CLGCSKFDHVK8	CAGE / NCAGE 7TUC8	Purpose of Registration Federal Assistance Awards Only
Registration Status Active Registration	Expiration Date Feb 12, 2023	
Physical Address 206 S Marshall Henderson, Texas 76654-3648 United States	Mailing Address PO Box 1114 Henderson, Texas 76653-1114 United States	

Doing Business as (blank)	Division Name (blank)	Division Number (blank)
Congressional District Texas 01	State / Country of Incorporation Texas / United States	URL www.stokesandassociates.com

Registration Dates		
Activation Date Jan 17, 2022	Submission Date Jan 13, 2022	Initial Registration Date Feb 8, 2017

Entity Dates	
Entity Start Date Nov 28, 1983	Fiscal Year End Close Date Dec 31

Immediate Owner	
CAGE (blank)	Legal Business Name (blank)

Highest Level Owner	
CAGE (blank)	Legal Business Name (blank)

Executive Compensation

Registrants in the System for Award Management (SAM) respond to the Executive Compensation questions in accordance with Section 6202 of P.L. 110-282, amending the Federal Funding Accountability and Transparency Act (P.L. 109-282). This information is not displayed in SAM. It is sent to USApending.gov for display in association with an eligible award. Maintaining an active registration in SAM demonstrates the registrant responded to the questions.

Proceedings Questions

Registrants in the System for Award Management (SAM) respond to proceedings questions in accordance with FAR 52.206-7, FAR 52.206-8, or 2.C.F.R. 206 Appendix XII. Their responses are not displayed in SAM. They are sent to FAPIS.gov for display as applicable. Maintaining an active registration in SAM demonstrates the registrant responded to the proceedings questions.

Active Exclusions Records?

No

I authorize my entity's non-sensitive information to be displayed in SAM public search results:

Yes

Business Types

Entity Structure Corporate Entity (Not Tax Exempt)	Entity Type Business or Organization	Organization Factors (blank)
Profit Structure For Profit Organization		

Socio-Economic Types

Check the registrant's Raps & Certs, if present, under FAR 52.212-3 or FAR 52.219-1 to determine if the entity is an SBA-certified HUBZone small business concern. Additional small business information may be found in the SBA's Dynamic Small Business Search if the entity completed the SBA supplemental pages during registration.

Accepts Credit Card Payments
No

Debt Subject To Offset
No

EFT Indicator
0000

CAGE Code
7TUC9

Electronic Business

2
Janey Mills, Office Manager

205 S. Marshall
Henderson, Texas 75654
United States

Government Business

2
Neal Holland, President

205 S. Marshall
Henderson, Texas 75654
United States

NAICS Codes

Primary

NAICS Codes

NAICS Title

This entity does not appear in the disaster response registry.



STOK&AS01C

AWILSON

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
7/25/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
INSURICA TX Insurance Services, Inc.
4802 Kinsey Drive
Tyler, TX 75703

CONTACT
NAME:
PHONE (A/C, No, Ext): (903) 508-8808 FAX (A/C, No): (903) 508-8818
E-MAIL
ADDRESS:

INSURED
Stokes & Associates, Inc.
P. O. Box 1114
Henderson, TX 75653

INSURER(S) AFFORDING COVERAGE	NAC #
INSURER A: West American Insurance Company	44393
INSURER B: Ohio Casualty Insurance Company	24074
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSURER LTR	TYPE OF INSURANCE	ADDL. INSD. RYD	POLICY NUMBER	POLICY EFF. (MM/DD/YYYY)	POLICY EXP. (MM/DD/YYYY)	LIMITS	
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC OTHER:	X	X	BZW57859689	7/1/2022	7/1/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY		BZW57859689	7/1/2022	7/1/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$	
B	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTIONS \$ 10,000		USO57859689	7/1/2022	7/1/2023	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000	
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/ MEMBER EXCLUDED? (Mandatory in NH) Y/N ☐ If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	X	XWW57859689	7/1/2022	7/1/2023	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

*****FOR INFORMATION ONLY*****

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
07/13/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Pearl Insurance 1200 E Glen Ave Peoria Heights, IL 61611		CONTACT NAME: PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL: ADDRESS:	
INSURED Stokes & Associates, Inc. 205 S Marshall St Henderson, TX 75654-3548		INSURER(S) AFFORDING COVERAGE INSURER A: Hartford Fire Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 18682	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSUR LTR	TYPE OF INSURANCE	ADDITIONAL INSURED	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PROJECT ☐ LOC OTHER:					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMPROP AGG \$ \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/ MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☐ N/A				PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability Retroactive Date: Full Prior Acts	N Y	83 OH 0382216-22	07/01/2022	07/01/2023	\$1,000,000 per claim \$2,000,000 aggregate Ded: \$15,000 claim \$45,000 agg

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

Proof of Insurance

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Ray P. P.

CONFLICT OF INTEREST QUESTIONNAIRE
For vendor doing business with local governmental entity

FORM CIQ

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.

Stokes & Associates, Inc

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.

None

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 [Signature]
Signature of vendor doing business with the governmental entity

11-16-22
Date

Certification Regarding Lobbying

(To be submitted with each bid or offer exceeding \$100,000)

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (c) The undersigned shall require that the language paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995).

The Contractor, Stokes & Associates, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. § 3801 et seq., apply to this certification and disclosure, if any.


Signature of Contractor's Authorized Official

Neal Holland, President
Printed Name and Title of Contractor's Authorized Official

11-16-22
Date

Approved by OMB

0348-0046

Disclosure of Lobbying Activities

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

(See reverse for public burden disclosure)

Type of Federal Action: a. contract ___ b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	Status of Federal Action: a. bid/offer/application ___ b. initial award c. post-award	Report Type: a. initial filing ___ b. material change
Name and Address of Reporting Entity: ___ Prime ___ Subawardee Tier ___, If Known: Congressional District, If known:		If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime: Congressional District, If known:
Federal Department/Agency:		7. Federal Program Name/Description:
Federal Action Number, if known:		8. Award Amount, if known:
10. a. Name and Address of Lobbying Registrant (if individual, last name, first name, MI):		b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI):
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.		Signature: _____ Print Name: _____ Title: _____ Telephone No.: _____ Date: _____
Federal Use Only		Authorized for Local Reproduction Standard Form - 111 (Rev. 7-97)

[illegible]



2023-2024 COMMUNITY DEVELOPMENT BLOCK GRANT

STATEMENT OF QUALIFICATIONS
City of Jacksonville

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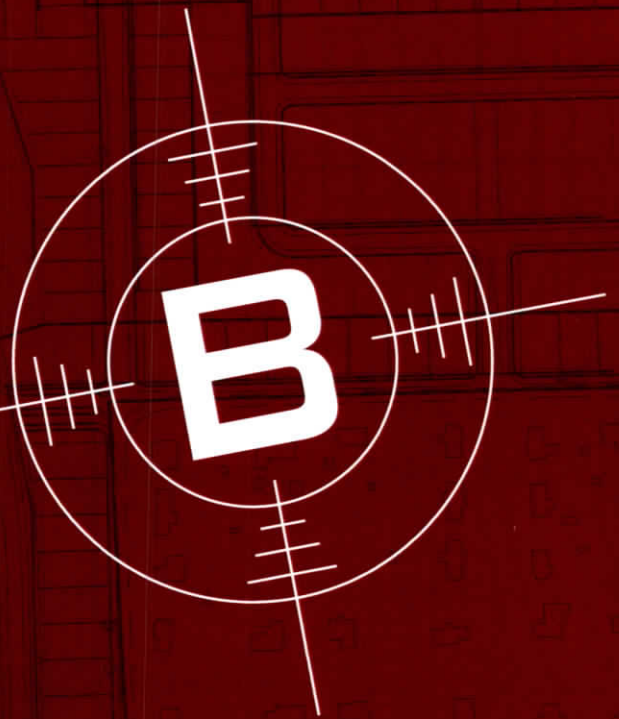
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Section 1

Introduction





DATE: December 1, 2022

TO: City of Jacksonville
315 South Ragsdale
Jacksonville, Texas 75766

ATTN: Mr. Randall Chandler
Director of Public & Community Services

RE: Professional Engineering Proposal for Services
2023-2024 Community Development Block Grant Program

Dear Mr. Chandler:

THE BRANNON CORPORATION is pleased to respond to your RFQ for Professional Engineering Services for the Preliminary, Final Engineering Design and Specifications of infrastructure improvements in support of the City of Jacksonville.

The Brannon Corporation is uniquely qualified to undertake this important project for the City of Jacksonville. With 45 years serving the East Texas community, The Brannon Corporation offers an impressive resume of infrastructure improvements and working with grant funded projects. Most of these projects have been water & sewer projects in small to medium-sized cities throughout the state of Texas.

Our qualification package contained herein will confirm that The Brannon Corporation meets or exceeds the City of Jacksonville's technical, commercial, and insurance requirements to produce a complete project that will enhance the City's ability to serve its citizens.

We look forward to working with you on this project.

Respectfully,

Rea A. Boudreaux, P.E., MBA
President/ Principal

1321 S Broadway Tyler, TX 75701 • P.O. Box 7487 • P: 903. 597.2122 • BrannonCorp.com



FIRM PROFILE

We are a civil engineering and consulting firm serving a broad mix of residential, commercial, and institutional project needs throughout Texas and around the globe. Equipped with over 100 years of combined expertise, we remove the roadblocks and minimize the risks that often



AQUATICS

Thinking "outside of the box" is simply ingrained as part of our company culture. All of our professional aquatic designers thrive on developing unique solutions to make our clients' projects successful.



AVIATION

The continuing growth and complexity of aviation related activity has increased airport sponsor demand for comprehensive planning, environmental assessment, and management support services. Experience makes us the go-to engineers.



COMMERCIAL & RESIDENTIAL

Brannon Corp offers commercial & residential engineering services for projects located throughout East & Northeast Texas. Whether a small or large project, we are prepared and experienced to suit your needs.



EDUCATIONAL, SPORTS & RECREATIONAL

With hundreds of educational projects completed, Brannon Corp is well-versed in designing innovative solutions for a variety of academic facilities.



GOVERNMENT & MUNICIPAL

Since many of our staff and principals came out of the public works sections of Texas cities, it is only natural that we frequently find ourselves engineering public works infrastructure projects.

WHO WE ARE

Since 1977, we've grown from a 2 man team of local public works engineers to a fully staffed firm with national and global reach. With expertise in civil, design, aquatics, planning and construction engineering services. Our Mission is to help shape, grow, and support our communities through quality engineering services built upon authentic and enduring relationships. We are a family oriented group of engineers driving insights and solutions across countless sectors of the built environment, fostering growth and success for Texas communities and beyond.

OFFICERS

Rea S. Boudreaux
President/Principal

Bob A. Breedlove
Vice President/Principal

Travis A. Bozick
Vice President/ Principal



STATEMENT OF QUALIFICATIONS

Since 1977, The Brannon Corporation has successfully provided design & consulting services in over 200 venues throughout the United States and abroad; government & municipal engineering services for City Engineering and Public Works departments in over 200 small cities throughout East Texas; aviation/airport engineering services to over 100 facilities throughout Texas and adjacent states; commercial & residential development in all capacities; and education/sports/recreation engineering services for over 100 venues throughout Texas.

The Brannon Corporation has personnel with a combined total of well over 150 years of experience consisting of 17 staff members, including 11 registered engineers, 6 Engineers In Training (EIT), 1 civil/CAD technicians, 1 on-staff Construction Services manager, and several support staff are here to serve your needs and to provide quality customer service. We also proudly offer operational assistance via Bryan Johnson, our in-house A/A water & wastewater operator.

The Brannon Corporation has completed projects of all sizes and scopes for clients throughout the United States and abroad, with construction costs ranging from a few thousand to the tens of millions. Brannon Corporation is a full-service consulting, urban planning, civil and municipal engineering firm with experience in aquatics/hydrology/ecology, aviation/airports, commercial & residential development, education/sports/recreation, and government/municipal engineering.

The Brannon Corporation has a distinguished history of working with municipality grants. The Brannon Corporation understands these requirements. Since 1977 The Brannon Corporation has worked with municipalities such as The City of Tyler, Palestine, Lindale, Troup, Livingston, Rusk, Winnsboro and numerous other cities on various grant projects employing a number of grant types including the Community Development Block Grant Program.

Professional engineers for The Brannon Corporation are currently registered to practice in Alabama, Arkansas, Colorado, Florida, Louisiana, Mississippi, Nebraska, Nevada, New Mexico, Nebraska, Oklahoma, Tennessee, Texas and Virginia, and have reciprocity to secure licensing in most other states.



PROJECT APPROACH & TYPICAL SCOPE OF WORK

Project

Our standard approach to any project involves one basic philosophy: We Listen. We are always ready and willing to sit down with our clients, in their offices or ours, and listen to their needs, dreams, and aspirations. We are not one of those engineering firms that have a set "solution" to our client's needs. We welcome the input of those associated with the individual aspects of any particular project. After all, it is not our project, it is yours. At Brannon, we take pride in our ability to plan for the future. We want to provide the City of Jacksonville with a project that makes life easier for its staff, present and future.

Goals

Our goal is to produce a tailor-made set of construction documents for the project you define.

Schedule

Our team is immediately available to proceed with conceptual /schematic design upon the successful negotiation of contracts between The C. T. Brannon Corporation and the City of Jacksonville. We fully understand the dynamics of working with owners and grant administrators. When dealing with federal funds, the details matter. It will be top priority to assist the grant administrator in executing the project in a way that best protects the city.

TYPICAL SCOPE OF WORK

The Brannon Corporation will provide engineering/surveying services to the City of Jacksonville for its 2023-24 CDBG Project.

Item 1 Application preparation assistance, including sealed budget justification and Exhibit

The Engineer will prepare a budget justification and requisite Exhibits.

Item 2 Preliminary and final design plans and specifications

General:

The Engineer shall serve as the Owner's professional representative in all phases of the project as directed and as authorized and shall give consultation and advice to the Owner during the performance of his services.

A. Preliminary Report Phase: During the preliminary report phase, the Engineer shall:

1. Consult with the Owner to determine the requirements of the Project.



2. Prepare a preliminary engineering study and/or report on the project. The preliminary report to include sufficient detail to indicate clearly the problems involved the alternate solutions available to the Owner, a preliminary engineer's opinion of probable total cost for the Project, and to set forth the Engineer's recommendation. Prepare preliminary construction plans for the project.
 3. In partnership with a surveying company, make any necessary surveys of existing right-of-way, topography, utilities or other field data required for proper design of the project.
 4. Arrange for the services of a geotechnical engineering firm to provide all necessary geotechnical testing for the project.
- B. Design Phase: After authorization from the Owner to proceed with the final design phase, the Engineer shall:
1. On the basis of the approved preliminary design documents prepare detailed construction drawings and specifications for the Project.
 2. Furnish to the Owner engineering data for and assist in the preparation of the required documents so that the Owner may secure approval of such governmental authorities as have jurisdiction over design criteria applicable to the Project.
 3. Advise the Owner of any adjustment of the engineer's opinion of probable total cost for the Project caused by changes in scope, design requirements or construction costs, and furnish a revised engineer's opinion of probable total cost for the Project based on the completed drawings and specifications.
 4. Provide technical assistance in preparation of application forms for highway permits and any other applications made by the Owner in connection with the Project, including the preparation of submittal drawings.

Item 3 Preparations of the bid packet

1. Prepare bid documents and construction plans, prepare the notice to bidders and coordinate with the City of Jacksonville in publishing notices in the local newspaper.



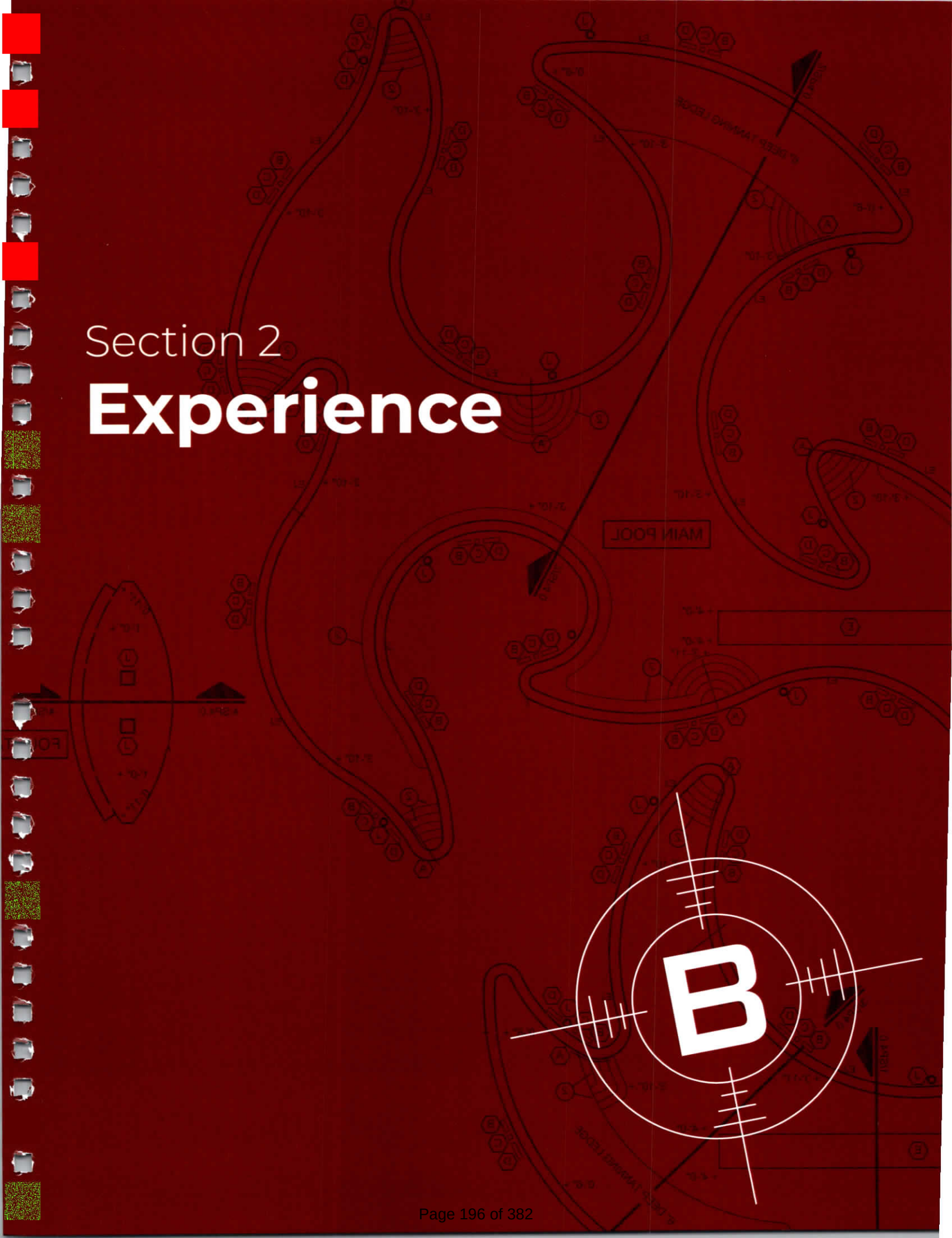
2. Solicit bids from interested and qualified contractors and attend the pre-bid meeting, if needed, at the owner's offices, or as otherwise agreed upon.
3. Attend and facilitate meetings and answer questions from contractors and prepare addendums as necessary, if needed, or otherwise agreed upon. We will attend the bid opening and assist the owner with selection of the most qualified contractor.
4. Review the contractor's qualifications, references, prepare contracts and verify bonds and proof of insurance and make recommendations to the owner in the selection process.

Item 4 Coordinate all requisite field testing and site visits (interim and final)

1. Attend and facilitate preconstruction meeting and coordinate quality control testing.
2. Provide onsite observations throughout the construction phase, if agreed upon.
3. Answer question from contractors regarding plans and specification and prepare weekly report of project progress, if agreed upon.
4. Coordinate survey staking of the project as necessary.
5. Review payment request and advise the owner concerning periodic payments to contractors.
6. Prepare a punch-list at completion of the construction phase and review the completed project with the owner. Once the project has been approved as satisfactory by the owner, a letter of completion will be presented to the contractors.
7. Prior to the one year anniversary of acceptance the Engineer will review the condition of the project and report back to the city of any necessary repairs.

Item 5 Other special services

Other special services that may be necessary include but are not limited to wetland delineation and/or permitting; Legal services; Landman service to determine rights of way and easements. The Brannon Corporation can assist the owner in the solicitation and procurement of these services.



Section 2

Experience

B



COUNTRY ACRES ESTATES LIFT STATION IMPROVEMENTS

City of Lindale, Texas

PROJECT STATISTICS

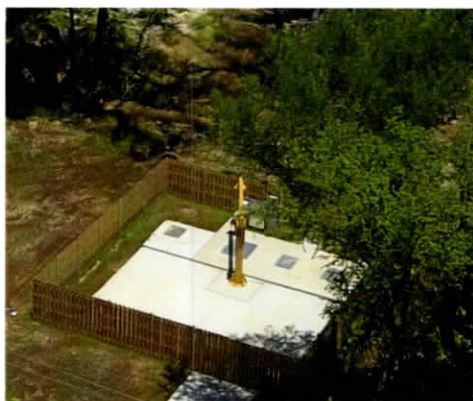
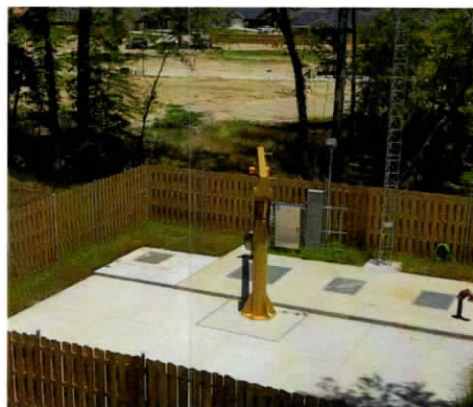
PROJECT STATUS:
2022 COMPLETION

PROJECT COST:
\$771,075.00

In order to serve its rapidly developing community, the City of Lindale is upgrading its sewer collection system, including multiple lift stations. "Country Acres Estates" lift station will play a key role in the growth of East Lindale.

The Country Acres Lift Station is designed to pump 400 GPM, but has the ability to be upgraded to 1500 GPM as development occurs in the area. As part of the civil package provided by The Brannon Corporation, the project includes:

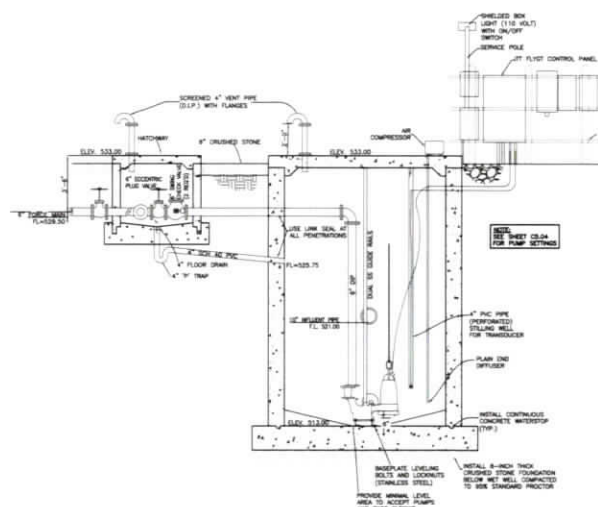
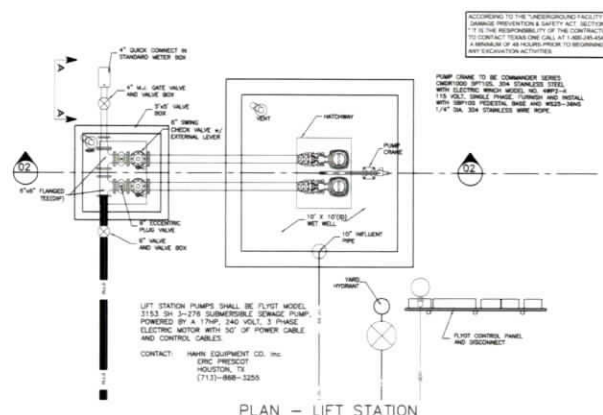
- Lift Station site design for easy access and maintenance, complete with concrete drive and shadow box fencing and gates.
- For operation during pump maintenance periods, this lift station is fully equipped to accept a trailer mounted back-up pumping unit that will pump directly into the 6-inch force main via quick-connect coupler. There is also a portable generator receptacle, so the City will be able to operate the lift station during power outages.
- In order to maximize adaptability, the lift station was designed to accept the sanitary sewer flow volume from the eventual ultimate development in the area, and its pumps may be upgraded in the future to convey these ultimate flows.



City of Lindale, Texas

PROJECT COST:
\$343,293.00

- For operation during pump maintenance periods, this lift station is fully equipped to accept a trailer mounted back-up pumping unit that will pump directly into the 6-inch force main via quick-connect coupler. There is also a portable generator receptacle, so the City will be able to operate the lift station during power outages.





PRICE STREET LIFT STATION IMPROVEMENTS

City of Troup, Texas

PROJECT STATISTICS

PROJECT STATUS:
2022 COMPLETION

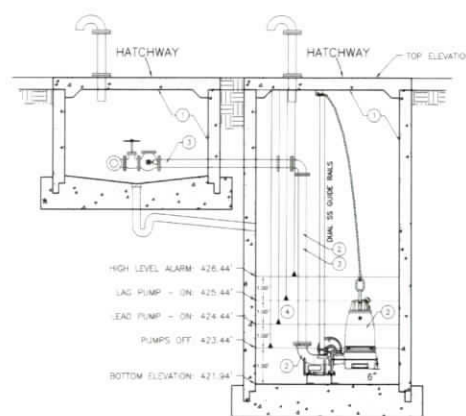
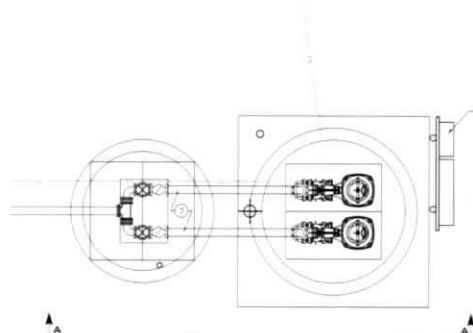
PROJECT COST:
\$150,052.00

The City of Troup has an aging sanitary sewer collection, and this project is part of our efforts to help modernize some of its primary lift stations.

Price Street Lift Station is designed to pump 200 GPM.

As part of the civil package provided by The Brannon Corporation, the project includes:

- New pumps & control panel.
- New stainless steel guide rails and lifting cable.
- New float switches for level control.
- New crane with electric winch.
- Power receptacle for portable generator power.
- Quick connection point for trailer mounted back-up pump unit.
- Cleaning entire lift station and painting of exposed pipe and valves.



PRICE STREET LIFT STATION SECTION A-A



TARBUTTON LIFT STATION IMPROVEMENTS

City of Troup, Texas

PROJECT STATISTICS

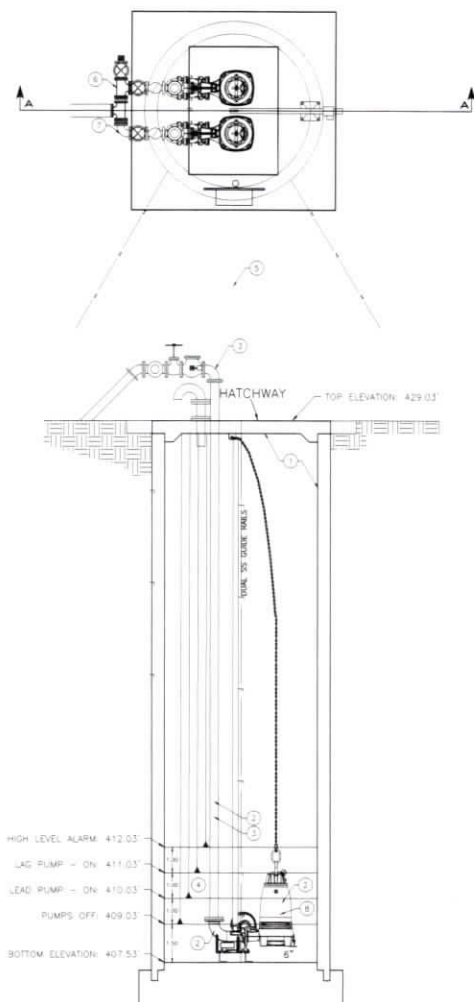
PROJECT STATUS:
IN PROGRESS

The City of Troup has an aging sanitary sewer collection, and this project is part of our efforts to help modernize some of its primary lift stations.

Tarbutton Lift Station is designed to pump 200 GPM.

As part of the civil package provided by The Brannon Corporation, the project includes:

- New pumps & control panel.
- New stainless steel guide rails and lifting cable.
- New float switches for level control.
- New crane with electric winch.
- Power receptacle for portable generator power.
- Quick connection point for trailer mounted back-up pump unit.
- Cleaning entire lift station and painting of exposed pipe and valves.





BROWNSBORO ISD LIFT STATION

Brownsboro, Texas

PROJECT STATISTICS

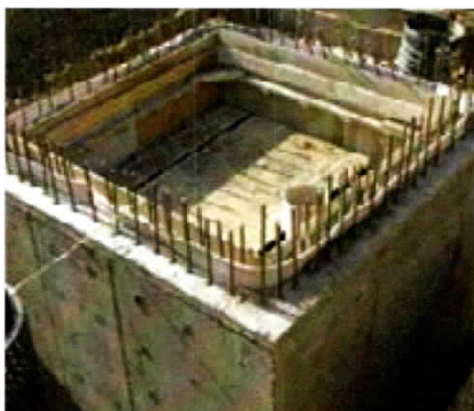
PROJECT TEAM:

ROBERT BREEDLOVE, P.E.
SENIOR PROJECT MANAGER

KIRK BYNUM, P.E.
PROJECT MANAGER

BRYAN JOHNSON A/A
CONSTRUCTION ADMIN

Renovation of Lift Station involved the construction of a new 6' diameter wet well with two submersible pumps, guide rails and control panel. Installation of new 4" PVC force main.





The C.T. Brannon Corporation currently acts as the City Engineer for the Cities of Lindale, Kerens, Livingston, and Troup.

City / Contact Person	Description of Work	Previous Projects
Lindale, Texas Ms. Carolyn Caldwell, City Manager City of Lindale 105 Ballard Drive Lindale, TX 75771 903-882-3422	1) Multiple lift station projects (including new design and rehabilitation). 2) Multiple sanitary sewer collection system improvement projects. 3) Wastewater treatment facility permit renewal, PER, and drainage area mapping. 3) Multiple water storage & distribution improvement project. Including Tank Maintenance. 4) Drainage improvement projects. 5) Multiple street and paving improvement projects/master planning (funds provided by federal grants). 6) Plan review for new development projects. 7) Contract administration on multiple projects ranging in scope of work. 8) Outdoor recreation projects.	1) -Helen Street Lift Station -Rodeo Arena Lift Station -Country Acres Lift Station 2) -FM 16 Utility Relocation (Design Team with TxDOT) -2019 TDA Sewer Grant Application 3) Lindale Business Park Planning/Design 4) Downtown Sidewalk Grant Project (2020 Capital Fund)
Chandler, Texas Mr. John Whitsell City of Administrator City of Chandler 811 Hwy. 31 East Chandler, TX 75758 903-849-6853	1) Contract administration on residential development project and future wastewater treatment plant improvements. 2) Plan review for new development projects.	1) - Deer Point Estates - 2021 WWTP Improvements(Future) 2) Deer Point Estates



Troup, Texas Mr. Gene Cottle City Administrator City of Troup 106 East Duval Troup, TX 75789-2008 903-842-3128	1) Various water distribution and sanitary sewer collection projects. 2) WWTP permit renewal, rehabilitation, and operational assistance. 3) Downtown revitalization - sidewalk project along both sides of West Duval. 4) Drainage system improvements. 5) Contract administration on multiple projects.	1) Sewer Replacement on West Duval 2) Texas Water Development Board WWTP Rehabilitation (Current) 3) - 2019 Downtown Sidewalk Renovations (TDA Project) - Texas Capital Fund Sidewalk Improvements Planning 4) 2021 WWTP Rehabilitation 5) 2021 Downtown Sidewalk Improvements. 6) 2021 Price Street Lift Station Rehabilitation.
Kerens, Texas Ms. Katherine Combs City Administrator City of Kerens 200 South Colket Kerens, TX 75144-0160 903-396-2971	1) Multiple water distribution improvement projects, including storage facilities. 2) Multiple sanitary sewer collection system improvement projects. 3) Municipal wastewater treatment facility rehabilitation projects. 4) Drainage system improvements 5) Design of sidewalk renovations for Safe Routes to School grant project (Federally funded).	1) - CDBG Gound Storage Tank Rehabilitation - 2019 TDA funded SCADA for Water System Improvements 2) 2017 Sidewalk Improvements (Involved with TxDOT)
Cumby, Texas Mr. Doug Simmerman Mayor 100 West Main Street Cumber, TX 75433 903-994-2272	1) TDA lifts station improvements, including lift station rehabilitation and force main improvements.	1) 2019-2020 Lift Station Improvements (TDA Project)
Livingston, Texas Mr. Bill Wiggins City Manager 200 West Church Street Livingston, TX 77351 936-327-4311	1) Multiple water distribution improvement projects. 2) Multiple sanitary sewer collection system improvement projects, including TDA lift station SCADA improvements. 3) Multiple drainage improvement projects, including a city-wide inventory. 4) Multi-million dollar street improvement projects. 5) Multiple outdoor recreation projects. 6) Airport improvements 7) 150,000 Gallon & 400,000 Gallon Elevated Storage Tanks in 2019.	1) - Jackson Street Tank Repainting - 2019 New Elevated Water Storage Tanks, Walnut Street and West Street 2) 2019-2020 SCADA Lift Station Improvements (TDA Project)



Tyler, Texas Ms. Stephanie Franklin Deputy City Manager 212 Bonner Avenue Tyler, TX 75702 936-531-4311	1) Multiple outdoor recreation projects. 2) Multiple water distribution improvement projects. 3) Multiple sanitary sewer collection system improvement projects. 4) Multiple drainage improvement projects, including a city-wide inventory. 5) Multiple street and paving improvement projects. 6) Contract administration/RPR on multiple projects, including Cambridge Road Expansion.	1) - South Side Park Renovations 2) - Lindsey Park Restroom Renovations 3) - 2020 Tyler Bike Stripe Improvements (Teamed with The University of Texas at Tyler) 4) - Legacy Trail Project (4.5 mile, 10' wide concrete trail, in conjunction with TxDOT funding) 5) City of Tyler Water System Model and Master Plan Study 6) Many residential/commercial development projects completed. 7) - Old Bullard Road Drainage Improvements 8) - Pabst Box Drainage Improvements 9) - Cecil Avenue Drainage Improvements 10) - City of Tyler Comprehensive Storm Water Master Plan 11) - East Lake Street Improvements 12) - Brynmar Drainage Improvements 13) - Cambridge Road Expansion Project (Current) 14) - Cumberland Road Expansion Project
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RECENT & CURRENT GRANT PROJECTS

YEAR	CLIENT	PROJECT NAME
2017	City of Kerens	Kerens; 2016 TDA Sewer Improvements
2017	City of Kerens	TxDOT Sidewalk Grant Kerens
2017	City of Troup	City of Troup-Downtown Lighting
2017	City of Troup	City of Troup SS Duval Sidewalk
2017	City of Troup	Troup 2017 TDA Water Improvements
2019	City of Kerens	2019 TDA SCADA - Kerens
2019	City of Lindale	Lindale Business Prk I-20 Sanitary Sewer
2019	City of Livingston	Livingston 19/20 TDA SCADA Project
2019	City of Troup	City of Troup; 19-20 TDA Sidewalk
2019	City of Troup	2019 Troup "Will Call" SS on W. Duval St
2019	City of Troup	City of Troup Sewer Replacement W. Duval
2020	City of Troup	Troup TWDB WWTP Rehabilitation
2020	City of Lindale	2019-2020 Lindale TDA San Sew Project
2021	City of Troup	Troup - 2020 Texas Capital Fund Sidewalk
2021	City of Troup	2021 American Rescue Plan Lift Station Improvements
2022	City of Lindale	City of Lindale-Texas Capital Fund
2022	City of Lindale	City of Lindale-Safe Routes to School
2022	City of Lindale	American Rescue Plan
2022	City of Troup	Hazard Mitigation Grant Program
2022	City of Rusk	American Rescue Plan



The following is a partial listing of other cities for which we have provided engineering services related to grant funded projects. While extensive in nature, it serves to reflect our level of experience in the realm of municipal engineering, especially in working with State and Federal funding.

The Brannon Corporation
Grant Funded Projects

City	Grant Program	Project Description	Amount (\$)
Alto	Community Development Block Grant (CDBG) U.S. Department Housing and Urban Development (This program now administered by TDHCA)	Sanitary Sewer Lines	\$250,000
	Environmental Protection Agency	Facilities planning	\$100,000
Alto	Texas Community Development Block Grant (Texas Department of Commerce) now Texas Department of Housing and Community Affairs) Urgent Needs	Sewer Line Replacement; Lift station installation	\$400,000
	Texas Community Development Block Grant (Texas Department of Commerce) now Texas Department of Housing and Community Affairs)	Sewer Line Rehab; Sewer Treatment Plant	\$400,000
Anson	Community Development Block Grant (CDBG) U.S. Department Housing and Urban Development	Sanitary Sewer Lines	\$500,000
	Community Development Block Grant (CDBG) U.S. Department Housing and Urban Development	Sanitary Sewer Lines; Water line extensions	\$500,000
Atlanta	Community Development Block Grant (CDBG) U.S. Department of Housing and Urban Development	San. Sewer Lines	\$250,000
	Texas Community Development Block Grant (Texas Department of Commerce now Texas Department of Housing Improvements and Community Affairs) Urgent Needs.	Sewer Line Rehab; Sewer Treatment Plant	\$400,000
	Texas Water Development Board Austin, Texas	Sewer Treatment Plant Improvements	\$2.25 Million



City	Grant Program	Project Description	Amount (\$)
	Texas Water Development Board Austin, Texas	Collection System Extensions and Lift Stations	\$3.5 million
Aubrey	Texas Community Development Block Grant (Texas Department of Commerce) now Texas Department of Housing and Community	Sewer Line Extension;	\$250,000
	Texas Community Development Block Grant (Texas Department of Commerce Affairs) Urgent Need	Sewer treatment plant Improvements & permit	\$400,000
Aubrey	Texas Community Development Block Grant (Texas Department of Housing & Community Affairs).	Sewer and water lines	\$ 300,000
	Texas Community Development Block Grant (TDHCA)	Elevated storage tank	\$300,000
Caddo Mills	Texas Community Development Block Grant (Texas Department of Commerce now Texas Department of Housing and Community Affairs)	Sewer Line Extension; Lift station Improvements	\$250,000
	Texas Community Development Block Grant (Texas Department of Commerce now Texas Department of Housing and Community Affairs)	Sewer Line Extension; Water Line Extensions	\$250,000
Celina	Community Development Block Grant (CDBG) U.S. Department Housing and Urban Development	San. Sewer Lines	\$300,000
Chandler	Texas Community Development Block Grant (Texas Department of Commerce now Texas Department of Housing and Community Affairs)	Sewer Treatment Plant Improvements	\$400,000
Clifton	Texas Community Development Block Grant (Texas Department of Housing and Community Affairs) Urgent Needs	Sewer Line Extensions	\$350,000
	Farmers Home Administration Grant/Loan program	Sewer treatment plant and trunk sewer installation	\$ 2,200,000
	Texas Community Development Block Grant (Texas Department of Housing and Community Affairs) Urgent Needs	Sewer Line Extensions	\$260,000



City	Grant Program	Project Description	Amount (\$)
Corsicana	Texas Capital Improvement Fund	Concrete Street Improvements	\$420,000
Distant Lands Tyler, Texas	Texas Capital Improvement Fund	Water Line Improvements	\$250,000
Duck Creek WSC	Farmers Home Administration Loan	Water well and line extensions; standpipe & pump station	\$380,000
Elkhart	Community Development Block Grant (CDBG) U.S. Department Housing and Urban Development Urgent Need Grant	San. Sewer Lines & Lift station	\$450,000
	Community Development Block Grant (CDBG) U.S. Department Housing and Urban Development Planning Grant	Community facilities masterplan	\$50,000
	Texas Community Development Block Grant (Texas Department of Housing and Community Affairs) Urgent Needs	Sewer Plant	\$667,000
Fairfield	Community Development Block Grant (CDBG) U.S. Department Housing and Urban Development	San. Sewer Lines & Lift stations	\$250,000
	Texas Community Development Block Grant (Texas Department of Housing and Community Affairs)	San. Sewer Lines & Lift stations	\$250,000
Frost	Texas Community Development Block Grant (Texas Department of Housing and Community Affairs) & Permit	Sewer Line Extensions & New Treatment Plant	\$450,000
	Farmers Home Administration; Gary Lightsey, Program Coordinator	12-mile water supply line	\$1,200,000
	Texas Community Development Block Grant (Texas Department of Housing & Community Affairs)	Water line replacements; pump station	\$380,000



City	Grant Program	Project Description	Amount (\$)
Garrett	Texas Community Development Block Grant (Texas Department of Housing and Community Affairs)	Sewer Line Extensions & Lift stations	\$250,000
Goodlow	Community Development Block grant (CDBG) U.S. Department Housing and Urban Development with a matching Farmers Home Admin. Grant coupled at the same time with an Urgent Need Grant from HUD.	New San. Sewer Collection System with Lift stations; new treatment plant	\$650,000
Henderson County	Texas Community Development Block Grant (Texas Department of Housing and Community Affairs)	New public water system & wells	\$250,000
Italy	Texas Community Development Block Grant (Texas Department of Housing and Community Affairs)	100,000 gal elevated storage tank and 4000 feet of 8-inch line	\$350,000
	Texas Community Development Block Grant (Texas Department of Housing and Community Affairs)	Sewer line extensions & water line extensions	\$250,000
	Texas Community Development Block Grant (Texas Department of Housing and Community Affairs)	Water well and ground storage with cooling towers	\$250,000
Italy	Texas Community Development Block grant (Texas Department of Housing and Community Affairs) in combination with Farmers Home Administration grant/loan.	New ground storage tank with booster pump station. Raw water line from Waxahachie	\$1,650,000
Jacksonville	Community Development Block Grant (CDBG) U.S. Department Housing and Urban Development	Water and sewer system extensions	\$650,000
Kaufman	Community Development Block Grant (CDBG) U.S. Department Housing and Urban Development	Water and sewer system extensions	\$450,000
	Community Development Block Grant (CDBG) U.S. Department Housing and Urban Development	Lift station and sewer line extensions	\$250,000



City	Grant Program	Project Description	Amount (\$)
	Community Development Block Grant (CDBG) U.S. Department Housing and Urban Development	Water and sewer system extensions	\$650,000
	Texas Community Development Block Grant (Texas Department of Housing and Community Affairs)	New elevated storage tank with booster pump station. Remove old elevated tank. Distribution system extensions	\$650,000
	Texas Community Development Block Grant (Texas Department of Housing and Community Affairs)	Water line extensions	\$250,000
Kemp	Texas Community Development Block Grant (Texas Department of Housing and Community Affairs)	Water and sewer line extensions	\$250,000
	Texas Community Development Block Grant (Texas Department of Housing and Community Affairs) Urgent Needs	Raw water intake in Lake Cedar Creek with line	\$400,000
	Texas Community Development Block Grant (Texas Department of Housing and Community Affairs)	Water treatment plant expansion	\$250,000
Kerens	Texas Community Development Block Grant (Texas Department of Housing and Community Affairs)	Water line extensions	\$250,000
	Texas Community Development Block Grant (Texas Department of Housing and Community Affairs)	Community Planning Grant	\$25,000
	Texas Community Development Block Grant (Texas Department of Housing and Community Affairs)	Water & sewer line extensions	\$250,000
Kerens	Texas Community Development Block Grant (Texas Department of Housing and Community Affairs)	Water supply line	\$250,000
	Texas Community Development Block Grant (Texas Department of Housing & Community Affairs)	Sewer system replacement	\$ 300,000



City	Grant Program	Project Description	Amount (\$)
	Texas Community Development Block Grant (Texas Department of Housing & Community Affairs)	Elevated water storage tank	\$ 300,000
	Texas Community Development Block Grant (Texas Department of Housing & Community Affairs)	Wastewater treatment plant	\$ 750,000
Livingston	Texas Capital Improvement Funds	Concrete Street Paving	\$42,000
Malakoff	Texas Community Development Block Grant (Texas Department of Housing and Community Affairs)	Water well and line extensions	\$250,000
	Community Development Block Grant (CDBG) U.S. Department Housing and Urban Development	Water system extensions, fire protection	\$250,000
Maypearl	Texas Community Development Block Grant (Texas Department of Housing and Community Affairs) Urgent Needs	Water well and line extensions	\$250,000
	Texas Community Development Block Grant (Texas Department of Housing and Community Affairs)	Sewer line extensions	\$ 250,000
	Texas Community Development Block Grant (Texas Department of Housing and Community Affairs)	Treatment Plant Improvements	\$450,000
	Texas Community Development Block Grant (Texas Department of Housing and Community Affairs)	Elevated water storage tank	\$325,000
McGregor	Community Development Block Grant (CDBG) U.S. Department Housing and Urban Development	Water system extensions, fire protection	\$550,000
	Community Development Block Grant (CDBG) U.S. Department Housing and Urban Development	Water system extensions, fire protection	\$500,000



City	Grant Program	Project Description	Amount (\$)
	Texas Community Development Block Grant (Texas Department of Housing and Community Affairs)	Water line extensions and fire protection	\$250,000
McGregor	Environmental Protection Agency	New Treatment Plant & 3 new major lift stations	\$2.5 million
Meridian	Community Development Block Grant (CDBG) U.S. Department Housing and Urban Development	Water system extensions; fire protection; sewer extensions	\$500,000
	Community Development Block Grant (CDBG) U.S. Department Housing and Urban Development	Water system extensions; fire protection; sewer extensions	\$500,000
	Community Development Block Grant (CDBG) U.S. Department Housing and Urban Development	Water system extensions; fire protection; sewer extensions	\$500,000
Mount Vernon	Community Development Block Grant (CDBG) U.S. Department Housing and Urban Development	Water system extensions; fire protection	\$250,000
	Community Development Block Grant (CDBG) U.S. Department Housing and Urban Development	Sewer system extensions	\$250,000
Navasota	Community Development Block Grant (CDBG) U.S. Department Housing and Urban Development	Water system extensions; fire protection	\$250,000
New Boston	Community Development Block Grant (CDBG) U.S. Department Housing and Urban Development	Water and sewer line extensions; treatment plant expansion	\$750,000
	Community Development Block Grant (CDBG) U.S. Department Housing and Urban Development	Water system extensions; fire protection	\$450,000
Newton	Community Development Block Grant (CDBG) U.S. Department Housing and Urban Development	Sewer system extensions	\$250,000



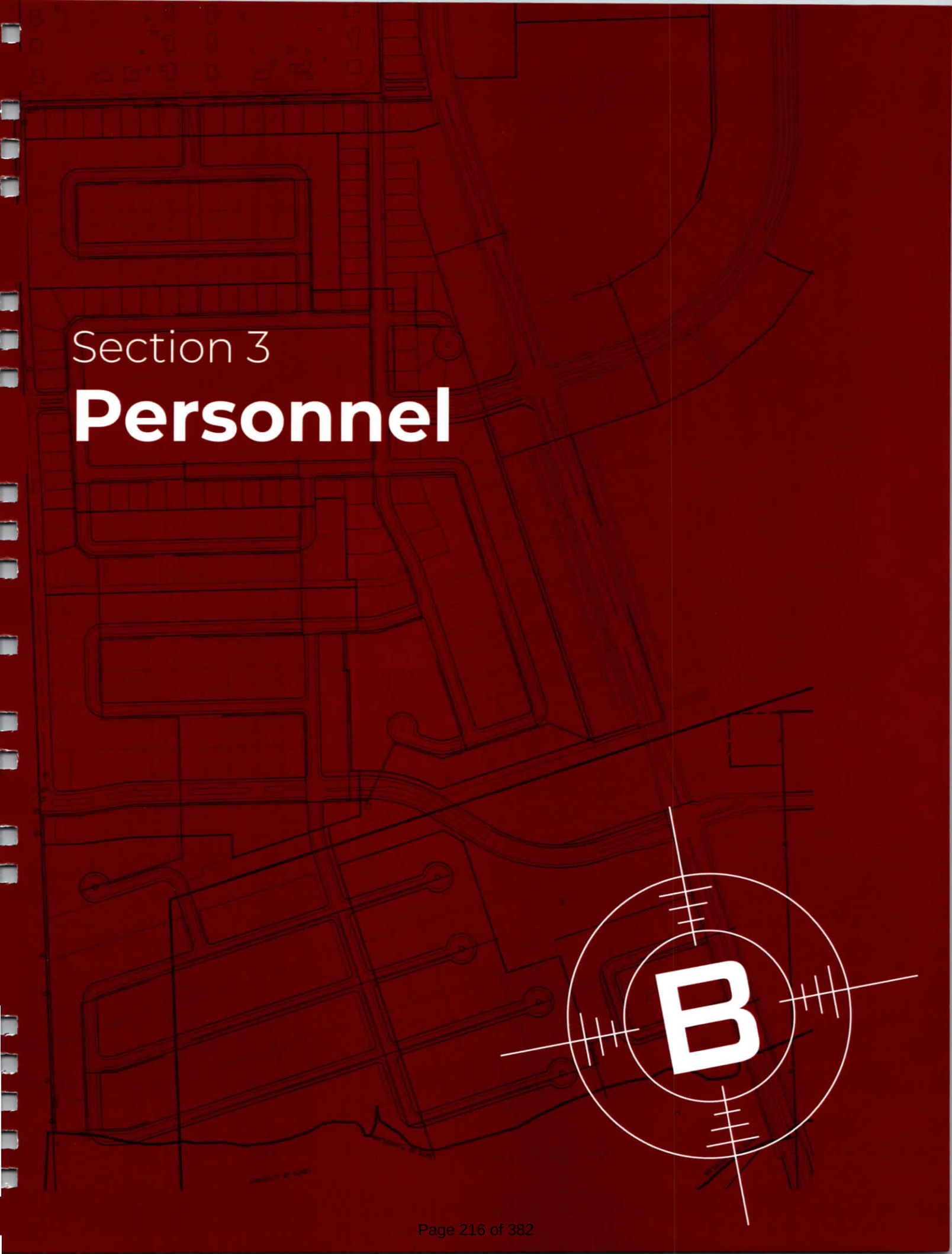
City	Grant Program	Project Description	Amount (\$)
Palestine	Community Development Block Grant (CDBG) U.S. Department Housing and Urban Development	Water system extensions; fire protection	\$750,000
Pittsburg	Community Development Block Grant (CDBG) U.S. Department Housing and Urban Development	Sewer system extensions	\$250,000
	Texas Community Development Block Grant (Texas Department of Housing and Community Affairs)	Sewer line extensions	\$250,000
Pittsburg	Texas Community Development Block Grant (Texas Department of Housing and Community Affairs)	Fire protection	\$250,000
	Texas Community Development Block Grant (Texas Department of Housing and Community Affairs)	Water line extensions	\$250,000
	Texas Community Development Block Grant (Texas Department of Housing & Community Affairs)	Sanitary sewer and street replacement	\$315,000
	Texas Community Development Block Grant (TDHCA)	Street paving and drainage	\$300,000
	Texas Community Development Block Grant (Texas Department of Housing & Community Affairs)	Downtown street and sidewalk rehabilitation	\$ 400,000
Quinlan	Texas Community Development Block Grant (Texas Department of Housing and Community Affairs) Urgent Needs	Sewer Line Extensions	\$235,000
Rio Vista	Texas Community Development Block Grant (Texas Department of Housing and Community Affairs) in conjunction with a loan from the Texas Water Development Board	New sewage treatment plant; new collection system	\$450,000



City	Grant Program	Project Description	Amount (\$)
	Texas Community Development Block Grant (Texas Department of Housing & Community Affairs)	New sewer service to parts of town	\$300,000
	Texas Community Development Block Grant (Texas Department of Housing & Community Affairs)	New sewer service to parts of town	\$300,000
Rosebud	Texas Community Development Block Grant (Texas Department of Housing and Community Affairs)	Water and sewer line extensions	\$250,000
	Texas Community Development Block Grant (Texas Department of Housing and Community Affairs)	Water and sewer line extensions	\$250,000
	Texas Community Development Block Grant (Texas Department of Housing and Community Affairs)	Water booster pump station	\$285,000
Rusk	Community Development Block Grant (CDBG) U.S. Department Housing and Urban Development	Sewer and water system extensions	\$250,000
Rusk	Community Development Block Grant (CDBG) U.S. Department Housing and Urban Development	Sewer and water system extensions	\$250,000
Stamford	Community Development Block Grant (CDBG) U.S. Department Housing and Urban Development	Sewer and water system extensions	\$250,000
Troup	Environmental Protection Agency	New sewage treatment plant	\$1.5 million
	Community Development Block Grant (CDBG) U.S. Department Housing and Urban Development	Sewer and water system extensions	\$250,000
Wills Point	Community Development Block Grant (CDBG) U.S. Department Housing and Urban Development	Sewer and water system extensions	\$250,000
	Community Development Block Grant (CDBG) U.S. Department Housing and Urban Development	Sewer and water system extensions	\$250,000

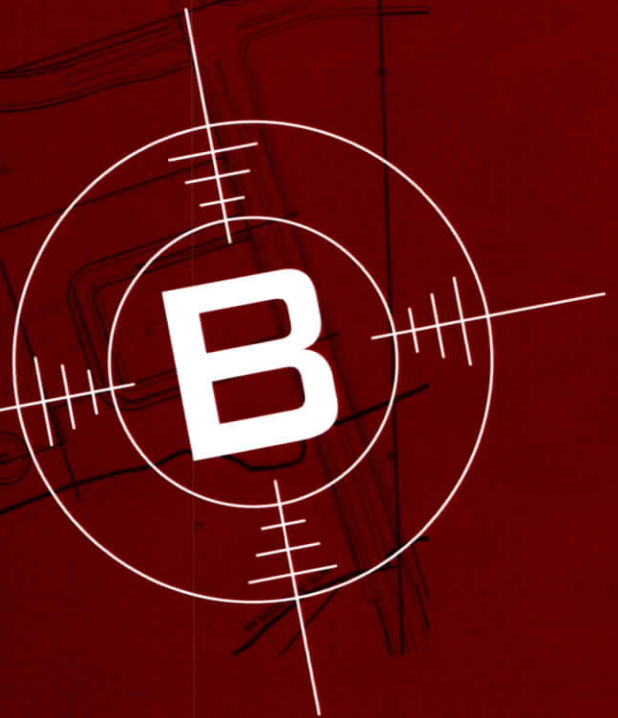


City	Grant Program	Project Description	Amount (\$)
	Texas Community Development Block Grant (TDHCA)	Drainage and paving	\$ 300,000
Winnsboro	Texas Community Development Block Grant (Texas Department of Housing and Community Affairs) Texas Capital Fund	Sewer and water lines to new AMPI milk plant	\$450,000
	Texas Community Development Block Grant (Texas Department of Housing and Community Affairs) Texas Capital Fund	Sewer and water lines to new manufacturing plant	\$400,000
	Texas Water Development Board Facilities Loan	New surface water treatment and 8 mile 16-inch raw water line with pump station	\$2.45 million
	Facilities Planning Grant, TDHCA	Master plan	\$50,000
	Farmers Home Administration	Multiple water projects; tower paint	\$ 900,000



Section 3

Personnel





REA S. BOUDREAUX, P.E., MBA

PRINCIPAL / PRESIDENT

LICENSES, REGISTRATIONS, AND CERTIFICATIONS

- Registered Professional Engineer, Texas, # 61976
- Registered Public Works Professional, American Public Works Assoc. (APWA)

MEMBERSHIPS

National Society of Professional Engineers, Texas Society of Professional Engineers, Chi Epsilon, Civil Engineering Honor Society, PATH former Board Member and Past President, Tyler Economic Dev. Council, Board Member, Committee Member & Past Chairman, Tyler Community Homes – CHDO, Board President, Lighthouse for the Blind, Board Member City of Tyler's Developer's Round Table Committee, City of Tyler's UDC Review Committee

PROFESSIONAL SUMMARY

Responsible for pavement and drainage design, residential and commercial subdivision design, commercial site plan design, school site plan design, athletic facility design, hydraulic studies, culvert design, water and sanitary sewer design, wastewater treatment plant design, and erosion control plan design.

Over 36 years of experience in the design of street construction and re-construction projects, drainage improvement projects, water and sewer improvement projects, airport improvement projects, and park projects. Design of athletic facilities, including football fields, running tracks, soccer fields, baseball fields, and bike trails. Performed flood studies, culvert analysis and storm sewer design, and prepared and administered contracts for capital improvement projects. Reviewed subdivision plans, site plans, and reviewed building permits for floodplain management.

CONTINUING EDUCATION (2017 - PRESENT)

Cyber Risk and Design Professionals, XL Catlin, June 2018; Environmental Concerns in Construction, Braun Intertec, May 2018; Roundabouts 2.0-Lessons Learned in Expansion Design, Bartlett & West, April, 2018; Vitrified Clay Pipe Design, Installation, Inspection & Maintenance, NCPI, March 2018; HOMA Submersible Pumps, American-Marsh Pumps, March 2018; Thermoplastic Stormwater and Sanitary Sewer Conduit, ADS, March 2018; Infrastructure 101:Repairing SS Manholes, Red Vector, March 2018; ADA Guidelines: Designing Ped Facilities, Red Vector, March 2018; Accessible Parking, Red Vector, March 2018; 2015 International Building Code, City of Tyler, March 2018; Polypropylene Foam Expansion Joint Filler for concrete Construction, Nomaflex, March 2018; Concertor Intelligent Pumping Systems, Xylem, Inc.-Flygt, Oct. 2017; Design of Wastewater Pump Stations, Xylem, Inc.-Flygt, Oct. 2017; Collection Systems Pumping, WEAT, May 2017; Drone Remote Sensing and Metric Imaging Products, Falcon Aerial Data, April, 2017; Urban Drainage-Design of Storm Water Detention and Retention facilities, Red Vector, March 2017; Designing Temporary erosion and Sediment Control Systems, Red Vector, March 2017; Storm Water Management; SWPPP, March 2017; Designing Permanent Erosion and Sediment Control Systems, Red Vector, March 2017; Retaining Wall Design, Red Vector, Feb. 2017

EDUCATION

- Master of Business Administration, University of Texas, Tyler, TX
- Bachelor of Science, Civil Engineering, Texas A&M University, College Station, Texas

WORK EXPERIENCE

1993 - Present
Principal/ President,
Principal/Partner, The C. T.
Brannon Corporation, Tyler,
Texas.

1982 - 1993
Assistant City Engineer
City Of Tyler, Texas.





ROBERT "BOB" BREEDLOVE, P.E.

PRINCIPAL / VICE PRESIDENT

LICENSES, REGISTRATIONS, AND CERTIFICATIONS

- Registered Professional Engineer, Texas, #82593

MEMBERSHIPS

American Society of Civil Engineers, Texas Society of Professional Engineers Aircraft Owners and Pilots Association, City of Tyler, Developer Round Table and Committee for Review of Development Ordinances

PUBLICATIONS

Capital Improvement Plan for 1/2 Cent Sales Tax, City of Tyler, Co-Author CE News, June 2006 – Adding Another Dimension – Transitioning to 3-D Design

EDUCATION

- Bachelor of Science, Civil Engineering,
Texas A&M University
College Station, Texas, 1991

WORK EXPERIENCE

1996 – Present
Principal/Partner
The C.T. Brannon Corporation,
Tyler, Texas

1992 - 1995
City of Tyler; Operations
Manager Water Utilities;
Utilities Engineer;
Associate Engineer
City of Tyler, Texas.

1986 - 1992
Sergeant
United States Marine Corps
Reserve.



PROFESSIONAL SUMMARY

Over 30 years in engineering design, planning and management of capital improvements for private, commercial, academic and municipal clients. Projects largely consisting of street construction and reconstruction, pavement and drainage design, water distribution, waste water collection, culvert design, residential and commercial subdivision design, retirement and assisted living facilities and recreational facilities. Project management experience taking projects from concept through design, bidding, contract administration and final acceptance.

Airport improvement and rehabilitation projects including, pavement rehabilitation, drainage, grading, RSAs, utilities, runways, taxiways, aprons. Structures for FBOs including box hangers, T-hangers, and airport terminal facilities.

CONTINUING EDUCATION

Water Surface Pro files School, Corps of Engineers, Austin, TX; NPDES Permitting for Stormwater Runoff, EPA, TAMU, College Station, TX Water Distribution System Modeling, Heastad Methods; Texas Aviation Conference, TxDOT Aviation Division, 2007 - 2022; Geosynthetic Reinforcement for Paved & Unpaved Applications, Tensar, Aug. 2012; Planning, Design & Implementation of Stormwater Detention & Retention, April 2012; and Planning, Design & Implementation of New Solutions for Bridges & Culverts, July 2011; Contech Construction Products Inc., Tyler, TX; Lime Stabilization Workshop, Lime Assoc. of Texas, Tyler, TX; Dec. 2004, Nov. 2011; Precast Concrete Products, Lonestar Prestress Mfg. Inc., Houston, TX, August 2011 Site; TxDOT – Local Government Project Procedures Training 2018



DALTON BROWN, P.E.

PROJECT MANAGER

LICENSES, REGISTRATIONS, AND CERTIFICATIONS

- Licensed Professional Engineer in Texas, #139303

MEMBERSHIPS

Water Environment Association of Texas
 Water Environment Federation
 American Society of Agricultural & Biological Engineers

EDUCATION

- Bachelor of Science –
 Biological & Agricultural
 Engineering
 Texas A&M University

WORK EXPERIENCE

2017 - Present
Project Manager,
 The C.T. Brannon Corporation,
 Tyler, Texas

2016 - 2017
Project Engineer,
 Gary Burton Engineering,
 Tyler, Texas

AWARDS & HONORS

Humanitarian Award – 2016 BAEN Senior Design

PROFESSIONAL SUMMARY

Multi-family residential, single family residential, and commercial site design, including grading, drainage, water, and sanitary sewer. Wastewater collection and treatment. Municipal compliance for cities and water supply corporations, including water treatment, distribution, and storage requirements. Water tank recoating, including technical specifications for surface preparation, coating system, and testing requirements.

Use of AutoCAD Civil 3D to model underground utilities, grading, and drainage systems.

Spill Prevention Control and Countermeasure Plan for petroleum product storage, oil and natural gas well sites.

Construction oversight for commercial development for quality control and payment disbursement.

CONTINUING EDUCATION

Life of a Raindrop Series, Tyler TX, April 2020

Appropriate Use of Engineered Earth Solutions, Tyler TX, May 2020

Building Stable Recreational Trails and Embankments, Tyler TX Nov. 2020

Site Visit Guidelines-Tyler TX, February 2021

Pavement Solutions- Tyler TX, March 2021





BRYAN R. MAHLKE, P.E. CFM

PROJECT MANAGER

LICENSES, REGISTRATIONS, AND CERTIFICATIONS

- Registered Professional Engineer in Texas, #122050
- Certified Floodplain Manager

PROFESSIONAL SUMMARY

Full scope of civil engineering design and consulting for residential, commercial, and industrial site development. Previous employment in Houston provided a particular experiential focus on site planning for management of storm drainage, detention, and floodplain development.

Designed and prepared plans for private and institutional development, including grading, paving, utility systems, erosion control, retaining walls, stormwater collection, detention, and stormwater quality. Evaluated soil reports and geotechnical recommendations to develop pavement and retaining wall designs. Conducted engineering feasibility studies for municipal and commercial development projects. Designed sewer and water collection and distribution systems for public and private development. Experience designing wastewater treatment facilities and navigating the TCEQ regulatory process to obtain discharge permits. Performed hydrologic and hydraulic studies for design of storm water management systems and evaluation of infrastructure. Performed floodplain and conveyance studies for development in the regulatory floodplain, including FEMA Letters of Map Revision and Amendment.

Prepared construction plans, specifications, and contract documents. Provided support for project bidding, evaluation of bids, recommendation of award, and contracting. Experience with contract administration including construction observation for conformance with plans, and engineering support through completion and acceptance of construction.

CONTINUING EDUCATION

Slope Stabilization Methods, June 2020
 Floodplain Management, October 2020
 Pressure Sewer Systems, March 2021
 Granular Sludge Treatment Systems, April 2021
 Dam Safety & Inspections, June 2021
 HDPE Pipe Systems, February 2022
 Drainage System Innovations, April 2022

EDUCATION

- Bachelor of Science, Civil Engineering,
The University of Texas at Tyler, 2011

WORK EXPERIENCE

2017 - Present
Project Manager,
 The C.T. Brannon Corporation,
 Tyler, Texas

2011 - 2017
Associate Engineer,
 Andrew Lonnie Sikes, Inc.,
 Houston, Texas

2000 - 2007
Petty Officer 1st Class,
 United States Navy





DWAIN C. KELM P.E.

PROJECT MANAGER

LICENSES, REGISTRATIONS, AND CERTIFICATIONS

- Registered Professional Engineer in Texas, No. 75646
- TxDOT Precertified

PROFESSIONAL SUMMARY

34+ years of civil engineering experience with a solid background and knowledge base in consulting, working with TxDOT and 20 years of experience in project design and management in areas including streets and highways, grading, drainage (culverts, storm drains, open channels and detention), residential subdivision development, general aviation airport development, commercial development, and municipal utilities (water wells, storage and pumping, water distribution and treatment, wastewater collection and treatment) for cities including Fort Worth, Lufkin, Tyler, Longview and Henderson make him an invaluable asset to our company and your projects. Dwain's experience also includes construction contract documents and specifications, construction inspection, permits and wastewater plant operation.

EDUCATION

- Bachelor of Science in Civil Engineering, A&M University, College Station, Texas, 1987
- Pre-Engineering Curriculum, Del Mar College, Texas



WORK EXPERIENCE

2013 - Present

Project Engineer, The C. T. Brannon Corporation, Tyler, Texas

2012 - 2013

Wastewater Treatment Plant Operator, City of Lindale, Lindale, Texas

2010 - 2012

Kelm Engineering, Sole Proprietor, Lindale, Texas

2002 - 2009

Stokes & Associates, Inc, Henderson, Texas

1999 - 2002

HEC-Hart Engineering Co., Inc, Longview, Texas

1998 - 1999

Schaumburg and Polk, Inc, Tyler, Texas

1996 - 1998

Goodwin-Lasiter, Inc, Lufkin, Texas

1992 - 1996

Dunaway Associates, Inc, Fort Worth, Texas

1988 - 1992

Texas Department of Transportation, Brownwood, Texas



RICHARD L. BAKER, P.E.

PROJECT MANAGER

LICENSES, REGISTRATIONS, AND CERTIFICATIONS

- Registered Professional Engineer, Texas, #130184
- Remote Pilot Certificate, Private Pilot Certificate
- Texas Society of Professional Engineers Member

MEMBERSHIPS

National Society of Professional Engineers, Texas Society of Professional Engineers, Chi Epsilon, Civil Engineering Honor Society, PATH former Board Member and Past President, Tyler Economic Dev. Council, Board Member, Committee Member & Past Chairman, Tyler Community Homes – CHDO, Board President, Lighthouse for the Blind, Board Member City of Tyler's Developer's Round Table Committee, City of Tyler's UDC Review Committee

EDUCATION

Bachelor of Science, Civil Engineering,

Texas Tech University,
Lubbock, Texas, 2010

• **Associates of Science,**
Panola Jr. College,
Carthage, Texas, 2006

WORK EXPERIENCE

2018 – Present
Project Manager,
The C.T. Brannon Corporation,
Tyler, Texas

2014 – 2018
Engineer-In-Training,
The C.T. Brannon Corporation,
Tyler, Texas

2013 – 2014
Engineer-In-Training,
Cornerstone Engineering,
Bakersfield, California

2010 – 2013
Engineer-In-Training,
Stokes and Associates,
Henderson, Texas

Summer 2008
Drafting Technician (Intern),
DMJM Aviation (AECOM),
Houston, Texas

2004 - 2007
Summer Intern,
Texas Department
of Transportation,
Henderson, Texas

PROFESSIONAL SUMMARY

12 years of experience in mapping, planning, analysis, & engineering design of residential, commercial, institutional, & municipal projects. Responsible for design of water distribution systems, wastewater conveyance, stormwater drainage systems, street layout and design, grading plans, volumetric earthwork assessment, erosion control, & civil site plans, including hydraulic and hydrologic assessments, culvert design, open channel flow, ADA/TAS path of travel analysis,

TDLR compliance, street rehabilitation, pavement design, & traffic engineering. In addition to engineering analysis and design, Richard also prepares contract documents including engineering estimates, and technical specifications. He is extremely proficient with AutoCAD Civil 3D, and a variety of other engineering software tools. Richard's experience also includes construction administration, including project coordination and as needed field surveying.

CONTINUING EDUCATION

Drainage System Innovations, Advanced
Drainage Systems, December 2016
Large Lift Station Design, Xylem & York
Pump Equipment, October 2017
Unmanned Aerial Systems in Construction,
Braun Intertec, June 2018
Life of a Raindrop Series, April 2020
Site Visit Guidelines February 2021





SAMUEL F. IVY, P.E.

LICENSED ENGINEER

LICENSES, REGISTRATIONS, AND CERTIFICATIONS

- Licensed Professional Engineer in Texas, #145767
- Class D Wastewater Treatment Operator, #WW0067094

MEMBERSHIPS

American Society of Civil Engineers

EDUCATION

Bachelor of Science – Civil Engineering
Minor – Construction Management
 University of Texas at Tyler,
 2020

AWARDS & HONORS

President's Honor Roll, Spring 2019 – University of Texas at Tyler

PROFESSIONAL SUMMARY

Commercial development design and multi-family/single-family residential design, including design of site plan, grading, drainage systems, water/sewer systems, and landscape plan. Designs have included ADA requirements.

Construction administrative roles for projects including constructing water, sewer, paving, and drainage systems. Assured that projects were built according to plans and specifications, verified quantities of work for contractor payment, and acted as a liaison between the engineer, client, and contractor. Oversaw testing of utility systems for the City of Whitehouse, Tyler, and Chandler, which consisted of testing water, sewer, and pavement systems.

Completed RPR duties for electrical improvements for Jefferson-Cypress River Airport. Duties included completing required TxDOT forms, site visits to observe and ensure construction is completed in accordance with plans and specifications, and reviewed contractor's pay requests.

Oversaw operations for data collection on City of Tyler's storm water and water system surveys. Project completion will improve the GIS inventory system for the City of Tyler.

Experience in AutoCAD Civil 3D, CulvertMaster, Global Mapper, Bluebeam, and Microsoft Office.

WORK EXPERIENCE

2022 - Present
Licensed Engineer
 The C.T. Brannon Corporation,
 Tyler, Texas

2020 - 2022
Project Manager,
 Graduate Engineer (EIT), The
 C.T. Brannon Corp., Tyler, Texas

2017 - 2021
Technical Sergeant
 United States Air Force
 Reserve, Shreveport, Louisiana





BRYAN JOHNSON A/A

MANAGER OF CONSTRUCTION SERVICES

PROFESSIONAL SUMMARY

Bryan Johnson is a TCEQ Certified Grade A Water and Class A Wastewater Operator with over 30 years' experience and 900 classroom training hours. Prior to joining The Brannon Corporation in late 1999, he served as Public Works Director for the city of Rusk, Texas where he gained valuable experience in all facets of the public works/utility industry.

Bryan's responsibilities are mainly the oversight of the construction phases of water, sewer, paving, and drainage projects designed by the firm. During construction, he assures that projects are built according to plans and specifications, verifies quantities of work for which the contractor is to be paid, and acts as a liaison between the engineer, client, and contractor, as well as many other duties. Bryan's municipal experience also gives him an in-depth understanding of the situations that city governments face in maintaining infrastructure and complying with state and federal regulations all while maintaining tight budgets. Bryan assists the engineers in planning and design from the client/operator standpoint which helps to allow us to be client specific in our designs.

Bryan has experience in Water Utility Safety, Water Utility Calculations, Groundwater Production, Water Utility Management, Confined Space, Trenching and Traffic Control, Water Technology, Valve & Hydrant Maintenance, Pump & Motor Operation and Maintenance, Surface Water Production, Operation & Maintenance of Chlorination Systems.

Wastewater Collection, Operation & Treatment, Operation of Activated Sludge Plants, Wastewater Technology, Water Utility Safety, Water Utility Calculations, Water Utility Management, Confined Space, Trenching and Traffic Control, Pump & Motor Operation and Maintenance, Operation & Maintenance of Chlorination Systems.

The Brannon Corporation is also a TCEQ registered Water/Wastewater operations company. Bryan is the lead operator of this division. He is also available for troubleshooting operational issues with clients and general advice and consultation regarding many facets of public works.

EDUCATION

- Over 900 hours, 1990 to Present:
Texas Commission on Environmental Quality (TCEQ), Water Operator A and Wastewater Treatment Operator A

WORK EXPERIENCE

1999 - Present
Manager of Construction Services,
The C.T. Brannon Corporation,
Tyler, Texas

1995 - 1999
Director of Utilities,
City of Rusk, Rusk, Texas

1993 - 1995
Water/ Wastewater Operator,
ST Environmental, Austin;
Lakeway M.U.D.,
Austin, Texas, and the
City of Nacogdoches, Texas

1989 - 1993
Water/Wastewater Operator,
City of Rusk,
Rusk, Texas





JEREMY VANCE

BUSINESS OPERATIONS MANAGER /
ENGINEERING TECHNICIAN

AWARDS & HONORS

Dean's List / Honor Roll
Student Foundation IMPACT Award
LeTourneau University Honors Scholarship
AutoDesk Civil3D Tuckerman Gunslinger (2009)

EDUCATION

**Bachelor of Science,
Design Technology &
Business Administration**
LeTourneau University,
Longview, Texas, 2002

WORK EXPERIENCE

2018 - Present
**Business Operations
Manager, Civil Technician,**
The C.T. Brannon Corporation,
Tyler, Texas

2002 - 2018
Civil Technician,
The C.T. Brannon Corporation,
Tyler, Texas

2001 - 2002
Engineering Draftsman,
LeTourneau Inc.,
Longview, Texas

2001 - 2001
**Architectural Building
Designer,**
Missionary Tech Team,
Longview, Texas

2000 - 2001
Professor Assistant,
LeTourneau University,
Longview, Texas

PROFESSIONAL SUMMARY

Commercial Site Development: schools, churches, restaurants, apartment complexes, retail stores, medical facilities, universities and fitness centers.

Commercial, Residential Land Development, Airport Improvement, Municipal Layout, City Transit Systems, Water Systems, Wastewater Treatment Plants, Sanitary Sewer Systems and Aquatic Design (water parks, university and city pools, and splash parks).

AutoCAD (R12-Present), Microstation, Architectural Desktop, Microsoft Office, Lotus Applications, WordPerfect Applications, MiniTab, Algore, Solidworks, Mechanical Desktop, Land Development Desktop (2000-2006), Civil 3D (2004-Present), Flowmaster, Pathfinder Office, Bluebeam, Canva, Evernotes, Teachable.



Section 4

Certificate Of Insurance





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/26/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Risk Strategies 12801 North Central Expy. Suite 1710 Dallas, TX 75243	CONTACT NAME:	Hillary Bryant	
	PHONE (A/C, No, Ext):	(214) 323-4602	FAX (A/C, No): (214) 503-8899
	E-MAIL ADDRESS:	certificatedallas@risk-strategies.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #	
	INSURER A:	XL Specialty Insurance Company	37885
INSURED The C.T. Brannon Corporation P.O. Box 7487 Tyler TX 75711	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
	INSURER F:		

COVERAGES

CERTIFICATE NUMBER: 63046666

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY					EACH OCCURRENCE \$
	CLAIMS-MADE ☐ OCCUR ☐					DAMAGE TO RENTED PREMISES (Ea occurrence) \$
						MED EXP (Any one person) \$
	GEN'L AGGREGATE LIMIT APPLIES PER:					PERSONAL & ADV INJURY \$
	POLICY ☐ PRO-JECT ☐ LOC ☐					GENERAL AGGREGATE \$
	OTHER:					PRODUCTS - COMP/OP AGG \$
	AUTOMOBILE LIABILITY					COMBINED SINGLE LIMIT (Ea accident) \$
	ANY AUTO ☐					BODILY INJURY (Per person) \$
	OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐					BODILY INJURY (Per accident) \$
	HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY ☐					PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB ☐ OCCUR ☐					EACH OCCURRENCE \$
	EXCESS LIAB ☐ CLAIMS-MADE ☐					AGGREGATE \$
	DED ☐ RETENTION \$ ☐					\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					PER STATUTE OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y/N ☐ N/A					E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability	✓	DPR9981433	7/26/2021	7/28/2022	Per Claim \$2,000,000 Annual Aggregate \$4,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The claims made professional liability coverage is the total aggregate limit for all claims presented within the annual policy period and is subject to a deductible. Thirty (30) day notice of cancellation in favor of the certificate holder on all policies.

CERTIFICATE HOLDER

CANCELLATION

Master Certificate	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE Hillary Killough <i>Hillary Bryant</i>

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ACORD 25 (2016/03)

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1321 S Broadway Tyler, TX 75701 • P.O. Box 7487 • P: 903.597.2122 • BrannonCorp.com

BRANNON
CORP

Texas Registered Engineering Firm, Registration # F-242 • Registered in: AL, AR, CO, FL, LA, MS, NE, NM, NV, OK.



Section 5

Document Requisition

S.A.M | Conflict Of Interest | Certification Regarding Lobbying &
Disclosure Of Lobbying Activities



BRANNON C T CORPORATION, THE

ALERT! This entity is only available FOR OFFICIAL USE ONLY.

DUNS Unique Entity ID 095434247	SAM Unique Entity ID FJQNXFZ8EKL8	CAGE / NCAGE 6QQE9
Purpose of Registration All Awards	Expiration Date Jan 16, 2022	Registration Status Active
Physical Address 1321 S Broadway AVE Tyler, Texas 75701-3010 United States	Mailing Address 1321 S Broadway AVE Tyler, Texas 75701-3010 United States	

Business Information

Doing Business as Brannon	Division Name (blank)	Division Number (blank)
Congressional District Texas 01	State / Country of Incorporation Texas / United States	URL www.brannoncorp.com
MPIN *****n33r		

Registration Dates

Activation Date Jul 20, 2020	Submission Date Jul 20, 2020	Initial Registration Date Sep 15, 2014
--	--	--

Entity Dates

Entity Start Date Dec 12, 1980	Fiscal Year End Close Date Dec 31
--	---

Immediate Owner

CAGE (blank)	Legal Business Name (blank)
------------------------	---------------------------------------

Highest Level Owner

CAGE (blank)	Legal Business Name (blank)
------------------------	---------------------------------------

Executive Compensation

In your business or organization's preceding completed fiscal year, did your business or organization (the legal entity to which this specific SAM record, represented by a DUNS number, belongs) receive both of the following: 1. 80 percent or more of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements and 2. \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?

No

Does the public have access to information about the compensation of the senior executives in your business or organization (the legal entity to which this specific SAM record, represented by a DUNS number, belongs) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986?

Not Selected

Proceedings Questions

Is your business or organization, as represented by the DUNS Number on this entity registration, responding to a Federal procurement opportunity that contains the provision at FAR 52.209-7, subject to the clause in FAR 52.209-9 in a current Federal contract, or applying for a Federal grant opportunity which contains the award term and condition described in 2 C.F.R. 200 Appendix XII?

Yes

Does your business or organization, as represented by the DUNS number on this specific SAM record, have current active Federal contracts and/or grants with total value (including any exercised/unexercised options) greater than \$10,000,000?

No

Within the last five years, had the business or organization (represented by the DUNS number on this specific SAM record) and/or any of its principals, in connection with the award to or performance by the business or organization of a Federal contract or grant, been the subject of a Federal or State (1) criminal proceeding resulting in a conviction or other acknowledgment of fault; (2) civil proceeding resulting in a finding of fault with a monetary fine, penalty, reimbursement, restitution, and/or damages greater than \$5,000, or other acknowledgment of fault; and/or (3) administrative proceeding resulting in a

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finding of fault with either a monetary fine or penalty greater than \$5,000 or reimbursement, restitution, or damages greater than \$100,000, or other acknowledgment of fault?

Not Selected

SAM Search Authorization

I authorize my entity's non-sensitive information to be displayed in SAM public search results:

Yes

Entity Types

Business Types

Entity Structure Corporate Entity (Not Tax Exempt)	Entity Type Business or Organization	Organization Factors (blank)
Profit Structure For Profit Organization		

Government Types

(blank)

Financial Information

Accepts Credit Card Payments No	Debt Subject To Offset No	Department Code (blank)
Agency Location Code (blank)	Disbursing Office Symbol (blank)	

Electronic Funds Transfer

EFT Indicator 0000	CAGE Code 6QQE9	
Financial Institution SOUTHSIDE BANK	Account Type Checking	Lock Box Number (blank)
Routing Number *****3607	Account Number *****9901	

Automated Clearing House

Financial Institution SOUTHSIDE BANK	Phone (U.S.) 9035972122	Email marketing@brannoncorp.com
Phone (non-U.S.) (blank)	Fax 9035973346	

Remittance Information

Merchant ID1 (blank)	Merchant ID2 (blank)	Accounting Station (blank)
--------------------------------	--------------------------------	--------------------------------------

Remittance Address

KIRK R BYNUM
1321 South Broadway
Tyler, Texas 75701
United States

Taxpayer Information

EIN *****1806	Type of Tax Applicable Federal Tax	Taxpayer Name The C T Brannon Corporation
Tax Year (Most Recent Tax Year) 2013	Name/Title of Individual Executing Consent Principal	TIN Consent Date Jul 20, 2020
Address 1321 S Broadway AVE Tyler, Texas 75701		

Points of Contact

Accounts Receivable POC

✎
Susan Branin

1321 S Broadway Tyler, TX 75701 • P.O. Box 7487 • P: 903.597.2122 • BrannonCorp.com

susan@brannoncorp.com
9035972122

Electronic Business

✎
Travis Bozick
bozick@brannoncorp.com
9035972122

1321 South Broadway
Tyler, Texas 75701
United States

Government Business

✎
Robert A Breedlove
breedlove@brannoncorp.com
9035972122

1321 South Broadway
Tyler, Texas 75701
United States

Security Information

Company Security Level
(blank)

Highest Level Employee Security Level
(blank)

Service Classifications

NAICS Codes

Primary	NAICS Codes	NAICS Title
Yes	541330	Engineering Services

Product and Service Codes

PSC	PSC Name
C1EZ	Architect And Engineering- Construction: Other Industrial Buildings
C1FB	Architect And Engineering- Construction: Recreational Buildings
C1FC	Architect And Engineering- Construction: Troop Housing Facilities
C1FD	Architect And Engineering- Construction: Dining Facilities
C1FE	Architect And Engineering- Construction: Religious Facilities
C1FF	Architect And Engineering- Construction: Penal Facilities
C1FZ	Architect And Engineering- Construction: Other Residential Buildings
C1JZ	Architect And Engineering- Construction: Miscellaneous Buildings
C1KA	Architect And Engineering- Construction: Dams
C1KZ	Architect And Engineering- Construction: Other Conservation And Development Facilities
C1LA	Architect And Engineering- Construction: Airport Service Roads
C1LB	Architect And Engineering- Construction: Highways, Roads, Streets, Bridges, And Railways
C1LC	Architect And Engineering- Construction: Tunnels And Subsurface Structures
C1LZ	Architect And Engineering- Construction: Parking Facilities
C1PD	Architect And Engineering- Construction: Waste Treatment And Storage Facilities
C200	Architect And Engineering- General
C219	Architect And Engineering- General: Other

Size Metrics

IGT Size Metrics

Annual Revenue (from all IGTs)
(blank)

World Wide

Annual Receipts (3 Year Average)
\$3,300,000.00

Number of Employees (12 Month Average)
21

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Location

Annual Receipts (3 Year Average)

3300000

Number of Employees (12 Month Average)

21

Industry-Specific

Barrels Capacity

(blank)

Megawatt Hours

(blank)

Total Assets

(blank)

Electronic Data Interchange (EDI) Information

This entity did not enter the EDI information

Disaster Response

Yes, this entity appears in the disaster response registry.

States

Louisiana

Oklahoma

Texas

Counties

(blank)

Metropolitan Statistical Areas

(blank)

Entity Registration

Exclusions

Active Exclusions

Inactive Exclusions

Responsibility / Qualification

Entity Reporting

BRANNON C T CORPORATION, THE**DUNS** Unique Entity ID**095434247****SAM** Unique Entity ID**FJQNXFZ8EKL8**

CAGE/NCAGE

6QQE9

Registration Status

Expiration Date

Active

Jan 10, 2023

Purpose of Registration

All Awards

Physical Address

1321 S Broadway AVE**Tyler, Texas****75701-3010, United States**

Mailing Address

1321 S Broadway AVE**Tyler, Texas**

Version

Current Record

There may be instances when an individual or firm has the same or similar name as your search criteria, but is actually a different party. Therefore, it is important that you verify a potential match with the excluding agency identified in the exclusion's details. To confirm or obtain additional information, contact the federal agency that took the action against the listed party. Agency points of contact, including name and telephone number, may be found by navigating to the Agency Exclusion POCs page within Help.

ACTIVE EXCLUSIONS

There are no active exclusion records associated to this entity by its Unique Entity ID.

INACTIVE EXCLUSIONS

There are no inactive exclusion records associated to this entity by its Unique Entity ID.

**Feedback**

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Policies

Customer Service

**General Services Administration**

This is a U.S. General Services Administration Federal Government computer system that is **"FOR OFFICIAL USE ONLY."** This system is subject to monitoring. Individuals found performing

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.

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.

N/A

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.

N/A

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

N/A

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

N/A

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.

N/A

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 
Signature of vendor doing business with the governmental entity

11-30-2022

Date

Certification Regarding Lobbying

(To be submitted with each bid or offer exceeding \$100,000)

The undersigned certifies, to the best of his or her knowledge and belief, that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(c) The undersigned shall require that the language paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995).

The Contractor, The C.T. Brannon Corporation, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. § 3801 et seq., apply to this certification and disclosure, if any.


Signature of Contractor's Authorized Official

Rea S. Boudreaux, P.E. - President
Printed Name and Title of Contractor's Authorized Official

11-30-2022
Date

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitations for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Included prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.
(b) Enter the full names of the individual(s) performing services, and include full address if different from 10(a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503

Disclosure of Lobbying Activities

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure)

Type of Federal Action: <u>N/A</u> a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	Status of Federal Action: <u>N/A</u> a. bid/offer/application b. initial award c. post-award	Report Type: <u>N/A</u> a. initial filing b. material change
Name and Address of Reporting Entity: _____ Prime _____ Subawardee Tier _____, if Known: N/A Congressional District, if known:	If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime: N/A Congressional District, if known:	
Federal Department/Agency: N/A	7. Federal Program Name/Description: CFDA Number, if applicable: <u>N/A</u>	
Federal Action Number, if known: N/A	9. Award Amount, if known: \$ <u>N/A</u>	
10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i> N/A	b. Individuals Performing Services <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i> N/A	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: <u>Rea S. Boudreaux</u> Print Name: <u>Rea S. Boudreaux, P.E.</u> Title: <u>President</u> Telephone No.: <u>(903) 597-2122</u> Date: <u>11-30-2022</u>	
Federal Use Only	Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)	

To be completed by awarded vendor)

CERTIFICATE OF INTERESTED PARTIES		FORM 1295																			
Complete Nos. 1 - 4 and 6 if there are interested parties. Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.		OFFICE USE ONLY																			
1 Name of business entity filing form, and the city, state and country of the business entity's place of business.		Must file online at www.ethics.state.tx.us/File																			
2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.																					
3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.																					
4 Name of Interested Party		City, State, Country (place of business)																			
		Nature of Interest (check applicable)																			
		<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%; text-align: center;">Controlling</th> <th style="width: 50%; text-align: center;">Intermediary</th> </tr> </thead> <tbody> <tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr> <tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr> <tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr> <tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr> <tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr> <tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr> <tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr> <tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr> </tbody> </table>		Controlling	Intermediary																
Controlling	Intermediary																				
5 Check only if there is NO Interested Party. ☐																					
6 UNSWORN DECLARATION																					
My name is _____, and my date of birth is _____.																					
My address _____ (street) _____ (city) _____ (state) _____ (zip code) _____ (country)																					
I declare under penalty of perjury that the foregoing is true and correct.																					
Executed in _____ County, State of _____, on the _____ day of _____, 20_____. (month) (year)																					
_____ Signature of authorized agent of contracting business entity (Declarant)																					
ADD ADDITIONAL PAGES AS NECESSARY																					

Section 6

Required Contract Provisions



REQUIRED CONTRACT PROVISIONS

Italics – Explanatory; not contract language

All Contracts

THRESHOLD	PROVISION	CITATION
None	(H) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the government-wide Excluded Parties List System in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR Part 1986 Comp., p. 189) and 12689 (3 CFR Part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.	2 CFR 200 APPENDIX II (H)
None	The U.S. Department of Housing and Urban Development (HUD), Inspectors General, the Comptroller General of the United States, and the Texas Department of Agriculture (TDA), and the City/County, or any of their authorized representatives, shall have access to any documents, papers, or other records of the Contractor which are pertinent to the TxCDBG award, in order to make audits, examinations, excerpts, and transcripts and to closeout the City's/County's TxCDBG contract with TDA.	2 CFR 200.336 (former 24 CFR 85.36(i)(10))
None	Grantees or subgrantees must retain all required records for three years after grantees or subgrantees make final payments and all other pending matters are closed.	2 CFR 200.333 (former 24 CFR (85.36(i)(11))
None	Sec. 176.003. CONFLICTS DISCLOSURE STATEMENT REQUIRED. (a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if: (1) the vendor enters into a contract with the local governmental entity or the local governmental entity is considering entering into a contract with the vendor; and (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;	Chapter 176 of the Local Government Code

	(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; or has a family relationship with the local government officer. (a-1) A local government officer is not required to file a conflicts disclosure statement in relation to a gift accepted by the officer or a family member of the officer if the gift is: (1) a political contribution as defined by Title 15, Election Code; or (2) food accepted as a guest. (a-2) A local government officer is not required to file a conflicts disclosure statement under Subsection (a) if the local governmental entity or vendor described by that subsection is an administrative agency created under Section 791.013, Government Code. (b) A local government officer shall file the conflicts disclosure statement with the records administrator of the local governmental entity not later than 5 p.m. on the seventh business day after the date on which the officer becomes aware of the facts that require the filing of the statement under Subsection (a).	
>\$10,000	<i>(B) All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.</i> <i>Use the following language for contracts > \$ 10,000:</i> <u>Termination for Cause</u> If the Contractor fails to fulfill in a timely and proper manner its obligations under this Agreement, or if the Contractor violates any of the covenants, conditions, agreements, or stipulations of this Agreement, the City/County shall have the right to terminate this Agreement by giving written notice to the Contractor of such termination and specifying the effective date thereof, which shall be at least five days before the effective date of such termination. In the event of termination for cause, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs and reports prepared by the Contractor pursuant to this Agreement shall, at the option of the City/County, be turned over to the City / County and become the property of the City / County. In the event of termination for cause, the Contractor shall be entitled to receive reasonable compensation for any necessary services actually and satisfactorily performed prior to the date of termination.	2 CFR 200 APPENDIX II(B)

	Notwithstanding the above, the Contractor shall not be relieved of liability to the City/County for damages sustained by the City/County by virtue of any breach of contract by the Contractor, and the City/County may set-off the damages it incurred as a result of the Contractor's breach of contract from any amounts it might otherwise owe the Contractor. <u>Termination for Convenience of the City/County</u> City/County may at any time and for any reason terminate Contractor's services and work at City/County's convenience upon providing written notice to the Contractor specifying the extent of termination and the effective date. Upon receipt of such notice, Contractor shall, unless the notice directs otherwise, immediately discontinue the work and placing of orders for materials, facilities and supplies in connection with the performance of this Agreement. [Parties should include the manner by which such termination will be effected and the basis for settlement or any other terms and conditions concerning payment upon such termination.]	
>\$50,000	<i>(A) Contracts for more than \$50,000 must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.</i> <i>Use the following language for contracts > \$50,000:</i> <u>Resolution of Program Non-compliance and Disallowed Costs</u> In the event of any dispute, claim, question, or disagreement arising from or relating to this Agreement, or the breach thereof, including determination of responsibility for any costs disallowed as a result of non-compliance with federal, state or TxCDBG program requirements, the parties hereto shall use their best efforts to settle the dispute, claim, question or disagreement. To this effect, the parties shall consult and negotiate with each other in good faith within 30 days of receipt of a written notice of the dispute or invitation to negotiate, and attempt to reach a just and equitable solution satisfactory to both parties. If the matter is not resolved by negotiation within 30 days of receipt of written notice or invitation to negotiate, the parties agree first to try in good faith to settle the matter by mediation administered by the American Arbitration Association under its Commercial Mediation Procedures before resorting to arbitration, litigation, or some other dispute resolution procedure. The parties may enter into a written amendment to this Agreement and choose a mediator that is not affiliated with the American Arbitration Association. The parties shall bear the costs of such mediation equally. <i>[This section may also provide for the qualifications of the mediator(s), the locale of meetings, time limits, or any other item of concern to the parties.]</i> If the matter is not resolved through such mediation within 60 days of the initiation of that procedure, either party may proceed to file suit.	2 CFR 200 APPENDIX II (A)

Option Contract Language for Procurement before Grant Funds Awarded	Payment of the fees [described in ____ section] shall be contingent on CDBG funding. In the event that grant funds are not awarded to the City / County by TDA through the TxCDBG program, this agreement shall be terminated by the City / County.	2 CFR 200.319(a)
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Additional provisions for administration & engineering contracts associated with construction contra

THRESHOLD	PROVISION	CITATION
>\$10,000	<i>(Italics – Explanatory; not contract language)</i> 2 CFR 200 Appendix II (C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of “<u>federally assisted construction contract</u>” in 41 CFR Part 60–1.3 must include the <u>equal opportunity clause provided under 41 CFR 60–1.4(b)</u>, in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 CFR Part, 1964–1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 CFR part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.” Therefore, include the following EO clause (not in italics) in construction contracts including construction associated administration and engineering contracts > \$10,000: §60-1.4(b) Equal opportunity clause. (b) Federally assisted construction contracts. Except as otherwise provided, each administering agency shall require the inclusion of the following language as a condition of any grant, contract, loan, insurance, or guarantee involving federally assisted construction which is not exempt from the requirements of the equal opportunity clause: The applicant hereby agrees that it will incorporate or cause to be incorporated into any contract for construction work, or modification thereof, as defined in the regulations of the Secretary of Labor at 41 CFR chapter 60, which is paid for in whole or in part with funds obtained from the Federal Government or borrowed on the credit of the Federal Government pursuant to a grant, contract, loan insurance, or guarantee, or undertaken pursuant to any Federal program involving such grant, contract, loan, insurance, or guarantee, the following equal opportunity clause: During the performance of this contract, the contractor agrees as follows: (1) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The contractor will take affirmative action to ensure that	41 CFR §60-1.4(b) And 2 CFR 200 APPENDIX II (C)

applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

(2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.

(3) The Contractor will not discourage or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the contractor's legal duty to furnish information.

(4) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(5) The contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

(6) The contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

(7) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled,

terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

(8) The contractor will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: Provided, however, That in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency the contractor may request the United States to enter into such litigation to protect the interests of the United States.

The applicant further agrees that it will be bound by the above equal opportunity clause with respect to its own employment practices when it participates in federally assisted construction work: Provided, That if the applicant so participating is a State or local government, the above equal opportunity clause is not applicable to any agency, instrumentality or subdivision of such government which does not participate in work on or under the contract.

The applicant agrees that it will assist and cooperate actively with the administering agency and the Secretary of Labor in obtaining the compliance of contractors and subcontractors with the equal opportunity clause and the rules, regulations, and relevant orders of the Secretary of Labor, that it will furnish the administering agency and the Secretary of Labor such information as they may require for the supervision of such compliance, and that it will otherwise assist the administering agency in the discharge of the agency's primary responsibility for securing compliance.

The applicant further agrees that it will refrain from entering into any contract or contract modification subject to Executive Order 11246 of September 24, 1965, with a contractor debarred from, or who has not demonstrated eligibility for, Government contracts and federally assisted construction contracts pursuant to the Executive order and will carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by the administering agency or the Secretary of Labor pursuant to Part II, Subpart D of the Executive order. In addition, the applicant

	agrees that if it fails or refuses to comply with these undertakings, the administering agency may take any or all of the following actions: Cancel, terminate, or suspend in whole or in part this grant (contract, loan, insurance, guarantee); refrain from extending any further assistance to the applicant under the program with respect to which the failure or refund occurred until satisfactory assurance of future compliance has been received from such applicant; and refer the case to the Department of Justice for appropriate legal proceedings. (c) Subcontracts. Each nonexempt prime contractor or subcontractor shall include the equal opportunity clause in each of its nonexempt subcontracts. (d) Incorporation by reference. The equal opportunity clause may be incorporated by reference in all Government contracts and subcontracts, including Government bills of lading, transportation requests, contracts for deposit of Government funds, and contracts for issuing and paying U.S. savings bonds and notes, and such other contracts and subcontracts as the Deputy Assistant Secretary may designate. (e) Incorporation by operation of the order. By operation of the order, the equal opportunity clause shall be considered to be a part of every contract and subcontract required by the order and the regulations in this part to include such a clause whether or not it is physically incorporated in such contracts and whether or not the contract between the agency and the contractor is written. (f) Adaptation of language. Such necessary changes in language may be made in the equal opportunity clause as shall be appropriate to identify properly the parties and their undertakings. [43 FR 49240, Oct. 20, 1978, as amended at 62 FR 66971, Dec. 22, 1997; 79 FR 72993, Dec. 9, 2014; 80 FR 54934, September 11, 2015]	
>\$100,000	<i>§135.38 Section 3 clause</i> <i>All section 3 covered contracts shall include the following clause (referred to as the section 3 clause):</i> A. The work to be performed under this contract is subject to the requirements of section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (Section 3). The purpose of section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing. B. The parties to this contract agree to comply with HUD's regulations in 24 CFR part 135, which implement section 3. As evidenced by their execution of this contract, the parties to this	24 CFR §135.38

contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations.

C. The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.

D. The contractor agrees to include this section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135.

E. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135.

F. Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.

G. With respect to work performed in connection with section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of section 3 and section 7(b) agree to comply with section 3 to the maximum extent feasible, but not in derogation of compliance with section 7(b).

Construction Contracts

THRESHOLD	PROVISION	CITATION
>\$2,000 for Davis Bacon and Copeland "Anti-Kickback" Act; >\$100,000 for Contract Work Hours and Safety Standards Act	<i>HUD 4010 Federal labor standards provisions include:</i> 1. <i>Davis Bacon Act (40 U.S.C. 3141 et seq.) as supplemented by DOL regulations (29 CFR part 5);</i> 2. <i>Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3); and</i> 3. <i>Contract Work Hours and Safety Standards Act (40 U.S.C. 3701 et seq.)</i> <i>See HUD 4010 contract language in Appendix F. Inclusion of this language into the construction contract satisfies contract requirements of the separate acts noted.</i>	
>\$2,000 (Satisfied with inclusion of HUD 4010)	<i>Compliance with the Davis-Bacon Act (40 U.S.C. 3141 et seq.) as supplemented by Department of Labor regulations (29 CFR part 5) and with the Copeland "Anti-Kickback" Act (18 U.S.C. 874; 40 U.S.C. 3145) as supplemented in Department of Labor regulations (29 CFR part 3):</i> (D) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.	2 CFR 200 APPENDIX II (D)
>\$10,000	<i>(Italics – Explanatory; not contract language)</i>	41 CFR §60-1.4(b) And 2 CFR 200

2 CFR 200 Appendix II (C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of <u>"federally assisted construction contract"</u> in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor." Therefore, include the following EO clause (not in italics) in construction contracts including construction associated administration and engineering contracts > \$10,000: §60-1.4(b) Equal opportunity clause. (b) <i>Federally assisted construction contracts. Except as otherwise provided, each administering agency shall require the inclusion of the following language as a condition of any grant, contract, loan, insurance, or guarantee involving federally assisted construction which is not exempt from the requirements of the equal opportunity clause:</i> <i>The applicant hereby agrees that it will incorporate or cause to be incorporated into any contract for construction work, or modification thereof, as defined in the regulations of the Secretary of Labor at 41 CFR chapter 60, which is paid for in whole or in part with funds obtained from the Federal Government or borrowed on the credit of the Federal Government pursuant to a grant, contract, loan insurance, or guarantee, or undertaken pursuant to any Federal program involving such grant, contract, loan, insurance, or guarantee, the following equal opportunity clause:</i> During the performance of this contract, the contractor agrees as follows: (1) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.	APPENDIX II (C)
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(2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.

(3) The Contractor will not discourage or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the contractor's legal duty to furnish information.

(4) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(5) The contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

(6) The contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

(7) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

(8) The contractor will include the portion of the sentence immediately preceding paragraph (1) and the provisions of

paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: Provided, however, That in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency the contractor may request the United States to enter into such litigation to protect the interests of the United States.

The applicant further agrees that it will be bound by the above equal opportunity clause with respect to its own employment practices when it participates in federally assisted construction work: Provided, That if the applicant so participating is a State or local government, the above equal opportunity clause is not applicable to any agency, instrumentality or subdivision of such government which does not participate in work on or under the contract.

The applicant agrees that it will assist and cooperate actively with the administering agency and the Secretary of Labor in obtaining the compliance of contractors and subcontractors with the equal opportunity clause and the rules, regulations, and relevant orders of the Secretary of Labor, that it will furnish the administering agency and the Secretary of Labor such information as they may require for the supervision of such compliance, and that it will otherwise assist the administering agency in the discharge of the agency's primary responsibility for securing compliance.

The applicant further agrees that it will refrain from entering into any contract or contract modification subject to Executive Order 11246 of September 24, 1965, with a contractor debarred from, or who has not demonstrated eligibility for, Government contracts and federally assisted construction contracts pursuant to the Executive order and will carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by the administering agency or the Secretary of Labor pursuant to Part II, Subpart D of the Executive order. In addition, the applicant agrees that if it fails or refuses to comply with these undertakings, the administering agency may take any or all of the following actions: Cancel, terminate, or suspend in whole or in part this grant (contract, loan, insurance, guarantee); refrain from extending any further assistance to the applicant under the program with respect to which the failure or refund occurred until satisfactory assurance of future compliance has been received from such applicant; and refer the case to the Department of Justice for appropriate legal proceedings.

	(c) Subcontracts. Each nonexempt prime contractor or subcontractor shall include the equal opportunity clause in each of its nonexempt subcontracts. (d) Incorporation by reference. The equal opportunity clause may be incorporated by reference in all Government contracts and subcontracts, including Government bills of lading, transportation requests, contracts for deposit of Government funds, and contracts for issuing and paying U.S. savings bonds and notes, and such other contracts and subcontracts as the Deputy Assistant Secretary may designate. (e) Incorporation by operation of the order. By operation of the order, the equal opportunity clause shall be considered to be a part of every contract and subcontract required by the order and the regulations in this part to include such a clause whether or not it is physically incorporated in such contracts and whether or not the contract between the agency and the contractor is written. (f) Adaptation of language. Such necessary changes in language may be made in the equal opportunity clause as shall be appropriate to identify properly the parties and their undertakings. [43 FR 49240, Oct. 20, 1978, as amended at 62 FR 66971, Dec. 22, 1997; 79 FR 72993, Dec. 9, 2014; 80 FR 54934, September 11, 2015]	
≥\$100,000	(I) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award of \$100,000 or more must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.	2 CFR 200 APPENDIX II (I) and 24 CFR §570.303
>\$100,000 (Satisfied with inclusion of HUD 4010)	(E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701–3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction	2 CFR 200 APPENDIX II (E)

	work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.	
>\$100,000	<i>§135.38 Section 3 clause</i> <i>All section 3 covered contracts shall include the following clause (referred to as the section 3 clause):</i> A. The work to be performed under this contract is subject to the requirements of section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (Section 3). The purpose of section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing. B. The parties to this contract agree to comply with HUD's regulations in 24 CFR part 135, which implement section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations. C. The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin. D. The contractor agrees to include this section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135. E. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is	24 CFR §135.38

	executed, and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135. F. Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts. G. With respect to work performed in connection with section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of section 3 and section 7(b) agree to comply with section 3 to the maximum extent feasible, but not in derogation of compliance with section 7(b).	
>\$150,000	(G) Clean Air Act (42 U.S.C. 7401–7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251–1387), as amended— Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401–7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251–1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).	2 CFR 200 APPENDIX II (G)

City of Jacksonville Engineering Services RFQ



Statement of Qualifications

CENTERLINE ENGINEERING & CONSULTING, LLC





704 Central Parkway E, Suite 1220
Plano, TX 75074
(o) 469.850.4162
www.CenterlineEngineering.net

November 29, 2022

City of Jacksonville
Attn: Randall Chandler
315 S. Ragsdale
Jacksonville, TX 75766-1390

RE: Engineering Services RFQ

The purpose of this letter is to inform the City of Jacksonville that Centerline Engineering & Consulting, LLC (CEC) is well qualified and adequately staffed to perform engineering services as outlined in the RFQ. We have assembled a highly qualified team to successfully fulfill all requirements listed in the above-referenced RFQ.

This proposal will demonstrate our understanding of the opportunities involved in your project, and it will provide a path to help ensure successful project implementation. This proposal will also introduce you to the members of our proposed team and staff who will lead this endeavor. The staff in this proposal is not an exhaustive list. If additional resources are required beyond those who have been highlighted, I will make them available as needed. I am authorized to bind our firm to contract, and I will serve as the principal-in-charge of this project and will personally ensure that adequate staff is assigned to this project as needed to meet the needs of the City of Jacksonville.

I look forward to discussing the needs of the City of Jacksonville. Centerline Engineering and Consulting is excited to submit this SOQ, and we look forward to working with the City of Jacksonville in the future.

Please contact me with any questions. I may be reached directly at (806) 470-8686 or travis@centerlineengineering.net.

Sincerely,

A handwritten signature in black ink, appearing to read 'Travis Barnett'.

Travis Barnett, PE
Chief Executive Officer
Centerline Engineering & Consulting, LLC



Company Profile

Centerline Engineering and Consulting, LLC (CEC) is a multi-disciplinary consulting firm specializing in **Civil, Geotechnical and Environmental Engineering** as well as **Land Surveying, Land Development, and Construction Administration**. Founded in 2014, Centerline Engineering has offices in **Lubbock, Borger, Amarillo, Tyler, and Plano, Texas**. Our staff of over 60 includes Professional Engineers, Registered Public Land Surveyors, Geoscientists, and field surveying crews. Technical support staff and field crews support our professional staff as needed and can accommodate projects of all sizes throughout Texas, New Mexico, and Oklahoma. CEC is licensed and registered to perform Engineering and Surveying services in Texas, New Mexico, and Oklahoma.

Centerline Engineering and Consulting, LLC

Geotechnical & Environmental Engineering	Civil Engineering & Land Development	Land Surveying	Construction Administration
❖ 1 Professional Engineer ❖ 1 Engineer-in-Training ❖ 1 Geologist ❖ 1 Registered Environmental Professional ❖ In-House Laboratory	❖ 5 Professional Engineers ❖ 4 Engineers-in-Training ❖ 1 Graduate Engineer ❖ 4 Draftsmen	❖ 4 RPLS ❖ 12 Field Staff – UAV & Manned Equipment ❖ 10 Draftsmen	❖ 2 Resident Project Representatives ❖ 8 Survey Field Staff ❖ 2 Draftsmen



Growth

In 2019, Centerline Engineering purchased Carder Engineering in Borger, TX. Carder Engineering is a civil engineering and surveying firm and has been in continuous operation since 1969. In 2020, CEC acquired Big Sky Engineering in Lubbock, TX, which has been in operation since 2018. Big Sky Engineering added geotechnical and environmental engineering to the Centerline scope of services. CEC acquired Robert Keys and Associates of Amarillo, Texas in 2021, which increased our geographic area of influence and added depth to our existing surveying and land planning department. Robert Keys and Associates has been in continuous operation for over 80 years. Centerline's Plano office opened in 2022.

CEC has experienced over 100% growth in our gross income each year since opening in 2014. Founded in Lubbock, CEC began providing services to clients in the South Plains of Texas. We have steadily expanded to serve clients throughout the state of Texas. We have active projects in the DFW Metroplex, South Plains, Concho Valley, Panhandle, and Permian Basin regions.

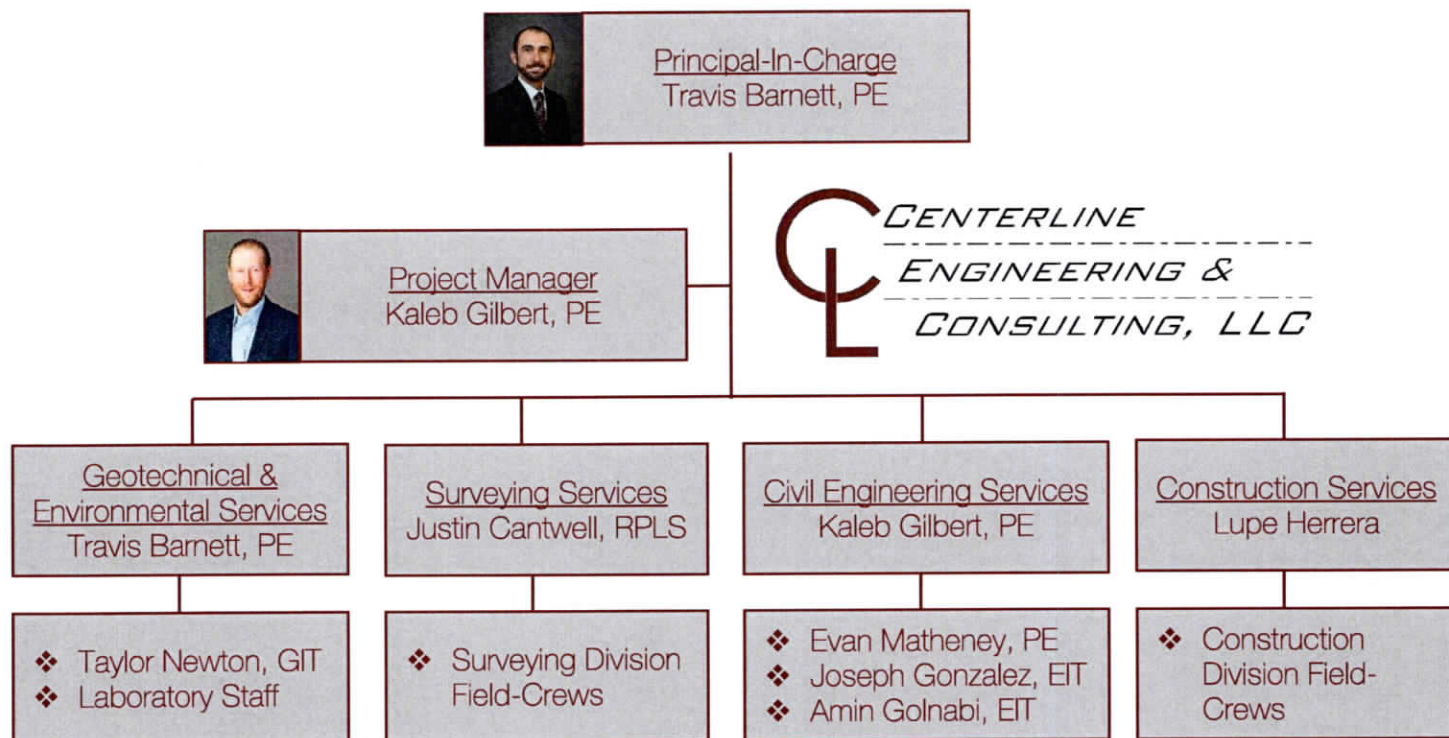
One-Stop-Shop

Through carefully managed growth, CEC has established ourselves as a one-stop-shop for our clients. We can work with a client to identify a prospective project, work through all aspects of planning, surveying, ROW acquisition, and geotechnical/environmental assessments required. We can then perform civil engineering design and provide construction administration services and construction surveying to ensure the accuracy of proposed construction.

Cutting Edge Technology

CEC employs the latest available technology in field surveying, engineering design, and laboratory testing equipment. Our surveying department utilizes **fixed wing and multi-rotor UAVs** in conjunction with Trimble manned survey equipment. The use of aerial topographic data in civil design allows CEC to provide a higher density and more precise topographic model of existing ground conditions. Use of UAVs in the field allows us to survey in days what would take a traditional manned crew weeks to survey.

Our engineering and construction management departments utilize **AutoCAD Civil 3D 2021** and **Trimble Business Center** to provide accurate models for our clients.



Typical Project Team

Kaleb Gilbert, PE will serve as the project manager for any and all projects awarded to CEC through this Engineering Services RFQ. The organizational chart shown above is typical for a broad-scope engineering and surveying project. Individual services leads may change depending on the project in order to bring Centerline staff expertise to bear on specific projects as needed. Our engineering department has expertise in pavement design, regulatory permitting, and plan review that may be added to project teams as necessary to maximize project deliverables.

The group shown above is not an exhaustive list, our team will have adequate availability to respond to any needs of the City of Jacksonville. We will have a variety of team members available to work on any project the City of Jacksonville may have available regardless of the size of the project.

Centerline Engineering is well positioned to respond to all scopes of work listed in this RFQ without hiring any subconsultant services. By maintaining a single project manager for all projects awarded under this RFQ, and eliminating the need for subconsultant services, Centerline can streamline communication and deliverable timelines for the City of Jacksonville.

Resumes for key staff members are attached to this Statement of Qualifications as Appendix A.

Centerline Unique Project Approach

Aerial Survey

CEC can utilize our fleet of unmanned aerial vehicles (drones) to provide quick and accurate "as-is" site condition analyses of roadways to be improved under this RFQ. Our drones provide design-survey level topographic data as well as high-quality aerial photography. Drones will be used in conjunction with manned survey crews and engineering field visits to provide all stakeholders an accurate picture of existing site conditions.



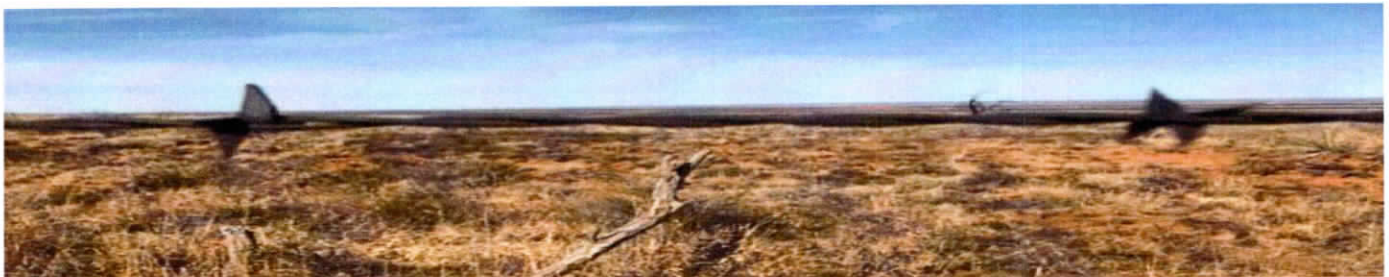
Model Creation

CEC can create existing condition models using AutoCAD Civil 3D of the roadways and utility corridors to be designed. These models will assist in engineering design, drainage analysis, and construction administration. The ability to see a 3-Dimensional model will help stakeholders understand all proposed improvements. Contractors who are able to provide machine-controlled grading will benefit from having a machine control model generated by the design engineer. **Accurate models create efficiency at all levels of a project, which results in cost-savings to project stakeholders.**

Initial Engineering & Design Support

Our Engineering and Surveying divisions are very experienced in preparing preliminary design layouts and feasibility studies for municipal and private clients. Our surveying team can utilize UAV (drone) equipment to provide a preliminary survey of large areas in limited amounts of time. This helps prepare a more robust preliminary design and feasibility study. Our engineers will meet with project stakeholders and understand project goals and budget before preparing preliminary documents.

Our Geotechnical and Environmental division can provide initial engineering and design support by providing services early on a project to inform stakeholders of any environmental or existing subsurface material concerns that may influence construction and design. Understanding these project guidelines at the initial phases of the project can keep projects on time and minimize change orders during final design and construction.



Engineering & Final Design Support

Our Engineering, Surveying, and Construction divisions will collaborate to provide complete and concise engineering plans/specifications for final design of any municipal project. Our Construction division brings an added layer of experience in final design. All Centerline projects undergo a constructability review by our Construction division before plans and specifications are delivered to the client. Our engineers have experience in designing municipal utilities, roadways, and ADA routes. Our experience in privately developed residential subdivisions helps inform our municipal design. Private developments tend to have more stringent deliverable timelines and budget constraints, but must meet municipal pavement, utility, and geometric design.



Our Construction division provides layout, construction management, and construction staking services on heavy highway construction, municipal construction, and private development. Utilizing our internal constructability review prior to delivering engineering plans and specifications to the client greatly reduces change orders during construction and helps speed up construction timelines.

Construction Inspection Services

CEC has experienced professionals to provide inspection services during the construction phase. With extensive experience in heavy highway and municipal infrastructure inspections, our inspectors will work closely with city officials and the design team to ensure the final product is constructed according to the design plans and construction standards. Our inspectors can provide detailed inspections for paving, subgrade, drainage, utilities, retaining walls, and bridges in accordance with state/municipal design and construction standards.



Special Services

Centerline has a variety of services that we offer, as shown below. If services are needed that we do not provide, we have long standing relationships with a variety of companies that provide a multitude of services throughout the industry. Centerline's motto is "Partum Solutio" which translates to creating solutions. Centerline is able to think outside the box in order to provide a solution to any problems or issues that may arrive with the City of Jacksonville.

Land Development

- ❖ Environmental Assessments
- ❖ Boundary Surveys
- ❖ ALTA-ACSM Surveys
- ❖ Topographic & Aerial Surveys
- ❖ Platting

Engineering Services

- ❖ Geotechnical Investigation
- ❖ Geotechnical Laboratory Testing
- ❖ Roadway Design
- ❖ Pavement Design
- ❖ Hydraulic & Hydrologic Studies
- ❖ Municipal Utility Design
- ❖ Site Layout & Grading Design

Construction Services

- ❖ Bid Phase Management
- ❖ Construction Machine Control Models
- ❖ Construction Layout & Staking
- ❖ Aerial & Volumetric Surveys
- ❖ As-Built Surveys



References

Terry County Seal Coat Project

- Mike Swain – Terry County Commissioner, Precinct 1 – 500 W. Main St., Brownfield, TX 79316; (806)638-2022; mikeswain54@gmail.com.

Sterling City Roadway Improvements

- Honorable Debbie Horwood – Sterling County Judge – P.O. Box 819, Sterling City, TX 76951; (325)650-4775; d.horwood@co.sterling.tx.us.

Ropesville Independent School District Improvements

- Joel Willmon – Ropesville ISD Superintendent – 304 Ranch Rd., Ropesville, TX 79358; (806)562-4031; jwillmon@ropesisd.us.

One Ford Development

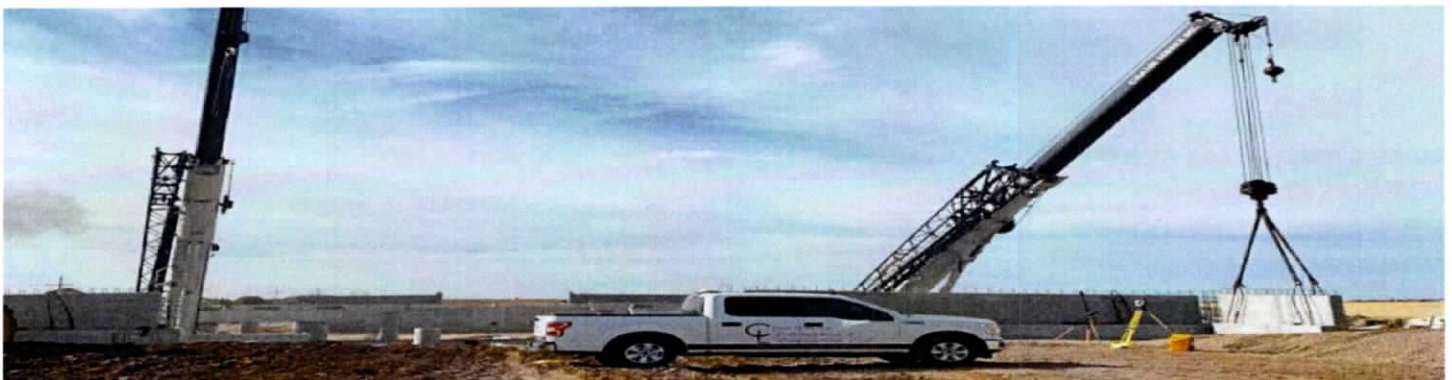
- James Rasmussen – President, Rasmussen Development – 26500 W. Agoura Rd., #652, Calabasas, CA 91302; (818) 419-1665; james@rasmussendevelopment.com

98th Street & Milwaukee Ave. Office Park

- Roger Billingsley – President, Edge Concepts – 5617 114th St., Lubbock, TX 79424; (806) 687-0033; rogerb@edgeconceptsonline.com

Relevant Firm Experience

- Terry County Seal Coat Project – Terry County, TX
- Louisville Ave. Paving Project – Lubbock, TX
- Sterling City Roadway Improvements – Sterling City, TX
- River Road Wastewater Treatment Plant Topographic Survey – Amarillo, TX
- Lubbock Executive Airport Runway Resurfacing and Extension – Lubbock, TX
- One Ford Development Subdivision – Lubbock, TX
- Bentwood Strip Center Development – San Angelo, TX
- Arroyo Park Garden Offices – San Angelo, TX
- South Loop 335 Layout and Modeling – Amarillo, TX
- US Highway 83 Improvements Layout and Modeling – Abilene, TX
- IH-20 Improvements 3-Dimensional Construction Model – Midland, TX



Appendix A – Key Employee Resumes

Travis Barnett, PE



Education:

B.S. in Applied Physics
-Angelo State University

M.S. in Civil Engineering
-Texas Tech University

Years' Experience:

11

Certifications

Professional Engineer,
State of Texas, No. 128800
State of New Mexico, No. 26414
State of Oklahoma, No. 32414

Centerline Office Location:

Lubbock

Professional Experience

Travis is a firm principal and CEO of Centerline Engineering and Consulting, LLC (CEC). He serves as the chief design engineer for all geotechnical engineering projects within the company and works with civil engineering and land development staff as needed to provide engineering expertise on active projects.

Travis has experience coordinating all aspects of CEC's scope of services to provide our clients with professional, timely, and innovative design work. Travis' portfolio of work includes civil site development, geotechnical engineering, drainage studies, and environmental studies.

Travis will serve as the Principal-in-Charge for any projects awarded to CEC through this RFQ. He will coordinate with other members of the CEC team to ensure that pertinent design information is communicated internally and externally in a timely and efficient manner.

Relevant Project Experience

- **Andrews Lakeside Park** – Andrews, TX – Civil Engineering for a re-design of the Lakeside Park in Andrews, Texas. This site consisted of re-designing a 12-acre city park adjacent to an existing stormwater detention pond in the heart of Andrews. The project included the addition of four baseball fields with two concession stands and ADA accessibility, as well as restrooms and associated utilities for an existing playground area.
- **Phase 1 Environmental Site Assessment & Geotechnical Investigation** –Killeen, TX – Served as the chief engineer for a phase 1 Environmental Site Assessment in Killeen, TX. Completion of the ESA was followed immediately by a geotechnical investigation at the site. Heavy clays were a concern for foundation design in this location. The project consisted of 18 boreholes and over 360-vertical linear feet of investigative drilling.
- **One Ford Development** – Lubbock, TX – Served as the Principal-in-Charge of a 28-acre mixed use development in Lubbock, TX. The One Ford Addition includes 126 garden-home lots, 9 parks, and 4.27-acres of commercial frontage along South Milwaukee Avenue.

Kaleb Gilbert, PE



Education:

B.S. in Applied Physics
-Angelo State University

M.S. in Civil Engineering
-Texas Tech University

Years' Experience:

10

Certifications:

Professional Engineer,
State of Texas, No. 126430

Centerline Office Location:

Plano

Professional Experience

Kaleb is the Dallas Market Lead for CEC. He serves as the lead design engineer for all civil engineering projects in the DFW area. Kaleb has 8 years of experience as a Project Manager in the Civil Engineering Industry. His portfolio of work includes master planned communities, residential subdivision development, commercial development, and heavy highway projects.

Kaleb will serve as the Project Manager for any projects awarded to CEC through this RFQ. Kaleb will visit with the City of Jacksonville to meet with staff as necessary to ensure that the scope of services for each project is fully understood. Kaleb will be responsible for preparation of civil engineering design packages, contractor bid packages, coordination with other government agencies, and will serve as the point of contact for all deliverable packages to the City of Jacksonville.

Relevant Project Experience

- **Highland Court** – Flower Mound, TX – Design Engineer providing design of paving, grading, drainage, and utility improvements for the residential subdivision.
- **Southern Gateway Project** – Dallas, TX – Construction Quality Acceptance Engineer for the I-35E reconstruction and US 67 widening providing QA engineering and inspection services for the \$666 million design-build contract consisting of 11 miles of interstate general purpose lanes, 46 bridges, and a deck park.
- **I635 LBJ East Project** – Dallas/Garland/Mesquite, TX – Construction Quality Acceptance Engineering and Inspection Manager for the I635 reconstruction providing QA engineering, inspection, and project management services for the \$1.74 billion design-built project consisting of 12 miles of interstate general purpose lanes, managed lanes, and frontage roads with 80 bridges including the I635/I-30 interchange.
- **Watson Creek Estates** – Fort Worth, TX – Project Manager providing project management and design of paving, grading, drainage, and utility improvements for a residential subdivision.
- **Aubrey Creek Estates** – Aubrey, TX - Project Manager providing project management and design of paving, grading, drainage, and utility improvements for the residential subdivision as well as modification to the design and traffic pattern on US 377.

Justin W. Cantwell, RPLS



Education:

B.S. in General Studies
Agribusiness
Engineering Technology
-West Texas A&M

Certifications:

Registered Professional Land Surveyor,
State of Texas, No. 6331

Years' Experience:

22

Centerline Office Location:

Lubbock

Professional Experience

Justin is Director of Survey at Centerline Engineering and Consulting, LLC (CEC). He serves as the lead surveyor for the Lubbock office and oversees all survey projects within the company. Justin has extensive experience in multiple phases of surveying in public and private sectors including boundary, topographic, construction and control network surveys throughout the Texas Panhandle and West Texas regions. Justin has twenty years of industry experience that includes civil design surveys, ALTA/NSPA title surveys, large scale utility route surveys and construction projects.

Prior to serving as the Director of Survey at Centerline Engineering, Justin served as Operations Manager and Area Manager for large Fortune 500 firms as well as holding roles Project Manager, Project Surveyor, Survey Technician, Client Liaison, Field Coordinator, Survey Crew Chief and Field Engineer.

Justin will coordinate and oversee any surveying services required for projects awarded under this RFQ. This includes any surveying that may be required for drainage analysis, 'as-is' condition analysis, and any construction surveying required.

Relevant Project Experience

- **City of Midland "A" Street Design** – Survey Project Manager responsible for the ground survey and control network of existing street conditions in order for design engineers to design a rehab plan for improved street construction. As project manager, he supervised field and office personnel during the collection and mapping of design data.
- **Black Mountain Sand Hwy 302 Widening** – Survey Project Manager responsible complete boundary analysis, design survey and control network for 4.6 miles of highway widening involving additional lane design and construction
- **SH 302 Winkler County Utility Relocation** – Survey Project Manager and SUE coordinator for topographic survey and utility mapping for 2.5 miles of highway widening. Responsible for locating of existing utilities and providing routing for all relocation services.
- **US Hwy 285 Reconstruction** – Staff Surveyor and Construction Support Coordinator for 6 miles of US 285 reconstruction in Reeves County. Responsible for topographic survey, on call drainage evaluation, right-of-way determination and construction staking.

Lupe Herrera



Education:

B.S. in Interdisciplinary Studies
-Texas Tech University

Years' Experience:

25

Centerline Office Location:

Lubbock

Professional Experience

Lupe is the divisional director for construction staking and modeling at Centerline Engineering. His 25 years of industry experience include construction stake-out and modeling of civil engineering projects ranging from small-site commercial to large TXDOT heavy highway construction projects. Lupe specializes in providing accurate 3-dimensional machine control models that can be utilized by general contractors during project construction.

Lupe leads a team of surveyors and modelers who specialize in construction-phase services. His familiarity with the construction process and contractor needs allows him to assist CEC engineers, project owners, and general contractors in project communication and timeline management.

Lupe will serve as the construction staking and modeling division lead for all projects awarded to CEC through this RFQ. Lupe will be available to meet with all project stakeholders during project bidding and kickoff meetings to set clear expectations for all. He will serve as the CEC contact for all contractors during the construction phase of all projects awarded.

Relevant Project Experience

- **South Loop 335 Layout and Modeling** – Amarillo, TX – Project lead for Centerline Engineering for four phases of construction. Hired by the general contractor, Centerline provided construction modeling and construction layout under Lupe's direction.
- **US Highway 83 Improvements** – Abilene, Texas – Provided construction modeling and construction layout for general contractor on TXDOT re-construction of US Highway 83 in Abilene, Texas. This project included layout and modeling of roadway, drainage structures, bridges, and retaining walls.
- **IH-20 Improvements** – Midland, TX – Provided construction modeling for 3.9 miles of IH-27 in Midland (immediately north of Midland International Airport). Under Lupe's direction, Centerline deployed survey drones to accurately model existing ground conditions. Civil engineering plans by others were modeled in top of the existing ground conditions to provide accurate quantity estimations and a 3-dimensional machine control model of proposed construction. Centerline is currently providing construction phase support of the created model.

Taylor Newton, GIT, REP



Education:

B.S. in Geology
-Angelo State University

M.S. in Geology
-Texas Tech University

Years' Experience:

5

Centerline Office Location:

Lubbock

Certifications:

Texas Board of Professional Geoscientists
Geologist-in-Training – No. 426

National Registry of Environmental Professionals
Registered Environmental Professional,
No. 13714023268210708
American Concrete Institute Field Grade I Certified

Professional Experience

Taylor is a Geologist, Project Manager, and Registered Environmental Professional for Big Sky Engineering (A Centerline Company). He serves as the chief geologist for all civil, geotechnical, and environmental engineering projects within the company. His portfolio of work includes business park development, subdivision development, municipal roadway redevelopment, and multiple commercial and custom residential site development projects. He has directed multiple environmental studies, including ASTM Phase I Site Assessments and ASTM Environmental Transaction Screens.

Taylor will serve as the chief geologist and geotechnical project manager for any projects awarded to CEC through this RFQ. Taylor will be responsible for conduction of any geotechnical or environmental investigation conducted by CEC in support of this project as well as preparation of any related geotechnical or environmental reports.

Relevant Project Experience

- **Sterling City Street Improvements** – Sterling City, TX – Served as chief geologist and geotechnical project manager providing pavement design for all roadways in Sterling City, TX. Performed remote sensing and field-based surface hydrogeological interpretation related to interaction of waterways and associated floodplains and their impact on city roadway pavement design.
- **One Ford Subdivision** – Lubbock, TX – Worked as chief geologist and laboratory manager providing geotechnical design for foundations and roadways informed by data collected and reduced from surface to near-surface soil horizons.
- **One Forever Estates Subdivision** – New Home, TX – Worked as chief geologist and laboratory manager providing geotechnical design for foundations and roadways informed by data collected and reduced from surface to near-surface soil horizons.
- **Splash Bros. Car Wash** – Wolfforth, TX – Worked as chief geologist and conducted an ASTM Phase I Environmental Site Assessment for this project in Wolfforth.
- **Affordable Storage** – Killeen, TX – Worked as chief geologist and conducted an ASTM Phase I Environmental Site Assessment for this 6.25-acre project in Killeen.

Evan Matheney, PE



Education:

B.S. in Civil Engineering
-Texas Tech University

Certifications:

Professional Engineer,
State of Texas, No. 139976

Years' Experience:

6

Centerline Office Location:

Lubbock

Professional Experience

Evan is a project manager for CEC. He serves as a point of contact for civil engineering projects within the company. Evan has 2 years of experience as a Project Manager in the Civil Engineering Industry. His portfolio of work includes utility design for the City of Lubbock, subdivision development, and commercial site development projects.

Prior to joining Centerline, Evan served as a staff engineer for the City of Lubbock. His understanding of municipal needs and requirements compliments his technical design skills and is a benefit to all design teams he participates on.

Evan will serve as a project engineer as necessary for projects awarded to CEC through this RFQ. Evan will be available to meet with staff to ensure that the scope of services for each project is fully understood. Evan will be responsible for preparation of civil engineering design packages, contractor bid packages, and coordination with TCEQ and TXDOT.

Relevant Project Experience

- **Leftwich Park Pickleball Complex** – Lubbock, TX – Worked as design engineer providing cut/fill plan to remove pickleball courts from a playa lake, design of the pickleball courts, and sidewalk design that conformed to ADA standards.
- **FM 179 Waterline Project** – Lubbock, TX – Worked as design engineer providing design and layout of 3 miles of waterline. Coordinated with TXDOT and other utility companies during the widening of FM179 to ensure City infrastructure was protected. Conducted field inspections and provided contractor support on field issues.
- **I27 Annexation Waterline Project** – Lubbock, TX – Provided utility design and layout of 5 miles of 12" waterline to serve Lubbock, TX. Provided contractor support on field issues during construction.
- **San Angelo Retail Center** – San Angelo, TX – Worked as design engineer providing design of site, utility, and driveway improvements.

Joseph Gonzalez, EIT



Education:

B.S. in Civil Engineering
-University of Texas at Arlington

Certifications:

Engineer-in-Training
State of Texas, No. 72374

Years' Experience:

6

Centerline Office Location:

Plano

Professional Experience

Joseph is a Dallas Market Engineer-in-Training for CEC. He serves as the lead design engineer for all civil engineering projects in the DFW area. Joseph has 6 years of experience as a Project Manager in the Civil Engineering Industry. His portfolio of work includes commercial and restaurant development, residential foundation repair, and heavy highway projects.

Joseph will serve as a project engineer for any projects awarded to CEC through this RFQ. Joseph will be responsible for assisting in the preparation of civil engineering design packages, contractor bid packages, and coordination with other government agencies to the City of Jacksonville.

Relevant Project Experience

- **Jason's Deli and Similar Projects** – Houston, TX – Project Manager providing project management for utility improvements, architectural construction, electrical, mechanical, and plumbing contractors.
- **Southern Gateway Project** – Dallas, TX – Construction Quality Acceptance Engineer-in-Training for the I-35E reconstruction and US 67 widening providing QA engineering and inspection services for the \$666 million design-build contract consisting of 11 miles of interstate general purpose lanes, 46 bridges, and a deck park.
- **Foundation Stabilization** – Texas, Oregon, and Washington – Engineer-in-Training providing calculations based on expected capacities and soil data. Recommending number of, types, and orientation of piles to provide adequate support.

Amin Golnabi, EIT



Education:

B.S. in Civil Engineering
-Texas A&M University

Certifications:

Engineer-in-Training
State of Texas, No. 76537

Years' Experience:

1

Centerline Office Location:

Plano

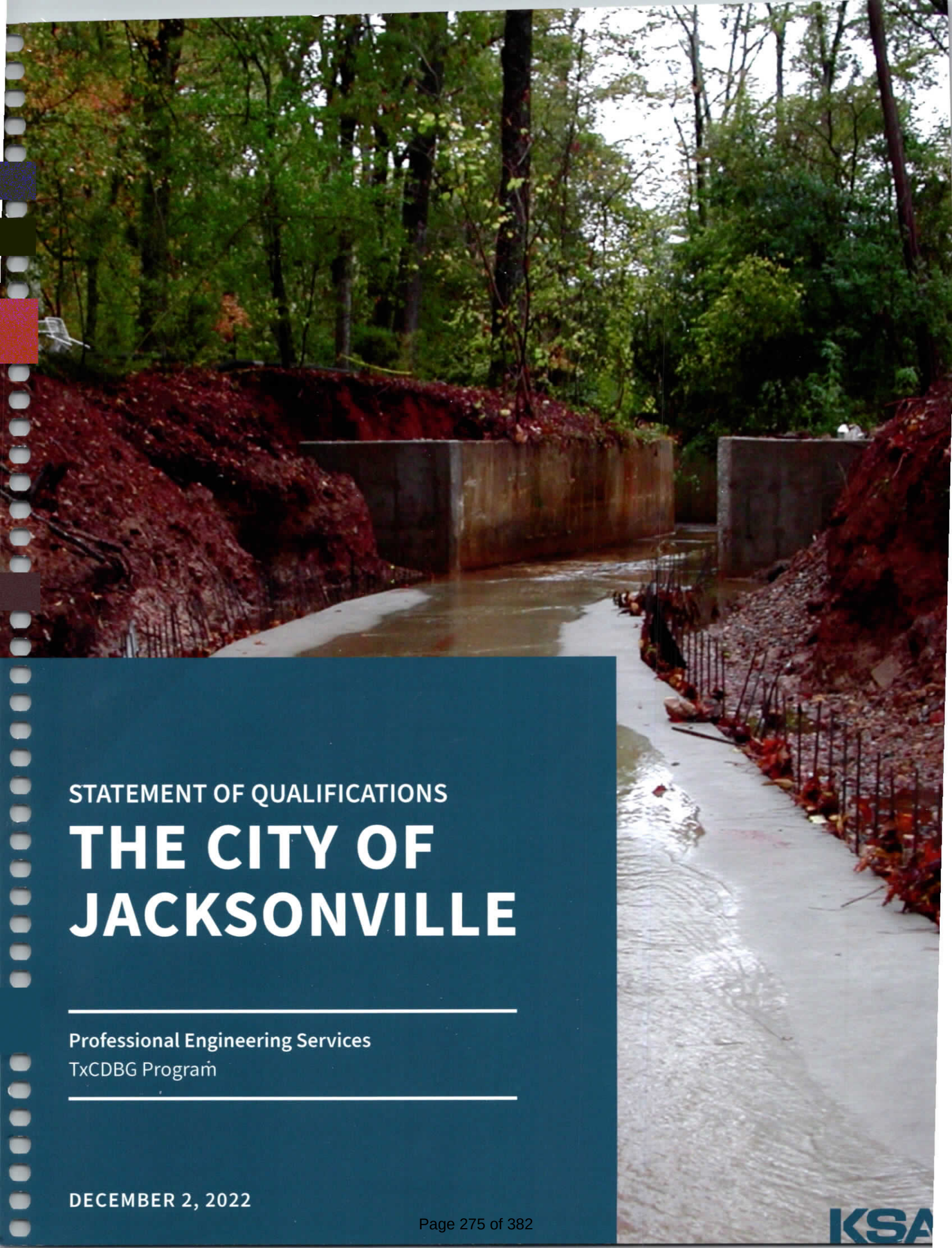
Professional Experience

Amin is a Project Engineer for CEC and serves as a Project Engineer for all civil engineering projects in the DFW area. Amin graduated from Texas A&M University with honors distinction in 2020 and has 1 year of experience as a Graduate Engineer in the Civil Engineering Industry. His portfolio of work includes reviewing private development projects for the City of Garland and construction management services for healthcare and commercial projects as a Co-op at a general contractor in Dallas, TX.

Amin will serve as a project engineer for any projects awarded to CEC through this RFQ. Amin will visit with the City of Jacksonville to meet with staff as necessary to ensure that the scope of services for each project is fully understood. Amin will assess the city design standards and prepare civil engineering design packages and calculations per the code.

Relevant Project Experience

- **Texoma Medical Center** – Denison, TX – Project Management Co-op for the expansion phase of this hospital managing subcontractors, submittals, and the final punch-list.
- **Medical City McKinney** – McKinney, TX – Provided pre-construction and scheduling services for all interior construction packages.
- **City of Garland** – Conducted Site-Permit reviews for 20 private development projects at the City of Garland ranging in residential subdivisions, commercial and industrial site developments.



STATEMENT OF QUALIFICATIONS

THE CITY OF JACKSONVILLE

Professional Engineering Services
TxCDBG Program

DECEMBER 2, 2022



6781 Oak Hill Blvd
Tyler, Texas 75703
903.581.8141

November 18, 2022

Randall Chandler
315 South Ragsdale
Jacksonville, Texas 75766-1390
randall.chandler@jacksonvilletx.org

Re: RFQ For 2023-2024 CDBG Program

Dear Mr. Chandler and Selection Committee:

KSA has a strong history of experience serving municipalities in the East and Central Texas areas. We understand that grant projects come with specific criteria for budget, schedule, and scope. We are confident we have the team, community knowledge, and project experience that can provide The City of Jacksonville with the quality service it needs. Our project-related services at a minimum will include the following:

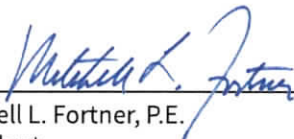
- **Application Development** – KSA will work with the city and Grant Administrator to develop the Grant Application package. Our Team's experience in similar projects will facilitate our goal of providing engineering related information to the city and grant administrator in a timely manner and a format that can easily be inserted into the grant application package.
- **Preliminary and final design plans and specifications** – KSA has decades of experience providing plan and specification packages for similar projects. Our long running relationships with numerous public and private sector clients enhance our abilities to provide plans and specifications that are easily understood by municipalities, city governments, and other governmental entities. Our attention to clients, budget, schedule and quality control encourages good competitive bidding and leads to a quality project for everyone.
- **Preparation of the bid package** – Prior to bidding, KSA will provide detailed cost estimates to ensure the project is within budget and meets project requirements. Cost estimates will aid in preparation of the bid package. KSA will prepare bid packages, advertisement/solicitation packages, facilitate bid openings, prepare bid tabulations and furnish recommendations regarding bidding results.
- **Conduct all field testing and inspections (interim and final)** – KSA can provide all anticipated field testing and inspection services including construction material testing and resident project representative services. Where services cannot be self-performed, KSA enjoys strong relationships with numerous consultants that could be added to the project team.
- **Other special services** – Other special services typically associated with infrastructure projects include geotechnical investigations, permitting through various governmental agencies, design and construction survey and boundary survey in the event land purchase is necessary. Each of these services can be performed through direct performance by KSA, or through a strategic teaming relationship with other consultants.

KSA has been providing engineering services in Texas for more than 43 years, and I confirm that KSA meets the appropriate state licensing requirements to practice as an Architect/Engineer in Texas. I confirm that KSA has not had a record of substandard work within the last five years. I confirm KSA has not engaged in any unethical practices within the last five years.

Please contact me or your project manager, Jeremy Orr, P.E. at 903.581.8141, if you have any questions or require additional information about KSA to complete your assessment of our capabilities. We look forward to hearing from you regarding your review of the proposal and the possibility of working with you on this important project.

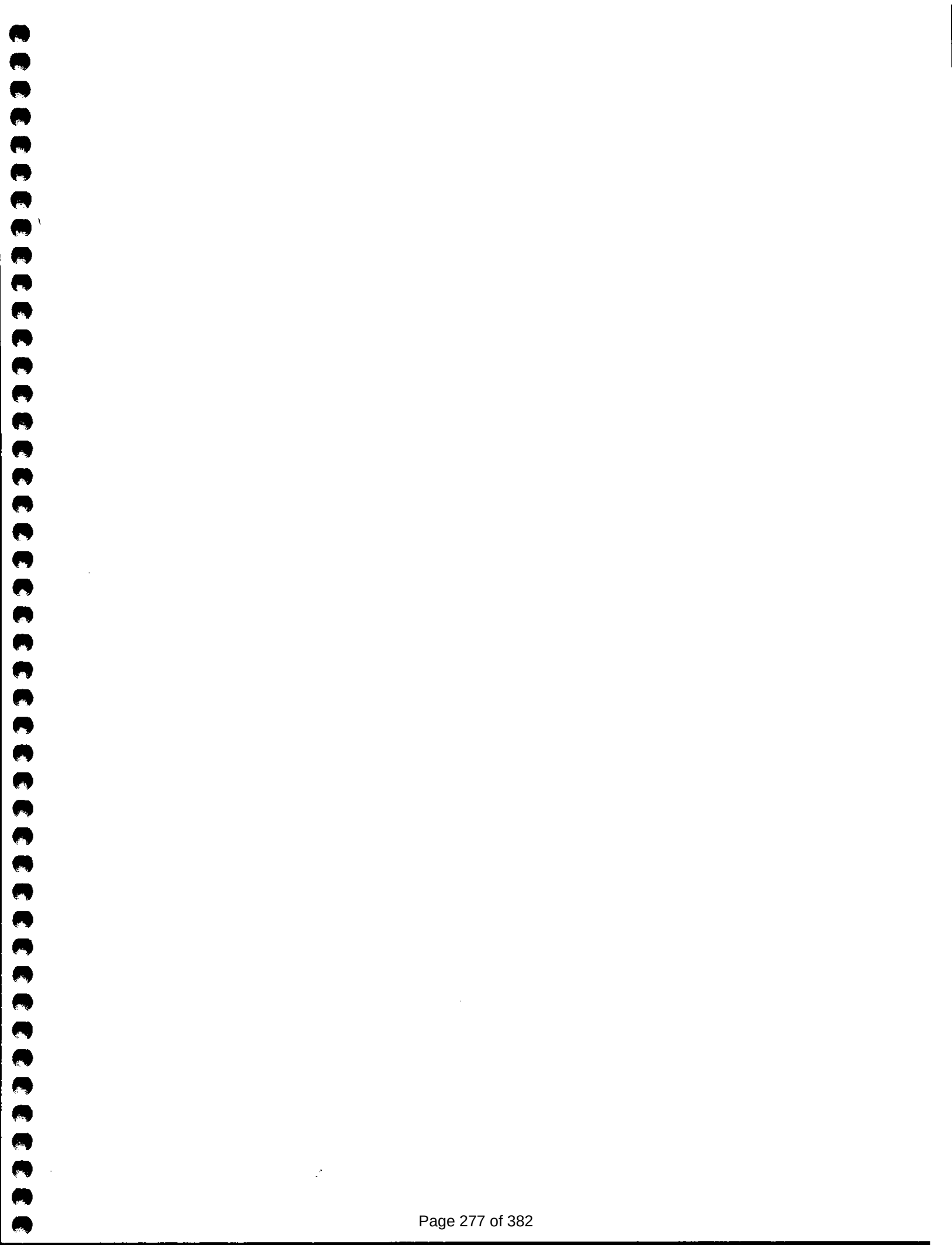
Sincerely,

KSA



Mitchell L. Fortner, P.E.
President

ksaeng.com



About KSA

KSA is an industry leader with a proven track record in the fields of civil engineering and architectural design.

Founded in 1978, KSA provides a broad range of consulting, management, engineering, architecture, planning, surveying, and construction services to our clients across the south-central United States.

KSA Core Values

**COLLABORATIVE
TEAMWORK**

**COMMITMENT TO
EXCELLENCE**

MUTUAL RESPECT

**CONSISTENT
INTEGRITY**

FUTURE FOCUSED

CORPORATE HEADQUARTERS

140 E. Tyler Street
Suite 600
Longview, Texas 75601
903.236.7700
www.ksaeng.com

CONTACT/OFFICE CONDUCTING WORK

Jeremy Orr, P.E.
Project Manager
6781 Oak Hill Blvd.
Tyler, TX 75703
903.581.8141
jorr@ksaeng.com

KSA is dedicated to making life better in communities.

That's why we work every day to improve the quality of life for our communities by making water, wastewater, stormwater infrastructure, city halls, courthouses, fire stations, police stations, libraries, community

buildings, roads, bridges, air, and airports safer. From conception to final completion, our knowledgeable teams oversee all aspects of each project on which we work. This attention to detail has resulted in consistent client satisfaction and an excellent reputation throughout the region. It has also led to a high percentage of repeat clients. In fact, we have been serving many of the same clients throughout our entire history.



KSA has grown to over 160 employees located in multiple offices in the south-central U.S. KSA has been named to the ENR Top 500 list as one of the 500 largest design firms in America. KSA was selected as a Zweig Group 2022 Hot Firm and 2022 Best Firms To Work For.

KSA Office Locations

Amarillo, Texas
Austin, Texas
Longview, Texas

Lufkin, Texas
McKinney, Texas
Norman, Oklahoma
Shreveport, Louisiana
Sugar Land, Texas
Tyler, Texas

KSA IS LICENSED BY THE TEXAS BOARD OF PROFESSIONAL ENGINEERS FIRM NO. F-1356.



Civil Engineering

We provide civil, mechanical and electrical engineering services for community facilities, such as water and wastewater treatment plants, street and drainage improvements and recreational facilities. We commonly assist cities with the development of capital improvement plans for infrastructure needs. We utilize all our resources to provide long-term, functional solutions.

**DRAINAGE
TRANSPORTATION
MEP
STREETS & ROADS
WATER AND WASTEWATER
SITE DEVELOPMENT**

Architecture

KSA provides architectural design services to local, state, and federal agencies and a variety of institutions, including K-12 and higher education, airports, recreational facilities and event venues.

Aviation

KSA's Aviation Services group has a holistic approach to aviation engineering. We take on each project with future projects in mind, thereby ensuring our clients are always prepared for their next need or development opportunity. Our staff has completed aviation projects for airports across the southwest region, ranging in size from small general aviation airports to medium hub commercial service airports.

Surveying

Surveying, which is often the first course of action before design starts, establishes land boundaries and topography. KSA utilizes the latest technological advances to provide accuracy in survey measurement and to ensure that the designs are compatible with the environmental and topographical conditions of the communities we serve.

**SURVEY & MAPPING
GIS**

Alternative Project Delivery

KSA provides turn-key project delivery through multiple delivery methods. From concept through completion with a single contract, we leverage strategic partnerships with qualified contractors and our subsidiary BLOC Design-Build, LLC., to deliver projects in the most cost-effective manner.

Because of the success generated from our early wastewater work, we expanded naturally into other municipal service offerings.

SERVICES

Engineering



Drainage

Experience with major drainage projects, coupled with the latest computer technology, enables KSA to design and implement innovative drainage solutions. We have in-depth knowledge of Federal Emergency Management Association (FEMA) procedures for letters of map revision (LOMR) and conditional letters of map revision (CLOMR) coordination. Our use of hydrology and hydraulics (H&H) modeling programs allows us to confirm impact of drainage modifications to sensitive sites and design sustainable drainage solutions.

Mechanical, Electrical, and Plumbing

Our electrical engineers, master electricians and instrumentation technicians design automation and remote monitoring systems for municipalities, airports,

manufacturers, and the oil and gas industry. Our electrical services include design, installation, maintenance and troubleshooting electrical wiring systems to power facilities of varying sizes. We custom-build and program supervisory control and data acquisition (SCADA) systems to maximize operating performance.

Streets and Roads

Transportation systems like roadways, highways, toll facilities, bridges and water resources play a huge role in our ability to go about our everyday lives – both work and play. At the core, we are committed to improving trip safety and quality for the traveling public. We have extensive experience in street and road development and improvements and we work with municipalities and state agencies for street assessments, safe streets

programs, capital improvement plans, street reconstruction and extension design and other street-related services like stormwater pollution prevention planning (SW3P) and signage, striping, and traffic control.

Water and Wastewater

Adequate water supply and wastewater treatment capacity are always critical components of a city's ability to grow. KSA serves both public and private sector clients in the areas of water and wastewater treatment, water transmission and distribution and wastewater collection systems. We specialize in the modification of existing water and wastewater treatment plants to meet evolving national, state and local treatment standards. Our staff perform all facets of permitting, treatability studies, design, construction administration and operational training.



Project Experience

Municipal Public Infrastructure Projects

KSA's core business is focused around Municipal Public Infrastructure projects. Since 1978, when the City of Longview trusted KSA with its first wastewater project, KSA has been providing a wide variety of public infrastructure projects to mid and small sized municipalities across Texas, Oklahoma, and Louisiana.

Federally Funded Experience

As detailed herein throughout, KSA works every day to improve the quality of life for our communities by making water, wastewater, stormwater infrastructure, city halls, courthouses, fire stations, police stations, libraries, community buildings, roads, bridges, air, and airports safer. From conception to final completion, our knowledgeable teams oversee all aspects of each project on which we work. This attention to detail has resulted in consistent client satisfaction and an excellent reputation throughout the region. It has also led to a high percentage of repeat clients. In fact, we have been serving many of the same clients throughout our entire history.

KSA has extensive experience working with clients through many funding mechanisms and understands the complexities of the various elements and requirements of publicly-funded projects. Regarding our funding expertise, we have helped our clients find money. Let's face it: funding often dictates between what could be, and what is. This is especially true with municipal projects. Community leaders are often limited because of a lack of funding. We are aware of these issues and have a solution. At KSA, we make it our duty to help our clients find sources of funding so they can pursue much-needed infrastructure projects, in many cases, at no local cost. We work with our clients to identify what work is needed. Then, we help them package their needs to present to state and federal agencies for financial assistance programs.

Here are some funding areas where we can help:

GRANTS - We work with grant consultants and provide them with the necessary technical information to support the grant application process. We have had tremendous success working with communities to secure competitive grants. It is important to us to stay abreast of ever-changing state and federal grant program rules and regulations. This gives us a competitive edge, and helps our clients score well and justify their projects to scoring committees.

LOANS - We are happy to put the entire loan package together, working directly with individual municipalities. In Texas for example, these are often State Revolving Fund (SRF) low interest loans for water and sewer improvements. In addition to helping our clients secure loans, we also help them secure loan forgiveness by participating in various loan forgiveness programs across the country.

BONDS - By working with city financial advisors and providing them with technical engineering information, we help our clients secure bonds to fund needed projects in their communities.

RATES - We have helped our clients discover funding options within their own budgets. We have also put our clients in contact with our financial partners who can conduct rate studies to help develop a plan to generate funds from their own revenue streams.

*At KSA, we recognize in a world crowded with consulting engineering firms, it is our service and experience that separates us from other firms. With that in mind, we are committed to providing exceptional service and quality on every project. We have an exceptionally high percentage of repeat clients. The following pages highlight some of our **drainage, street, water, wastewater, and generator experience**, followed by lists of our extensive **federally funded experience and local experience in the general region of the City of Jacksonville**.*

DRAINAGE & STREETS



TxCDBG Disaster Relief Drainage Improvements

Naples, Texas

As part of the 2011 Texas Community Development Block Grant Disaster Relief Program, the City of Naples received funding to repair flood damage that occurred within the city. The project consisted of reconstruction of Kenn Street and adjacent road side ditches to facilitate positive street drainage. Culverts at Smith Street, Galloway Street, and Simpson Road were replaced due to inadequate sizing and structural failures. A drainage ditch between Galloway Street and Smith Street was widened and regraded to improve the area's ability to convey stormwater flows quickly downstream to better protect against future flooding occurrences.

Lumberjack Drive Street and Drainage Improvements

Diboll, Texas

Because Lumberjack Drive is home to three Diboll schools, additional consideration was given to the rehabilitation of the road. KSA's pavement design accounted for loading caused by both automotive and bus traffic. The scope of the project included the reconstruction of approximately 5,100 linear feet of existing street. The pavement design was two inches of thick hot mix asphalt and concrete (HMAC), two and a half inches of HMAC black base and 12 inches of chemical stabilization using lime fly ash.

During design and pre-construction, KSA worked to identify and mitigate potential construction obstacles or delays with the use of thoughtful phasing. Special attention was also given to ensure the unobstructed flow of school and residential traffic during construction. Storm water prevention plans were developed in accordance with Texas Commission on Environmental Quality (TCEQ) requirements regarding runoff from the construction site. KSA has a long history with the City of Diboll dating back to 1984.



Ashmore Unit 4 Emergency Drainage Improvements

Tyler, Texas

The City of Tyler maintains a 20 feet wide drainage easement through Ashmore Addition Units 3 & 4. Storm water flows generally travel west to east through the Ashmore Addition from Salisbury to Ashmore Lanes via open channel and box culvert road crossings. From information provided to KSA by the city, the drainage system between Salisbury and Ashmore Lanes consists of the following:

- Upstream of Salisbury Lane: 10-foot wide x 4-foot tall rectangular open channel
- Beneath Salisbury Lane: 10-foot wide x 4-foot tall box culvert
- Downstream of Salisbury Lane: 10-foot wide x 4-foot tall rectangular open channel
- Between Salisbury and Ashmore Lanes: The 10-foot wide x 4-foot tall rectangular open channel transitions to a 10-foot wide x 5-foot tall rectangular open channel upstream of Ashmore Lane
- Beneath Ashmore Lane: 10-foot wide x 5-foot tall box culvert
- Downstream of Ashmore Lane: 10-foot wide x 5-foot tall rectangular open channel

In November 2015, residential retaining walls in the Ashmore Addition Unit 3 & 4 drainage channel failed between the Salisbury and Ashmore Lanes. The wall failures resulted in the deposition of debris and soil into the existing 10-foot wide open channel thereby impeding storm water flows. In February and March 2016, the City of Tyler, in response to the flow impedances from the wall failures, removed debris from the channel and installed one (1) 42-inch and one (1) 48-inch culvert pipe approximately 300-feet in length to restore positive drainage within the Ashmore Addition. In February 2016, KSA was retained by the City of Tyler to perform engineering services to restore and/or improve the drainage channel between Salisbury and Ashmore Lanes and restore adjacent properties to nearby pre-failure conditions. A detailed HEC-RAS analysis of the channel was performed to determine if additional capacity could be constructed as part of the channel restoration. The analysis determined that additional hydraulic capacity could not be achieved easily due to site and budget constraints.

The design considers the reuse of the non-damaged portions of the open channel and modifying the open channel to a box culvert. The northern channel walls would be reused in their entirety and vertical height of the channel would be added to fully utilize the site's elevation constraints and provide as large a box culvert as possible. The channel bottom would also be reused to the greatest extent possible with only sections of damaged area replaced as required upon exposure and subsequent inspection by all parties. As stated above, the maximum top elevation of the box is estimated 482 feet msl to maintain area drainage from residential properties. Integral inlets in the top of the box would be constructed to allow for proper drainage from adjacent properties. Failed retaining walls on the south side of the channel would be reconstructed and returned to pre-failure grades and elevations. Intact retaining walls that are similarly constructed to the failed section would be demolished and reconstructed.

EDA Street and Drainage Improvements

Mexia, Texas

KSA was selected by the Mexia Economic Development Corporation (MEDC) to assist with the Preliminary Engineering Report necessary to make certain street improvements to their existing Industrial park with funding in part by Economic Development Agency (EDA). MEDC was successful in obtaining grant money through EDA. The amount of said grant was approximately 42 percent of the construction and engineering cost associated with the project.

There were two elements including the new construction of approximately 1,700 linear feet of a 37-foot wide street featuring curb and gutter with storm sewer inlets and storm sewer piping. The outfall of the drainage with the completion of a channel with a 4-foot bottom with 2:1 side slopes. Another element of the project included the reconstruction of approximately 3,600 linear feet of street with a width of 24 feet. This borrow ditch type construction included the installation of several concrete box culverts to aid in the drainage.

Each street was constructed utilizing rigid pavement (concrete) with a depth of 7 inches and included lime stabilization as a subbase. The design is capable of accommodating industrial grade loads in the form of equivalent 18-wheel loading. This project was proposed to be completed in June of 2019, but it was fully completed August 31, 2019. Due to the unusual rainy weather during fall 2018 and spring 2019, a slight delay was made. One change order was made through the duration of this project. An increase of \$100,000 was added to maximize the money given by the EDA grant participation on this project. Because of the excellent bids received on the project, MEDC was able to increase the fire protection system in the existing industrial park with the addition of fire hydrants spaced appropriately. This allowed MEDC to maximize the grant funds from EDA.

Roadway and Drainage Assessment and Prioritization Plan

Town of St. Paul, Texas

The Town of St. Paul is a rural community in south central Collin County, approximately 30 miles from the City of Dallas. The ETJ follows the shore of Lavon Lake, which is one of the drainage outfalls for the region.

Like many municipalities in the region, St. Paul is generally flat graded, with sloped terrain as one gets close to Lake Lavon, or to a major creek. Drainage issues across the community appear to be caused by the difficulty of moving stormwater across very gentle slopes, undersized conveyance structures (culverts), and uncontrolled stormwater at steep grade breaks where lake-feeding channels form. The Town of St. Paul hired KSA to complete a two-part assessment of the condition of the roadway network, and to conceptually analyze the cause and potential solutions of 19 drainage problems on various roads. The intent of the document was to scope specific solutions on a prioritization matrix to help the governing body make annual decisions for road and drainage improvements.

The analysis included improvements to culvert crossings, channels, roadside ditches, ponding structures, erosion and energy dissipation structures, and other drainage features. The project included detailed Opinions of Cost including construction, surveying, and design estimates. The document was used to guide the construction of the first phase in 2020, and will continue to be used and updated as needed.

Hurricane Ike Recovery Round 2.2 ORCA Public Housing Sidewalk and Access

Groveton, Texas

KSA was selected by the City of Groveton to design sidewalks, to provide an alternate means of transportation. The project, which was funded by the General Land Office as part of a Hurricane Ike Recovery project, includes 1,755 linear feet of 5-foot wide sidewalk that interconnects the downtown area of Groveton to the existing housing authority. The project also included approximately 980 linear feet of 5-foot sidewalk inside the housing authority to replace existing sidewalk that did not meet ADA requirements.

Hardin County Hurricane Ike/Dolly Recovery Projects

Hardin County, Texas

KSA was hired by the General Land Office to complete several projects in Hardin County, Texas to address flooding that occurred during Hurricane Ike. Much of the southern portion of the county is approximately 20 feet above sea level. Hardin County is located sufficiently inland to avoid the worst wind effects of gulf storms but received extensive rain during the storm event. Under the Disaster Recovery Program, Hardin County has funded two significant flood control projects.

The Silsbee Detention basin was designed adjacent to Mill Creek to protect Quail Hollow Subdivision. Quail Hollow is a 90-acre subdivision located outside the City of Silsbee city limits. The area is not identified as a flood hazard on FEMA mapping but experienced ponding around building structures with rain events with as low as two year re-occurrence intervals. Hurricane Ike inundated homes and structures. KSA coordinated with the county to design a diversion channel to capture the out of bank flow volume in Mill Creek and direct the flow to a storm water detention pond. The detention basin discharges back into Mill Creek south of Quail Hollow. Hardin County's second project involved mitigating flooding in the Pinewood and Countrywood communities. These communities have experienced significant periodic flooding and flooded during the 2008 hurricane. KSA completed a flood study for this area in 1994 and updated the information in 2006. The need for improvements in this area were well known, however funding was unavailable.

The Pinewood and Countrywood communities combined represent an approximately 1500 acres of residential development centered about Coon Marsh Gully. Approximately 60% of the community is located within a Zone A flood hazard. KSA completed a detailed topographical survey of Coon Marsh Gully and the adjoining residential area. Significant challenges were present with the improvements. Most of the land in the area was already developed and the current floodplain was extensive. The budget for the improvements also precluded construction of detention reservoirs or storm water pumping.

Significant environmental issues existed including potential threatened and endangered species. The project also terminated at the Big Thicket National Preserve. KSA developed several options. The recommended option included removing brush and debris from a mile long portion of an existing diversion channel, concrete lining 1,500 linear feet of diversion channel through the most developed portion of Pinewood Estates, and construction of 1.25-mile grass lined diversion channel around portions of Countrywood Estates. Flow restrictions were found at two bridges on Coon Marsh Gully. The Pinewood Boulevard Bridge was concrete lined to increase conveyance and Bonura Road crossing was rebuilt with larger box culverts.



Beech Street Culvert Replacement

Woodville, Texas

KSA was approached by the City of Woodville to design repairs to a failing 54-inch diameter HDPE culvert. KSA investigated the existing culvert and determined that the pipe had begun to fail and was undermining the street.

KSA conducted the necessary hydrologic and hydraulic studies to determine the size of the proposed replacement culvert. KSA provided the City with two options for replacement that would convey the required storm flow as well as provide surface drainage for the street.

Another aspect of this project was its proximity to a public school and the associated traffic along this street. The design and construction was completed in a timeframe that allowed for the improvements to be completed with minimal disruption to school related traffic.

Bond Street Improvement

Grapeland, Texas

KSA completed the original budget for street improvements for the City of Grapeland to procure funding through bonds. KSA then provided design, construction and inspection services for project completion. The project accomplished street rehabilitation on 14 streets within the city. The original project included nine streets for rehabilitation. There was money remaining from the original bond issue, so the city opted to complete five additional street rehabilitation projects. Street improvements included road mixing of existing streets with lime or lime fly-ash as required, with a 2-inch HMAC surface course, including drainage improvements and final grading.

Downtown Parking Streetscape Improvements Longview, Texas

KSA was selected by the City of Longview to design improvements to the sidewalks adjacent to the public parking areas in Downtown Longview.

The project included modifications to the sidewalks along the north side of Cotton Street from Fredonia Street to Center Street and from Center Street to High Street. Project elements included incorporating the construction drawings for the proposed railroad quiet zone improvements, removal of existing sidewalks, driveway entrances, curb and gutter systems, landscaping, and irrigation. The project included concrete walkways, drive aprons, brick ribbons, brick planters, concrete/brick retaining wall, new storm inlet, concrete curb and gutter, landscaping, and irrigation.



TxCDBG West Bonham & East Side Paris Streets Reconstruction Ladonia, Texas

The City of Ladonia selected KSA to design roadway improvements within the city. The project included the reconstruction of 800 feet of West Bonham and 1,850 feet of East Paris Street. The project was funded by the Texas Community Development Block Grant (TxCDBG) program in conjunction with the American Recovery and Reinvestment Act (ARRA).

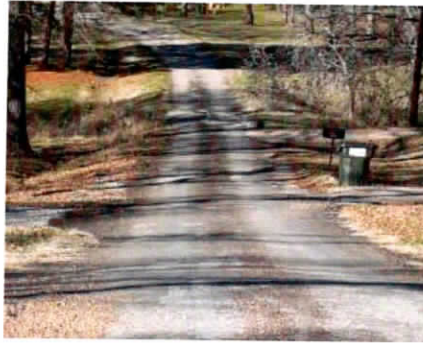
Capri, Rhodius, and Albrecht Road Improvements Selma, Texas

The City of Selma contracted KSA to design and manage all aspects of three new roads and associated utilities and drainage improvements totaling \$1.2 million in construction cost. The Capri, Rhodius, and Albrecht street and utilities project encompassed approximately 4,000 linear feet of new asphalt road, 8,000 linear feet of new water and sewer lines, and over 10,000 linear feet of drainage improvements, including culverts, underground storm sewer, and improved drainage ditches.

A key aspect of this project was the protection of trees along a historic property adjacent to the project site. Cost effective engineering solutions helped retain these trees while maintaining road and utility access for all properties along these streets and ensuring proper drainage within the right-of-way. Project design elements included raising the road grade near the drip line of these trees to minimize excavation near roots and underground cross-drainage structures to divert storm water flows around the trees and into downstream structures.



Due to the flat or reverse grades of the existing topography, a detailed analysis was performed prior to project design to ensure gravity sanitary sewer would be a viable option for these new streets. Through utilization of minimum TCEQ slopes and efficient pipe network layout, a gravity sewer was possible, resulting in significant utility cost savings to the city. Storm water flows were also thoroughly studied to ensure positive drainage of all streets and right-of-ways while minimizing the easements required. KSA also coordinated with downstream property developers to tie proposed grades together and confirm the compatibility of interconnecting drainage improvements. After development of the plans, specifications, and cost estimates, KSA administered bidding and managed construction for the city. The awarded low bid amount, including add alternates, was 15% lower than KSA's cost estimate. As construction on this project proceeded to completion, KSA continued to evaluate options for cost savings while ensuring all design requirements were met for a successful project that satisfied all city and resident stakeholders.



TxCDBG Street Improvements

Seven Points, Texas

This project involved the design and construction of TCDP TxCDBG funded street improvements for a residential subdivision along multiple streets in the City of Seven Points. Approximately 8,200 linear feet of roadway was in need of a single course surface treatment due to structural failures in the existing pavement. KSA was the prime consultant for design services for roadway, county coordination, bidding, and construction administration.

Lufkin Sayers Street Reconstruction

Lufkin, Texas

KSA was hired by the City of Lufkin to design, procure, and administer construction for a complete reconstruction of the city maintained portion of Sayers Street. Sayers Street is a critical collector street within the City of Lufkin traffic system and begins as FM 2251 at Loop 287/US 69 in the north portion of the city. Originally, Sayers Street was constructed as a typical residential street. However, traffic levels on the street moving between Loop 287, HWY 103, and the city's downtown area had increased sufficiently to make safety and street maintenance problematic.



The completed project reconstructed the municipal portion of Sayers Street. The street width was increased to match the lane widths provided in the TxDOT controlled portion of the roadway. Design traffic loading was carefully considered and the roadway was designed for a medium duty condition rated for 175 thousand ESEL. The final roadway cross section consisted of lime stabilized sub-grade and asphaltic concrete Type "D" working course followed by an asphaltic concrete Type "C" base course overlaid with a 2-inch Type "D" wear course. The decision to use asphaltic base instead of traditional road base was driven by the City of Lufkin's ability to provide and lay asphalt. As part of the city's street maintenance program, Lufkin purchased asphalt milling and lay down equipment and the city performed those work elements for this project.

The roadway received curb and gutter section and extensive storm sewer installations were required to convert from the previous bar ditch section. 520 linear feet of concrete box culvert, 1,050 linear feet of 24-inch diameter reinforced concrete pipe and 1,300 linear feet of 18-inch diameter RCP were installed. Total cost of drainage improvements equaled approximately \$300,000. Water and sewer infrastructure along Sayers Street were completely replaced as a portion of the work. Approximately 3,500 linear feet of 8-inch water line and comparable amounts of 8-inch sewer line was constructed. Eighteen manholes and 8 fire hydrants were installed. An ADA accessible sidewalk including curb ramps were provided along the entire length of the proposed project. During construction, KSA worked closely with the city and the contractor to coordinate road closures and facilitate the interaction between the city's street crews and the contractor.



Sachse Haverhill Lane Reconstruction

Sachse, Texas

The City of Sachse selected KSA to prepare engineering plans and specifications and provide construction phase services for the reconstruction of an existing residential street. The deteriorated concrete roadway experienced base and surface failures. Storm water sheet flows long distances across the pavement to an existing concrete channel. Due to the lack of subsurface storm drain facilities, KSA determined that the existing concrete channel would be sufficient once the street was properly graded.

Funded by a local bond program, KSA prepared plans, specifications, estimates, and contract documents for the reconstruction of Haverhill Lane from Miles Road to Hunters Ridge Road. The 1,400-linear foot concrete roadway is two lanes undivided with curb and gutter. The city's right-of-way included a sidewalk that was also in need of reconstruction to bring the sidewalk in compliance with current ADA standards. This included reconstructing the sidewalk to meet slope requirements and provide ADA-compliant, barrier free ramps at intersections. A geotechnical investigation was performed to test for the presence of sulfates. Based on the geotechnical report and our experience with the native soils, KSA specified an 8-inch lime slurry for the subgrade that conformed to city standards and stabilized the base prior to concrete placement.

The intersection of Haverhill Lane and Hunters Ridge Road presented an interesting challenge. Due to the mostly flat topography with random, modest changes in elevation, KSA examined the flow of storm water and replaced sufficient amounts of pavement to assure positive drainage was achieved.

Haverhill Lane provides residential access and required proper construction phasing to allow continual access. Only one lane could be closed for construction at a time, and the intersection of Haverhill Lane and Hunters Ridge Road was open at all times. KSA coordinated with existing municipal entities for water, wastewater, telephone, cable, and power utilities. Shallow cable lines were encountered and required lowering. Manholes and water valve boxes were raised to grade as necessary. KSA hosted two public meetings with and for the city and its residents where input was solicited and concerns were addressed.



Northwest 12 Phase 1 Improvements

Mount Pleasant, Texas

KSA was selected by the City of Mount Pleasant to provide professional services for the development of County Road 1312, known locally as Old Northwest 12. Phase 1 of Old Northwest 12 extends from US 271 on the west to Business 271 on the east. City staff identified the old route as a critical east-west traffic corridor.

KSA provided a corridor analysis which, along with alignment and right-of-way evaluations, included a review of current traffic data, investigation of current and projected growth, and an assessment of existing and future utilities. This early report indicated that Old NW 12 was positioned to be an important transportation corridor, serving the majority of the city's north service area as significant growth occurs in the future. KSA assisted the city with acquisition of the necessary right-of-way by providing in-house surveying services for acquisition, coordinating design survey services with the city's survey consultant, and right-of-way agent services through a subconsultant agreement with a local right-of-way agent. With the completion of acquisition for Phase 1 and 2, the city issued the notice to proceed for engineering services for the first phase of the project.

Along with horizontal and vertical design, the paving improvements for Phase 1 include lime stabilized subgrade, cement stabilized subgrade, 7-inch concrete pavement section, monolithic concrete curbs, 30-inch curb and gutter (city standard), modular block retaining walls, concrete driveway aprons, asphalt transitions to existing side streets, guardrails, pavement markings, and road signs. The project design included storm sewer improvements with new inlet boxes, junction boxes, 18-, 24-, and 30-inch diameter concrete storm sewer pipes, and acquisition of drainage easements for the storm sewer discharge line. Utility improvements included relocation of an existing 10-inch water line, extension of an 8-inch sewer line, and coordination with franchise utilities, such as electric power (overhead and underground), fiber optic cables, telephone, and gas for adjustments and relocations.

Both ends of Phase 1 intersect with TxDOT highways requiring significant agency coordination, design reviews, and permit applications. Additional services provided by KSA include geotechnical investigation, environmental and archaeological investigation/permits, development of a traffic control plan to maintain postal deliveries and school bus access, coordination of construction material testing, and resident project representative services. Construction was completed and the road is in service.

WATER/WASTEWATER



Treated Water Transmission Main Nacogdoches, Texas

KSA was retained by the City of Nacogdoches to act as program manager for a \$17 million dollar Drinking Water State Revolving Fund loan provided by the Texas Water Development Board. The purpose of this loan was to upgrade the water supply, treatment, and transmission capability of the City of Nacogdoches. The work included three primary components: upgrade to surface water treatment plant, construction of new raw water pump station, and construction of eight (8) miles of 36-inch treated water transmission main.

KSA worked with the City of Nacogdoches from the very beginning of the project. We assisted the city to submit the original Intended Use Plan and to close on the loan funds. From that point on, we completed all necessary TWDB reporting for city approval and submission. We tracked construction outlays, assured project accounting, and we presented the information to city accounting staff in a concise manner.

During the design of the facilities, KSA formed a team including KSA staff, city staff and supervisors, and specific equipment vendors to assure a complete functional design. We believe that operator input into all aspects of functionality is necessary for a successful project. Key elements designed as part of this loan included redesign of the treatment plants clarifiers to configure to a proprietary superpulsator design. The raw water pump station was redesigned to include vertical turbine pumps controlled by variable frequency drives. The eight (8) miles of treated water transmission main required completely new easements and was designed and bid for three different pipe material options, including ductile iron, PVC and polyethylene. KSA's team approach allowed all three project elements to be constructed on a concurrent schedule utilizing three different contractors.



New Water Well No. 3

Honey Grove, Texas

KSA was engaged by the City of Honey Grove to perform a Water and Wastewater Master Plan; one of the projects identified in the Master Plan was the design and construction of Water Well No. 3. KSA designed the new water well and received bids for construction. During the bidding process the city was notified that the project could be funded by the Texas Water Development Board (TWDB) and the American Recovery and Reinvestment Act (ARRA) because it was "shovel ready." KSA assisted the City of Honey Grove in applying for TWDB funding, bidding and construction phases of the project. The project was completed with funds from the TWDB and the ARRA with 100% loan forgiveness.

Lift Station Replacements

East Cedar Creek Fresh Water Supply District (Mabank, Texas)

Lift Station No. 3

East Cedar Creek Fresh Water Supply District (FWSD) maintains and operates over 70 lift stations throughout their wastewater collection system. KSA has served as the district's engineer since 2009 and designed several lift station upgrades during that time. Lift Station No. 3 was undersized and located too close to an existing roadway. KSA designed a new lift station to completely replace the existing lift station. The lift station design included explosion proof grinder pumps, new electrical controls, alarms and an automatic transfer switch for connection to a mobile trailer-mounted generator. Construction was completed in the fall of 2013.

Lift Station No. 61

KSA has served as East Cedar Creek Fresh Water Supply District's engineer since 2009. East Cedar Creek maintains and operates over 70 lift stations throughout their wastewater collection system and have called upon KSA to design several lift station upgrades during this time. Lift Station No. 61 was undersized and was a maintenance concern for the district. KSA designed a new lift station to completely replace the existing lift station. The lift station design included explosion proof grinder pumps, new electrical controls, alarms and an automatic transfer switch for connection to a mobile trailer-mounted generator. The site work included new fencing and an entrance drive. Construction was completed in the winter of 2015.

Lift Station No. 29

East Cedar Creek FWSD maintains and operates over 70 lift stations throughout their wastewater collection system. KSA has served as the district's engineer since 2009 and designed several lift station upgrades during that time. Lift Station No. 29 was undersized, poorly located and was a maintenance concern for the district. KSA designed a new lift station to completely replace the existing lift station. The lift station design included explosion proof grinder pumps, new electrical controls, alarms and an automatic transfer switch for connection to a trailer-mounted generator.



Raw Water Transmission Facilities

Crockett, Texas

KSA was selected by the Houston County Water Control District No. 1 to design an expansion for the district's surface water treatment plant. The expansion increased the plant's daily flow rate from 3.11 MGD to 6.22 MGD, which included a separate contract for installation of a parallel transmission main to convey surface water from Houston County Lake to the district's surface water treatment plant.

In order to connect the raw water pump station at Houston County Lake to the surface water treatment plant, approximately five (5) miles of 20-inch PVC transmission main was installed for future capacity at the plant and also future industrial water needs capacity as requested from several prospective Biomass facilities within the area.

The 20-inch transmission main and surface water treatment plant expansion was funded through a Texas Water Development Board Drinking Water State Revolving Fund Loan. There were a total of 28 bids for the transmission main project, which was completed well below the project budget.

East Main Street Waterline Replacement

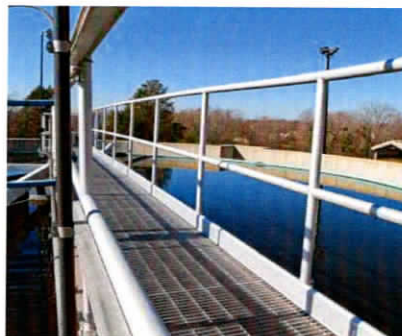
Ladonia, Texas

KSA was selected by the City of Ladonia to design a replacement water line along East Main Street. The existing line was undersized and had frequent breaks, resulting in repetitive service disruptions. KSA provided design, bidding and construction phase services for the replacement of approximately 1,850 linear feet of 8-inch water line, including driveway/road bores, service reconnections, sidewalk repair and all associated appurtenances.

DWSRF Water Distribution System Improvements

Rockdale, Texas

The City has a dated distribution system which has resulted in major pipe breaks and leaks. KSA assisted the City with the successful application for a TWDB loan. The project is currently in preliminary design. A leak detection study was conducted that combined with distribution system records will be used to prioritize pipe replacements. The budget is projected to allow for replacement of approximately 120,000 linear feet of piping. The initial goal of the project is to replace existing cast iron and asbestos cement pipe in the distribution system. Additional new piping will also be added to provide increased flow rates and pressures in portions of the city.



Wastewater Treatment Plant Improvements

Mexia, Texas

New permitted effluent limits required that the existing 0.85 MGD package-type wastewater treatment plant for the City of Mexia be abandoned. The city hired KSA to upgrade the plant.

KSA completed all civil engineering for the project, including: Preliminary Engineering Report, permitting, environmental assessment, hydraulic profiles, treatment unit sizing, equipment selection/specification, bidding/construction oversight and development of an O&M Manual.

The project involved construction of a new 2.0 MGD average annual flow wastewater treatment plant with 8.0 MGD peak 2-hour flow using the extended aeration mode including:

- Mechanical climber-type screen and manual bar screens
- Grit chambers - vortex type
- Lift station with four submersible pumps with VFD's
- Influent splitter box
- Aeration basins, two each with floating aerators
- Two clarifiers with algae sweeps, full radius scum arm, and sludge level meter
- UV disinfection with automatic flow pace and self-cleaning wipers - two channels, four banks
- Effluent meter with cascade aeration for increased dissolved oxygen
- Sludge pump station with three submersible pumps with VFD's
- Aerobic digester/sludge holding tank with floating aerator
- Digested sludge pump station - grinder and two progressive cavity pumps
- Centrifuge - for sludge dewatering
- Administration and lab building
- Electrical and generator
- SCADA
- Plant on-site reuse system - pressure tank, pumps, chlorine
- Site piping, grading, roads, fencing

The project also involved abandonment of the old treatment plant, and the project was funded by the Texas Water Development Board - Clean Water SRF program.

Wastewater Treatment Plant Improvements

Groesbeck, Texas

KSA was hired by the City of Groesbeck to complete all civil engineering for the WWTP improvements project. Our project manager and project engineer prepared a preliminary engineering report, TPDES permit, and EA, hydraulic profiles, treatment unit sizing, equipment specification, construction inspection and oversight and an O&M Manual. This project involved expansion of the existing plant from 0.525 to 0.709 MGD average daily flow with a peak two-hour flow of 1,477 GPM.

Construction included:

- Modifications to aeration basin (2 each)
- Replacement of two existing clarifier drives
- Addition of one clarifier with algae sweeps and full radius scum arm
- Construction of one sludge lift station
- Modification to chlorine contact chambers to increase contact time
- Addition of new digested sludge pump station and polymer feed system
- Addition of two sludge dewatering boxes complete with containment area
- Demolition of abandoned trickling filter and sludge drying bed units
- Installation of new electrical
- Site piping, grading, roads, fencing

The project was funded by the TWDB CWSRF program.

Benham Interceptor Sewer Line Construction

Mineola, Texas

The City of Mineola authorized KSA to design an interceptor sewer line in Mineola, Texas. The 24-inch and 18-inch gravity sewer lines extend from the existing wastewater treatment plant to the Benham lift station to allow the abandonment of said lift station. The project consists of approximately 5,700 linear feet of 24-inch sewer line and approximately 4,900 linear feet of 18-inch sewer line including manholes, bores and other appurtenances. Our total services included conducting surveys, design, inspection, construction staking, easement preparation and resident project representation.

Moore Lift Station and Line P Replacement

Gladewater, Texas

This project designed by KSA involved the abandonment of an old existing, problematic sanitary sewer lift station owned and maintained by the City of Gladewater and the construction of a new Moore Lift Station. The new lift station provided two new submersible pumps, separate valve vault, 8-inch PVC force main and electrical controls. The project also provided for the replacement of approximately 2,300 feet of 18-inch SDR 26 PVC interceptor sewer line upstream of the new lift station. Other new pipeline work associated with this project included the installation of 120 linear feet of steel casing by dry bore under the UPRR railroad to provide for the outfall of the new 8-inch force main.

GENERATORS

Emergency Generators for Water Sites

Selma, Texas

The City contracted KSA to evaluate emergency power options at its water sites due to impacts of the winter storm of February 2021 that caused state-wide power outages and exposed municipal water systems to extreme cold. This created emergency conditions including frozen and burst pipes, lack of water production and treatment, limited or no pumping capacity, and exhaustion of water storage. The storm also created difficult working conditions at Selma's central municipal buildings.

KSA reviewed the existing critical infrastructure, calculated emergency power requirements, and recommended upgrades to existing emergency power systems, in order to secure the City's water supply and maintain normal operation of the City government during prolonged power outages. It was determined that emergency power was required at the City's Water Sites #1 and #2. The City selected diesel powered generators and request the ability for the generators to run a full week without requiring a diesel delivery. KAS designed additional fuel storage with transfer pumps for a hybrid function that allowed for "self-serve" to the City's diesel vehicles and provided generator fuel supply. A 200kW generator was installed at site 1 and a 750kW generator was installed at site 2.

Hurricane Dolly/Ike Recovery Round 2

Nacogdoches, Texas

After emergency power systems in and round Nacogdoches failed to function during Hurricane Ike, KSA was hired to design and install an efficient system. Emergency power systems were designed for the Public Works Center, five water wells, two water pump stations, six elevated storage water tanks, seven waste water lift stations and the waste water treatment plant. **The emergency power systems included emergency electrical power generators, generator engine fuel storage, automatic transfer switches, load shed controls, restart staging controls, and radio telemetry (SCADA) monitoring systems. Generators ranged in size from 25 kilo-watt to 1200 kilo-watt and totaled 5470 kilo-watt.** Fuel systems included diesel and natural gas. Load shed controls were also designed to provide flexible control of which equipment operated when powered by the site generator. Restart staging controls and load shed controls allowed optimum sizing of the generators, which resulted in emergency power systems being provided to additional facilities within the project funding limits. Radio telemetry systems were provided and integrated into the existing SCADA (supervisory control and data acquisition) systems to monitor generator status.

Hazard Mitigation Grant Program for Procurement and Installation of Emergency Generators

Kyle, Texas

KSA was recently selected by the City of Kyle to provide engineering services of its proposed Hazard Mitigation Grant Program (HMGP) from the Texas Division of Emergency Management (TDEM). KSA is working with the City and their Grant Administrator to submit the application for funding of emergency power at 8 sites. KSA has conducted site investigations and prepared opinions of probable costs for emergency generators at water and wastewater sites throughout the City.

Disaster Recovery Improvements Round 2.2

Crockett, Texas

In 2008, Hurricanes Dolly and Ike hit Texas, causing considerable damage to infrastructure in Texas and surrounding areas. The storms caused excessive flooding as well as the failure of one of the City of Crockett's water wells. This failure prevented the adequate flow of water to the city's residents for an extended period of time. Various drainage structures and channels were also damaged and overwhelmed due to flooding and large quantities of debris, which caused the drainage system to fail to function as the primary storm water conveyance for the area.

Because of the flooding, emergency vehicle access was impeded so drainage infrastructure improvements were also needed to ensure proper storm water conveyance to reduce future flooding. Additionally, several shelter facilities failed to function due to power outages that caused a lack of lighting, adequate heating/cooling, and ventilation. Among those facilities were Crockett High School, two churches, and a senior citizens center. These failures threatened the public health, safety, and welfare of all served by these facilities.

Funded by the CDBG Disaster Recovery Supplemental Grant, KSA was hired to provide an adequately-sized generator to serve as a back-up power supply to operate the water well during future power outages. KSA also designed drainage and roadway improvements and cleared debris. Four new generators were also provided for the United Methodist Church shelter, the First Baptist Church shelter, the Crockett High School shelter, and the senior citizens center shelter. In total, KSA provided six new standby generators ranging in size from 150 kW to 350 kW.

Troup Highway Booster Pump Station

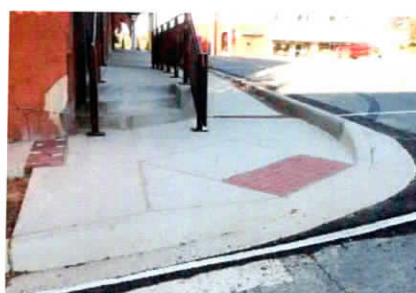
Tyler, Texas

The City of Tyler contracted KSA to design a potable water booster pumping station. The project included the design of a single combined isolated pressure zone of increased water pressure to alleviate existing low water pressure issues in areas of relative elevation generally identified as the Barbara Street/Highland Circle area, the Troup Highway/Standpipe area and the Jan Street extension area. The new triplex booster pump station has hydropneumatic tanks and connections to the existing Troup Highway standpipe, the stand-by emergency generator and associated appurtenances. The facility is equipped with a 230 KW 480 volt 3-phase diesel powered generator which is sized to operate the entire facility in the event of a power failure. The project also included the design of approximately 7,500 linear feet of 16-inch diameter distribution line from the pump station and approximately 50 check valve assemblies with the distribution system for pressure zone isolation purposes.

TCDP Generators for Water Pumping Facilities

Mexia, Texas

KSA was selected by the City of Mexia to install backup generators at the two main high service pump stations in the city. The new generators allow the city to continue to pump treated water to its customers during power outages. We installed a 175KW generator at U.S. Hwy 84 pump station and a 100KW generator at the Belnap Reservoir Pump Station. Each generator is equipped with an automatic transfer switch to start said generators in case of a power outage.



Streets & Drainage Experience

- Cherokee Water Company - Lake Cherokee Road Reconstruction
- Cherokee Water Company - Quality Audit Guideline Procedures for Road Pavement
- City of Bonham - Bonham 2012 TCDBG Street Improvements
- City of Castroville - Amelia Street Drainage
- City of Chandler - Deerbrook Addition Streets
- City of Chico - 2012 Paving Improvements
- City of Clarendon - Street Reconstruction and Rehabilitation
- City of Clarendon - Third Street Improvements
- City of Como - Disaster Recovery Improvements
- City of Coolidge - Safe Routes to School Project Construct Sidewalk in and around Existing School Property
- City of Crockett - TxCDBG - Pease Street Interceptor - Phase II
- City of Diboll - Bond Street Improvements Phase II
- City of Diboll - TCDP Hendrick Street Improvements
- City of Diboll - Hurricane Ike Recovery Round 2.2 ORCA Hendrix Street Reconstruction
- City of Diboll - Lumberjack Drive Street and Drainage Improvements
- City of Diboll - North Hendricks Street Improvements TxCDBG 2010
- City of Diboll - Rosebud, Main, Willow Oak Lane, and Red Oak Lane
- City of Diboll - TCDP Engineering Services
- City of Easton - Dovee and Whitney Jo Street Improvements
- City of Easton - Hurricane Ike Round 2 Phase 1, Street and Drainage Improvements
- City of Elkhart - Hurricane Ike Round 2 - Drainage Improvements
- City of Fairfield - 2011 Street Improvements
- City of Fairfield - 2012 Street Improvements
- City of Fairfield - 2013 Street Improvements
- City of Fairfield - Old Mexia Road and Williford Street Improvements
- City of Fairfield - Street Improvements Phase II
- City of Gladewater - 2011 Texas Capital Fund Sidewalk Improvements - Main Street
- City of Gladewater - East Lake Road Pavement Study
- City of Grand Prairie - Main Street Sidewalk and Parking Improvements
- City of Grand Prairie - Tarrant Road at Arbor Creek - Paving, Drainage and Utility Improvements
- City of Grand Prairie - Waterwood Drive Extension at Central Park
- City of Grand Prairie - Waterwood Drive Extension at The EPIC
- City of Grand Saline - TxCDBG Street Paving and Construction
- City of Grand Saline - Waldrip Street Improvements Phase 2
- City of Grapeland - Bond Street Improvement
- City of Grapeland - Bond Street Improvements - Phase II
- City of Groveton - 2015 TDA Disaster Relief Street Repairs
- City of Groveton - Hurricane Ike Recover Round 2.2 ORCA Public Housing Sidewalk and Access
- City of Hamilton - East Ross and North Pecan Street Reconstruction
- City of Hamilton - West Little Street Reconstruction
- City of Hawk Cove - 2011 TxCDBG Street Project
- City of Hondo - Carter Avenue Phase 1 Extension
- City of Hondo - Carter Avenue Reconstruction Arnold to Castro
- City of Hondo - Carter Avenue Traffic Count & Pavement Design
- City of Hondo - Drainage Project at 14th Street and Avenue U
- City of Hondo - Intersection Improvements at Carter and Castro
- City of Huntington - 2014 Street Improvements
- City of Jacksboro - City of Jacksboro Pine Street 10" Water Main Project
- City of Kilgore - Commerce Street Improvements

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- City of Kountze - Hurricane Ike Recovery 2.2 ORCA
- City of La Marque - Street Reconstruction Evaluation
- City of Ladonia - TxCDBG W. Bonham & East Side Paris Streets Reconstruction
- City of Latexo - 2011 TxCDBG Street Project
- City of Leander - TxCDBG Sidewalk - Bagdad Road Extension from Walgreen's to Los Vista Drive
- City of Lindale - Skilled Nursing Facility Street Improvements
- City of Lone Star - Byrne Street Utility Improvements
- City of Longview - 2013 Bridge and Culvert Improvements at Pliler Precise Road and Ray Creek
- City of Longview - Bridge and Culvert Improvements
- City of Longview - Downtown Street Reconstruction Center Street from Cotton to Whaley
- City of Longview - Downtown Street Reconstruction Green Street from Cotton to Whaley
- City of Longview - Downtown Street Reconstruction Methvin Street from High to Green
- City of Longview - Green Street Reconstruction 2011
- City of Lufkin - 2013 CIP Street Improvements - North Brentwood
- City of Lufkin - Sayers Street Reconstruction
- City of McKinney - Oak Street Reconstruction
- City of Mexia - 2014 Street Improvements
- City of Mineola - Mineola- Shady Lane Street Reconstruction (Tx Capital Fund)
- City of Mineola - Street Improvements - TxCDBG
- City of Morgan's Point - Asphalt Overlay of Streets
- City of Mount Pleasant - Northwest 12 Phase 1 Improvements
- City of Mount Pleasant - Old NW 12 - Phase 2 Design
- City of Naples - TxCDBG Disaster Relief Drainage Improvements
- City of Naples - Citywide Street Evaluation Study
- City of Newark - Southside Paving and Drainage Improvements
- City of Onalaska - 2013-2014 TxCDBG Street Improvements
- City of Onalaska - Hurricane Ike Recovery Round 2.2 ORCA Beaumont Street Rehabilitation
- City of Pilot Point - Year 2012 Miscellaneous Street Improvements
- City of Pineland - Maple Street Rehabilitation
- City of Sachse - Haverhill Lane Reconstruction
- City of San Angelo - Martin Luther King Dr. Reconstruction
- City of Selma - Capri, Rhodius, Albrecht Road Improvements
- City of Selma - Deeaphaven Drive-Yellow Bark Boulevard Reconstruction
- City of Selma - Live Oak Hills Subdivision - Drainage Improvements
- City of Selma - Lookout Road Schematic Phase
- City of Selma - Park Estates Subdivision - Areas 5 & 6
- City of Selma - York and Glen Drainage
- City of Seven Points - Quiram Road Improvements
- City of Southmayd - Reconstruction of Christi Drive
- City of Tenaha - 2011 TxCDBG Berry Street, Pine Street, and Washington Street Reconstruction
- City of Tenaha - Martin Luther King Street Improvement
- City of Tulia - Assessment of City Streets
- City of Tulia - Study of Fannin Street Improvements
- City of Tyler - Golden Road Park Parking Lots
- City of Webster - Cost Estimate for Packer Ct. Reconstruction
- City of Webster - Packer Court Reconstruction
- City of Winnsboro - Street and Drainage Improvements
- Eastman Chemical Company - Concrete Road Repair Study
- Fairfield Industrial Development Corporation - Industrial Drive 2012 Paving and Drainage Improvements
- Fairfield Industrial Development Corporation - Street Improvements Phase II
- Fugro Roadware, Inc. - Pavement Evaluation
- Groesbeck Economic Development Corporation - Industrial Park Infrastructure Improvements - USDA
- Irion County - Project Engineering various road projects
- Kilgore Economic Development Corporation - Paluxy Drive Reconstruction
- Morris County - CDBG Street Improvements
- North Texas Municipal Water District - Landfill Entrance Drive Reconstruction
- North Texas Municipal Water District - Melissa Landfill 121 RDF Pavement Improvements
- Oldham County - County Road Improvements
- Quitman Development Corporation - Design Services for New Quitman DC Retail and Commercial Roadway
- Red River Waterway Commission - Headquarters Asphalt Rehabilitation
- Robert Ham - Arrowhead Unit 8 Paving & Drainage Improvements
- Sulphur Springs/Hopkins County Economic Development Corporation - Aluf Plastics Stormwater Handling
- Tom Green County - North Grape Creek Road Reconstruction-TIF Program
- Van Zandt County - Pavement Assessment of 1100 miles of Van Zandt CO Roads
- Village of Dubach - Street Improvements LCDBG



Water Experience

- City of Brady - Water Main Repair
- City of Buffalo - Chemical Addition for Iron Sequestering and Flushing Program Development
- City of Buffalo - Water System Improvements
- City of Castroville - Booster Pump Station Improvements
- City of Castroville - Lift Station Electrical Upgrades
- City of Castroville - Water Line Replacement Construction
- City of Castroville - Water Distribution Study
- City of Castroville - Water Line Replacement
- City of Celeste - Water Distribution System Improvements
- City of Chandler - Water and Sewer for Deerbrook Addition
- City of Clute - 2012 TxCDBG Water System Improvements
- City of Como - Como-Pickton ISD Water Line Replacement
- City of Coolidge - TCDP Water System Improvements
- City of Crandall - Grant Project Application for Water Lines
- City of Dawson - TxCDBG Water System Improvements
- City of Edna - US 59 Water and Sewer Extensions
- City of Elkhart - Water Distribution System Analysis
- City of Elkhart - Water System Improvements
- City of Grand Saline - Sewer Line Extension
- City of Groesbeck - UV System Modification Coordination
- City of Hawkins - Water Line to XTO Office Building
- City of Hawkins - XTO Office Building Water Supply
- City of Hico - Water Distribution System Improvements
- City of Hondo - Water Distribution System Improvements
- City of Honey Grove - TWDB DWSRF Water Distribution System Improvements
- City of Hubbard - TxCDBG Water System Improvements
- City of Hubbard - Waterline Distribution Lines
- City of Ladonia - East Main Street Waterline Replacement
- City of Ladonia - Emergency Well Modifications
- City of Lone Star - Water and Wastewater System Improvements
- City of Longview - 18-Inch Water Line Relocation
- City of Longview - 30-Inch Water Transmission Line Relocation at Grace Creek
- City of Longview - East Texas Regional Airport Supply Line
- City of Longview - George Richey Road 18-inch Water Line
- City of Longview - Knobcrest Pump Station and Pressure Zone Improvements, Gilmer Road Water Line Connection
- City of Marlin - DWSRF Water Line Replacement
- City of Marlin - Southland-Agarita Waterline Replacement
- City of Marlin - Water Meter Replacement Program
- City of Morgan's Point - Water Distribution Analysis
- City of Mount Calm - Sewer Plant Waterline TxDOT Permit
- City of Mount Pleasant - First Street Water Line Replacement
- City of Mount Vernon - North I-30 Water Improvements & Lift Station No. 4 Rehabilitation
- City of Mount Vernon - TWDB Waterline Replacement
- City of Nacogdoches - 18-inch Low Pressure Zone Supply Main Replacement
- City of New Summerfield - TCDP Water Line Replacements
- City of New Waverly - FM 1375 Water System Expansion
- City of Plains - New Subdivision Water and Sewer Lines
- City of Quitman - Water Distribution System Improvements
- City of Reno - Cardinal Road Waterline Extension
- City of Reno - Replacement Main Storage Tank
- City of Rockdale - Water System Improvements
- City of Sugar Land - 12-inch Water Main Extension City of Tulia - New water service for restaurant
- City of Tyler - US 69/I-20 24 Inch Water Line City of Valley Mills - 8th Street Waterline Improvements
- City of Webster - Water Projects No. 12 and No. 13
- City of Winfield - TxCDBG Water System Improvements
- City of Winona - TxCDBG Water System Improvements
- Diana SUD - Water System Controls Update
- Dilley Independent School Board - FM 117 Water Line
- Houston County WCID #1 - Raw Water Transmission Facilities
- North Texas Municipal Water District - Royse City No 1 Tank and Delivery Point Imp, 4 and Garland No 4 Delivery Point Imp,



Wastewater Experience

- City of Buffalo - Plan Review and Inspection of Pilot Travel Stop Sewer Main
- City of Buffalo - Wastewater Collection Systems Improvements
- City of Castroville - East Side Sanitary Sewer Service Area Schematic Layout
- City of Castroville - Sanitary Sewer Evaluation Survey and Base Map Update
- City of Clarendon - Water and Sewer Line Replacement
- City of Clute - 21-inch Outfall Repair
- City of Clute - 42-inch Sanitary Sewer Improvements
- City of Crockett - Solid Waste Transfer Station Registration
- City of Diboll - White Oak Creek Interceptor Repairs
- City of Elkhart - Highway 287 South Sewer Line Extension
- City of Elkhart - Outfall Sewer System Replacement
- City of Gladewater - Loop 485 Sewer Line Replacement
- City of Hawkins - Hawk Drive Sewer Line Improvements
- City of Hawkins - Phil Street Sewer Line Replacement
- City of Hawkins - Scenic Loop Sewer Line Replacement
- City of Lindale - College Street Sewer Line Reroute
- City of Lindale - County Road 474 Sewer Line
- City of Lindale - FM849 Sewer Lines
- City of Lindale - Martha Becker Street Sewer Line
- City of Lindale - Pool Lake Interceptor Sewer Line
- City of Lindale - Prairie Creek Interceptor Sewer Line
- City of Lindale - Synterra Drive Sewer and Drainage
- City of Longview - 30-inch Sewer Line Repair
- City of Longview - Sewer System Improvements
- City of Longview - Greggton Lift Station Improvements for Study and Report Phase Services
- City of Longview - High Street Sewer Line Replacement
- City of Longview - 15-inch Sewer Replacement
- City of Longview - Sewer Line Replacement
- City of Marlin - Sewer System Lift Station Replacements
- City of Mexia - SSO Sewer Main Replacement
- City of Mexia - SSO Sewer Improvements
- City of Mineola - Freeman Street and Benham Interceptor Sewer Line EDA Project
- City of Mineola - Northwest Loop Water and Sewer Line Extensions
- City of Morgan's Point - Sanitary Sewer Line Replacement
- City of Mount Pleasant - 2012 Annexation Sewer Improvements
- City of Mount Pleasant - FM 4000 Sewer Line Interceptor
- City of Mount Pleasant - Tennison Road Sewer Extension
- City of Mount Vernon - Wastewater Collection System Improvements at Hwy 37 and I-30
- City of Mount Vernon - Wastewater Collection System Replacement and Improvements
- City of Naples - Cornett Road Sewer Improvements & WWTP Security Fencing
- City of New Waverly - Sewer Line Rehabilitation Phase II
- City of New Waverly - Wastewater Treatment Plant No. 1 Improvements
- City of Quitman - Wastewater Collection System Improvements
- City of Rockdale - Wastewater Treatment Plant Sludge Processing Improvements
- City of Sachse - Bunker Hill Sanitary Sewer Upsize and Odor Control
- Diana Special Utility District - Wastewater System Expansion - Tidwell Development
- East Cedar Creek FWSD - Luther Lane Force Main Relocation
- East Cedar Creek FWSD - Tamarack Sewer Improvements
- North Texas Municipal Water District - McKinney East Side Extension Parallel Interceptor
- North Texas Municipal Water District - McKinney Prosper Interceptor and Indian Creek Trunk Sewer Improvements
- North Texas Municipal Water District - Upper East Fork Interceptor System Manhole Improvements Phase II
- Texas General Land Office - Hurricane Ike Recovery No. 1- ORCA - 2008 Supplemental Disaster Recovery Fund Project Woodway Subdivision Sewer System Replacement

Federally Funded Experience

- City of Arp - TxCDBG Infrastructure Improvements
- City of Beckville - TCDP Reverse Osmosis System
- City of Beckville - TCDP Secondary Booster Pump Station Improvements
- City of Bogata - TCDP Sewer Improvements
- City of Bogata - TCDP Water & Wastewater System Improvements
- Town of Buckholts - GLO Disaster Mitigation Projects CDBG-MIT
- City of Buffalo - TCDP Sewer Improvements
- City of Buffalo - TCDP Sewer System Improvements
- City of Bullard - TCDP Project for waterlines
- City of Clute - 2012 TxCDBG Water System Improvements
- City of Como - 2010-2011 TxCDBG Wastewater Treatment Plant and Lift Station Project
- City of Coolidge - TCDP Water System Improvements
- City of Coolidge - TxCDBG Wastewater Treatment Plant Improvements (TCDP)
- City of Crandall - TCDP Sewer Line Replacements
- City of Crockett - TCDP Sewer Improvements
- City of Crockett - TCDP Young vs. Martinez: Street and Utility Improvements
- City of Crockett - TxCDBG Peace Street Interceptor
- City of Dawson - 2011-2012 TxCDBG Water System Improvements (TCDP)
- City of Dawson - TCDP New Clarifier Installation for WWTP
- City of Dawson - TCDP Wastewater Collection and Processing Services
- City of Diboll - TCDP Engineering Services
- City of Diboll - TCDP Sewer System Improvements
- City of Diboll - TCDP Water and Sewer Improvements Copestown Addition
- City of Easton - Dovee and Whitney Jo Street Improvements
- City of Easton - TxCDBG Park Design (TCDP)
- City of Elkhart - Water System Improvements
- City of Fairfield - Moody Street Reconstruction
- City of Gladewater - 2010-11 TxCDBG Sewer Improvements
- City of Gladewater - TCDP Hwy. 80 Water Line Improvements
- City of Gladewater - TCDP Sewer Improvements
- City of Gladewater - TCDP Water System Improvements
- City of Gladewater - TCDP Water System Improvements
- City of Goodlow - 2010/2011 TxCDBG Water System Improvements
- City of Goodlow - Rehabilitation of Existing Pond Wastewater Treatment Plant - Replace Circulation Piping, Pump Station, Dewater Lagoons
- City of Goodlow - Wastewater Treatment Plant Flood Protection
- City of Grand Saline - 2011-2012 TxCDBG Street Paving and Construction
- City of Grand Saline - Water Well No. 2 Replacement
- City of Groesbeck - 2012 TxCDBG Clarifier and Aeration Basin Improvements
- City of Groesbeck - Surface Water Treatment - GST Modifications
- City of Groveton - 2015 TDA Disaster Relief Street Repairs
- City of Groveton - Chlorination Facilities and 12" Sewer Main
- City of Hawk Cove - 2011 TxCDBG Street Project
- City of Hawk Cove - Wastewater Collection System Analysis
- City of Hawkins - TCDP Sewer System Improvements
- City of Hawkins - Water Well #9
- City of Hempstead - 2011-2012 TxCDBG Sewer System Improvements
- City of Hempstead - Engineering Services for TxCDBG Wastewater Collection System Improvements
- City of Hempstead - TCDP Gravity Sanitary Sewers
- City of Hico - 2011-2012 TxCDBG Water Distribution System Improvements
- City of Hico - TxCDBG Project for Sewer and Wastewater Improvements
- City of Hondo - 2010/2011 TxCDBG Sewer Improvements
- City of Hondo - TCDP Sewer System Improvements
- City of Hondo - TxCDBG Sanitary Sewer System Improvements
- City of Hubbard - TxCDBG Water System Improvements
- City of Huntington - 2013-2014 TxCDBG Wastewater Treatment Plant Improvements
- City of Italy - 2013-2014 TxCDBG Harris, Williams, and Hardeman Waterline Improvements
- City of Joaquin - Wastewater Treatment Plant Expansion
- City of Kemp - TCDP 9th Street Water Line Replacement
- City of Kemp - TxCDBG Potable Water Line Replacement
- City of Kennard - New Ground Storage Tank TxCDBG
- City of Kilgore - TCDP Water Imp. Nolan, Elder, Ross, Riverside & Flourey Streets
- City of Kilgore - TCDP Water System Improvements
- City of Kountze - 2013-2014 TxCDBG Wastewater Treatment Plant Improvements
- City of Kountze - Elevated Storage Tank
- City of Kountze - TCDP Sewer System Improvements
- City of Kountze - TxCDBG Sewer Improvements
- City of Lakeport - 2010-2011 TxCDBG Wastewater Collection System Improvements

*TCDP refers to Texas Community Development Fund projects.

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- City of Lakeport - TCDP Wastewater Collection System Improvements
- City of Latexo - TxCDBG Street Project
- City of Leander - TxCDBG Sidewalk - Bagdad Road Extension from Walgreen's to Los Vista Drive
- City of Lindale - Highway 16 West Sewer System Improvements
- City of Lindale - Water and Sewer Improvements
- City of Lindale - Water System Improvements
- City of Lorenzo - TxCDBG Water Line Improvements
- City of Mabank - 2015-2016 TCDP Utility Improvements
- City of Marlin - Comprehensive Planning
- City of Mexia - TCDP Sewer
- City of Mexia - TCDP Sewer Improvements
- City of Mexia - TxCDBG Grayson Street Elevated Storage Tank Rehabilitation
- City of Mineola - Southwest Mineola Utility Improvements
- City of Mineola - Street Improvements - TxCDBG
- City of Mount Calm - CDBG Sewer System Improvements
- City of Mount Calm - Comprehensive Plan
- City of Naples - TCDP Wastewater Collection System Improvements
- City of New Summerfield - TCDP Water Line Replacements
- City of New Summerfield - TCDP Water Lines
- City of New Summerfield - Wastewater Treatment Plant Improvements - Lagoon Erosion Control TxCDBG
- City of New Waverly - GLO CDBG-DR Flood & Drainage Facilities
- City of New Waverly - New Waverly Wastewater Treatment Plant No.1 Sewer Line Replacement
- City of Normangee - TCDP Water System Improvements
- City of Onalaska - TCDP Sewer Improvements
- City of Onalaska - TCDP Sewer Improvements-Sewer Line, Force Main
- City of Overton - Wastewater Treatment Plant Improvements
- City of Pineland - TxCDBG Street Improvements
- City of Pineland - New Water Well
- City of Pineland - TxCDBG Sewer System Improvements
- City of Pittsburg - TCDP Pipe Bursting Phase 2
- City of Pittsburg - TCDP Project: Sewer Pipe Bursting
- City of Pittsburg - TCDP Water & Sewer Improvements
- City of Pittsburg - TCDP-Cypress Street Sewer Line Replacement
- City of Plains - New Municipal Water Wells
- City of Plainview - TxCDBG Application Water/Wastewater
- City of Quinlan - TCDP Sewer System Improvements
- City of Reno (Parker County) - TCDP Water System Improvements (ORCA)
- City of Richland - TCDP & Rural Development Sewerage Facilities
- City of Rockdale - TxCDBG Water System Improvements
- City of Rockdale - TxCDBG Wastewater System Improvements
- City of Rockdale - TCDP Sewer System Improvements
- City of Rockdale - TxCDBG Sewer Imp. - Mill Street to Offield Road & Trunk Line to WWTP
- City of Rusk - Elevated Water Storage Tank
- City of Rusk - TCDP Grant Contract
- City of San Augustine - Water Treatment Plant Building
- City of San Augustine - GLO CDBG-MIT Disaster Recovery Project
- City of Seven Points - Quiram Road Improvements
- City of Seven Points - Street Improvements-TxCDBG Grant
- City of Southmayd - Reconstruction of Christi Drive
- City of Streetman - Community Enhancement Grant
- City of Sulphur Springs - TCDP ROW Map for SH 11 Extension
- City of Talco - TCDP Water Tower Rehab and Sanitary Sewer Line Rehab
- City of Talco - TxCDBG Water System Improvements
- City of Tatum - TCDP New 150 gpm Water Well No. 1
- City of Tatum - TCDP System Improvements
- City of Tatum - TxCDBG Wastewater Collection System Improvements
- City of Teague - Water Well TDHCA Project
- City of Tenaha - TCDP Wastewater System Improvements
- City of Tenaha - TCDP Water System Improvements
- City of Wells - 2015 TDA Disaster Relief Fund
- City of Winnsboro - Street and Drainage Improvements
- City of Winona - TxCDBG Water System Improvements
- City of Woodville - Gib Lewis Prison Unit Elevated Tank Rehabilitation
- City of Woodville - TCDP Highway 190 Standpipe
- City of Woodville - TCDP Sims Street Ground Storage Tank Improvements
- City of Woodville - Woodway Subdivision Infrastructure
- City of Wortham - TCDP Sewer Collection System Improvements
- City of Wortham - TCDP Water & Sewer Improvements
- Flo Community Water Supply Corporation - TCDP Water System Improvements
- GrantWorks, Inc. - Comprehensive Plan for City of Hughes Springs, Texas
- GrantWorks, Inc. - Comprehensive Plan for City of Lone Star, Texas
- Leon County - Concord Robbins WSC TCDP Elevated Tank
- Shelby County Courthouse - Tennessee Water Supply Corporation

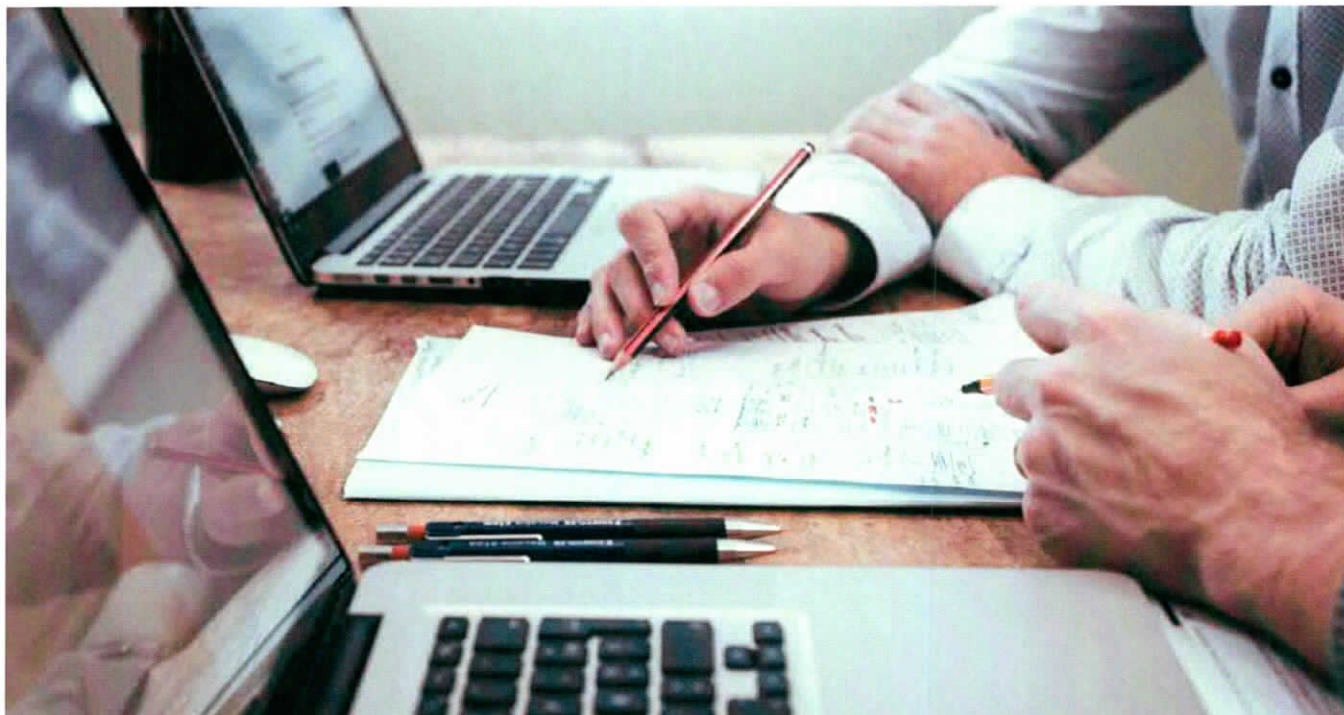
*TCDP refers to Texas Community Development Fund projects.

Local Experience

- City of Arp - TxCDBG Infrastructure Improvements
- City of Athens - North Wastewater Treatment Plant Improvements - PER
- City of Athens - West Wastewater Treatment Plant Sewer Collection Line and Water Line Repairs
- City of Beckville - Survey of Downtown Area
- City of Carthage - 2019 TxCDBG Sidewalk Improvements
- City of Carthage - Drought Contingency Plan Update
- City of Carthage - Main Street Sidewalk Improvements
- City of Carthage - Storm Water Permit (Transfer Station)
- City of Carthage - Water Conservation Documentation
- City of Carthage - Water System Study
- City of Chandler - Deerbrook Addition Streets
- City of Chandler - Roadway Assessment
- City of Como - 2010-2011 TxCDBG Wastewater Treatment Plant and Lift Station Project
- City of Como - Disaster Recovery Improvements
- City of Crandall - Main Street
- City of Easton - Dovee and Whitney Jo Street Improvements
- City of Easton - Hurricane Ike Round 2 Phase 1, Street and Drainage Improvements
- City of Elkhart - 2012 Texas Capital Fund Downtown Improvements
- City of Elkhart - Highway 287 South Sewer Line Extension
- City of Elkhart - TxCDBG Water Transmission Line
- City of Elkhart - Water Pump Station Improvements
- City of Elkhart - Water Transmission Line Improvements
- City of Gladewater - Texas Capital Fund Sidewalk Improvements - Main Street
- City of Gladewater - Downtown Sidewalks
- City of Gladewater - East Lake Road Pavement Study
- City of Gladewater - Loop 485 Sewer Line Replacement
- City of Gladewater - TxCDBG Sewer Improvements
- City of Gladewater - Water Distribution System Analysis and Wastewater Lift Station and Treatment Plant Analysis
- City of Hawkins - 2013 Sewer Line Rehabilitation
- City of Hawkins - 2019-2020 TxCDBG Jeffrey St Force Main Replacement
- City of Hawkins - Emergency Clarifier Repairs
- City of Hawkins - Point Addition Waterline Extension
- City of Hawkins - WWTP Improvements
- City of Henderson - Main Street Program Board Training Workshop
- City of Hughes Springs - Alley Sidewalk Improvements
- City of Hughes Springs - Disaster Relief Grant Project - Drainage System Improvements
- City of Hughes Springs - Hurricane Ike Recovery No. 1 - ORCA - Wastewater Collection System-Drainage Project
- City of Hughes Springs - Texas Capital Fund Downtown Sidewalk Improvements
- City of Hughes Springs - WWTP Influent Sewer Line Replacement
- **City of Jacksonville - Downtown Streetscape**
- **City of Jacksonville - Water Distribution System Analysis**
- City of Jefferson - TxCDBG Wastewater Treatment Plant Improvements
- City of Kilgore - Chandler Street Reconstruction
- City of Kilgore - Maverick Drive Improvements (Phase II)
- City of Lakeport - 2010-2011 TxCDBG Wastewater Collection System Improvements
- City of Lakeport - 2019-2020 TxCDBG Street Reconstruction
- City of Lindale - County Road 474 Sewer Line
- City of Lindale - High Service Pump Station No. 5 and 250,000 Gallon Ground Storage Tank
- City of Lindale - Lindale Elevated Storage Tank
- City of Lindale - Northside Wastewater Treatment Plant TPDES Discharge Permit Renewal
- City of Lindale - Pool Lake Interceptor Sewer Line
- City of Lindale - Prairie Creek Interceptor Sewer Line
- City of Lindale - Street Improvements
- City of Lone Star - 2019-2020 TxCDBG Sanitary Sewer Line
- City of Lone Star - Byrne Street Utility Improvements
- City of Lone Star - Water and Wastewater System Improvements
- City of Longview - 18-Inch Water Line Relocation
- City of Longview - 2013 Bridge and Culvert Improvements at Pliler Precise Road and Ray Creek
- City of Longview - 30-Inch Water Transmission Line Relocation at Grace Creek
- City of Longview - Beaumont Street Reconstruction
- City of Longview - Bridge and Culvert Improvements
- City of Longview - Cotton Street Streetscape
- City of Longview - Downtown Parking Streetscape Improvements
- City of Longview - Downtown Street Reconstruction
- City of Longview - Fredonia and Center Street Parking Lot Lighting
- City of Longview - Grace Creek WWTP Trickling Filter Mechanism Replacement
- City of Longview - Greggton Lift Station Improvements
- City of Longview - Guthrie Creek Shared Use Path
- City of Longview - Industrial Drive At-Grade Railroad Crossing Improvements
- City of Longview - Iron Bridge Creek 15-inch Sewer Replacement
- City of Longview - Lake Cherokee 10 MGD Raw Water Pump Replacement
- City of Longview - Spring Hill Parkway Phase 2 Extension
- City of Longview - Water System Flow Monitoring Improvements
- City of Longview - Whatley Road Lift Station and Force Main Improvements
- City of Malakoff - 2017-2018 CDBG Sewer Line Extension
- City of Malakoff - 2019 TDA DRP Sidewalk Improvements
- City of Malakoff - Flood Disaster Improvements
- City of Malakoff - TCDP Wastewater Treatment Plant

*TCDP refers to Texas Community Development Fund projects.





KSA's staff of over 30 municipal engineers focuses on affordable design solutions for the civil, drainage, paving and water/sewer needs of many mid-sized Texas clients.

PROJECT MANAGEMENT

KSA's project managers utilize standard project management techniques derived from the requirements of the Project Management Institute (PMI). The PMI certification program is accredited by the American National Standard Institute (ANSI) against the International Organization for Standardization (ISO) 17024, which provides a standardized method to evaluate project managers and establishes industry standard project management techniques. By following this standard, KSA utilizes verifiable and repeatable procedures for successful project management.

KSA begins every project by working closely with the city to develop a project charter. A Capital Improvements Plan typically has a basic statement of work and budget. However, when we begin a project, we further develop the project scope to include milestone summaries, initial stakeholder identification, success criteria, project objectives and high-level project risks. The project charter becomes a tool for both KSA and the City of Jacksonville during contract negotiation to assure reasonable and achievable expectations. From the project charter, the project manager is able to identify the engineering specialties that must be included in the project. Key engineering professionals are selected from the project organization chart and our preselected sub consultants based on project specific expertise. These engineers, when combined with city staff, form the core of the project

team and will work together to develop a detailed work breakdown structure, identify other team members needed to complete the work and integrate them into the project team. The team will continue to develop a detailed work schedule and budget.

The schedule and budget become a formal part of the project record and may only be changed through formal action of the project team. KSA is organized as a balanced, functional matrix where our project managers are also direct managers for local staff and project-specific managers for staff from other KSA offices. Resource evaluation and allocation is a continual process throughout the life of the project. The project manager is constantly evaluating team performance with regard to schedule, cost and quality. Modifications to allocated resources are made to assure compliance with milestones.

We believe that communication is key to project success and the city's satisfaction with KSA's service. Therefore, we strive for near constant communication with critical project stakeholders. At a minimum, the project manager will provide the city with formal monthly progress reports scheduled to allow integration into city council packets. Key project milestones such as completion of preliminary or final design, or realization of significant external factors that impact schedule or budget would also trigger specific and formal reports to the city.

KSA utilizes one team from design through construction. KSA's project manager is in charge of all project efforts regardless of project phase and provides accountability for the team's performance.

QUALITY CONTROL

At KSA, our commitment to the production of quality work is non-negotiable. We understand the value of complete and accurate deliverables. In an effort to continuously heighten the quality of our work, we implemented a refresh of our existing quality review program that includes a system of independent peer quality reviews.

Our project managers are responsible for obtaining a peer quality review from individuals who are not associated with the project team. The disassociation of the reviewers is critical because of their propensity for a fresh and unbiased perspective. With fresh eyes, these reviewers can see elements of the design the project team may be too close to realize objectively. This review philosophy has refined the value of our deliverables, which consist of engineering reports, planning documents, preliminary engineering reports, plans, specifications, contract documents, plats, legal descriptions, renderings, conceptual drawings, master plans, and similar items. Peer reviewers are engaged early to establish a plan that involves a discussion of design basis, schedule for reviews, and the anticipated man hours. We are also careful to allow time for the implementation of the required changes.

When appropriate, KSA also performs contractual/legal reviews to ensure we are in compliance with each specific provision of funding source, permitting, and environmental requirements. At the request of a KSA senior executive or client, the project team will submit designs for an external review.

Ultimately, our goal is the production of technically accurate,

constructible designs that meet the needs of our clients in a timely and cost-effective manner.

SCHEDULE AND BUDGET

KSA is very successful at complying with project baselines including schedules and budgets. Adherence to baselines is a function of proper planning. We consider budget and schedule early in the development of the project charter to assure that both are reasonable, adequate and meet the needs of the city.

We properly plan our work based on the charter and apply sufficient manpower and resources to complete the work according to the agreed contract. Not every challenge can be anticipated during project planning. KSA's project managers have authority to implement procedures to regain a schedule should delays occur including allocating additional staff from our pool of 160 employees. Once we agree upon a schedule, you may be assured that we will meet the required deadlines.

KSA builds review milestones into each design and production schedule. We use review milestones as the basis for critical path method scheduling of the project. Using the notice to proceed date, completion date and our estimated man hours, we develop slack and float projections for each task and milestone. Our project manager continually monitors progress and makes adjustments as necessary.

For each milestone, sufficient time is included for a thorough review by the next level manager and city staff as appropriate. Peer and independent reviews are also scheduled later during design of the project to minimize project costs while ensuring accurate deliverables.

Project Name	Bid Amount	Final Completion Cost	Contractd Completion Date	Actual Completion Date
City of Clute - Hurricane Ike Disaster Recovery Round 2.2 ORCA Water and Wastewater System improvements	\$826,819	\$826,819	5/15/2020	5/15/2020
City of Groveton - TxCDBG Street Improvements	\$182,468	\$182,468	10/19/2020	10/6/2020
City of Hubbard - CDBG-DR Trimble Lift Station Improvements	\$510,000	\$382,262	3/30/2021	3/30/2021
City of Hubbard - 2017-2018 TxCDBG Sewer Line	\$328,500	\$245,727	7/10/2019	11/12/2019
City of Mount Pleasant - New City Lake Spillway Repair and Bridge	\$800,000	\$738,600	1/3/2022	9/25/2021
City of Mount Pleasant - 12-Inch West Loop Water Line	\$948,228	\$612,423	11/29/2021	11/27/2021
City of Thornton - 2017-2018 TxCDBG Sanitary Sewer Rehabilitation	\$233,000	\$202,350	9/27/2020	10/17/2020
City of San Augustine - Hurricane Harvey Road Repairs	\$195,015	\$195,015	2/17/2020	2/17/2020
Mexia EDC - EDA Street and Drainage Improvements	\$2,463,714	\$2,069,573	3/26/2020	3/26/2020

CONSTRUCTION COST MONITORING

KSA also continually monitors the project for potential increases in construction costs. During design, we prepare opinions of probable construction cost at a minimum of three points during the life of a project. Each milestone review with the city includes an opinion of cost. However, our formal estimates are provided during the preliminary engineering report, after preliminary design and after final design. Historically, our opinions of construction cost have been very accurate, typically within 5% of the lowest bid price. We work with the client to adjust the project scope early in the process to assure that the project is affordable once design is complete.

KSA is very successful at maintaining a project budget. We believe that adherence to a budget and a schedule is a function of proper project planning. We develop a project plan for each project that includes how the work will be completed, performance parameters, success criteria, etc. We consider budget early in development of the plan to assure that it is reasonable. The budget then becomes part of our project plan and the plan includes formal procedures to modify its components, including the budget. Scope creep during design is virtually eliminated by requiring a full discussion of the impacts of scope change on the budget. Project changes are common during design and are often necessary as more detail about a project is known. However,

KSA's procedures require a scope change to be fully vetted and a budget change to also occur if the scope change is accepted by the owner.

KSA continually monitors the project budget and we complete formal budget updates to correspond with our major design milestones. Budget updates are provided after completion of preliminary design, at 60% completed final design, at 90% complete final design and at pre-bid. KSA also completes a formal budget change if a design element of the project changes significantly and will affect the budget. Historically, our opinions of cost are very accurate and are typically slightly higher than the actual bid cost. KSA often includes additive alternates during bidding. This allows us to adjust the project award to assure that costs are within the available funds.

CONSTRUCTION ADMINISTRATION

KSA often administers construction for our design projects. We work diligently with the city and contractor during construction to limit change orders and assure that any proposed changes provide a useful benefit to our client. We also foster a team environment between the city, KSA, and the contractor. This collaboration allows value engineering propositions from the contractor to be evaluated and it is not uncommon for our projects to complete at or slightly below the bid amount.







KSA has extensive experience in the arena of federally funded disaster recovery and mitigation projects, having successfully completed numerous projects going back to the original GLO programs set up for the events surrounding hurricanes such as Rita, Ike, and Dolly.

At KSA, we understand the importance of project schedule and budget as well as the quality of the final product. You can be assured that KSA and the staff assigned to your project are knowledgeable, experienced, responsive professionals who are effective communicators and will represent your interest. You can also be assured that coordination, exchange of information and quality control are critical issues for KSA and all will be addressed in our project approach.

As an illustration of our firm's qualifications and ability to undertake high quality work, the following provides our typical project approach that we employ to ensure our client's preferences and standards are met:

GRANT APPLICATION PHASE

1. Set up a formalized kickoff meeting with all stakeholders, to establish goals, communication methods, and expectations.
2. Prepare maps, exhibits, and budget justifications for the proposed project for inclusion in the City's grant application.
3. Provide coordination and support to the project grant administrator for submission of the final grant application.

DESIGN PHASE

1. On the basis of approved study phase documents, the project will be designed by the Engineer in accordance with the intent of the contract between the city and the Funding Agency.
2. Design the improvements in accordance with applicable regulatory and industry standards.
3. Furnish to the city, where applicable, the engineering data necessary for applications for routine permits required by local, State, and Federal authorities (as distinguished from detailed applications and supporting documents for government grants, planning advances, environmental and cultural resources investigations or permits).
4. Prepare detailed contract drawings and specifications for construction.
5. Prepare detailed opinions of probable cost.
6. Meet with the city to review the plans and opinions of probable cost for comparison with the project budget and requirements of the project.
7. Furnish the city with plans, specifications, notice to bidders, and bidders' proposals.
8. Meet with the city to discuss comments and concerns regarding the preliminary submittal. Make any necessary changes and complete detailed design.
9. Submit final design plans and specifications for a second review.
10. Meet with city staff to discuss comments and concerns regarding the preliminary submittal.
11. Prepare final sealed construction documents that incorporate any additional requested changes.



Our design team is well-versed in the various methods to take a project through construction. Below, however, is our typical approach to a design-bid method of construction.

BIDDING AND CONSTRUCTION PHASE

1. Assist the city in securing bids and attend the bid opening.
2. Prepare Bid Packet/Contract Documents.
3. Prepare actual advertisement/solicitation (to be placed by the city, at a minimum, in a local newspaper of general circulation for three (3) consecutive weeks).
4. Incorporate wage rate modifications or supersedes via bid addendum (if applicable).
5. Hold bid opening (to be held at least 25 days from publication date of first advertisement).
6. Assist the city in the opening, tabulation and analysis of bids, and furnish recommendations on the award of contracts.
7. Assist in the engineering phases of the preparation of formal contract documents for the award of contracts.
 - A. Accomplish construction Contractor eligibility verification.
 - B. Facilitate approval of contract award by local governing body.
 - C. Issue Notice to Proceed to construction Contractor.
 - D. Issue Notice of Start of Construction (copy to Funding Agency).
8. Provide plans and specifications as required for the project.
9. Use Agency approved forms for instruction to bidders, general conditions, contract, bid bond, performance bond, and payment bond.
10. If requested, Engineer shall provide as required the services of a Resident Project Representative (RPR) at the site to assist Engineer in observation of the work. Based on information and data provided by the RPR to the Engineer, the Engineer shall endeavor to determine in general if such work is proceeding in accordance with the Contract Documents.
11. Consult with and advise the city during construction; issue to contractors all instructions requested by the city; and prepare routine change orders, if required, at no charge for engineering services to the city when the change order is required to correct errors or omissions by the Engineer; provide price analysis for change orders; process and submit change orders to the Funding Agency for approval prior to execution by the city.
12. Review submittals furnished by contractors for compliance with design concept and with information given in contract documents.
13. Based on the Engineer's on-site observations as an experienced and qualified design professional and on the Engineer's review of the Contractor's applications for payment, determine the amount owing to the Contractor.
14. Require that a ten percent (10%) retainage be withheld from all payments on construction contracts until final acceptance by the city and approval by the Funding Agency, unless State or local law provides otherwise.
15. Conduct, in company with the city's representatives, a final inspection of the project.
16. Revise contract drawings to show the work as actually constructed, and furnish record drawings to the city.

Perhaps the most important criteria for your selection team is KSA's reputation for excellence. We have worked diligently to build a reputation for completing our projects on time and within budget. These characteristics, coupled with high quality projects designed by service-oriented team members, set us apart when it comes to client satisfaction. The following list contains a few of KSA's most valued assets, our clients. We encourage you to contact them for an assessment of our performance on previous and ongoing projects. Additional references will be provided upon request.



Edward Broussard, City Manager
City of Tyler
212 North Bonner, Tyler, Texas 75702
903.531.1250
ebroussard@tylertexas.com

Kevin Johnson, Public Works Director
City of Van
PO Box 487, Van, Texas 75790
903.963.7216
kjohnson@vantexas.org

Mercy Rushing, City Manager
City of Mineola
PO Box 179, Mineola, TX 75773
903.569.6183
mrushing@mineola.com

Regina Kiser, City Administrator
City of Kemp
PO Box 449, Kemp, Texas 75143
903.498.7937
cidyadm@comvtx.com

Tina Rose, City Administrator
City of Mount Vernon
PO Box 59, Mount Vernon, Texas 75457
903.537.2252
cityadm@comvtx.com



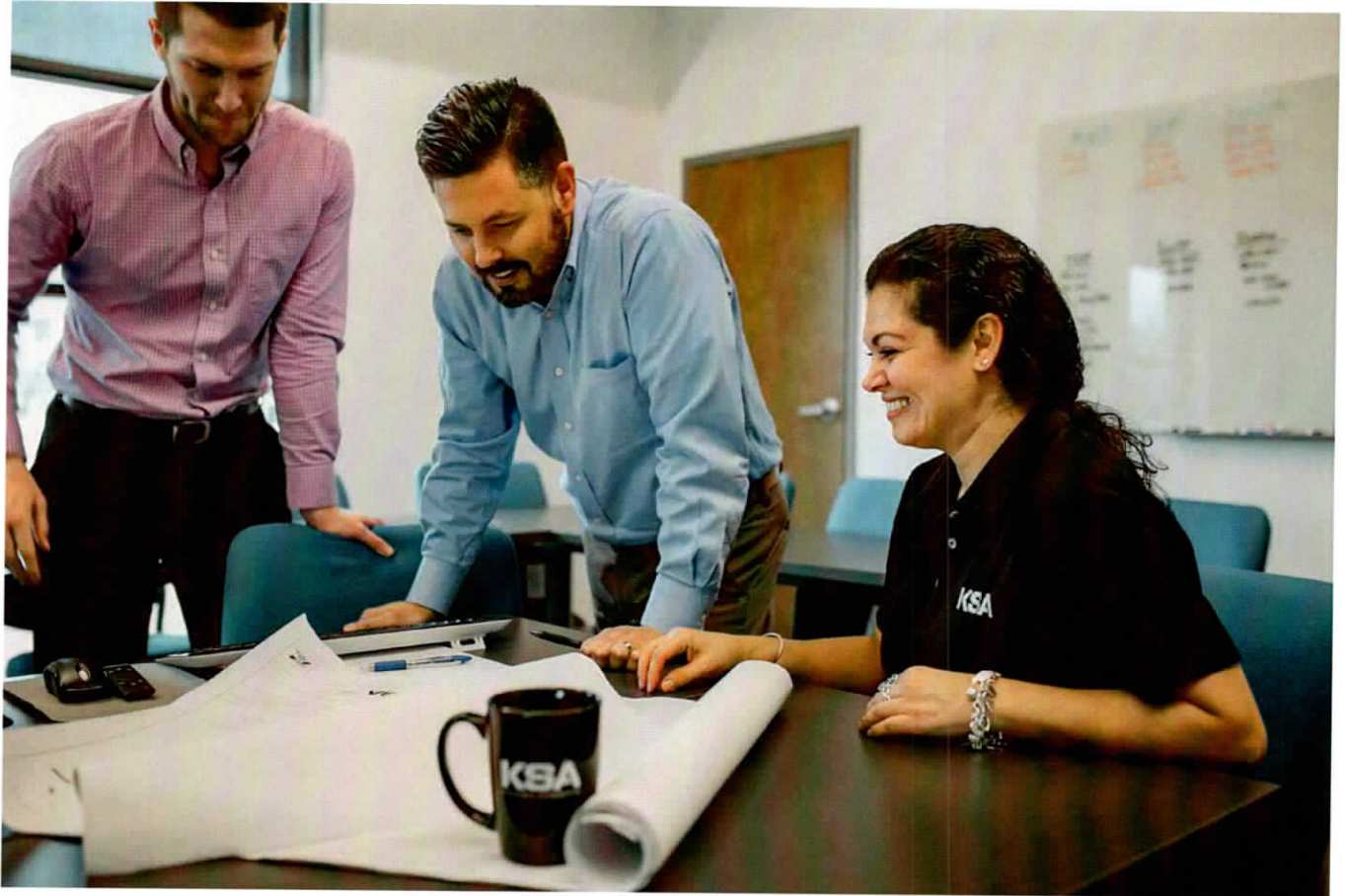
Stephen Williams, CPA, City Manager
City of Carthage
PO Box 400, Carthage, Texas 75633
903.693.3868
swilliams@carthagetexas.com

Kyle McCoy, Public Works Director
City of Mineola
PO Box 179, Mineola, TX 75773
903.569.6183

Teresa Herrera, City Manager
City of Palestine
504 N. Queen Street, Palestine, Texas 75801
903.731.8400
citymanager@palestine-tx.org

Honorable Stephen Lucas, Mayor
City of Hawkins
PO Box 329, Hawkins, Texas 75765
903.769.2224
hawkinsmayor@hawkinstx.org

Ann Barker, City Administrator
City of Malakoff
PO Box 1177, Malakoff, Texas 75148
903.489.0699
abarker@cityofmalakoff.net



Availability and Commitment of the Firm

The KSA Team has designated professionals to provide the requested services based on their experience and expertise in the various technical areas required to complete the work, an understanding of the issues at the City of Jacksonville, and their availability to fulfill the required services. Our individual resumes illustrate how the KSA team will manage the various components of the project and identifies the roles of key personnel. Individual qualifications and experience for the key personnel can be found on the following pages.

Our team provides exemplary credentials, assuring the City of Jacksonville that there will never be a delay in delivering services based on availability or expertise. We pledge to the City of Jacksonville our commitment to plan and design any project for which we are selected within time and budgetary constraints. We have a successful record of completing projects well within any required limitations. KSA is committed to performing the proposed work efficiently and effectively. We will become an extension of the city, functioning more like your staff than your consultants.



Chris Aylor, P.E.

PRINCIPAL-IN-CHARGE

EDUCATION

Bachelor of Science in Civil Engineering
Texas Tech University, 1998

PROFESSIONAL LICENSES AND CERTIFICATIONS

Professional Engineer / TX #92660, 2003

After being introduced to the built environment through an eighth-grade shop class, Chris Aylor decided to become an engineer. Chris, now a principal at KSA, joined the firm in 1999 and dedicated himself to his clients and KSA as a whole. With years of experience as his teacher, Chris has learned the art of successful projects: effective communication and accurate, detailed plans and specifications that leave no room for interpretation.

Chris has served as a project manager for a number of municipal and industrial civil engineering projects. Chris' experience includes the analyses and design of water and wastewater systems including water and wastewater treatment, water distribution and wastewater collection systems. He is experienced in roadway and culvert design, storm drainage collection design, business park development and dam and spillway assessment and design. Chris is passionate about mentoring young engineers to help them reach their full potential, both personally and professionally.

During the span of his career, Chris has managed projects through various governmental programs and entities, including the Texas Commission on Environmental Quality (TCEQ), Texas Water Development Board (TWDB), Texas Department of Agriculture Office of Rural Affairs (TDA-ORA), Texas Community Development Block Grant Program (TxCDBG), Texas Capital Fund (TCF), United States Department of Agriculture Rural Utilities Service (USDA-RUS) and the United States Corps of Engineers (USACE).

Project Experience

- Bistone Municipal WSD
- DWSRF Surface WTP Improvements
- City of Carthage - Water Treatment Plant 2 MG Clearwell Repairs
- City of Gladewater - Water Treatment Plant Improvements
- City of Joaquin - USDA Water System Improvements
- City of Longview - George Richey Road 18-inch Water Line
- City of Longview - Water Transmission Line Relocation
- City of Longview - Lake Cherokee Water Treatment Plant Improvements
- City of Mount Pleasant - First Street Water Line Replacement
- City of Mount Pleasant - Raw Water Pipeline Improvements and Water Distribution Main
- City of Mount Pleasant - I30 Water Treatment Plant Improvements
- City of Mount Vernon - TxCDBG WTP Improvements
- City of Ore City - Water Distribution System Analysis
- City of Palestine - Water Treatment Plant Generator
- City of Quitman - Water Distribution System Improvements
- City of Quitman - Water Treatment Plant Clarifier Painting
- City of Rockdale - DWSRF Water Treatment Plant Improvements
- City of Talco - Water System Improvements
- City of Tyler - Troup Highway Booster Pump Station
- City of Tyler - Golden Road Water Treatment Plant Rehabilitation of Filters 5-8
- City of Van - 12 Inch Water Transmission Line



Jeremy Orr, P.E.

PROJECT MANAGER

EDUCATION

Bachelor of Science in Civil Engineering
University of Texas at Tyler, 2012

PROFESSIONAL LICENSES + CERTIFICATIONS

Professional Engineer, TX, #124911, 2016

Jeremy joined KSA in 2012 upon receiving his bachelor of science degree in civil engineering from the University of Texas at Tyler. While pursuing his degree, Jeremy worked for KSA part time as a surveyor. His survey experience includes topographical design surveys, boundary surveys, and construction staking for both municipal and oil and gas construction projects. Jeremy has served as design engineer for variety of engineering projects including water treatment plant improvements, distribution system and collection system improvements, wastewater treatment plant improvements, lift stations, drainage improvements, and street improvements.

Project Experience

- City of Mineola - Water and Sewer Extensions, Sanderson Farms
- City of Mineola - Wastewater Treatment Plant Improvements
- City of Mineola - Stone Street Sewer Improvements
- City of Mineola - 500,000 Gal. Steel Pad Elev. WST
- City of Mineola - Blackmon Meadows Lift Station and Force Main
- City of Mineola - Park Central Road Extension
- City of Mineola - Emergency 18in. Sewer Line Repair
- City of Longview - East Texas Regional Airport Supply Line
- City of Longview - George Richey Road 18-inch Water Line
- City of Longview - Water System Flow Monitoring Improvements
- City of Tyler - Southside Water Treatment Plant
- City of Tyler - Golden Road Water Treatment Plant Rehabilitation of Filters
- City of Mabank - 2015-2016 TCDP Utility Improvements
- City of Mount Pleasant - Citywide Automated Meter Reading System
- City of Mount Pleasant - First Street Water Line Replacement
- City of Dawson - 2017/2018 TxCDBG WWTP Bar Screen
- City of Mount Pleasant - I-30 Water Treatment Plant Clarifier Rehabilitation
- City of Mount Pleasant - Raw Water Pipeline Improvements and Water Distribution Main
- City of Mount Pleasant - Third Street Water Line Replacement
- City of Mount Vernon - TWDB Waterline Replacement
- City of Nacogdoches - Central Heights Water Line Replacement
- City of Ore City - Water Distribution System Analysis & Report
- City of Palestine - Water Meter Replacement
- City of Quitman - Raw Water Intake and Pump Station Modifications
- City of Quitman - Wastewater Collection System Improvements
- City of Quitman - Water Distribution System Improvements
- City of Quitman - Water Plant and Wastewater Plant Study and Report
- City of Quitman - Water Treatment Plant Improvements
- City of White Oak - Water Treatment Plant - Phase 2
- Holly Springs Water Supply Corporation - Phase Two Booster Pump Station Study
- Holly Springs Water Supply Corporation - Water System Improvements



Sutton Spencer, EIT

DESIGN ENGINEER

EDUCATION

Bachelor of Science in Civil Engineering
University of Texas at Tyler, 2021

PROFESSIONAL LICENSES + CERTIFICATIONS

Engineer in Training / TX #73747, 2021

Sutton Spencer, Design Engineer, joined KSA after receiving his Bachelor of Science in Civil Engineering from The University of Texas at Tyler. Sutton works on various projects at KSA making him a well-rounded engineer. The projects include water distribution systems, highway/road design, and sanitary sewer system projects. Sutton spent 8 months in the field gaining supervising experience for City of Tyler sanitary sewer rehabilitation projects, TxDOT permitting, and City of Tyler Consent Decree work. In addition, Sutton creates budgets for projects, plans production, and prepares construction updates for clients. Sutton is a proficient user of AutoCAD, Civil 3D, and Excel. He is an active American Society of Civil Engineers member and brings quality work and energy to KSA's municipal team.

- City of Tyler – 1.0 MG Elevated Storage Tank Rehabilitation
- City of Carthage – 2019 TxCDBG Sidewalk Improvements
- City of Kemp – 2019-2020 TxCDBG Street Improvements
- City of New Waverly – 2019-2020 TxCDBG Water System Improvements
- City of Nacogdoches – 2020-2025 Water System CIP
- City of Nacogdoches – 2021 SWTP Filter #7 Rehabilitation
- City of Sanger – AWIA Risk and Resiliency Assessment
- City of Mineola – Blackmon Meadows Lift Station and Force Main
- City of Tyler – Briarwood Estates Drainage Improvements
- Texas Parks & Wildlife – Choke Canyon State Park - Calliham Unit Water System Improve
- City of Tyler – Consent Decree Capacity Work Group 1 Implementation Greenbri
- City of Tyler – Consent Decree Capacity Work Group 1 Implementation Line Seg
- City of Tyler – Consent Decree Capacity Work Group 1 Implementation Line Seg
- City of Tyler – Consent Decree Capacity Work Group 1 Implementation Line Seg
- City of Tyler – Consent Decree Group 3 Remedial Measures Implementation
- Southern Utilities Company – FM 2493 Phase Two Water Line Relocation
- Southern Utilities Company – FM 848 Water Well Site Improvements
- Southern Utilities Company – General Engineering Services
- City of Tyler – Golden Road Water Treatment Plant Rehabilitation of Filters
- City of Tyler – Group 2 Remedial Measures
- City of Hawkins – Highway 80 Lift Station Force Main Replacement
- City of Crockett – Industrial Park Utility Improvements
- City of Palestine – Lift Station and Sewer Force Mains Upgrade
- Southern Utilities Company – Murray 500,000 Gallon Elevated Storage Tank
- Southern Utilities Company – Murray Elevated Storage Water Transmission Lines
- Texas Parks & Wildlife – Palo Duro Canyon Rim Utilities Replacement
- City of Kemp – Pearl Street Drainage Improvements
- City of Tyler – Remedial Measures Cured-In-Place 42-Inch through 24-Inch Con
- TxDOT - Aviation Division – Runway 18-36 Repair and Taxiway B Realignment (1818DNTON)



Tracy Hicks, P.E.

QUALITY ASSURANCE /
QUALITY CONTROL

EDUCATION

Bachelor of Science in Civil Engineering
Texas A&M University, 1980

PROFESSIONAL LICENSES + CERTIFICATIONS

Professional Engineer/ TX #58055, 1985

PROFESSIONAL AFFILIATIONS

Consulting Engineers Council

◀ Walter F. (Tracy) Hicks, vice president, joined the firm in 1984. Tracy received his civil engineering degree from Texas A&M University in 1980. Tracy's responsibilities with KSA emphasize municipal water, wastewater, and solid waste system improvements. His experience includes facilities planning for wastewater treatment facilities, design of water supply, pumping, distribution systems; wastewater treatment, pumping and collection systems; landfill design; street and drainage structure design. Tracy's experience includes work on various projects for the Texas cities of Tyler, Lindale, Huntsville, Grand Saline, Jacksonville, Edgewood, Hawkins, Marquez, Bonham, and Mineola.

Project Experience

- City of Canton - Lazy U Street Reconstruction
- City of Chandler - Deerbrook Addition Streets
- City of Chandler - Roadway Assessment
- City of Como - Disaster Recovery Improvements
- City of Elkhart - 2012 Texas Capital Fund Downtown Improvements
- City of Elkhart - Hurricane Ike Round 2 - Drainage Improvements
- City of Gladewater - Downtown Sidewalks
- City of Gladewater - Feasibility Study for Downtown
- City of Grand Saline - 2011-2012 TxCDBG Street Paving and Construction
- City of Hawk Cove - 2011 TxCDBG Street Project
- City of Jacksonville - Downtown Streetscape
- City of Kemp - 2017-2018 CDBG Street Improvements
- City of Kilgore - Downtown Sidewalk Demo Project
- City of Llano - Texas Capital Fund Main Street Improvements Application
- City of Mineola - Mineola-Shady Lane Street Reconstruction (Tx Capital Fund)
- City of Mineola - Street Improvements - TxCDBG
- City of Overton - Texas Capital Fund Downtown Revitalization Program
- City of Seven Points - Quiram Road Improvements
- City of Tool - 2015-2016 TCDP Street Improvements
- City of Tyler - Commerce Street
- City of Van - Street Assessment
- TxDOT - Wichita Falls District - City of Bowie Downtown Improvements
- Van Zandt County - Pavement Assessment of 1100 miles of Van Zandt CO Roads



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/13/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Risk Strategies 12801 North Central Expy. Suite 1725 Dallas, TX 75243		CONTACT NAME: Brian R Hadar PHONE (A/C, No., Ext.): (214) 323-4602 FAX (A/C, No.): (214) 503-8899 E-MAIL ADDRESS: certificatedallas@risk-strategies.com	
INSURED KSA Engineers, Inc. and BLOC Design Build LLC 140 E. Tyler St. Suite 600 Longview TX 75601		INSURER(S) AFFORDING COVERAGE INSURER A: Evanston Insurance Company NAIC # 35378 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 67689084

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☐	N/A				PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability		✓	MKLV7PL0005287	4/11/2022	4/11/2023	Per Claim/Annual Aggregate \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The claims made professional liability coverage is the total aggregate limit for all claims presented within the annual policy period and is subject to a deductible. Thirty (30) day notice of cancellation in favor of the certificate holder on all policies.

CERTIFICATE HOLDER

Master Certificate

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Brian Hadar

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ACORD 25 (2016/03)

The ACORD name and logo are registered marks of ACORD

67689084 | 22/23 PL | Beth Richardson | 4/13/2022 1:21:26 PM (bdc) | Page 1 of 1



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/24/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER GANS & SMITH INSURANCE AGENCY INC P.O. Box 2869 Longview TX 75606		CONTACT NAME: Vickie Hooker, ACSR, CISR PHONE (A/C, No, Ext): (903) 757-4601 FAX (A/C, No): (903) 753-0782 E-MAIL ADDRESS: vhooker@gans-smith.com	
INSURED KSA ENGINEERS INC BLOC DESIGN-BUILD LLC 140 E TYLER ST STE 600 LONGVIEW TX 75601		INSURER(S) AFFORDING COVERAGE INSURER A: Transportation Insurance Company INSURER B: The Continental Casualty Company INSURER C: Texas Mutual Ins INSURER D: The Continental Insurance Company INSURER E: INSURER F:	

COVERAGES	CERTIFICATE NUMBER: CL2252408772	REVISION NUMBER:
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.		

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR Drone Liability: \$1,000,000 GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC OTHER:			4015529054	05/29/2022	05/29/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Employee Benefits \$ 1,000,000
B	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY			4015529135	05/29/2022	05/29/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ PIP-Basic \$ 2,500
B	☒ UMBRELLA LIAB ☐ EXCESS LIAB OCCUR CLAIMS-MADE DED ☒ RETENTION \$ 10,000			4015529099	05/29/2022	05/29/2023	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	0002047822	05/29/2022	05/29/2023	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The general liability & automobile policies includes a blanket automatic additional insured endorsement provision that provides additional insured status to the certificate holder only when there is a written contract between the named insured and the certificate holder that requires such status. The general liability, automobile, & workers compensation policies includes a blanket automatic waiver of subrogation endorsement that provides this feature only when there is a written contract between the named insured and the certificate holder that requires it. The General Liability policy contains "Primary and noncontributory" wording. The policy includes an endorsement providing that 30 days' notice of cancellation (or coverage change) will be furnished to the certificate holder when required by a written contract. Umbrella is follow form

CERTIFICATE HOLDER	CANCELLATION
*** BID PROPOSAL'S *** Master Certificate	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE

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Last updated by Carrie Melton on Jun 22, 2022 at 10:55 AM

KSA ENGINEERS, INC.



KSA ENGINEERS, INC.

Unique Entity ID K2LPSKBLNCQ5	CAGE / NCAGE 3FSJ2	Purpose of Registration All Awards
Registration Status Active Registration	Expiration Date Jun 22, 2023	
Physical Address 140 E Tyler ST STE 600 Longview, Texas 75601-7256 United States	Mailing Address 140 E Tyler ST STE 600 Longview, Texas 75601-7256 United States	

Business Information

Doing Business as Wisembaker Fix	Division Name Ksa Engineers, Inc.	Division Number (blank)
Congressional District Texas 01	State / Country of Incorporation Texas / United States	URL http://www.ksaeng.com
MPIN *****r863		

Registration Dates

Activation Date Jul 6, 2022	Submission Date Jun 22, 2022	Initial Registration Date Jun 3, 2003
---------------------------------------	--	---

Entity Dates

Entity Start Date Jun 1, 1978	Fiscal Year End Close Date Nov 30
---	---

Immediate Owner

CAGE (blank)	Legal Business Name (blank)
------------------------	---------------------------------------

Highest Level Owner

CAGE (blank)	Legal Business Name (blank)
------------------------	---------------------------------------

Executive Compensation

In your business or organization's preceding completed fiscal year, did your business or organization (the legal entity to which this specific SAM record, represented by a Unique Entity ID, belongs) receive both of the following: 1. 80 percent or more of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements and 2. \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?

No

Does the public have access to information about the compensation of the senior executives in your business or organization (the legal entity to which this specific SAM record, represented by a Unique Entity ID, belongs) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986?

Not Selected

Proceedings Questions

Is your business or organization, as represented by the Unique Entity ID on this entity registration, responding to a Federal procurement opportunity that contains the provision at FAR 52.209-7, subject to the clause in FAR 52.209-9 in a current Federal contract, or applying for a Federal grant opportunity which contains the award term and condition described in 2 C.F.R. 200 Appendix XII?

No

Does your business or organization, as represented by the Unique Entity ID on this specific SAM record, have current active Federal contracts and/or grants with total value (including any exercised/unexercised options) greater than \$10,000,000?

Not Selected

Within the last five years, had the business or organization (represented by the Unique Entity ID on this specific SAM record) and/or any of its principals, in connection with the award to or performance by the business or organization of a Federal contract or grant, been the subject of a Federal or State (1) criminal proceeding resulting in a conviction or other acknowledgment of fault; (2) civil proceeding resulting in a finding of fault with a monetary fine, penalty, reimbursement, restitution, and/or damages greater than \$5,000, or other acknowledgment of fault; and/or (3) administrative proceeding resulting in a finding of fault with either a monetary fine or penalty greater than \$5,000 or reimbursement, restitution, or damages greater than \$100,000, or other acknowledgment of fault?

Last updated by Carrie Melton on Jun 22, 2022 at 10:55 AM

KSA ENGINEERS, INC.

Not Selected

Active Exclusions Records?

No

I authorize my entity's non-sensitive information to be displayed in SAM public search results:

Yes

Business Types

Entity Structure

Corporate Entity (Not Tax Exempt)

Entity Type

Business or Organization

Organization Factors

(blank)

Profit Structure

For Profit Organization

Socio-Economic Types

Check the registrant's Reps & Certs, if present, under FAR 52.212-3 or FAR 52.219-1 to determine if the entity is an SBA-certified HUBZone small business concern. Additional small business information may be found in the SBA's Dynamic Small Business Search if the entity completed the SBA supplemental pages during registration.

Accepts Credit Card Payments

No

Debt Subject To Offset

No

EFT Indicator

0000

CAGE Code

3FSJ2

Electronic Funds Transfer

Account Type

Checking

Routing Number

*****3238

Lock Box Number

(blank)

Financial Institution

TEXAS BANK AND TRUST

Account Number

*****18

Automated Clearing House

Phone (U.S.)

9032375622

Email

(blank)

Phone (non-U.S.)

(blank)

Fax

(blank)

Remittance Address

KSA ENGINEERS INC

140 E Tyler ST Suite 600

Longview, Texas 75601

United States

EIN

*****0863

Type of Tax

Applicable Federal Tax

Taxpayer Name

KSA ENGINEERS INC

Tax Year (Most Recent Tax Year)

2016

Name/Title of Individual Executing Consent

Director Of Finance

TIN Consent Date

Jun 22, 2022

Address

140 E Tyler ST STE 600

Longview, Texas 75601

Signature

CARRIE MELTON

Accounts Receivable POC

2.

JONANNA BOGUE

<https://sam.gov/entity/K2LPSKBLNCQ5/coreData?status=Active>

Page 2 of 4

Last updated by Carrie Melton on Jun 22, 2022 at 10:55 AM

KSA ENGINEERS, INC.

jbogue@ksaeng.com
9032367700

Electronic Business

✕
MITCHELL FORTNER
mfortner@ksaeng.com
9032367700

140 E. Tyler ST., STE. 600
Longview, Texas 75601
United States

MITCHELL FORTNER
mfortner@ksaeng.com
9032367700

140 E. Tyler ST., STE. 500
Longview, Texas 75601
United States

Government Business

✕
Mitchell Fortner
mfortner@ksaeng.com
9032367700

140 E. Tyler ST., STE. 600
Longview, Texas 75601
United States

CRAIG PHIPPS
cphipps@ksaeng.com
2814943252

140 E. Tyler ST., STE. 500
Longview, Texas 75601
United States

Company Security Level
(blank)

Highest Level Employee Security Level
(blank)

NAICS Codes

Primary
Yes

NAICS Codes
541330
236220
237110
237310
541310
541320
541370
541618
541620

NAICS Title
Engineering Services
Commercial And Institutional Building Construction
Water And Sewer Line And Related Structures Construction
Highway, Street, And Bridge Construction
Architectural Services
Landscape Architectural Services
Surveying And Mapping (Except Geophysical) Services
Other Management Consulting Services
Environmental Consulting Services

IGT Size Metrics

Annual Revenue (from all IGTs)
(blank)

Worldwide

Annual Receipts (in accordance with 13 CFR 121)	Number of Employees (in accordance with 13 CFR 121)
\$31,534,540.00	161

Location

Annual Receipts (in accordance with 13 CFR 121)	Number of Employees (in accordance with 13 CFR 121)
\$29,965,190.00	153

Industry-Specific

Barrels Capacity
(blank)

Megawatt Hours
(blank)

Total Assets
(blank)

This entity did not enter the EDI information

<https://sam.gov/entity/K2LPSKBLNCQ5/coreData?status=Active>

Page 3 of 4

Last updated by Carrie Melton on Jun 22, 2022 at 10:55 AM

KSA ENGINEERS, INC.

This entity does not appear in the disaster response registry.

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

FORM CIQ

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.

N/A

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?

☐

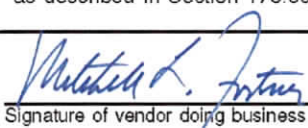
Yes

☐

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


Signature of vendor doing business with the governmental entity

11/18/22

Date

Certification Regarding Lobbying

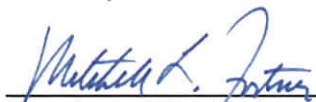
(To be submitted with each bid or offer exceeding \$100,000)

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (c) The undersigned shall require that the language paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995).

The Contractor, KSA, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. § 3801 et seq., apply to this certification and disclosure, if any.



Signature of Contractor's Authorized Official

Mitchell L. Fortner, P.E., President

Printed Name and Title of Contractor's Authorized Official

11/18/22

Date

Disclosure of Lobbying Activities

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure)

Type of Federal Action: _____ a. contract _____ b. grant _____ c. cooperative agreement _____ d. loan _____ e. loan guarantee _____ f. loan insurance	Status of Federal Action: _____ a. bid/offer/application _____ b. initial award _____ c. post-award	Report Type: _____ a. initial filing _____ b. material change
Name and Address of Reporting Entity: _____ Prime _____ Subawardee Tier _____, if Known: Congressional District, if known:		If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime: Congressional District, if known:
Federal Department/Agency:		7. Federal Program Name/Description: CFDA Number, if applicable: _____
Federal Action Number, if known:		9. Award Amount, if known: \$ _____
10. a. Name and Address of Lobbying Registrant (if individual, last name, first name, MI):		b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI):
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.		Signature: <u>Mitchell L. Fortner</u> Print Name: Mitchell L. Fortner, P.E. Title: President Telephone No.: 903-236-7700 Date: 11/18/22
Federal Use Only		Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)

The firm of KSA hereby gives notice that no person in the United States shall on the grounds of race, color, religion, sex, or national origin be denied employment. Notice of this policy will be maintained in plain sight at all offices for the benefit of interested parties, and all subcontractors will be notified of this policy and required to comply. All Equal Employment Opportunity posters will be displayed as required.

I, April McCamey, MHRD, SPHR am the Equal Employment Opportunity Officer. My duties include coordinating company efforts, advising and assisting key personnel and staff, and officially serving as the focal point for complaints.

When engaged in the performance of duties under contract or subcontracts funded in whole or in part by Federal Funds, the firm will make efforts to contact and utilize minority-owned businesses in the project area whenever feasible. KSA will submit all reports required in a timely fashion and will require its subcontractors to do the same.

KSA will require each sub-contract bid and/or proposal for work on contracts and subcontracts in the amounts of \$10,000 or more to comply with Section 3 of the 1968 Housing and Urban Development Act for Equal Employment Opportunity.

KSA will utilize project area lower income residents (if qualified) whenever feasible and needed to complete work on the aforementioned category of contract or subcontracts of \$10,000 or more. Special emphasis in such cases will be made to recruit minorities and women. Outreach efforts will be developed in each case in coordination with the local EEO/ Affirmative Action Coordinator of the client or as the client recommends.

All personnel actions of KSA shall be made on a nondiscriminatory basis without regard to race, color, religion, sex or national origin.

As required or necessitated by specific contracts or subcontracts, there may be appended to this Policy Statement a determination of approximate manpower needs to complete the project, proposed recruitment sources if needed, and goals for recruitment of project area residents with emphasis on lower income persons, minorities, and women.

KSA


April McCamey, MHRD, SPHR
Director of Human Resources



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>1/10/2023</u>	ITEM NUMBER:	<u>15.</u>
DEPARTMENT:	<u>Administration</u>	PREPARED BY:	<u>Greg Lowe, City Secretary</u>
INITIATED BY:	<u>James Hubbard, CITY MANAGER</u>	EXHIBITS:	<u></u>

EXECUTIVE SUMMARY:

The municipal court judges are re- appointed by the council every two years per the charter. Judge Dobovolny was last appointed in March of 2021. This early re-appointment in January falls in line with the goal of having the vast majority of council appointments fall once a year in January. This item will be up for consideration following a personnel review during the executive session.

RECOMMENDED ACTION:

Council decision.

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:**

The council appoints the municipal court judges per the city charter.



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>1/10/2023</u>	ITEM NUMBER:	<u>16.</u>
DEPARTMENT:	<u>Administration</u>	PREPARED BY:	<u>Daniel Seguin, Communications Manager</u>
INITIATED BY:	<u>Daniel Seguin, Communications Manager</u>	EXHIBITS:	<u>Restroom Trailer Policy</u>

EXECUTIVE SUMMARY:

With many entities and departments requesting the use of our tourism restroom trailer for events within and outside the City, the need for a clear policy on use and fees was evident. The attached policy outlines the availability of the trailer for events, the fees associated with tourism and non-tourism events, payments, cancellation, and trailer location requirements.

RECOMMENDED ACTION:

Staff recommends approval of the restroom trailer policy.

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:**

The council approves city wide policies.

Restroom Trailer Policy

Availability

The Explore Jacksonville Restroom Trailer shall be available for licensed use by Local organizations hosting an event and non-local entities holding an event in Jacksonville that is eligible for Hotel Occupancy Tax (HOT) Funding. The trailer may also be used at a non-local event that is tourism related, open to the public, and marketed outside of a 50-mile radius at the HOT Funding Eligible Events Rate with the addition of a mileage reimbursement equal to the Federal reimbursement rate.

License Fees

\$2,000 flat fee (Includes one day of use)

\$500 for each additional day

\$100 per day for generator rental

Security Deposit

A security deposit totaling 20% of your license fees must be paid to secure a date for use of the trailer. That deposit may be forfeit should damages be found upon inspection following your event.

HOT Funding Eligible Events/City and Partner Events

If an event is eligible for HOT funding through hotel stays but does not receive a grant or for City and City Partner Events, the fees to rent the trailer are below:

\$500 flat fee (includes one day of use)

\$100 for each additional day

\$50 per day for generator rental

If the event receives HOT funding, the restroom trailer may be used in lieu of a portion of the funding to equal the standard license fees.

Payment

License fees and deposit must be paid in full at least 30 days in advance of the event date.

Cancellation

Cancellation more than 30 days in advance will result in a full refund. Cancellation more than 7 days in advance of the event but less than 30 days in advance will result in forfeit of your deposit and a refund of your license fees. Cancellation less than 7 days in advance will result in forfeit of your license fees and deposit.

Location Requirements

Setup location is subject to City Approval.

The location must be able to accommodate the truck and trailer.

The location must allow for the extension of the handicapped restroom ramp located at the back of the trailer and extending 6 feet from the driver's side of the trailer.

The location must be on a reasonably level surface. For multi-day events, there must be water access within 25 feet and sewer access within 6 feet.

City Events and City Partner Events

The restroom trailer may be used for City Events and City Partner Events that are not HOT funding eligible, as long as the HOT fund is reimbursed for any costs incurred as a result of the event. These costs include repairs, replacement of toiletries, manpower to operate the trailer, and any other related costs. City partner entities include Jacksonville Economic Development Corporation, Jacksonville Chamber of Commerce, Jacksonville ISD, and Keep Jacksonville Beautiful.

Other Requirements

Special events insurance may be required for use of the trailer at your event.



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	1/10/2023	ITEM NUMBER:	18.
DEPARTMENT:	Council and Board	PREPARED BY:	Greg Lowe, City Secretary
INITIATED BY:	James Hubbard, CITY MANAGER	EXHIBITS:	Nov 2022 Financial Report, Police Report Dec 2022, Dec 2022 Fire Dept. Report, Community and Public Services Report Dec 2022, Library Report December 2022, Museum Report October 2022

EXECUTIVE SUMMARY:

The reports that follow this council agenda report are the monthly reports for each department and are part of the city manager's monthly report.

RECOMMENDED ACTION:

No action required.

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

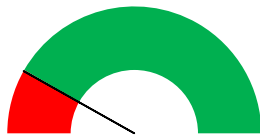
STRATEGY MAP

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 ☐
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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:**

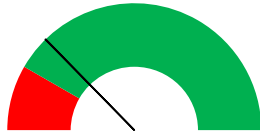
Per the charter, the city manager is required to make a monthly report to the council

16.3% of Annual Projection



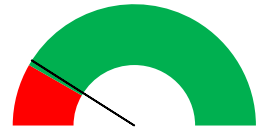
Water Sales

25.3% of Annual Projection



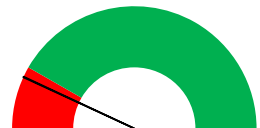
Property Taxes

18% of Annual Projection



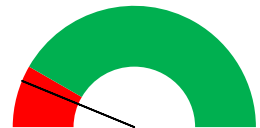
Sales Taxes

13.8% of Annual Projection



Sanitary Sewer Charges

12.4% of Annual Projection



Fees

City of Jacksonville, Texas

Financial Statement

As of November 30th, 2022

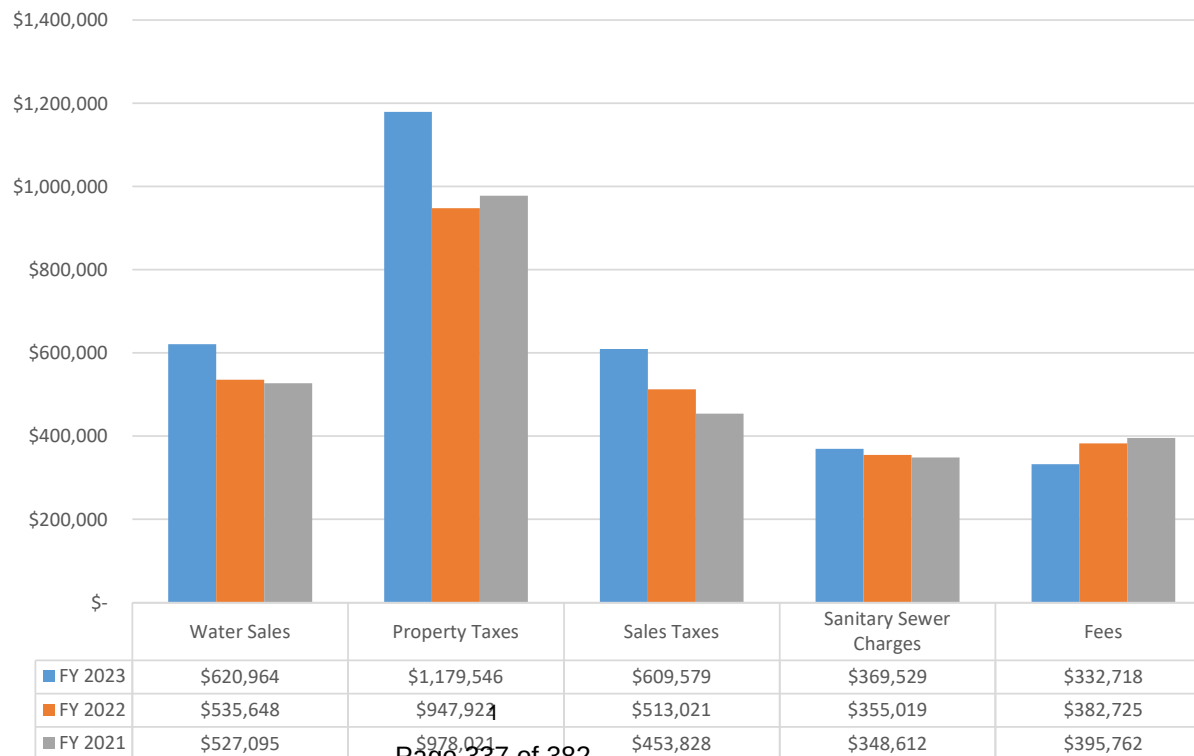
OVERVIEW

November 30th marks the end of the second period of the FY 2023 budget year. Therefore, the year-to-date budget percentage for budgetary comparison is 16.7%.

As of November 30th, 2022 General & Utility Fund combined revenues are \$4,012,686. This is greater than budgeted expectations at 18.7% of the annual budgeted amount. FY 2023 revenues are increased \$507,940, or 14.5%, over FY 2022.

General & Utility Fund combined expenditures of \$2,571,334 are less than revenue received. This amount is less than budgeted expectations at 12.0% of the annual budgeted amount. FY 2023 expenditures are increased \$127,166, or 5.2%, over FY 2022.

Top 5 Revenue Sources- Comparison to Prior Fiscal Years



ARE THE
PRIORITY



GENERAL FUND REVENUES

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

	November 2022					Year-To-Date					Annual				Prior Year		
	Signal	Actual	Projected	%		Signal	Actual	Projected	%		Actual	Projected	%		Actual	Projected	%
Taxes	🟢	\$ 1,206,052	\$ 671,373	179.6%	🟢	\$ 1,789,124	\$ 1,342,746	133.2%	🟢	\$ 1,789,124	\$ 8,056,476	22.2%	🟢	\$ 1,460,943	\$ 7,274,068	20.1%	
Franchise Fees	🔴	91,319	110,833	82.4%	🟢	304,280	221,667	137.3%	🟢	304,280	1,330,000	22.9%	🟢	326,207	1,395,329	23.4%	
Intergovernmental Revenue	🟢	-	-	0.0%	🟢	23,351	-	0.0%	🟢	23,351	-	0.0%	🟢	-	-	0.0%	
Fines & Forfeiture	🟢	32,708	28,788	113.6%	🟢	61,704	57,575	107.2%	🟢	61,704	345,450	17.9%	🟢	49,838	500,387	10.0%	
License & Permits	🔴	2,109	4,022	52.4%	🔴	4,292	8,043	53.4%	🔴	4,292	48,258	8.9%	🟢	7,376	49,175	15.0%	
Fees & Charges For Services	🔴	158,979	224,419	70.8%	🔴	332,718	448,838	74.1%	🔴	332,718	2,693,029	12.4%	🟢	382,725	2,363,205	16.2%	
Investment Income	🟢	23,025	5,785	398.0%	🟢	44,111	11,571	381.2%	🟢	44,111	69,424	63.5%	🟢	6,765	30,000	22.5%	
Miscellaneous Receipts	🟢	43,005	7,073	608.0%	🟢	51,392	14,146	363.3%	🟢	51,392	84,875	60.6%	🟢	46,011	220,957	20.8%	
Transfers In	🟢	166,976	166,976	100.0%	🟢	333,953	333,953	100.0%	🟢	333,953	2,003,716	16.7%	🟢	280,972	1,750,702	16.0%	
Total Revenues	🟢	\$ 1,724,175	\$ 1,219,269	141.4%	🟢	\$ 2,944,924	\$ 2,438,538	120.8%	🟢	\$ 2,944,924	\$ 14,631,228	20.1%	🟢	\$ 2,560,836	\$ 13,583,823	18.9%	

YEAR-TO-DATE OVERVIEW

November 30th, 2022 marks the second month of the new fiscal year. General Fund non-property tax revenue of \$1,765,378 is \$103,726 greater than projected. Total revenues (including Property Taxes) are \$506,386 greater than projected and are increased 15% over last fiscal year.

PROPERTY TAXES

Tax collection of \$1,179,546 is \$402,660 greater than projected and is increased \$231,624, or 24.4%, over last fiscal year. The majority of property tax revenue is received during the first five months of the fiscal year.

SALES TAXES

Through November 30th \$609,579 of sales tax revenue has been received. Receipts are \$43,718 greater than projected and are increased \$96,558 over last fiscal year.

FRANCHISE FEES

Year-to-date Franchise Fees total \$304,280. Receipts are \$82,613 greater than projected but are decreased (6.7)%, or \$(21,926), from last fiscal year.

INTERGOVERNMENTAL REVENUE

Intergovernmental revenue is comprised of local, county, state, and federal grants and reimbursements received by the city. Through November 30th, \$23,351 was received from the Texas Division of Emergency Management for reimbursement of expenses related to the February 2021 Winter Storm Uri.

MUNICIPAL COURT

Revenue of \$61,704 is \$4,129 greater than the year-to-date projection. Collections are increased \$11,865 over prior year.

LICENSES & PERMITS

Revenue of \$4,292 is \$(3,751) less than the year-to-date projection and is decreased \$(3,084) from FY 2022 receipts.

FEES & CHARGES FOR SERVICES

Fees & charges for services revenue year-to-date is \$332,718, which is \$(116,120) less than the year-to-date projection and is decreased \$(50,007), or (13.1)%, from last fiscal year. This category is primarily made up of Sanitation Fees, EMS/Ambulance Service Fees, and Lake Jacksonville Leases.

INVESTMENT INCOME

Revenue of \$44,111 is \$32,540 greater than the year-to-date projection. Interest received on the City's investments was increased \$37,346 over FY 2022.

MISCELLANEOUS RECEIPTS

As of November 30th, \$51,392 of miscellaneous revenue was received. Receipts are ahead of monthly projections and are \$5,381 greater than prior year receipts. Sale of surplus city equipment has pushed this category above both projections and prior year receipts.

TRANSFERS IN

Monthly transfers reimburse the General Fund for the transferring fund's share of general, administrative and other applicable expenses.

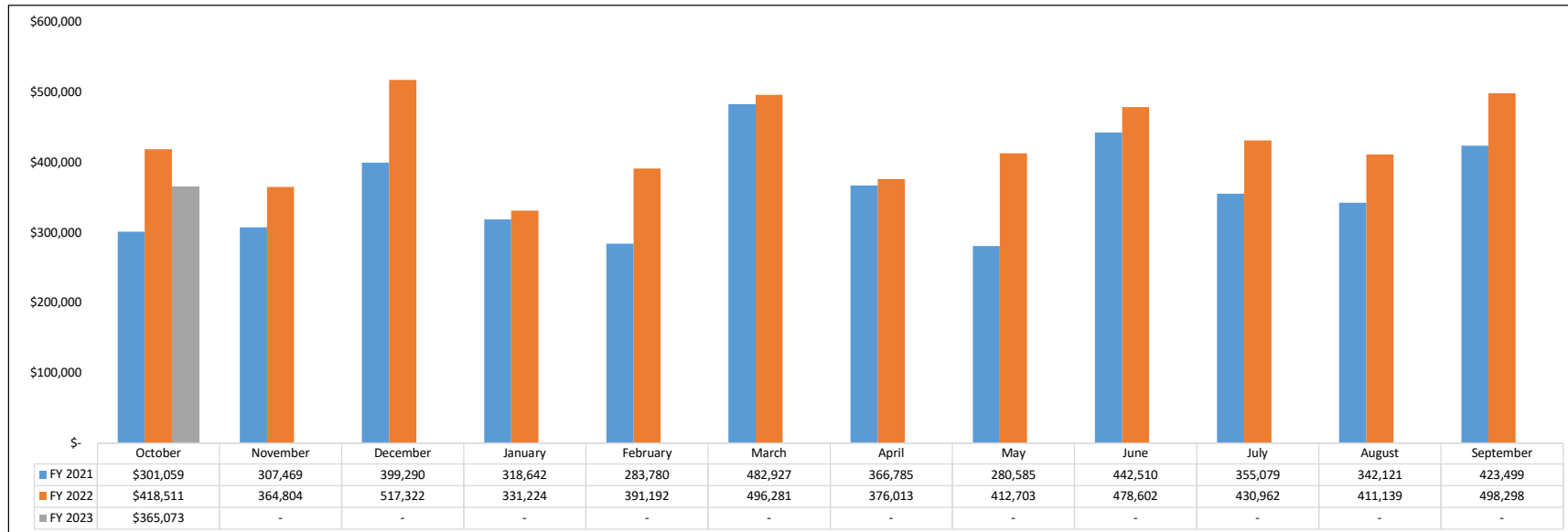
The monthly transfer schedule is as follows:

• Water/Wastewater Utility	\$ 129,339
• Grant	33,333
• Hotel/Motel Occ Tax	3,675
• Court Security	628



Sales Tax History: Fiscal Years 2021 - 2023

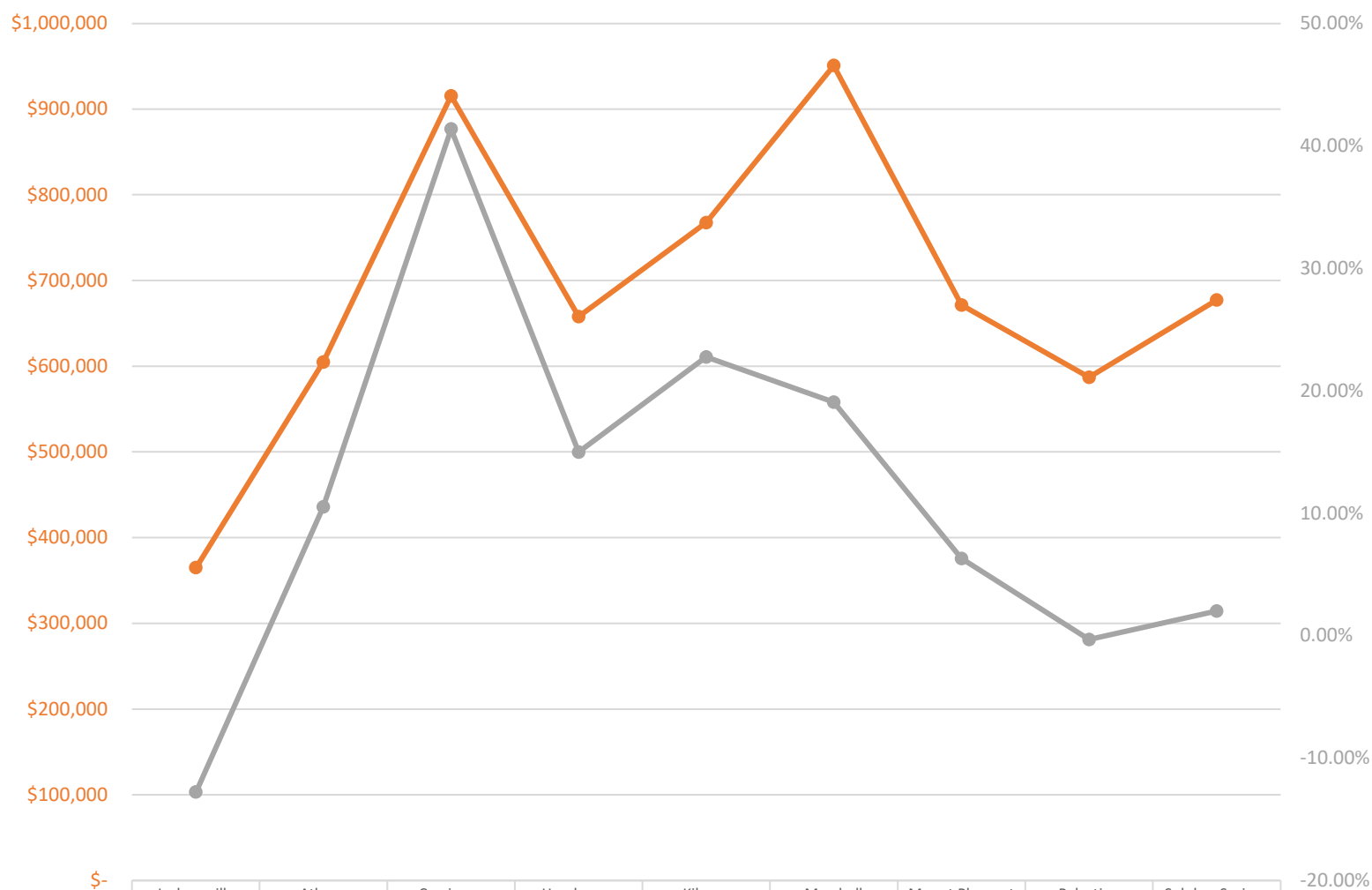
FY 2021					FY 2022					FY 2023				
	CITY	JEDCO	TOTAL	CUMULATIVE		CITY	JEDCO	TOTAL	CUMULATIVE		CITY	JEDCO	TOTAL	CUMULATIVE
	66.67%	33.33%	100.00%	TOTAL		66.67%	33.33%	100.00%	TOTAL		66.67%	33.33%	100.00%	TOTAL
October	\$ 200,706	\$ 100,353	\$ 301,059	\$ 301,059	October	\$ 279,008	\$ 139,504	\$ 418,511	\$ 418,511	October	\$ 243,382	\$ 121,691	\$ 365,073	\$ 365,073
November	204,980	102,490	307,469	608,528	November	243,203	121,601	364,804	783,316	November	-	-	-	365,073
December	266,193	133,097	399,290	1,007,818	December	344,882	172,441	517,322	1,300,638	December	-	-	-	365,073
January	212,428	106,214	318,642	1,326,460	January	220,816	110,408	331,224	1,631,863	January	-	-	-	365,073
February	189,187	94,593	283,780	1,610,240	February	260,794	130,397	391,192	2,023,054	February	-	-	-	365,073
March	321,951	160,976	482,927	2,093,167	March	330,854	165,427	496,281	2,519,335	March	-	-	-	365,073
April	244,523	122,262	366,785	2,459,952	April	250,676	125,338	376,013	2,895,348	April	-	-	-	365,073
May	187,057	93,528	280,585	2,740,537	May	275,135	137,568	412,703	3,308,051	May	-	-	-	365,073
June	295,007	147,503	442,510	3,183,047	June	319,068	159,534	478,602	3,786,653	June	-	-	-	365,073
July	236,719	118,360	355,079	3,538,126	July	287,308	143,654	430,962	4,217,615	July	-	-	-	365,073
August	228,081	114,040	342,121	3,880,247	August	274,093	137,046	411,139	4,628,754	August	-	-	-	365,073
September	282,333	141,166	423,499	4,303,746	September	332,198	166,099	498,298	5,127,052	September	-	-	-	365,073
	<u>\$ 2,869,164</u>	<u>\$ 1,434,582</u>	<u>\$ 4,303,746</u>			<u>\$ 3,418,034</u>	<u>\$ 1,709,017</u>	<u>\$ 5,127,052</u>			<u>\$ 243,382</u>	<u>\$ 121,691</u>	<u>\$ 365,073</u>	





City of Jacksonville, Texas
Financial Statement
As of November 30, 2022

Sales Tax FY 2023 - October - Period 1





Comparator Cities Calendar Year 2022-2023 Sales Tax Comparison % Δ

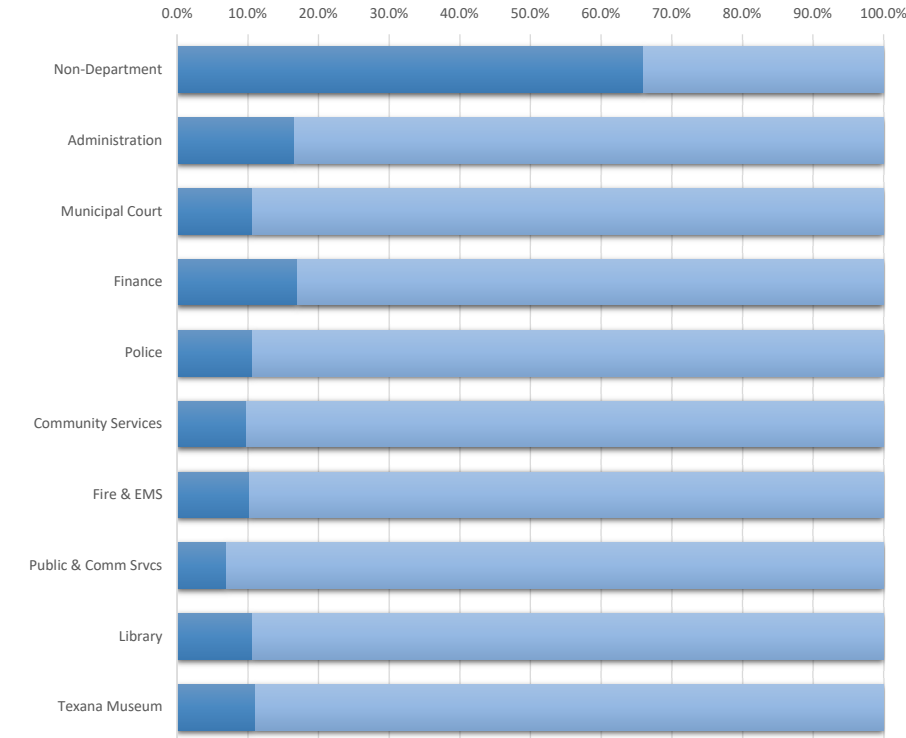
	Jacksonville			Athens	Corsicana	Henderson	Kilgore	Marshall	Mount Pleasant	Palestine	Sulphur Springs	Weighted Average
	2023 - 2020	2023 - 2021	2023 - 2022	2023 - 2022								
	% Δ Month	% Δ Month	% Δ Month	% Δ Month	% Δ Month	% Δ Month	% Δ Month	% Δ Month	% Δ Month	% Δ Month	% Δ Month	% Δ Month
Oct-22	41.3%	37.0%	20.2%	25.2%	15.5%	19.7%	29.4%	32.8%	14.6%	7.9%	24.2%	21.4%
Nov-22	44.6%	32.4%	17.7%	10.7%	13.5%	17.1%	-2.4%	7.4%	11.3%	2.5%	8.4%	9.0%
Dec-22	23.3%	21.3%	-12.8%	10.5%	41.4%	15.0%	22.8%	19.1%	6.3%	-0.3%	2.0%	12.8%
Jan-23												
Feb-23												
Mar-23												
Apr-23												
May-23												
Jun-23												
Jul-23												
Aug-23												
Sep-23												
	2023 - 2020	2023 - 2021	2023 - 2022	2023 - 2022								
	% 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-22	41.3%	37.0%	20.2%	25.2%	15.5%	19.7%	29.4%	32.8%	14.6%	7.9%	24.2%	21.4%
Nov-22	43.1%	34.5%	18.8%	17.3%	14.4%	18.2%	11.3%	17.1%	12.8%	5.0%	15.7%	14.4%
Dec-22	36.8%	30.4%	7.6%	15.2%	22.3%	17.2%	14.8%	17.7%	10.7%	3.3%	11.1%	13.9%
Jan-23												
Feb-23												
Mar-23												
Apr-23												
May-23												
Jun-23												
Jul-23												
Aug-23												
Sep-23												

"Month" is month in which revenue is received.



GENERAL FUND EXPENDITURES

	November 2022			Prior Year		
	YTD Actual	Annual Budget	% of Budget	YTD Actual	Annual Budget	% of Budget
Non-Department	\$ 163,470	\$ 247,463	66.1%	\$ 147,570	\$ 240,233	61.4%
Administration	206,576	1,239,417	16.7%	171,798	1,000,735	17.2%
Municipal Court	27,344	256,737	10.7%	29,229	227,618	12.8%
Finance	64,664	379,886	17.0%	68,279	393,064	17.4%
Police	424,249	3,958,267	10.7%	471,589	3,474,383	13.6%
Community Services	44,946	459,069	9.8%	40,761	416,306	9.8%
Fire & EMS	395,436	3,869,177	10.2%	393,729	3,309,003	11.9%
Public & Comm Svcs	259,794	3,722,779	7.0%	265,527	3,189,062	8.3%
Library	44,658	418,784	10.7%	43,954	366,531	12.0%
Texana Museum	3,469	31,305	11.1%	2,541	24,988	10.2%
Total Expenditures	\$ 1,634,606	\$ 14,582,885	11.2%	\$ 1,634,977	\$ 12,641,921	12.9%



YEAR-TO-DATE OVERVIEW

November 30th, 2022, marks the second month of the FY 2023 budget year. The year-to-date budget percentage for budgetary comparison is therefore 16.7%. Total General Fund expenditures of \$1,634,606 are below budgetary expectations at 11.2% expended.

Non-Department

Non-Department expenditures, currently at 66.1% of budgeted expectations, represent the annual payment for our property, plants, and equipment liability insurance.

Finance

At 17.0% expended, the finance department shows to be over budgeted expectations due to the first quarterly payment to the Cherokee County Appraisal District for property tax appraisal, billing, and collection services.

Capital Outlay

The FY 2023 Capital Budget for both the General and General Capital Projects Funds is \$1,694,258. As of November 30th, \$55,251, or 3.3%, of the annual budgets have been spent as described below.

FY 2023 CAPITAL EXPENDITURES		
Streets	Right-of-Way Tractor & Mower	\$ 48,128
Library	Library Books & Materials	4,602
Police	Police Vehicles	2,521
		<u>\$ 55,251</u>



UTILITY FUND REVENUES

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

	November 2022					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		-	-	0.0%			-	-	0.0%		-	-	0.0%		-	-	0.0%
Fines & Forfeiture		-	-	0.0%			-	-	0.0%		-	-	0.0%		-	-	0.0%
License & Permits		-	-	0.0%			-	-	0.0%		-	-	0.0%		-	-	0.0%
Fees & Charges For Services		497,346	564,795	88.1%			1,024,508	1,129,590	90.7%		1,024,508	6,777,541	15.1%		939,314	5,854,685	16.0%
Investment Income		18,518	2,380	778.1%			31,239	4,760	656.4%		31,239	28,557	109.4%		5,816	17,580	33.1%
Miscellaneous Receipts		(339)	1,713	-19.8%			12,015	3,425	350.8%		12,015	20,552	58.5%		6,058	4,200	144.2%
Transfers In		-	-	0.0%			-	-	0.0%		-	-	0.0%		(7,278)	-	0.0%
Total Revenues		\$ 515,525	\$ 568,888	90.6%			\$ 1,067,763	\$ 1,137,775	93.8%		\$ 1,067,763	\$ 6,826,650	15.6%		\$ 943,910	\$ 5,876,465	16.1%

YEAR-TO-DATE OVERVIEW

Total Utility Fund revenue of \$1,067,763 ended period two less than the monthly projection but \$123,852 greater than prior year collections.

WATER SALES

Revenue totaling \$620,964 was \$(13,799) less than the year-to-date projection. Water sales, through November 30th, are up about 15.9% when compared to FY 2022.

For the month of November, the city billed out 80,551,909 gallons of water. This amount is 27.5% greater than gallons billed November 2021. Year-to-date, the city has billed out 169,670,465 gallons. This amount is 119.9% of FY 2022 year-to-date billing.

SEWER CHARGES

Revenues of \$369,529 were \$(77,579) less than the monthly projection. However, billing was up about 4.1%, or \$14,510, when compared to November 2021. Sanitary sewer billings are driven by water consumption.

OTHER CHARGES FOR SERVICE

Revenue of \$3,696 ended November \$(5,756) less than projected. This revenue source is primarily driven by charges for Tap Fees (the cost of connecting a home or business to the City's sewer and water systems).

FINES AND FORFEITURES

Revenue (penalties assessed on past due utility bills) of \$30,319 ended November \$(7,948) less than the year-to-date projection. Late payment penalty revenue is driven by payment timing and the size of the past due balance.

INVESTMENT INCOME

Interest earnings of \$31,239 has already exceeded the annual projection by 9.4%. This is related to interest earnings on the TWDB 2022A CO's that are held in escrow pending project expenses.

MISCELLANEOUS RECEIPTS

Miscellaneous revenue includes revenues from sources not classified elsewhere, such as sale of items not normally held for resale, collections and recoveries. Increased revenue from sale of surplus capital equipment account for the variance to budget and increase over prior year receipts.



UTILITY FUND EXPENDITURES

	November 2022			Prior Year		
	YTD Actual	Annual Budget	% of Budget	YTD Actual	Annual Budget	% of Budget
Non-Department	\$ 496,067	\$ 2,514,174	19.7%	\$ 408,865	\$ 2,207,549	18.5%
Communications	3,025	24,186	12.5%	-	-	0.0%
Pub & Comm Services	55,328	799,571	6.9%	53,219	796,965	6.7%
Water Production	74,498	793,604	9.4%	65,694	773,492	8.5%
Water Distribution	68,142	492,774	13.8%	69,076	530,609	13.0%
Wastewater Coll	83,614	568,921	14.7%	44,287	648,872	6.8%
Wastewater Treat	106,907	1,063,144	10.1%	62,851	753,026	8.3%
Utility Billing	49,148	578,821	8.5%	104,200	433,880	24.0%
Total Expenditures	\$ 936,728	\$ 6,835,195	13.7%	\$ 808,191	\$ 6,144,394	13.2%

OVERVIEW

November 30th, 2022, marks the end of the second period of the FY 2022 budget year. The year-to-date budget percentage for budgetary comparison is therefore 16.7%. Year to date expenditures total \$936,728, or 13.7%, of the budget.

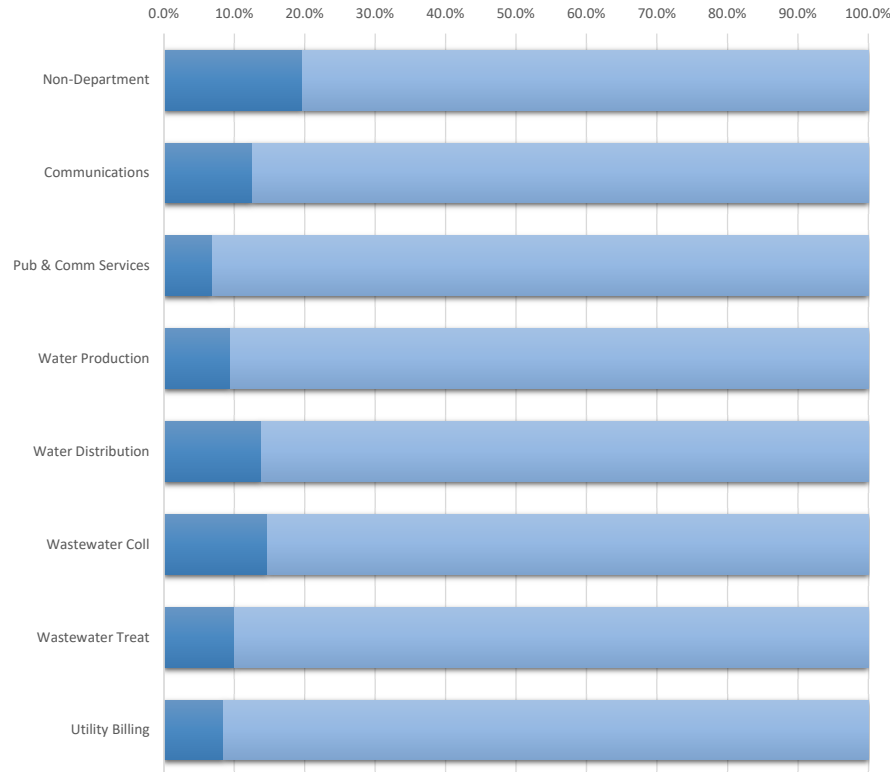
NON-DEPARTMENT

Non-Department expenses, at \$496,067, represent 19.7% of the annual budgeted amount and are increased over prior year. The variance to budget is related to the annual payment for our property, plants, and equipment liability insurance.

All other departments are below budgeted expectations through November 30th.

CAPITAL OUTLAY

The FY 2023 Capital Budget for both the Utility and Utility Capital Projects Funds is \$135,031. As of November 30th no expenses were incurred.



FY 2023 CAPITAL EXPENDITURES

\$ -



FUND BALANCE SUMMARY (unaudited)

Fund	Beginning Fund Balance 09/30/2022	Revenue	Expense	Ending Fund Balance 11/30/2022	Target Fund Balance	Over / (Under) Target Fund Balance
101 GENERAL FUND	\$ 4,510,406.64	\$ 2,944,307.62	\$ 1,624,963.14	\$ 5,829,751.12	\$ 2,916,576.95	\$ 2,913,174.17
STATE OF THE CITY DONATIONS	1,020.00	-	-	1,020.00		
SESQUICENTENNIAL	32,736.27	-	7,610.54	25,125.73		
CRIME PREVENTION DONATIONS	510.57	-	152.43	358.14		
POLICE DONATIONS	17,858.28	-	1,879.62	15,978.66		
ANIMAL SHELTER DONATIONS	13,026.05	120.00	-	13,146.05		
FIRE/EMS DONATIONS	5,850.00	-	-	5,850.00		
PARKS & REC DONATIONS	1,292.00	-	-	1,292.00		
LAKE JACKSONVILLE DONATIONS	-	-	-	-		
LIBRARY DONATIONS	5,488.98	15.24	-	5,504.22		
LIBRARY NEWSPAPER DIGITIZATION	21,960.00	-	-	21,960.00		
MUSEUM DONATIONS	5,245.50	481.00	-	5,726.50		
102 DEBT SERVICE FUND	203,710.12	570,437.73	750.00	773,397.85	143,813.07	629,584.78
103 CAPITAL PROJECTS FUND (GENERAL)	5,843,931.98	28,107.67	158,379.38	5,713,660.27		
110 GRANT FUND	441,815.49	166,772.50	230,027.79	378,560.20		
Total Major Governmental Funds	11,104,851.88	3,710,241.76	2,023,762.90	12,791,330.74		
111 HOTEL / MOTEL OCCUPANCY TAX FUND	1,250,894.09	61,600.71	82,518.99	1,229,975.81		
112 COURT TECHNOLOGY FUND	-	(19,148.43)	-	(19,148.43)		
113 COURT SECURITY FUND	142,215.44	2,186.85	1,256.70	143,145.59		
114 COURT CHILD SAFETY TRUST FUND	11,619.34	133.04	-	11,752.38		
115 POLICE STATE FORFEITURE FUND	11,528.16	57.28	-	11,585.44		
116 POLICE FEDERAL FORFEITURE FUND	6,458.89	32.09	-	6,490.98		
119 WAR MEMORIAL FUND	10,013.02	49.75	-	10,062.77		
120 VENUE PROJECT FUND	-	-	-	-		
Total Nonmajor Governmental Funds	1,432,728.94	44,911.29	83,775.69	1,393,864.54		
201 WATER & WASTEWATER UTILITY FUND	7,725,614.88	1,067,762.54	936,728.23	7,856,649.19	1,685,390.65	6,171,258.54
203 CAPITAL PROJECTS FUND (UTILITY)	961,425.45	4,704.13	20,755.98	945,373.60		
Total Enterprise Funds	8,687,040.33	1,072,466.67	957,484.21	8,802,022.79		
301 BEAUTIFICATION FUND	18,072.43	1,612.70	788.00	18,897.13		
Total Fiduciary Fund	18,072.43	1,612.70	788.00	18,897.13		
Grand Total- All Funds	\$ 21,242,693.58	\$ 4,829,232.42	\$ 3,065,810.80	\$ 23,006,115.20		



City of Jacksonville, Texas
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		Original Total	Current Total			% of	Budget	Prior Year	INC/(DEC)
		Budget	Budget	M-T-D Activity	Y-T-D Activity	Budget	Remaining	Y-T-D Activity	Prior Year
101 -GENERAL FUND- DETAIL									
REVENUE									
41-TAXES									
101-41400	AD VALOREM TAX- CURRENT	\$ 4,503,433	\$ 4,503,433	\$ 851,710	\$ 1,152,212	25.6%	\$ 3,351,221	\$ 909,338	\$ 242,874
101-41401	AD VALOREM TAX- PRIOR	120,000	120,000	15,117	20,457	17.0%	99,543	29,617	(9,160)
101-41402	AD VALOREM TAX- PENALTY & INTEREST	88,000	88,000	5,347	6,877	7.8%	81,123	8,967	(2,090)
101-41403	AD VALOREM TAX- MISCELLANEOUS	6,800	6,800	-	-	0.0%	6,800	-	-
101-41404	SALES TAX	3,377,134	3,377,134	332,198	606,291	18.0%	2,770,843	510,414	95,878
101-41405	SALES TAX- TIMELY FILING DISCOUNT	530	530	42	85	16.1%	445	41	44
101-41406	MIXED BEVERAGE TAX	17,500	17,500	1,638	3,202	18.3%	14,298	2,566	636
101-41408	PROPERTY TAX REBATE	(56,921)	(56,921)	-	-	0.0%	(56,921)	-	-
*** REVENUE CATEGORY TOTALS ***		8,056,476	8,056,476	1,206,052	1,789,124	22.2%	6,267,352	1,460,943	328,181
42-FRANCHISE FEES									
101-42410	ROW RENTAL FEES- ELECTRICITY	510,000	510,000	-	163,848	32.1%	346,152	154,390	9,458
101-42411	ROW RENTAL FEES- GAS UTILITIES	130,000	130,000	25,820	25,820	19.9%	104,180	19,657	6,163
101-42412	ROW RENTAL FEES- TELECOM	20,000	20,000	4,354	4,377	21.9%	15,623	4,553	(177)
101-42413	ROW RENTAL FEES- CABLE TV	120,000	120,000	25,536	25,536	21.3%	94,464	30,051	(4,515)
101-42414	SANITATION FRANCHISE FEES	115,000	115,000	-	9,222	8.0%	105,778	28,063	(18,841)
101-42415	LANDFILL CONTRACT FEES	435,000	435,000	35,609	75,477	17.4%	359,523	89,492	(14,014)
*** REVENUE CATEGORY TOTALS ***		1,330,000	1,330,000	91,319	304,280	22.9%	1,025,720	326,207	(21,926)
43-INTERGOVERNMENTAL REVENUE									
101-43427	MISCELLANEOUS GRANT REVENUE	-	-	-	23,351	0.0%	(23,351)	-	23,351
*** REVENUE CATEGORY TOTALS ***		-	-	-	23,351	0.0%	(23,351)	-	23,351
44-FINES & FORFEITURE									
101-44440	MUNICIPAL COURT- ADMINISTRATION FEES	88,750	88,750	18,223	31,439	35.4%	57,311	(636)	32,075
101-44444	MUNICIPAL COURT- FINES	250,000	250,000	13,599	28,659	11.5%	221,341	49,377	(20,718)
101-44445	MUNICIPAL COURT- JUDICIAL ADMIN FUND	500	500	54	102	20.5%	398	0	102
101-44446	MUNICIPAL COURT- JURY FUND	200	200	16	29	14.7%	171	21	8
101-44447	MUNICIPAL COURT- TRUANCY PREVENTION & DIVERSION	6,000	6,000	816	1,474	24.6%	4,526	1,075	399
*** REVENUE CATEGORY TOTALS ***		345,450	345,450	32,708	61,704	17.9%	283,746	49,838	11,865
45-LICENSE & PERMITS									
101-45450	BEER & WINE PERMIT-OFF PREMISE	180	180	-	-	0.0%	180	-	-
101-45451	BUILDING PERMITS	22,228	22,228	1,067	2,105	9.5%	20,123	4,151	(2,046)
101-45452	DEMOLITION PERMITS	1,250	1,250	100	100	8.0%	1,150	100	-
101-45453	ELECTRICAL PERMITS & LICENSES	7,500	7,500	375	842	11.2%	6,658	268	574
101-45454	EXCAVATION PERMITS	750	750	75	100	13.3%	650	-	100
101-45455	HEALTH PERMITS	-	-	-	-	0.0%	-	30	(30)
101-45457	MECHANICAL PERMITS	4,000	4,000	-	116	2.9%	3,884	1,449	(1,333)
101-45458	OUTDOOR BURNING PERMITS	1,000	1,000	-	-	0.0%	1,000	250	(250)
101-45459	PLAT PERMITS	350	350	22	44	12.6%	306	46	(2)
101-45460	PLUMBING & GAS PERMITS	8,500	8,500	370	835	9.8%	7,665	1,083	(248)
101-45461	SIGN PERMITS	1,125	1,125	-	-	0.0%	1,125	-	-
101-45462	SPRINKLER SYSTEM PERMITS	300	300	25	75	25.0%	225	-	75



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101-45463	SYSTEMS/MISCELLANEOUS PERMITS	200	200	-	-	0.0%	200	-	-
101-45464	VARIANCE PERMITS	225	225	-	-	0.0%	225	-	-
101-45465	VENDOR PERMITS	200	200	-	-	0.0%	200	-	-
101-45466	ZONING PERMITS	450	450	75	75	16.7%	375	-	75
*** REVENUE CATEGORY TOTALS ***		48,258	48,258	2,109	4,292	8.9%	43,966	7,376	(3,084)
46-FEES & CHARGES FOR SERVICES									
101-46470	AMBULANCE FEES	850,000	850,000	34,496	88,750	10.4%	761,250	143,706	(54,956)
101-46471	AMBULANCE MEMBERSHIP FEES	26,650	26,650	2,161	4,330	16.2%	22,320	4,472	(142)
101-46472	ACCOUNT SERVICES FEES	8,000	8,000	-	400	5.0%	7,600	1,600	(1,200)
101-46473	LAKE LOT LEASE FEES	80,343	80,343	-	400	0.5%	79,943	400	-
101-46474	FUEL PUMP SALES	192,260	192,260	696	1,786	0.9%	190,474	3,552	(1,766)
101-46475	CAMPGROUND RENTAL FEES	82,000	82,000	2,080	8,230	10.0%	73,770	5,973	2,257
101-46477	SANITATION FEES	1,382,056	1,382,056	103,152	206,898	15.0%	1,175,158	198,806	8,092
101-46478	GARBAGE CAN RENTAL FEES	-	-	1,646	3,334	0.0%	(3,334)	3,817	(483)
101-46479	SPECIAL PICK UP FEES	20,000	20,000	1,890	2,605	13.0%	17,395	2,780	(175)
101-46493	POLICE DEPT FEES	2,600	2,600	10	102	3.9%	2,499	225	(124)
101-46494	ANIMAL SERVICES FEES	9,000	9,000	1,791	3,386	37.6%	5,614	610	2,776
101-46496	CEMETERY LOT SALES	26,310	26,310	10	450	1.7%	25,860	4,060	(3,610)
101-46497	INDUSTRIAL PARK RENTAL	2,368	2,368	10,000	10,000	422.3%	(7,632)	11,000	(1,000)
101-46498	LIBRARY FEES	11,442	11,442	1,047	2,047	17.9%	9,395	1,723	324
*** REVENUE CATEGORY TOTALS ***		2,693,029	2,693,029	158,979	332,718	12.4%	2,360,311	382,725	(50,007)
47-INVESTMENT INCOME									
101-47510	INTEREST INCOME	69,424	69,424	23,025	44,111	63.5%	25,313	6,765	37,346
*** REVENUE CATEGORY TOTALS ***		69,424	69,424	23,025	44,111	63.5%	25,313	6,765	37,346
48-MISCELLANEOUS RECEIPTS									
101-48515	MISCELLANEOUS REVENUE	10,000	10,000	3,671	5,724	57.2%	4,276	140	5,584
101-48517	REBATES & DISCOUNTS	23,875	23,875	-	9,571	40.1%	14,304	28,116	(18,544)
101-48518	INSURANCE PROCEEDS	51,000	51,000	-	-	0.0%	51,000	16,801	(16,801)
101-48519	LIBRARY DONATIONS	-	-	-	-	0.0%	-	1,050	(1,050)
101-48522	SALE OF CAPITAL EQUIPMENT	-	-	40,082	41,067	0.0%	(41,067)	-	41,067
101-48525	SALE OF CAPITAL VEHICLES	-	-	4,056	4,056	0.0%	(4,056)	-	4,056
101-48528	CASH OVER/SHORT	-	-	-	-	0.0%	-	(96)	96
101-48533	DESIGNATED DONATIONS- CRIME PREVENTION DONATIONS	-	-	(152)	(152)	0.0%	152	-	(152)
101-48534	DESIGNATED DONATIONS- POLICE DONATIONS	-	-	(1,325)	(1,880)	0.0%	1,880	-	(1,880)
101-48535	DESIGNATED DONATIONS- ANIMAL SHELTER DONATIONS	-	-	60	120	0.0%	(120)	-	120
101-48539	DESIGNATED DONATIONS- LIBRARY DONATIONS	-	-	3	15	0.0%	(15)	-	15
101-48540	DESIGNATED DONATIONS- MUSEUM DONATIONS	-	-	204	481	0.0%	(481)	-	481
101-48544	DESIGNATED DONATIONS- SESQUICENTENNIAL	-	-	(3,593)	(7,611)	0.0%	7,611	-	(7,611)
*** REVENUE CATEGORY TOTALS ***		84,875	84,875	43,005	51,392	60.6%	33,483	46,011	5,381
49-TRANSFERS IN									
101-49552	TRANSFER FROM COURT SECURITY FUND	7,540	7,540	628	1,257	16.7%	6,284	2,963	(1,706)
101-49553	TRANSFER FROM UTILITY FUND	1,552,072	1,552,072	129,339	258,679	16.7%	1,293,394	272,022	(13,343)
101-49554	TRANSFER FROM HOTEL/MOTEL OCC TAX FUND	44,103	44,103	3,675	7,351	16.7%	36,753	5,988	1,363
101-49555	TRANSFER FROM GRANT FUND	400,000	400,000	33,333	66,667	16.7%	333,333	-	66,667



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		Original Total	Current Total			% of	Budget	Prior Year	INC/(DEC)
		Budget	Budget	M-T-D Activity	Y-T-D Activity	Budget	Remaining	Y-T-D Activity	Prior Year
*** REVENUE CATEGORY TOTALS ***		2,003,716	2,003,716	166,976	333,953	16.7%	1,669,763	280,972	52,981
*** TOTAL REVENUE ***		14,631,228	14,631,228	1,724,175	2,944,924	20.1%	11,686,304	2,560,836	384,087
10 -GENERAL FUND- DETAIL									
EXPENSE									
51-EMPLOYEE SERVICES									
101-51600	SUPERVISION	1,217,185	1,217,185	87,340	130,071	10.7%	1,087,114	117,242	12,829
101-51601	OPERATIONAL	4,806,653	4,806,653	341,378	507,295	10.6%	4,299,358	420,406	86,889
101-51602	PERMANENT PART-TIME	161,240	161,240	7,633	11,415	7.1%	149,825	8,860	2,555
101-51604	SEASONAL PART-TIME POOL	36,864	36,864	-	-	0.0%	36,864	-	-
101-51607	OVERTIME- TRANSFER TRUCK	52,881	52,881	3,525	6,031	11.4%	46,850	11,036	(5,006)
101-51609	FIELD TRAINING OFFICER STIPEND	11,357	11,357	1,060	1,375	12.1%	9,982	2,427	(1,052)
101-51610	HR STIPEND	-	-	-	-	0.0%	-	1,355	(1,355)
101-51611	K9 CARE STIPEND	7,040	7,040	542	812	11.5%	6,228	860	(47)
101-51612	ON CALL STIPEND	7,300	7,300	455	665	9.1%	6,635	989	(324)
101-51613	BI-LINGUAL PAY	27,000	27,000	2,250	3,375	12.5%	23,625	2,330	1,046
101-51614	CERTIFICATION PAY	121,219	121,219	10,413	14,950	12.3%	106,269	15,381	(431)
101-51615	DIFFERENTIAL PAY	21,000	21,000	1,488	2,275	10.8%	18,725	3,498	(1,223)
101-51616	EDUCATION PAY	29,100	29,100	2,463	3,725	12.8%	25,375	3,266	459
101-51617	LONGEVITY PAY	37,084	37,084	2,881	4,282	11.5%	32,802	4,551	(269)
101-51618	SALARY PREMIUM PAY	-	-	-	-	0.0%	-	93,730	(93,730)
101-51620	AUTO ALLOWANCE	13,100	13,100	1,092	1,092	8.3%	12,008	178	913
101-51621	CELL PHONE ALLOWANCE	4,737	4,737	395	395	8.3%	4,342	412	(17)
101-51622	CLOTHING ALLOWANCE	3,000	3,000	4,000	4,000	133.3%	(1,000)	245	3,755
101-51623	OVERTIME- CALL-OUT	34,832	34,832	1,641	3,077	8.8%	31,755	1,466	1,611
101-51624	OVERTIME- COURT	4,207	4,207	1,418	1,736	41.3%	2,471	-	1,736
101-51625	OVERTIME- FIRE PREVENTION	439	439	434	1,810	412.4%	(1,371)	-	1,810
101-51626	OVERTIME- HOLIDAY WORKED	731	731	-	-	0.0%	731	216	(216)
101-51627	OVERTIME-INCREASED MANPOWER	1,333	1,333	158	158	11.8%	1,175	-	158
101-51628	OVERTIME- LAKE PUBLIC SAFETY	4,305	4,305	-	-	0.0%	4,305	-	-
101-51629	OVERTIME- LATE CALLS	50,055	50,055	6,213	8,581	17.1%	41,475	7,130	1,451
101-51630	OVERTIME- TRAINING	36,459	36,459	2,380	3,657	10.0%	32,802	3,420	237
101-51632	OVERTIME- SCHEDULED (MANDATED)	327,695	327,695	21,669	32,653	10.0%	295,042	27,078	5,575
101-51633	OVERTIME- SHIFT COVERAGE	243,360	243,360	7,801	13,402	5.5%	229,958	20,331	(6,929)
101-51634	OVERTIME- SPECIAL EVENTS	12,170	12,170	1,569	4,035	33.2%	8,135	2,711	1,324
101-51635	OVERTIME- TOMATO BOWL	94	94	-	-	0.0%	94	89	(89)
101-51636	OVERTIME- TRAFFIC STEP	6,726	6,726	211	211	3.1%	6,515	99	111
101-51638	FICA	556,832	556,832	37,664	56,120	10.1%	500,712	55,684	436
101-51639	DENTAL INSURANCE	34,406	34,406	2,651	4,002	11.6%	30,404	3,618	384
101-51640	HEALTH INSURANCE	769,727	769,727	48,459	74,043	9.6%	695,684	78,141	(4,098)
101-51641	LIFE INSURANCE	1,940	1,940	145	218	11.2%	1,722	208	10
101-51642	TMRS	729,643	729,643	53,681	80,074	11.0%	649,569	80,836	(763)
101-51643	WORKER'S COMPENSATION	162,460	162,460	11,236	21,272	13.1%	141,188	17,720	3,552
101-51644	CONTRA WAGE EXPENSE	(63,903)	(63,903)	-	-	0.0%	(63,903)	-	-
101-51645	UNEMPLOYMENT	-	-	-	4,101	0.0%	(4,101)	-	4,101
101-51646	CONTRACT LABOR	202,150	202,150	11,350	16,673	8.2%	185,477	10,800	5,873
101-51647	BENEFIT ADMINISTRATION	4,518	4,518	171	171	3.8%	4,347	165	6
101-51648	EMPLOYEE TESTING	4,375	4,375	135	537	12.3%	3,838	300	237
101-51649	OTHER EMPLOYEE COSTS	20,300	20,300	-	1,803	8.9%	18,497	1,663	140



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101-51650	RECRUITING & RETENTION	2,400	2,400	-	-	0.0%	2,400	-	-
101-51652	VOLUNTEER FIRE PENSION	3,600	3,600	-	-	0.0%	3,600	-	-
*** EXPENSE CATEGORY TOTALS ***		9,707,614	9,707,614	675,895	1,020,090	10.5%	8,687,524	998,438	21,651
52-MAINTENANCE									
101-52700	R/M BUILDINGS & STRUCTURES	102,055	102,055	2,861	8,531	8.4%	93,524	9,633	(1,102)
101-52701	R/M EQUIPMENT & MACHINERY	131,708	131,708	18,366	32,947	25.0%	98,760	25,358	7,589
101-52705	R/M MOTOR VEHICLES	86,705	86,705	4,552	5,012	5.8%	81,694	3,566	1,446
101-52706	R/M OFFICE EQUIPMENT	700	700	-	-	0.0%	700	-	-
101-52707	R/M PARKS	65,250	65,250	11,068	14,047	21.5%	51,203	2,228	11,819
101-52708	R/M RADIO COMMUNICATION	6,500	6,500	4	4	0.1%	6,496	-	4
101-52709	R/M SIDEWALKS CULVERTS BRIDGES	50,000	50,000	-	1,650	3.3%	48,350	-	1,650
101-52710	R/M STREETS & ALLEYS	245,000	245,000	95	1,202	0.5%	243,798	8,451	(7,250)
101-52715	DAMAGES & CLAIMS	53,254	53,254	1,500	3,000	5.6%	50,254	8,000	(5,000)
*** EXPENSE CATEGORY TOTALS ***		741,172	741,172	38,446	66,393	9.0%	674,779	57,236	9,157
53-UTILITIES									
101-53730	ELECTRICITY	326,849	326,849	16,560	16,596	5.1%	310,253	13,259	3,337
101-53731	NATURAL GAS	25,554	25,554	1,085	1,085	4.2%	24,469	922	164
101-53732	PHONE/CABLE/INTERNET	151,310	151,310	15,655	31,451	20.8%	119,859	24,377	7,073
101-53733	WATER/SEWER & GARBAGE	58,246	58,246	5,755	5,755	9.9%	52,491	5,842	(86)
*** EXPENSE CATEGORY TOTALS ***		561,959	561,959	39,056	54,887	9.8%	507,071	44,400	10,487
54-SUPPLIES									
101-54740	AMBULANCE SUPPLIES	47,054	47,054	3,677	3,932	8.4%	43,122	3,173	759
101-54741	ANIMAL CARE SUPPLIES	6,000	6,000	45	208	3.5%	5,792	301	(94)
101-54742	ANIMAL FOOD	9,000	9,000	-	-	0.0%	9,000	648	(648)
101-54743	BOOK SUPPLIES	6,010	6,010	-	-	0.0%	6,010	660	(660)
101-54744	BOTANICAL SUPPLIES	2,150	2,150	2,624	2,624	122.0%	(474)	92	2,531
101-54745	CASH OVER/SHORT	-	-	-	65	0.0%	(65)	617	(552)
101-54746	CHEMICAL SUPPLIES	53,625	53,625	661	793	1.5%	52,832	493	300
101-54749	FIRE ARM TRAINING SUPPLIES	6,000	6,000	161	161	2.7%	5,840	532	(371)
101-54750	FIRE FIGHTING FOAM	1,050	1,050	-	-	0.0%	1,050	-	-
101-54751	FIRE HOSE SUPPLIES	4,300	4,300	4,161	4,161	96.8%	139	-	4,161
101-54752	FOOD	20,502	20,502	1,778	2,192	10.7%	18,311	2,617	(425)
101-54755	INVESTIGATION SUPPLIES	3,900	3,900	494	494	12.7%	3,406	92	402
101-54756	JANITORIAL SUPPLIES	31,958	31,958	2,766	4,784	15.0%	27,174	2,596	2,188
101-54757	K-9 CARE SUPPLIES	10,600	10,600	326	326	3.1%	10,274	228	98
101-54762	MINOR TOOLS & EQUIPMENT	18,430	18,430	8,377	8,377	45.5%	10,053	784	7,593
101-54763	MISCELLANEOUS SUPPLIES	16,350	16,350	234	234	1.4%	16,116	292	(58)
101-54764	MOTOR VEHICLE FUEL	271,145	271,145	32	32	0.0%	271,113	16,329	(16,297)
101-54765	OFFICE EQUIP/FURNITURE/FIXTR	3,004	3,004	121	183	6.1%	2,821	136	48
101-54766	OFFICE SUPPLIES	23,568	23,568	2,616	2,775	11.8%	20,793	2,109	666
101-54767	OXYGEN SUPPLIES	5,040	5,040	798	798	15.8%	4,242	418	380
101-54768	PLAQUES & AWARDS	2,710	2,710	2,910	2,910	107.4%	(200)	675	2,235
101-54769	POSTAGE	11,354	11,354	477	1,116	9.8%	10,238	1,105	11
101-54770	PRINTING SUPPLIES	7,190	7,190	135	281	3.9%	6,909	492	(211)
101-54771	PROGRAMMING SUPPLIES	4,430	4,430	40	40	0.9%	4,390	282	(242)
101-54772	PROTECTIVE CLOTHING	113,370	113,370	-	-	0.0%	113,370	-	-



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		Original Total	Current Total			% of	Budget	Prior Year	INC/(DEC)
		Budget	Budget	M-T-D Activity	Y-T-D Activity	Budget	Remaining	Y-T-D Activity	Prior Year
101-54773	PUBLIC EDUCATION SUPPLIES	2,875	2,875	-	-	0.0%	2,875	450	(450)
101-54774	RECREATION SUPPLIES	1,950	1,950	70	70	3.6%	1,880	251	(181)
101-54775	RESALE GASOLINE	165,572	165,572	30	30	0.0%	165,542	2,998	(2,968)
101-54776	SAFETY EQUIPMENT	500	500	-	-	0.0%	500	-	-
101-54777	STREET SIGN SUPPLIES	29,185	29,185	151	151	0.5%	29,034	185	(35)
101-54778	TECHNOLOGY SUPPLIES	7,793	7,793	8	8	0.1%	7,785	401	(393)
101-54779	WEARING APPAREL	66,189	66,189	9,716	10,150	15.3%	56,038	1,463	8,687
*** EXPENSE CATEGORY TOTALS ***		952,803	952,803	42,407	46,894	4.9%	905,909	40,419	6,475
55-SERVICES									
101-55800	ACCOUNTING & AUDITING	25,200	25,200	-	-	0.0%	25,200	-	-
101-55801	APPRAISAL DISTRICT	129,895	129,895	-	30,990	23.9%	98,905	28,966	2,024
101-55804	BILLING & COLLECTION SERVICES	142,310	142,310	2,846	15,079	10.6%	127,231	20,103	(5,024)
101-55805	CONSTRUCTION CONTRACTS	50,000	50,000	-	-	0.0%	50,000	-	-
101-55806	CONSULTING SERVICES	18,993	18,993	833	1,667	8.8%	17,326	1,667	-
101-55807	CONTINGENCY	50,000	50,000	-	-	0.0%	50,000	-	-
101-55809	CREDIT CARD PROCESSING FEES	13,002	13,002	1,623	1,628	12.5%	11,374	1,502	126
101-55810	ELECTION COSTS	19,000	19,000	-	-	0.0%	19,000	-	-
101-55812	ENGINEERING SERVICES	14,643	14,643	-	-	0.0%	14,643	-	-
101-55813	FEES & PERMITS	100	100	-	-	0.0%	100	-	-
101-55815	INSURANCE-PROPERTY, PLANT, & EQUIPMENT	164,012	164,012	-	172,815	105.4%	(8,803)	152,056	20,759
101-55816	IT SUPPORT	60,000	60,000	-	60,000	100.0%	-	60,000	-
101-55817	JANITORIAL SERVICES	5,500	5,500	-	-	0.0%	5,500	13,050	(13,050)
101-55819	LEASE/RENTAL OF EQUIPMENT	32,898	32,898	3,325	3,725	11.3%	29,173	750	2,975
101-55820	LEASE/RENTAL OF PROPERTY	6,000	6,000	500	1,000	16.7%	5,000	-	1,000
101-55821	LEGAL ADVERTISING	11,350	11,350	3,409	3,409	30.0%	7,941	900	2,509
101-55822	LEGAL SERVICES	-	-	526	526	0.0%	(526)	-	526
101-55824	MISCELLANEOUS SERVICES	20,987	20,987	2,495	2,684	12.8%	18,303	3,525	(841)
101-55826	PUBLIC COMMUNICATION	2,050	2,050	275	275	13.4%	1,775	-	275
101-55828	SOFTWARE	137,152	137,152	6,060	73,353	53.5%	63,799	63,105	10,248
101-55829	SPECIAL SERVICES	15,666	15,666	-	-	0.0%	15,666	5,525	(5,525)
101-55830	SUPPORT OF COMMUNITY SERVICES	7,500	7,500	-	500	6.7%	7,000	8,750	(8,250)
101-55833	VETERINARY SERVICES	10,000	10,000	-	-	0.0%	10,000	214	(214)
101-55834	SOLID WASTE & SLUDGE DISPOSAL	1,026,715	1,026,715	72,815	73,225	7.1%	953,490	68,531	4,694
*** EXPENSE CATEGORY TOTALS ***		1,962,973	1,962,973	94,708	440,875	22.5%	1,522,099	428,642	12,233
56-TRAVEL & EDUCATION EXPENDITURES									
101-56851	MEMBERSHIP DUES	24,121	24,121	2,637	4,702	19.5%	19,419	2,872	1,829
101-56852	TRAINING EXPENSES	83,078	83,078	2,966	5,866	7.1%	77,212	7,812	(1,946)
101-56853	TRAVEL & LODGING EXPENSES	46,336	46,336	6,349	7,149	15.4%	39,187	2,731	4,418
*** EXPENSE CATEGORY TOTALS ***		153,535	153,535	11,951	17,716	11.5%	135,819	13,415	4,301
57-DEBT SERVICE									
101-57862	CAPITAL LEASE INTEREST	19,962	19,962	-	-	0.0%	19,962	-	-
101-57863	CAPITAL LEASE PRINCIPAL	217,117	217,117	-	-	0.0%	217,117	-	-
*** EXPENSE CATEGORY TOTALS ***		237,079	237,079	-	-	0.0%	237,079	-	-
58-CAPITAL EXPENDITURES									



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101-58881	CAPITAL MACHINERY & EQUIPMENT	97,750	97,750	-	-	0.0%	97,750	3,500	(3,500)
101-58883	CAPITAL MOTOR VEHICLES	120,000	120,000	2,521	2,521	2.1%	117,479	54,392	(51,871)
101-58887	LIBRARY BOOKS & MATERIALS	42,000	42,000	135	4,602	11.0%	37,398	5,400	(798)
*** EXPENSE CATEGORY TOTALS ***		259,750	259,750	2,655	7,122	2.7%	252,628	63,292	(56,169)
59 - TRANSFERS OUT									
101-59906	TRANSFER TO BEAUTIFICATION FUND	6,000	6,000	500	1,000	16.7%	5,000	1,000	-
101-59909	TRANSFER TO COURT TECHNOLOGY FUND	-	-	-	(20,371)	0.0%	20,371	(11,865)	(8,506)
*** EXPENSE CATEGORY TOTALS ***		6,000	6,000	500	(19,371)	-322.9%	25,371	(10,865)	(8,506)
*** TOTAL EXPENSE ***		\$ 14,582,885	\$ 14,582,885	\$ 905,619	\$ 1,634,606	11.2%	\$ 12,948,279	\$ 1,634,977	\$ (371)

102 -DEBT SERVICE FUND- DETAIL

REVENUE

102-41400	AD VALOREM TAX- CURRENT	\$ 1,504,808	\$ 1,504,808	\$ 284,688	\$ 385,097	25.6%	\$ 1,119,711	\$ 281,125	\$ 103,972
102-41401	AD VALOREM TAX- PRIOR	34,931	34,931	4,901	6,602	18.9%	28,329	10,684	(4,082)
102-41402	AD VALOREM TAX- PENALTY & INTEREST	26,324	26,324	1,876	2,406	9.1%	23,918	3,286	(880)
102-47510	INTEREST INCOME	8,310	8,310	2,027	2,898	34.9%	5,412	603	2,295
102-49553	TRANSFER FROM UTILITY FUND	874,660	874,660	72,888	145,777	16.7%	728,883	72,447	73,330
102-49554	TRANSFER FROM HOTEL/MOTEL OCC TAX FUND	165,949	165,949	13,829	27,658	16.7%	138,291	-	27,658
*** TOTAL REVENUE ***		2,614,982	2,614,982	380,210	570,438	21.8%	2,044,544	368,144	202,293

102 -DEBT SERVICE FUND- DETAIL

EXPENSE

102-57861	BOND ISSUANCE COST	-	-	-	-	0.0%	-	-	-
102-57864	CONTINUING DISCLOSURE	3,500	3,500	-	-	0.0%	3,500	-	-
102-57865	DEBT SERVICE INTEREST	845,081	845,081	-	-	0.0%	845,081	-	-
102-57866	DEBT SERVICE PRINCIPAL	1,680,000	1,680,000	-	-	0.0%	1,680,000	-	-
102-57867	PAYING AGENT FEES	1,500	1,500	-	750	50.0%	750	750	-
102-59904	TRANSFER TO WATER & WASTEWATER UTILITY FUND	-	-	-	-	0.0%	-	(7,278)	7,278
*** TOTAL EXPENSE ***		\$ 2,530,081	\$ 2,530,081	\$ -	\$ 750	0.0%	\$ 2,529,331	\$ (6,528)	\$ 7,278

103 -CAPITAL PROJECTS FUND (GENERAL)- DETAIL

REVENUE

103-47510	INTEREST INCOME	\$ 46,300	\$ 46,300	\$ 16,401	\$ 28,108	60.7%	\$ 18,192	\$ 4,054	\$ 24,054
103-48523	SALE OF CAPITAL PROPERTY	1,400,000	1,400,000	-	-	0.0%	1,400,000	-	-
103-48530	OTHER FINANCING SOURCES	754,681	754,681	-	-	0.0%	754,681	-	-
*** TOTAL REVENUE ***		2,200,981	2,200,981	16,401	28,108	1.3%	2,172,873	4,054	24,054

103 -CAPITAL PROJECTS FUND (GENERAL)- DETAIL

EXPENSE

103-52710	R/M STREETS & ALLEYS	4,818,000	4,818,000	-	-	0.0%	4,818,000	-	-
103-55803	BANKING FEES	120	120	10	20	16.7%	100	20	-



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103-57862	CAPITAL LEASE INTEREST	13,983	13,983	1,885	3,708	26.5%	10,275	2,436	1,273
103-57863	CAPITAL LEASE PRINCIPAL	754,681	754,681	-	-	0.0%	754,681	-	-
103-58880	CAPITAL BUILDINGS & STRUCTURES	197,166	197,166	-	-	0.0%	197,166	32,796	(32,796)
103-58881	CAPITAL MACHINERY & EQUIPMENT	411,392	411,392	48,128	48,128	11.7%	363,264	100,389	(52,261)
103-58883	CAPITAL MOTOR VEHICLES	-	-	-	-	0.0%	-	(50,096)	50,096
103-58884	CAPITAL PARK IMPROVEMENTS	825,950	825,950	-	-	0.0%	825,950	-	-
103-59903	TRANSFER TO GRANT FUND	639,135	639,135	53,261	106,523	16.7%	532,613	-	106,523
*** TOTAL EXPENSE ***		<u>\$ 7,660,427</u>	<u>\$ 7,660,427</u>	<u>\$ 103,284</u>	<u>\$ 158,379</u>	<u>2.1%</u>	<u>\$ 7,502,048</u>	<u>\$ 85,544</u>	<u>\$ 72,835</u>

Fund: 110 - GRANT FUND- DETAIL
REVENUE

110-43420	DEPT OF JUSTICE GRANT REVENUE	\$ 2,500	\$ 2,500	\$ -	\$ 450	18.0%	\$ 2,050	\$ -	\$ 450
110-43421	TX DEPT OF STATE HEALTH SERVICES GRANT REVENUE	7,500	7,500	-	-	0.0%	7,500	-	-
110-43425	TX STATE LIB & ARC COMMISS GRANT REVENUE	4,080	4,080	-	-	0.0%	4,080	-	-
110-43431	TXDOT GRANT REVENUE	6,726	6,726	-	-	0.0%	6,726	-	-
110-43433	TX PARKS & WILDLIFE GRANT REVENUE	1,334,690	1,334,690	-	-	0.0%	1,334,690	-	-
110-43435	TX DEPT OF AGRICULTURE GRANT REVENUE	229,682	229,682	-	59,800	26.0%	169,882	-	59,800
110-49556	TRANSFER FROM GEN CAPITAL PROJECTS FUND	639,135	639,135	53,261	106,523	16.7%	532,613	-	106,523
*** TOTAL REVENUE ***		<u>2,224,313</u>	<u>2,224,313</u>	<u>53,261</u>	<u>166,773</u>	<u>7.5%</u>	<u>2,057,541</u>	<u>-</u>	<u>166,773</u>

Fund: 110 - GRANT FUND- DETAIL
EXPENSE

110-51636	OVERTIME- TRAFFIC STEP	6,726	6,726	-	-	0.0%	6,726	-	-
110-53732	PHONE/CABLE/INTERNET	4,080	4,080	-	-	0.0%	4,080	-	-
110-54740	AMBULANCE SUPPLIES	7,500	7,500	-	-	0.0%	7,500	-	-
110-54779	WEARING APPAREL	2,500	2,500	-	-	0.0%	2,500	-	-
110-55812	ENGINEERING SERVICES	150,325	150,325	12,125	12,125	8.1%	138,200	4,000	8,125
110-58884	CAPITAL PARK IMPROVEMENTS	1,752,720	1,752,720	-	-	0.0%	1,752,720	-	-
110-58885	CAPITAL SDWLKS/CLVRTS/BRDGS	335,528	335,528	151,236	151,236	45.1%	184,292	-	151,236
110-59900	TRANSFER TO GENERAL FUND	400,000	400,000	33,333	66,667	16.7%	333,333	-	66,667
*** TOTAL EXPENSE ***		<u>\$ 2,659,379</u>	<u>\$ 2,659,379</u>	<u>\$ 196,694</u>	<u>\$ 230,028</u>	<u>8.6%</u>	<u>\$ 2,429,351</u>	<u>\$ 4,000</u>	<u>\$ 226,028</u>

201 -WATER & WASTEWATER UTILITY FUND- DETAIL
REVENUE

201-46472	ACCOUNT TRANSFER FEES	\$ 3,000	\$ 3,000	\$ 100	\$ 350	11.7%	\$ 2,650	\$ 600	\$ (250)
201-46480	WATER SALES	3,808,576	3,808,576	298,580	620,964	16.3%	3,187,612	535,648	85,316
201-46481	WATER TAP FEES	10,000	10,000	-	500	5.0%	9,500	750	(250)
201-46482	SEWER SALES	2,682,650	2,682,650	183,902	369,529	13.8%	2,313,121	355,019	14,510
201-46483	SEWER TAP FEES	11,000	11,000	-	500	4.5%	10,500	1,000	(500)
201-46484	PENALTIES	227,584	227,584	13,693	29,929	13.2%	197,655	40,511	(10,582)
201-46486	RECONNECT FEES	-	-	30	36	0.0%	(36)	-	36
201-46488	METER TAMPERING FEES	1,547	1,547	(334)	110	7.1%	1,437	-	110
201-46489	NSF CHECK FEES	2,020	2,020	150	390	19.3%	1,630	240	150
201-46491	SERVICE APPLICATION FEES	14,650	14,650	1,225	2,200	15.0%	12,450	2,200	-
201-46501	METER PURCHASE FEE	16,514	16,514	-	-	0.0%	16,514	3,346	(3,346)
201-47510	INTEREST INCOME	28,557	28,557	18,518	31,239	109.4%	(2,682)	5,816	25,423



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		Budget	Budget	M-T-D Activity	Y-T-D Activity	Budget	Remaining	Y-T-D Activity	Prior Year
201-48515	MISCELLANEOUS REVENUE	2,754	2,754	(339)	1,003	36.4%	1,751	-	1,003
201-48517	REBATES & DISCOUNTS	4,798	4,798	-	2,153	44.9%	2,645	6,058	(3,905)
201-48518	INSURANCE PROCEEDS	13,000	13,000	-	-	0.0%	13,000	-	-
201-48522	SALE OF CAPITAL EQUIPMENT	-	-	-	8,860	0.0%	(8,860)	-	8,860
201-49560	TRANSFER FROM DEBT SERVICE FUND	-	-	-	-	0.0%	-	(7,278)	7,278
*** TOTAL REVENUE ***		6,826,650	6,826,650	515,525	1,067,763	15.6%	5,758,887	943,910	123,852
201 -WATER & WASTEWATER UTILITY FUND- DETAIL EXPENSE									
51-EMPLOYEE SERVICES									
201-51600	SUPERVISION	153,245	153,245	10,819	16,229	10.6%	137,016	15,445	784
201-51601	OPERATIONAL	758,474	758,474	59,078	88,244	11.6%	670,230	73,757	14,486
201-51612	ON CALL STIPEND	9,125	9,125	385	600	6.6%	8,525	518	82
201-51613	BI-LINGUAL PAY	1,800	1,800	150	225	12.5%	1,575	230	(5)
201-51614	CERTIFICATION PAY	7,800	7,800	575	863	11.1%	6,938	615	248
201-51616	EDUCATION PAY	7,500	7,500	625	938	12.5%	6,563	844	93
201-51617	LONGEVITY PAY	10,731	10,731	863	1,294	12.1%	9,437	1,255	39
201-51618	SALARY PREMIUM PAY	-	-	-	-	0.0%	-	18,373	(18,373)
201-51620	AUTO ALLOWANCE	2,000	2,000	167	167	8.3%	1,833	178	(12)
201-51621	CELL PHONE ALLOWANCE	2,100	2,100	175	175	8.3%	1,925	187	(12)
201-51623	OVERTIME- CALL-OUT	68,142	68,142	4,429	8,697	12.8%	59,445	6,384	2,312
201-51626	OVERTIME- HOLIDAY WORKED	7,812	7,812	1,226	1,226	15.7%	6,586	534	692
201-51629	OVERTIME- LATE CALLS	30,333	30,333	3,986	5,532	18.2%	24,801	3,806	1,726
201-51632	OVERTIME- SCHEDULED (MANDATED)	49,616	49,616	4,939	8,012	16.1%	41,604	6,427	1,585
201-51638	FICA	84,814	84,814	6,594	9,972	11.8%	74,842	9,711	261
201-51639	DENTAL INSURANCE	6,271	6,271	524	786	12.5%	5,486	724	62
201-51640	HEALTH INSURANCE	131,750	131,750	7,960	12,043	9.1%	119,707	12,839	(796)
201-51641	LIFE INSURANCE	361	361	30	45	12.5%	316	43	2
201-51642	TMRS	115,386	115,386	9,433	14,265	12.4%	101,121	14,131	135
201-51643	WORKER'S COMPENSATION	20,673	20,673	1,322	2,555	12.4%	18,118	2,337	218
201-51646	CONTRACT LABOR	3,570	3,570	715	715	20.0%	2,855	-	715
*** EXPENSE CATEGORY TOTALS ***		1,471,503	1,471,503	113,995	172,582	11.7%	1,298,921	168,337	4,244
52-MAINTENANCE									
201-52700	R/M BUILDINGS & STRUCTURES	232,899	232,899	3,804	3,839	1.6%	229,060	892	2,946
201-52701	R/M EQUIPMENT & MACHINERY	53,549	53,549	3,418	7,800	14.6%	45,749	(204)	8,004
201-52702	R/M LIFT STATIONS	84,421	84,421	4,912	6,527	7.7%	77,894	-	6,527
201-52703	R/M METERS TAPS SVC CONNECTS	70,000	70,000	15,230	22,968	32.8%	47,032	19,772	3,196
201-52704	R/M MISCELLANEOUS	-	-	108	108	0.0%	(108)	-	108
201-52705	R/M MOTOR VEHICLES	5,206	5,206	128	128	2.5%	5,078	741	(613)
201-52710	R/M STREETS & ALLEYS	52,263	52,263	615	1,373	2.6%	50,890	7,109	(5,736)
201-52711	R/M WASTEWATER PLANTS	24,348	24,348	-	-	0.0%	24,348	-	-
201-52712	R/M WATER & WASTEWATER MAINS	331,150	331,150	5,778	17,627	5.3%	313,523	15,228	2,400
201-52713	R/M WATER STORAGE TANKS	57,060	57,060	-	-	0.0%	57,060	-	-
201-52714	R/M WATER WELLS	129,133	129,133	280	388	0.3%	128,745	2,945	(2,557)
201-52715	DAMAGES & CLAIMS	13,000	13,000	-	-	0.0%	13,000	-	-
*** EXPENSE CATEGORY TOTALS ***		1,053,029	1,053,029	34,274	60,758	5.8%	992,271	46,483	14,275



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		Original Total	Current Total			% of	Budget	Prior Year	INC/(DEC)
		Budget	Budget	M-T-D Activity	Y-T-D Activity	Budget	Remaining	Y-T-D Activity	Prior Year
53-UTILITIES									
201-53730	ELECTRICITY	497,722	497,722	28,045	28,064	5.6%	469,658	20,517	7,547
201-53731	NATURAL GAS	577	577	56	56	9.7%	521	97	(41)
201-53732	PHONE/CABLE/INTERNET	14,712	14,712	1,436	2,973	20.2%	11,739	2,547	426
201-53733	WATER/SEWER & GARBAGE	32,000	32,000	2,451	2,451	7.7%	29,549	21	2,430
*** EXPENSE CATEGORY TOTALS ***		545,011	545,011	31,989	33,545	6.2%	511,466	23,182	10,363
54-SUPPLIES									
201-54745	CASH OVER/SHORT	-	-	(2)	(4)	0.0%	4	2,073	(2,077)
201-54746	CHEMICAL SUPPLIES	172,851	172,851	29,305	30,400	17.6%	142,450	38,790	(8,389)
201-54752	FOOD	1,800	1,800	145	145	8.1%	1,655	118	27
201-54753	GROUNDWATER PURCHASES	25,557	25,557	-	-	0.0%	25,557	-	-
201-54756	JANITORIAL SUPPLIES	6,346	6,346	496	674	10.6%	5,672	1,019	(345)
201-54758	LAB EQUIPMENT & SUPPLIES	4,177	4,177	-	-	0.0%	4,177	-	-
201-54762	MINOR TOOLS & EQUIPMENT	20,373	20,373	886	1,066	5.2%	19,307	1,183	(117)
201-54763	MISCELLANEOUS SUPPLIES	2,700	2,700	72	72	2.7%	2,628	103	(31)
201-54764	MOTOR VEHICLE FUEL	58,276	58,276	3,123	3,123	5.4%	55,153	4,171	(1,048)
201-54765	OFFICE EQUIP/FURNITURE/FIXTR	500	500	-	-	0.0%	500	-	-
201-54766	OFFICE SUPPLIES	4,709	4,709	163	242	5.1%	4,466	563	(320)
201-54769	POSTAGE	446	446	50	78	17.5%	368	41	37
201-54778	TECHNOLOGY SUPPLIES	61,517	61,517	-	-	0.0%	61,517	59,458	(59,458)
201-54779	WEARING APPAREL	15,829	15,829	694	1,124	7.1%	14,705	1,532	(408)
*** EXPENSE CATEGORY TOTALS ***		375,081	375,081	34,934	36,921	9.8%	338,160	109,050	(72,129)
55-SERVICES									
201-55800	ACCOUNTING & AUDITING	16,380	16,380	-	-	0.0%	16,380	-	-
201-55804	BILLING & COLLECTION SERVICES	44,622	44,622	5,512	5,512	12.4%	39,110	3,092	2,420
201-55809	CREDIT CARD PROCESSING FEES	80,004	80,004	5,314	5,314	6.6%	74,690	4,087	1,227
201-55811	ELECTROINC PAYMENT- UB CREDITS	39,504	39,504	4,623	8,084	20.5%	31,420	6,513	1,571
201-55812	ENGINEERING SERVICES	55,000	55,000	-	-	0.0%	55,000	-	-
201-55813	FEES & PERMITS	40,775	40,775	34,002	34,002	83.4%	6,773	7	33,994
201-55815	INSURANCE-PROPERTY, PLANT, & EQUIPMENT	71,062	71,062	-	91,107	128.2%	(20,045)	63,421	27,686
201-55818	LAB SERVICES	116,000	116,000	2,672	4,648	4.0%	111,352	4,094	554
201-55819	LEASE/RENTAL OF EQUIPMENT	15,870	15,870	80	80	0.5%	15,791	14,022	(13,943)
201-55821	LEGAL ADVERTISING	1,000	1,000	-	-	0.0%	1,000	-	-
201-55824	MISCELLANEOUS SERVICES	500	500	-	504	100.9%	(4)	-	504
201-55826	PUBLIC COMMUNICATION	4,000	4,000	3,164	3,164	79.1%	836	-	3,164
201-55828	SOFTWARE	4,244	4,244	-	-	0.0%	4,244	32	(32)
201-55829	SPECIAL SERVICES	-	-	2,920	2,920	0.0%	(2,920)	1,975	945
201-55834	SOLID WASTE & SLUDGE DISPOSAL	205,908	205,908	13,908	16,061	7.8%	189,847	18,804	(2,742)
*** EXPENSE CATEGORY TOTALS ***		694,870	694,870	72,194	171,397	24.7%	523,473	116,049	55,348
56-TRAVEL & EDUCATION EXPENDITURES									
201-56851	MEMBERSHIP DUES	585	585	-	-	0.0%	585	-	-
201-56852	TRAINING EXPENSES	11,870	11,870	222	222	1.9%	11,648	161	61
201-56853	TRAVEL & LODGING EXPENSES	1,900	1,900	-	-	0.0%	1,900	1,461	(1,461)
*** EXPENSE CATEGORY TOTALS ***		14,355	14,355	222	222	1.5%	14,133	1,622	(1,400)



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		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
57-DEBT SERVICE									
201-57862	CAPITAL LEASE INTEREST	8,836	8,836	3,074	3,074	34.8%	5,762	-	3,074
201-57863	CAPITAL LEASE PRINCIPAL	150,747	150,747	53,775	53,775	35.7%	96,972	-	53,775
*** EXPENSE CATEGORY TOTALS ***		<u>159,583</u>	<u>159,583</u>	<u>56,849</u>	<u>56,849</u>	<u>35.6%</u>	<u>102,734</u>	<u>-</u>	<u>56,849</u>
58-CAPITAL EXPENDITURES									
201-58880	CAPITAL BUILDINGS & STRUCTURES	43,095	43,095	-	-	0.0%	43,095	-	-
201-58881	CAPITAL MACHINERY & EQUIPMENT	51,936	51,936	-	-	0.0%	51,936	-	-
*** EXPENSE CATEGORY TOTALS ***		<u>95,031</u>	<u>95,031</u>	<u>-</u>	<u>-</u>	<u>0.0%</u>	<u>95,031</u>	<u>-</u>	<u>-</u>
59-TRANSFERS OUT									
201-59900	TRANSFER TO GENERAL FUND	1,552,072	1,552,072	129,339	258,679	16.7%	1,293,394	272,022	(13,343)
201-59901	TRANSFER TO DEBT SERVICE FUND	874,660	874,660	72,888	145,777	16.7%	728,883	72,447	73,330
*** EXPENSE CATEGORY TOTALS ***		<u>2,426,732</u>	<u>2,426,732</u>	<u>202,228</u>	<u>404,455</u>	<u>16.7%</u>	<u>2,022,277</u>	<u>344,469</u>	<u>59,987</u>
*** TOTAL EXPENSE ***		<u>\$ 6,835,195</u>	<u>\$ 6,835,195</u>	<u>\$ 546,684</u>	<u>\$ 936,728</u>	<u>13.7%</u>	<u>\$ 5,898,467</u>	<u>\$ 809,191</u>	<u>\$ 127,537</u>
203 -CAPITAL PROJECTS FUND (UTILITY)- DETAIL									
REVENUE									
203-47510	INTEREST INCOME	\$ 59,190	\$ 59,190	\$ 2,508	\$ 4,704	7.9%	\$ 54,486	\$ 4,578	\$ 126
203-48515	MISCELLANEOUS REVENUE	51,660	51,660	-	-	0.0%	51,660	-	-
203-48518	INSURANCE PROCEEDS	-	-	-	-	0.0%	-	183,569	(183,569)
*** TOTAL REVENUE ***		<u>110,850</u>	<u>110,850</u>	<u>2,508</u>	<u>4,704</u>	<u>4.2%</u>	<u>106,146</u>	<u>188,148</u>	<u>(183,443)</u>
203 -CAPITAL PROJECTS FUND (UTILITY)- DETAIL									
EXPENSE									
203-52700	R/M BUILDINGS & STRUCTURES	242,454	242,454	-	-	0.0%	242,454	-	-
203-52702	R/M LIFT STATIONS	169,540	169,540	-	-	0.0%	169,540	-	-
203-52711	R/M WASTEWATER PLANTS	63,493	63,493	-	-	0.0%	63,493	-	-
203-52712	R/M WATER & WASTEWATER MAINS	5,712,047	5,712,047	-	-	0.0%	5,712,047	-	-
203-52713	R/M WATER STORAGE TANKS	54,938	54,938	-	-	0.0%	54,938	2,406	(2,406)
203-52714	R/M WATER WELLS	457,600	457,600	-	-	0.0%	457,600	-	-
203-55812	ENGINEERING SERVICES	131,215	131,215	20,756	20,756	15.8%	110,459	3,585	17,171
203-55829	SPECIAL SERVICES	28,499	28,499	-	-	0.0%	28,499	-	-
203-58880	CAPITAL BUILDINGS & STRUCTURES	40,000	40,000	-	-	0.0%	40,000	-	-
*** TOTAL EXPENSE ***		<u>\$ 6,899,786</u>	<u>\$ 6,899,786</u>	<u>\$ 20,756</u>	<u>\$ 20,756</u>	<u>0.3%</u>	<u>\$ 6,879,030</u>	<u>\$ 5,991</u>	<u>\$ 14,765</u>



NON MAJOR FUNDS SUMMARY

	111 HOTEL/MOTEL OCCUPANCY TAX FUND	112 COURT TECHNOLOGY FUND	113 COURT SECURITY FUND	114 COURT CHILD SAFETY TRUST FUND	115 POLICE STATE FORFEITURE FUND
Beginning Fund Balance	\$ 1,250,894	\$ -	\$ 142,215	\$ 11,619	\$ 11,528
REVENUE					
TAXES	51,750	-	-	-	-
FRANCHISE FEES	-	-	-	-	-
INTERGOVERNMENTAL REVENUE	-	-	-	-	-
FINES & FORFEITURE	-	1,223	1,480	75	-
LICENSE & PERMITS	-	-	-	-	-
FEES & CHARGES FOR SERVICES	5,400	-	-	-	-
INVESTMENT INCOME	4,447	-	707	58	57
MISCELLANEOUS RECEIPTS	4	-	-	-	-
TRANSFERS IN	-	(20,371)	-	-	-
Total	61,601	(19,148)	2,187	133	57
EXPENSE					
EMPLOYEE SERVICES	3,478	-	-	-	-
MAINTENANCE	864	-	-	-	-
UTILITIES	921	-	-	-	-
SUPPLIES	3,073	-	-	-	-
SERVICES	1,380	-	-	-	-
TRAVEL & EDUCATION EXPENDITURES	-	-	-	-	-
DEBT SERVICE	-	-	-	-	-
CAPITAL EXPENDITURES	37,795	-	-	-	-
TRANSFERS OUT	35,009	-	1,257	-	-
Total	82,519	-	1,257	-	-
Surplus (Deficit)	(20,918)	(19,148)	930	133	57
Ending Fund Balance	\$ 1,229,976	\$ (19,148)	\$ 143,146	\$ 11,752	\$ 11,585



NON MAJOR FUNDS SUMMARY					Keep Jacksonville Beautiful
	116 POLICE FEDERAL FORFEITURE FUND	119 WAR MEMORIAL FUND	120 VENUE PROJECT FUND	TOTAL	301 BEAUTIFICATION FUND
Beginning Fund Balance	\$ 6,459	\$ 10,013	\$ -	\$ 1,432,729	\$ 18,072
REVENUE					
TAXES	-	-	-	51,750	-
FRANCHISE FEES	-	-	-	-	-
INTERGOVERNMENTAL REVENUE	-	-	-	-	-
FINES & FORFEITURE	-	-	-	2,778	-
LICENSE & PERMITS	-	-	-	-	-
FEES & CHARGES FOR SERVICES	-	-	-	5,400	-
INVESTMENT INCOME	32	50	-	5,351	92
MISCELLANEOUS RECEIPTS	-	-	-	4	520
TRANSFERS IN	-	-	-	(20,371)	1,000
Total	32	50	-	44,911	1,613
EXPENSE					
EMPLOYEE SERVICES	-	-	-	3,478	-
MAINTENANCE	-	-	-	864	-
UTILITIES	-	-	-	921	-
SUPPLIES	-	-	-	3,073	788
SERVICES	-	-	-	1,380	-
TRAVEL & EDUCATION EXPENDITURES	-	-	-	-	-
DEBT SERVICE	-	-	-	-	-
CAPITAL EXPENDITURES	-	-	-	37,795	-
TRANSFERS OUT	-	-	-	36,265	-
Total	-	-	-	83,776	788
Surplus (Deficit)	32	50	-	(38,864)	825
Ending Fund Balance	\$ 6,491	\$ 10,063	\$ -	\$ 1,393,865	\$ 18,897



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Summary of Cash and Investment Activity				
	Par Value	Book Value	Market Value	Ratio Market-to-Book Value
Beginning Balances				
Cash	\$ 6,831,855.20	\$ 6,831,855.20	\$ 6,831,855.20	100.00%
Investments	17,596,166.26	17,596,166.26	17,596,166.26	100.00%
Total	24,428,021.46	24,428,021.46	24,428,021.46	100.00%
Activity				
Cash	693,288.48	693,288.48	693,288.48	
Investments				
Net Accretion & Amortization				
Purchases	794,787.34	794,787.34	794,787.34	
Maturities/Calls	(500,000.00)	(500,000.00)	(500,000.00)	
Changes to Market Value	-	-	(87,464.21)	
Net Monthly Activity	988,075.82	988,075.82	900,611.61	
Ending Balances				
Cash	7,525,143.68	7,525,143.68	7,525,143.68	100.00%
Investments	17,890,953.60	17,890,953.60	17,803,489.39	99.51%
Total	\$ 25,416,097.28	\$ 25,416,097.28	\$ 25,328,633.07	99.66%



City of Jacksonville, Texas
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Summary of Cash and Investment Activity												
Purchase Date	Maturity Date	CUSIP / CD Number	Security Type	Par Value	Coupon	Purchase			Book Value	Market Value	Gain / (Loss)	Days to Maturity
						Price	Yield	Principal				
N/A	N/A	N/A	Cash In Depository Bank	\$1,782,508		\$ 100.000	1.000%	\$ 1,782,508	\$ 1,782,508	\$ 1,782,508	\$ -	1
N/A	N/A	N/A	Cash In Austin Bank	70		100.000	0.000%	70	70	70	-	1
N/A	N/A	N/A	Cash In BOK Financial	5,742,565		100.000	3.470%	5,742,565	5,742,565	5,742,565	-	1
N/A	N/A	N/A	FNC - Cash, Money Funds, and Bank Deposits	16,977		100.000	2.600%	16,977	16,977	16,977	-	1
N/A	N/A	N/A	LOGIC	2,034,067		100.000	3.929%	2,034,067	2,034,067	2,034,067	-	1
N/A	N/A	N/A	TexSTAR	2,032,247		100.000	3.559%	2,032,247	2,032,247	2,032,247	-	1
N/A	N/A	N/A	TexasDAILY	2,033,376		100.000	3.650%	2,033,376	2,033,376	2,033,376	-	1
N/A	N/A	N/A	Lone Star	2,033,673		100.000	3.740%	2,033,673	2,033,673	2,033,673	-	1
N/A	N/A	N/A	Texas FIT	6,691,614		100.000	3.559%	6,691,614	6,691,614	6,691,614	-	1
11/23/2022	2/23/2023	743738CK0	CD - Providence Bk Rocky Mt North Carolina	249,000		100.000	4.000%	249,000	249,000	249,000	-	85
2/28/2020	2/28/2023	05580AVA9	CD - Bmw Bk North Amer Salt Lake City Utah	247,000		100.000	1.660%	247,000	247,000	245,511	(1,489)	90
11/16/2022	5/16/2023	16777YC9	CD - Fifth Third Bk Cincinnati Ohio	249,000		100.000	4.490%	249,000	249,000	249,032	32	167
11/15/2022	8/15/2023	69355NAZ8	CD - Pnc Bk Natl Assn Wilmington Del	249,000		100.000	4.600%	249,000	249,000	248,880	(120)	258
3/4/2022	3/15/2024	39573LCX4	CD - Greenstate Cr Un North Liberty Iowa	249,000		100.000	1.660%	249,000	249,000	238,920	(10,080)	471
3/14/2022	3/18/2024	PER200JA8	CD - Comenity Bank Wilmington De	200,000		100.000	1.660%	200,000	200,000	192,749	(7,251)	474
4/6/2022	4/8/2024	14042TFB8	CD - Capital One Bk Usa Natl Assn Glen Allen Va	112,000		100.000	2.270%	112,000	112,000	108,145	(3,855)	495
4/21/2022	4/22/2024	02007GPS6	CD - Ally Bk Sandy Utah	249,000		100.000	2.480%	249,000	249,000	240,848	(8,152)	509
10/31/2022	4/30/2024	91334AAA1	CD - UNITED HERITAGE CR UN AUSTIN TE)	249,000		100.000	4.660%	249,000	249,000	248,308	(692)	517
6/29/2022	7/1/2024	05961SNS9	CD - Banc Calif NA Irvine Ca	249,000		100.000	3.280%	249,000	249,000	242,710	(6,290)	579
1/31/2022	1/31/2025	70962LBA9	CD - Pentagon Federal Cr Un Tysons Corner Va	249,000		100.000	1.350%	249,000	249,000	230,250	(18,750)	793
2/23/2022	3/3/2025	02589ABM3	CD - American Express Natl Bk	248,000		100.000	1.920%	248,000	248,000	231,669	(16,331)	824
2/15/2022	2/14/2025	3133ENPG9	US Agency- Federal Farm Credit Bank	250,000		100.000	1.850%	250,000	250,000	235,513	(14,488)	807
Totals/Weighted Average				\$ 25,416,097			3.319%	\$ 25,416,097	\$ 25,416,097	\$ 25,328,633	\$ (87,464)	57



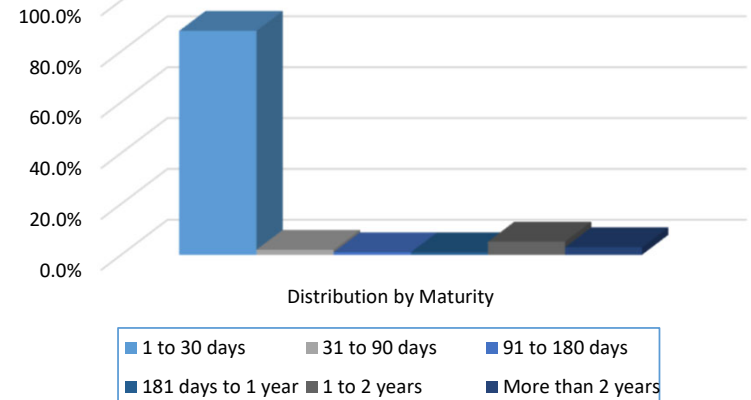
Summary of Cash and Investment Activity												
Purchase Date	Maturity Date	CUSIP / CD Number	Security Type	Par Value	Coupon	Purchase			Book Value	Market Value	Gain / (Loss)	Days to Maturity
						Price	Yield	Principal				
Benchmark - 8-week Treasury Bill Rates Coupon Equivalent							4.130%					



Summary of Cash and Investment Activity

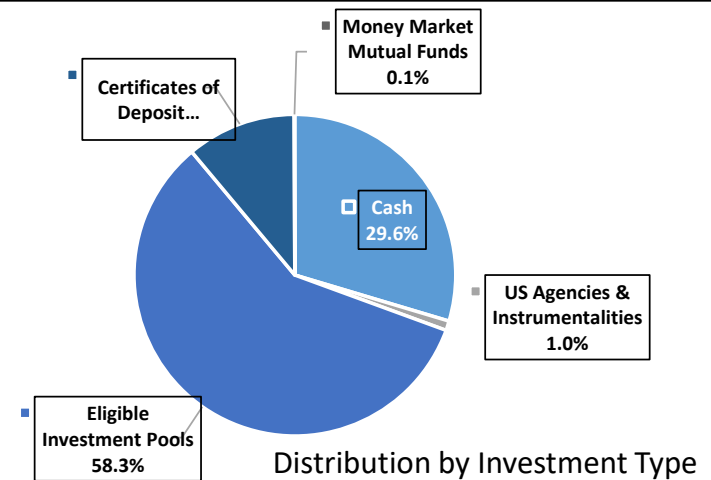
Distribution by Maturity

	Par Value	Percent
1 to 30 days	\$22,367,097	88.0%
31 to 90 days	496,000	2.0%
91 to 180 days	249,000	1.0%
181 days to 1 year	249,000	1.0%
1 to 2 years	1,308,000	5.1%
More than 2 years	747,000	2.9%
	<u>\$ 25,416,097</u>	<u>100.0%</u>



Distribution by Investment Type

	Book Value	Percent
Cash	\$7,525,144	29.6%
US Agencies & Instrumentalities	250,000	1.0%
Eligible Investment Pools	14,824,977	58.3%
Certificates of Deposit	2,799,000	11.0%
US Treasury Bills / Notes / Bonds	-	0.0%
Money Market Mutual Funds	16,977	0.1%
Repurchase Agreements	-	0.0%
	<u>\$ 25,416,097</u>	<u>100.0%</u>





Summary of Cash and Investment Activity									
Transaction Information				Beginning			Ending		
Dates		Description	Security Type	Par Value	Book Value	Market Value	Par Value	Book Value	Market Value
Purchase	Maturity								
N/A	N/A	FNC - Cash, Money Funds, and Bank Deposits	Money Market Mutual Funds	\$ 14,697	\$ 14,697	\$ 14,697	\$ 16,977	\$ 16,977	\$ 16,977
N/A	N/A	LOGIC	Investment Pool	2,127,264	2,127,264	2,127,264	2,034,067	2,034,067	2,034,067
N/A	N/A	TexSTAR	Investment Pool	2,126,088	2,126,088	2,126,088	2,032,247	2,032,247	2,032,247
N/A	N/A	Texas Range	Investment Pool	2,127,058	2,127,058	2,127,058	2,033,376	2,033,376	2,033,376
N/A	N/A	Lone Star	Investment Pool	2,127,197	2,127,197	2,127,197	2,033,673	2,033,673	2,033,673
N/A	N/A	Texas FIT	Investment Pool	6,771,863	6,771,863	6,771,863	6,691,614	6,691,614	6,691,614
11/23/2022	2/23/2023	CD - Providence Bk Rocky Mt North Carolina	Certificate of Deposit	-	-	-	249,000	249,000	249,000
2/28/2020	2/28/2023	CD - Bmw Bk North Amer Salt Lake City Utah	Certificate of Deposit	247,000	247,000	247,000	247,000	247,000	245,511
11/16/2022	5/16/2023	CD - Fifth Third Bk Cincinnati Ohio	Certificate of Deposit	-	-	-	249,000	249,000	249,032
11/15/2022	8/15/2023	CD - Pnc Bk Natl Assn Wilmington Del	Certificate of Deposit	-	-	-	249,000	249,000	248,880
3/4/2022	3/15/2024	CD - Greenstate Cr Un North Liberty Iowa	Certificate of Deposit	249,000	249,000	249,000	249,000	249,000	238,920
3/14/2022	3/18/2024	CD - Comenity Bank Wilmington De	Certificate of Deposit	200,000	200,000	200,000	200,000	200,000	192,749
4/6/2022	4/8/2024	CD - Capital One Bk Usa Natl Assn Glen Allen Va	Certificate of Deposit	112,000	112,000	112,000	112,000	112,000	108,145
4/21/2022	4/22/2024	CD - Ally Bk Sandy Utah	Certificate of Deposit	249,000	249,000	249,000	249,000	249,000	240,848
10/31/2022	4/30/2024	CD - UNITED HERITAGE CR UN AUSTIN TEX	Certificate of Deposit	249,000	249,000	249,000	249,000	249,000	248,308
6/29/2022	7/1/2024	CD - Banc Calif NA Irvine Ca	Certificate of Deposit	249,000	249,000	249,000	249,000	249,000	242,710
1/31/2022	1/31/2025	CD - Pentagon Federal Cr Un Tysons Corner Va	Certificate of Deposit	249,000	249,000	249,000	249,000	249,000	230,250
2/23/2022	3/3/2025	CD - American Express Natl Bk	Certificate of Deposit	248,000	248,000	248,000	248,000	248,000	231,669
2/15/2022	2/14/2025	US Agency- Federal Farm Credit Bank	Certificate of Deposit	250,000	250,000	250,000	250,000	250,000	235,513
Total of Investments				17,596,166	17,596,166	17,596,166	17,890,954	17,890,954	17,803,489



Summary of Cash and Investment Activity									
Transaction Information				Beginning			Ending		
Dates		Description	Security Type	Par Value	Book Value	Market Value	Par Value	Book Value	Market Value
Purchase	Maturity								
Cash					6,831,855	6,831,855		7,525,144	7,525,144
Total Investments & Cash					\$ 24,428,021	\$ 24,428,021		\$ 25,416,097	\$ 25,328,633



Cash and Investment Distribution by Fund									
Transaction Information		101 GENERAL FUND	102 DEBT SERVICE FUND	103 CAPITAL PROJECTS FUND	110 GRANT FUND	111 HOTEL / MOTEL OCCUPANCY TAX FUND	112 COURT TECHNOLOGY FUND	113 COURT SECURITY FUND	114 COURT CHILD SAFETY TRUST FUND
Description	Security Type								
LOGIC	Investment Pool	\$ 592,804	\$ 56,993	\$ 186,233	\$ 611,964	\$ 108,583	\$ (2,942)	\$ 21,162	\$ 1,736
TexSTAR	Investment Pool	592,274	56,942	186,066	611,417	108,485	(2,939)	21,143	1,734
TexasDAILY	Investment Pool	592,603	56,973	186,170	611,756	108,546	(2,941)	21,155	1,735
Lone Star	Investment Pool	592,689	56,982	186,197	611,846	108,561	(2,941)	21,158	1,736
Texas FIT	Investment Pool	592,392	56,953	4,845,063	611,539	108,507	(2,940)	21,147	1,735
FNC	Money Market Mutual Funds	4,948	476	1,554	5,108	906	(25)	177	14
FNC Brokered CD's, Agencies	Certificates of Deposit, Agencies	888,594	85,430	279,157	917,314	162,762	(4,410)	31,721	2,602
Total of Investments		3,856,303	370,748	5,870,439	3,980,944	706,350	(19,137)	137,664	11,293
Cash		384,064	36,924	120,726	396,477	535,032	(1,906)	13,710	1,125
Total Investments & Cash		4,240,367	407,672	5,991,165	4,377,421	1,241,382	(21,042)	151,375	12,418

Transaction Information		116 POLICE FEDERAL FORFEITURE FUND	119 WAR MEMORIAL FUND	120 VENUE PROJECT FUND	201 WATER & WASTEWATER UTILITY FUND	203 CAPITAL PROJECTS FUND	301 BEAUTIFICATION FUND	801 PAYROLL PAYABLES	TOTAL
Description	Security Type								
LOGIC	Investment Pool	961	1,490	-	305,693	141,925	2,754	2,997	2,034,067
TexSTAR	Investment Pool	960	1,488	-	305,420	141,798	2,751	2,994	2,032,247
TexasDAILY	Investment Pool	961	1,489	-	305,589	141,877	2,753	2,996	2,033,376
Lone Star	Investment Pool	961	1,489	-	305,634	141,898	2,753	2,996	2,033,673
Texas FIT	Investment Pool	960	1,489	-	305,481	141,827	2,752	2,995	6,691,614
FNC	Money Market Mutual Funds	8	12	-	2,551	1,185	23	25	16,977
FNC Brokered CD's, Agencies	Certificates of Deposit, Agencies	1,440	2,233	-	458,224	212,741	4,128	4,492	3,049,000
Total of Investments		6,251	9,690	-	1,988,594	923,250	17,913	19,495	17,890,954
Cash		623	965	-	5,940,617	91,950	1,784	1,942	7,525,144
Total Investments & Cash		\$ 6,873	\$ 10,655	\$ -	\$ 7,929,211	\$ 1,015,200	\$ 19,698	\$ 21,436	\$ 25,416,097



Summary of Cash and Investment Activity								
Summary of Investment Earnings								
Description	101 GENERAL FUND	102 DEBT SERVICE FUND	103 CAPITAL PROJECTS FUND	110 GRANT FUND	111 HOTEL / MOTEL OCCUPANCY TAX FUND	112 COURT TECHNOLOGY FUND	113 COURT SECURITY FUND	114 COURT CHILD SAFETY TRUST FUND
Bank Interest	\$ 184.58	\$ 17.75	\$ 57.99	\$ 190.55	\$ 415.43	\$ (0.92)	\$ 6.59	\$ 0.54
LOGIC	1,982.64	190.61	622.86	2,046.72	363.16	(9.84)	70.78	5.81
TexSTAR	1,794.89	172.56	563.87	1,852.90	328.77	(8.91)	64.07	5.26
TexasDAILY	1,841.32	177.03	578.46	1,900.83	337.27	(9.14)	65.73	5.39
Lone Star	1,887.44	181.46	592.95	1,948.44	345.72	(9.37)	67.38	5.53
Texas FIT	1,791.63	172.25	14,166.37	1,849.54	328.17	(8.89)	63.96	5.25
FNC Money Market Mutual Funds	134.81	12.96	42.35	139.17	24.69	(0.67)	4.81	0.39
FNC Brokered CD's, US Agencies	1,542.39	148.29	484.55	1,592.24	282.52	(7.65)	55.06	4.52
Total	11,159.70	1,072.90	17,109.41	11,520.40	2,425.72	(55.38)	398.38	32.68

Summary of Investment Earnings								
Description	116 POLICE FEDERAL FORFEITURE FUND	119 WAR MEMORIAL FUND	120 VENUE PROJECT FUND	201 WATER & WASTEWATER UTILITY FUND	203 CAPITAL PROJECTS FUND	301 BEAUTIFICATION FUND	801 PAYROLL PAYABLES	TOTAL
Bank Interest	0.30	0.46	-	13,205.02	44.19	0.86	0.93	14,124.81
LOGIC	3.21	4.98	-	1,022.40	474.67	9.21	10.02	6,802.97
TexSTAR	2.91	4.51	-	925.58	429.72	8.34	9.07	6,158.74
TexasDAILY	2.98	4.63	-	949.52	440.84	8.55	9.31	6,318.05
Lone Star	3.06	4.74	-	973.30	451.88	8.77	9.54	6,476.30
Texas FIT	2.90	4.50	-	923.90	428.94	8.32	9.06	19,751.08
FNC Money Market Mutual Funds	0.22	0.34	-	69.52	32.28	0.63	0.68	462.57
FNC Brokered CD's, US Agencies	2.50	3.88	-	795.37	369.27	7.16	7.80	5,292.35
Total	\$ 18.09	\$ 28.04	\$ -	\$ 18,864.60	\$ 2,671.78	\$ 51.84	\$ 56.42	\$ 65,386.87

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

Roxanna Briley
Finance Director



JACKSONVILLE POLICE DEPARTMENT

MONTHLY REPORT

December 2022

POPULATION DATA		
January-21	14,544	
January-22	14,923	
Annual Growth	379	2.61%

PART 1 UCR CRIMES

Offense Category	MONTHLY				YEAR TO DATE					
	Monthly Totals	Previous Month's Totals	Amount of Change	Percent Increase/Decrease	YTD 2022	2022 Per 1000/capita	YTD 2021	2021 Per 1000/capita	Amount of Change	Percent Increase/Decrease
Murder	1	0	1	*NC	1	0.07	1	0.07	No Change	0.00
Rape	0	0	No Change	*NC	9	0.60	22	1.51	-13	-59.09
Robbery	1	0	1	*NC	5	0.34	5	0.34	No Change	0.00
Individual	0	0	No Change	*NC	1	0.07	1	0.07	No Change	0.00
Business	1	0	1	*NC	4	0.27	4	0.28	No Change	0.00
Assaults	17	26	-9	-34.62	276	18.49	226	15.54	50	22.12
Aggravated	2	5	-3	-60.00	67	4.49	72	4.95	-5	-6.94
Other Assaults	15	21	-6	-28.57	209	14.01	156	10.73	53	33.97
Burglary	5	3	2	66.67	79	5.29	57	3.92	22	38.60
Habitation	1	2	-1	-50.00	32	2.14	27	1.86	5	18.52
Building	4	1	3	300.00	47	3.15	30	2.06	17	56.67
Theft	20	18	2	11.11	224	15.01	161	11.07	63	39.13
Burglary Vehicle	1	0	1	*NC	17	1.14	30	2.06	-13	-43.33
Burglary Coin-Op Machine	0	0	No Change	*NC	0	0.00	2	0.14	-2	-100.00
Thefts	19	18	1	5.56	207	13.87	129	8.87	78	60.47
Motor Vehicle Theft	5	6	-1	-16.67	37	2.48	26	1.79	11	42.31
TOTAL OFFENSES	49	53	-4	-7.55	622	41.68	498	34.24	124	24.90

TRAFFIC ACCIDENT SUMMARY

ACTIVITY	MONTHLY				YEAR TO DATE					
	Monthly Totals	Previous Month's Totals	Amount of Change	Percent Increase/Decrease	YTD 2022	2022 Per 1000/capita	YTD 2021	2021 Per 1000/capita	Amount of Change	Percent Increase/Decrease
Motor Vehicle Accidents	34	20	14	70.00	338	22.65	302	20.76	36	11.92
Injury Accidents	8	8	No Change	0.00	95	6.37	78	5.36	17	21.79
Number Transported	12	4	2	200.00	92	6.16	85	5.84	7	8.24
Fatality Accidents	1	0	1	*NC	4	0.27	2	0.14	2	100.00
Fatalities	1	0	1	*NC	4	0.27	2	0.14	2	100.00

PATROL & TRAFFIC DIVISIONS ACTIVITY

ACTIVITY	MONTHLY				YEAR TO DATE					
	Monthly Totals	Previous Month's Totals	Amount of Change	Percent Increase/Decrease	YTD 2022	2022 Per 1000/capita	YTD 2021	2021 Per 1000/capita	Amount of Change	Percent Increase/Decrease
Calls for Service	1,856	1,879	-23	-1.22	22,160	1484.96	23,360	1606.16	-1200	-5.14
Citations	190	290	-100	-34.48	2,289	153.39	4,912	337.73	-2623	-53.40
Offense Reports	128	138	-10	-7.25	1,759	117.87	1,378	3635.88	381	27.65
Response Time Avg. Emergency	11.52	10.32	1.20	11.63	7.22		4.56		2.66	58.33
Response Time Avg. Non-Emer.	8.61	18.53	-9.92	-53.53	11.13		8.90		2.23	25.06

COMMUNICATIONS DIVISION ACTIVITY

ACTIVITY	MONTHLY				YEAR TO DATE					
	Monthly Totals	Previous Month's Totals	Amount of Change	Percent Increase/Decrease	YTD 2022	2022 Per 1000/capita	YTD 2021	2021 Per 1000/capita	Amount of Change	Percent Increase/Decrease
NCIC/TCIC Entries	43	54	-11	-20.37	312	20.91	194	13.34	118	60.82
911 Calls - Total	795	689	106	15.38	6,460	432.89	13,256	911.44	-6796	-51.27
911 Calls - Police	193	185	8	4.32	2,786	186.69	3,294	226.49	-508	-15.42
911 Calls - Fire	70	64	6	9.38	779	52.20	552	37.95	227	41.12
911 Calls - EMS	162	123	39	31.71	1,769	118.54	2,658	182.76	-889	-33.45

CRIMINAL INVESTIGATION DIVISION ACTIVITY

ACTIVITY	MONTHLY				YEAR TO DATE					
	Monthly Totals	Previous Month's Totals	Amount of Change	Percent Increase/Decrease	YTD 2022	2022 Per 1000/capita	YTD 2021	2021 Per 1000/capita	Amount of Change	Percent Increase/Decrease
Cases Assigned	58	41	17	41.46	893	59.84	666	45.79	227	34.08
Cases Cleared	33	41	-8	-19.51	739	49.52	602	41.39	137	22.76
Cases Filed (Misdemeanor)	15	50	-35	-70.00	404	27.07	357	24.55	47	13.17
Cases Filed (Felony)	21	57	-36	-63.16	372	24.93	331	22.76	41	12.39
Cases Filed (Juvenile)	5	0	5	*NC	23	1.54	13	0.87	10	76.92

ARRESTS

ACTIVITY	MONTHLY				YEAR TO DATE					
	Monthly Totals	Previous Month's Totals	Amount of Change	Percent Increase/Decrease	YTD 2022	2022 Per 1000/capita	YTD 2021	2021 Per 1000/capita	Amount of Change	Percent Increase/Decrease
DWI Arrest	1	4	-3	-75.00	72	4.82	65	4.47	7	10.77
Adult Arrests	44	23	21	91.30	632	42.35	623	42.84	9	1.44
City Warrant Cleared	42	55	-13	-23.64	306	20.51	359	24.68	-53	-14.76
Drug Related Arrests	13	20	-7	-35.00	252	16.89	133	9.14	119	89.47
Juvenile Arrests	5	1	4	400.00	31	2.08	11	0.76	20	181.82

POLICE PERSONNEL

ACTIVITY	MONTHLY				YEAR TO DATE					
	Monthly Totals	Previous Month's Totals	Amount of Change	Percent Increase/Decrease	YTD 2022	2022 Per 1000/capita	YTD 2021	2021 Per 1000/capita	Amount of Change	Percent Increase/Decrease
TCOLE Training Hours	123	48	75	156.25	4,136	277.16	2,021	138.96	2115	104.65
Community Meetings	2	10	-8	-80.00	96	6.43	42	2.89	54	128.57
Lake Patrol Hours	0	0	No Change	*NC	117	7.84	117	8.04	No Change	0.00
Volunteer Hours		123	-123	-100.00	472	31.63	871	59.89	-399	-45.81
Volunteer Security Checks		215	-215	-100.00	952	63.79	543	37.33	409	75.32
Open Records Requests	46	125	-79	-63.20	1,151	77.13	249	17.12	902	362.25
Special Events	1	0	1	*NC	18	1.21	10	0.69	8	80.00

CODE ENFORCEMENT ACTIVITY

ACTIVITY	MONTHLY				YEAR TO DATE					
	Monthly Totals	Previous Month's Totals	Amount of Change	Percent Increase/Decrease	YTD 2022	2022 Per 1000/capita	YTD 2021	2021 Per 1000/capita	Amount of Change	Percent Increase/Decrease
Inspections - Trash	6	26	-20	-77	265	17.76	314	21.59	-49	-15.6
- Junk Vehicles	6	6	No Change	0	56	3.75	61	4.19	-5	-8.2
- Grass/Weeds	9	9	No Change	0	242	16.22	233	16.02	9	3.9
- Illegal Signs	19	19	No Change	0	385	25.80	402	27.64	-17	-4.2
- Unsafe Conditions	2	2	No Change	0	16	1.07	7	0.48	9	128.6
- Vendors	1	1	No Change	0	10	0.67	63	4.33	-53	-84.1
- Other	7	7	No Change	0	55	3.69	33	2.27	22	66.7
Resolved - Trash	16	16	No Change	0	163	10.92	290	19.94	-127	-43.8
- Junk Vehicles	3	3	No Change	0	29	1.94	51	3.51	-22	-43.1
- Grass/Weeds	5	5	No Change	0	142	9.52	181	12.44	-39	-21.5
- Illegal Signs	19	19	No Change	0	383	25.67	399	27.43	-16	-4.0
- Unsafe Conditions	2	2	No Change	0	13	0.87	5	0.34	8	160.0
- Vendors	1	1	No Change	0	10	0.67	64	4.40	-54	-84.4
- Other	7	7	No Change	0	54	3.62	22	1.51	32	145.5

ANIMAL SERVICES ACTIVITY

ACTIVITY	MONTHLY				YEAR TO DATE					
	Monthly Totals	Previous Month's Totals	Amount of Change	Percent Increase/Decrease	YTD 2022	2022 Per 1000/capita	YTD 2021	2021 Per 1000/capita	Amount of Change	Percent Increase/Decrease
Dogs - Intake	37	44	-7	-16	412	27.61	295	20.28	117	39.7
Dogs - Adopted / Rescued	21	7	14	200	219	577.84	247	16.98	-28	-11.3
Dogs - Reclaimed by Owner	7	5	2	40	73	4.89	58	3.99	15	25.9
Cats - Intake	8	20	-12	-60	160	10.72	120	8.25	40	33.3
Cats - Adopted / Rescued	13	8	5	63	95	6.37	93	6.39	2	2.2
Cats - Reclaimed by Owner	2	0	2	*NC	2	0.13	3	0.21	-1	-33.3
Calls for Service Total	99	117	-18	-15	1,368	91.67	925	63.60	443	47.9
Barking Dogs	2	1	1	100	15	1.01	32	2.20	-17	-53.1
Loose Animals	73	82	-9	-11	877	58.77	410	28.19	467	113.9
Other Wildlife - Livestock	2	3	-1	-33	47	3.15	41	2.82	6	14.6
Value of Donated Materials	\$400	\$400	No Change	0	\$4,344	291.09	\$4,614	317.24	-\$270	-5.9
Volunteer Hours	78	42	36	86	631	42.28	675	46.41	-44	-6.5
Community Service Hours	88	284	-196	-69	3,677	246.40	3,121	214.59	556	17.8



Fire Department

December Council Report



September Review

Fire Responses	
EMS Backups	78
Vehicle/Trailer Fires	1
Structure Fire	3
Structure Fire-Fully Active	3
Fire Alarms	64
Brush Fire Mutual Aid	16
Misc. Fires	17
Motor Vehicle Assists	28

Notes For Council:

JFD has one opening to fill.

EMS Report	
Out of Town Transfers	11
Christus Tyler	7
UT Tyler	1
Rusk Nursing Home Transfers	1
Treatment no Transports	41
Airport Flight Crew Transport	0
Emergency EMS Calls	216

Fire Marshall's Office	
Fire Inspections	17
Fire Investigations	3
Fire Permits	7
Plan Review/Meetings	4
Fire Prevention/Tours	9
Bailiff Hours	16



Community & Public Services Reported Concerns



Monthly Report

December-22

Building

CONCERN

Building

Illegal Use of Occupancy

Misc. - Issue Internal Use

General

Inspection

Other

Zoning Violations

Dec-22	Oct. 1 - YTD	Notes:
	0	
	0	
	0	
	5	
	0	
1	9	
	0	

Parks

CONCERN

Overgrowth

Trash & Rubbish

Other

Parks/Facility Maintenance

		Notes:
	0	
	0	
	0	
	0	
	0	

Public Services

CONCERN

General Request-Public Services

		Notes:
	0	

Sanitation

CONCERN

Trash Can

Trash & Rubbish

		Notes:
23	26	
	0	

Bulky Waste Pick Up Request

55	188	
----	-----	--

Streets

CONCERN

Decorative Street Light
Clogged Storm Drain
Dead/Fallen Tree on Street
Grass in Curb and Gutter
Low Limbs or Vegetation Blocking Line of Sight
Misc. Use
Other
Overgrowth
Pothole/Street Repairs
Right of Way Mowing
Signage
Stagnant Water
Street Light Out
Street Sweeping Needed

		Notes:
	1	
2	4	
	12	
	0	
	0	
	0	
	1	
	5	
3	9	
	0	
1	2	
	0	
	0	
3	7	

Water

CONCERN

Fire Hydrant Maintenance
locates
Water in the Streets
Water Leaks
Water Meter Leaks
Other

		Notes:
	2	
8	49	
	0	
18	36	
2	8	
7	16	

Wastewater Collection

CONCERN

Sewer backup
sewage other
Sewage Leak
Sewer Odor

		Notes:
10	26	
	2	
5	10	
2	5	

Utility Billing

CONCERN

Park Reservations

Permits

Reads

Meter Turn on/Turn off

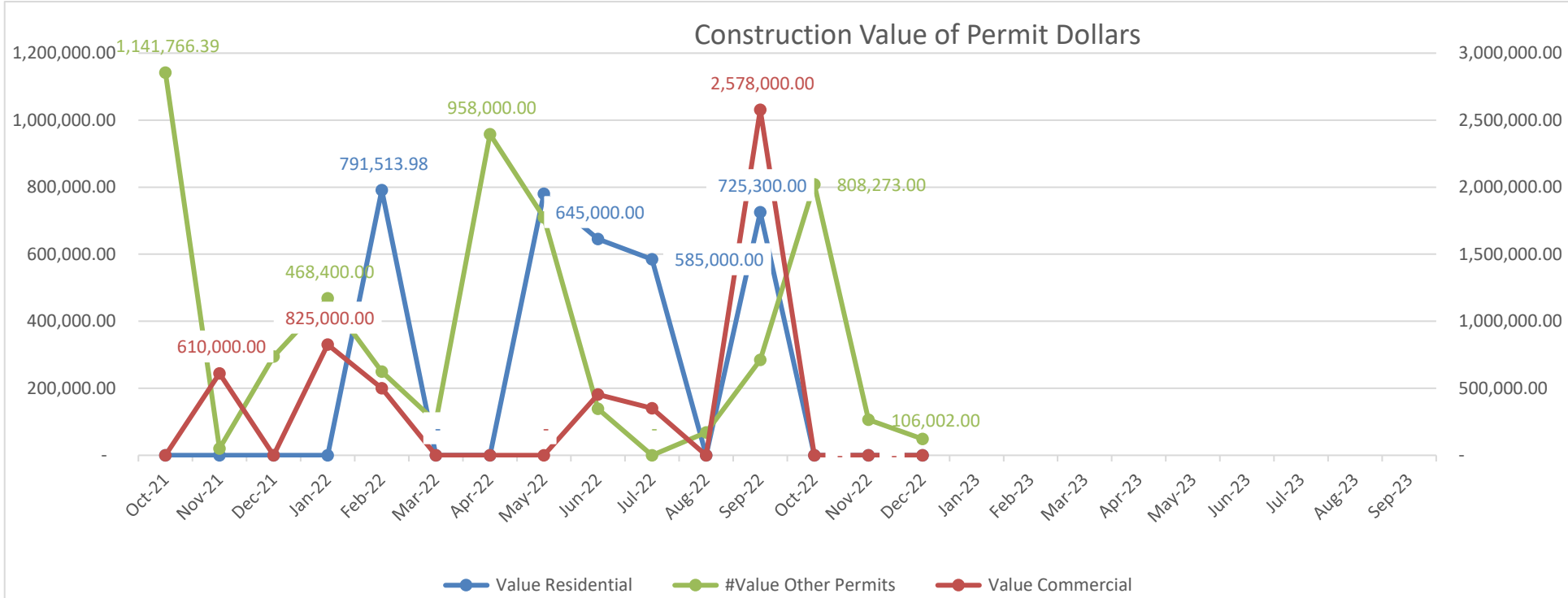
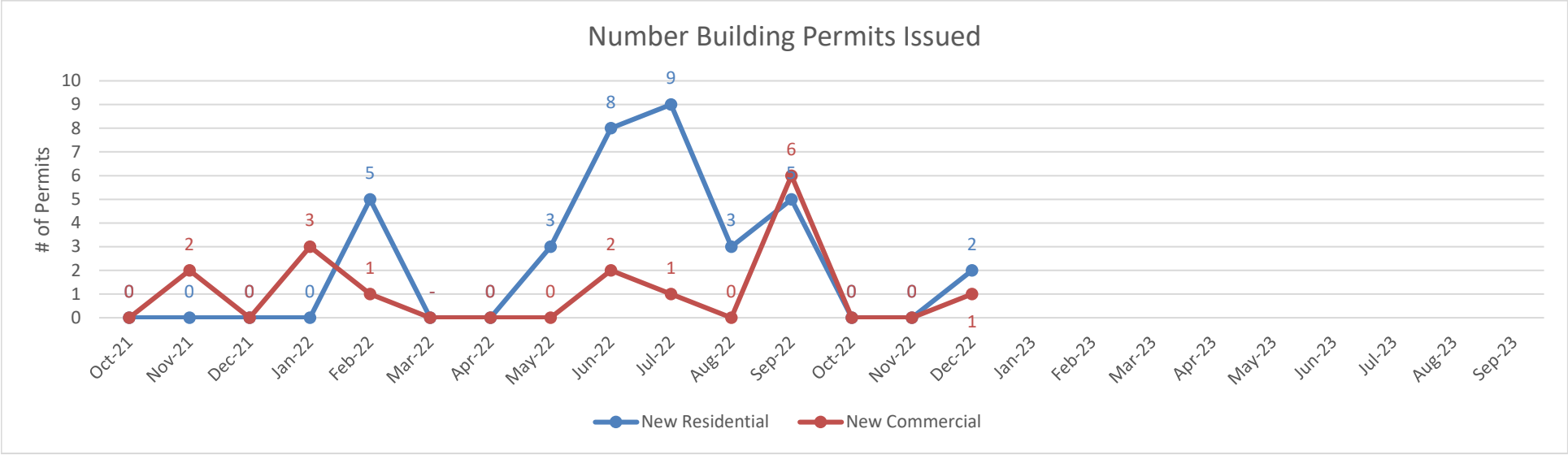
Account setups- new/transfer/ disconnect

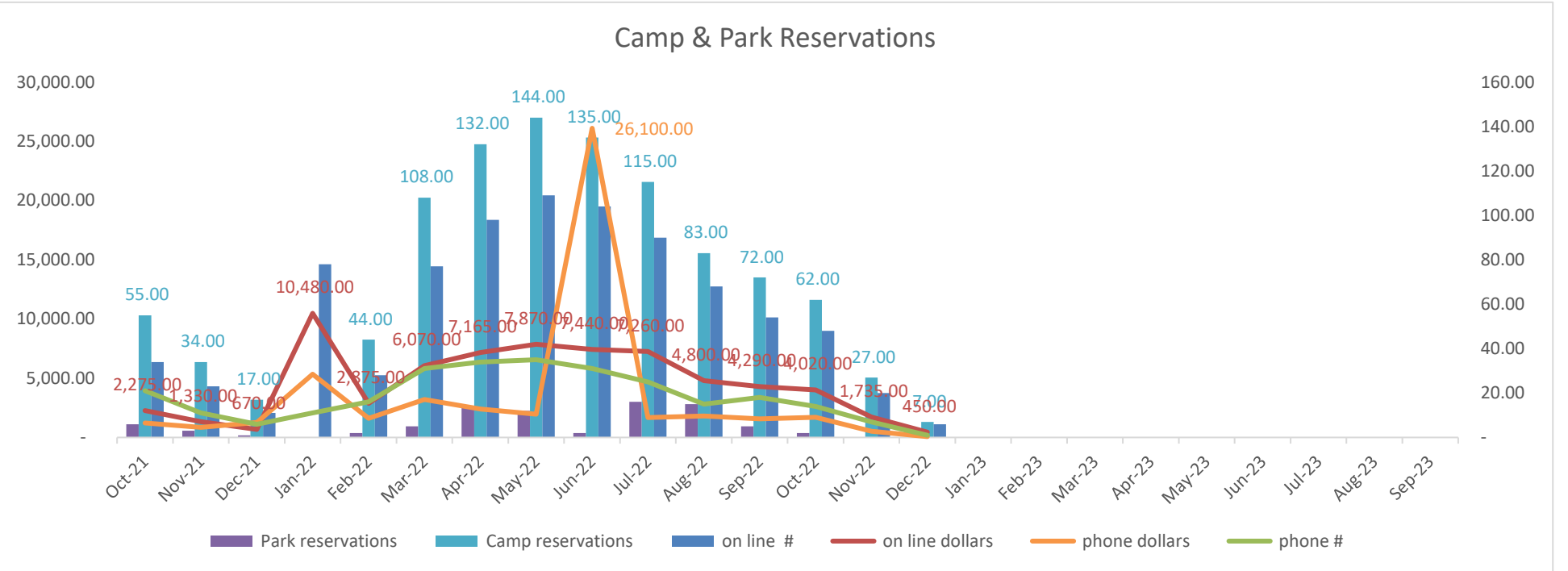
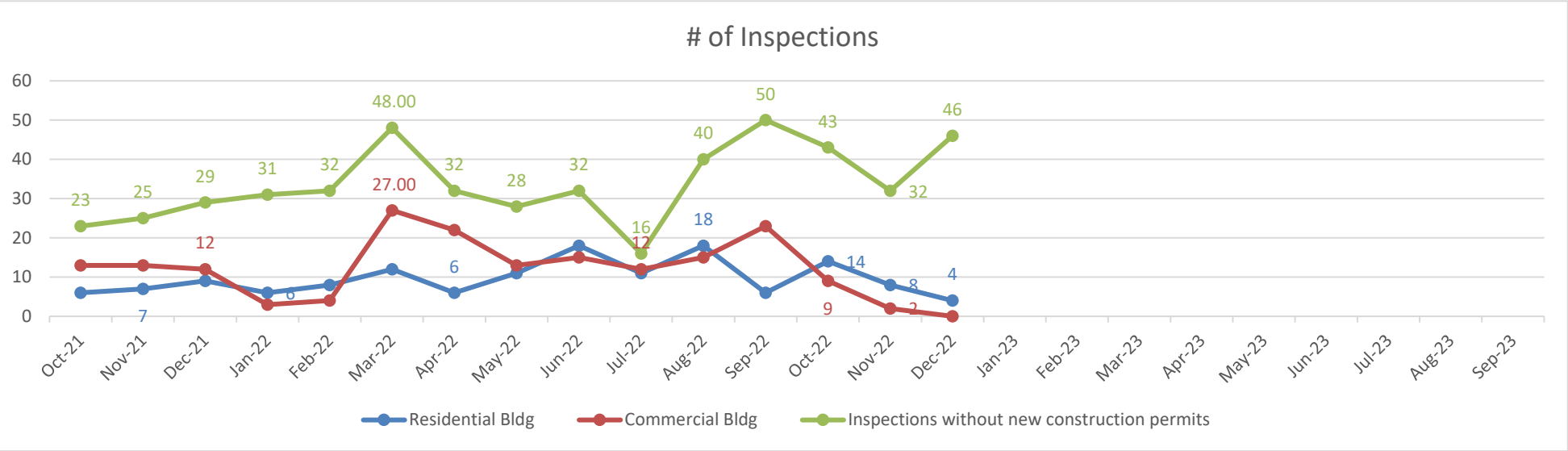
Biling questions

AMI Meter repairs/ replacements

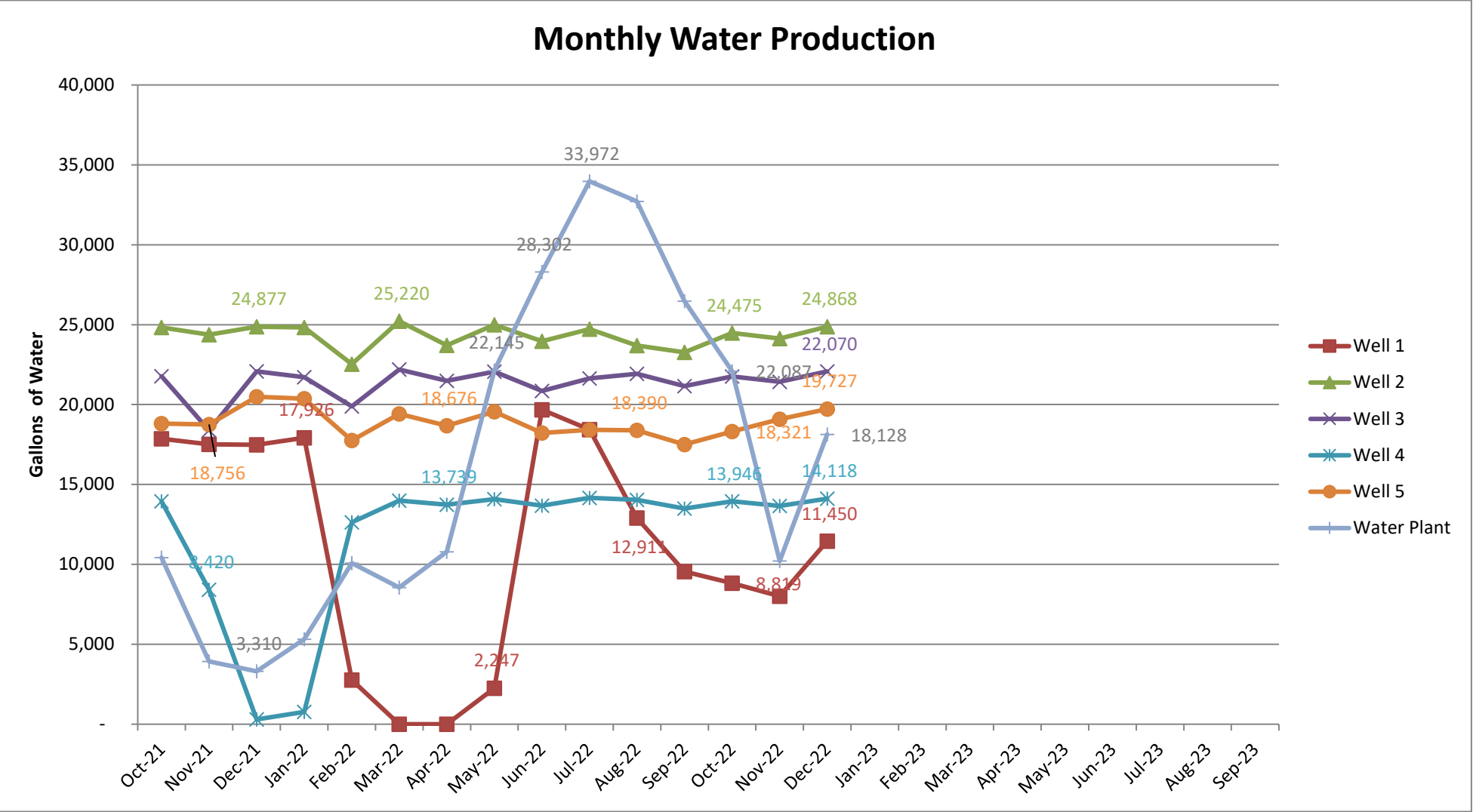
Totals

		Notes:
	0	
	0	
	0	
24	61	
	0	
	1	
10	71	
174	556	



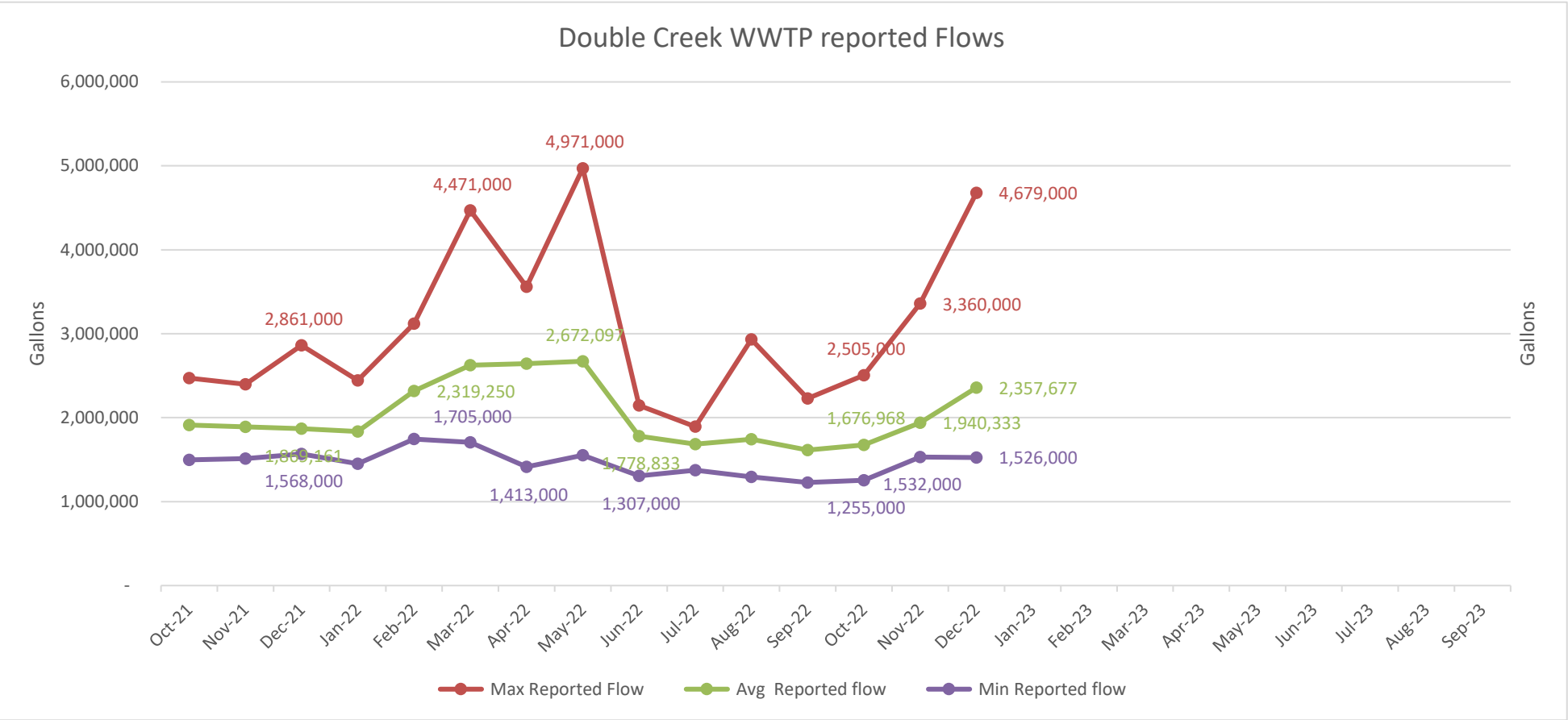


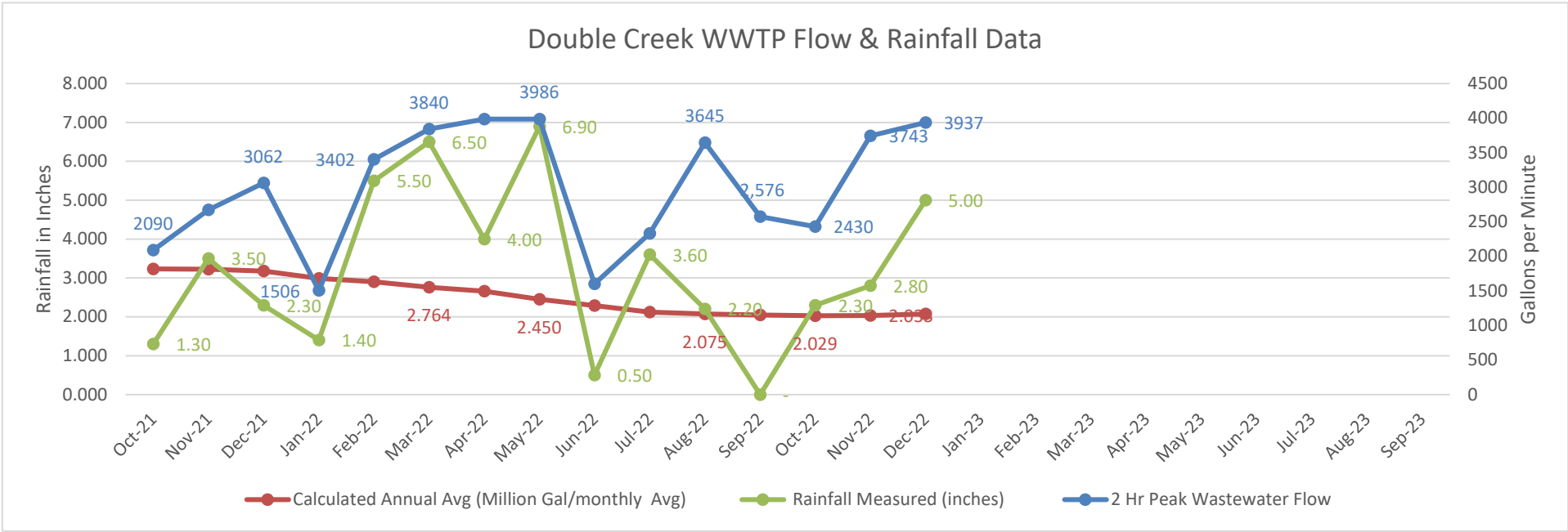
Monthly Water Production



** information from Water Plant Daily Production Logs

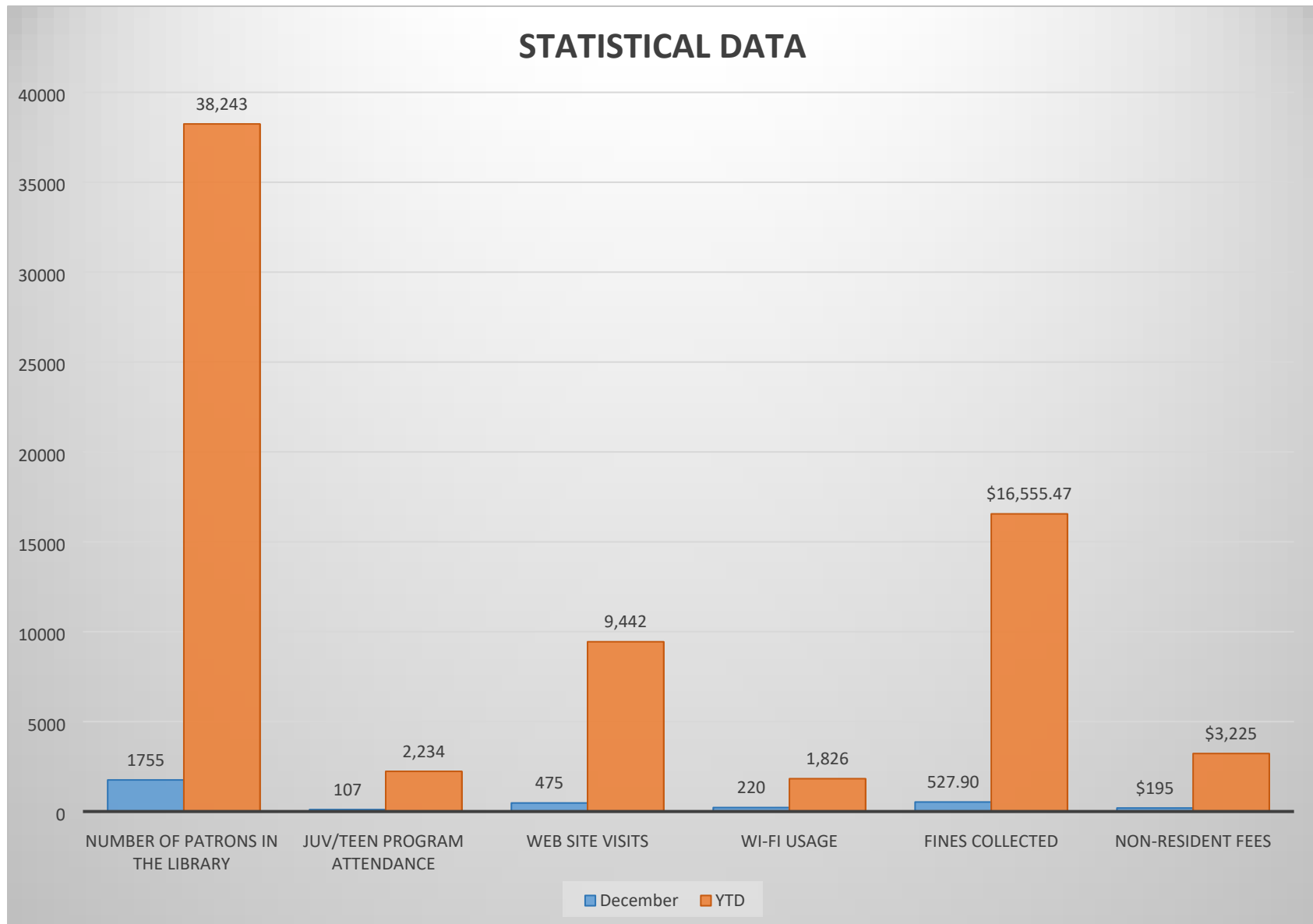
Wastewater:





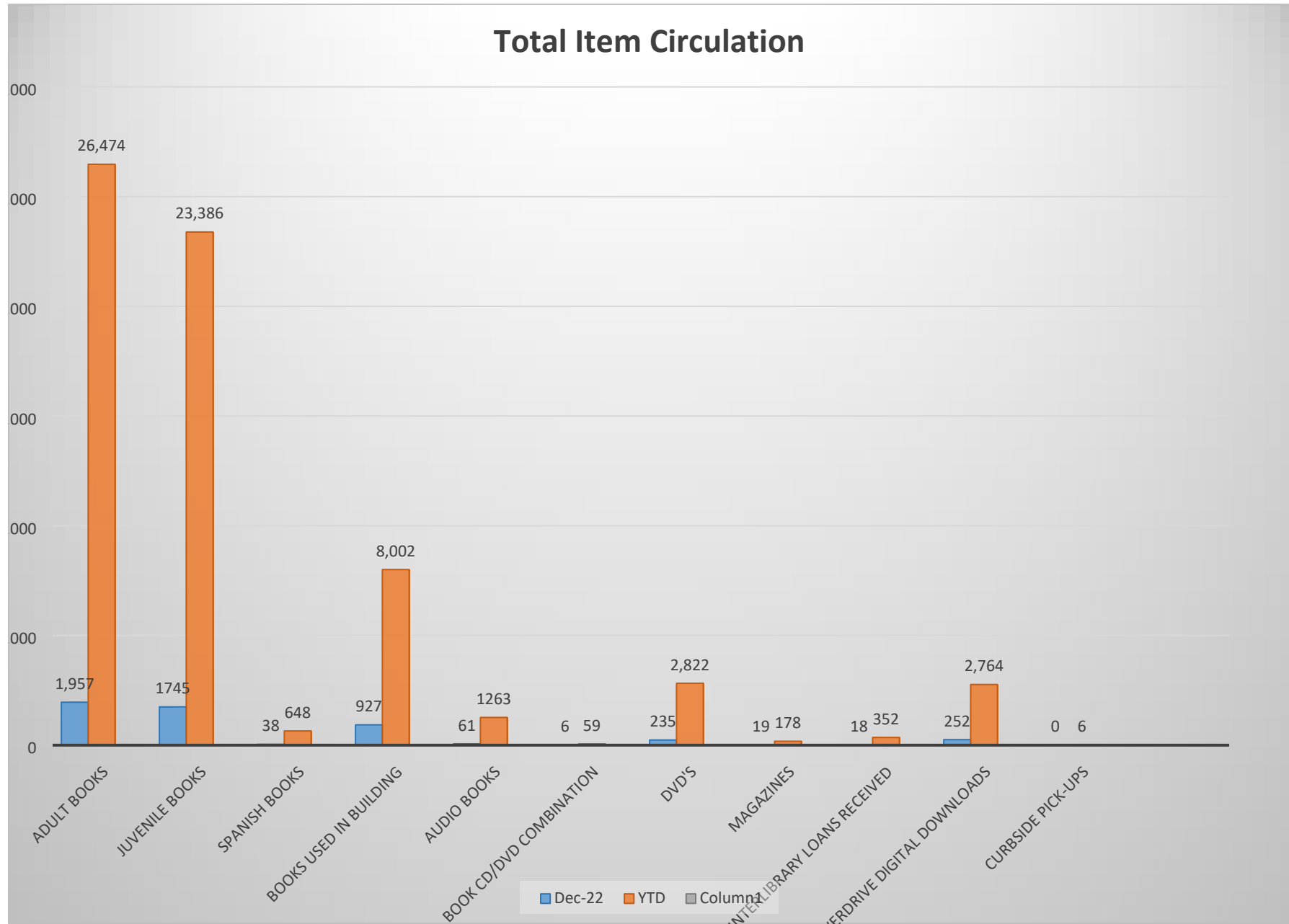
** information from WasteWater Plant Daily Log Reports

CITY OF JACKSONVILLE
PUBLIC LIBRARY
MONTHLY REPORT
December 2022



CITY OF JACKSONVILLE
PUBLIC LIBRARY
MONTHLY REPORT
December 2022

Total Item Circulation



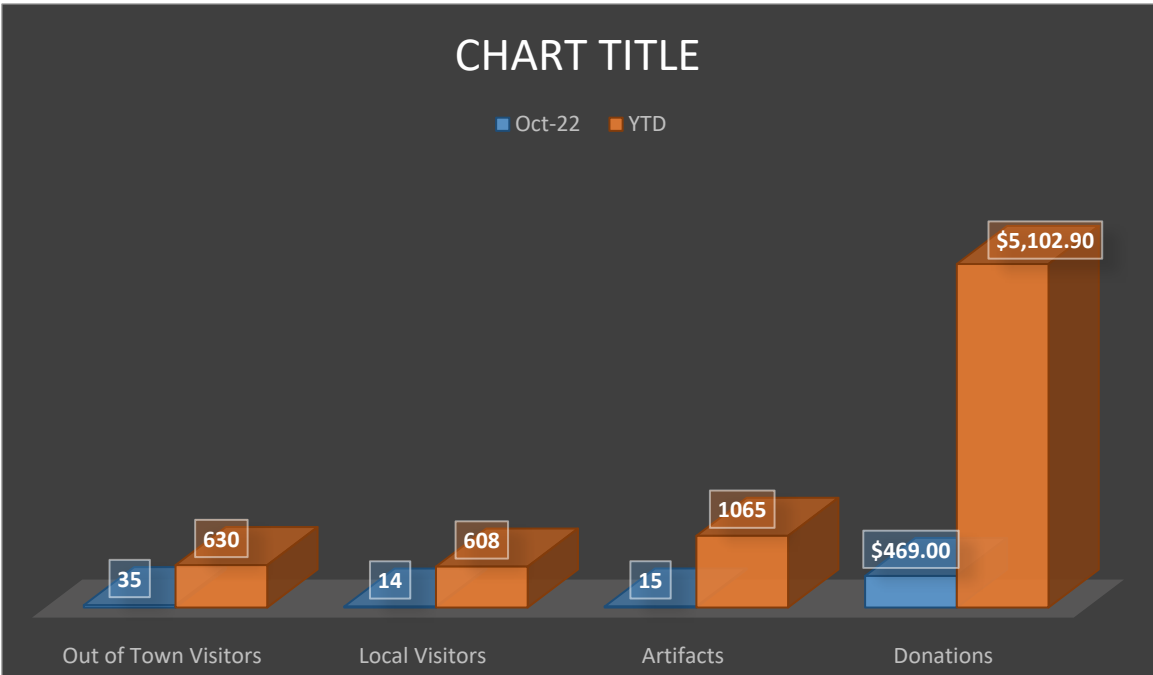
**CITY OF JACKSONVILLE
PUBLIC LIBRARY
MONTHLY REPORT
December 2022**

Items provided to other libraries through Interlibrary Loan: 12 monthly / YTD 187 total.

Book and DVD gifts to the library for the month of December: 30 items / YTD 452 items.

The data for this report was gathered on December 30, 2022.

CITY OF JACKSONVILLE
Vanishing Texana Museum
MONTHLY REPORT
October 2022



October 2022 total museum visitors - 49

Artifacts inventory for October = 146