THE CITY OF JACKSONVILLE

JACKSONVILLE CITY COUNCIL MEETING
JACKSONVILLE CITY HALL COUNCIL CHAMBERS
315 S. RAGSDALE
TUESDAY, MARCH 14, 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 - CITY ATTORNEY ANNUAL REVIEW**
2. **CALL TO ORDER**
3. **INVOCATION**
4. **PLEDGE OF ALLEGIANCE US & TEXAS FLAGS**
5. **SPECIAL PRESENTATION**
   - A. **A) EMPLOYER OF THE MONTH PRESENTED BY JEDCO PRESIDENT SHANE PACE - SUPER 1 FOODS**
6. **CITIZEN PARTICIPATION**
7. **A) PRESENTATION OF THE 2021-2022 FINANCIAL AUDIT BY PATILLO, BROWN, AND HILL B) CONSIDERATION AND POSSIBLE ACTION REGARDING THE FINDINGS OF THE AUDIT**
8. **ANY ACTION OUT OF EXECUTIVE SESSION IF NECESSARY**
9. **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 - FEBRUARY 14, 2023 REGULAR COUNCIL MEETING; MARCH 3, 2023 SPECIAL CALLED CITY COUNCIL MEETING; MARCH 9, 2023 AGENDA WORKSHOP**
   - B. **APPROVE A RESOLUTION MODIFYING THE MEETING FREQUENCY OF THE FINANCE COMMITTEE**
   - C. **APPROVE AN ORDINANCE CODIFYING AMBULANCE FEES**
   - D. **APPROVE A STREET CLOSURE FOR THE GLOW RUN, THURSDAY, JUNE 8, 2023 AT 5:30 PM**
   - E. **APPROVE AN ORDINANCE CANCELLING THE MAY 6, 2023 MUNICIPAL ELECTION AND DECLARING ALL CANDIDATES ELECTED**
   - F. **APPROVE A RESOLUTION ADOPTING FISCAL AND BUDGETARY POLICIES**
   - G. **DISCUSS AND CONSIDER WITH POSSIBLE ACTION APPROVING THE SPORT LEAGUE LICENSING AGREEMENTS WITH JACKSONVILLE BASEBALL/SOFTBALL AND SOCCER ASSOCIATIONS**

THE CITY OF JACKSONVILLE

10. **A) CONTINUATION OF A PUBLIC HEARING - HEAR AND RECEIVE INPUT REGARDING A REQUESTED ZONE CHANGE FROM "B" ONE AND TWO FAMILY TO "C" MULTI FAMILY WITH SPECIAL USE PERMIT FOR 1521 E. RUSK TO ALLOW FOR AN ASSISTED LIVING FACILITY**
    B) DISCUSS AND CONSIDER WITH POSSIBLE ACTION AN ORDINANCE GRANTING THE REQUESTED REZONING AND SPECIAL USE PERMIT
11. **DISCUSS AND CONSIDER WITH POSSIBLE ACTION AWARDING THE REQUEST FOR PROPOSAL OF THE CONSTRUCTION MANAGER AT RISK FOR THE REMODEL OF THE CIVIC CENTER**
12. **DISCUSS AND CONSIDER WITH POSSIBLE ACTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT FOR THE EMERGENCY REPAIRS TO WELL NUMBER FIVE**
13. **DISCUSS AND CONSIDER WITH POSSIBLE ACTION APPROVING A VENDOR TO ACT AS THE CITY DEPOSITORY**
14. **DISCUSS AND CONSIDER WITH POSSIBLE ACTION BOARD APPOINTMENTS AND RE-APPOINTMENTS TO VARIOUS BOARDS, COMMISSIONS AND COMMITTEES - SEE EXHIBIT "A" IN THE MEETING PACKET**
15. **DISCUSS AND CONSIDER WITH POSSIBLE ACTION A RESOLUTION SUSPENDING FOR 45 DAYS THE EFFECTIVE DATE PROPOSED BY CENTERPOINT ENERGY RESOURCES CORP., D/B/A CENTERPOINT ENERGY ENTEX AND CENTERPOINT ENERGY TEXAS GAS – BEAUMONT/EAST TEXAS DIVISION, IN ITS APPLICATION FILED ON OR ABOUT MARCH 2, 2023, PURSUANT TO SECTION 104.301 OF THE GAS UTILITY REGULATORY ACT.**
16. **OPEN FORUM FOR MAYOR AND COUNCIL**
17. **CITY MANAGER REPORT**
18. **ADJOURN**

Posted this the 10th day of March 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.

Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	3/14/2023	ITEM NUMBER:	7.
DEPARTMENT:	Administration	PREPARED BY:	Roxanna Briley, Finance Director
INITIATED BY:	Roxanna Briley, Finance Director	EXHIBITS:	

EXECUTIVE SUMMARY:

The city council shall cause a continuous audit of the books and accounts of all records and transactions, of the administration of the affairs of the city, such audit to be made annually, embracing each fiscal year, and shall be made by a certified public accountant. The duty of such accountant shall include the certification of all statements required. The full auditor's report shall be available at city hall, with the City Secretary, and at the public library within ten (10) days after completion of such audit.

RECOMMENDED ACTION:

Accept findings of FY 2021-2022 audit as presented.

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

STRAGEGY 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	X	2.3 Community policing and crime prevention	☐	3.3 Ensure financial stability and stewardship	X	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:

Transparent & engaging communication. Ensure financial stability & stewardship.

LEGAL:

Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	3/14/2023	ITEM NUMBER:	9.A.
DEPARTMENT:	Council and Board	PREPARED BY:	Greg Lowe, City Secretary
INITIATED BY:	Greg Lowe, City Secretary	EXHIBITS:	February 14, 2023 City Council Meeting, March 3, 2023 Special Called Council Meeting, March 9, 2023 Agenda Workshop

EXECUTIVE SUMMARY:

The minutes presented to the council for approval are February 14, 2023 regular council meeting; March 3, 2023 special called city council meeting; March 9, 2023 agenda workshop.

RECOMMENDED ACTION:

Approve the minutes.

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

STRAGEGY 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, FEBRUARY 14, 2023
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:	
551.071 CONSULT CITY ATTORNEY	
551.072 REAL PROPERTY	
CALL TO ORDER	**6:03 pm Mayor Randy Gorham** **Present: Mayor Randy Gorham, Mayor Pro tem Rob Gowin, Councilman Hubert Robinson, Councilwoman Mindy Gellock** **Absent: Councilman Tim McRae**
INVOCATION	**Mr. Jake Norman of Cornerstone Baptist Church gave the invocation.**
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 - FAMILY FIRST CLINIC & URGENT CARE	**JEDCO President Shane Pace presented Dr. Kristin Ault and Dr. Justin McGinnis of Family First Clinic with the employer of the month award.**
PRESENTATION OF THE RACIAL PROFILING REPORT BY POLICE CHIEF JOE WILLIAMS	**Police Chief Joe Williams presented the council with the 2022 racial profiling report. Chief Williams said state law requires this report be sent to state agencies and to the local governing body. Chief Williams reviewed the data with the council. Chief Williams said the data indicated there was no evidence of racial bias. Chief Williams said the police department received no complaints regarding racial bias in 2022.**
CITIZEN PARTICIPATION	**No one came forward.**
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 Councilwoman Mindy Gellock. All voted "Aye" 4-0**
MINUTES APPROVAL - JANUARY 10, 2023 REGULAR COUNCIL MEETING; FEBRUARY 9, 2023 AGENDA WORKSHOP	
APPROVE THE REQUESTED STREET CLOSURE FOR THE FLAMIN J BBQ COOKOFF	
APPROVE A RESOLUTION CALLING FOR A MAY 6, 2023 ELECTION FOR THE POSITIONS OF MAYOR, DISTRICT 1 AND DISTRICT 3 OF THE JACKSONVILLE CITY COUNCIL	
APPROVE A JOINT ELECTION AGREEMENT BETWEEN THE CITY OF JACKSONVILLE AND JACKSONVILLE INDEPENDENT SCHOOL DISTRICT	
APPROVE A CONTRACT WITH THE CHEROKEE COUNTY ELECTIONS OFFICE FOR ELECTION SERVICES	
APPROVE A RESOLUTION 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	
APPROVE A RESOLUTION AUTHORIZING CITY REPRESENTATIVES IN MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM	
ANY ACTION OUT OF EXECUTIVE SESSION IF NECESSARY	**No action was taken.**
DISCUSS AND CONSIDER WITH POSSIBLE ACTION GRANTING TWO REQUESTED VARIANCES AT LAKE JACKSONVILLE FOR BOATHOUSE CONSTRUCTION AT 110 CR 3107	**City Manager James Hubbard told council both of the variances are coming to the council with a unanimous recommendation from the planning and zoning board. Mr. Hubbard said the applicant is requesting variances in relation to the height restriction on boat houses and the prohibition of habitable structures over the water. Mr. Hubbard reviewed the specifics of the request with the council. Mr. Hubbard stated that the planning and zoning committee determined the height of the structure would not block anyone's view of the lake. Mayor Pro tem Rob Gowin made a motion to grant a variance from Article IV of the lake rules and regulations in regards to the height of a boathouse. Second, by Councilman Hubert Robinson. All voted "Aye" 4-0** **Mayor Pro tem Rob Gowin made a motion to grant a variance from Article VII, Section VII in regards to the prohibition of a habitable structure over the water. Second, by Councilwoman Mindy Gellock. All voted "Aye" 4-0**
A) <u>PUBLIC HEARING</u> - HEAR AND RECEIVE INPUT REGARDING A REQUESTED SPECIAL USE PERMIT FOR 1521 E. RUSK TO ALLOW FOR AN ASSISTED LIVING FACILTY **B) DISCUSS AND CONSIDER WITH POSSIBLE ACTION AN ORDINANCE GRANTING THE REQUESTED SPECIAL USE PERMIT**	**City Manager James Hubbard told the council that while the public hearing will be called, no action could be taken tonight due to the absence of one council member and a conflict of interest with another. Mr. Hubbard said the public hearing will be held open until the March 14, 2023 city council meeting. Mr. Hubbard reviewed the request with the council. Mr. Hubbard said the existing zoning does not align with the intended use of an assisted living facility and requires a special use permit. Mayor Randy Gorham opened the public hearing at 6:15 pm. No one came forward. The mayor continued the public hearing until the March city council meeting. No action was taken in regards to the ordinance.**
DISCUSS AND CONSIDER WITH POSSIBLE ACTION AN ORDINANCE MODIFYING THE CITY OF JACKSONVILLE SIGN REGULATIONS	**City Manager James Hubbard told council the sign regulations were revised on July 21, 2022. With that revision, some business owners raised concerns and an ad hoc sign committee was formed. Mr. Hubbard said the sign committee came up with six recommendations for changes to the ordinance. Mr. Hubbard then reviewed those changes with the city council. Mayor Pro tem Rob Gowin made a motion to approve the ordinance modifying the city's sign ordinance. Second, by Councilman Hubert Robinson. All voted "Aye" 4-0**
DISCUSS AND CONSIDER WITH POSSIBLE ACTION APPROVING AN ORDINANCE MODIFYING THE DEVELOPMENT SERVICES FEE SCHEDULE	**City Manager James Hubbard told council it is the staff's intention to develop a master fees schedule as part of the budget process. Mr. Hubbard stated that the city is way behind market rates in regards to development services fees and he feels these should be addressed sooner due to this factor. Mr. Hubbard then reviewed the recommended changes as well as comparables to other cities' fees. Mayor Randy Gorham asked when this ordinance would go into effect. Mr. Hubbard said ten days after it's passage. Councilwoman Mindy Gellock made a motion to approve the ordinance amending the development services fees. Second, byMayor Pro tem Rob Gowin. All voted "Aye" 4-0**
DISCUSS AND CONSIDER WITH POSSIBLE ACTION AN INTERLOCAL AGREEMENT WITH CHEROKEE COUNTY REGARDING SUBDIVISION REGULATION IN THE ETJ	**City Manager James Hubbard told council this agreement is required by law and sets out how plats in the ETJ are handled. Mr. Hubbard stated the city will still review plats for land in the ETJ owned by the City. Councilwoman Mindy Gellock made a motion to approve the interlocal agreement with the county. Second, by Mayor Pro tem Rob Gowin. All voted "Aye" 4-0**
DISCUSS AND CONSIDER WITH POSSIBLE ACTION AN INTERLOCAL AGREEMENT WITH CHEROKEE COUNTY FOR INMATE SERVICES	**City Manager James Hubbard told the council this agreement formalizes the city's use of inmate trustees for projects in the city. Mr. Hubbard said this agreement provides approximately 160 man hours of labor per month**

for the city. Mr. Hubbard reviewed the agreement with the council. Mayor Pro tem Rob Gowin made a motion to approve the agreement. Second, by Councilman Hubert Robinson. All voted "Aye" 4-0

DISCUSS AND CONSIDER WITH POSSIBLE ACTION THE BUDGETED PURCHASE OF A BACKHOE

City Manager James Hubbard told council the city is still seeing supply chain issues. Mr. Hubbard said this unit became available due to a canceled order. Mr. Hubbard said the budget for the unit was $148,000 and the actual cost was $153,822. Councilman Hubert Robinson made a motion to approve the purchase of the backhoe. Second, by Councilwoman Mindy Gellock. All voted "Aye" 4-0

DISCUSS AND CONSIDER WITH POSSIBLE ACTION NEW SOCIAL MEDIA POLICIES FOR EMPLOYEES

City Manager James Hubbard told the council this policy regulates employees' usage of city and personal social media. Mr. Hubbard said the policy does notify employees that their personal pages may be monitored and posts regarding city business are prohibited on their personal social media. Mayor Pro tem Rob Gowin made a motion to approve the social media policy. Second, by Councilman Hubert Robinson. All voted "Aye" 4-0

DISCUSS AND CONSIDER WITH POSSIBLE ACTION UPDATING SECTION I – GENERAL POLICIES 1.01 AUTHORITY 1.04 APPLICABILITY OF PERSONNEL POLICIES, 1.08 UNLAWFUL HARASSMENT, 1.09 COMPLAINT PROCEDURE, 1.10 INVESTIGATION OF COMPLAINTS DISCRIMINATION, HARASSMENT, 1.11 PERSONS WITH DISABILITIES, 1.12 POLICY CHANGES AND EMPLOYEE SUGGESTIONS AND SECTION IX- HEALTH AND SAFETY 9.03 WEAPONS POLICY

Assistant City Manager ReNissa Wade told council the existing policies were adopted in 2019. Mrs. Wade reviewed the changes to the policies with the council. Councilwoman Mindy Gellock made a motion to amend as presented by the staff. Second, by Mayor Randy Gorham. All voted "Aye" 4-0

DISCUSS AND CONSIDER WITH POSSIBLE ACTION A POSSIBLE AWARD OF A CONTRACT TO REPAIR A DAMAGED SEWER MAIN

City Manager James Hubbard told council approximately 500 feet of sewer line needed to be replaced after a portion of the line collapsed. Mr. Neal Holland of Stokes and Associates came forward and reviewed the scope of the work with the council. Mr. Holland said they hope to bring the cost in under $80,000. Mayor Randy Gorham asked Mr. Holland if this is the same line that had collapsed further to the east a few years ago. Mr. Holland said it was. Mayor Pro tem Rob Gowin made a motion to authorize the city manager to enter into a contract to make the emergency repairs. Second, by Councilman Hubert Robinson. All voted "Aye" 4-0

OPEN FORUM FOR MAYOR AND COUNCIL

None

CITY MANAGER REPORT

City Manager James Hubbard told the council the zoning board of adjustments had condemned approximately 19 substandard structures in town. Mr. Hubbard said there is a plan to clean up the Sea Scout Park later this year. Mr. Hubbard said a city wide clean up day is scheduled for March 25. Mr. Hubbard said the fire department is continuing to do fire hydrant inspections. Mr. Hubbard thanked Oncor for their work during the recent bad weather. Mr. Hubbard said the Buckner Park playground equipment should be going out to bid soon.

ADJOURN

6:50 pm

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Randy Gorham, Mayor
City of Jacksonville

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Greg Lowe, City Clerk

JACKSONVILLE CITY COUNCIL MEETING
FRIDAY, MARCH 3, 2023
JACKSONVILLE CITY HALL EXECUTIVE CONFERENCE ROOM
315 S. RAGSDALE
12:00 PM

Meeting Items

CALL TO ORDER	**Mayor Randy Gorham 12:02 PM** **Present: Mayor Randy Gorham, Mayor Pro tem Rob Gowin, Councilman Hubert Robinson, Councilman Tim McRae** **Absent: Councilwoman Mindy Gellock**
INVOCATION	**Mayor Randy Gorham**
CLOSED EXECUTIVE SESSION CITY HALL CONFERENCE ROOM - PER OPEN MEETINGS ACT-PER TEXAS GOVERNMENT CODE SECTION:	**12:02 pm**
551.072 DELIBERATIONS ABOUT REAL PROPERTY	
A) DISCUSS AND CONSIDER WITH POSSIBLE ACTION THE ESTABLISHMENT OF A CIVIC CENTER RENOVATION ADVISORY COMMITTEE **B) DISCUSS AND CONSIDER WITH POSSIBLE ACTION APPOINTMENTS TO THE CIVIC CENTER RENOVATION ADVISORY COMMITTEE**	**City Manager James Hubbard told the council he would like to form a civic center design committee to help with the design of the new civic center. After discussion regarding possible members, Mayor Randy Gorham made a motion to form a civic center design committee and to appoint Mayor Pro tem Rob Gowin and Councilwoman Mindy Gellock to the committee. Second, Councilman Tim McRae. City Attorney Brett Brewer pointed out the council may want to sunset the committee, so it disbanded upon completion of the remodel. Mayor Randy Gorham amended his motion to include that the committee be dissolved upon the issuance of a certificate of occupancy. Second, by Councilman Tim McRae. All voted "Aye" 4-0**
QUESTIONS, COMMENTS AND DISCUSSION	**None**
ADJOURN	**12:41 pm**

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Randy Gorham, Mayor
City of Jacksonville

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Greg Lowe, City Clerk

JACKSONVILLE CITY COUNCIL MEETING
THURSDAY, MARCH 9, 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** **Absent: Councilwoman Mindy Gellock**
INVOCATION	**Mayor Randy Gorham**
CITIZEN PARTICIPATION	**No one came forward.**
FIRST READING OF A RESOLUTION IN SUPPORT OF ECONOMIC DEVELOPMENT INCENTIVES	**This item was pulled from the agenda.**
PRESENTATION BY PATILLO, BROWN AND HILL REGARDING THE 2021-2022 AUDIT	**Mr. Cameron Aaron with Patillow, Hill and Brown presented the results of the audit to the council. Mr. Aaron said the audit was issued with an unmodified opinion. Mr. Aaron reviewed the single audit, which is a test of federal grant funds, with the council. Mr. Aaron said they found no internal control or compliance issues with the grant funds.**
REVIEW AND DISCUSS AGENDA FOR REGULAR COUNCIL MEETING TUESDAY, MARCH 14, 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	**City Manager James Hubbard reviewed the proposed agenda with the council. No action was taken on any item.**
DISCUSSION REGARDING ELECTRIC VEHICLE CHARGERS	**Assistant City Manager ReNissa wade reviewed her findings regarding EV chargers with the council. Mrs. Wade said that staff will be issuing a request for proposal for a turnkey installation and operation of the EV chargers. Mrs. Wade said that staff will have a recommendation for the council at the May meeting.**
QUESTIONS, COMMENTS, DISCUSSION	**Mayor Pro tem Rob Gowin said he has seen a noticeable decrease in the marketing of Jacksonville as a destination and that staff may want to consider contracting that work out. Mr. Gowin also requested when events such as street closures for infrastructure repair occur that council be notified.**
ADJOURN	**12:55 pm**

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Randy Gorham, Mayor
City of Jacksonville

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Greg Lowe, City Clerk

Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	3/14/2023	ITEM NUMBER:	9.B.
DEPARTMENT:	Administration	PREPARED BY:	Greg Lowe, City Secretary
INITIATED BY:	Roxanna Briley, Finance Director	EXHIBITS:	Resolution Changing Meeting Frequency of the Finance Committee

EXECUTIVE SUMMARY:

Currently, the resolution that establishes the finance committee calls for monthly meetings. The committee has not been meeting monthly as there is no need. This resolution states the finance committee will meet as needed and reflects the current practice of the committee.

RECOMMENDED ACTION:

Approve the resolution.

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

STRAGEGY 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 X	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 X	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:

RESOLUTION NO. ________________

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JACKSONVILLE, TEXAS ("CITY"), CHANGING THE FREQUENCY OF THE MEETING OF THE CITY'S FINANCE COMMITTEE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, it is the intent of the City Council to promote the public welfare; and

WHEREAS, on or about March 9, 2010, the City Council passed a Resolution establishing a Finance Committee as a standing committee; and

WHEREAS, the said resolution specifies that the Finance Committee is to meet monthly;

WHEREAS, the City of Jacksonville has found the Finance Committee to be a useful tool, but that it would be useful to meet more frequently or less frequently than monthly in order to review and provide guidance on the City's financial matters;

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

1. That the City of Jacksonville's Finance Committee is authorized to meet as needed; and

2. That all other terms and conditions of the March 9, 2010 Resolution establishing a standing Finance Committee are hereby affirmed; and

3. That this Resolution shall become effective from and after its passage.

PASSED AND APPROVED this ____ day of __________________, 2023.

____
Randy Gorham, Mayor

ATTEST:

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Greg Lowe, City Clerk

APPROVED AS TO FORM:

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D. Brett Brewer, City Attorney

Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	3/14/2023	ITEM NUMBER:	9.C.
DEPARTMENT:	Administration	PREPARED BY:	Greg Lowe, City Secretary
INITIATED BY:	KEITH FORTNER, Fire Chief	EXHIBITS:	Chapter 7 section 7-117 Ambulance Rates

EXECUTIVE SUMMARY:

Back on May 10, 2022, the city council approved the modification of ambulance service rates. The approval was made by a simple motion. Staff recently realized the ambulance rates are part of the code of ordinances and therefore must be modified via ordinance. Approval of this ordinance is simply codifying the previous approval by the council.

RECOMMENDED ACTION:

Approve the ordinance codifying the previously approved ambulance rates.

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

STRAGEGY 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:

Chapter 7, Section 7-117 contains the ambulance rates and fees.

ORDINANCE NO. ______

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF JACKSONVILLE, TEXAS, AMENDING CHAPTER 7. "FIRE PROTECTION AND PREVENTION" TO DELETE ARTICLE VI. EMERGENCY MEDICAL SERVICES DEPARTMENT SECTION 7-117 "FEES AND CHARGES" AND ADOPT IN ITS STEAD A NEW SECTION 7-117 CREATING UPDATED RATES FOR "FEES AND CHARGES; PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the City of Jacksonville is a home rule municipality having full power of local self-government pursuant to Article 11, Section 5 of the Texas Constitution and its Home Rule Charter; and

WHEREAS, the City has previously established fees for certain emergency medical services; and

WHEREAS, the City is presently reviewing the fees charged for certain services including emergency medical services; and

WHEREAS, the City has adopted revised fees charged for certain emergency medical services and desires to codify the new changes by ordinance; and

WHEREAS, the City of Jacksonville desires to protect the health, safety and welfare of its residents.

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

Section I.

The Code of Ordinances of the City of Jacksonville, Texas Chapter 7, Article VI Section 7-117 is deleted in its present form is hereby amended to read as follows:

Sec. 7-117. – Fees and charges.

Fees and charges shall be due and payable to the City of Jacksonville for Emergency Medical Services rendered by the City of Jacksonville Emergency Medical Services as set forth in the following schedule:

Citizens can subscribe to an ambulance subscription program for $8.00 per month added to their city utility bill. Subscribers are entitled to three (3) Emergency transports per year without any out-of-pocket expenses. Other information related to the subscription program can be found in the ambulance subscription program document.

Advanced life support, emergency:	$1,300.00
Advanced life support, non-emergency:	$1.200.00
Advanced life support	$1,500.00
Basic life support, emergency	$1,200.00
Basic life support, non-emergency	$1,100.00
Specialty care transports	$1,500.00
Advanced life support, disposables	$400.00
Basic life support, disposables	$300.00
O2	$135.00
Mileage	$23.00
Treatment, no transport	$175.00

Section II.

Severability. It is the intention of the City Council of the City of Jacksonville that if any phrase, sentence, word, section or paragraph of this ordinance be declared unconstitutional or otherwise invalid by final judgement by a court of competent jurisdiction, such unconstitutionality or invalidity shall not affect any of the remainder of this ordinance since the same would have been enacted by the City Council without the incorporation of the unconstitutional or invalid phrase.

Section III.

Compliance. A notice was posted and this ordinance was passed in accordance with the Texas Open Meetings Act.

Section IV.

Effectiveness. The City Council by the City Jacksonville, Texas declares that this ordinance shall go into effect after its passage, approval and publication according to law.

Passed and adopted the ______ day of March, 2023.

____
Randy Gorham, Mayor

ATTEST:

____
Greg Lowe, City Clerk

APPROVED AS TO FORM:

____
D. Brett Brewer, City Attorney

Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	3/14/2023	ITEM NUMBER:	9.D.
DEPARTMENT:	Administration	PREPARED BY:	Greg Lowe, City Secretary
INITIATED BY:	Greg Lowe, City Secretary	EXHIBITS:	2023.6.8 - Glow Run Road Closure Request Map, Fun Run Request Email

EXECUTIVE SUMMARY:

Family Firs Clinic and Urgent has requested a street closure to conduct a fun run as part of the Tomato Fest week of activities. They plan on holding the event on Thursday, June 8, 2023 with registration beginning at 5:30 pm. They are requesting Commerce St. from S. BoltonSt. to Austin St., Austin from Commerce to Wilson St., Wilson St. to S. Bolton St., and S. Main St from Wilson St. to Hwy. 79 be closed.

RECOMMENDED ACTION:

Approve the street closure.

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

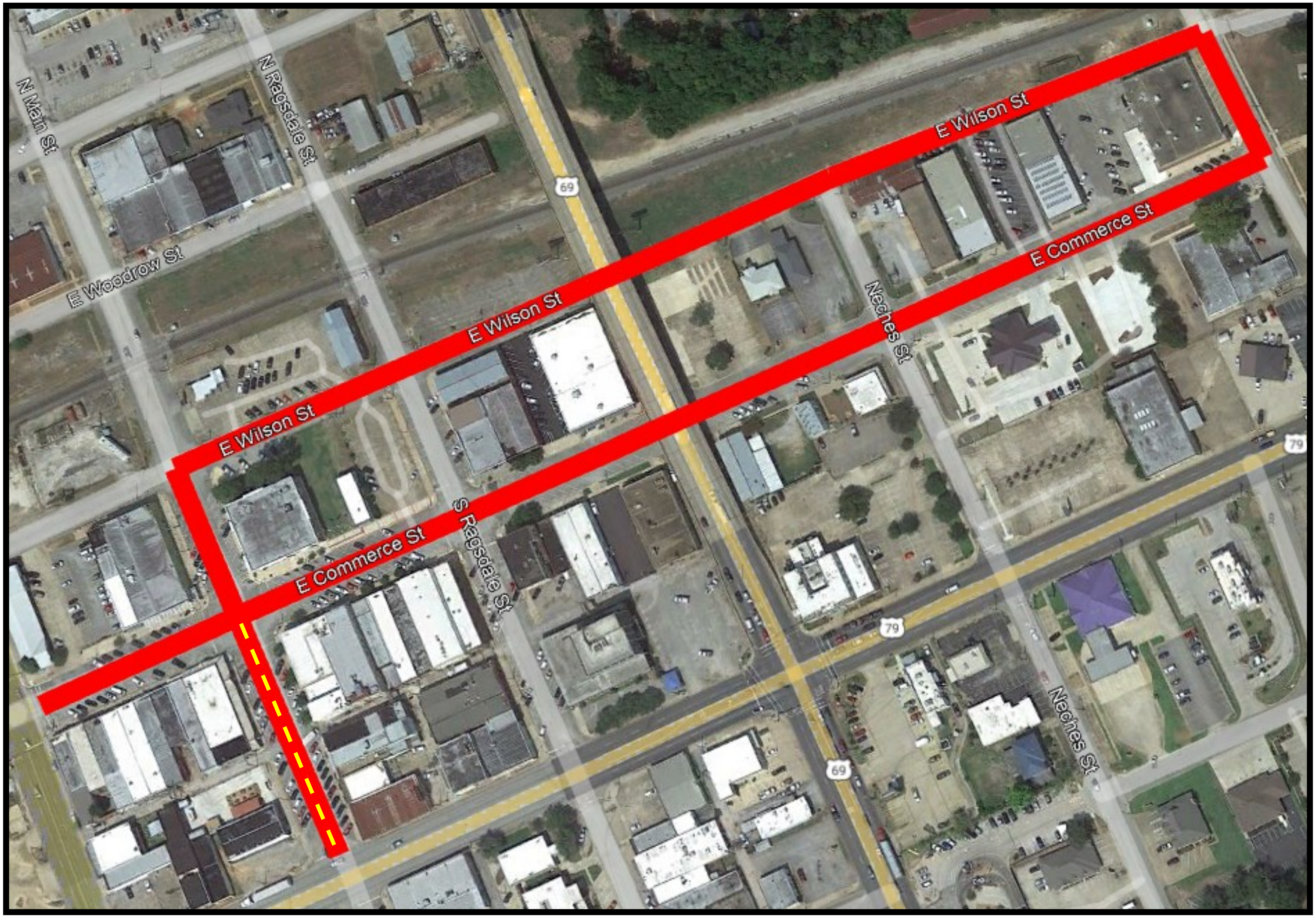
STRAGEGY MAP				
Citizens First	**Strengthen Neighborhoods**	**Manage the "Business"**	**Focus on Infrastructure**	**Planning and Preparedness**
1.1 Customer-centric service and processes ☐	2.1 Code compliance and updates ☐	3.1 Maintain a well-trained professional workforce ☐	4.1 Assess the condition of infrastructure ☐	5.1 Diversify the tax base ☐
1.2 Leverage the talent and input of citizens ☐	2.2 Parks, recreation, and community building X	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:

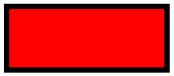
LEGAL:

Family First & All Smiles - Glow Run and Block Party

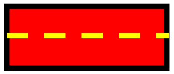
Road Closure Exhibit



June 8, 2023



Closed 5:30 PM to 8:30 PM



Closed 5:30 PM to 10:30 PM

From: Family First Clinic And Urgent Care
To: Greg Lowe
Subject: Fun Run
Date: Monday, February 20, 2023 11:28:37 AM

Hi Greg
Thank you for taking the time to speak to me. Family First and Allsmiles is wanting to host a Fun Run during the week of the Tomato Festival. We were hoping that this could be held downtown. Would the city consider roping off Commerce Street to make the run safe for families to participate? The run will be Thursday, June 8, 2023. Registration will begin at 5:30 pm and the run will begin at 7:00 pm. It would begin at Sadlers, continue to the Tomato Bowl, turn around and end up back at Sadlers. Or, if possible, the same route as the Christmas parade and include the next street over. Please feel free to ask any additional information you may need to make the decision and thank you for your consideration.

Thank You, Katie Royon
Family First Clinic & Urgent Care
2114 & 2116 E Rusk Street
Jacksonville, Texas 75766
903-284-6105 FAX: 903-284-6140
familyfirstofjville@yahoo.com

Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	3/14/2023	ITEM NUMBER:	9.E.
DEPARTMENT:	Administration	PREPARED BY:	Greg Lowe, City Secretary
INITIATED BY:	Greg Lowe, City Secretary	EXHIBITS:	Ordinance cancelling election 2023

EXECUTIVE SUMMARY:

At the February 14, 2023 city council meeting, the city council passed a resolution calling for a May 6, 2023 municipal election for the positions of Mayor and District 1 & 3 council members. Only one person applied for a place on the ballot for each of these positions. The ordinance up for consideration tonight cancels the previously called election and declares each candidate elected. The three candidates will take the oath of office during the June city council meeting and begin serving their term at that meeting.

RECOMMENDED ACTION:

Approve the ordinance cancelling the May 6, 2023 municipal election and declaring the candidates elected.

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

STRAGEGY 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:

Texas Election Code Section Sec. 2.053. ACTION ON CERTIFICATION. (a) On receipt of the certification, the governing body of the political subdivision by order or ordinance shall declare each unopposed candidate elected to the office. If no election is to be held on election day by the political subdivision, a copy of the order or ordinance shall be posted on election day at each polling place used or that would have been used in the election.

ORDINANCE NO. ________

AN ORDINANCE OF THE CITY OF JACKSONVILLE, TEXAS, CANCELLING THE MAY 6, 2023 GENERAL ELECTION AND DECLARING THE UNOPPOSED CANDIDATES ELECTED TO OFFICE; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Jacksonville, Texas is a Home Rule municipality located in Cherokee County, created in accordance with the provisions of Chapter 9 of the Texas Local Government Code and operating pursuant to the enabling legislation of the State of Texas; and,

WHEREAS, in accordance with law, a general election has been ordered for May 6, 2023, for the purpose of electing council members to serve on the City Council in the City of Jacksonville, Texas; and,

WHEREAS, no proposition is to appear on the ballot in the municipal electoral districts subject to the above referenced ordered general election; and

WHEREAS, the City Clerk has certified in writing that the candidates on the ballot are unopposed for election to Mayor, District One seat and District Three seat; and

WHEREAS, the filing deadlines for placement on the ballot and declaration of write-in candidacy has passed; and

WHEREAS, in these circumstances, Sub chapter C. Election of Unopposed Candidate of the Texas Election Code authorizes a governing body to declare the unopposed candidates elected to office and cancel that portion of the election for said districts.

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

SECTION I. The following candidates, who are unopposed in the May 6, 2023 General Election, are hereby declared elected to office, and shall be issued a certificate of election.

MAYOR	RANDY R. GORHAM
DISTRICT 1	LETITIA JONES HORACE
DISTRICT 3	TIM MCRAE

SECTION II. The City Clerk is directed to post a copy of this Ordinance at each designated polling places on May 6, 2023.

SECTION III. This Ordinance shall be cumulative of all provisions of Ordinances of the City of Jacksonville, Texas, except where the provisions of this Ordinance are in direct conflict with the provisions of such ordinances.

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

SECTION V. This Ordinance shall be in full force and effect from and after its passage, and it is so ordained.

ADOPTED AND APPROVED ON THIS THE 14TH DAY OF MARCH, 2023.

____
MAYOR, Randy Gorham

ATTEST:

____
CITY CLERK, Greg Lowe

APPROVED AS TO FORM:

____
CITY ATTORNEY, Brett Brewer

Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	3/14/2023	ITEM NUMBER:	9.F.
DEPARTMENT:	Administration	PREPARED BY:	Roxanna Briley, Finance Director
INITIATED BY:	Roxanna Briley, Finance Director	EXHIBITS:	Financial Policies 03.08.2023, Changes to fiscal and budgetary policies 03.08.2023, Resolution adopting Financial Management Policies

EXECUTIVE SUMMARY:

With changes to the CIty Charter, operating policies, and fund modifications, staff is requesting to make modifications to the fiscal and budgetary policies to accurately reflect the staff practices. A list of the changes is attached to this council agenda report.

RECOMMENDED ACTION:

Approve a resolution adopting the City of Jacksonville Fiscal and Budgetary Policies.

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

STRAGEGY 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	X	4.2 Strengthen routine maintenance programs		5.2 Leverage and maximize City facilities	
1.3 Transparent and engaging communication	X	2.3 Community policing and crime prevention		3.3 Ensure financial stability and stewardship	X	4.3 Adopt a capital improvement program	X	5.3 Disasters and emergencies	
1.4 Ensure value of services	X	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 intent of the Fiscal and Budgetary Policy Statements is to enable the City to achieve and maintain a long-term stable and positive financial condition. The watchwords of the City’s financial management include integrity, prudent stewardship, planning, accountability, and full disclosure.

LEGAL:

City of Jacksonville, Texas

FISCAL AND BUDGETARY POLICY

STATEMENTS

Contents

STATEMENT OF PURPOSE

The intent of the following Fiscal and Budgetary Policy Statements is to enable the City to achieve and maintain a long-term stable and positive financial condition. The watchwords of the City's financial management include integrity, prudent stewardship, planning, accountability, and full disclosure.

The more specific purpose is to provide guidelines for planning and directing the City's day-to-day financial affairs and in developing recommendations to the City Manager and City Council.

The scope of these policies includes:

- Fund Balance and Reserves.
- Operating Budget.
- Capital Budgeting and Planning.
- Debt Management.
- Long-Range Financial Planning.
- Accounting and Financial Reporting.
- Revenues.
- Internal Controls.
- Expenditures; and
- Risk Management.

These policies are designed to benefit the City by:

- Ensuring the fair and full disclosure of the financial position and the results of financial operations in conformity with Generally Accepted Accounting Principles (GAAP), and
- Adhering to compliance with finance related legal and contractual issues in accordance with the provisions of the Texas Local Government Code, the City Charter, and other applicable legal mandates.

The City Council will annually review and approve the Fiscal and Budgetary Policy Statements as part of the budget process.

FUND BALANCE POLICY

Purpose

The City of Jacksonville is responsible to its citizens for the care and management of public funds; concurrently, the City must provide adequate funding for the services it is obligated to provide its citizens.

The purpose of this policy is to establish a key element of the financial stability of the City by setting guidelines for fund balance. Unassigned fund balance is an important measure of economic stability. It is essential that the City maintain adequate levels of fund balance to mitigate current and future risks (e.g., revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. Advantages of a fund balance policy are as follows:

- Enhances the quality of decisions by imposing order and discipline.
- Promotes consistency and continuity in decision making; and
- Demonstrates a commitment to long term financial planning objectives.

Definitions

Fund Equity – A fund's equity is generally the difference between its assets and its liabilities.

Fund Balance – An accounting distinction is made between the portions of fund equity that are spendable and nonspendable. These are broken up into five categories:

1. **Nonspendable Fund Balance** – includes amounts that are not in spendable form or are required to be maintained intact.

2. **Restricted Fund Balance** – includes amounts that can be spent only for the specific purposes stipulated by external resource providers either constitutionally or through enabling legislation.

3. **Committed Fund Balance** – includes amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision making authority. Commitments may be changed or lifted only by the government taking the same formal action that imposed the constraint originally.

4. **Assigned Fund Balance** – comprises amounts intended to be used by the government for specific purposes. Intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority.

5. **Unassigned Fund Balance** – is the residual classification of the general fund and includes all amounts not contained in other classifications. Unassigned amounts are technically available for any purpose.

<table>
<tr><td>Nonspendable Fund Balance</td><td colspan="2">inherently nonspendable, examples are inventory or permanent funds</td></tr>
<tr><td>Restricted Fund Balance</td><td colspan="2">externally enforceable limitations on use, examples include grants and child safety fees</td></tr>
<tr><td rowspan="3">Unrestricted</td><td>Committed Fund Balance</td><td>self-imposed limitation set in place prior to the end of the period</td></tr>
<tr><td>Assigned Fund Balance</td><td>limitation resulting from intended use</td></tr>
<tr><td>Unassigned Fund Balance</td><td>residual net resources (general fund only)</td></tr>
</table>

Policy

Committed Fund Balance

The City Council is the City's highest level of decision making authority and the formal action that is required to be taken to establish, modify, or rescind a fund balance commitment is an ordinance or resolution approved by the Council at the City's Council meeting. The ordinance or resolution must either be approved or rescinded, as applicable, prior to the last day of the fiscal year for which the commitment is made. The amount subject to the constraint may be determined in the subsequent period.

Assigned Fund Balance

The City Council has authorized the City Manager or Director of Finance as the officials authorized to assign fund balance to a specific purpose as approved by this fund balance policy. In governmental funds other than the general fund, assigned fund balance represents the amount that is not restricted or committed. This indicates that resources in other governmental funds are, at a minimum, intended to be used for the purpose of that fund.

Unassigned Fund Balance

The unassigned fund balance for the General Fund of the City of Jacksonville will be maintained at a level sufficient to provide the required resources to meet operating cost needs, to allow for unforeseen needs of an emergency nature, and to permit orderly adjustment to changes resulting from fluctuation of revenue sources.

Order of Expenditure of Funds

When multiple categories of fund balance are available for expenditure, the City will start with the most restricted category and spend those funds first before moving down to the next category with available funds. The categories, in order of level of restriction, are as follows:

- Nonspendable fund balance.
- Restricted fund balance.
- Committed fund balance.
- Assigned fund balance.
- Unassigned fund balance.

Funding Levels

The City establishes the following funding levels concerning fund balances in the various funds used by the City of Jacksonville:

General Fund

It is the goal of the City to achieve and maintain a fund balance in the General Fund that is equal to 20% of operating expenditures. The City considers a balance of less than 15% to be cause for concern, barring unusual or deliberate circumstances.

Debt Service Fund

The City's goal is to achieve and maintain an amount not to exceed 1/12th principal and interest paid from the fund during the prior fiscal year.

Utility (Water & Wastewater Operating) Fund

The City's goal is to achieve and maintain fund balance in the Utility Fund equal to 90 days of operating expenditures.

Fund	Target
General	20% of operating expenditures
Debt Service	1/12 of prior year P&I
Utility	90 days of operating expenditures

Replenishment of Minimum Fund Balance Reserves

If fund balance unintentionally falls below the funding level or if it is anticipated that at the completion of any fiscal year the projected fund balance will be less than the minimum requirement, the City Manager shall prepare and submit a plan to restore the minimum required level as soon as economic conditions allow. The plan shall detail the steps necessary for the replenishment of fund balance as well as an estimated timeline for achieving such.

These steps may include, but are not limited to, identifying new, nonrecurring, or alternative sources of revenue; increasing existing revenues, charges and/or fees; use of year end surpluses; and/or enacting cost saving measures such as holding capital purchases, reducing departmental operating budgets, freezing vacant positions, and/or reducing the workforce. The replenishment of fund balance to the minimum level shall be accomplished within a three-year period. If restoration of the reserve cannot be accomplished within such a period without severe hardship to the City of Jacksonville, then the Council shall establish an extended timeline for attaining the minimum balance.

Appropriation of Fund Balance Reserves in Excess of Minimum Levels

Fund balances, which exceed the minimum levels established for each of the funds, may be appropriated for non-recurring capital projects or programs. The Council recognizes that any such funds should be appropriated for non-recurring expenditures as they represent prior year surpluses that may or may not materialize in subsequent fiscal years.

The City of Jacksonville will exercise diligence in avoiding the appropriation of fund balance for recurring operating expenditures. In the event fund balance is appropriated for recurring operating expenditures to meet the needs of the community, the budget document shall include an explanation of the circumstances requiring the appropriation and the methods to be used to fund this operating expenditure in the future.

Monitoring and Reporting

The Director of Finance shall be responsible for monitoring and reporting the City's reserve balances. The City Manager is directed to make recommendations to the Council on the use of reserve funds both as an element of the annual operating budget submission and from time to time throughout the fiscal year as needs may arise.

Compliance with the provisions of the policy shall be reviewed as a part of the annual operating budget adoption process and subsequent review will be included in the annual audit and financial statement preparation procedures.

OPERATING BUDGET POLICY

City Charter

Article VII. The Budget

Sec. 1. Fiscal year.

The fiscal year of the City of Jacksonville shall begin on the first day of October and shall end on the last day of September of each calendar year. Such fiscal year shall also constitute the budget and accounting year.

Sec. 2. Preparation and submission of budget.

The City Manager shall submit to the Council a proposed budget not later than the first regularly scheduled Council meeting in August prior to the beginning of each fiscal year. The budget shall provide a complete plan for the fiscal year. Notwithstanding any other provision herein, the City Manager with the approval of the City Council may, in lieu of the budgeting methods specified herein, determine that the budget shall be prepared utilizing other budgeting methods, to the extent the same are permitted under state law and generally accepted accounting principles for governmental entities.

Sec. 3. Anticipated revenues compared with other years in budget.

In preparing the budget the city manager shall, in the form which he presents to the city council, place in parallel columns opposite the several items of revenue the actual amount of each item for the last completed fiscal year, the estimated amount for the current fiscal year, and the proposed amount for the ensuing fiscal year.

Sec. 4. Proposed expenditures compared with other years.

The city manager shall, in the preparation of the budget, place in parallel columns opposite the various items of expenditures the actual amount of such items of expenditures for the last completed fiscal year, the estimated amount for the current fiscal year, and the proposed amount for the ensuing fiscal year.

Sec. 5. Budget a public record.

The budget and all supporting schedules shall be filed with the city clerk when submitted to the city council and shall be a public record for inspection by anyone. The city manager shall cause copies to be made for distribution to all interested persons.

Sec. 6. Notice of public hearing on budget.

At the meeting at which the budget is submitted, the city council shall fix the time and place of a public hearing on the budget and shall cause to be published a notice of the hearing setting forth the time and place thereof at least five (5) days before the date of the hearing.

Sec. 7. Public hearing on budget.

At the time and place set for a public hearing on the budget, or at any time and place to which such public hearing shall from time to time be adjourned, the city council shall hold a public hearing on the budget submitted, and all interested persons shall be given an opportunity to be heard for or against any item or the amount of any item therein contained.

Sec. 8. Proceedings on budget after public hearing amending or supplementing budget.

At any time prior to or after the conclusion of such public hearing, and at any time prior to or subsequent to the adoption of the budget, the city council may insert new items or may increase or decrease the items of the budget, except items in proposed expenditures fixed by law. Before inserting any additional item or increasing any item of appropriation which will increase the total budget by ten (10) per cent or more, it must cause to be published a notice setting forth the nature of the proposed increases and fixing a place and time, not less than five (5) days after publication, at which the city council will hold a public hearing thereon.

Sec. 9. Proceedings on adoption of budget.

After such further hearing, the city council may insert the additional item or items, and make the increase or increases, to the amount in each case indicated by the published notice, or to a lesser amount; but where it shall increase the total proposed expenditures, it shall also provide for an increase in the total anticipated revenue to at least equal such total proposed expenditures.

Sec. 10. Vote required for adoption.

The budget shall be adopted by the favorable vote of a majority of the members of the entire city council.

Sec. 11. Date of final adoption; failure to adopt.

The budget shall be finally adopted not later than the thirtieth day of the last month of the fiscal year. Should the city council take no final action on or prior to such day, the budget as submitted by the city manager shall be deemed to have been finally adopted.

Sec. 12. Effective date of budget; certification; copies made available.

Upon final adoption, the budget shall be in effect for the fiscal year. A copy of the budget, as finally adopted, shall be filed with the city clerk. The final budget shall be printed, mimeographed, or otherwise reproduced, and a reasonable number of copies shall be made available for the use of all officers, departments and agencies, and for the use of interested persons and civic organizations.

Sec. 13. Budget establishes appropriations.

From the effective date of the budget, the several amounts stated therein as proposed expenditures shall be and become appropriated to the several objects and purposes therein named.

Sec. 14. Budget establishes amount to be raised by property tax.

From the effective date of the budget, the amount stated therein as to the amount to be raised by property tax shall constitute a determination of the amount of the levy for the purposes of the city in the corresponding tax year.

Sec. 15. Contingent appropriation.

Provision shall be made in the annual budget and in the appropriation ordinance for a contingent appropriation in an amount not more than five percent (5%) of the total general fund expenditure, to be used in case of unforeseen items of expenditures. Such contingent appropriation shall be under the control of the city manager and distributed by him after approval by the city council. Expenditures from this appropriation shall be made only in case of established emergencies and a detailed account of such expenditures shall be recorded and reported.

Sec. 16. Estimated expenditures shall not exceed estimated resources.

The total estimated expenditures of the general fund and debt fund shall not exceed the total estimated resources of each fund. The classification of revenue and expenditure account shall conform as nearly as local conditions will permit to the uniform classification as promulgated by the National Committee on Municipal Accounting, or some other nationally accepted classifications. Sec. 17. Appropriations.

No funds of the city shall be expended nor shall any obligations for the expenditure of money be incurred, except in pursuance of the annual or interim period appropriation ordinance provided by this charter. At the close of each fiscal year any unencumbered balance of an appropriation shall revert to the fund from which appropriated and may be reappropriated by the city council. The council may transfer any unencumbered appropriation balance or portion thereof from one office, department, or agency to another. The city manager shall have authority without council approval, to transfer appropriation balances from one expenditure account to another within a single office, department, or agency of the city.

Sec. 17. Appropriations.

No funds of the city shall be expended nor shall any obligations for the expenditure of money be incurred, except in pursuance of the annual or interim period appropriation ordinance provided by this charter. At the close of each fiscal year any unencumbered balance of an appropriation shall revert to the fund from which appropriated and may be reappropriated by the city council. The council may transfer any unencumbered appropriation balance or portion thereof from one office, department, or agency to another. The city manager shall have authority without council approval, to transfer appropriation balances from one expenditure account to another within a single office, department, or agency of the city.

Sec. 18. Emergency appropriations.

The city budget may be amended, and appropriations altered in cases of grave public necessity after a public hearing upon the question of the necessity, notice of which public hearing shall be given either through the press, radio, or any other channels of communication available at the time.

Sec. 19. Flexibility of presentation.

The city council is hereby empowered to substitute for subsections (7), (8), and (9) of section 2, section 16, as to the second sentence thereof, any other classification or summary method that is currently used and accepted to the end that improvements and advancements in municipal budgeting might be utilized without the necessity of charter amendment to accomplish the purpose.

Structurally Balanced Budget Policy

Background

Most state and local governments are subject to a requirement to pass a balanced budget. However, a budget that may fit the statutory definition of a "balanced budget" may not, in fact, be financially sustainable. The City needs to make sure that it is aware of the distinction between satisfying the statutory definition and achieving a true structurally balanced budget.

Policy

Recurring revenues, which does not include the General Fund beginning balance, will either equal or exceed recurring expenditures in the adopted budget (defined as "structural balance").

Reserves (unreserved fund balances) more than required shall normally be used to fund capital items in the operating and capital budget. However, if projected revenue in future years is not sufficient to support projected requirements, an unreserved ending balance may be budgeted to achieve structural balance.

Recurring revenues. The portion of the City's revenue that is highly likely to continue in the future. This is revenue that is predictable, stable and can be counted on in the future with a high degree of certainty. Examples include collections of ad-valorem taxes, sales taxes, and franchise fees.

Non-recurring revenues. The portion of the City's revenue that is of an infrequent or unique nature that is unlikely to occur again in the normal course of business. Examples of such income includes gain on sale of assets, insurance settlements, and one-time sales.

Recurring expenditures. The portion of the City's expenditures that are highly likely to continue in the future. This is expenditures that are predictable, stable and can be counted on in the future with a high degree of certainty. Examples include personnel services, supplies, repair and maintenance, and contractual obligations.

Non-recurring expenditures. The portion of the City's expenditures that are of an infrequent or unique nature that are unlikely to occur again in the normal course of business. Examples of such expense include public safety emergencies, natural disasters, and one-time capital purchases.

Reserves. Fund balances more than the minimum levels established for each of the funds (see Fund Balance Policy).

Presentation of the proposed budget shall include identification of how recurring revenues are aligned with, or not aligned with, recurring expenditures.

Incorporating the Capital Project Budget in the Budget Process

The capital budget shall be directly linked to, and flow from, the multi-year Capital Improvement Plan (CIP).

Prioritization of capital submittals will be presented in the proposed budget based upon the recommendation of the capital improvement program review committee.

The capital budget shall be prepared in compliance with all state and local legal requirements and will be adopted by formal action of the city council as a component of the operating budget.

Presentation of the capital project budget will include the following:

- Schedule for completion of the project.
- Specific phases of the project.
- Estimated funding requirements for the upcoming year.
- Planned timing for acquisition, design, and construction activities.
- Any analytical information deemed helpful for setting capital priorities.

Furthermore, periodic reports are to be issued routinely on all ongoing capital projects and will include the following:

- Comparison of actual expenditures to the original budget.

- Identification of the project’s level of completion.
- Enumeration of any changes in the scope of the project.
- Alert to management of any concerns with completion of the project on time or on schedule.

CAPITAL BUDGETING AND PLANNING POLICY

Purpose

The Capital Budgeting and Planning Policy is designed to guide capital planning and to help assure that the City’s needs are fully considered in the capital planning process. Development of this policy helps the City to assure the sustainability of its infrastructure by establishing a process for addressing maintenance, replacement, and proper fixed asset accounting over the full life of its capital assets. This policy was developed to demonstrate sound fiscal management and to show the City’s commitment to maximizing benefits to the public within the City’s resource constraints. Furthermore, the Capital Budgeting and Planning Policy establishes a framework in which stakeholders roles, responsibilities, and expectations for the process and a result are defined.

Policy

Capital Expenditures and Improvements

The City shall annually review and monitor the condition of the City’s capital equipment and infrastructure, setting priorities for its replacement and renovation based on needs, funding alternatives and availability of resources.

Capital Improvement Program

The City shall annually review the Capital Improvement Program (“CIP”), the status of the City’s infrastructure, replacement and renovation needs, and potential new projects and update the program as appropriate. All projects, ongoing and proposed, shall be prioritized based on an analysis of current needs and resource availability. The City will develop a multi-year plan for capital projects, which identifies all projects likely to be replaced/renovated/constructed within a five-year horizon. The multi-year plan will reflect, for each project, the likely source of funding and attempt to quantify the project's impact to future operating expenditures.

New capital projects will be constructed to:

- Protect or improve the community's quality of life.
- Protect or enhance the community's economic vitality.
- Support and service new development.

To minimize the issuance of debt, the City will attempt to support capital projects with appropriations from operating revenues or excess fund balances (i.e., "pay-as-you-go").

Utility capital expenditures. The City will design utility rates sufficient for funding a depreciation reserve which will accumulate resources to replace or rehabilitate aging infrastructure that no longer can be serviced by regular maintenance. Attempts should be made to fund the reserve at a level approximate to annual depreciation of assets as reported in the City’s annual financial report.

Definition of a Capital Asset

A capital asset is defined as tangible or intangible property that is used in operations and has a useful life extending beyond a single reporting period. Examples of capital assets include land, improvements to land, easements, buildings, building improvements, vehicles, machinery, equipment, works of art and historical treasures, infrastructure, and software. For constructed assets, the criteria apply to the completed project.

The purpose of capitalization is to defer the cost of an item that will be used in more than one reported period.

Capitalization Threshold. GASB 34 states that capital assets should be reported at historical cost. The cost of an asset should include any charges necessary to put the asset into place. The City of Jacksonville has a capitalization threshold of $5,000. This is the minimum amount at which items are capitalized rather than charged off as an expense of the period in which they occurred.

For information on proper fixed asset accounting treatment, refer to the City's Capital Assets Policies Manual.

Establishment of a Capital Improvement Program Review Committee

A CIP review committee shall be established to evaluate, rank, and score submitted capital requests. Said committee shall consist of the City Manager, the Finance Director, the Chief of Police, the Fire Chief, the Director of Public & Community Services, the Library Director, and/or any other person(s) or department(s) the City Manager deems appropriate.

Identification of How Decisions will be made in the Capital Planning Process.

The CIP review committee will receive completed capital improvements program requests (form attached) from City departments. Each member of the CIP review committee will weight and score the completed capital improvements program requests according to the following criteria:

- Safety, Health & Welfare (30%)
- Impact on City Services (15%)
- Quality of Life (20%)
- Necessity (20%)
- Outside Financial Resources (10%)
- Budgetary Impact (5%)

Based upon the weighted score of the submitted capital requests, the CIP review committee will evaluate and rank the requests. This evaluation will then be summarized and presented to the Finance Committee for final review before being included in the proposed budget document.

Assessment of the City's Fiscal Capacity

This policy requires that the planning process includes an assessment of the City's fiscal capacity so that the final capital plan is based on what can realistically be funded by the City rather than being simply a wish list of unfunded needs. Operating budget impact will be considered when the CIP is reviewed and approved and before a project is under design. Recurring maintenance and operating costs are included in the CIP by dollar amount and are a part of the City's Long Range Financial Forecast. This is to identify the impact of new facilities and infrastructure on the City's operating budget.

Accumulating Necessary Capital Reserves

It shall be the intent of the City to make an annual contribution to the Capital Projects Funds. The purpose of these funds is to accumulate funding for capital projects that would otherwise be paid for through the issuance of debt. The balance in these funds will be evaluated annually to determine which if any capital projects may be funded through these reserves. To limit the amount of debt required to fund the capital improvement plan, current year revenues will be evaluated to determine the total funding available for the construction reserves from both the General and Utility Funds.

Capital Expenditure Financing

The City recognizes that there are several methods of financing capital requirements. It can budget the funds from current resources (i.e., Pay-As-You-Go); it can take the funds from fund balance as allowed by the Fund Balance Policy; it can utilize funds from grants and foundations; or it can borrow money through debt.

Debt financing includes Capital Leases, Short-term Notes, Tax Anticipation Notes, General Obligation Bonds, Certificates of Obligation, and Revenue Bonds. Guidelines for assuming debt are set forth in the Debt Management Policy.

Capital Improvement Program Adoption and Management

The capital budget shall be directly linked to, and flow from, the multi-year capital improvement plan. Prioritization of capital submittals will be presented in the proposed budget based upon the recommendation of the CIP review committee. The capital budget shall be prepared in compliance with all state and local legal requirements and will be adopted by formal action of the city council as a component of the operating budget.

Presentation of the capital project budget will include the following:

- Schedule for completion of the project.
- Specific phases of the project.
- Estimated funding requirements for the upcoming year.
- Planned timing for acquisition, design, and construction activities.
- Any analytical information deemed helpful for setting capital priorities.

Furthermore, periodic reports are to be issued routinely on all ongoing capital projects and will include the following:

- Comparison of actual expenditures to the original budget.
- Identification of the project's level of completion.
- Enumeration of any changes in the scope of the project.
- Alert to management of any concerns with completion of the project on time or on schedule.

DEBT MANAGEMENT POLICY

Background

The following policy provides the methods, procedures, policies, and practices which ensure the sound management of the City of Jacksonville's debt program. The City uses debt as a mechanism to equalize the costs of needed capital improvements for the benefit of both the present and future citizens.

Adherence to the policy is essential to ensure that the City maintain a sound debt position and protects the credit quality of its obligations while providing flexibility and preserving fiscal stability.

This policy applies to all long-term debt securities issued by the City. This may include General Obligation Bonds, Certificates of Obligation, Revenue Bonds, Capital Leases, Private Placements and Letters of Credit.

The City of Jacksonville will issue debt only for the purpose of acquiring or constructing capital assets for the general benefit of its citizens and to allow it to fulfill its various missions as a City. Debt may be issued for the purposes of purchasing land or rights-of-way and/or improvements to land, for construction projects, refinancing existing debt or to provide for the general good and for capital equipment.

The City's debt policies and procedures are designed to ensure compliance with all State and Federal Law governing debt, including but not limited to, State Law, Federal Law, Internal Revenue Service rules and regulations, Securities and Exchange Commission regulations, Municipal Securities Rulemaking Board regulations, court ruling, existing debt covenants and charter provisions.

Policy

Responsibility and Control

The ultimate responsibility and authority for issuing debt is approval by the City's governing body, the City Council. The Finance Director is charged with the responsibility for the appropriate management of the City's debt program.

Financial Advisor. The City's Finance Director provides recommendations for the selection of a financial advisor for the City's debt program. The financial advisor will provide the City with objective advice and analysis on debt issuance. This includes, but is not limited to, monitoring market opportunities, structuring and pricing of debt, and preparing official statements of disclosure.

Bond Counsel. The City's Finance Director provides recommendations for the selection of the bond counsel for any issue. Bond Counsel is responsible for affirming the City is authorized to issue the proposed debt. Bond counsel prepares or supervises the preparation of all bond documents necessary to execute the bond issuance.

Underwriter. An Underwriter(s) will be used for all debt issued except for the private placement sale method. Debt will be issued via competitive bid except where circumstances warrant. The Underwriter is responsible for purchasing negotiated debt and reselling the debt to investors.

Fiscal Agent. A paying agent/registrar will be used to provide accurate and timely securities processing and timely payment to bondholders.

Types of Debt

The Finance Director shall determine the method of sale best suited for each issue. The Finance Director will explore alternatives to the issuance of debt for major capital projects. These alternatives will include but are not limited to: 1) grants in aid, 2) use of fund balance, 3) use of current revenues, 4) contributions from developers and others, 5) leases, and 6) impact fees. The City will not use long-term debt to support current operations. Non-capital furnishing supplies and personnel will not be financed from bond proceeds. All costs and fees related to debt issuance will typically be paid out of debt proceeds.

Capital projects are generally defined as costs to construct an asset or system improvement that exceeds $5,000 and has a useful life of more than one year.

The City shall use the table below to reference allowable debt for various projects. Debt includes General Obligation Bonds, Certificates of Obligation, Revenue Bonds and Tax Notes.

Parameters	Cash	Capital Leases	Short-term Notes	Long-term Debt (Bonds)
Project life is less than 10 years	X	X	X	
Project life is 10 years or greater	X	X	X	X
Recommended temporary funding prior to a bond sale	X		X	
The amount borrowed is less than $1,000,000	X	X	X	X
The amount borrowed is $1,000,000 or larger	X		X	X

Cash or Pay-As-You-Go. Pay-As-You-Go is the use of current resources to purchase a capital asset. Projects utilizing this method can be adequately funded from available current revenue and fund balances and the project can be completed in an acceptable timeframe given the available resources.

Capital Leases. Lease purchase or financing contracts are payment obligations that represent principal and interest components which are general obligations of the City.

Short-term Notes. A short-term note is a current obligation made in writing to pay a specific amount within one year or the current accounting period. In other words, it's a written loan or promissory note between the lender and the borrower to pay the principal back plus interest on a specific date that is one year or less in the future.

Tax Anticipation Note (TAN's). A short-term debt security issued by the City to finance an immediate project that will be repaid with future tax collections. The City may use tax anticipation notes to borrow money, typically for one year or less and at a low interest rate, to finance a capital expenditure. The City will then use the following year's tax revenue to repay the TANs.

General Obligation Bonds (GO's). General obligation bonds will be issued to fund capital projects of the general government and are not to be used to fund operating needs of the City. GO's are backed by the full faith and credit of the City as well as the ad valorem taxing authority of the City as prescribed by law. The term of a bond issue will not exceed the useful life of the major capital projects funded by the bond issue and will generally be limited to no more than twenty (20) years. GO's must be authorized by a vote of the citizens of the City. Unless otherwise justified and deemed necessary, debt service should be structured on a level or declining repayment basis.

Certificates of Obligation (CO's). Certificates of obligation will be issued to fund major capital projects, which are not otherwise covered under either revenue bonds or general obligation bonds. The term of the obligation may not exceed the useful life of the capital project and must be appropriate to the life of the project and financing objectives. CO's may not require a vote of the citizens of the City. Unless otherwise justified and deemed necessary, debt service should be structured on a level or declining repayment basis.

<u>Revenue Bonds (RB's)</u>. Revenue bonds will be issued to fund major capital projects necessary for the continuation or expansion of a service which produces a revenue sufficient to obtain investment grade ratings and credit enhancement and for which the major capital project may reasonably be expected to provide for a revenue stream to fund the annual debt service requirement. The term of a bond issue will not exceed the useful life of the major capital projects funded by the bond issue and will generally be limited to no more than twenty (20) or thirty (30) years. RB's do not need a vote of the citizens of the City. Unless otherwise justified and deemed necessary, debt service should be structured on a level or declining repayment basis.

The City will primarily issue fixed rate bonds to protect the City against interest rate risk. The City has the option to issue variable rate bonds and may if market conditions warrant consideration of such a structure.

Methods of Sale

The City will utilize a competitive bidding process in the sale of bonds unless the nature of the issue or market conditions warrants a negotiated sale. In situations where a competitive bidding process is not elected, the City will publicly present the reasons why and will participate with the financial advisor in the selection of the underwriter or direct purchaser.

<u>Competitive Sale</u>. Bonds are awarded in an auction style of sale to an underwriter or syndicate of underwriters that provides the lowest True Interest Cost (TIC) bid. TIC is defined as the rate, which will discount the aggregate amount of debt service payable over the life of the bond issue to its present value on the date of delivery.

<u>Negotiated Sale</u>. Bond terms are determined through negotiation between the issuer and the purchaser, typically an underwriter without competitive bidding.

<u>Private Placement</u>. Private Placement is the sale of debt securities to a limited number of investors without the use of traditional financing documents and the possibility of no credit rating.

Debt Limits and Debt Ratio

<u>Debt Limit</u>. There is no direct debt limitation in the City Charter or under State Law; the City operates under a Home Rule Charter that limits the maximum tax rate, for all City Purposes, to $2.50 per $100 assessed valuation. Administratively, the Attorney General of the State of Texas will permit allocation of $1.50 of the $2.50 maximum tax rate for general obligation debt service.

<u>General Debt Limitation</u>. Annual debt service paid from taxes will not exceed twenty (20) percent of budgeted expenditures.

<u>Revenue Debt Limitation</u>. The City utilizes a debt service coverage ratio that investors and financial analysts use when reviewing the City's creditworthiness. This ratio is calculated by dividing net available revenues (regular or recurring revenues minus operating expenses) by principal and interest requirements for the year. The City will maintain minimum net revenue no less than bond covenant but will target higher in a budgeting process.

Investment of Bond Proceeds, Arbitrage

Investment of Bond Proceeds. The City shall comply with all applicable Federal, State and contractual restrictions regarding the investment of bond proceeds including the City's Investment Policy. Interest on bond proceeds is restricted such that it may only be used to fund projects that have the same purpose as the purpose for which the bonds were originally issued or to pay debt service. Construction proceeds are typically invested in short-term securities so that they are liquid. Interest and sinking funds may be invested longer as they must be maintained for the life of the issue.

Arbitrage. Arbitrage is the interest earned on the investment of the bond proceeds above the interest paid on the debt. The City will follow a policy of full compliance with all arbitrage requirements of the federal tax code and Internal Revenue Service regulations. The City will, unless otherwise justified, use bond proceeds within the established time frame pursuant to the bond ordinance, contract, or other documents to avoid arbitrage. If arbitrage occurs, the City will perform (by contracting consultants) arbitrage calculations for each issue subject to rebate. All necessary rebates will be filed and paid when due to preserve the tax-exempt status of the outstanding debt.

Refunding and Restructuring Options

The City will use refunding bonds, where appropriate, when restructuring its current outstanding debt. A debt refunding is a refinance of debt typically done to take advantage of lower interest rates. Unless otherwise justified, such as a desire to remove or change a bond covenant, a debt refunding will not be pursued without a sufficient net present value benefit after expenses. When interest rate savings is the principal reason for advance refunding an issue, the City will have as a goal to, but not a requirement to include issues that contribute three (3) percent or more present value savings. Other factors may also affect the City's decision to advance refund an issue.

Disclosure

Full disclosure of operating costs along with capital costs will be made to the bond rating agencies and other users of financial information. The City staff, with the assistance of financial advisors and bond counsel, will prepare the necessary materials for presentation to the rating agencies, will aid in the production of the Official Statements, and will take responsibility for the accuracy of all financial information released.

The City shall provide annual disclosure information to established national information repositories and maintain compliance with disclosure statements required by national regulatory bodies. Disclosure shall take the form of the City's Annual Financial Report unless information is required by a particular bond issue that is not necessarily contained within the City's Annual Financial Report.

LONG-RANGE FINANCIAL PLANNING POLICY

Purpose

The objective of the long-range financial planning process is to plan for and monitor the financial resources that will enable the City to achieve its mission. The plan links the community needs, staffing, facilities planning, and capital improvements programs with the mission, direction, and strategic priorities of the City Council to determine the financial impact of these programmatic needs for the future.

Long-range Plan Overview

The long-range plan tracks and projects financial and operational data of key operational aspects of the City such as: taxable assessed value, sales tax, franchise fees, charges for services, salaries, fringe benefits, staffing needs, utility costs, depreciation expenses, other revenues and expenses by classification, capital expense cash flows, long-term investments, and debt service. The plan also tracks and projects data on key strategic initiatives to ensure the financial feasibility of such initiatives. This detailed information is linked to a summarized pro forma income statement and balance sheet to enable the financial management of the City to review the impact of ongoing and future changes on the City's operating cash, other assets, liabilities, and fund balances. The long-range financial plan also monitors the impact of changes in future financial plans on the key financial ratios that the City is required to maintain for debt covenant and current debt-rating purposes.

Policy

The City Manager, in consultation with the City Council, sets the broad-based planning parameters for the Long-Range Financial Planning model. The long-range financial plan (also known as the "Five-year financial model") is maintained and updated by the Finance Director. However, every major department within the City contributes towards the maintenance and update of this model, with information and ideas flowing in both directions between the City Manager's Office and individual departmental/divisional managers, and the City Council.

Updates are continually made to the model to reflect changes in existing assumptions and outlook. The long-range planning, annual operating and capital budgeting, and projection process are interrelated and form a single planning and budgeting system. During each fiscal year, as the City undertakes a projection of its year-end revenues and expenditures, it requests certain departments to provide updates to the model for the current and the outgoing years. The Finance Department staff also periodically meets with certain departmental/divisional managers to obtain clarifications and updates on the outlook for future periods. The Long-range planning model is also tied to historical financial reporting. The model has a "look-back" feature, which tracks past financial and operational data. This enables the City to review and examine past trends to compare against current budgets and projections, and to develop future planning parameters and assumptions.

The availability of funds required to finance the capital construction, facilities renovations, and information technology acquisitions of the City is tracked through the model. Departmental/divisional managers provide periodic updates to the Finance Director on the costs and scheduling of current and future capital projects. Since such capital plans typically span across a longer time horizon, the existence of a five-year plan enables the City to plan out the financing needs for such capital expenditures and determine the ability of the City to fund them through internal fund-balance reserves or the issuance of debt.

ACCOUNTING AND FINANCIAL REPORTING POLICY

Basis of Accounting

The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles applicable to state and local governments. The City's accounting and reporting policies conform to these GAAP. The following represent the more significant accounting and reporting policies and practices used by the City.

Governmental Funds

Governmental Funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they are "measurable and available"). Measureable means the amount of the transaction can be determined. Available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. The City considers property tax revenues available if they are collected within sixty (60) days after year end. Expenditures are recorded when the related fund liability is incurred.

The City reports the following major governmental funds:

- **General Fund** is used to account for the general operations of the City.
- **Debt Service Fund** is used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs.
- **Capital Projects Fund** is used to account for bond proceeds restricted for certain projects and the expenditure of these funds as well as capital expenditures greater than $25,000.
- **Grants Fund** is used to account for grant funds received from federal and state agencies.

Proprietary Funds

Proprietary Funds are used to account for activities which are like those often found in the private sector. The measurement focus is upon determination of net income, financial position, and cash flows. Proprietary funds distinguish operating revenues and expenses from non-operating. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations (e.g., water bill payments). The City has one (1) proprietary fund which is classified as an enterprise fund. The City reports the following major enterprise fund:

- **Water and Wastewater Fund** accounts for the operation of the City's water and wastewater utility.

Fiduciary Funds

Fiduciary funds are used to report assets that are held in a trustee capacity, rather than for use by City government. The City of Jacksonville maintains one fiduciary fund. The Beautification Fund is a custodial fund that accounts for contributions collected by the City and disbursed at the direction of and for the committee of Keep Jacksonville Beautiful.

External Audit

Auditor Responsibilities to the City Council

City Charter Article 2 Section 17: "Not less than thirty (30) nor more than ninety (90) days prior to the end of each fiscal year the Council shall designate a qualified certified public accountant who, as of the end of the fiscal year, shall make an independent audit of accounts and other evidence of financial transactions of the city government and shall submit a report to the Council and to the City Manager. The original reports shall be kept among the permanent records of the city, a copy of which shall be accessible for inspection by the public at the City Hall, and additional copies shall be filed with the (1) City Clerk within the time required by law, (2) Jacksonville Public Library and made available on the City's website. Such accountant shall have no personal interest, direct or indirect, in the fiscal affairs of the city government or of any of its officers. He or she shall not maintain any accounts or records of the city business, but within specifications approved by the Council, shall post-audit the books and documents kept by the Department of Finance and any separate or subordinate accounts kept by any other office, department, or agency of the city government. Special audits shall be made when deemed necessary by the Council."

Auditors are accountable to the City Council and will have access to direct communication with the City Council if the City staff is unresponsive to auditor recommendations or if the auditors consider such communication necessary to fulfill their legal and professional responsibilities.

Auditor Rotation

Every three to five years, the City will issue requests for proposal to choose an auditor for a period not to exceed five (5) years.

The audit engagement shall be for three (3) years, with two (2) optional one (1) year extensions, subject to annual review and approval by the City Council, the satisfactory negotiation of terms (including a price acceptable to both the City and the selected firm), and the annual availability of an appropriation.

Auditor Selection Criteria

The Auditor shall be selected based on professional competence and experience using the following criteria:

- The Auditor shall be a certified public accountant licensed to practice within the State of Texas.
- The Auditor shall understand the City's needs and its plans for the future.
- The Auditor's approach shall be thorough, comprehensive, and tailored to the City's needs.
- The Auditor's staff to be assigned to the audit shall have specialized government auditing training and should have experience in auditing municipal governments.
- The audit firm shall have a demonstrated commitment to a state and local government audit practice. The firm shall have the appropriate resources available to apply to the audit engagement.
- The fees proposed by the audit firm shall be reasonable in view of the type and quality of services the firm will be providing. An auditor shall not be selected solely based on a fee. Auditing is a professional service that should not be purchased strictly based on the lowest cost.

Financial Reporting

Reporting Entity

The financial statements of the City shall include all activities for which the City exercises oversight responsibility. The criteria considered in determining oversight responsibility includes the ability to significantly influence operations, selection of management, accountability for fiscal matters and financial interdependency. This generally includes all the funds established to conduct City business and boards or commissions appointed by City Council unless specifically excluded.

Furthermore, for financial reporting purposes and based upon standards established by GASB Statement No. 14, *The Financial Reporting Entity,* and GASB Statement No. 39*, Determining Whether Certain Organizations are Component Units*, the financial statements will present the City (the primary government) and its component units. Component units generally are legally separate entities for which a primary government is financially accountable. Financial accountability ordinarily involves meeting both of the following criteria: the primary government appoints the voting majority of its board, and the primary government is able to impose its will upon the potential component unit, or there is a possibility that the potential component unit may provide specific financial benefits or impose specific financial burdens on the primary government. The Jacksonville Economic Development Corporation (JEDCO) is included in the City's reporting entity because the primary government appoints a voting majority of the organization's governing body, and it can impose its will on that organization.

Jacksonville Economic Development Corporation (JEDCO) – Established in 1995, the Corporation is a nonprofit industrial development corporation specifically governed by the Development Corporation Act. The purpose of the Corporation is to promote, assist, and enhance economic development. The Corporation is governed by a board of directors appointed by the City Council.

Reporting Frequency

- Annual Comprehensive Financial Report (ACFR) shall be submitted annually to present the results, financial position, and operations of the City for the prior fiscal year. The report shall be prepared in accordance with GAAP and shall include a report from an independent certified public accountant designated by the City Council. The report shall be made available for public inspection and shall become a part of the records of the City. The results of the audit will be presented to the City Council no later than March 31 of the following year.
- Monthly Financial Reports will be presented to the City Council after the close of each month. Such reports will enable the City Council to be constantly informed of the financial status of the City.

REVENUES POLICY

Purpose

The City collects revenues from many sources, the largest of which is from property taxes, to provide services and meet operational needs. The structure, fluctuation, and collection of revenues are examined by rating agencies to determine the City's credit quality.

Policy

Diversified and Stable Base

The City will seek to maintain a diversified and stable revenue base to reduce the effects of short-term fluctuations in any one revenue source.

Current Revenues for Current Uses

The City will fund current expenditures with current revenues, avoiding procedures that balance current budgets by postponing needed expenditures, accruing future revenues, or rolling over short-term debt.

Property Tax Revenues

All real and business personal property located within the City shall be valued at 100% of the fair market value for any given year based on the current appraisal supplied to the City by the Appraisal District. Reappraisal and reassessment shall be done regularly as required by State law.

When comparing the adopted property tax rate for the City to surrounding cities, the total rate should fall within a reasonable range of comparable cities and should be adequate to produce the revenues needed to pay for approved City services.

The adopted tax rate should not exceed the voter-approval tax rate as computed by Truth in Taxation laws. Property tax revenues will be estimated based on the actual percentage of collections for the prior year, net of any unusual or non-recurring activity.

Sales Tax

Sales tax revenue projections shall be conservative due to the volatile nature of this economically sensitive revenue source.

Interfund Transfers and Loans

To achieve important public policy goals, the City has established various special revenue, capital project, debt service, and enterprise funds to account for revenues whose use should be restricted to certain activities. Accordingly, each fund exists as a separate financing entity from other funds, with its own revenue sources, expenditures, and fund equity.

Any transfers between funds for operating purposes are clearly set forth in the annual budget. These operating transfers, under which financial resources are transferred from one fund to another, are distinctly different from interfund borrowings, which are usually made for temporary cash flow reasons, and are not intended to result in a transfer of financial resources by the end of the fiscal year. In summary, interfund transfers result in a change in fund equity; interfund borrowings do not, as the intent is to repay the loan in the near term.

Fees and Charges

The general policy of the City regarding fees and charges is based upon the following considerations:

- Tax dollars should support essential City services that benefit and are available to everyone in the community (such as parks, police, and fire protection).
- For services that largely or solely benefit individuals, the City should recover full or partial costs of service delivery through user fees.
- A fee should not be imposed on services where the cost to collect the fee exceeds the cost of the service.
- User fees must not exceed the full cost of providing the service.
- Fee increases must be approved and implemented prior to including the revenue increase in the proposed budget.
- User fee pricing policies should take into consideration:
    - Whether the service benefits the community in general or only the individual or group receiving the service.
    - Whether the service is provided only by the public sector, or also by the private sector.
    - Whether imposing the full cost fee would pose a hardship on specific service users.
    - Whether imposing the full cost fee would place the City at an economic disadvantage.
    - Whether NOT imposing a full cost fee would cause an unrealistic demand on the service.

The full costs of providing a service shall include at least the following:

- Direct costs associated with providing the service, including:

- The cost of the time all employees spend on the service, including fringe benefits.
- Other direct costs, such as supplies and materials, contractual services, or internal service fund charges associated with the service.

- Building and equipment depreciation.
- Unit, section, division supervision, or clerical support, etc.
- Departmental indirect costs.
- City-wide indirect costs.

Utility Rates

The City will review and adopt utility rates periodically that will generate revenues required to fully cover operating expenditures, meet the legal restrictions of all applicable bond covenants, and provide for an adequate level of working capital needs. This policy does not preclude drawing down cash balances to finance current operations; however, it is best that any extra cash balance be used instead to finance capital projects.

Components of the Utility Rates will include a transfer to the General Fund for an administrative fee for services of general overhead, such as administration, finance, personnel, and data processing.

Use of One-time Revenues

One-time or non-recurring revenues will not be used to finance current ongoing operations. Non-recurring revenues should be used only for one-time expenditures such as long-lived capital needs. They will not be used for budget balancing purposes. Non-recurring revenues may be allocated to a specific fund(s) with the approval of the City Council.

Cost/Benefit of Abatement

The City will use due caution in the analysis of any tax or fee incentives that are used to encourage development. Ideally, a cost/benefit (fiscal impact) analysis will be performed as a part of such caution.

INTERNAL CONTROLS POLICY

The City shall maintain an environment conducive to good internal control.

Definitions

Internal Control comprises the plan or organization and all the coordinated methods and measures adopted within the City to safeguard its assets, check the accuracy and reliability of its assets, check the accuracy and reliability of its accounting data, promote operational efficiency, and encourage adherence to prescribed managerial policies. (This is the broad definition, recognizing that a "system" of internal control extends beyond those matters which relate directly to the accounting and finance functions. Source: AICPA SAS).

This broad definition can be subdivided into two components; accounting and administrative, as follows:

- **Accounting controls** comprise the plan of organization and all the methods and procedures that are concerned mainly with, and relate directly to, the safeguarding of assets and the reliability of the financial records.
- **Administrative controls** comprise the plan of organization and all the methods and procedures that are concerned mainly with operational efficiency and adherence to managerial policies and usually relate only indirectly to the financial records.

This policy is concerned primarily with the "Accounting Controls" and when the terms "internal controls" or "controls" are used, it is meant as Accounting Controls.

Responsibilities

The Finance Department is responsible for designing appropriate controls for the departments and the departments are responsible for implementation. Inherent in these responsibilities is the recognition that the cost of internal control should not exceed the benefits expected to be derived. Also, internal controls may become inadequate as conditions change, thus requiring review and modification.

Objectives

To provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of general purpose financial statements in accordance with generally accepted accounting principles.

Basic Elements of Internal Control

Personnel

Objectives are dependent on competence and integrity of personnel, independence of assigned functions, and their understanding of prescribed procedures.

Computer Data Processing

Control over development, modification, and maintenance of computer programs; control over use and changes to data maintained on computer files; application controls, for example, edits that verify invoice, departmental approval, and vendor information before check writing.

Segregation of Duties

Procedures designed to detect errors and irregularities should be performed by persons other than those who are able to perpetrate them.

Execution of Transactions

There is reasonable assurance that transactions are executed as authorized.

Recording of Transactions

To permit preparation of financial statements, transactions are recorded in the proper period, amounts, and classification.

Access to Assets

Both direct physical access and indirect access through preparation/processing of documents that authorize the use or disposition of assets be limited to authorized personnel.

Comparison of Recorded Accountability with Assets.

Comparison of actual assets with the recorded accountability, such as bank reconciliations and physical inventories.

The Finance Department will utilize these basic elements of internal control in formulating departmental plans suitable to each department's needs. An annual review of the plans will be performed, and modifications made as required (or as a result of internal or external audits).

EXPENDITURES POLICY

General Expenditure Policies

High priority is given to expenditures that will reduce future operating costs, such as increased utilization of technology and equipment and proven business methods.

An appropriate balance will be maintained between budget dollars provided for direct public services and dollars provided to assure good management and legal compliance.

All department heads share in the responsibility of looking at and understanding the City's long-term financial viability, its general spending trends, its projected incomes, and educating themselves, division heads, and employees on the necessary short and long-term balance between revenues and expenditures.

Before the City undertakes any agreements that would create fixed ongoing expenses, the cost implications of such agreements will be estimated for current and future years with the aid of our strategic financial planning models.

Organizations that are not part of the City, but which receive funding from the City, shall not have their appropriation carried forward from year to year automatically, but rather be re-evaluated and authorized by the City Council as part of the annual budget process.

All bonds, notes, contracts, accounts payable, and other monetary liabilities will be paid when due and shall have the most superior lien position during the allocation of resources in budget planning.

Personnel

Regular Staffing

- The budget will fully appropriate the resources needed for authorized regular staffing and will limit programs to the regular staffing authorized.
- Regular employees will be the core work force and the preferred means of staffing ongoing, year-round program activities that should be performed by full-time City employees rather than independent contractors. The City will strive to provide competitive compensation and benefit schedules for its authorized regular work force. Each regular employee will:
  - Fill an authorized regular position.
  - Receive salary and benefits consistent with the employment agreement or other compensation plans.
- To manage the growth of the regular work force and overall staffing costs, the City will follow these procedures:
  - The Council will authorize all regular positions as part of the annual budget process.
  - The Human Resources Department will coordinate and approve the hiring of all regular and temporary employees.
  - All requests for additional regular positions will include evaluations of:
    - The necessity, term and expected results of the proposed activity.
    - Staffing and materials costs including salary, benefits, equipment, uniforms, clerical support, and facilities.
    - The ability of private industry to provide the proposed service (outsourcing).
    - Additional revenues or cost savings, which may be realized.

- Periodically, and before any request for additional regular positions, programs will be evaluated to determine if they can be accomplished with fewer regular employees.
- Staffing and contract service cost ceilings will limit total expenditures for regular employees, temporary employees, and independent contractors hired to provide operating and maintenance services.

Temporary Staffing

- The hiring of temporary employees will not be used as an incremental method for expanding the City's regular work force.
- Temporary employees include all employees other than regular employees, elected officials and volunteers. Temporary employees will generally augment regular City staffing as extra-help employees, seasonal employees, and contract employees.
- The City Human Resources Director and Department Heads will encourage the use of temporary rather than regular employees to meet peak workload requirements, fill interim vacancies, and accomplish tasks where less than full-time, year-round staffing is required.
    - Under this guideline, temporary employee hours will generally not exceed 50% of a regular, full-time position (1,000 hours annually). There may be limited circumstances where the use of temporary employees on an ongoing basis more than this target may be appropriate due to unique programming or staffing requirements. However, any such exceptions must be approved by the Human Resources Director.
- Contract employees are defined as temporary employees with written contracts approved by the City Manager who may receive approved benefits depending on hourly requirements and the length of their contract. Contract employees will generally be used for medium-term (generally between six months and two years) projects, programs or activities requiring specialized or augmented levels of staffing for a specific period.

The services of contract employees will be discontinued upon completion of the assigned project, program, or activity. Accordingly, contract employees will not be used for services that are anticipated to be delivered on an ongoing basis.

Independent Contractors

Independent contractors are not City employees. They may be used in two situations:

- Short-term, peak workload assignments to be accomplished using personnel contracted through an outside temporary employment agency. In this situation, it is anticipated that City staff will closely monitor the work of the employees and minimal training will be required. However, they will always be considered the employees of the outside temporary employment agency and not the City. All placements through an outside temporary employment agency will be coordinated through the Human Resources Department and subject to the approval of the Human Resources Director.
- Construction of public works projects and delivery of operating, maintenance or specialized professional services not routinely performed by City employees. Such services will be provided without close supervision by City staff, and the required methods, skills and equipment will generally be determined and provided by the contractor. Contract awards will be guided by the City's purchasing policies and procedures.

Contracting for Services

General Policy Guidelines

Contracting with the private sector for the delivery of services provides the City with a significant opportunity for cost containment and productivity enhancements. As such, the City is committed to using private sector resources in delivering municipal services as a key element in our continuing efforts to provide cost-effective programs.

Private sector contracting approaches under this policy include construction projects, professional services, outside employment agencies and ongoing operating and maintenance services.

In evaluating the costs of private sector contracts compared with in-house performance of the service, indirect, direct, and contract administration costs of the City will be identified and considered.

Whenever private sector providers are available and can meet established service levels, they will be seriously considered as viable service delivery alternatives using the evaluation criteria outlined below.

For programs and activities currently provided by City employees, conversions to contract services will generally be made through attrition, reassignment, or absorption by the contractor.

Evaluation Criteria

Within the general policy guidelines stated above, the cost-effectiveness of contract services in meeting established service levels will be determined on a case-by-case basis using the following criteria:

- Is a sufficient private sector market available to competitively deliver this service and assure a reasonable range of alternative service providers?
- Can the contract be effectively and efficiently administered?
- What are the consequences if the contractor fails to perform, and can the contract reasonably be written to compensate the City for any such damages?
- Can a private sector contractor better respond to expansions, contractions, or special requirements of the service?
- Can the work scope be sufficiently defined to ensure that competing proposals can be fairly and fully evaluated, as well as the contractor's performance after bid award?
- Does the use of contract services provide us with an opportunity to redefine service levels?
- Will the contract limit our ability to deliver emergency or other high priority services?
- Overall, can the City successfully delegate the performance of the service but still retain accountability and responsibility for its delivery?

Maintenance and Replacement

The City conducts inventories and assesses the condition of its buildings, equipment, and vehicles annually. The budget process includes a multi-year projection of facilities and vehicle replacement requirements. The budget will provide sufficient funding for adequate maintenance and orderly replacement of capital plant and equipment. Future maintenance needs for all new capital facilities will be costed out and included as decision criteria.

Capital Improvements

The City will maintain a multi-year CIP and update it annually. The CIP will be developed in conjunction with the operating budget to ensure that all operation and maintenance costs associated with new capital improvements are adequately addressed. All capital improvements will be made in accordance with the adopted plan.

The City will maintain all its assets at a level adequate to protect the capital investment and minimize future maintenance and replacement costs.

Library Books

The City of Jacksonville is dedicated to providing the community with timely and accessible materials and information at the Jacksonville Public Library. The "Library Book" budget includes books, serials, electronic databases, audiobooks, e-books, CDs, and DVDs. The combined effects of inflation and the ever-increasing needs of a growing population make this commitment a continuing challenge. The City will make an effort to maintain the library's collection at an effective level that is tied to both rising book prices and patrons served.

Operating/Capital Expenditure Accountability

It is the City's policy to compare actual expenditures to budget, generally monthly. If necessary, actions are taken to bring the budget into balance.

RISK MANAGEMENT

The City will aggressively pursue every opportunity to provide for the Public's and City employees safety and to minimize the risk of loss of resources through liability claims with an emphasis on safety programs. All reasonable options will be investigated to finance risks.

APPENDICES

APPENDIX 1. Capital Assets Policies Manual

APPENDIX 2. Property Disposition Report

CAPITAL ASSETS POLICIES MANUAL

Definition of Capital Asset

A capital asset is defined as tangible or intangible property that is used in operations and has a useful life extending beyond a single reporting period. Examples of capital assets include land, improvements to land, easements, buildings, building improvements, vehicles, machinery, equipment, works of art and historical treasures, infrastructure, and software. For constructed assets, the criteria apply to the completed project.

The purpose of capitalization is to defer the cost of an item that will be used in more than one reported period.

Capitalization Threshold

GASB 34 states that capital assets should be reported at historical cost. The cost of an asset should include any charges necessary to put the asset into place. The City of Jacksonville has a capitalization threshold of $5,000. This is the minimum amount at which items are capitalized rather than charged off as an expense of the period in which they occurred.

Function

Expenditure Accounts

The City of Jacksonville utilizes a 16-digit account number for its expenditure accounts. The first three numbers in the series are the fund, the next three numbers in the series are the department, the next two numbers in the series are the activity, followed by the five digit object code, and finally the last three numbers represent the project, if applicable. The expenditure accounts in the Operating Funds that have an object code beginning with a fifty eight (58) shall be used exclusively for the purchase of capital assets as defined in this policy. No other items shall be charged to these accounts.

Capital projects shall use the account structure that has been designed by the City. Theoretically, any charge to a Capital Project is a capital item.

Tagging

At this time the City does not have a program in place to tag fixed assets, but plans are to develop one in the near future.

Policies and Procedures

Individual Major Asset Classes

Land – Land usually includes all land purchased or otherwise acquired by the City. Land should be recorded at its actual (historical) cost. Land that has been donated to the City should be recorded at its fair value. Land that is purchased to build a structure or building on should be recorded separately from the cost of the structure or building. Land purchased to build a highway or road should not be capitalized as part of the cost of the highway.

The cost of the land should include not only its acquisition price, but also the cost of initially preparing the land for its intended use, provided these preparations have an indefinite useful life, like the land itself. Examples of items that might be capitalized as part of the cost of the land include basic site improvements (e.g., excavation, fill, and grading), as well as the cost of removing, relocating, or reconstructing the property of others (e.g., power lines).

When land and building are purchased together an appropriate portion of the cost must be assigned to each (land has an indefinite life and building life is limited).

Buildings – Buildings include all permanent structures. The cost of a building should include all charges applicable to the building, including broker or architect's fees. For a donated building, appraised fair value as of the date the building was donated should be used. The cost of an improvement (or betterment) to the building normally is added to the cost of the related structure, rather than treated as a separate asset. The same is true for restoration costs following capital asset impairment.

The City can elect to report major components of the buildings as separate capital assets when those components have a significantly shorter estimated useful life than the structure to which they relate (e.g., AC units).

Improvements other than buildings – Permanent improvements, other than buildings, which add value to land, but do not have an indefinite useful life. Examples include fences, retaining walls, parking lots, and most landscaping.

Machinery, Equipment, and Furnishings – Property that does not lose its identity when removed from its location and is not changed materially or expended in use. The property should be recorded at cost. It shall include cost of installation, delivery and other charges required to place the asset into service. Common examples of Machinery and Equipment are vehicles, furnishings, heavy equipment, computers, and software. If an asset is acquired through donation, an appraised value should be established as of the date of the donation.

Infrastructure – Long-lived capital assets that normally are stationary in nature and usually can be preserved for a significantly greater number of years than most capital assets. Examples of infrastructure include roads, bridges, tunnels, drainage systems, water and sewer systems, dams, and lighting systems.

Construction in Progress – Costs incurred to construct or develop a tangible or intangible capital asset before it is substantially ready to be placed into service (at which time the asset would be reclassified into the appropriate major class and capitalized).

Improvements vs. Repairs and maintenance

Improvements (betterments) - Provides additional value to an asset. Such added value is achieved either by 1) lengthening a capital asset's original estimated useful life or 2) increasing a capital asset's ability to provide service (i.e., greater effectiveness or efficiency). One example of an improvement would be the widening of a highway from two lanes to four lanes. The widened highway could bear more traffic at faster speeds, resulting in greater effectiveness or efficiency. That would be considered an improvement rather than a repair.

Repairs and maintenance – Retain value rather than provide additional value. The cost of repairs and maintenance should not be capitalized but should be reported as an expense of the period in which it was incurred. One example would be a roof replacement. The roof replacement maintains rather than extends the original estimated useful life of the building, and therefore should be treated as a repair (does not lengthen the life of the building, but simply avoids cutting it in half).

The Finance Department will review each item and/or project and determine the status.

Acquisition Costs

The City incurs various costs in the process of acquiring a capital asset. Common examples include legal and title fees, closing costs, appraisal and negotiation fees, surveying fees, land preparation costs, demolition costs, audit and accounting fees, and transportation charges.

A cost should be capitalized only if it is directly identifiable with a specific asset, and the acquisition of the related asset has come to be considered probable, or likely to occur. Thus, the cost of a study undertaken to determine the best location for new building would not be capitalized. (i.e., Feasibility study- When the cost was incurred, it could not be identified with a specific property).

General and administrative costs should not be capitalized.

Intangibles – Software that is developed in-house by the City's personnel or by a third party contractor on behalf of the City should be capitalized. Commercially available software that is purchased or licensed by the City and modified using more than minimal incremental effort before being put into operation should be capitalized. The Preliminary project stage should not be capitalized (i.e., RFPs). Post-implementation/operations stage should not be capitalized (i.e., application training and software maintenance).

Bulk Item Purchases—When capitalizing groups of items in the aggregate the purchase must meet all the following criteria: Must be material to the overall financial statements, must be able to determine the disposal date or have a replacement schedule for the items so the City's assets will not be overstated, the purchase must be practical or beneficial to the financial records.

Capitalizing items in the aggregate is at the City of Jacksonville's discretion. Authoritative pronouncements do not address the way a capitalization policy should be established and applied.

Treatment of Costs Subsequent to Acquisition

Funds that are expended on a currently owned asset that extend the original estimated useful life of the asset may be eligible for capitalization. If the amounts expended are for items other than routine maintenance and they extend the original estimated useful life of the asset, then the costs should be added to the existing fixed asset as an addition.

Seized Vehicles

Seized vehicles are not considered capital assets, since they are not acquired by the City for use in operations.

Depreciating Capital Assets

The City of Jacksonville uses the Straight-line method of depreciation (historical cost divided by useful life). The useful life is the time span in which the asset will be in service. The Finance Department will handle all depreciation calculations.

Sale, Disposal, or Transfer of Capital Assets

It is the responsibility of each department to provide the Finance Department with all information required to properly record the sale, disposal, or transfer of an asset. A Property Disposition Report (PDR) is to be filled out by the department and signed by a manager or director of that department.

If transferring an asset from one department to another, the receiving department manager or director should also sign the PDR upon receipt of the asset.

Assets Acquired by Trade of Other Assets

When assets are exchanged and no monetary consideration is paid or received, the cost of the asset acquired is recorded at the book value of the asset surrendered.

When monetary consideration is given, the new asset must be recorded at the sum of the cash paid plus the book value of the asset surrendered.

Capital Assets Acquired Through Donation

Donated capital assets should be recorded at their estimated fair value at the time of acquisition plus any additional charges, if any. The appropriate fair value is what the government would have had to pay to acquire the asset on its own.

Inventory

It is the responsibility of each City department to keep a current record of inventory held within their department. The Finance Department will provide each department with a list of the assets that are recorded into the Fixed Asset System on a yearly basis. The department responsible for the asset will then physically verify that each asset on the list still exists and that they are all accounted for. If there are any assets that are in the department's care that are not on the inventory list a PDR should be filled out by the department and sent to the Purchasing department for input into the Fixed Asset System.

PROPERTY DISPOSITION REPORT

Asset ID: _______________ Asset Description: ___________________________________

Model #: ____________________ Serial #: _________________________________

Department: __________________

Please indicate one of the following:

_____ Sale of Asset

_____ Disposal of Asset

_____ Transfer of Asset

SALE OF ASSET:

Date Sold: _____________ Sales Price: ________________ Purchaser: ____________________

Signature of Department Head: ________________________

DISPOSAL OF ASSET:

Date of Disposal: _______________ Manner of Disposal: _________________

Signature of Department Head: _____________________________

TRANSFER OF ASSET:

Date of Transfer: _______________ Department Transferred To: _________________________________

Signature of Department Head (Transferring Department): _________________________

Signature of Department Head (Receiving Department): __________________________

Changes to fiscal and budgetary policies

- FUND BALANCE POLICY- removed sanitation fund.
- FUND BALANCE POLICY- expanded on target funding level in table, removed sanitation fund from table.
- OPERATING BUDGET POLICY- changed the operating budget policy to match new city charter replaced City Secretary with City Clerk.
- CAPITAL BUDGETING AND PLANNING POLICY- eliminated Parks & Recreation Director from the CIP review committee.
- CAPITAL BUDGETING AND PLANNING POLICY- changed Public Works Director to Director of Public & Community Services.
- ACCOUNTING AND FINANCIAL REPORTING POLICY- added the capital projects fund and the grants fund to "Major Governmental Fund Types".
- ACCOUNTING AND FINANCIAL REPORTING POLICY- Proprietary Funds, changed from 4 funds to 1 fund, the Water & Wastewater Fund is the only proprietary fund.
- ACCOUNTING AND FINANCIAL REPORTING POLICY- Fiduciary Funds, changed to 1, the Beautification Fund, and updated the description.
- ACCOUNTING AND FINANCIAL REPORTING POLICY- External Audit section, updated per city charter article 2 section 17.
- ACCOUNTING AND FINANCIAL REPORTING POLICY- Financial Reporting section, changed the acronym and name of the financial report to Annual Comprehensive Financial Report (ACFR).
- REVENUES POLICY- changed from rollback rate to voter approval tax rate.
- CAPITAL ASSETS POLICIES MANUAL- changed from 11 digit account number to 16 digit account number, and corrected wording about account structure.
- Removed APPENDIX 3. Capital Improvements Program Request, requests will now be handled through software.

City of Jacksonville, Texas
Resolution No. ______

A RESOLUTION ADOPTING CITY OF JACKSONVILLE, TEXAS FISCAL AND BUDGETARY POLICIES

WHEREAS, the City Council finds it in the best interest of the citizens to establish policies to ensure the financial stability of the City; and

WHEREAS, the Finance Director of the City Of Jacksonville has drafted and presented Fiscal and Budgetary Policies to the City Council; and

WHEREAS, the City Council will regularly review existing policies and establish additional policies to promote fiscal responsibility and the efficient transaction of City business;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Jacksonville, Texas:

> The City hereby adopts the policies attached as the Fiscal and Budgetary Policies of the City of Jacksonville, Texas effective March 14th, 2023.

PASSED, ADOPTED AND APPROVED by the City Council of the City Jacksonville, Texas this the _______ day of ___________, 20__.

APPROVED: Attest:

___________________________ ______________________

Mayor City Clerk

Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	3/14/2023	ITEM NUMBER:	9.G.
DEPARTMENT:	Administration	PREPARED BY:	Greg Lowe, City Secretary
INITIATED BY:	James Hubbard, CITY MANAGER	EXHIBITS:	2023 Spring Baseball Athletic Facility License Agreement, 2023 Spring Soccer Athletic Facility License Agreement

EXECUTIVE SUMMARY:

Annually, the City issues licenses to both the soccer and baseball associations for the use of the sports complex. The licenses have been presented and discussed with both associations.

RECOMMENDED ACTION:

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

STRAGEGY 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	X	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:

ATHLETIC FACILITY LICENSE AGREEMENT

This License Agreement (the "Agreement") is entered into on this **15th** day of **March**, **2023**, between the City of Jacksonville, Texas (the "City"), a Texas Home Rule Municipal Corporation and **Jacksonville Baseball/Softball Association** hereinafter referred to as "League", "Licensee", or "Association".

ARTICLE I

General Statement of Duties

Section 1.01. In consideration of the mutual covenants of this Agreement, and of other good and valuable consideration, the City hereby grants, upon the terms and conditions set forth in this Agreement, a license on and over certain property owned by the City and commonly known as **City of Jacksonville Baseball/Softball Complex** located at **Byrd Road**, in the City of Jacksonville, County of Cherokee, State of Texas, hereinafter referred to as "Property" or "facility," to Licensee, for the sole purpose of utilizing the Property for youth sports programs from **March 15, 2023** to the completion of the spring season. This agreement only covers regular season games and make up games. Any tournament will be by separate agreement.

Section 1.02. League agrees to provide all services relating to the operation of the League, including but not limited to, the development of roster lists, the payment of league fees, the scheduling of all games and tournaments, the assignment, training and payment of referees and score keepers and other services, which may be necessary for the orderly administration of such League. Scheduling shall be accomplished so as not to conflict with Jacksonville Parks and Recreation Department sponsored activities on the premises.

Section 1.03. In turn, the City agrees to allow the **LEAGUE** to use the property for the purpose of conducting games and practice sessions on an exclusive basis. **Any other practice,**

game, or tournament must have a separate agreement with the City Jacksonville and authorization will only be awarded at the sole discretion of the City of Jacksonville. Any other use may incur cost associated with the use.

Section 1.04. City disclaims any responsibility for the operation of the activities of the Association. City's involvement is limited solely to those specific tasks identified in this agreement. Any internal complaint between participants, spectators or officials, or between leagues of the Association, shall be resolved internally without recourse to the City of Jacksonville.

Section 1.05. Licensee agrees to abide by all state and federal laws and regulations, the ordinances of the City of Jacksonville and all the terms and provisions of the City's policies regarding the Property as established by the City of Jacksonville and contained herein.

Section 1.06. This agreement shall supersede any and all other agreements both written and verbal in regard to duties or responsibilities of the City of Jacksonville or the Association.

ARTICLE II

Organization of League

Section 2.01. Licensee represents that it is a non-profit corporation organized and existing under laws of the State of Texas and that its President has been duly authorized to execute this Agreement. Further, Licensee shall provide the City of Jacksonville with a copy of its bylaws and any other operating procedures it may have within 30 days after the execution of this Agreement.

ARTICLE III

Terms of Agreement

Section 3.01. This agreement shall commence upon its execution by the Parties and shall terminate when the last **LEAGUE** game has been played.

ARTICLE IV

Consideration

Section 4.01 The League shall pay the City of Jacksonville and annual user fee in the amount of $2 per participant. A participant is defined as one youth playing in a league per season. If the same youth participates in more than one season (such as a spring season and a fall season), the $2 fee should be paid for each season that a Participant plays in a league. The fee is due to the **City of Jacksonville** no later than the first day of use of the **City of Jacksonville Sports/Athletic Complex** for the Association. The association will be responsible for operation of any concession stand during League play. League will have the right to operate the concession stand during any other use at the Baseball/Softball Complex. All profits from the concession stand should be invested in the complex or used to offset cost of the association.

ARTICLE V

Administrative Provisions

Section 5.01. The Property shall be open to the general public. Licensee shall not permit any discrimination in its use of the Property based on race, color, sex, religion, national origin, physical handicap or disability.

Section 5.02. Nothing contained in this Agreement shall be construed to prohibit the right of entry or use of the Property by the City, in, on, over and/or across the Property, at anyand all times, and for any and all purposes, the City expressly reserves the right to enter upon the Property and any or all improvements located thereon to conduct any and all activities the City deems necessary.

Section 5.03. The City shall provide and maintain locks on all City-owned buildings and facilities. Any granted access will be at the sole discretion of the City of Jacksonville.

Section 5.04. The City shall retain all authority placed in it which is non-delegable. No provision of this Agreement shall be construed as delegating any non-delegable right, power or duty of the City.

Section 5.05. Licensee shall not assign or sublet this license. Any attempt to assign or sublet this license shall terminate the license granted herein.

Section 5.06. Unless otherwise provided herein or required by law and/or local ordinance, charter or code, any action required or permitted to be taken by City shall be taken by the City of Jacksonville or any party designated by him or her.

Section 5.07. The relationship between the City of Jacksonville and Licensee is at all times solely that of licensor and licensee, and may not be deemed, in any event, a partnership ora joint venture.

Section 5.08. This Agreement is to be construed under Texas law, without regard to conflict of law rules that would direct application of the laws of any other jurisdiction, and all obligations of the parties created by this Agreement are performable in Cherokee County, Texas. Venue for any action brought pursuant to this Agreement, or any activity contemplated hereby, shall lie exclusively in Cherokee County, Texas.

Section 5.09. If any one or more of the provisions contained in this Agreement are for any reason held to be invalid, illegal or unenforceable in any respect, the invalidity, illegality, or unenforceability will not affect any other provision of this Agreement, which shall be construed as if it had not included the invalid, illegal or unenforceable provision.

Section 5.10. This Agreement constitutes the parties' sole agreement and supersedes any prior understandings or written or oral agreements between the parties with respect to the subject matter hereof.

Section 5.11. No amendment, modification, or alteration of this Agreement is binding, unless in writing, dated subsequent to the date of this Agreement, and duly executed by the parties.

Section 5.12. The intent of this Agreement is to grant a license to Licensee to utilize the Property solely for the purpose described herein. This agreement shall not be construed, in any way, manner or form, as a lease of the Property or as conveying to Licensee any interest in the real property comprising the Property.

Section 5.13. The Licensee's Association President shall provide the following information to the City of Jacksonville's City Manager, or their designee, for his/her review and approval at least one week prior to the League play:

- The beginning and end dates of their prospective season (League Profile Form)
- A complete schedule of all games to be played during the season, including all tournaments (any tournament will be by separate agreement) and special games. The Licensee must update the City immediately if any changes, deletions or additions are made to that schedule.
- A current list of board members and officers, showing position, address and telephone numbers.
- The name, phone number and other information of a contact person that will handle all communications and maintenance requests with the City.
- A copy of the Insurance Certificate for the Licensee (Sec.8.04)
- A list showing the total number of individuals and teams registered with the Licensee.
- Any changes to Licensee's Bylaws that occur after the execution of this agreement.

Section 5.14. A "Year's End" report shall be submitted to the City of Jacksonville's City Manager, or their designee. This report must be in receipt no later than October 15th of the current year and must contain the following:

- 2020 and Revenue (total)

- 2020 and Expenditures (total)
- Number of participants
- Description of proposed parks improvements projects
- Other reports required by the City of Jacksonville's City Manager, or their designee, to provide adequate information regarding the operation of League during the term or this agreement.
- **Acknowledgment from the Association that it will adhere to the NCAA Guideline 1E Lightning Safety**.
- **Acknowledgment from the Association that the cancellation (or "calling") of games shall be the right of either the Association or the City of Jacksonville City Manager; or their designee. The City of Jacksonville reserves the final decision-making power to cancel any game due to weather, field conditions, or any other unforeseen circumstances.**

Section 5.15. City shall have the right to examine, inspect and audit all records and files of Licensee relating to the operation of the league or association. Such records shall be kept accurate and complete, and available for inspection at any reasonable time determined by the City.

Section 5.16. City makes available for the League's use of the property "as is" and without any representation or assumption of risk by the City and its employees for injuries, cost or expense, arising out of the condition, operation, maintenance or design of such premises and park facilities including light facilities, bleachers, fences, buildings, parking areas and any other structures, facility or improvement located on City property.

Section 5.17 In the event the Licensee desires to make requests to the City of Jacksonville for any improvements to the facility, any such requests shall be made in writing by the President of the Association to the City of Jacksonville's City Manager, or their designee. This written request must be submitted no later than 30 days prior to the first regular season game, for it to be considered for the City Jacksonville's budgetary process for next fiscal year.

ARTICLE VI

Construction

Section 6.01. No construction of any type or kind, including additions or alterations to existing structures or structures completed, or caused to be completed, by Licensee and/or placement or location of improvements unless approved by the City of Jacksonville's City Manager, or their designee. And said improvements shall be at the sole cost and expense of Licensee unless otherwise approved by the City of Jacksonville's City Manager, or their designee.

Section 6.02. Any and all buildings, improvements, additions, alterations and fixtures constructed, placed, located and/or maintained on any part of the Property during the term of this Agreement are considered part of the real property and must remain on the Property and, subject to the terms of this Agreement, become the property of the City, from and after the termination of this Agreement.

ARTICLE VII

Insurance, Indemnity and Release

Section 7.01. **LICENSEE SHALL INDEMNIFY AND HOLD HARMLESS, TO THE FULLEST EXTENT PERMITTED BY LAW, THE CITY, AND CITY'S RESPECTIVE OFFICERS, EMPLOYEES, ELECTED OFFICIALS AND AGENTS, FROM AND AGAINST ANY AND ALL LOSSES, DAMAGES, CLAIMS OR LIABILITIES, OF ANY KIND OR NATURE, WHICH ARISE DIRECTLY OR INDIRECTLY, OR ARE RELATED TO, IN ANY WAY, MANNER OR FORM, THE ACTIVITIES CONTEMPLATED HEREUNDER, OR THE OMISSION OF THE ACTIVITIES CONTEMPLATED HEREUNDER, INCLUDING, BUT NOT LIMITED TO, LOSSES, DAMAGES, CLAIMS OR LIABILITIES ARISING FROM OR RELATED TO, IN ANY**

WAY, MANNER OR FORM, THE ACT OR OMISSION OF THIRD PARTIES. LICENSEE FURTHER COVENANTS AND AGREES TO DEFEND ANY SUITS OR ADMINISTRATIVE PROCEEDINGS BROUGHT AGAINST THE CITY AND/OR THE CITY'S RESPECTIVE OFFICERS, EMPLOYEES, ELECTED OFFICIALS AND/OR AGENTS ON ACCOUNT OF ANY SUCH CLAIM, AND TO PAY OR DISCHARGE THE FULL AMOUNT OR OBLIGATION OF ANY SUCH CLAIM INCURRED BY, ACCRUING TO, OR IMPOSED ON THE CITY, OR THE CITY'S RESPECTIVE OFFICERS, EMPLOYEES, ELECTED OFFICIALS AND/OR AGENTS, AS APPLICABLE, RESULTING FROM ANY SUCH SUITS, CLAIMS, AND/OR ADMINISTRATIVE PROCEEDINGS OR ANY MATTERS RESULTING FROM THE SETTLEMENT OR RESOLUTION OF SAID SUITS, CLAIMS, AND/OR ADMINISTRATIVE PROCEEDINGS, IN ADDITION, LICENSEE SHALL PAY TO THE CITY, THE CITY'S RESPECTIVE OFFICERS, EMPLOYEES, ELECTED OFFICIALS AND/OR AGENTS, AS APPLICABLE, ALL ATTORNEYS' FEES INCURRED BY SUCH PARTIES IN ENFORCING LICENSEES' INDEMNITY IN THIS SECTION.

THE CITY, AND ITS RESPECTIVE OFFICERS, EMPLOYEES, ELECTED OFFICIALS AND AGENTS, SHALL NOT BE LIABLE, AND LICENSEE HEREBY RELEASES THE CITY, AND ITS' RESPECTIVE OFFICERS, EMPLOYEES, ELECTED OFFICIALS AND AGENTS, FOR, FROM AND/OR AGAINST ANY LOSSES, DAMAGES, CLAIMS OR LIABILITIES TO LICENSEE, ON ANY THEORY OF LEGAL LIABILITY, INCLUDING, BUT NOT LIMITED TO THE NEGLIGENCE, OF ANY TYPE OF DEGREE, OR FAULT, OF THE CITY, ARISING FROM OR RELATED TO, IN ANY WAY, MANNER OR FORM, THE UNENFORCEABILITY OR VOIDANCE, FOR ANY REASON, OF ALL OR ANY PART OR THIS AGREEMENT.

THE INDEMNITY AND RELEASE PROVIDED HEREIN SHALL SURVIVE THE

TERMINATION OR VOIDANCE OR THIS AGREEMENT.

Section 7.02. In consideration for the privilege of use of the Property, Licensee specifically assumes any and all liability that may arise due to premises defects upon any or all improvements which exist on the Property at the time of execution of this Agreement or any and all improvements which are construed thereafter related to or arising out of Licensee's use.

Section 7.03. Licensee shall procure and carry, at its sole cost and expense through the life of this Agreement, insurance protection as hereafter specified, in form and substance satisfactory to the City, carried with an insurance company authorized to transact business in the State of Texas, covering all foreseeable aspects and operations in connection with this Agreement, including, but not limited to, all aspects, operations and/or occurrences to which Licensee had indemnified the City, as provided above. Licensee and/or its contractors shall have comprehensive general liability insurance, with limits of $1,000,000.00 combinedsingle limit in the aggregate and per occurrence. Said policy shall specifically include coverage for sporting and athletic events. The City shall be named as an additional insuredin such policy.

Section 7.04. A Certificate of Insurance specifying each and all coverages shall be submitted to the City prior to the execution of this Agreement. Licensee shall provide to the City proof of the insurance on or before fourteen (14) days prior to the expiration date of each expiring policy, and cause each required policy to require the insurer to (a) give notice to the City, as specified herein, of termination of any such policy sixty (60) days before such termination is to be effective; and (b) contain a waiver of any and all of the insurer's rights to subrogation that any such insurer or insurers may acquire by virtue of payment of any loss under such insurance. Licensee shall notify the City immediately in the event Licensee's insurance coverage shall be suspended, voided, canceled and/or reduced in coverage or limits.

Section 7.05. Vandalism or break-ins must be reported to the Community and Public Services Department and the Jacksonville Police Department immediately, upon discovery.

In the event a Community and Public Services Employee finds the damage, the Licensee will be notified as soon as possible. The Licensee must provide a representative to assess the damage and missing property for insurance and police report purposes. If the representative is unable to meet with the police at the time of the report, then it is the sole responsibility of the Licensee to ensure this information is included on the police report.

Section 7.06. It is covenanted and agreed that the nature of this Agreement and all activities contemplated hereby are governmental in nature and concern such governmental functions as Parks and Recreational Facilities. To the fullest extent allowed by law, the City of Jacksonville retains its governmental immunity with regard to this agreement and the activities contemplated herein.

ARTICLE VIII

Maintenance

Section 8.01. The <u>City of Jacksonville City Manager; or their designee</u>, will meet with the <u>Official President of the League</u> at the beginning and end of each season at the facility to perform an inspection. After the inspection is finished, it shall be the responsibility of the Licensee to submit any maintenance request in writing to the <u>City of Jacksonville City Manager; or their designee</u>.

Section 8.02. The City shall perform maintenance on the Property in which the Licensee conducts games. Those duties are set forth in Exhibit "A" which is attached hereto and incorporated as if fully set forth herein.

Section 8.03. Major repairs to City owned equipment and fixtures shall also be made by the City. At the expiration of this agreement or earlier termination thereof, Licensee agrees to surrender the premises in good condition, reasonable wear and tear expected.

Section 8.04. At no time shall anyone perform nor contract for the performance of any fertilizing or herbicide or pesticide application without written permission from the City of Jacksonville's City Manager, or their designee.

Section 8.05. The City will remove trash from the individual refuse containers daily within the City of Jacksonville Sports/Athletic Complex during the scheduled season. The League agrees that all boxes or containers must be broken down before placing in refusecontainers and/or dumpsters.

Section 8.06. All communication during the season shall be directed to the City Manager and/or designee. This communication should come only from the President of the Association or his/her designee. At no time should any member of the association make contact with City of Jacksonville employees with requests related to the operations of the facility.

ARTICLE IX

Concession Sales & Vendors

Section 9.01 Subject to Sections 9.02, 9.03 and 9.04 below, The **League** shall have the exclusive rights and privilege to allow vendors (i.e. food, beverages, souvenirs and photographs) for sale on the Property.

Section 9.02. Any vendor, the League wishes to offer concessions (i.e. food, beverage) for sale on City of Jacksonville Sports/Athletic Complex must make those intentions known to the City of Jacksonville City Manager; or their designee.

Section 9.03. If the League wishes to permit vendors (including but not limited to photographers) on the property must notify the City of Jacksonville City Manager; or their designee in writing. It is the responsibility of the licensee to ensure all vendors have the proper permits, required insurance and abide by city ordinances as well as state and Federal law. Any legal vendor must have the proper vendor permitting and approval of the City of Jacksonville City Manager; or their designee if that vendor wishes to sell in the City of Jacksonville Sports/Athletic Complex. It will be the responsibility of the Association to NOT allow any vendor to operate with the City of Jacksonville Sports/Athletic Complex. If a vendor is encountered within City of Jacksonville Sports/Athletic Complex without the proper permitting and approval, it will be the responsibility of the Association to notify the Jacksonville Police Department and have that vendor or individual removed from the City of Jacksonville Sports/Athletic Complex.

ARTICLE X

Utilities

Section 10.01. The City shall provide water for services such as irrigation, restrooms, concessions and drinking fountains; and the electric service for operations and lighting.

Section 10.02. Water for irrigation systems will be controlled by the City so that watering schedules and mowing schedules do not conflict. Licensee may not change the watering schedule, unless a written request to the City of Jacksonville City Manager; or their designee, is approved for changing the watering schedule. If tampering is encountered with the watering schedule, the Association will assume the financial responsibility of the water bill.

ARTICLE XI

Termination

Section 11.01. Should either party default in the performance of any provision of this Agreement, and not correct the default within thirty (30) days after receipt of written notice from non-defaulting party, the non-defaulting party may declare this Agreement, and all rights and interests created by it, to be terminated. Upon non-defaulting party's electing to terminate, this Agreement shall cease and come to an end as if the day of non-defaulting party's election were the day originally fixed in this Agreement for its expiration, provided that, should defaulting party cure all defaults within the thirty (30) day notice, this Agreement shall not be canceled. Non-defaulting party may, in its discretion, allow defaulting party more than thirty (30) days to cure defaults if such time is, in the opinion of non-defaulting party, reasonably necessary.

Section 11.02. Either party may terminate this Agreement for any reason by notifying the other party in writing sixty (60) days prior to the date of termination.

Section 11.03. Upon termination of this Agreement, Licensee shall have thirty (30) days to remove from Property all personal property owned by it.

ARTICLE XII

Enforcement

Section 12.01. City may enforce this Agreement by terminating lighting facilities, locking the facilities, barring concession sales, or in any other manner that would discontinue the use of the facilities by the League or Association with prior notice as a result of the failure of League or Association to comply with the terms and conditions of this Agreement.

EXECUTED this ___ day of March of the year 2023, by the duly authorized representatives of the City and Licensee.

CITY OF JACKSONVILLE:

____

City Manager

APPROVED AS TO CONTENT:

LEAGUE:

____

J.B.S.A., Inc.

BY: _________________________

President

BY: _________________________

Vice President

BY: _________________________

Treasurer

BY: _________________________

Secretary

Approved As To Form: _________________________ City Attorney

ATHLETIC FACILITY LICENSE AGREEMENT

"EXHIBIT A"

Maintenance

Baseball and Softball:

The City shall perform on a weekly basis (or as needed):

Turf maintenance
This includes mowing, aeration, fertilization, irrigation, & herbicide/pesticide application. (As needed.)

Field maintenance
This includes deep dragging, foul lines, re-crowning and any other items that are needed in maintaining a level playing surface.

Routine Maintenance Issues
This will include irrigation repairs, plumbing repairs, electrical repairs, lighting repairs, and fencing repairs (as budget allows).

All other issues will be addressed in writing and at the discretion of the **City of Jacksonville City Manager; or their designee.**

The Licensee shall be responsible to perform:

Infield Maintenance during Game nights.

1. Drag in-field areas between Games.
2. Remarking of in-field areas between Games.
3. Maintain proper levels of surface materials in the in-field.

City of Jacksonville Baseball/Softball Complex

1. The Association will ensure that all litter/debris generated and left in the Complex will be collected and deposited into the proper refuse containers for collection by the City of Jacksonville.
2. The Association will ensure that all lighting is turn-off at the completion of all games conducted during the evening.
3. The Association, if operating the Concession stand will ensure all lighting, water, and air-conditioning is turned off at the end of every game day.

All other issues will be addressed in writing and at the discretion of the **City of Jacksonville City Manager; or their designee.**

ATHLETIC FACILITY LICENSE AGREEMENT

This License Agreement (the "Agreement") is entered into on this **15th** day of **March**, **2023**, between the City of Jacksonville, Texas (the "City"), a Texas Home Rule Municipal Corporation and **Jacksonville Soccer Association** hereinafter referred to as "League", "Licensee", or "Association".

ARTICLE I

General Statement of Duties

Section 1.01. In consideration of the mutual covenants of this Agreement, and of other good and valuable consideration, the City hereby grants, upon the terms and conditions set forth in this Agreement, a license on and over certain property owned by the City and commonly known as **City of Jacksonville Soccer Complex** located at **Byrd Road**, in the City of Jacksonville, County of Cherokee, State of Texas, hereinafter referred to as "Property" or "facility," to Licensee, for the sole purpose of utilizing the Property for youth sports programs from **March 15, 2023** to the completion of the spring season. This agreement only covers regular season games and make up games. Any tournament will be by separate agreement.

Section 1.02. League agrees to provide all services relating to the operation of the League, including but not limited to, the development of roster lists, the payment of league fees, the scheduling of all games and tournaments, the assignment, training and payment of referees and score keepers and other services, which may be necessary for the orderly administration of such League. Scheduling shall be accomplished so as not to conflict with Jacksonville Parks and Recreation Department sponsored activities on the premises.

Section 1.03. In turn, the City agrees to allow the **LEAGUE** to use the property for the purpose of conducting games and practice sessions on an exclusive basis. **Any other practice,**

game, or tournament must have a separate agreement with the City Jacksonville and authorization will only be awarded at the sole discretion of the City of Jacksonville. Any other use may incur cost associated with the use.

Section 1.04. City disclaims any responsibility for the operation of the activities of the Association. City's involvement is limited solely to those specific tasks identified in this agreement. Any internal complaint between participants, spectators or officials, or betweenleagues of the Association, shall be resolved internally without recourse to the City of Jacksonville.

Section 1.05. Licensee agrees to abide by all state and federal laws and regulations, the ordinances of the City of Jacksonville and all the terms and provisions of the City's policies regarding the Property as established by the City of Jacksonville and contained herein.

Section 1.06. This agreement shall supersede any and all other agreements both written and verbal in regard to duties or responsibilities of the City of Jacksonville or the Association.

ARTICLE II

Organization of League

Section 2.01. Licensee represents that it is a non-profit corporation organized andexisting under laws of the State of Texas and that its President has been duly authorized to execute this Agreement. Further, Licensee shall provide the City of Jacksonville with a copy of its bylaws and any other operating procedures it may have within 30 days after the execution of this Agreement.

ARTICLE III

Terms of Agreement

Section 3.01. This agreement shall commence upon its execution by the Parties and shall terminate when the last **LEAGUE** game has been played.

ARTICLE IV

Consideration

Section 4.01 The League shall pay the City of Jacksonville and annual user fee in the amount of $2 per participant. A participant is defined as one youth playing in a league per season. If the same youth participates in more than one season (such as a spring season and a fall season), the $2 fee should be paid for each season that a Participant plays in a league. The fee is due to the **City of Jacksonville** no later than the first day of use of the **City of Jacksonville Sports/Athletic Complex** for the Association. The City will consider operating the concession stand or allow the concession stand to be operated. All profits from the concession stand should be invested in the complex or used to offset cost of the association.

ARTICLE V

Administrative Provisions

Section 5.01. The Property shall be open to the general public. Licensee shall not permit any discrimination in its use of the Property based on race, color, sex, religion, national origin, physical handicap or disability.

Section 5.02. Nothing contained in this Agreement shall be construed to prohibit the right of entry or use of the Property by the City, in, on, over and/or across the Property, at anyand all times, and for any and all purposes, the City expressly reserves the right to enter upon the Property and any or all improvements located thereon to conduct any and all activities the City deems necessary.

Section 5.03. **The City shall provide and maintain locks on all City-owned buildings and facilities. Any granted access will be at the sole discretion of the City of Jacksonville.**

Section 5.04. The City shall retain all authority placed in it which is non-delegable. No provision of this Agreement shall be construed as delegating any non-delegable right, power or duty of the City.

Section 5.05. Licensee shall not assign or sublet this license. Any attempt to assign or sublet this license shall terminate the license granted herein.

Section 5.06. Unless otherwise provided herein or required by law and/or local ordinance, charter or code, any action required or permitted to be taken by City shall be taken by the City of Jacksonville or any party designated by him or her.

Section 5.07. The relationship between the City of Jacksonville and Licensee is at all times solely that of licensor and licensee, and may not be deemed, in any event, a partnership ora joint venture.

Section 5.08. This Agreement is to be construed under Texas law, without regard to conflict of law rules that would direct application of the laws of any other jurisdiction, and all obligations of the parties created by this Agreement are performable in Cherokee County, Texas. Venue for any action brought pursuant to this Agreement, or any activity contemplated hereby, shall lie exclusively in Cherokee County, Texas.

Section 5.09. If any one or more of the provisions contained in this Agreement are for any reason held to be invalid, illegal or unenforceable in any respect, the invalidity, illegality, or unenforceability will not affect any other provision of this Agreement, which shall be construed as if it had not included the invalid, illegal or unenforceable provision.

Section 5.10. This Agreement constitutes the parties' sole agreement and supersedes any prior understandings or written or oral agreements between the parties with respect to the subject matter hereof.

Section 5.11. No amendment, modification, or alteration of this Agreement is binding, unless in writing, dated subsequent to the date of this Agreement, and duly executed by the parties.

Section 5.12. The intent of this Agreement is to grant a license to Licensee to utilize the Property solely for the purpose described herein. This agreement shall not be construed, in any way, manner or form, as a lease of the Property or as conveying to Licensee any interest in the real property comprising the Property.

Section 5.13. The Licensee's Association President shall provide the following information to the City of Jacksonville's City Manager, or their designee, for his/her review and approval at least one week prior to the League play:

- The beginning and end dates of their prospective season (League Profile Form)
- A complete schedule of all games to be played during the season, including all tournaments and special games. The Licensee must update the City immediately if any changes, deletions or additions are made to that schedule.
- A current list of board members and officers, showing position, address and telephone numbers.
- The name, phone number and other information of a contact person that will handle all communications and maintenance requests with the City.
- A copy of the Insurance Certificate for the Licensee (Sec.8.04)
- A list showing the total number of individuals and teams registered with the Licensee.
- Any changes to Licensee's Bylaws that occur after the execution of this agreement.

Section 5.14. A "Year's End" report shall be submitted to the City of Jacksonville's City Manager, or their designee. This report must be in receipt no later than October 15th of the current year and must contain the following:

- 2021 and 2023 Revenue (total)
- 2021 and 2023 Expenditures (total)
- Number of participants
- Description of proposed parks improvements projects
- Other reports required by the City of Jacksonville's City Manager, or their designee, to provide adequate information regarding the operation of League during the term or this agreement.
- **Acknowledgment from the Association that it will adhere to the NCAA Guideline 1E Lightning Safety**.
- **Acknowledgment from the Association that the cancellation (or "calling") of games shall be the right of either the Association or the City of Jacksonville City Manager; or their designee.** The City of Jacksonville reserves the final decision-making power to cancel any game due to weather, field conditions, or any other unforeseen circumstances.

Section 5.15. City shall have the right to examine, inspect and audit all records and files of Licensee relating to the operation of the league or association. Such records shall be kept accurate and complete, and available for inspection at any reasonable time determined by the City.

Section 5.16. City makes available for the League's use of the property "as is" and without any representation or assumption of risk by the City and its employees for injuries, cost or expense, arising out of the condition, operation, maintenance or design of such premises and park facilities including light facilities, bleachers, fences, buildings, parking areas and any other structures, facility or improvement located on City property.

Section 5.17 In the event the Licensee desires to make requests to the City of Jacksonville for any improvements to the facility, any such requests shall be made in writing by the President of the Association to the City of Jacksonville's City Manager, or their designee.

This written request must be submitted no later than 30 days prior to the first regular season game, for it to be considered for the City Jacksonville's budgetary process for next fiscal year.

ARTICLE VI

Construction

Section 6.01. No construction of any type or kind, including additions or alterations to existing structures or structures completed, or caused to be completed, by Licensee and/or placement or location of improvements unless approved by the City of Jacksonville's City Manager, or their designee. And said improvements shall be at the sole cost and expense of Licensee unless otherwise approved by the City of Jacksonville's City Manager, or their designee.

Section 6.02. Any and all buildings, improvements, additions, alterations and fixtures constructed, placed, located and/or maintained on any part of the Property during the term of this Agreement are considered part of the real property and must remain on the Property and, subject to the terms of this Agreement, become the property of the City, from and after the termination of this Agreement.

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EXECUTED this ____ day of March of the year 2023, by the duly authorized representatives of the City and Licensee.

CITY OF JACKSONVILLE:

____

City Manager

APPROVED AS TO CONTENT:

LEAGUE:

____

J.S.A., Inc.

BY: ________________________
President

BY: ________________________
Vice President

BY: ________________________
Treasurer

BY: ________________________
Secretary

Approved As To Form: ________________________ City Attorney

ATHLETIC FACILITY LICENSE AGREEMENT

"EXHIBIT A"

Maintenance

The City shall perform on a weekly basis or as needed:

Turf maintenance

This includes mowing, aeration, fertilization, irrigation, & herbicide/pesticide application. (As needed.)

Field maintenance

This includes painting or chalking fields

Routine Maintenance Issues

This will include irrigation repairs, plumbing repairs, electrical repairs, lighting repairs, and fencing repairs (as budget allows).

All other issues will be addressed in writing and at the discretion of the **<u>City of Jacksonville City Manager; or their designee.</u>**

<u>City of Jacksonville Soccer Complex</u>

1. The Association will ensure that all litter/debris generated and left in the Complex will be collected and deposited into the proper refuse containers for collection by the City of Jacksonville.
2. The Association will ensure that all lighting is turn-off at the completion of all games conducted during the evening.
3. The Association, if operating the Concession stand will ensure all lighting, water, and air-conditioning is turned off at the end of every game day.

All other issues will be addressed in writing and at the discretion of the **<u>City of Jacksonville City Manager; or their designee.</u>**

The Licensee shall be responsible to perform:

Field Equipment

The licensee will provide all netting for goals.

Field Maintenance during Game Days/Nights.

1. Inspect and Maintain field areas between Games.
2. Remarking of field areas between Games.
3. Maintain proper levels of surface materials in the field.

Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	3/14/2023	ITEM NUMBER:	10.
DEPARTMENT:	Administration	PREPARED BY:	Kristie Marks, ADMINSTRATIVE ASSISTANT
INITIATED BY:	Chris Silvey, BUILDING INSPECTOR	EXHIBITS:	Minutes 1.17.23, P&Z Snapshot 1.17.23 1521 E Rusk, Ordinance Special Use Permit 1521 E. Rusk, Agenda Packet 1.17.23

EXECUTIVE SUMMARY:

The Planning and Zoning Commission met in a Public Hearing on Tuesday, January 17, 2023 at 12:00 PM. The subject property, 1521 E Rusk, was previously known as Gardendale Nursing Home. The applicant, HX Group LLC, is requesting a zone change from B (One and Two Family) to C (Multifamily) and a Special Use Permit to allow for a convalescent home.

RECOMMENDED ACTION:

Staff recommends approval of the item.

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

STRAGEGY 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:

The council approves all zone changes.

LEGAL:

JACKSONVILLE PLANNING AND ZONING BOARD MEETING
TUESDAY, JANUARY 17, 2023
JACKSONVILLE CITY HALL COUNCIL CHAMBERS
315 S. RAGSDALE
12:00 PM

Meeting Items

CALL TO ORDER	**Ms. McDonald called the meeting to order at 12:03 PM.**
APPROVAL OF MINUTES	**Mrs. Pavletich made a motion to approve the minutes from December 20, 2022 as written. Mrs. Stahelin seconded the motion. Ms. McDonald called 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 explained to the board in detail the item on the agenda. Mr. Hubbard stated we previously approved a zone change for the location in August of 2022. Mr. Hubbard stated the preliminary plat is under 17 acres and has 58 lots. Lot 1 is zoned C (Multi Family) and lots 2-58 is zoned A (Single Family). Mr. Hubbard stated everything is in compliance and staff recommends approval of the preliminary plat. Mrs. Pavletich made a motion to approve the preliminary plat as presented. Mrs. Stahelin seconded the motion. Ms. McDonald asked for a vote. All members voted aye. Motion carries.**
A) PUBLIC HEARING TO HEAR AND RECEIVE PUBLIC INPUT REGARDING A REQUESTED ZONE CHANGE AT 1521 E RUSK ST **FROM B (ONE AND TWO FAMILY) TO C (MULTIFAMILY) AND ISSUE A SPECIAL USE PERMIT TO ALLOW FOR A CONVALESCENT HOME. B) VOTE ON RECOMMENDATION FOR CITY COUNCIL CONSIDERATION.**	**Mr. Silvey presented to the board the item on the agenda. Mr. Silvey stated the subject property was formerly known as Gardendale Nursing Home and staff recommended to the new owners a zone change and a Special Use Permit. Mr. Silvey stated the owners want to open the nursing home back up. Ms. McDonald opened the board up to the applicant or to those in favor. No one was present. Ms. McDonald closed that portion of the meeting. Ms. McDonald opened the meeting up to those in opposition. No one was present. Ms. McDonald opened the board up for discussion. Mrs. Pavletich stated it is a great opportunity to use the facilities. Mrs. Stahelin made a motion to approve the item as requested. Mrs. Pavletich seconded the motion. Ms. McDonald called for a vote. All members voted aye. Motion carries.**
A) PUBLIC HEARING TO HEAR AND RECEIVE INPUT ON POTENTIAL AMENDMENTS TO THE SIGN REGULATION ORDINANCE AS DEVELOPED BY THE AD HOC SIGN REVIEW COMMITTEE. B) VOTE ON RECOMMENDATION FOR CITY COUNCIL CONSIDERATION.	**Mr. Hubbard closed the Public Hearing for the meeting and presented in detail the item on the agenda. Mr. Hubbard stated the Ad Hoc Sign Review Committee met 4-5 times to discuss possible changes to the sign ordinance. Mr. Hubbard stated there are 6 recommendations which need overview. Mrs. Pavletich made a motion to approve the changes for recommendation to council. Mrs. Stahelin seconded the motion. Ms. McDonald called for a vote. All members voted Aye. Motion carries.**
CITIZEN PARTICIPATION	
QUESTIONS, COMMENTS, DISCUSSION	
ADJOURN	**Ms. McDonald adjourned the meeting at 12:22 PM.**

Planning and Zoning Commission Snapshot

Date of meeting: Tuesday, January 17, 2023 @ 12: 00 PM

Item: PUBLIC HEARING TO HEAR AND RECEIVE PUBLIC INPUT REGARDING A REQUESTED ZONE CHANGE AT 1521 E RUSK ST FROM B(ONE AND TWO FAMILY) TO C(MULTI-FAMILY) AND ISSUE A SUP TO ALLOW FOR A CONVALESCENT HOME. B.) VOTE ON RECOMMENDATION FOR CITY COUNCIL CONSIDERATION.

	YES	NO
Claude Armstrong		
Elaine McDonald	X	
Becky Pavletich	X	
Brenda Stahelin	X	
Andy Calcote		

\# of citizens present: 3

\# of who voted for: 0

\# of who voted against: 0

The Planning and Zoning Commission met in a Public Hearing held on January 17, 2023 at City Hall to review a requested zone change and special use permit to allow for a convalescent home. Mr. Silvey stated the location was previously Gardendale Nursing Home and staff recommended to the applicant a zone change and special use permit as a first step. A motion was made to approve the zone change and the special use permit as requested.

ORDINANCE NO. __________

AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF JACKSONVILLE, TEXAS TO REZONE FROM ZONE “B” ONE AND TWO FAMILY TO "C"-MULTI FAMILY-SPECIAL USE PERMIT, A-41 TR12, 1521 E. RUSK, CITY OF JACKSONVILLE, TEXAS; HX GROUP LLC/JOSEPH LEE, APPLICANT.

WHEREAS, the City Council of the City of Jacksonville, Texas desires to rezone from Zone “B” One and Two Family To "C"-Multi Family-Special Use Permit, A-41 Tr12, 1521 E. Rusk, City Of Jacksonville, Texas; HX Group LLC/Joseph Lee, Applicant

WHEREAS, all notices and public hearings required in connection with the Zoning Amendment contained herein have been duly given and held in compliance with the Zoning Ordinance of the City of Jacksonville and State Law; and

WHEREAS, the Planning and Zoning Commission of the City of Jacksonville, Texas had heretofore received an application for that purpose and referred the same to the City Council with a favorable recommendation and report of said Zoning Commission; and

WHEREAS, the change of zoning classification hereinafter adopted for the subject property will promote the public health, peace, safety, and welfare and is consistent with the comprehensive plan of the City of Jacksonville, Texas.

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

SECTION 1. That from and after the effective date of this ordinance,A-41 TR12, 1512 E. Rusk., City of Jacksonville, Texas is hereby rezoned from Zone “B”- One and Two Family, to "C"- Multi Family - Special Use Permit

SECTION 2. That the City Council of the City of Jacksonville, Texas hereby determines that the proposed Special Use Permit for Residential unit incidental to primary permitted use will not:

A. Substantially increase traffic hazards or congestion
B. Substantially increase fire hazards
C. Adversely affect the character of the neighborhood
D. Adversely affect the general welfare of the community
E. Overtax the public utilities

SECTION 3. It being deemed by the City Council that this ordinance will promote and preserve the public health, peace, safety and welfare, this ordinance shall become effective immediately after its passage, approval and publication according to law.

SECTION 4. Severability. It is the intention of the City Council of the City of Jacksonville that if any phrase, sentence, section or paragraph of this ordinance be declared unconstitutional or otherwise invalid by final judgement by a court of competent jurisdiction, such unconstitutionality or invalidity shall not affect any of the remainder of this ordinance since the same would have been enacted by the City Council without the incorporation of the unconstitutional or invalid phrase.

SECTION 5. Compliance. A notice was posted and this ordinance was passed accordance with the Texas Open Meetings Act.

SECTION 6. Effectiveness. The City Council by the City Jacksonville, Texas declares that this ordinance goes into effect after its passage, approval and publication according to law.

PASSED AND ADOPTED THIS THE 14th DAY OF FEBRUARY, 2023.

____

MAYOR RANDY GORHAM

ATTEST:____________________________

CITY CLERK

THE CITY OF JACKSONVILLE

PLANNING AND ZONING BOARD MEETING
JACKSONVILLE CITY HALL COUNCIL CHAMBERS
315 S. RAGSDALE
TUESDAY, JANUARY 17, 2023
12:00 PM

CLAUDE ARMSTRONG
BECKY PAVLETICH
ELAINE MCDONALD
BRENDA STAHELIN
ANDY CALCOTE

1. **CALL TO ORDER**
2. **APPROVAL OF MINUTES**
3. **REVIEW A PRELIMINARY PLAT OF 16.847 ACRES LOCATED EAST OF SAM BOLES ROAD ON MYRTLE DRIVE.**
4. **A) PUBLIC HEARING TO HEAR AND RECEIVE PUBLIC INPUT REGARDING A REQUESTED ZONE CHANGE AT 1521 E RUSK ST FROM B (ONE AND TWO FAMILY) TO C (MULTIFAMILY) AND ISSUE A SPECIAL USE PERMIT TO ALLOW FOR A CONVALESCENT HOME. B) VOTE ON RECOMMENDATION FOR CITY COUNCIL CONSIDERATION.**
5. **A) PUBLIC HEARING TO HEAR AND RECEIVE INPUT ON POTENTIAL AMENDMENTS TO THE SIGN REGULATION ORDINANCE AS DEVELOPED BY THE AD HOC SIGN REVIEW COMMITTEE. B) VOTE ON RECOMMENDATION FOR CITY COUNCIL CONSIDERATION.**
6. **CITIZEN PARTICIPATION**
7. **QUESTIONS, COMMENTS, DISCUSSION**
8. **ADJOURN**

Posted this the 13th 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.

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Source Jacksonville Progress

Category Public Notice

Published Date January 7, 2023

Notice Details

CITY OF JACKSONVILLE PLANNING & ZONING COMMISSION NOTICE OF PUBLIC HEARING TUESDAY, JANUARY 17, 2023, 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: REVIEW A PRELIMINARY PLAT OF 16.847 ACRES LOCATED EAST OF SAM BOLES ROAD ON MYRTLE DRIVE. A) PUBLIC HEARING TO HEAR AND RECEIVE PUBLIC INPUT REGARDING A REQUESTED ZONE CHANGE AT 1521 E RUSK ST FROM B (ONE AND TWO FAMILY) TO C (MULTIFAMILY) AND ISSUE A SPECIAL USE PERMIT TO ALLOW FOR A CONVALESCENT HOME. B) VOTE ON RECOMMENDATION FOR CITY COUNCIL CONSIDERATION. A) PUBLIC HEARING TO HEAR AND RECEIVE INPUT ON POTENTIAL AMENDMENTS TO THE SIGN REGULATION ORDINANCE AS DEVELOPED BY THE AD HOC SIGN REVIEW COMMITTEE. B) VOTE ON RECOMMENDATION FOR CITY COUNCIL CONSIDERATION. This item is currently scheduled to appear before the City Council on TUESDAY, FEBRUARY 14, 2023, at 6:00 P.M. in the Council Chambers of City Hall, 315 S. Ragsdale Street, Jacksonville, Texas, 75766.

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.

City of Jacksonville
Zoning Application

Request: Please check the type of zoning you are requesting:

- [ ] General Zone Change (see fee ordinance for the current fee; fee is nonrefundable)
- [x] Special Use Permit (see fee ordinance for the current fee; fee is nonrefundable)
- [ ] Temporary Use Permit (see fee ordinance for the current fee; fee is nonrefundable)

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. Request goes before the Planning and Zoning Commission to receive a recommendation for ultimate consideration and action by the City Council. The process generally takes approximately 60-90 days. (REQUEST A COPY OF THE APPROVED LAND USES IN ZONING DISTRICTS)

A **Special Use Permit** is a permit requested for a land use not permitted by right in the Zoning District in which the special use permit is being sought. Each Zoning District has specific Special Use Permits. Request goes before the Planning and Zoning Commission to receive a recommendation for ultimate consideration and action by the City Council. The process generally takes approximately 60-90 days. (REQUEST A COPY OF THE APPROVED LAND USES OF ZONING DISTRICTS)

A **Temporary Use Permit** is a request initiated by a property owner, or 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.

Applicant Information

Name/Entity: HX Group LLC / Joseph Lee

Street Address: **City:** **State:** **Zip:**

Telephone Number: 909-331-5999 **Email:** hxgroup@yahoo.com

Property Owner Information

(complete if different than Applicant; if different, *Authorized Agent Form* is required)

Name/Entity:

Street Address: **City:** **State:** **Zip:**

Telephone Number: **Email:**

Property Information (to be rezoned)

Lot: A41 TR12 **Block:** 3413 **Addition:**

Street Address: 1521 E. Rusk St. **City:** Jacksonville **State:** TX **Zip:** 75766

Plat Page No(s) (if applicable):

Current Zoning District: B 1 & 2 Family

City of Jacksonville
Zoning Application

Request Information

Requested Zoning District: C - Multifamily

Requested Special Use Permit: Convalescent/Nursing Hom

STATEMENT REGARDING RESTRICTIVE COVENANTS/DEED RESTRICTION:
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 conflict with this rezoning request.

Applicant Name: Joseph Lee

Applicant Signature:

Date:

CITY OF JACKSONVILLE

1220 S Bolton St., Jacksonville, TX 75766
Phone: 903-589-3510 customerservice@jacksonvilletx.org
Call or email for Inspection

COMMERCIAL ADDITION PERMIT

PERMIT #: 1181
JOB ADDRESS: 1521 E Rusk

Date Issued: 12/08/2022
Issued By: jkv.kmarks

Description of Work: ZONING MODIFICATION W/SUP

Parcel No:
Subdivision:
Zoning:

Building Valuation:

Occupancy	Type	Factor	Sq Feet	Valuation

TOTALS

Owner: HX LLC
1521 E Rusk
Jacksonville TX 75766

Owner Phone:

Contractor: HX LLC
1521 E Rusk
Jacksonville TX 75766

Email:
Phone:
Business Lic:

FEE CODE	QTY	DESCRIPTION		AMOUNT
ZONING		ZONING MODIFICATION		$ 75.00
			TOTAL	$ 75.00

This permit is non-transferable and expires 180 days from issue if work has not commenced, or if construction ceases for a period of 180 days. The undersigned applicant acknowledges that he is responsible for calling for each inspection required for this project before beginning the next phase of construction. THIS INCLUDES A FINAL INSPECTION FOR ALL TYPES OF CONSTRUCTION. Permission is hereby given to commence the above described work, according to the conditions hereon and in accordance with the approved plans and specifications pertaining thereto. The permit or approval granted hereby, or any inspections conducted on the site hereafter, shall not be construed as authorizing any activity in violation of any applicable City of Jacksonville ordinances, federal or state law or regulation, including but not limited to the federal Endangered Species Act and its regulations and the Americans with Disabilities Act, City staff may advise the applicant of issues regarding State and Federal laws that the City staff member believes would be helpful to the applicant, but any such advice or comment is not a determination or interpretation of Federal or State law or regulation.
All commercial dumpsters must be provided by Republic per City Ordinance. (800) 678-7274

Signature: Chris Silvey

Date: 12-08-22

CITY OF JACKSONVILLE, TX

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

Commercial Building Permit Application

Business Name:	Primary Contact Name:
HX LLC	Joseph Lee
Phone (Cell Phone Preferred):	**Email Address:**
909-331	

Project Address:	City:	State:	Zip Code:
1521 E RUSK ST	Jacksonville	TX	75766

Lot:	Block:	ABS/SUBD:
8.23 acre		

Occupancy Classification:	Total Job Cost:	Total SQ. Footage Under Roof:

The items listed below must be checked if applicable to your commercial project. If any items needed below for plan review are not submitted, then the City of Jacksonville Inspection Department will not accept drawings for review. For explanation of checklist items, please refer to description (building permit) handout.

Please include two sets of complete plans and specifications consisting of the following (18" x 24" minimum.

- ☐ SITE PLAN SHOWING: EASEMENTS, UTILITIES, STRUCTURES, DRAINAGE PLAN, EROSION CONTROL, WATER SHED, PARKING AND SETBACKS OF BUILDING FROM PROPERTY LINES
- ☐ FOUNDATION PLAN
- ☐ FLOOR PLAN
- ☐ PLUMBING DRAWINGS ON PLAN
- ☐ ELECTRICAL DRAWINGS ON PLAN
- ☐ MECHANICAL DRAWINGS ON PLAN
- ☐ ENGINEERING AND/OR ARCHITECT SEALS WHERE REQUIRED BY STATE LAW (COMMERCIAL OVER 5,000 SQ. FT. OR CLEAR SPANS 24 FT OR GREATER)
- ☐ SOIL REPORTS AND DESIGN SPECIFICATIONS (NEW COMMERCIAL OVER 5,000 SQ. FT.)
- ☐ TAS (TEXAS ACCESSIBILITY STANDARDS) REGISTRATION NUMBER (COMMERCIAL OVER $50,000 IN COST)
- ☐ ASBESTOS SURVEY BY LICENSED PERSONNEL (COMMERCIAL REMODEL OR DEMOLITION)
- ☐ COMCHECK-ENERGY COMPLIANCE
- ☐ ELEVATION CERTIFICATE BY LICENSED ENGINEER OR SURVEYOR (BUILDINGS WITHIN 100 YEAR FLOODPLAIN)
- ☐ FIRE SPRINGLLER SYSTEM AND/OR FIRE/SMOKE DETECTION SYSTEM PLANS
- ☐ FIRE SEPARATION RATINGS/FIREWALL PLANS
- ☐ TPDES STORM WATER PERMIT (MUST BE POSTED ON THE JOB AS REQUIRED BY THE STATE OF TEXAS)

****All commercial dumpsters must be provided by "Republic Services" per City Ordinance.****

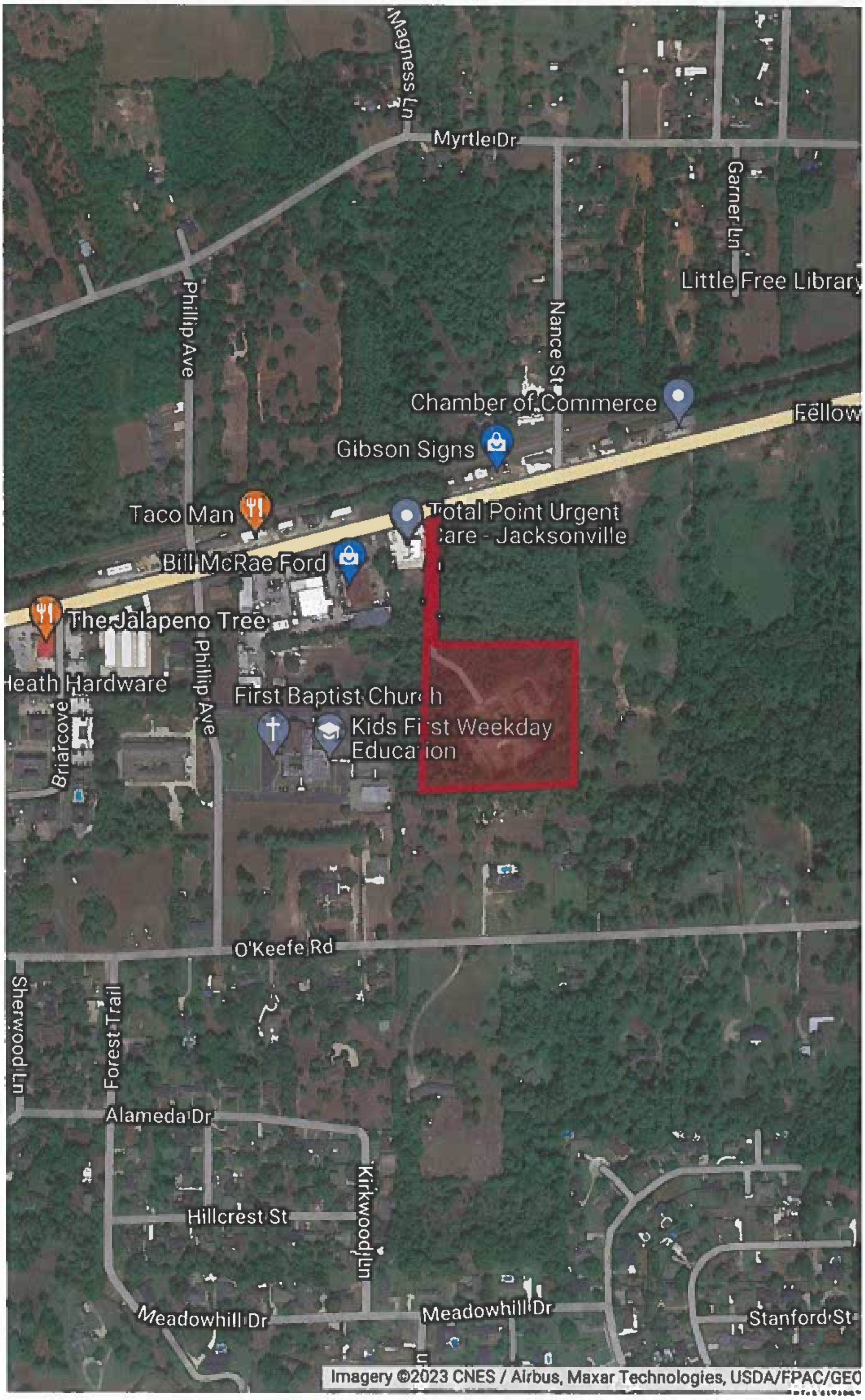
Signature:	Date:
Joseph Lee	12/2/2022

Revised November 2021

SUP for Nursing Home

Untitled layer

Property Boundary



Property Address	Zip Code	Owner Name	Mailing Street
1719 E RUSK ST	75766	CALDERON,ANN MARTINE	1719 E RUSK ST
1604 OKEEFE RD	75766	CONFIDENTIAL NAME	Confidential
1510 OKEEFE RD	75766	COX KELLY AND JANNA	1510 OKEEFE RD
1610 E RUSK ST	75766	CRANE,KENNETH BARNUM	1610 E RUSK ST
1608 E RUSK ST	75766	D,WARREN ROGER &JACKIE D D	509 COUNTY ROAD 1424
210 PHILIP ST	75766	FIRST BAPTIST CHURCH OF JACKSONVILLE	P O BOX 1228
NO ADDRESS ASSIGNED	75766	FIRST PRIME REALTY INC	1295 TRAILRIDGE DR
1521 RUSK E JACKSONVILLE	75766	GARDENDALE REALTY LLC	111 CLIFTON AVE
1608 OKEEFE RD	75766	GORHAM RANDALL R & CHERYL J	1608 O'KEEFE RD
1515 E RUSK ST	75766	JACKSONVILLE VENTURE	1511 E RUSK ST
1610 E RUSK ST	75766	JONES BESS ELLEN	2309 O'KEEFE ROAD
1508 OKEEFE RD	75766	MCWILLIAMS JASON C AND AMANDA I	1508 OKEEFE RD
1604 OKEEFE RD	75766	NOT AVAILABLE FROM COUNTY	
1610 OKEEFE RD	75766	PARKER,TROY	1610 OKEEFE RD
1517 RUSK E JACKSONVILLE	75766	SCF RC FUNDING IV LLC	47 HULFISH STREET SUITE 210
1510 OKEEFE RD	75766	SORRELLS,JAMES G & VIRGINIA	1510 OKEEFE RD
1517 E RUSK ST	75766	SRI SAI JACKSONVILLE LLC	1601 ELM ST STE 4210
1508 OKEEFE RD	75766	VOSS,ROY E & BOBBI A	1508 OKEEFE RD
1608 E RUSK JACKSONVILLE	75766	WARREN ROGER D AND JACKIE D	509 CR 1424

APPLICATION FOR REVIEW
AND APPROVAL OF PRELIMINARY PLAT

1. Name or identifying title of subdivision: Myrtle Estates
2. Subdivider: (If owner, so state; if agent or other type of relationship, state details on separate sheet):

Owner: Name Adam, Meredith Dodson
Address 790 County Rd. 3906 Jacksonville, Tx
Telephone

3. Licensed Surveyor or Engineer:

Agent: Name Monty Nixon - Summit Surveying, Inc
Address 2040 Deerbrook Dr. Tyler, Tx. 75703
Telephone 903-561-2544

4. Location of proposed subdivision: Myrtle Drive

5. Easement or other restrictions on property (describe generally):
Proposed Drainage, Utility Easements as shown on plat
6. Names of abutting owners and owners directly across adjoining streets (include those in other cities):
Myrtle Community LLC (west), Union Pacific Railroad (south)
Afton Grove Water Supply (East), Jackie Blaschke (North), Keith Fleming (North) Cont'd...
7. Requested variances. The Planning Commission is requested to authorize the following exceptions to its regulations governing subdivisions with the reason (attach list of such exceptions with the reason for each set forth):

8. The undersigned hereby requests approval by the Planning and Zoning Commission of the above identified subdivision plat.

Signature Monty Nixon Date 11/30/22

This will acknowledge receipt of ______________ in payment of the fee for the above requested approval of applicant's preliminary/final plat made payable to the City of Jacksonville:

Date: ______________________ Signed: ______________________

****ALL TAX CERTIFICATES MUST BE PRESENTED BEFORE FILING OF THE FINAL PLAT. NO TAX RECEIPTS WILL BE ACCEPTED. ****
PRESENT THE FOLLOWING CHECKS WITH YOUR APPLICATION.
MAKE TWO SEPARATE CHECKS: 1. City of Jacksonville $136.00
2. Cherokee County Clerk: $ 61.00

APPLICATION FOR REVIEW
AND APPROVAL OF PRELIMINARY PLAT

1. Name or identifying title of subdivision: ______________________________
2. Subdivider: (If owner, so state; if agent or other type of relationship, state details on separate sheet):

   Name ______________________________
   Address ______________________________
   Telephone ______________________________

3. Licensed Surveyor or Engineer:

   Name ______________________________
   Address ______________________________
   Telephone ______________________________

4. Location of proposed subdivision: ______________________________

   ____

5. Easement or other restrictions on property (describe generally):

   ____

6. Names of abutting owners and owners directly across adjoining streets (include those in other cities):

   Adam, Meredith Dodson (North), Carolina Lopez (North), Guadalupe Calvillo (North),
   Victor Aguilar (North), Katherine Patterson (North) ______________

7. Requested variances. The Planning Commission is requested to authorize the following exceptions to its regulations governing subdivisions with the reason (attach list of such exceptions with the reason for each set forth):

   ____

   ____

8. The undersigned hereby requests approval by the Planning and Zoning Commission of the above identified subdivision plat.

Signature ______________________________ Date ______________

This will acknowledge receipt of ______________ in payment of the fee for the above requested approval of applicant's preliminary/final plat made payable to the City of Jacksonville:

Date: ______________________ Signed: ______________________

****ALL TAX CERTIFICATES MUST BE PRESENTED BEFORE FILING OF THE FINAL PLAT. NO TAX RECEIPTS WILL BE ACCEPTED. ****

PRESENT THE FOLLOWING CHECKS WITH YOUR APPLICATION.

MAKE TWO SEPARATE CHECKS: 1. City of Jacksonville ______________

2. Cherokee County Clerk: $ 61.00___

TAX CERTIFICATE

ACCT # 107109000
DATE 12/01/2022
KR

CHEROKEE COUNTY TAX OFC
135 SOUTH MAIN COURTHOUSE
RUSK , TEXAS 75785
(903) 683-5478

Cert# 220079
FEE 10.00

Property Description

A 41 BLK 3408 TR 11 J PINEDA H07 — PROP TYPE-E4
PCT OWNER-

VL-2702 PG-488 DT-060222
TOWN -
ACRES - 16.847
LOCATION-

Values

LAND MKT VALUE 70,750
LAND AGR VALUE
IMPR/PERS MKT VAL
MKT. BEFORE EXEMP 70,750
LIMITED TXBL. VAL
EXEMPTIONS GRANTED: NONE

MCGARRAHAN CHRISTOPHER MARK AND NAFISA A

626 HUNTWICK LN

TYLER TX 75703

Tax certificate is issued with most current information available.If account is subject to change such as exemption removal, per Section 26.15 Texas Property Tax Code,additional tax may be due. Taxes have been paid up to and including year 2022.

	LEVY	P&I	ATTY FEES	AMT DUE
TAXES 2022	.00	.00	.00	.00
	.00	.00	.00	.00

ACCT # 107109000

TOTAL DUE 12/2022	.00
TOTAL DUE 01/2023	.00

BREAKDOWN OF TAX DUE BY JURISDICTION

JURISDICTION	LEVY	P&I	ATT FEES	TOTAL
CHEROKEE COUNTY	.00	.00	.00	.00
LATERAL ROAD	.00	.00	.00	.00

TAX LEVY FOR THE CURRENT ROLL YEAR: COUN 261.78
TAX LEVY FOR THE CURRENT ROLL YEAR: LTRD 106.13
TOTAL TAX LEVY FOR THE CURRENT ROLL YEAR 367.91
REQUESTED BY:
SUMMIT SURVEYING

Shonda Potter

Signature of authorized officer of collecting office

CHEROKEE COUNTY ASSESSOR & COLL OF TEXAS
T E X A S

SUMMIT SURVEYING, INC.
2040 DEERBROOK DR. • Tyler, Texas 75703
PH (903) 561-9544 FAX (903) 561-9545
TBPLS Firm No. 10081000

Date 11-30-22	22-056
Myrtle Estates	

LETTER OF TRANSMITTAL

TO: City of Jacksonville
Attention: Chris Silvey

WE ARE SENDING YOU
Blue Prints   Reproducible   Diskette   Land Description   Other

COPIES	DATE	NO.	
6			Preliminary Plat
1			Application, Tax Certificate, Check No. 23991 $136.00 (City)
			Check No. 23990 $61.00 (County)

THESE ARE TRANSMITTED as checked below:
For approval   For your use   x As requested   For review and comment

SIGNED: ______________________
MONTY NIXON, RPLS

DELIVERY VIA: ____MAIL ____OVERNIGHT ____ HAND DELIVERY ____ PICK-UP ____ OTHER____________

```
0--------------------------------------
DATE : 12/1/2022  10:28 AM
OPER : KM
 KBY : km
TERM : 9
REC# : R00121898
=======================================

BP-easy pay BUILDING PERMIT        136.00
1165                 136.00CR
Myrtle Estates S/D
Myrtle Drive S/D
RES-NEW              136.00CR

Paid By:Myrtle Estates S/D
K 136.00 REF:23991
-------------------------
                   APPLIED        136.00
                   TENDERED       136.00
-------------
                   CHANGE           0.00
-------------
```

Preliminary Plat Checklist and Comments

Applicant Name	Monty Nixon	**Applicant Phone**	903-561-9544
Applicant Email	mlnsummit@tyler.net		
Subdivision Name	Myrtle Estates		
Date Received		**Fees Paid**	$75
Planned P&Z Date	17 JAN 2023		

1.		**Submittal Information**
1a	✓	Six (6) copies received with a scale of one hundred (100) feet to the inch
2.		**Existing Features Inside Subdivision**
2a	✓	Existing boundary lines of the land to be subdivided. Boundary Lines shall be drawn heavy.
2b	✓	Location of existing water courses, highways and roads, and other similar drainage and transportation features, and other important features, such as township lines, political subdivisions or corporation lines, and school district boundaries.
2c	☐	Location and width of existing streets, alleys, easements, buildings, and structures, sewers, water mains, culverts, or other underground structures within or adjacent to the tract with pipe sizes, grades and locations indicated.
2d	✓	Topographical information contour lines at two-foot intervals. All elevations shall be referred to U.S.C.G.S. datum.
2e	✓	The tract designation and other description according to the real estate records of the county clerk or assessor.
3.		**Existing Features Outside Subdivision**
3a	✓	The property lines and name of adjoining property owners in unsubdivided tracts.
3b	✓	The name and location of adjacent subdivisions, streets, easements, pipelines, water courses, etc., it shall also show how these features connect or relate to streets and alleys of the proposed subdivision. All lines outside of the boundaries of the subdivision to be drawn in dashes.
3c	☐	Right-of-Way dedication.
4.		**New Features Inside Subdivision**
4a	✓	The proposed name of the subdivision.
4b	☐	The location, width, and names of proposed streets.
4c	☐	The locations, numbers, and approximate width and depth of all lots, blocks, and other uses. If the side lines are not parallel, the approximate distance between them at the building line and at the narrowest point should be given.
4d	✓	Designation of the proposed uses of the land within the subdivision.
4e	☐	The location of building lines, alleys, and easements.
4f	✓	The location and approximate dimensions and size of sites for schools, churches, parks, public buildings, and other special land uses, together with the purpose, conditions, and limitations of such uses, if any.
4g	✓	The approximate acreage of the property to be subdivided.
4h	☐	A plan of the proposed water and sewer lines and proposed drainage of facilities including drainage areas, calculated run-off, and points of concentration.
4i	✓	The proposed location of fire hydrants and their spacing, and that the same has been approved by this office as to location and spacing.

Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	3/14/2023	ITEM NUMBER:	11.
DEPARTMENT:	Administration	PREPARED BY:	Greg Lowe, City Secretary
INITIATED BY:	Roxanna Briley, Finance Director	EXHIBITS:	

EXECUTIVE SUMMARY:

The City of Jacksonville recently purchased the clubhouse at Cherokee Ranch Golf Club with the intention of turning it into a civic center. The structure is twenty plus years old and was not designed to be used as a civic center. The staff has secured the services of GLS Architects for the design of the remodel. To expedite the process, the staff recently sent out a request for qualifications for a construction manager at risk. Those RFQ responses are due at the office of the city clerk by Monday, March 13, 2023. Those RFQ's will be scored and a recommendation will be made to the city council at the March 14, 2023 city council meeting.

RECOMMENDED ACTION:

A recommendation will be made to the council at the March 14, 2023 city council meeting.

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

STRAGEGY 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 X	3.2 Proactively seek process improvements ☐	4.2 Strengthen routine maintenance programs ☐	5.2 Leverage and maximize City facilities X
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:

Provide citizens with facilities that meet and exceed the community's needs and expectations.

LEGAL:

Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	3/14/2023	ITEM NUMBER:	12.
DEPARTMENT:	Administration	PREPARED BY:	Randall Chandler, Director of Community and Public Services
INITIATED BY:	Randall Chandler, Director of Community and Public Services	EXHIBITS:	

EXECUTIVE SUMMARY:

Water Well #5 has recently become disabled due to a pump or motor failure. This Water Well is located on Bailey Lane between O'keefe Road and Canada Street. This water well provides much of the pressure, along with Water Well #4, to the eastern side of Jacksonville. This authorization is for mobilization, labor for pulling the existing piping, pump, motor, wiring. And replacement of a new pump, motor, and associated wiring and startup testing.

RECOMMENDED ACTION:

Staff is recommending approval of the repairs to Water Well #5.

BID AND AWARD:

BUDGET DATA:

$100,000.00 estimated non-budgeted repair.

BUDGET JUSTIFICATION:

Funded with reserves or fund balance.

STRAGEGY 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:	3/14/2023	ITEM NUMBER:	13.
DEPARTMENT:	Administration	PREPARED BY:	Greg Lowe, City Secretary
INITIATED BY:	Roxanna Briley, Finance Director	EXHIBITS:	Depository score sheets and fee schedule

EXECUTIVE SUMMARY:

Per the City Charter, Article II. Section 18. The city council shall designate a bank in the City of Jacksonville as a city depository, which shall be selected for a period of time not to exceed that set by Texas State law. Requests for proposals are sent to local banks every 5 years. Two banks responded to the request for proposals, Prosperity Bank and Austin Bank. A panel of 4 staff members reviewed the proposals. The review committee determined that it would be in the best interest of the City to select Austin Bank as its depository bank for the 5-year term beginning April 1, 2023.

RECOMMENDED ACTION:

Award depository bank contract to Austin Bank for services to begin April 1, 2023, and extend through March 31, 2028.

BID AND AWARD:

Award depository bank contract to Austin Bank for services to begin April 1, 2023, and extend through March 31, 2028.

BUDGET DATA:

BUDGET JUSTIFICATION:

STRAGEGY 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 X	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:

Per our adopted Investment Policy- Selection of the depository shall be based on the institutions offering the most favorable terms and conditions for the handling of city funds and the services available to the city.

LEGAL:

The maximum term for a depository contract under State law is five years. The city's contract shall not exceed five years. Special banking needs may be contracted for by the city outside the depository contract if approved by City Council. If a depository does not meet the city's requirements in the banking services contract, the bank will be required to meet the requirements within ninety days or lose the depository contract.

City of Jacksonville
215 E. Rusk
Jacksonville, Texas 75766
(903) 586-3510
www.jacksonvilletx.org

February 28, 2023

Banking Services Proposal
Bid Opening

Received:

Prosperity Bank at 2:05 pm
Austin Bank at 2:34 pm

Present for Bid Opening:

Greg Lowe — Greg Lowe
City Clerk

Dianah Surber — Dianah Surber
Accountant II

Adriann Brock — Adriann Brock
Executive Assistant

Bid Opening Times:

Austin Bank at 3:01 pm
Prosperity Bank at 3:02 pm

CITY OF JACKSONVILLE
REQUEST FOR PROPOSAL
FOR BANKING SERVICES
RFP # 2023-300-01

Austin Bank Evaluation

Evaluation of proposals will be made based on the following objectives:

Time deposit interest rates	Current 4.24% %	Rate based on prior months TexPool Rate
Cost of service	See Attached	
Service availability	Can Provide most necessary services	
Safety and creditworthiness of bank	Credit Worthy	

Does the proposal include the requirements dictated by the RFP

	Yes	No
Audited financial statements for the most recent fiscal year	X	
Statement on quality assurance standards and customer satisfaction procedures	X	
Description of professional cash management assistance to be provided	X	
A statement regarding any recent or foreseen merger or acquisition	X	
Historic interest rate information reflecting the proposed rate in the application	X	
The bank's funds availability schedule must be included in the application	X	
Electronic copy	X	

CITY OF JACKSONVILLE
REQUEST FOR PROPOSAL
FOR BANKING SERVICES
RFP # 2023-300-01

Austin Bank Evaluation

Evaluation of proposals will be made based on the following objectives: Current 4.5291 3/6 Texpool

Time deposit interest rates	4.244 %
Cost of service	See Attached
Service availability	online banking, Positive Pay
	app on phone, night Deposit
Safety and creditworthiness of bank	36 Locations
	334 million dollar Bank

Does the proposal include the requirements dictated by the RFP

	Yes	No
Audited financial statements for the most recent fiscal year	✓	
Statement on quality assurance standards and customer satisfaction procedures	✓	
Description of professional cash management assistance to be provided	✓	
A statement regarding any recent or foreseen merger or acquisition	✓	
Historic interest rate information reflecting the proposed rate in the application	✓	
The bank's funds availability schedule must be included in the application	✓	
Electronic copy	✓	

CITY OF JACKSONVILLE
REQUEST FOR PROPOSAL
FOR BANKING SERVICES
RFP # 2023-300-01

Austin Bank Evaluation

Evaluation of proposals will be made based on the following objectives:

Time deposit interest rates	TexPool % 4.5291 @ 3-6-23
Cost of service	See Attached
Service availability	Has online banking suite. A little more lead time needed on payroll ACH.
Safety and creditworthiness of bank	36 banking locations $336mil bank Have they ever been a depository bank? much smaller.

Does the proposal include the requirements dictated by the RFP

	Yes	No
Audited financial statements for the most recent fiscal year	✓	
Statement on quality assurance standards and customer satisfaction procedures	✓	
Description of professional cash management assistance to be provided	✓	
A statement regarding any recent or foreseen merger or acquisition	✓	
Historic interest rate information reflecting the proposed rate in the application	✓	
The bank's funds availability schedule must be included in the application	✓	
Electronic copy	✓	

Service Restoration 48hrs

Ach vs wire transfer .15 $10 or $25

Plus monthly $15 Ach / wire transfer fee

Tremendous Reduction in Cash Assets

CITY OF JACKSONVILLE
REQUEST FOR PROPOSAL
FOR BANKING SERVICES
RFP # 2023-300-01

Austin Bank Evaluation

Bid valid 90days - May 28, 2023

Evaluation of proposals will be made based on the following objectives:

Time deposit interest rates 4.244 %

Does this offset the wire Transfer fees

Cost of service See Attached

Service availability

No liability for positive pay?

No charge for daylight over drafts

Night prime +1%

Safety and creditworthiness of bank

Nothing forthcoming not ready today

Pg1 Collateral

Indemnification reviewed by Bidd

Does the proposal include the requirements dictated by the RFP

#9 Liquidation

	Yes	No
Audited financial statements for the most recent fiscal year	✓	
Statement on quality assurance standards and customer satisfaction procedures	✓	
Description of professional cash management assistance to be provided		
A statement regarding any recent or foreseen merger or acquisition	✓	
Historic interest rate information reflecting the proposed rate in the application Attachment 3 Plus website	✓	
The bank's funds availability schedule must be included in the application	✓	
Electronic copy	✓	

CITY OF JACKSONVILLE
REQUEST FOR PROPOSAL
FOR BANKING SERVICES
RFP # 2023-300-01

Bid Proposal valid for 60 days April 28, 2023

Prosperity Bank Evaluation

5yr Proposal April 1, 2023 - March 31, 2023

Evaluation of proposals will be made based on the following objectives:

Time deposit interest rates	.65 %
Cost of service	See Attached
Service availability	
Safety and creditworthiness of bank	

Does the proposal include the requirements dictated by the RFP

	Yes	No
Audited financial statements for the most recent fiscal year		
Statement on quality assurance standards and customer satisfaction procedures	✓	
Description of professional cash management assistance to be provided	✓	
A statement regarding any recent or foreseen merger or acquisition	✓	
Historic interest rate information reflecting the proposed rate in the application	✓	
The bank's funds availability schedule must be included in the application		
Electronic copy	✓	

CITY OF JACKSONVILLE
REQUEST FOR PROPOSAL
FOR BANKING SERVICES
RFP # 2023-300-01

Prosperity Bank Evaluation

Evaluation of proposals will be made based on the following objectives:

Time deposit interest rates	.65 %
Cost of service	See Attached
Service availability	Current Bank
Safety and creditworthiness of bank	Credit Worthy

Does the proposal include the requirements dictated by the RFP

	Yes	No
Audited financial statements for the most recent fiscal year	X	
Statement on quality assurance standards and customer satisfaction procedures	X	
Description of professional cash management assistance to be provided	X	
A statement regarding any recent or foreseen merger or acquisition	X	
Historic interest rate information reflecting the proposed rate in the application	X	
The bank's funds availability schedule must be included in the application	X	
Electronic copy	X	

CITY OF JACKSONVILLE
REQUEST FOR PROPOSAL
FOR BANKING SERVICES
RFP # 2023-300-01

Prosperity Bank Evaluation

Evaluation of proposals will be made based on the following objectives:

Time deposit interest rates	0.65 %
Cost of service	See Attached
Service availability	Online banking, drop box free, free wire, secure portal, Positive Pay
Payroll Direct Deposit has more lead time	
Safety and creditworthiness of bank	34 Billion dollar bank

Does the proposal include the requirements dictated by the RFP

	Yes	No
Audited financial statements for the most recent fiscal year	✓	
Statement on quality assurance standards and customer satisfaction procedures	✓	
Description of professional cash management assistance to be provided	✓	
A statement regarding any recent or foreseen merger or acquisition	✓	
Historic interest rate information reflecting the proposed rate in the application	✓	
The bank's funds availability schedule must be included in the application	✓	
Electronic copy	✓	

CITY OF JACKSONVILLE
REQUEST FOR PROPOSAL
FOR BANKING SERVICES
RFP # 2023-300-01

Prosperity Bank Evaluation

Evaluation of proposals will be made based on the following objectives:

Time deposit interest rates — 0.65 % NOW rate + 0.50% current NOW rate 0.15%

Cost of service — See Attached

Service availability — - Online banking, wire transfer product, ACH files mapped w/ incode for Utility + Payroll - Same day deposits, Online statement + bank reconciliation file.

Safety and creditworthiness of bank — Has been depository bank for several years, no issues noted. Bank is a $34 bil TX bank w/ 275 full service banking centers.

Does the proposal include the requirements dictated by the RFP

	Yes	No
Audited financial statements for the most recent fiscal year	✓	
Statement on quality assurance standards and customer satisfaction procedures	✓	
Description of professional cash management assistance to be provided	✓	
A statement regarding any recent or foreseen merger or acquisition	✓	
Historic interest rate information reflecting the proposed rate in the application	✓	
The bank's funds availability schedule must be included in the application	✓	
Electronic copy	✓	

Serve 537 public entities

Service Unit	Unit Charge	Prosperity Bank	Austin Bank
Account Maintenance	Per month	N/C	No Charge
Daily Balance Reporting	Per month	N/C	No Charge
Zero Balanced Accounts			
Master Account	Per month	N/C	No Charge
Subsidiary Account	Per month	N/C	No Charge
Credits Posted	Per transaction	N/C	No Charge
Debits Posted	Per transaction	N/C	No Charge
Encoding charge	Per transaction	N/C	No Charge
ACH Processing	Per transaction	N/C	No Charge
Origination of file	Per tape	N/C	No Charge
ACH deletions	Per transaction	N/C	No Charge
ACH entries	Per transaction	N/C	No Charge
Returned checks	Per transaction	N/C	No Charge
Controlled Disbursements	Per account/per month	N/C	No Charge
Reconciliation	Per month	N/C	No Charge
Sort list tape	Per transaction	N/C	No Charge
Sort and list	Per transaction	N/C	No Charge
Items Deposited			
Deposits	Per transaction	N/C	No Charge
Commercial deposits	Per transaction	N/C	No Charge
Group I items	Per transaction	N/C	No Charge
Group II items	Per transaction	N/C	No Charge
Group III items	Per transaction	N/C	No Charge
Group IV items	Per transaction	N/C	No Charge
Stop payments	Per transaction	N/C	No Charge
Wire Transfers			
Incoming	Per transaction	N/C	$10.00 per transaction
Outgoing	Per transaction	N/C	$25.00 per transaction
Investment Safekeeping			
S/keeping interest/credit	Per transaction	Service Not Offered	No Charge
S/keeping receipt deposit	Per transaction	Service Not Offered	No Charge
S/keeping outgoing	Per transaction	Service Not Offered	No Charge
Securities DVP FRB	Per transaction	Service Not Offered	No Charge
Securities DVP NY	Per transaction	Service Not Offered	No Charge
Check Printing	Per transaction	Customer Pays Bank Cost	At Cost
Extra Statements	Per transaction	N/C	No Charge
Disposable Bank Bags	Per item	Variable	No Charge
Lockbox	Per month	See Attached Fee Schedule	Product not currently offered
Cutbacks	Per transaction	N/C	No Charge
Special handling			No Charge

Reviewer Signature: ______________________

Printed Name: ______________________

Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	3/14/2023	ITEM NUMBER:	14.
DEPARTMENT:	Administration	PREPARED BY:	Greg Lowe, City Secretary
INITIATED BY:	Greg Lowe, City Secretary	EXHIBITS:	Exhibit A List of Appointments Jan 2023

EXECUTIVE SUMMARY:

On November 12, 2019, the city council suspended all term limits for all boards and commissions. These appointments and reappointments are designed to get our boards and commissions back on track in regards to their term limits. These appointments are also designed to have the vast majority of our board and committee re-appointments occur in January of each year.

RECOMMENDED ACTION:

Make a motion appointing or reappointing board and commission members as presented by staff.

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

STRAGEGY 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 X	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 makes appointments to all boards and commissions.

Exhibit "A"			
Board	**Appointment**	**Reappointment**	**Who Appoints**
Lake Advisory Board		Steve Hazelwood	Council
		Robert Sadler	Council
Library Board	Edward Catlett		Council Approval
	Samantha Smith		Council Approval
		Linda Taylor	Council Approval
Museum Board	Kim Hansen		Council Approval
		Barbar Hugghins	Council Approval
		Janie Barber	Council Approval
Parks and recreation Board		Sergio Hernandez	District 1
		Paul Travis	District 3
		Brandon Cumbie	Mayoral
Keep Jacksonville Beautiful Board		Glynda Corley	Mayoral
		Judy Angle	Mayoral
	Pam Duke		Mayoral
	Todd Yocham		Council
Planning and Zoning Board		Elaine McDonald	District 3
		Andy Calcote	Mayoral
Board of adjustments	TBD	TBD	Mayoral
	TBD	TBD	Mayoral
	TBD	TBD	Mayoral
	TBD	TBD	Mayoral
	TBD	TBD	Mayoral

Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	3/14/2023	ITEM NUMBER:	15.
DEPARTMENT:	Administration	PREPARED BY:	Greg Lowe, City Secretary
INITIATED BY:	Greg Lowe, City Secretary	EXHIBITS:	CenterPoint-GRIP-2023-B-E.Tx Division-2-Suspension Resolution-Agenda Info Sheet-030323, CenterPoint-GRIP-2023-B-E.Tx Division-3-Suspension Resolution-030323

EXECUTIVE SUMMARY:

On or about March 2, 2023, CenterPoint filed for an increase in gas utility rates under the Gas Reliability Infrastructure Program (‘GRIP”). CenterPoint’s application, when approved by the Railroad Commission, will result in an increase in the monthly customer charges. Although the City’s ability to review and effectuate a change in CenterPoint’s requested increase is limited, the City should exercise due diligence with regard to rate increases by monopoly utilities who operate within its boundaries, including increases requested under the GRIP statute to ensure compliance with the requirements of that law.
To exercise its due diligence, it is necessary to suspend CenterPoint’s proposed effective date of May 1, 2023, for forty-five days, so that the City can evaluate whether the data and calculations in CenterPoint’s rate application are correctly done, and whether CenterPoint’s application otherwise conforms to the requirements of the GRIP statute.

Therefore, ACM’s Special Counsel, the law firm of Herrera Law & Associates, PLLC (through Alfred R. Herrera) recommends that the City adopt a resolution suspending CenterPoint’s proposed effective date for 45 days. Assuming a proposed effective date of May 1, 2023, CenterPoint’s proposed effective date is suspended until June 15, 2023.

The City must take action to suspend it by no later than May 1, 2023.

RECOMMENDED ACTION:

Make a motion approving the resolution delaying Centerpoint Energy's GRIP rate increase 45 days.

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

STRAGEGY 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:

AGENDA INFORMATION SHEET

AGENDA ITEM NO. ____________________

ACTION TO SUSPEND THE EFFECTIVE DATE PROPOSED BY CENTERPOINT ENERGY RESOURCES CORP., D/B/A CENTERPOINT ENERGY ENTEX AND CENTERPOINT ENERGY TEXAS GAS – BEAUMONT/EAST TEXAS DIVISION (CENTERPOINT) TO INCREASE RATES UNDER THE GAS RELIABILITY INFRASTRUCTURE PROGRAM FOR 45 DAYS, AND AUTHORIZE THE CITY'S CONTINUED PARTICIPATION IN A COALITION OF CITIES KNOWN AS THE "ALLIANCE OF CENTERPOINT MUNICIPALITIES" (ACM)

ALLIANCE OF CENTERPOINT MUNICIPALITIES ("ACM")

The City is a member of the Alliance of CenterPoint Municipalities (ACM). The ACM group was organized by a number of municipalities served by CenterPoint Energy Resources Corp., d/b/a CenterPoint Energy Entex and CenterPoint Energy Texas Gas – Beaumont/East Texas Division (CenterPoint or Company) and has been represented by the law firm of Herrera Law & Associates, PLLC (through Mr. Alfred R. Herrera) to assist in reviewing applications to change rates submitted by CenterPoint.

"GRIP" RATE APPLICATIONS

Under section 104.301 of the Gas Utility Regulatory Act (GURA), a gas utility is allowed to request increases in its rates to recover a return on investments it makes between rate cases. This section of GURA is commonly referred to as the "GRIP" statute (the "Gas Reliability Infrastructure Program").

Under a decision by the Supreme Court of Texas, the Court concluded that a filing made under the GRIP statute permitted gas utilities the opportunity to recover a return on capital expenditures made during the interim period between rate cases by applying for interim rate adjustment and that proceedings under the GRIP statute did not contemplate either adjudicative hearings or substantive review of utilities' filings for interim rate adjustments. Instead, the Court concluded, the GRIP statute provides for a *ministerial* review of the utility's filings to ensure compliance with the GRIP statute and the Railroad Commission's rules, and that it is within the Railroad Commission's authority to preclude cities from intervening and obtaining a hearing before the Railroad Commission.

CENTERPOINT'S "GRIP" APPLICATION

On or about March 2, 2023, CenterPoint filed for an increase in gas utility rates under the Gas Reliability Infrastructure Program ('GRIP"). CenterPoint's application when approved by the Railroad Commission will result in an increase in the monthly customer charges as shown below:

Rate Schedule	Current Customer Charge	Proposed 2023 Interim Rate Adjustment	Adjusted Charge	Increase Per Bill
R-2098-I-GRIP 2023; R-2098-U-GRIP 2023 Residential	$21.95 per customer per month	$2.92 per customer per month	$24.87 per customer per month	$2.92 per customer per month
GSS-2098-I-GRIP 2023; GSS-2098-U-GRIP 2023 General Service Small	$43.03 per customer per month	$4.78 per customer per month	$47.81 per customer per month	$4.78 per customer per month
GSLV-629-I-GRIP 2023; GSLV-629-U-GRIP 2023 General Service Large Volume	$164.73 per customer per month	$24.12 per customer per month	$188.85 per customer per month	$24.12 per customer per month

CenterPoint refers to its application as its "2023" interim adjustment. The increase in rates CenterPoint presents in its application is based on capital expenditures it made from January 1, 2022 through December 31, 2022.

REVIEW AND ACTION RECOMMENDED

Although the City's ability to review and effectuate a change in CenterPoint's requested increase is limited, the City should exercise due diligence with regard to rate increases by monopoly utilities who operate within its boundaries, including increases requested under the GRIP statute to ensure compliance with the requirements of that law.

To exercise its due diligence, it is necessary to suspend CenterPoint's proposed effective date of May 1, 2023, for forty-five days, so that the City can evaluate whether the data and calculations in CenterPoint's rate application are correctly done, and whether CenterPoint's application otherwise conforms to the requirements of the GRIP statute.

Therefore, ACM's Special Counsel, the law firm of Herrera Law & Associates, PLLC (through Alfred R. Herrera) recommends that the City adopt a resolution suspending CenterPoint's proposed effective date for 45 days. Assuming a proposed effective date of May 1, 2023, CenterPoint's proposed effective date is suspended until June 15, 2023.

The City must take action to suspend by no later than May 1, 2023.

RESOLUTION NO._____

A RESOLUTION BY THE CITY OF JACKSONVILLE, TEXAS, ("CITY") RESPONDING TO THE APPLICATION OF CENTERPOINT ENERGY RESOURCES CORP., D/B/A CENTERPOINT ENERGY ENTEX AND CENTERPOINT ENERGY TEXAS GAS – BEAUMONT/EAST TEXAS DIVISION (CENTERPOINT), TO INCREASE RATES UNDER THE GAS RELIABILITY INFRASTRUCTURE PROGRAM; SUSPENDING THE EFFECTIVE DATE OF THIS RATE APPLICATION FOR FORTY-FIVE DAYS; AUTHORIZING THE CITY'S PARTICIPATION IN A COALITION OF CITIES KNOWN AS THE "ALLIANCE OF CENTERPOINT MUNICIPALITIES;" REQUIRING THE REIMBURSEMENT OF COSTS; DETERMINING THAT THE MEETING AT WHICH THE RESOLUTION WAS ADOPTED COMPLIED WITH THE TEXAS OPEN MEETINGS ACT; MAKING SUCH OTHER FINDINGS AND PROVISIONS RELATED TO THE SUBJECT; AND DECLARING AN EFFECTIVE DATE.

WHEREAS: on or about March 2, 2023, CenterPoint Energy Resources Corp., d/b/a CenterPoint Energy Entex and CenterPoint Energy Texas Gas – Beaumont/East Texas Division (CenterPoint or Company) filed for an increase in gas utility rates under the Gas Reliability Infrastructure Program ('GRIP"), resulting in a requested increase in the monthly customer charges as shown in the table below:

Rate Schedule	Current Customer Charge	Proposed 2023 Interim Rate Adjustment	Adjusted Charge	Increase Per Bill
R-2098-I-GRIP 2023; R-2098-U-GRIP 2023 Residential	$21.95 per customer per month	$2.92 per customer per month	$24.87 per customer per month	$2.92 per customer per month
GSS-2098-I-GRIP 2023; GSS-2098-U-GRIP 2023 General Service Small	$43.03 per customer per month	$4.78 per customer per month	$47.81 per customer per month	$4.78 per customer per month
GSLV-629-I-GRIP 2023; GSLV-629-U-GRIP 2023 General Service Large Volume	$164.73 per customer per month	$24.12 per customer per month	$188.85 per customer per month	$24.12 per customer per month

and

WHEREAS: the City has a special responsibility to exercise due diligence with regard to rate increases of monopoly utilities who operate within its boundaries; and

WHEREAS: the application to increase rates by CenterPoint is complex; and

WHEREAS: it is necessary to suspend the effective date for the increase in rates for forty-five days, so that the City can assure itself that the data and calculations in CenterPoint's rate application are correctly done, and whether CenterPoint's application otherwise conforms to the requirements of Texas Utilities Code § 104.301, commonly referred to as the GRIP statute; and

WHEREAS: the effective date proposed by CenterPoint is May 1, 2023, but a suspension by the City will mean that the rate increase cannot go into effect prior to June 15, 2023.

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

Section 1. That the statements and findings set out in the preamble to this resolution are hereby in all things approved and adopted.

Section 2. The City suspends the requested effective date by CenterPoint for forty-five days pursuant to the authority granted the City under Section 104.301 of the Texas Utilities Code. The City finds that additional time is needed in order to review the data and calculations that provide the basis for the rate increase application, and to determine whether CenterPoint's application otherwise conforms to the requirements of the GRIP statute.

Section 3. The City shall continue to act jointly with other cities that are part of a coalition of cities known as the Alliance of CenterPoint Municipalities (ACM).

Section 4. The City authorizes the law firm of Herrera Law & Associates, PLLC, to act on its behalf in connection with CenterPoint's application to increase rates.

Section 5. CenterPoint is ordered to reimburse the City's reasonable rate case expenses incurred in response to CenterPoint's rate increase application within 30 days of receipt of invoices for such expenses to the extent allowed by law.

Section 6. The meeting at which this resolution was approved was in all things conducted in compliance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.

Section 7. This resolution shall be effective immediately upon passage.

PASSED AND APPROVED this 14TH day of March 2023.

____
MAYOR

ATTEST:

____
CITY SECRETARY

Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	3/14/2023	ITEM NUMBER:	17.
DEPARTMENT:	Council and Board	PREPARED BY:	Greg Lowe, City Secretary
INITIATED BY:	James Hubbard, CITY MANAGER	EXHIBITS:	Jan 2023 Financial Report, Feb 2023 Police Dept. Report, Fire Dept. Feb 23 report, Public and Community Services Report Feb 2023, Library Report February 2023, Museum Report February 2023, FD racial profiling exemption 2022

EXECUTIVE SUMMARY:

The reports following this council agenda report are the monthly departmental reports and are part of the city manager's monthly report.

RECOMMENDED ACTION:

No action.

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

STRAGEGY 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 ☐

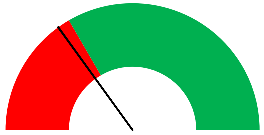
POLICY/GOAL CONSIDERATION:

LEGAL:

The city manager is required by charter to present the council with a monthly report.

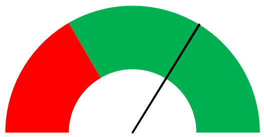
City of Jacksonville, Texas
Financial Statement
As of January 31 st , 2023

30% of Annual Projection



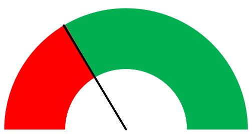
Water Sales

67.5% of Annual Projection



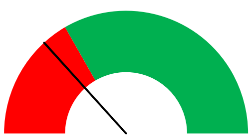
Property Taxes

32.8% of Annual Projection



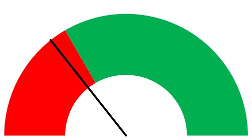
Sales Taxes

26.5% of Annual Projection



Sanitary Sewer Charges

28.7% of Annual Projection



Fees

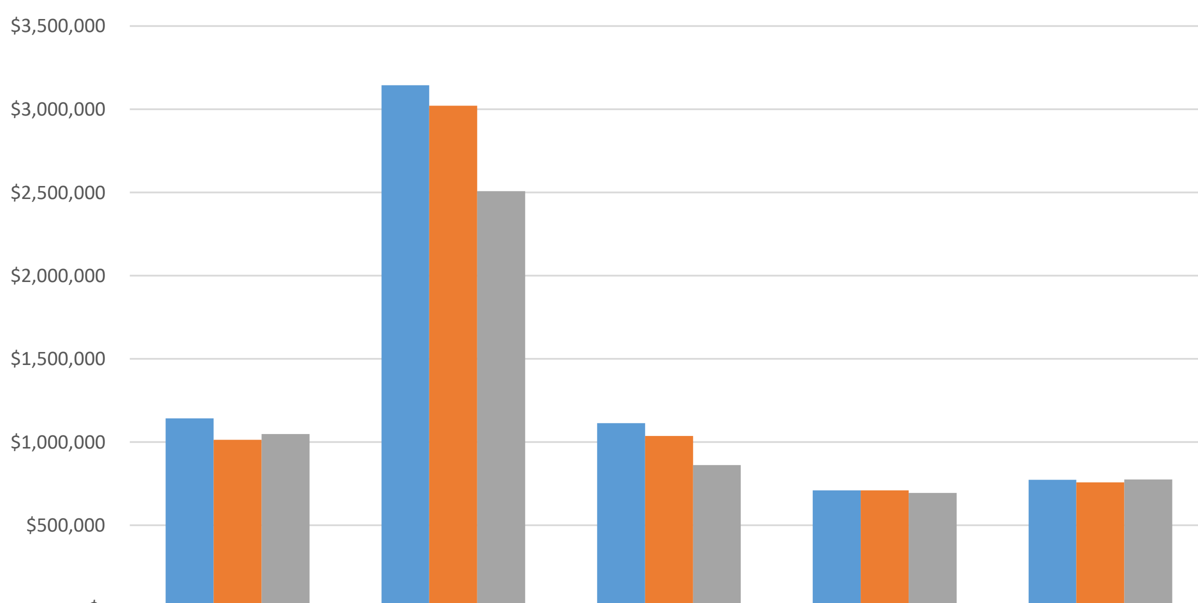
OVERVIEW

January 31st marks the end of the fourth period of the FY 2023 budget year. Therefore, the year-to-date budget percentage for budgetary comparison is 33.3%.

As of January 31st, 2023 General & Utility Fund combined revenues are $8,897,587. This is greater than budgeted expectations at 41.5% of the annual budgeted amount. FY 2023 revenues are increased $992,147, or 12.6%, over FY 2022.

General & Utility Fund combined expenditures of $6,043,860 are less than revenue received. This amount is less than budgeted expectations at 28.2% of the annual budgeted amount. FY 2023 expenditures are increased $322,601, or 5.6%, over FY 2022.

Top 5 Revenue Sources- Comparison to Prior Fiscal Years



	Water Sales	Property Taxes	Sales Taxes	Sanitary Sewer Charges	Fees
FY 2023	$1,142,516	$3,145,675	$1,113,573	$710,839	$773,841
FY 2022	$1,014,689	$3,022,474	$1,038,185	$710,518	$758,662
FY 2021	$1,049,905	$2,509,471	$862,785	$694,715	$775,016

ARE THE PRIORITY

City of Jacksonville, Texas
Financial Statement
As of January 31, 2023

GENERAL FUND REVENUES

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

	January 2023				Year-To-Date				Annual			Prior Year		
	Signal	Actual	Projected	%	Signal	Actual	Projected	%	Actual	Projected	%	Actual	Projected	%
Taxes		$ 1,469,221	$ 671,373	218.8%		$ 4,259,248	$ 2,685,492	158.6%	$ 4,259,248	$ 8,056,476	52.9%	$ 4,060,659	$ 7,274,068	55.8%
Franchise Fees		157,081	110,833	141.7%		510,902	443,333	115.2%	510,902	1,330,000	38.4%	511,220	1,395,329	36.6%
Intergovernmental Revenue		-	-	0.0%		331,770	-	0.0%	331,770	-	0.0%	-	-	0.0%
Fines & Forfeiture		37,991	28,788	132.0%		127,763	115,150	111.0%	127,763	345,450	37.0%	92,708	500,387	18.5%
License & Permits		2,192	4,022	54.5%		10,034	16,086	62.4%	10,034	48,258	20.8%	11,856	49,175	24.1%
Fees & Charges For Services		256,038	224,419	114.1%		773,841	897,676	86.2%	773,841	2,693,029	28.7%	758,662	2,363,205	32.1%
Investment Income		31,565	5,785	545.6%		102,524	23,141	443.0%	102,524	69,424	147.7%	14,371	30,000	47.9%
Miscellaneous Receipts		41,762	7,073	590.5%		95,864	28,292	338.8%	95,864	84,875	112.9%	60,254	220,957	27.3%
Transfers In		166,976	166,976	100.0%		667,905	667,905	100.0%	667,905	2,003,716	33.3%	561,944	1,750,702	32.1%
Total Revenues		$ 2,162,826	$ 1,219,269	177.4%		$ 6,879,852	$ 4,877,076	141.1%	$ 6,879,852	$ 14,631,228	47.0%	$ 6,071,675	$ 13,583,823	44.7%

YEAR-TO-DATE OVERVIEW
January 31st, 2023 marks the fourth month of the new fiscal year. General Fund non-property tax revenue of $3,734,177 is $410,872 greater than projected. Total revenues (including Property Taxes) are $2,002,776 greater than projected and are increased 13.3% over last fiscal year.

PROPERTY TAXES
Tax collection of $3,145,675 is $1,591,904 greater than projected and is increased $123,201, or 4.1%, over last fiscal year. The majority of property tax revenue is received during the first five months of the fiscal year.

SALES TAXES
Through January 31st $1,113,573 of sales tax revenue has been received. Receipts are $(18,149) less than projected but are increased $75,388 over last fiscal year.

FRANCHISE FEES
Year-to-date Franchise Fees total $510,902. Receipts are $67,569 greater than projected but are decreased (0.1)%, or $(318), from last fiscal year.

INTERGOVERNMENTAL REVENUE
Intergovernmental revenue is comprised of local, county, state, and federal grants and reimbursements received by the city. Through January 31st, $331,770 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 $127,763 is $12,613 greater than the year-to-date projection. Collections are increased $35,055 over prior year.

LICENSES & PERMITS
Revenue of $10,034 is $(6,052) less than the year-to-date projection and is decreased $(1,822) from FY 2022 receipts.

FEES & CHARGES FOR SERVICES
Fees & charges for services revenue year-to-date is $773,841, which is $(123,835) less than the year-to-date projection but is increased $15,179, or 2%, over last fiscal year. This category is primarily made up of Sanitation Fees, EMS/Ambulance Service Fees, and Lake Jacksonville Leases.

INVESTMENT INCOME
Revenue of $102,524 is $79,382 greater than the year-to-date projection and has already exceeded the annual budget by 47.7%. Interest received on the City's investments was increased $88,153 over FY 2022.

MISCELLANEOUS RECEIPTS
As of January 31st, $95,864 of miscellaneous revenue was received. Receipts are $67,572 ahead of monthly projections, are $35,610 greater than prior year receipts, and have already exceeded the annual budget by 12.9%. 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

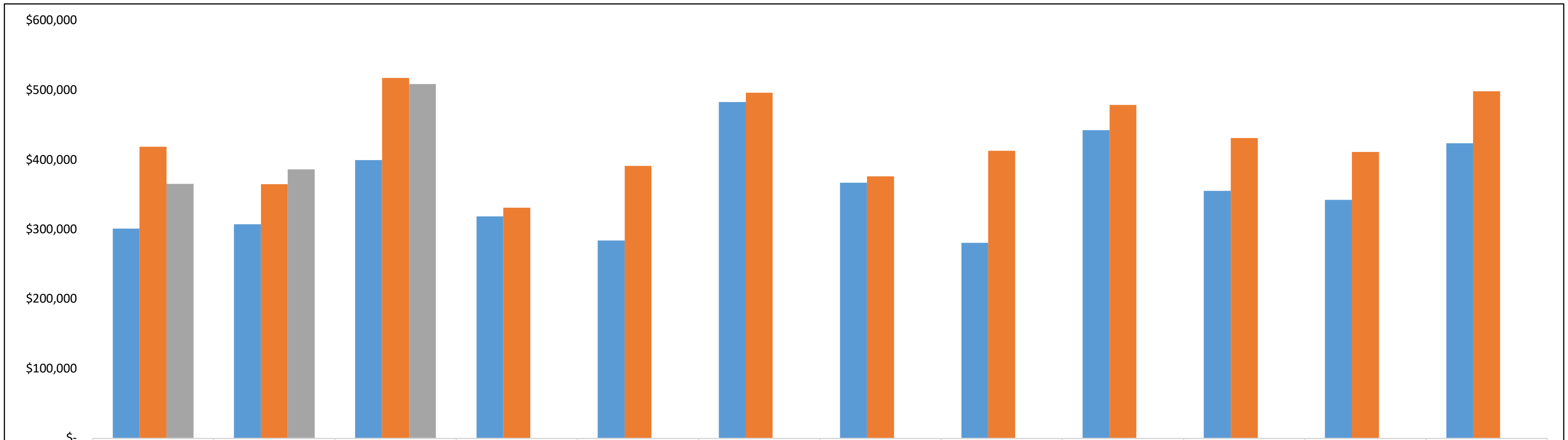
	CITY 66.67%	JEDCO 33.33%	TOTAL 100.00%	CUMULATIVE TOTAL
October	$ 200,706	$ 100,353	$ 301,059	$ 301,059
November	204,980	102,490	307,469	608,528
December	266,193	133,097	399,290	1,007,818
January	212,428	106,214	318,642	1,326,460
February	189,187	94,593	283,780	1,610,240
March	321,951	160,976	482,927	2,093,167
April	244,523	122,262	366,785	2,459,952
May	187,057	93,528	280,585	2,740,537
June	295,007	147,503	442,510	3,183,047
July	236,719	118,360	355,079	3,538,126
August	228,081	114,040	342,121	3,880,247
September	282,333	141,166	423,499	4,303,746
	$ 2,869,164	$ 1,434,582	$ 4,303,746	

FY 2022

	CITY 66.67%	JEDCO 33.33%	TOTAL 100.00%	CUMULATIVE TOTAL
October	$ 279,008	$ 139,504	$ 418,511	$ 418,511
November	243,203	121,601	364,804	783,316
December	344,882	172,441	517,322	1,300,638
January	220,816	110,408	331,224	1,631,863
February	260,794	130,397	391,192	2,023,054
March	330,854	165,427	496,281	2,519,335
April	250,676	125,338	376,013	2,895,348
May	275,135	137,568	412,703	3,308,051
June	319,068	159,534	478,602	3,786,653
July	287,308	143,654	430,962	4,217,615
August	274,093	137,046	411,139	4,628,754
September	332,198	166,099	498,298	5,127,052
	$ 3,418,034	$ 1,709,017	$ 5,127,052	

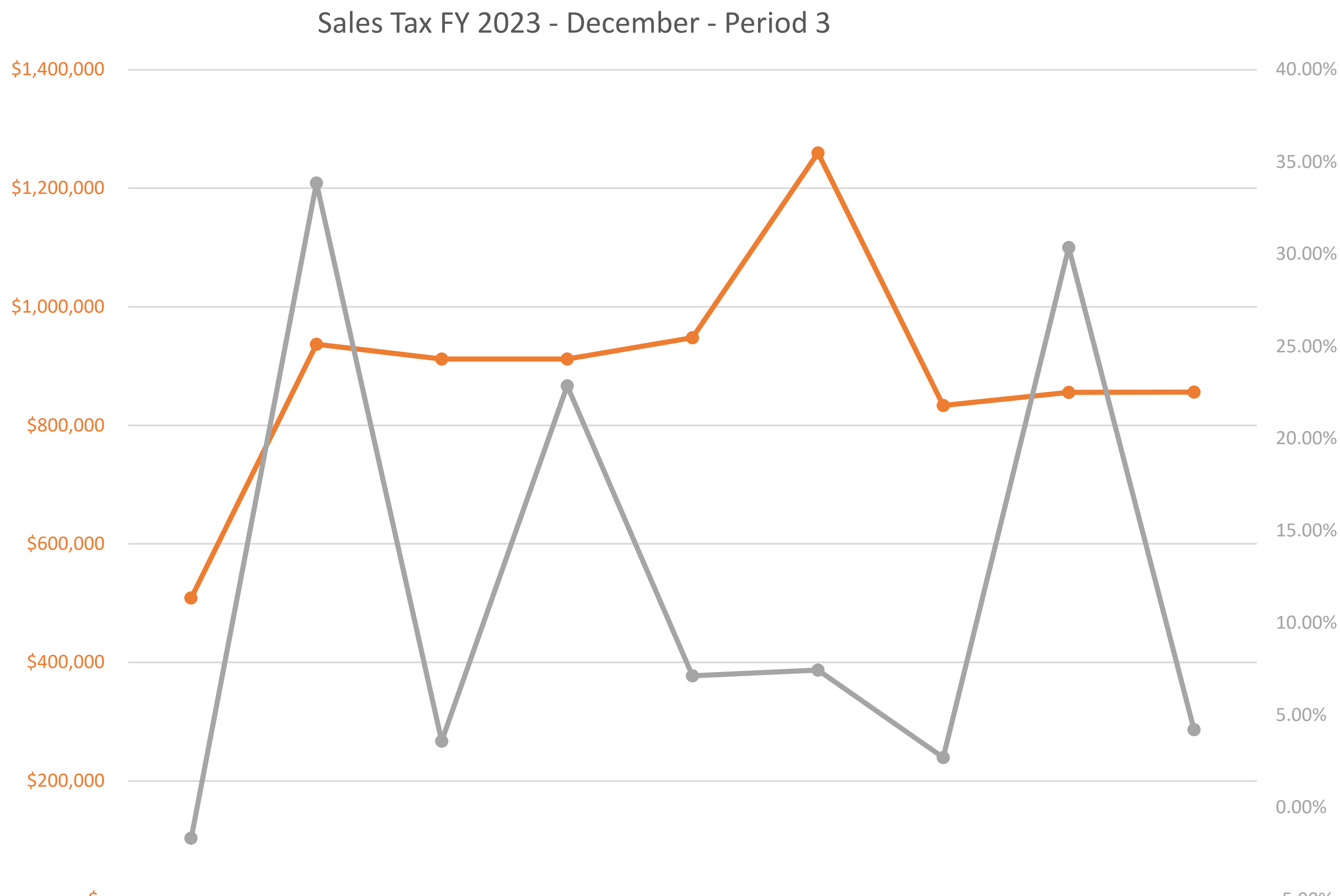
FY 2023

	CITY 66.67%	JEDCO 33.33%	TOTAL 100.00%	CUMULATIVE TOTAL
October	$ 243,382	$ 121,691	$ 365,073	$ 365,073
November	257,330	128,665	385,995	751,068
December	339,121	169,561	508,682	1,259,750
January			-	1,259,750
February			-	1,259,750
March			-	1,259,750
April			-	1,259,750
May			-	1,259,750
June			-	1,259,750
July			-	1,259,750
August			-	1,259,750
September			-	1,259,750
	$ 839,833	$ 419,917	$ 1,259,750	



	October	November	December	January	February	March	April	May	June	July	August	September
FY 2021	$301,059	307,469	399,290	318,642	283,780	482,927	366,785	280,585	442,510	355,079	342,121	423,499
FY 2022	$418,511	364,804	517,322	331,224	391,192	496,281	376,013	412,703	478,602	430,962	411,139	498,298
FY 2023	$365,073	385,995	508,682	-	-	-	-	-	-	-	-	-

City of Jacksonville, Texas
Financial Statement
As of January 31, 2023



	Jacksonville	Athens	Corsicana	Henderson	Kilgore	Marshall	Mount Pleasant	Palestine	Sulphur Springs
$ Sales Tax Received February-2023	508681.6	936867.9	911831.65	911670.86	947748.58	1259600.23	833565.99	855729.3	856241.56
% Inc(+) Dec(-) from prior year	-1.67%	33.86%	3.59%	22.86%	7.14%	7.44%	2.71%	30.35%	4.21%

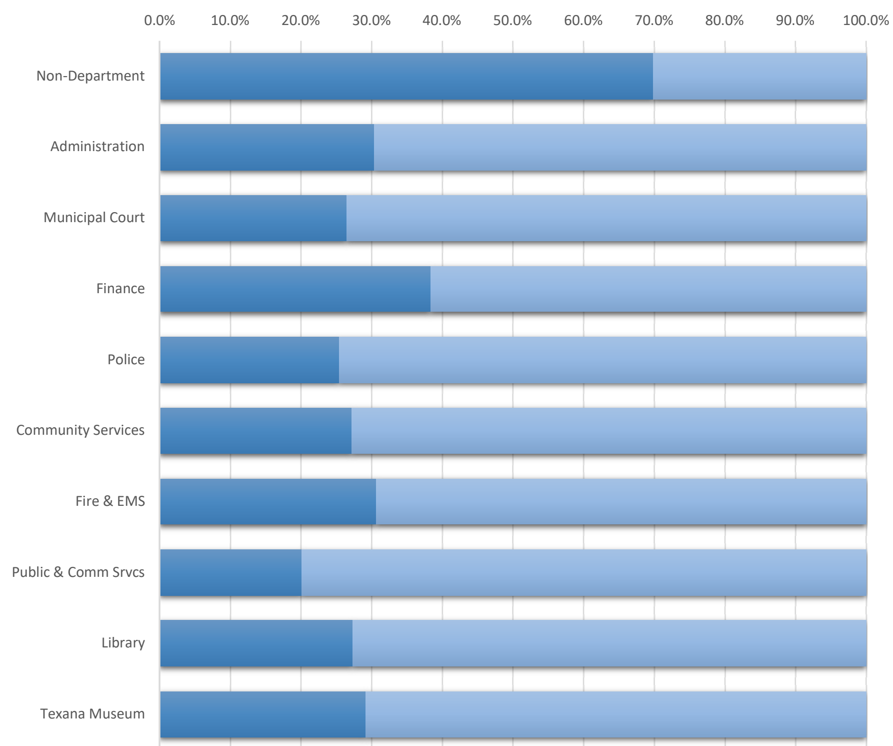
Comparator Cities Calendar Year 2022-2023 Sales Tax Comparison % Δ

	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	36.5%	25.5%	5.8%	3.3%	29.7%	15.5%	20.9%	8.3%	0.8%	32.2%	7.9%	14.1%
Feb-23	30.9%	27.4%	-1.7%	33.9%	3.6%	22.9%	7.1%	7.4%	2.7%	30.4%	4.2%	11.6%
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	36.7%	29.2%	7.2%	12.2%	24.2%	16.8%	16.3%	15.3%	8.0%	10.7%	10.3%	14.0%
Feb-23	35.3%	28.8%	5.0%	17.1%	19.4%	18.2%	14.1%	13.4%	6.8%	14.8%	8.9%	13.4%
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

	January 2023			Prior Year		
	YTD Actual	Annual Budget	% of Budget	YTD Actual	Annual Budget	% of Budget
Non-Department	$ 172,907	$ 247,463	69.9%	$ 160,758	$ 240,233	66.9%
Administration	376,680	1,239,417	30.4%	295,791	1,000,735	29.6%
Municipal Court	68,014	256,737	26.5%	70,936	227,618	31.2%
Finance	145,684	379,886	38.3%	155,123	393,064	39.5%
Police	1,005,627	3,958,267	25.4%	1,103,279	3,474,383	31.8%
Community Services	124,830	459,069	27.2%	116,729	416,306	28.0%
Fire & EMS	1,186,276	3,869,177	30.7%	1,133,204	3,309,003	34.2%
Public & Comm Srvcs	748,815	3,722,779	20.1%	745,414	3,189,062	23.4%
Library	114,493	418,784	27.3%	98,817	366,531	27.0%
Texana Museum	9,149	31,305	29.2%	6,637	24,988	26.6%
Total Expenditures	$ 3,952,475	$ 14,582,885	27.1%	$ 3,886,688	$ 12,641,921	30.7%



YEAR-TO-DATE OVERVIEW

Januray 31st, 2023, marks the end of the fourth month of the FY 2023 budget year. The year-to-date budget percentage for budgetary comparison is therefore 33.3%. Total General Fund expenditures of $3,952,475 are below budgetary expectations at 27.1% expended.

Non-Department

Non-Department expenditures, currently at 69.9% of budgeted expectations, represent the annual payment for our property, plants, and equipment liability insurance.

Finance

At 38.3% expended, the finance department shows to be over budgeted expectations due to the first two quarterly payments 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 January 31st, $120,116, or 7.1%, of the annual budgets have been spent as described below.

FY 2023 CAPITAL EXPENDITURES

Police	Police Vehicles	$ 64,982
Streets	Right-of-Way Tractor & Mower	48,128
Library	Library Books & Materials	7,005
		$ 120,116

UTILITY FUND REVENUES

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

	January 2023				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		440,925	564,795	78.1%		1,928,478	2,259,180	85.4%	1,928,478	6,777,541	28.5%	1,818,384	5,854,685	31.1%
Investment Income		23,941	2,380	1006.0%		75,148	9,519	789.5%	75,148	28,557	263.2%	11,451	17,580	65.1%
Miscellaneous Receipts		-	1,713	0.0%		14,108	6,851	205.9%	14,108	20,552	68.6%	11,207	4,200	266.8%
Transfers In		-	-	0.0%		-	-	0.0%	-	-	0.0%	(7,278)	-	0.0%
Total Revenues		$ 464,866	$ 568,888	81.7%		$ 2,017,735	$ 2,275,550	88.7%	$ 2,017,735	$ 6,826,650	29.6%	$ 1,833,765	$ 5,876,465	31.2%

YEAR-TO-DATE OVERVIEW

Total Utility Fund revenue of $2,017,735 ended period three less than the monthly projection but $183,970 greater than prior year collections. Water and sewer utility rate changes will begin with the February 15th billing.

WATER SALES

Revenue totaling $1,142,516 was $(127,010) less than the year-to-date projection. Water sales, through January 31st, are up about 12.6% when compared to FY 2022.

For the month of January, the city billed out 64,395,028 gallons of water. This amount is 4.5% greater than gallons billed January 2022. Year-to-date, the city has billed out 304,364,763 gallons. This amount is 117.4% of FY 2022 year-to-date billing.

SEWER CHARGES

Revenues of $710,839 were $(183,378) less than the monthly projection. Billing was virtually flat, or $320 greater than the same period FY 2022. Sanitary sewer billings are driven by water consumption.

OTHER CHARGES FOR SERVICE

Revenue of $12,112 ended January $(6,792) 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 $63,012 ended January $(13,523) 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

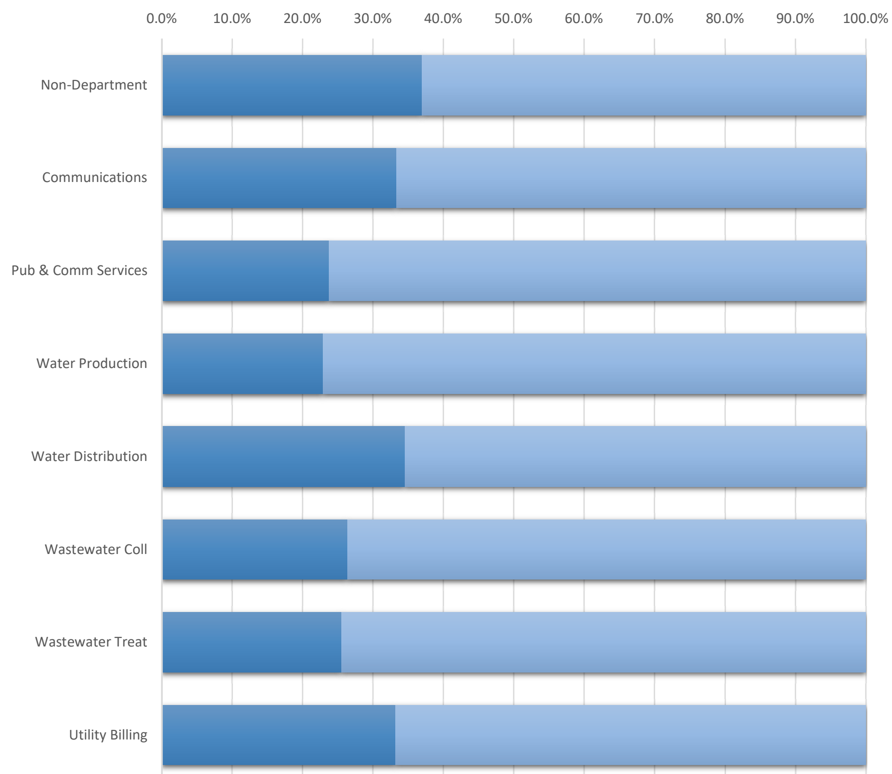
Interest earnings of $75,148 have already exceeded the annual projection by 163.2%. This is related to interest earnings on the TWDB 2022A CO's that are held in escrow pending project expenses.

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

	January 2023			Prior Year		
	YTD Actual	Annual Budget	% of Budget	YTD Actual	Annual Budget	% of Budget
Non-Department	$ 928,803	$ 2,514,174	36.9%	$ 776,665	$ 2,207,549	35.2%
Communications	8,051	24,186	33.3%	-	-	0.0%
Pub & Comm Services	189,653	799,571	23.7%	172,193	796,965	21.6%
Water Production	181,846	793,604	22.9%	167,307	773,492	21.6%
Water Distribution	170,049	492,774	34.5%	137,735	530,609	26.0%
Wastewater Coll	149,823	568,921	26.3%	196,941	648,872	30.4%
Wastewater Treat	271,287	1,063,144	25.5%	215,347	753,026	28.6%
Utility Billing	191,873	578,821	33.1%	168,383	433,880	38.8%
Total Expenditures	$ 2,091,385	$ 6,835,195	30.6%	$ 1,834,571	$ 6,144,394	29.9%



OVERVIEW

January 31st, 2023, marks the end of the fourth period of the FY 2023 budget year. The year-to-date budget percentage for budgetary comparison is therefore 33.3%. Year to date expenditures total $2,091,385, or 30.6%, of the budget.

NON-DEPARTMENT

Non-Department expenses, at $928,803, represent 36.9% 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.

WATER DISTRIBUTION

Through December 31st , water distribution department expenses are ahead of budgeted expectations at 34.5% expended. Personnel expenses are currently over budgeted expectations related to overtime. Maintenance expenses are also trending ahead of budget at this time.

CAPITAL OUTLAY

The FY 2023 Capital Budget for both the Utility and Utility Capital Projects Funds is $135,031. As of January 31st $11,350, or 8.4%, of the annual budgets have been spent as described below.

FY 2023 CAPITAL EXPENDITURES		
Water Production	Well #2 Driveway	$ 6,650
Water Production	Dorothy Tank Driveway	4,700
		$ 11,350

FUND BALANCE SUMMARY (unaudited)

Fund	Beginning Fund Balance 09/30/2022	Revenue	Expense	Ending Fund Balance 01/31/2023	Target Fund Balance	Over / (Under) Target Fund Balance
101 GENERAL FUND	$ 4,405,418.99	$ 6,877,615.46	$ 3,935,446.90	$ 7,347,587.55	$ 2,916,576.95	$ 4,431,010.60
STATE OF THE CITY DONATIONS	1,020.00	-	-	1,020.00		
SESQUICENTENNIAL	32,736.27	-	15,764.18	16,972.09		
CRIME PREVENTION DONATIONS	510.57	-	164.32	346.25		
POLICE DONATIONS	17,858.28	1,675.48	-	19,533.76		
ANIMAL SHELTER DONATIONS	13,026.05	-	1,100.00	11,926.05		
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	545.78	-	5,791.28		
102 DEBT SERVICE FUND	203,710.12	1,405,693.19	1,500.00	1,607,903.31	143,813.07	1,464,090.24
103 CAPITAL PROJECTS FUND (GENERAL)	5,974,025.98	332,641.30	338,716.89	5,967,950.39		
110 GRANT FUND	441,815.49	389,507.24	632,649.34	198,673.39		
Total Major Governmental Funds	**11,129,958.23**	**9,007,693.69**	**4,925,341.63**	**15,212,310.29**		
111 HOTEL / MOTEL OCCUPANCY TAX FUND	1,250,894.09	112,163.97	538,306.35	824,751.71		
112 COURT TECHNOLOGY FUND	-	(17,817.87)	-	(17,817.87)		
113 COURT SECURITY FUND	142,215.44	4,694.56	2,513.40	144,396.60		
114 COURT CHILD SAFETY TRUST FUND	11,619.34	264.88	-	11,884.22		
115 POLICE STATE FORFEITURE FUND	11,528.16	129.20	-	11,657.36		
116 POLICE FEDERAL FORFEITURE FUND	6,458.89	72.38	-	6,531.27		
119 WAR MEMORIAL FUND	10,013.02	112.21	-	10,125.23		
120 VENUE PROJECT FUND	-	439,638.41	19,747.43	419,890.98		
Total Nonmajor Governmental Funds	**1,432,728.94**	**539,257.74**	**560,567.18**	**1,411,419.50**		
201 WATER & WASTEWATER UTILITY FUND	8,787,838.51	2,017,734.54	2,091,384.74	8,714,188.31	1,685,390.65	7,028,797.66
203 CAPITAL PROJECTS FUND (UTILITY)	961,425.45	46,173.02	527,684.77	479,913.70		
Total Enterprise Funds	**9,749,263.96**	**2,063,907.56**	**2,619,069.51**	**9,194,102.01**		
301 BEAUTIFICATION FUND	18,072.43	3,253.40	1,338.00	19,987.83		
Total Fiduciary Fund	**18,072.43**	**3,253.40**	**1,338.00**	**19,987.83**		
Grand Total- All Funds	**$ 22,330,023.56**	**$ 11,614,112.39**	**$ 8,106,316.32**	**$ 25,837,819.63**		

		Original Total Budget	Current Total Budget	M-T-D Activity	Y-T-D Activity	% of Budget	Budget Remaining	Prior Year Y-T-D Activity	INC/(DEC) Prior Year
101 -GENERAL FUND- DETAIL									
REVENUE									
41-TAXES									
101-41400	AD VALOREM TAX- CURRENT	$ 4,503,433	$ 4,503,433	$ 1,205,799	$ 3,093,078	68.7%	$ 1,410,355	$ 2,964,484	$ 128,594
101-41401	AD VALOREM TAX- PRIOR	120,000	120,000	3,558	30,204	25.2%	89,796	43,847	(13,643)
101-41402	AD VALOREM TAX- PENALTY & INTEREST	88,000	88,000	1,090	22,393	25.4%	65,607	14,143	8,250
101-41403	AD VALOREM TAX- MISCELLANEOUS	6,800	6,800	-	-	0.0%	6,800	-	-
101-41404	SALES TAX	3,377,134	3,377,134	257,330	1,107,004	32.8%	2,270,131	1,032,624	74,379
101-41405	SALES TAX- TIMELY FILING DISCOUNT	530	530	42	170	32.1%	360	123	48
101-41406	MIXED BEVERAGE TAX	17,500	17,500	1,401	6,399	36.6%	11,101	5,438	961
101-41408	PROPERTY TAX REBATE	(56,921)	(56,921)	-	-	0.0%	(56,921)	-	-
	***** REVENUE CATEGORY TOTALS *****	**8,056,476**	**8,056,476**	**1,469,221**	**4,259,248**	**52.9%**	**3,797,228**	**4,060,659**	**198,589**
42-FRANCHISE FEES									
101-42410	ROW RENTAL FEES- ELECTRICITY	510,000	510,000	112,129	275,977	54.1%	234,023	268,386	7,591
101-42411	ROW RENTAL FEES- GAS UTILITIES	130,000	130,000	-	25,820	19.9%	104,180	19,657	6,163
101-42412	ROW RENTAL FEES- TELECOM	20,000	20,000	27	4,404	22.0%	15,596	4,621	(217)
101-42413	ROW RENTAL FEES- CABLE TV	120,000	120,000	-	25,536	21.3%	94,464	30,051	(4,515)
101-42414	SANITATION FRANCHISE FEES	115,000	115,000	9,141	35,695	31.0%	79,305	37,810	(2,116)
101-42415	LANDFILL CONTRACT FEES	435,000	435,000	35,784	143,471	33.0%	291,529	150,694	(7,223)
	***** REVENUE CATEGORY TOTALS *****	**1,330,000**	**1,330,000**	**157,081**	**510,902**	**38.4%**	**819,098**	**511,220**	**(318)**
43-INTERGOVERNMENTAL REVENUE									
101-43427	MISCELLANEOUS GRANT REVENUE	-	-	-	331,770	0.0%	(331,770)	-	331,770
	***** REVENUE CATEGORY TOTALS *****	**-**	**-**	**-**	**331,770**	**0.0%**	**(331,770)**	**-**	**331,770**
44-FINES & FORFEITURE									
101-44440	MUNICIPAL COURT- ADMINISTRATION FEES	88,750	88,750	20,509	65,593	73.9%	23,157	(2,539)	68,132
101-44444	MUNICIPAL COURT- FINES	250,000	250,000	16,432	58,816	23.5%	191,184	93,084	(34,267)
101-44445	MUNICIPAL COURT- JUDICIAL ADMIN FUND	500	500	45	186	37.2%	314	1	185
101-44446	MUNICIPAL COURT- JURY FUND	200	200	20	62	30.9%	138	42	19
101-44447	MUNICIPAL COURT- TRUANCY PREVENTION & DIVERSION	6,000	6,000	986	3,106	51.8%	2,894	2,120	986
	***** REVENUE CATEGORY TOTALS *****	**345,450**	**345,450**	**37,991**	**127,763**	**37.0%**	**217,687**	**92,708**	**35,055**
45-LICENSE & PERMITS									
101-45450	BEER & WINE PERMIT-OFF PREMISE	180	180	38	98	54.2%	83	98	-
101-45451	BUILDING PERMITS	22,228	22,228	565	3,999	18.0%	18,229	5,580	(1,581)
101-45452	DEMOLITION PERMITS	1,250	1,250	100	300	24.0%	950	300	-
101-45453	ELECTRICAL PERMITS & LICENSES	7,500	7,500	546	1,919	25.6%	5,581	902	1,017
101-45454	EXCAVATION PERMITS	750	750	75	200	26.7%	550	-	200
101-45455	HEALTH PERMITS	-	-	-	-	0.0%	-	30	(30)
101-45457	MECHANICAL PERMITS	4,000	4,000	53	352	8.8%	3,649	2,166	(1,815)
101-45458	OUTDOOR BURNING PERMITS	1,000	1,000	-	300	30.0%	700	800	(500)
101-45459	PLAT PERMITS	350	350	-	180	51.4%	170	88	92
101-45460	PLUMBING & GAS PERMITS	8,500	8,500	665	2,088	24.6%	6,413	1,868	220
101-45461	SIGN PERMITS	1,125	1,125	150	300	26.7%	825	-	300
101-45462	SPRINKLER SYSTEM PERMITS	300	300	-	75	25.0%	225	25	50

		Original Total Budget	Current Total Budget	M-T-D Activity	Y-T-D Activity	% of Budget	Budget Remaining	Prior Year Y-T-D Activity	INC/(DEC) Prior Year
101-45463	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	-	225	50.0%	225	-	225
	***** REVENUE CATEGORY TOTALS *****	**48,258**	**48,258**	**2,192**	**10,034**	**20.8%**	**38,224**	**11,856**	**(1,822)**
46-FEES & CHARGES FOR SERVICES									
101-46470	AMBULANCE FEES	850,000	850,000	72,204	225,040	26.5%	624,960	252,002	(26,962)
101-46471	AMBULANCE MEMBERSHIP FEES	26,650	26,650	2,137	8,628	32.4%	18,022	8,936	(308)
101-46472	ACCOUNT TRANSFER FEES	8,000	8,000	-	400	5.0%	7,600	2,000	(1,600)
101-46473	LAKE LOT LEASE FEES	80,343	80,343	32,460	32,860	40.9%	47,483	32,060	800
101-46474	FUEL PUMP SALES	192,260	192,260	339	2,627	1.4%	189,634	5,332	(2,705)
101-46475	CAMPGROUND RENTAL FEES	82,000	82,000	11,870	20,555	25.1%	61,445	19,003	1,552
101-46477	SANITATION FEES	1,382,056	1,382,056	115,382	425,886	30.8%	956,170	400,464	25,421
101-46478	GARBAGE CAN RENTAL FEES	-	-	(23)	3,311	0.0%	(3,311)	7,549	(4,238)
101-46479	SPECIAL PICK UP FEES	20,000	20,000	1,228	4,903	24.5%	15,098	4,320	583
101-46493	POLICE DEPT FEES	2,600	2,600	145	247	9.5%	2,354	752	(506)
101-46494	ANIMAL SERVICES FEES	9,000	9,000	805	5,190	57.7%	3,810	2,465	2,725
101-46496	CEMETERY LOT SALES	26,310	26,310	2,830	4,950	18.8%	21,360	6,890	(1,940)
101-46497	INDUSTRIAL PARK RENTAL	2,368	2,368	13,089	33,089	1397.3%	(30,721)	13,368	19,721
101-46498	LIBRARY FEES	11,442	11,442	573	3,157	27.6%	8,285	3,520	(363)
101-46500	RENTAL FEES	-	-	3,000	3,000	0.0%	(3,000)	-	3,000
	***** REVENUE CATEGORY TOTALS *****	**2,693,029**	**2,693,029**	**256,038**	**773,841**	**28.7%**	**1,919,188**	**758,662**	**15,179**
47-INVESTMENT INCOME									
101-47510	INTEREST INCOME	69,424	69,424	31,565	102,524	147.7%	(33,100)	14,371	88,153
	***** REVENUE CATEGORY TOTALS *****	**69,424**	**69,424**	**31,565**	**102,524**	**147.7%**	**(33,100)**	**14,371**	**88,153**
48-MISCELLANEOUS RECEIPTS									
101-48515	MISCELLANEOUS REVENUE	10,000	10,000	1,432	7,395	74.0%	2,605	2,465	4,931
101-48516	PRIOR YEARS REIMBURSEMENTS	-	-	-	-	0.0%	-	1,160	(1,160)
101-48517	REBATES & DISCOUNTS	23,875	23,875	-	18,384	77.0%	5,491	38,551	(20,167)
101-48518	INSURANCE PROCEEDS	51,000	51,000	-	-	0.0%	51,000	18,174	(18,174)
101-48519	LIBRARY DONATIONS	-	-	-	-	0.0%	-	-	-
101-48522	SALE OF CAPITAL EQUIPMENT	-	-	-	41,067	0.0%	(41,067)	-	41,067
101-48525	SALE OF CAPITAL VEHICLES	-	-	40,000	44,056	0.0%	(44,056)	-	44,056
101-48528	CASH OVER/SHORT	-	-	(246)	(246)	0.0%	246	(96)	(151)
101-48533	DESIGNATED DONATIONS- CRIME PREVENTION DONATIONS	-	-	(12)	(164)	0.0%	164	-	(164)
101-48534	DESIGNATED DONATIONS- POLICE DONATIONS	-	-	3,600	1,675	0.0%	(1,675)	-	1,675
101-48535	DESIGNATED DONATIONS- ANIMAL SHELTER DONATIONS	-	-	-	(1,100)	0.0%	1,100	-	(1,100)
101-48539	DESIGNATED DONATIONS- LIBRARY DONATIONS	-	-	-	15	0.0%	(15)	-	15
101-48540	DESIGNATED DONATIONS- MUSEUM DONATIONS	-	-	202	546	0.0%	(546)	-	546
101-48544	DESIGNATED DONATIONS- SESQUICENTENNIAL	-	-	(3,214)	(15,764)	0.0%	15,764	-	(15,764)
	***** REVENUE CATEGORY TOTALS *****	**84,875**	**84,875**	**41,762**	**95,864**	**112.9%**	**(10,989)**	**60,254**	**35,610**
49-TRANSFERS IN									
101-49552	TRANSFER FROM COURT SECURITY FUND	7,540	7,540	628	2,513	33.3%	5,027	5,925	(3,412)
101-49553	TRANSFER FROM UTILITY FUND	1,552,072	1,552,072	129,339	517,357	33.3%	1,034,715	544,043	(26,686)

		Original Total Budget	Current Total Budget	M-T-D Activity	Y-T-D Activity	% of Budget	Budget Remaining	Prior Year Y-T-D Activity	INC/(DEC) Prior Year
101-49554	TRANSFER FROM HOTEL/MOTEL OCC TAX FUND	44,103	44,103	3,675	14,701	33.3%	29,402	11,976	2,725
101-49555	TRANSFER FROM GRANT FUND	400,000	400,000	33,333	133,333	33.3%	266,667	-	133,333
	***** REVENUE CATEGORY TOTALS *****	**2,003,716**	**2,003,716**	**166,976**	**667,905**	**33.3%**	**1,335,811**	**561,944**	**105,961**
	***** TOTAL REVENUE *****	**14,631,228**	**14,631,228**	**2,162,826**	**6,879,852**	**47.0%**	**7,751,376**	**6,071,675**	**808,177**

10 -GENERAL FUND- DETAIL

EXPENSE

51-EMPLOYEE SERVICES

		Original Total Budget	Current Total Budget	M-T-D Activity	Y-T-D Activity	% of Budget	Budget Remaining	Prior Year Y-T-D Activity	INC/(DEC) Prior Year
101-51600	SUPERVISION	1,217,185	1,217,185	88,722	350,697	28.8%	866,488	306,120	44,577
101-51601	OPERATIONAL	4,806,653	4,806,653	357,533	1,388,802	28.9%	3,417,851	1,141,991	246,811
101-51602	PERMANENT PART-TIME	161,240	161,240	7,695	31,141	19.3%	130,099	25,706	5,435
101-51604	SEASONAL PART-TIME POOL	36,864	36,864	-	-	0.0%	36,864	-	-
101-51607	OVERTIME- TRANSFER TRUCK	52,881	52,881	3,852	12,981	24.5%	39,900	20,364	(7,383)
101-51609	FIELD TRAINING OFFICER STIPEND	11,357	11,357	365	3,400	29.9%	7,957	6,255	(2,855)
101-51610	HR STIPEND	-	-	-	-	0.0%	-	3,355	(3,355)
101-51611	K9 CARE STIPEND	7,040	7,040	542	2,301	32.7%	4,739	2,213	88
101-51612	ON CALL STIPEND	7,300	7,300	455	1,745	23.9%	5,555	2,484	(739)
101-51613	BI-LINGUAL PAY	27,000	27,000	2,550	8,325	30.8%	18,675	6,380	1,946
101-51614	CERTIFICATION PAY	121,219	121,219	9,375	36,100	29.8%	85,119	33,956	2,144
101-51615	DIFFERENTIAL PAY	21,000	21,000	1,400	5,075	24.2%	15,925	7,173	(2,098)
101-51616	EDUCATION PAY	29,100	29,100	2,600	8,725	30.0%	20,375	7,554	1,171
101-51617	LONGEVITY PAY	37,084	37,084	2,841	11,377	30.7%	25,707	11,533	(156)
101-51618	SALARY PREMIUM PAY	-	-	-	-	0.0%	-	93,730	(93,730)
101-51620	AUTO ALLOWANCE	13,100	13,100	1,092	3,275	25.0%	9,825	512	2,763
101-51621	CELL PHONE ALLOWANCE	4,737	4,737	395	1,184	25.0%	3,553	1,182	2
101-51622	CLOTHING ALLOWANCE	3,000	3,000	-	4,000	133.3%	(1,000)	245	3,755
101-51623	OVERTIME- CALL-OUT	34,832	34,832	615	4,582	13.2%	30,250	4,920	(338)
101-51624	OVERTIME- COURT	4,207	4,207	-	1,736	41.3%	2,471	293	1,443
101-51625	OVERTIME- FIRE PREVENTION	439	439	-	1,810	412.4%	(1,371)	-	1,810
101-51626	OVERTIME- HOLIDAY WORKED	731	731	-	-	0.0%	731	255	(255)
101-51627	OVERTIME-INCREASED MANPOWER	1,333	1,333	939	1,777	133.3%	(444)	626	1,151
101-51628	OVERTIME- LAKE PUBLIC SAFETY	4,305	4,305	-	-	0.0%	4,305	-	-
101-51629	OVERTIME	50,055	50,055	3,693	16,747	33.5%	33,308	10,870	5,877
101-51630	OVERTIME- TRAINING	36,459	36,459	1,377	5,316	14.6%	31,143	10,482	(5,166)
101-51632	OVERTIME- SCHEDULED (MANDATED)	327,695	327,695	20,378	82,996	25.3%	244,699	66,211	16,786
101-51633	OVERTIME- SHIFT COVERAGE	243,360	243,360	14,671	44,797	18.4%	198,563	64,764	(19,967)
101-51634	OVERTIME- SPECIAL EVENTS	12,170	12,170	-	5,554	45.6%	6,616	3,315	2,239
101-51635	OVERTIME- TOMATO BOWL	94	94	-	-	0.0%	94	89	(89)
101-51636	OVERTIME- TRAFFIC STEP	6,726	6,726	155	452	6.7%	6,274	1,292	(840)
101-51638	FICA	556,832	556,832	38,546	150,525	27.0%	406,307	134,654	15,872
101-51639	DENTAL INSURANCE	34,406	34,406	2,615	9,295	27.0%	25,111	8,497	798
101-51640	HEALTH INSURANCE	769,727	769,727	46,946	170,969	22.2%	598,758	180,350	(9,381)
101-51641	LIFE INSURANCE	1,940	1,940	141	502	25.9%	1,438	485	18
101-51642	TMRS	729,643	729,643	52,321	211,329	29.0%	518,314	196,228	15,101
101-51643	WORKER'S COMPENSATION	162,460	162,460	11,602	49,559	30.5%	112,901	38,056	11,503
101-51644	CONTRA WAGE EXPENSE	(63,903)	(63,903)	(65,212)	(65,212)	102.0%	1,309	-	(65,212)
101-51645	UNEMPLOYMENT	-	-	-	4,101	0.0%	(4,101)	335	3,767
101-51646	CONTRACT LABOR	202,150	202,150	450	28,099	13.9%	174,051	20,800	7,299
101-51647	BENEFIT ADMINISTRATION	4,518	4,518	(37)	554	12.3%	3,964	(1,277)	1,831

		Original Total Budget	Current Total Budget	M-T-D Activity	Y-T-D Activity	% of Budget	Budget Remaining	Prior Year Y-T-D Activity	INC/(DEC) Prior Year
101-51648	EMPLOYEE TESTING	4,375	4,375	2,003	2,675	61.1%	1,700	1,082	1,593
101-51649	OTHER EMPLOYEE COSTS	20,300	20,300	-	2,328	11.5%	17,972	1,663	665
101-51650	RECRUITING & RETENTION	2,400	2,400	-	-	0.0%	2,400	-	-
101-51652	VOLUNTEER FIRE PENSION	3,600	3,600	-	2,600	72.2%	1,000	1,000	1,600
	***** EXPENSE CATEGORY TOTALS *****	**9,707,614**	**9,707,614**	**610,618**	**2,602,221**	**26.8%**	**7,105,393**	**2,415,739**	**186,483**
52-MAINTENANCE									
101-52700	R/M BUILDINGS & STRUCTURES	102,055	102,055	8,626	24,207	23.7%	77,848	16,293	7,914
101-52701	R/M EQUIPMENT & MACHINERY	131,708	131,708	4,249	44,087	33.5%	87,621	30,533	13,554
101-52705	R/M MOTOR VEHICLES	86,705	86,705	23,328	33,767	38.9%	52,938	31,660	2,107
101-52706	R/M OFFICE EQUIPMENT	700	700	-	-	0.0%	700	141	(141)
101-52707	R/M PARKS	65,250	65,250	1,417	22,753	34.9%	42,497	11,475	11,279
101-52708	R/M RADIO COMMUNICATION	6,500	6,500	178	182	2.8%	6,318	-	182
101-52709	R/M SIDEWALKS CULVERTS BRIDGES	50,000	50,000	2,250	3,900	7.8%	46,100	-	3,900
101-52710	R/M STREETS & ALLEYS	245,000	245,000	818	5,042	2.1%	239,958	20,025	(14,983)
101-52715	DAMAGES & CLAIMS	53,254	53,254	-	5,271	9.9%	47,983	22,500	(17,229)
	***** EXPENSE CATEGORY TOTALS *****	**741,172**	**741,172**	**40,865**	**139,210**	**18.8%**	**601,961**	**132,627**	**6,584**
53-UTILITIES									
101-53730	ELECTRICITY	326,849	326,849	25,397	68,456	20.9%	258,393	63,882	4,574
101-53731	NATURAL GAS	25,554	25,554	5,659	10,548	41.3%	15,006	4,122	6,425
101-53732	PHONE/CABLE/INTERNET	151,310	151,310	14,744	61,331	40.5%	89,979	44,468	16,863
101-53733	WATER/SEWER & GARBAGE	58,246	58,246	2,644	12,827	22.0%	45,419	14,479	(1,652)
	***** EXPENSE CATEGORY TOTALS *****	**561,959**	**561,959**	**48,443**	**153,161**	**27.3%**	**408,797**	**126,951**	**26,211**
54-SUPPLIES									
101-54740	AMBULANCE SUPPLIES	47,054	47,054	5,202	12,741	27.1%	34,313	9,125	3,616
101-54741	ANIMAL CARE SUPPLIES	6,000	6,000	123	836	13.9%	5,164	652	184
101-54742	ANIMAL FOOD	9,000	9,000	-	491	5.5%	8,509	1,547	(1,056)
101-54743	BOOK SUPPLIES	6,010	6,010	-	2,335	38.8%	3,675	1,290	1,045
101-54744	BOTANICAL SUPPLIES	2,150	2,150	-	2,624	122.0%	(474)	92	2,531
101-54745	CASH OVER/SHORT	-	-	67	395	0.0%	(395)	1,809	(1,414)
101-54746	CHEMICAL SUPPLIES	53,625	53,625	664	2,753	5.1%	50,872	588	2,165
101-54749	FIRE ARM TRAINING SUPPLIES	6,000	6,000	-	4,235	70.6%	1,766	2,944	1,291
101-54750	FIRE FIGHTING FOAM	1,050	1,050	-	-	0.0%	1,050	-	-
101-54751	FIRE HOSE SUPPLIES	4,300	4,300	-	4,161	96.8%	139	-	4,161
101-54752	FOOD	20,502	20,502	1,525	7,751	37.8%	12,751	7,124	627
101-54755	INVESTIGATION SUPPLIES	3,900	3,900	173	1,086	27.8%	2,814	332	754
101-54756	JANITORIAL SUPPLIES	31,958	31,958	2,005	9,034	28.3%	22,924	5,643	3,391
101-54757	K-9 CARE SUPPLIES	10,600	10,600	551	961	9.1%	9,639	710	251
101-54762	MINOR TOOLS & EQUIPMENT	18,430	18,430	1,337	13,011	70.6%	5,419	9,122	3,889
101-54763	MISCELLANEOUS SUPPLIES	16,350	16,350	266	5,174	31.6%	11,176	764	4,410
101-54764	MOTOR VEHICLE FUEL	271,145	271,145	36,315	57,845	21.3%	213,300	70,157	(12,312)
101-54765	OFFICE EQUIP/FURNITURE/FIXTR	3,004	3,004	97	299	10.0%	2,705	1,647	(1,347)
101-54766	OFFICE SUPPLIES	23,568	23,568	1,285	5,458	23.2%	18,110	8,306	(2,848)
101-54767	OXYGEN SUPPLIES	5,040	5,040	397	1,195	23.7%	3,845	960	235
101-54768	PLAQUES & AWARDS	2,710	2,710	(2,435)	1,874	69.2%	836	900	975
101-54769	POSTAGE	11,354	11,354	1,437	3,081	27.1%	8,273	2,542	539
101-54770	PRINTING SUPPLIES	7,190	7,190	502	1,170	16.3%	6,020	1,399	(229)

		Original Total Budget	Current Total Budget	M-T-D Activity	Y-T-D Activity	% of Budget	Budget Remaining	Prior Year Y-T-D Activity	INC/(DEC) Prior Year
101-54771	PROGRAMMING SUPPLIES	4,430	4,430	505	884	20.0%	3,545	1,616	(732)
101-54772	PROTECTIVE CLOTHING	113,370	113,370	72,762	72,762	64.2%	40,608	-	72,762
101-54773	PUBLIC EDUCATION SUPPLIES	2,875	2,875	-	-	0.0%	2,875	1,161	(1,161)
101-54774	RECREATION SUPPLIES	1,950	1,950	-	70	3.6%	1,880	476	(406)
101-54775	RESALE GASOLINE	165,572	165,572	-	45	0.0%	165,528	4,939	(4,894)
101-54776	SAFETY EQUIPMENT	500	500	-	-	0.0%	500	-	-
101-54777	STREET SIGN SUPPLIES	29,185	29,185	74	225	0.8%	28,960	185	40
101-54778	TECHNOLOGY SUPPLIES	7,793	7,793	-	225	2.9%	7,568	503	(278)
101-54779	WEARING APPAREL	66,189	66,189	6,301	18,361	27.7%	47,828	19,996	(1,636)
	***** EXPENSE CATEGORY TOTALS *****	**952,803**	**952,803**	**129,152**	**231,078**	**24.3%**	**721,725**	**156,527**	**74,551**
55-SERVICES									
101-55800	ACCOUNTING & AUDITING	25,200	25,200	-	-	0.0%	25,200	-	-
101-55801	APPRAISAL DISTRICT	129,895	129,895	-	63,958	49.2%	65,937	59,957	4,001
101-55804	BILLING & COLLECTION SERVICES	142,310	142,310	5,665	34,754	24.4%	107,556	35,651	(897)
101-55805	CONSTRUCTION CONTRACTS	50,000	50,000	-	-	0.0%	50,000	-	-
101-55806	CONSULTING SERVICES	18,993	18,993	833	3,333	17.6%	15,660	6,333	(3,000)
101-55807	CONTINGENCY	50,000	50,000	-	-	0.0%	50,000	-	-
101-55809	CREDIT CARD PROCESSING FEES	13,002	13,002	1,384	5,212	40.1%	7,790	2,647	2,564
101-55810	ELECTION COSTS	19,000	19,000	-	12,596	66.3%	6,404	-	12,596
101-55812	ENGINEERING SERVICES	14,643	14,643	-	-	0.0%	14,643	2,300	(2,300)
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)	161,165	11,649
101-55816	IT SUPPORT	60,000	60,000	-	60,000	100.0%	-	60,000	-
101-55817	JANITORIAL SERVICES	5,500	5,500	144	144	2.6%	5,356	20,300	(20,156)
101-55819	LEASE/RENTAL OF EQUIPMENT	32,898	32,898	2,925	10,432	31.7%	22,467	4,689	5,742
101-55820	LEASE/RENTAL OF PROPERTY	6,000	6,000	500	2,000	33.3%	4,000	2,500	(500)
101-55821	LEGAL ADVERTISING	11,350	11,350	531	4,987	43.9%	6,363	2,524	2,463
101-55822	LEGAL SERVICES	-	-	-	526	0.0%	(526)	16,831	(16,305)
101-55824	MISCELLANEOUS SERVICES	20,987	20,987	402	5,315	25.3%	15,672	16,403	(11,088)
101-55826	PUBLIC COMMUNICATION	2,050	2,050	-	275	13.4%	1,775	477	(202)
101-55828	SOFTWARE	137,152	137,152	344	75,257	54.9%	61,895	64,710	10,548
101-55829	SPECIAL SERVICES	15,666	15,666	-	-	0.0%	15,666	7,475	(7,475)
101-55830	SUPPORT OF COMMUNITY SERVICES	7,500	7,500	-	500	6.7%	7,000	17,950	(17,450)
101-55833	VETERINARY SERVICES	10,000	10,000	-	-	0.0%	10,000	332	(332)
101-55834	SOLID WASTE & SLUDGE DISPOSAL	1,026,715	1,026,715	70,512	215,446	21.0%	811,269	211,391	4,055
	***** EXPENSE CATEGORY TOTALS *****	**1,962,973**	**1,962,973**	**83,240**	**667,549**	**34.0%**	**1,295,424**	**693,636**	**(26,087)**
56-TRAVEL & EDUCATION EXPENDITURES									
101-56851	MEMBERSHIP DUES	24,121	24,121	2,021	6,975	28.9%	17,146	4,008	2,967
101-56852	TRAINING EXPENSES	83,078	83,078	8,339	16,376	19.7%	66,702	18,231	(1,855)
101-56853	TRAVEL & LODGING EXPENSES	46,336	46,336	2,094	10,329	22.3%	36,007	5,389	4,940
	***** EXPENSE CATEGORY TOTALS *****	**153,535**	**153,535**	**12,455**	**33,680**	**21.9%**	**119,855**	**27,628**	**6,052**
57-DEBT SERVICE									
101-57862	CAPITAL LEASE INTEREST	19,962	19,962	13,456	13,456	67.4%	6,506	20,941	(7,485)
101-57863	CAPITAL LEASE PRINCIPAL	217,117	217,117	120,590	120,590	55.5%	96,527	241,684	(121,094)
	***** EXPENSE CATEGORY TOTALS *****	**237,079**	**237,079**	**134,045**	**134,045**	**56.5%**	**103,034**	**262,625**	**(128,579)**

		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
58-CAPITAL EXPENDITURES									
101-58881	CAPITAL MACHINERY & EQUIPMENT	97,750	97,750	-	-	0.0%	97,750	9,582	(9,582)
101-58883	CAPITAL MOTOR VEHICLES	120,000	120,000	375	2,896	2.4%	117,104	59,932	(57,036)
101-58887	LIBRARY BOOKS & MATERIALS	42,000	42,000	2,007	7,005	16.7%	34,995	11,308	(4,303)
	***** EXPENSE CATEGORY TOTALS *****	**259,750**	**259,750**	**2,382**	**9,901**	**3.8%**	**249,849**	**80,822**	**(70,921)**
59 - TRANSFERS OUT									
101-59906	TRANSFER TO BEAUTIFICATION FUND	6,000	6,000	500	2,000	33.3%	4,000	2,000	-
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**	**(18,371)**	**-306.2%**	**24,371**	**(9,865)**	**(8,506)**
	***** TOTAL EXPENSE *****	**$ 14,582,885**	**$ 14,582,885**	**$ 1,061,700**	**$ 3,952,475**	**27.1%**	**$ 10,630,409**	**$ 3,886,688**	**$ 65,787**

102 -DEBT SERVICE FUND- DETAIL
REVENUE

		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
102-41400	AD VALOREM TAX- CURRENT	$ 1,504,808	$ 1,504,808	$ 403,703	$ 1,034,418	68.7%	$ 470,390	$ 916,566	$ 117,852
102-41401	AD VALOREM TAX- PRIOR	34,931	34,931	1,131	9,709	27.8%	25,222	15,835	(6,126)
102-41402	AD VALOREM TAX- PENALTY & INTEREST	26,324	26,324	360	3,408	12.9%	22,916	5,209	(1,802)
102-47510	INTEREST INCOME	8,310	8,310	5,089	11,289	135.8%	(2,979)	2,141	9,148
102-49553	TRANSFER FROM UTILITY FUND	874,660	874,660	72,888	291,553	33.3%	583,107	152,172	139,382
102-49554	TRANSFER FROM HOTEL/MOTEL OCC TAX FUND	165,949	165,949	-	41,487	25.0%	124,462	-	41,487
102-49561	TRANSFER FROM VENUE PROJECT FUND	-	-	13,829	13,829	0.0%	(13,829)	-	13,829
	***** TOTAL REVENUE *****	**2,614,982**	**2,614,982**	**497,000**	**1,405,693**	**53.8%**	**1,209,289**	**1,091,922**	**313,771**

102 -DEBT SERVICE FUND- DETAIL
EXPENSE

		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
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	1,500	100.0%	-	1,500	-
102-59904	TRANSFER TO WATER & WASTEWATER UTILITY FUND	-	-	-	-	0.0%	-	(7,278)	7,278
	***** TOTAL EXPENSE *****	**$ 2,530,081**	**$ 2,530,081**	**$ 750**	**$ 1,500**	**0.1%**	**$ 2,528,581**	**$ (5,778)**	**$ 7,278**

103 -CAPITAL PROJECTS FUND (GENERAL)- DETAIL
REVENUE

		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
103-43427	MISCELLANEOUS GRANT REVENUE	$ -	$ -	$ 56,401	$ 56,401	0.0%	$ (56,401)	$ -	$ 56,401
103-47510	INTEREST INCOME	46,300	46,300	20,647	68,304	147.5%	(22,004)	6,063	62,241
103-48515	MISCELLANEOUS REVENUE	-	-	-	-	0.0%	-	40	(40)
103-48523	SALE OF CAPITAL PROPERTY	1,400,000	1,400,000	-	207,936	14.9%	1,192,064	-	207,936
103-48530	OTHER FINANCING SOURCES	754,681	754,681	-	-	0.0%	754,681	-	-
	***** TOTAL REVENUE *****	**2,200,981**	**2,200,981**	**77,048**	**332,641**	**15.1%**	**1,868,340**	**6,103**	**326,538**

		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
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	40	33.3%	80	40	-
103-55824	MISCELLANEOUS SERVICES	-	-	-	8,000	0.0%	(8,000)	-	8,000
103-57862	CAPITAL LEASE INTEREST	13,983	13,983	1,885	7,417	53.0%	6,566	4,872	2,545
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	787,179	(787,179)
103-58881	CAPITAL MACHINERY & EQUIPMENT	411,392	411,392	5,686	53,814	13.1%	357,578	147,543	(93,729)
103-58883	CAPITAL MOTOR VEHICLES	-	-	56,401	56,401	0.0%	(56,401)	(50,096)	106,497
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	213,045	33.3%	426,090	-	213,045
	***** TOTAL EXPENSE *****	**$ 7,660,427**	**$ 7,660,427**	**$ 117,242**	**$ 338,717**	**4.4%**	**$ 7,321,710**	**$ 889,538**	**$ (550,821)**
Fund: 110 - GRANT FUND- DETAIL									
REVENUE									
110-43420	DEPT OF JUSTICE GRANT REVENUE	$ 2,500	$ 2,500	$ 65,000	$ 65,450	2618.0%	$ (62,950)	$ -	$ 65,450
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	-	-
110-43427	MISCELLANEOUS GRANT REVENUE	-	-	-	-	0.0%	-	2,000	(2,000)
110-43431	TXDOT GRANT REVENUE	6,726	6,726	212	212	3.2%	6,514	-	212
110-43433	TX PARKS & WILDLIFE GRANT REVENUE	1,334,690	1,334,690	-	51,000	3.8%	1,283,690	-	51,000
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	213,045	33.3%	426,090	-	213,045
	***** TOTAL REVENUE *****	**2,224,313**	**2,224,313**	**118,473**	**389,507**	**17.5%**	**1,834,806**	**2,000**	**387,507**
Fund: 110 - GRANT FUND- DETAIL									
EXPENSE									
110-51601	OPERATIONAL	-	-	65,000	65,000	0.0%	(65,000)	-	65,000
110-51636	OVERTIME- TRAFFIC STEP	6,726	6,726	212	212	3.2%	6,514	-	212
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	-	-
110-54765	OFFICE EQUIP/FURNITURE/FIXTR	-	-	-	5,000	0.0%	(5,000)	-	5,000
110-54779	WEARING APPAREL	2,500	2,500	-	-	0.0%	2,500	-	-
110-55812	ENGINEERING SERVICES	150,325	150,325	11,100	29,245	19.5%	121,080	35,115	(5,870)
110-58884	CAPITAL PARK IMPROVEMENTS	1,752,720	1,752,720	4,493	5,616	0.3%	1,747,104	-	5,616
110-58885	CAPITAL SDWLKS/CLVRTS/BRDGS	335,528	335,528	6,925	394,243	117.5%	(58,715)	-	394,243
110-59900	TRANSFER TO GENERAL FUND	400,000	400,000	33,333	133,333	33.3%	266,667	-	133,333
	***** TOTAL EXPENSE *****	**$ 2,659,379**	**$ 2,659,379**	**$ 121,063**	**$ 632,649**	**23.8%**	**$ 2,026,730**	**$ 35,115**	**$ 597,534**
201 -WATER & WASTEWATER UTILITY FUND- DETAIL									
REVENUE									
201-46472	ACCOUNT TRANSFER FEES	$ 3,000	$ 3,000	$ 100	$ 550	18.3%	$ 2,450	$ 850	$ (300)
201-46480	WATER SALES	3,808,576	3,808,576	250,586	1,142,516	30.0%	2,666,060	1,014,689	127,827
201-46481	WATER TAP FEES	10,000	10,000	1,000	2,000	20.0%	8,000	750	1,250

		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
201-46482	SEWER SALES	2,682,650	2,682,650	167,770	710,839	26.5%	1,971,811	710,518	320
201-46483	SEWER TAP FEES	11,000	11,000	1,000	2,000	18.2%	9,000	1,500	500
201-46484	PENALTIES	227,584	227,584	17,136	62,412	27.4%	165,172	81,706	(19,294)
201-46486	RECONNECT FEES	-	-	-	36	0.0%	(36)	(35)	71
201-46488	METER TAMPERING FEES	1,547	1,547	110	330	21.3%	1,217	-	330
201-46489	NSF CHECK FEES	2,020	2,020	120	600	29.7%	1,420	510	90
201-46491	SERVICE APPLICATION FEES	14,650	14,650	1,275	4,150	28.3%	10,500	4,550	(400)
201-46501	METER PURCHASE FEE	16,514	16,514	1,827	3,046	18.4%	13,469	3,346	(301)
201-47510	INTEREST INCOME	28,557	28,557	23,941	75,148	263.2%	(46,591)	11,451	63,697
201-48515	MISCELLANEOUS REVENUE	2,754	2,754	-	1,003	36.4%	1,751	1,376	(373)
201-48517	REBATES & DISCOUNTS	4,798	4,798	-	4,246	88.5%	552	9,831	(5,586)
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**	**464,866**	**2,017,735**	**29.6%**	**4,808,915**	**1,833,765**	**183,970**

201 -WATER & WASTEWATER UTILITY FUND- DETAIL
EXPENSE

		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
51-EMPLOYEE SERVICES									
201-51600	SUPERVISION	153,245	153,245	10,819	43,277	28.2%	109,968	40,609	2,668
201-51601	OPERATIONAL	758,474	758,474	61,359	239,118	31.5%	519,356	195,730	43,388
201-51612	ON CALL STIPEND	9,125	9,125	360	1,590	17.4%	7,535	1,458	132
201-51613	BI-LINGUAL PAY	1,800	1,800	150	525	29.2%	1,275	530	(5)
201-51614	CERTIFICATION PAY	7,800	7,800	575	2,013	25.8%	5,788	1,465	548
201-51616	EDUCATION PAY	7,500	7,500	625	2,188	29.2%	5,313	2,019	168
201-51617	LONGEVITY PAY	10,731	10,731	877	3,481	32.4%	7,250	3,329	153
201-51618	SALARY PREMIUM PAY	-	-	-	-	0.0%	-	18,373	(18,373)
201-51620	AUTO ALLOWANCE	2,000	2,000	167	500	25.0%	1,500	512	(12)
201-51621	CELL PHONE ALLOWANCE	2,100	2,100	175	525	25.0%	1,575	467	58
201-51623	OVERTIME- CALL-OUT	68,142	68,142	13,505	26,912	39.5%	41,230	12,071	14,842
201-51626	OVERTIME- HOLIDAY WORKED	7,812	7,812	4,378	9,223	118.1%	(1,411)	3,908	5,315
201-51629	OVERTIME	30,333	30,333	2,004	11,944	39.4%	18,389	7,278	4,665
201-51632	OVERTIME- SCHEDULED (MANDATED)	49,616	49,616	5,896	19,217	38.7%	30,399	11,693	7,524
201-51638	FICA	84,814	84,814	7,624	27,250	32.1%	57,564	22,619	4,630
201-51639	DENTAL INSURANCE	6,271	6,271	532	1,840	29.3%	4,431	1,679	161
201-51640	HEALTH INSURANCE	131,750	131,750	8,208	28,304	21.5%	103,446	29,811	(1,507)
201-51641	LIFE INSURANCE	361	361	30	105	29.2%	256	99	6
201-51642	TMRS	115,386	115,386	10,374	38,388	33.3%	76,998	32,776	5,612
201-51643	WORKER'S COMPENSATION	20,673	20,673	1,571	6,071	29.4%	14,602	4,852	1,219
201-51645	UNEMPLOYMENT	-	-	-	-	0.0%	-	347	(347)
201-51646	CONTRACT LABOR	3,570	3,570	-	1,320	37.0%	2,250	1,000	320
	***** EXPENSE CATEGORY TOTALS *****	**1,471,503**	**1,471,503**	**129,228**	**463,791**	**31.5%**	**1,007,712**	**392,626**	**71,164**
52-MAINTENANCE									
201-52700	R/M BUILDINGS & STRUCTURES	232,899	232,899	1,448	10,132	4.4%	222,767	12,824	(2,692)
201-52701	R/M EQUIPMENT & MACHINERY	53,549	53,549	3,040	12,229	22.8%	41,320	1,437	10,792
201-52702	R/M LIFT STATIONS	84,421	84,421	-	17,511	20.7%	66,911	3,597	13,913
201-52703	R/M METERS TAPS SVC CONNECTS	70,000	70,000	12,186	36,208	51.7%	33,792	24,125	12,083
201-52704	R/M MISCELLANEOUS	-	-	-	108	0.0%	(108)	-	108

		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
201-52705	R/M MOTOR VEHICLES	5,206	5,206	40	841	16.2%	4,365	2,295	(1,454)
201-52710	R/M STREETS & ALLEYS	52,263	52,263	1,554	4,258	8.1%	48,005	8,939	(4,681)
201-52711	R/M WASTEWATER PLANTS	24,348	24,348	-	1,748	7.2%	22,600	1,723	25
201-52712	R/M WATER & WASTEWATER MAINS	331,150	331,150	40,942	72,867	22.0%	258,283	40,509	32,357
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	3,782	4,368	3.4%	124,765	3,034	1,334
201-52715	DAMAGES & CLAIMS	13,000	13,000	485	485	3.7%	12,515	-	485
	***** EXPENSE CATEGORY TOTALS *****	**1,053,029**	**1,053,029**	**63,477**	**160,754**	**15.3%**	**892,275**	**98,484**	**62,269**
53-UTILITIES									
201-53730	ELECTRICITY	497,722	497,722	45,516	116,069	23.3%	381,653	95,488	20,581
201-53731	NATURAL GAS	577	577	48	153	26.5%	424	195	(42)
201-53732	PHONE/CABLE/INTERNET	14,712	14,712	1,447	5,899	40.1%	8,813	5,018	882
201-53733	WATER/SEWER & GARBAGE	32,000	32,000	1,830	7,105	22.2%	24,895	41	7,064
	***** EXPENSE CATEGORY TOTALS *****	**545,011**	**545,011**	**48,842**	**129,227**	**23.7%**	**415,784**	**100,742**	**28,485**
54-SUPPLIES									
201-54745	CASH OVER/SHORT	-	-	10	5	0.0%	(5)	2,074	(2,069)
201-54746	CHEMICAL SUPPLIES	172,851	172,851	14,473	70,631	40.9%	102,220	74,230	(3,599)
201-54752	FOOD	1,800	1,800	1,131	1,331	74.0%	469	118	1,213
201-54753	GROUNDWATER PURCHASES	25,557	25,557	7,976	7,976	31.2%	17,581	8,097	(121)
201-54756	JANITORIAL SUPPLIES	6,346	6,346	73	906	14.3%	5,441	1,443	(537)
201-54758	LAB EQUIPMENT & SUPPLIES	4,177	4,177	1,897	2,786	66.7%	1,391	502	2,284
201-54762	MINOR TOOLS & EQUIPMENT	20,373	20,373	862	2,074	10.2%	18,299	1,908	166
201-54763	MISCELLANEOUS SUPPLIES	2,700	2,700	1,018	1,626	60.2%	1,074	428	1,198
201-54764	MOTOR VEHICLE FUEL	58,276	58,276	9,488	18,478	31.7%	39,799	13,776	4,702
201-54765	OFFICE EQUIP/FURNITURE/FIXTR	500	500	-	-	0.0%	500	-	-
201-54766	OFFICE SUPPLIES	4,709	4,709	8	671	14.3%	4,037	766	(94)
201-54768	PLAQUES & AWARDS	-	-	62	62	0.0%	(62)	-	62
201-54769	POSTAGE	446	446	16	142	31.9%	304	133	9
201-54778	TECHNOLOGY SUPPLIES	61,517	61,517	-	61,240	99.5%	277	59,458	1,782
201-54779	WEARING APPAREL	15,829	15,829	909	3,534	22.3%	12,295	4,079	(545)
	***** EXPENSE CATEGORY TOTALS *****	**375,081**	**375,081**	**37,924**	**171,461**	**45.7%**	**203,620**	**167,011**	**4,450**
55-SERVICES									
201-55800	ACCOUNTING & AUDITING	16,380	16,380	-	-	0.0%	16,380	-	-
201-55804	BILLING & COLLECTION SERVICES	44,622	44,622	3,987	13,169	29.5%	31,453	9,241	3,928
201-55809	CREDIT CARD PROCESSING FEES	80,004	80,004	12,205	22,555	28.2%	57,449	18,610	3,945
201-55811	ELECTROINC PAYMENT- UB CREDITS	39,504	39,504	2,145	14,168	35.9%	25,336	13,077	1,091
201-55812	ENGINEERING SERVICES	55,000	55,000	-	-	0.0%	55,000	6,400	(6,400)
201-55813	FEES & PERMITS	40,775	40,775	1,098	35,100	86.1%	5,675	34,436	663
201-55815	INSURANCE-PROPERTY, PLANT, & EQUIPMENT	71,062	71,062	-	91,107	128.2%	(20,045)	71,062	20,046
201-55818	LAB SERVICES	116,000	116,000	5,744	18,498	15.9%	97,502	21,947	(3,449)
201-55819	LEASE/RENTAL OF EQUIPMENT	15,870	15,870	79	248	1.6%	15,622	66,640	(66,392)
201-55821	LEGAL ADVERTISING	1,000	1,000	-	-	0.0%	1,000	-	-
201-55824	MISCELLANEOUS SERVICES	500	500	412	916	183.2%	(416)	-	916
201-55826	PUBLIC COMMUNICATION	4,000	4,000	-	3,164	79.1%	836	-	3,164
201-55828	SOFTWARE	4,244	4,244	-	-	0.0%	4,244	97	(97)
201-55829	SPECIAL SERVICES	-	-	-	5,868	0.0%	(5,868)	975	4,893

		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
201-55834	SOLID WASTE & SLUDGE DISPOSAL	205,908	205,908	19,707	55,748	27.1%	150,160	56,342	(594)
	*** EXPENSE CATEGORY TOTALS ***	694,870	694,870	45,376	260,540	37.5%	434,329	298,827	(38,287)
56-TRAVEL & EDUCATION EXPENDITURES									
201-56851	MEMBERSHIP DUES	585	585	-	-	0.0%	585	-	-
201-56852	TRAINING EXPENSES	11,870	11,870	-	222	1.9%	11,648	161	61
201-56853	TRAVEL & LODGING EXPENSES	1,900	1,900	-	-	0.0%	1,900	1,975	(1,975)
	*** EXPENSE CATEGORY TOTALS ***	14,355	14,355	-	222	1.5%	14,133	2,136	(1,914)
57-DEBT SERVICE									
201-57862	CAPITAL LEASE INTEREST	8,836	8,836	-	3,074	34.8%	5,762	4,061	(987)
201-57863	CAPITAL LEASE PRINCIPAL	150,747	150,747	-	53,775	35.7%	96,972	52,788	987
	*** EXPENSE CATEGORY TOTALS ***	159,583	159,583	-	56,849	35.6%	102,734	56,849	(0)
58-CAPITAL EXPENDITURES									
201-58880	CAPITAL BUILDINGS & STRUCTURES	43,095	43,095	11,350	11,350	26.3%	31,745	-	11,350
201-58881	CAPITAL MACHINERY & EQUIPMENT	51,936	51,936	-	-	0.0%	51,936	21,680	(21,680)
	*** EXPENSE CATEGORY TOTALS ***	95,031	95,031	11,350	11,350	11.9%	83,681	21,680	(10,330)
59-TRANSFERS OUT									
201-59900	TRANSFER TO GENERAL FUND	1,552,072	1,552,072	129,339	517,357	33.3%	1,034,715	544,043	(26,686)
201-59901	TRANSFER TO DEBT SERVICE FUND	874,660	874,660	72,888	291,553	33.3%	583,107	152,172	139,382
201-59905	TRANSFER TO UT CAPITAL PROJECTS FUND	-	-	28,280	28,280	0.0%	(28,280)	-	28,280
	*** EXPENSE CATEGORY TOTALS ***	2,426,732	2,426,732	230,508	837,191	34.5%	1,589,541	696,215	140,976
	*** TOTAL EXPENSE ***	$ 6,835,195	$ 6,835,195	$ 566,704	$ 2,091,385	30.6%	$ 4,743,811	$ 1,834,571	$ 256,814

203 -CAPITAL PROJECTS FUND (UTILITY)- DETAIL
REVENUE

		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
203-47510	INTEREST INCOME	$ 59,190	$ 59,190	$ 1,528	$ 9,016	15.2%	$ 50,174	$ 8,079	$ 937
203-48515	MISCELLANEOUS REVENUE	51,660	51,660	-	8,877	17.2%	42,783	-	8,877
203-48518	INSURANCE PROCEEDS	-	-	-	-	0.0%	-	183,569	(183,569)
203-49553	TRANSFER FROM UTILITY FUND	-	-	28,280	28,280	0.0%	(28,280)	-	28,280
	*** TOTAL REVENUE ***	110,850	110,850	29,808	46,173	41.7%	64,677	191,648	(145,475)

203 -CAPITAL PROJECTS FUND (UTILITY)- DETAIL
EXPENSE

		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
203-52700	R/M BUILDINGS & STRUCTURES	242,454	242,454	-	15,687	6.5%	226,767	-	15,687
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	21,080	455,108	8.0%	5,256,939	-	455,108
203-52713	R/M WATER STORAGE TANKS	54,938	54,938	-	-	0.0%	54,938	250,676	(250,676)
203-52714	R/M WATER WELLS	457,600	457,600	-	-	0.0%	457,600	-	-
203-55812	ENGINEERING SERVICES	131,215	131,215	24,993	56,290	42.9%	74,925	6,305	49,985

		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
203-55829	SPECIAL SERVICES	28,499	28,499	600	600	2.1%	27,899	1,860	(1,260)
203-58880	CAPITAL BUILDINGS & STRUCTURES	40,000	40,000	-	-	0.0%	40,000	-	-
	***** TOTAL EXPENSE *****	**$ 6,899,786**	**$ 6,899,786**	**$ 46,673**	**$ 527,685**	**7.6%**	**$ 6,372,101**	**$ 258,841**	**$ 268,844**

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	97,124	-	-	-	-
FRANCHISE FEES	-	-	-	-	-
INTERGOVERNMENTAL REVENUE	-	-	-	-	-
FINES & FORFEITURE	-	2,554	3,098	134	-
LICENSE & PERMITS	-	-	-	-	-
FEES & CHARGES FOR SERVICES	5,400	-	-	-	-
INVESTMENT INCOME	9,350	-	1,597	131	129
MISCELLANEOUS RECEIPTS	290	-	-	-	-
TRANSFERS IN	-	(20,371)	-	-	-
Total	**112,164**	**(17,818)**	**4,695**	**265**	**129**
EXPENSE					
EMPLOYEE SERVICES	8,502	-	-	-	-
MAINTENANCE	4,402	-	-	-	-
UTILITIES	2,048	-	-	-	-
SUPPLIES	3,575	-	-	-	-
SERVICES	8,350	-	-	-	-
TRAVEL & EDUCATION EXPENDITURES	250	-	-	-	-
DEBT SERVICE	-	-	-	-	-
CAPITAL EXPENDITURES	37,795	-	-	-	-
TRANSFERS OUT	473,383	-	2,513	-	-
Total	**538,306**	**-**	**2,513**	**-**	**-**
Surplus (Deficit)	**(426,142)**	**(17,818)**	**2,181**	**265**	**129**
Ending Fund Balance	**$ 824,752**	**$ (17,818)**	**$ 144,397**	**$ 11,884**	**$ 11,657**

NON MAJOR FUNDS SUMMARY

	116 POLICE FEDERAL FORFEITURE FUND	119 WAR MEMORIAL FUND	120 VENUE PROJECT FUND	TOTAL	Keep Jacksonville Beautiful 301 BEAUTIFICATION FUND
Beginning Fund Balance	$ 6,459	$ 10,013	$ -	$ 1,432,729	$ 18,072
REVENUE					
TAXES	-	-	-	97,124	-
FRANCHISE FEES	-	-	-	-	-
INTERGOVERNMENTAL REVENUE	-	-	-	-	-
FINES & FORFEITURE	-	-	-	5,785	-
LICENSE & PERMITS	-	-	-	-	-
FEES & CHARGES FOR SERVICES	-	-	1,155	6,555	-
INVESTMENT INCOME	72	112	3,178	14,570	213
MISCELLANEOUS RECEIPTS	-	-	18,111	18,400	1,041
TRANSFERS IN	-	-	417,195	396,824	2,000
Total	72	112	439,638	539,258	3,253
EXPENSE					
EMPLOYEE SERVICES	-	-	-	8,502	-
MAINTENANCE	-	-	2,800	7,202	-
UTILITIES	-	-	795	2,843	-
SUPPLIES	-	-	1,024	4,599	1,338
SERVICES	-	-	1,300	9,650	-
TRAVEL & EDUCATION EXPENDITURES	-	-	-	250	-
DEBT SERVICE	-	-	-	-	-
CAPITAL EXPENDITURES	-	-	-	37,795	-
TRANSFERS OUT	-	-	13,829	489,726	-
Total	-	-	19,747	560,567	1,338
Surplus (Deficit)	72	112	419,891	(21,309)	1,915
Ending Fund Balance	$ 6,531	$ 10,125	$ 419,891	$ 1,411,420	$ 19,988

City of Jacksonville, Texas
Financial Statement
As of January 31, 2023

Summary of Cash and Investment Activity

	Par Value	Book Value	Market Value	Ratio Market-to-Book Value
Beginning Balances				
Cash	$ 6,140,750.48	$ 6,140,750.48	$ 6,140,750.48	100.00%
Investments	19,473,233.52	19,473,233.52	19,473,233.52	100.00%
Total	25,613,984.00	25,613,984.00	25,613,984.00	100.00%
Activity				
Cash	1,060,198.77	1,060,198.77	1,060,198.77	
Investments				
Net Accretion & Amortization				
Purchases	61,966.57	61,966.57	61,966.57	
Maturities/Calls	-	-	-	
Changes to Market Value	-	-	(72,361.32)	
Net Monthly Activity	1,122,165.34	1,122,165.34	1,049,804.02	
Ending Balances				
Cash	7,200,949.25	7,200,949.25	7,200,949.25	100.00%
Investments	19,535,200.09	19,535,200.09	19,462,838.77	99.63%
Total	$ 26,736,149.34	$ 26,736,149.34	$ 26,663,788.02	99.73%

Summary of Cash and Investment Activity

Purchase Date	Maturity Date	CUSIP / CD Number	Security Type	Par Value	Coupon	Purchase Price	Purchase Yield	Purchase Principal	Book Value	Market Value	Gain / (Loss)	Days to Maturity
N/A	N/A	N/A	Cash In Depository Bank	$1,453,162		$ 100.000	1.000%	$ 1,453,162	$ 1,453,162	$ 1,453,162	$ -	1
N/A	N/A	N/A	Cash In Austin Bank	50		100.000	0.000%	50	50	50	-	1
N/A	N/A	N/A	Cash In BOK Financial	5,747,737		100.000	4.010%	5,747,737	5,747,737	5,747,737	-	1
N/A	N/A	N/A	FNC - Cash, Money Funds, and Bank Deposits	12,014		100.000	3.270%	12,014	12,014	12,014	-	1
N/A	N/A	N/A	LOGIC	2,497,786		100.000	4.554%	2,497,786	2,497,786	2,497,786	-	1
N/A	N/A	N/A	TexSTAR	1,823,463		100.000	4.252%	1,823,463	1,823,463	1,823,463	-	1
N/A	N/A	N/A	TexasDAILY	2,076,040		100.000	4.360%	2,076,040	2,076,040	2,076,040	-	1
N/A	N/A	N/A	Lone Star	2,076,151		100.000	4.310%	2,076,151	2,076,151	2,076,151	-	1
N/A	N/A	N/A	Texas FIT	6,765,747		100.000	4.180%	6,765,747	6,765,747	6,765,747	-	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	248,973	(27)	23
2/28/2020	2/28/2023	05580AVA9	CD - Bmw Bk North Amer Salt Lake City Utah	247,000		100.000	1.650%	247,000	247,000	246,508	(492)	28
12/19/2022	3/17/2023	132504MN8	CD - Cambridge Svgs Bk Cambridge Ma	247,000		100.000	4.250%	247,000	247,000	246,990	(10)	45
11/16/2022	5/16/2023	16777YC9	CD - Fifth Third Bk Cincinnati Ohio	249,000		100.000	4.500%	249,000	249,000	248,938	(62)	105
12/14/2022	6/14/2023	67886WAE7	CD - Oklahomas Cr Un Okla City Okla	249,000		100.000	4.890%	249,000	249,000	249,296	296	134
11/15/2022	8/15/2023	69355NAZ8	CD - Pnc Bk Natl Assn Wilmington Del	249,000		100.000	4.600%	249,000	249,000	248,885	(115)	196
12/14/2022	9/14/2023	9497634G8	CD - Wells Fargo Bk N A Sioux Falls	241,000		100.000	4.690%	241,000	241,000	241,010	10	226
12/16/2022	12/18/2023	052392CK1	CD - Austin Telco Fed Cr Un Tex Sh	249,000		100.000	5.080%	249,000	249,000	249,807	807	321
3/4/2022	3/15/2024	39573LCX4	CD - Greenstate Cr Un North Liberty Iowa	249,000		100.000	1.650%	249,000	249,000	240,447	(8,553)	409
3/14/2022	3/18/2024	PER200JA8	CD - Comenity Bank Wilmington De	200,000		100.000	1.650%	200,000	200,000	193,321	(6,679)	412
4/6/2022	4/8/2024	14042TFB8	CD - Capital One Bk Usa Natl Assn Glen Allen Va	112,000		100.000	2.260%	112,000	112,000	108,755	(3,245)	433
4/21/2022	4/22/2024	02007GPS6	CD - Ally Bk Sandy Utah	249,000		100.000	2.460%	249,000	249,000	242,150	(6,850)	447
10/31/2022	4/30/2024	91334AAA1	CD - United Heritage Cr Un Austin Tex	249,000		100.000	4.650%	249,000	249,000	248,749	(251)	455
12/16/2022	6/17/2024	98138MAZ3	CD - Workers Fed Cr Un Littleton Ma Sh	249,000		100.000	5.020%	249,000	249,000	250,081	1,081	503

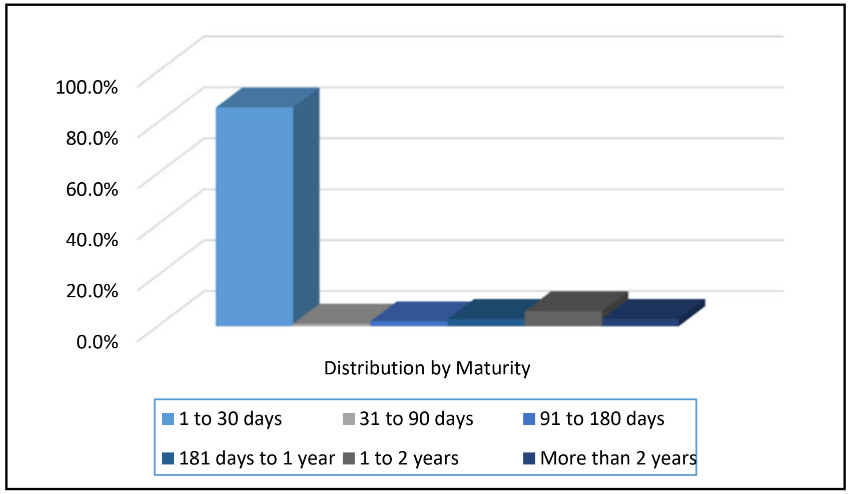
Summary of Cash and Investment Activity

Purchase Date	Maturity Date	CUSIP / CD Number	Security Type	Par Value	Coupon	Purchase Price	Purchase Yield	Purchase Principal	Book Value	Market Value	Gain / (Loss)	Days to Maturity
6/29/2022	7/1/2024	05961SNS9	CD - Banc Calif NA Irvine Ca	249,000		100.000	3.260%	249,000	249,000	243,848	(5,152)	517
1/31/2022	1/31/2025	70962LBA9	CD - Pentagon Federal Cr Un Tysons Corner Va	249,000		100.000	1.330%	249,000	249,000	232,710	(16,290)	731
2/23/2022	3/3/2025	02589ABM3	CD - American Express Natl Bk	248,000		100.000	1.900%	248,000	248,000	233,956	(14,044)	762
2/15/2022	2/14/2025	3133ENPG9	US Agency- Federal Farm Credit Bank	250,000		100.000	1.840%	250,000	250,000	237,215	(12,785)	745
Totals/Weighted Average				$ 26,736,149			3.904%	$ 26,736,149	$ 26,736,149	$ 26,663,788	$ (72,361)	58
Benchmark - 8-week Treasury Bill Rates Coupon Equivalent							4.600%					

Summary of Cash and Investment Activity

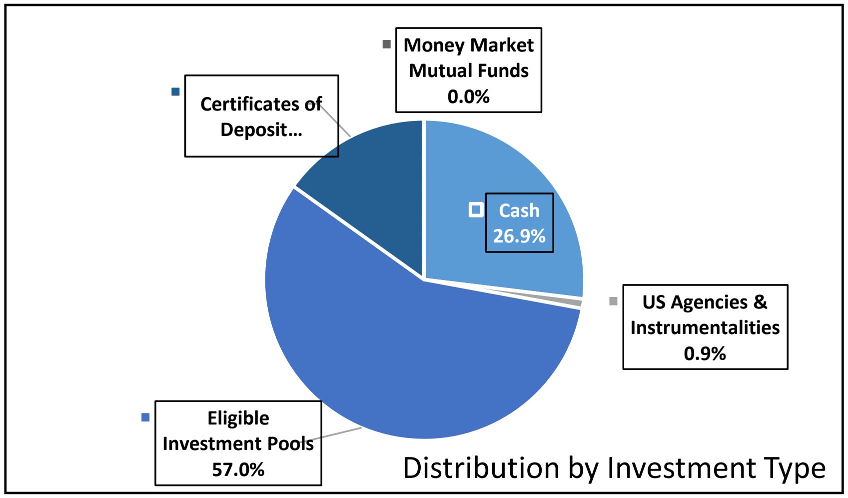
Distribution by Maturity

	Par Value	Percent
1 to 30 days	$22,948,149	85.8%
31 to 90 days	247,000	0.9%
91 to 180 days	498,000	1.9%
181 days to 1 year	739,000	2.8%
1 to 2 years	1,557,000	5.8%
More than 2 years	747,000	2.8%
	$ 26,736,149	100.0%



Distribution by Investment Type

	Book Value	Percent
Cash	$7,200,949	26.9%
US Agencies & Instrumentalities	250,000	0.9%
Eligible Investment Pools	15,239,187	57.0%
Certificates of Deposit	4,034,000	15.1%
US Treasury Bills / Notes / Bonds	-	0.0%
Money Market Mutual Funds	12,014	0.0%
Repurchase Agreements	-	0.0%
	$ 26,736,149	100.0%



Summary of Cash and Investment Activity

Transaction Information				Beginning			Ending		
Dates									
Purchase	Maturity	Description	Security Type	Par Value	Book Value	Market Value	Par Value	Book Value	Market Value
N/A	N/A	FNC - Cash, Money Funds, and Bank Deposits	Money Market Mutual Funds	$ 5,377	$ 5,377	$ 5,377	$ 12,014	$ 12,014	$ 12,014
N/A	N/A	LOGIC	Investment Pool	2,488,165	2,488,165	2,488,165	2,497,786	2,497,786	2,497,786
N/A	N/A	TexSTAR	Investment Pool	1,816,904	1,816,904	1,816,904	1,823,463	1,823,463	1,823,463
N/A	N/A	Texas Range	Investment Pool	2,068,379	2,068,379	2,068,379	2,076,040	2,076,040	2,076,040
N/A	N/A	Lone Star	Investment Pool	2,068,580	2,068,580	2,068,580	2,076,151	2,076,151	2,076,151
N/A	N/A	Texas FIT	Investment Pool	6,741,829	6,741,829	6,741,829	6,765,747	6,765,747	6,765,747
11/23/2022	2/23/2023	CD - Providence Bk Rocky Mt North Carolina	Certificate of Deposit	249,000	249,000	249,000	249,000	249,000	248,973
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	246,508
12/19/2022	3/17/2023	CD - Cambridge Svgs Bk Cambridge Ma	Certificate of Deposit	247,000	247,000	247,000	247,000	247,000	246,990
11/16/2022	5/16/2023	CD - Fifth Third Bk Cincinnati Ohio	Certificate of Deposit	249,000	249,000	249,000	249,000	249,000	248,938
12/14/2022	6/14/2023	CD - Oklahomas Cr Un Okla City Okla	Certificate of Deposit	249,000	249,000	249,000	249,000	249,000	249,296
11/15/2022	8/15/2023	CD - Pnc Bk Natl Assn Wilmington Del	Certificate of Deposit	249,000	249,000	249,000	249,000	249,000	248,885
12/14/2022	9/14/2023	CD - Wells Fargo Bk N A Sioux Falls	Certificate of Deposit	241,000	241,000	241,000	241,000	241,000	241,010
12/16/2022	12/18/2023	CD - Austin Telco Fed Cr Un Tex Sh	Certificate of Deposit	249,000	249,000	249,000	249,000	249,000	249,807
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	240,447
3/14/2022	3/18/2024	CD - Comenity Bank Wilmington De	Certificate of Deposit	200,000	200,000	200,000	200,000	200,000	193,321
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	108,755
4/21/2022	4/22/2024	CD - Ally Bk Sandy Utah	Certificate of Deposit	249,000	249,000	249,000	249,000	249,000	242,150
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	248,749
12/16/2022	6/17/2024	CD - Workers Fed Cr Un Littleton Ma Sh	Certificate of Deposit	249,000	249,000	249,000	249,000	249,000	250,081
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	243,848

Summary of Cash and Investment Activity

Transaction Information				Beginning			Ending		
Dates									
Purchase	Maturity	Description	Security Type	Par Value	Book Value	Market Value	Par Value	Book Value	Market Value
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	232,710
2/23/2022	3/3/2025	CD - American Express Natl Bk	Certificate of Deposit	248,000	248,000	248,000	248,000	248,000	233,956
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	237,215
Total of Investments				19,473,234	19,473,234	19,473,234	19,535,200	19,535,200	19,462,839
Cash					6,140,750	6,140,750		7,200,949	7,200,949
Total Investments & Cash					$ 25,613,984	$ 25,613,984		$ 26,736,149	$ 26,663,788

Cash and Investment Distribution by Fund

Description	Security Type	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
LOGIC	Investment Pool	$ 814,717	$ 205,639	$ 164,234	$ 458,726	$ 102,962	$ (2,292)	$ 18,574	$ 1,529
TexSTAR	Investment Pool	715,124	180,501	144,157	402,650	90,375	(2,012)	16,303	1,342
TexasDAILY	Investment Pool	814,179	205,503	164,125	458,423	102,894	(2,290)	18,561	1,528
Lone Star	Investment Pool	814,222	205,514	164,134	458,447	102,899	(2,290)	18,562	1,528
Texas FIT	Investment Pool	813,633	205,366	4,855,112	458,116	102,825	(2,289)	18,549	1,527
FNC	Money Market Mutual Funds	4,711	1,189	950	2,653	595	(13)	107	9
FNC Brokered CD's, Agencies	Certificates of Deposit, Agencies	1,680,094	424,065	338,679	945,976	212,325	(4,726)	38,302	3,152
Total of Investments		5,656,681	1,427,779	5,831,391	3,184,991	714,875	(15,913)	128,959	10,614
Cash		569,899	143,846	114,933	320,882	72,022	(1,603)	12,992	1,069
Total Investments & Cash		6,226,580	1,571,625	5,946,324	3,505,873	786,897	(17,516)	141,951	11,683

Description	Security Type	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
LOGIC	Investment Pool	840	1,302	420,311	240,981	61,731	2,548	4,485	2,497,786
TexSTAR	Investment Pool	737	1,143	(54)	211,523	54,185	2,237	3,936	1,823,463
TexasDAILY	Investment Pool	840	1,302	(62)	240,822	61,690	2,546	4,482	2,076,040
Lone Star	Investment Pool	840	1,302	(62)	240,835	61,693	2,546	4,482	2,076,151
Texas FIT	Investment Pool	839	1,301	(62)	240,661	61,649	2,545	4,479	6,765,747
FNC	Money Market Mutual Funds	5	8	(0)	1,394	357	15	26	12,014
FNC Brokered CD's, Agencies	Certificates of Deposit, Agencies	1,732	2,686	(128)	496,947	127,300	5,255	9,248	4,284,000
Total of Investments		5,833	9,043	419,942	1,673,162	428,604	17,691	31,137	19,535,200
Cash		588	911	(43)	5,916,305	43,181	1,782	3,137	7,200,949
Total Investments & Cash		$ 6,421	$ 9,954	$ 419,899	$ 7,589,467	$ 471,785	$ 19,474	$ 34,274	$ 26,736,149

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	$ 336.51	$ 84.94	$ 67.83	$ 189.47	$ 42.53	$ (0.95)	$ 7.67	$ 0.63
LOGIC	3,138.14	792.08	632.60	1,766.93	396.59	(8.83)	71.54	5.89
TexSTAR	2,572.34	649.27	518.54	1,448.35	325.08	(7.24)	58.64	4.83
TexasDAILY	3,004.73	758.41	605.70	1,691.81	379.73	(8.45)	68.50	5.64
Lone Star	2,969.21	749.45	598.54	1,671.81	375.24	(8.35)	67.69	5.57
Texas FIT	2,876.25	725.98	17,163.08	1,619.47	363.49	(8.09)	65.57	5.40
FNC Money Market Mutual Funds	9.44	2.38	1.90	5.32	1.19	(0.03)	0.22	0.02
FNC Brokered CD's, US Agencies	5,253.53	1,326.02	1,059.03	2,958.00	663.93	(14.78)	119.77	9.86
Total	20,160.14	5,088.54	20,647.22	11,351.16	2,547.78	(56.71)	459.60	37.83

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	0.35	0.54	(0.03)	18,077.35	25.50	1.05	1.85	**18,835.86**
LOGIC	3.24	5.02	1,618.94	928.21	237.78	9.81	17.27	**9,620.98**
TexSTAR	2.65	4.11	(0.20)	760.86	194.90	8.05	14.16	**6,559.09**
TexasDAILY	3.10	4.80	(0.23)	888.75	227.67	9.40	16.54	**7,661.63**
Lone Star	3.06	4.75	(0.23)	878.25	224.98	9.29	16.34	**7,571.07**
Texas FIT	2.97	4.60	(0.22)	850.75	217.93	9.00	15.83	**23,917.30**
FNC Money Market Mutual Funds	0.01	0.02	(0.00)	2.79	0.72	0.03	0.05	**24.08**
FNC Brokered CD's, US Agencies	5.42	8.40	(0.40)	1,553.92	398.06	16.43	28.92	**13,395.75**
Total	$ 20.79	$ 32.23	$ 1,617.65	$ 23,940.89	$ 1,527.52	$ 63.05	$ 110.97	**$ 87,585.76**

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
February 2023

POPULATION DATA		
January-22	14,923	
January-23	14,193	
Annual Growth	-730	-4.89%

PART 1 UCR CRIMES

	MONTHLY				YEAR TO DATE					
Offense Category	**Monthly Totals**	**Previous Month's Totals**	**Amount of Change**	**Percent Increase/Decrease**	**YTD 2023**	**2023 Per 1000/capita**	**YTD 2022**	**2022 Per 1000/capita**	**Amount of Change**	**Percent Increase/ Decrease**
Murder	**0**	**0**	**No Change**	***NC**	**0**	**0.00**	**0**	**0.00**	**No Change**	***NC**
Rape	**1**	**1**	**No Change**	**0.00**	**2**	**0.14**	**4**	**0.27**	**-2**	**-50.00**
Robbery	**1**	**0**	**1**	***NC**	**1**	**0.07**	**0**	**0.00**	**1**	***NC**
Individual	0	0	No Change	*NC	0	0.00	0	0.00	No Change	*NC
Business	1	0	1	*NC	1	0.07	0	0.00	1	*NC
Assaults	**24**	**17**	**7**	**41.18**	**41**	**2.89**	**27**	**1.81**	**14**	**51.85**
Aggravated	3	6	-3	-50.00	9	0.63	8	0.54	1	12.50
Other Assaults	21	11	10	90.91	32	2.25	19	1.27	13	68.42
Burglary	**4**	**2**	**2**	**100.00**	**6**	**0.42**	**6**	**0.40**	**No Change**	**0.00**
Habitation	3	0	3	*NC	3	0.21	4	0.27	-1	-25.00
Building	1	2	-1	-50.00	3	0.21	2	0.13	1	50.00
Theft	**29**	**25**	**4**	**16.00**	**54**	**3.80**	**30**	**2.01**	**24**	**80.00**
Burglary Vehicle	1	2	-1	-50.00	3	0.21	1	0.07	2	200.00
Burglary Coin-Op Machine	0	0	No Change	*NC	0	0.00	0	0.00	No Change	*NC
Thefts	28	23	5	21.74	51	3.59	29	1.94	22	75.86
Motor Vehicle Theft	**5**	**5**	**No Change**	0.00	**10**	0.70	**5**	0.34	**5**	100.00
TOTAL OFFENSES	**64**	**50**	**14**	**28.00**	**114**	**8.03**	**75**	**5.03**	**39**	**52.00**

TRAFFIC ACCIDENT SUMMARY

	MONTHLY				YEAR TO DATE					
ACTIVITY	**Monthly Totals**	**Previous Month's Totals**	**Amount of Change**	**Percent Increase/Decrease**	**YTD 2023**	**2023 Per 1000/capita**	**YTD 2022**	**2022 Per 1000/capita**	**Amount of Change**	**Percent Increase/ Decrease**
Motor Vehicle Accidents	16	35	-19	-54.29	51	3.59	43	2.88	8	18.60
Injury Accidents	1	11	-10	-90.91	12	0.85	13	0.87	-1	-7.69
Number Transported	0	10	2	-100.00	10	0.70	10	0.67	No Change	0.00
Fatality Accidents	0	0	No Change	*NC	0	0.00	0	0.00	No Change	*NC
Fatalities	0	0	No Change	*NC	0	0.00	0	0.00	No Change	*NC

PATROL & TRAFFIC DIVISIONS ACTIVITY

	MONTHLY				YEAR TO DATE					
ACTIVITY	**Monthly Totals**	**Previous Month's Totals**	**Amount of Change**	**Percent Increase/Decrease**	**YTD 2023**	**2023 Per 1000/capita**	**YTD 2022**	**2022 Per 1000/capita**	**Amount of Change**	**Percent Increase/ Decrease**
Calls for Service	1,426	1,557	-131	-8.41	2,983	210.17	3,400	227.84	-417	-12.26
Citations	279	251	28	11.16	530	37.34	423	28.35	107	25.30
Offense Reports	131	155	-24	-15.48	286	20.15	281	-384.93	5	1.78
Response Time Avg. Emergency	7.52	4.49	3.03	67.48	6.06		7.98		-1.92	-24.06
Response Time Avg. Non-Emer.	6.86	7.00	-0.14	-2.00	6.90		7.89		-0.99	-12.55

COMMUNICATIONS DIVISION ACTIVITY

	MONTHLY				YEAR TO DATE					
ACTIVITY	**Monthly Totals**	**Previous Month's Totals**	**Amount of Change**	**Percent Increase/Decrease**	**YTD 2023**	**2023 Per 1000/capita**	**YTD 2022**	**2022 Per 1000/capita**	**Amount of Change**	**Percent Increase/ Decrease**
NCIC/TCIC Entries	426	399	27	6.77	825	58.13	33	2.21	792	2400.00
911 Calls - Total	272	320	-48	-15.00	592	41.71	767	51.40	-175	-22.82
911 Calls - Police	157	203	-46	-22.66	360	25.36	371	24.86	-11	-2.96
911 Calls - Fire	69	44	25	56.82	113	7.96	124	8.31	-11	-8.87
911 Calls - EMS	126	134	-8	-5.97	260	18.32	272	18.23	-12	-4.41

CRIMINAL INVESTIGATION DIVISION ACTIVITY

	MONTHLY				YEAR TO DATE					
ACTIVITY	**Monthly Totals**	**Previous Month's Totals**	**Amount of Change**	**Percent Increase/Decrease**	**YTD 2023**	**2023 Per 1000/capita**	**YTD 2022**	**2022 Per 1000/capita**	**Amount of Change**	**Percent Increase/ Decrease**
Cases Assigned	79	49	30	61.22	128	9.02	163	10.92	-35	-21.47
Cases Cleared	77	68	9	13.24	145	10.22	114	7.64	31	27.19
Cases Filed (Misdemeanor)	49	65	-16	-24.62	114	8.03	61	4.09	53	86.89
Cases Filed (Felony)	33	50	-17	-34.00	83	5.85	48	3.22	35	72.92
Cases Filed (Juvenile)	0	0	No Change	*NC	0	0.00	5	0.35	-5	-100.00

ARRESTS

	MONTHLY				YEAR TO DATE					
ACTIVITY	**Monthly Totals**	**Previous Month's Totals**	**Amount of Change**	**Percent Increase/Decrease**	**YTD 2023**	**2023 Per 1000/capita**	**YTD 2022**	**2022 Per 1000/capita**	**Amount of Change**	**Percent Increase/ Decrease**
DWI Arrest	11	8	3	37.50	19	1.34	16	1.07	3	18.75
Adult Arrests	57	59	-2	-3.39	116	8.17	106	7.10	10	9.43
City Warrant Cleared	78	121	-43	-35.54	199	14.02	9	0.60	190	2111.11
Drug Related Arrests	16	25	-9	-36.00	41	2.89	30	2.01	11	36.67
Juvenile Arrests	1	0	1	*NC	1	0.07	5	0.34	-4	-80.00

POLICE PERSONNEL

	MONTHLY				YEAR TO DATE					
ACTIVITY	**Monthly Totals**	**Previous Month's Totals**	**Amount of Change**	**Percent Increase/Decrease**	**YTD 2023**	**2023 Per 1000/capita**	**YTD 2022**	**2022 Per 1000/capita**	**Amount of Change**	**Percent Increase/ Decrease**
TCOLE Training Hours	48	64	-16	-25.00	112	7.89	734	49.19	-622	-84.74
Community Meetings	10	6	4	66.67	16	1.13	10	0.67	6	60.00
Lake Patrol Hours	0	0	No Change	*NC	0	0.00	0	0.00	No Change	*NC
Volunteer Hours	47	64	-17	-26.56	111	7.82	43	2.88	68	158.14
Volunteer Security Checks	217	109	108	99.08	326	22.97	39	2.61	287	735.90
Open Records Requests	121	164	-43	-26.22	285	20.08	42	2.81	243	578.57
Special Events	0	0	No Change	*NC	0	0.00	3	0.20	-3	-100.00

CODE ENFORCEMENT ACTIVITY

ACTIVITY	MONTHLY				YEAR TO DATE					
	Monthly Totals	Previous Month's Totals	Amount of Change	Percent Increase/Decrease	YTD 2023	2023 Per 1000/capita	YTD 2022	2022 Per 1000/capita	Amount of Change	Percent Increase/ Decrease
Inspections - Trash	38	30	8	27	68	4.79	29	1.94	39	134.5
- Junk Vehicles	8	7	1	14	15	1.06	7	0.47	8	114.3
- Grass/Weeds	0	6	-6	-100	6	0.42	0	0.00	6	*NC
- Illegal Signs	51	48	3	6	99	6.98	57	3.82	42	73.7
- Unsafe Conditions	0	3	-3	-100	3	0.21	2	0.13	1	50.0
- Vendors	2	0	2	*NC	2	0.14	1	0.07	1	100.0
- Other	9	5	4	80	14	0.99	3	0.20	11	366.7
Resolved - Trash	12	18	-6	-33	30	2.11	21	1.41	9	42.9
- Junk Vehicles	5	5	No Change	0	10	0.70	6	0.40	4	66.7
- Grass/Weeds	0	6	-6	-100	6	0.42	10	0.67	-4	-40.0
- Illegal Signs	51	48	3	6	99	6.98	57	3.82	42	73.7
- Unsafe Conditions	0	3	-3	-100	3	0.21	0	0.00	3	*NC
- Vendors	2	0	2	*NC	2	0.14	1	0.07	1	100.0
- Other	9	4	5	125	13	0.92	3	0.20	10	333.3

ANIMAL SERVICES ACTIVITY

ACTIVITY	MONTHLY				YEAR TO DATE					
	Monthly Totals	Previous Month's Totals	Amount of Change	Percent Increase/Decrease	YTD 2023	2023 Per 1000/capita	YTD 2022	2022 Per 1000/capita	Amount of Change	Percent Increase/ Decrease
Dogs - Intake	21	27	-6	-22	48	3.38	31	2.08	17	54.8
Dogs - Adopted / Rescued	21	15	6	40	36	-49.32	35	2.35	1	2.9
Dogs - Reclaimed by Owner	7	5	2	40	12	0.85	13	0.87	-1	-7.7
Cats - Intake	9	14	-5	-36	23	1.62	14	0.94	9	64.3
Cats - Adopted / Rescued	3	4	-1	-25	7	0.49	15	1.01	-8	-53.3
Cats - Reclaimed by Owner	0	0	No Change	*NC	0	0.00	0	0.00	No Change	*NC
Calls for Service Total	63	112	-49	-44	175	12.33	262	17.56	-87	-33.2
Barking Dogs	2	2	No Change	0	4	0.28	4	0.27	No Change	0.0
Loose Animals	58	85	-27	-32	143	10.08	218	14.61	-75	-34.4
Other Wildlife - Livestock	5	5	No Change	0	10	0.70	6	0.40	4	66.7
Value of Donated Materials	$620	$600	20	3	$1,220	85.96	$773	51.80	$447	57.8
Volunteer Hours	26.5	7.5	19	253	34	2.40	106	7.10	-72	-67.9
Community Service Hours	249	324	-75	-23	573	40.37	670	44.90	-97	-14.5

Fire Department

February Council Report

September Review

Fire Responses	
EMS Backups	80
Vehicle/Trailer Fires	1
Structure Fire	1
Structure Fire-Fully Active	0
Fire Alarms	70
Brush Fire Mutual Aid	16
Misc. Fires	13
Motor Vehicle Assists	20

Notes For Council:

JFD has filled all positions

EMS Report	
Out of Town Transfers	4
Christus Tyler	2
UT Tyler	1
Rusk Nursing Home Transfers	1
Treatment no Transports	46
Airport Flight Crew Transport	0
Emergency EMS Calls	184

Fire Marshall's Office	
Fire Inspections	15
Fire Investigations	1
Fire Permits	6
Plan Review/Meetings	3
Fire Prevention/Tours	3
Bailiff Hours	14

Community & Public Services Reported Concerns

Monthly Report

February-23

Building

CONCERN	Feb-23	Oct. 1 - YTD	Notes:
Building		0	
Illegal Use of Occupancy		0	
Misc. - Issue Internal Use		0	
General		5	
Inspection		0	
Other	1	12	
Zoning Violations		0	

Parks

CONCERN			Notes:
Overgrowth		0	
Trash & Rubbish		0	
Other		0	
Parks/Facility Maintenance		1	

Public Services

CONCERN			Notes:
General Request-Public Services		0	

Sanitation

CONCERN			Notes:
Trash Can	6	50	
Trash & Rubbish		0	

Bulky Waste Pick Up Request	81	346	

Streets

CONCERN			Notes:
Decorative Street Light		2	
Clogged Storm Drain	2	9	
Dead/Fallen Tree on Street	4	18	
Grass in Curb and Gutter	5	0	
Low Limbs or Vegetation Blocking Line of Sight		0	
Misc. Use		0	
Other		7	
Overgrowth		5	
Pothole/Street Repairs	12	27	
Right of Way Mowing		0	
Signage	5	11	
Stagnant Water		0	
Street Light Out		0	
Street Sweeping Needed	2	11	

Water

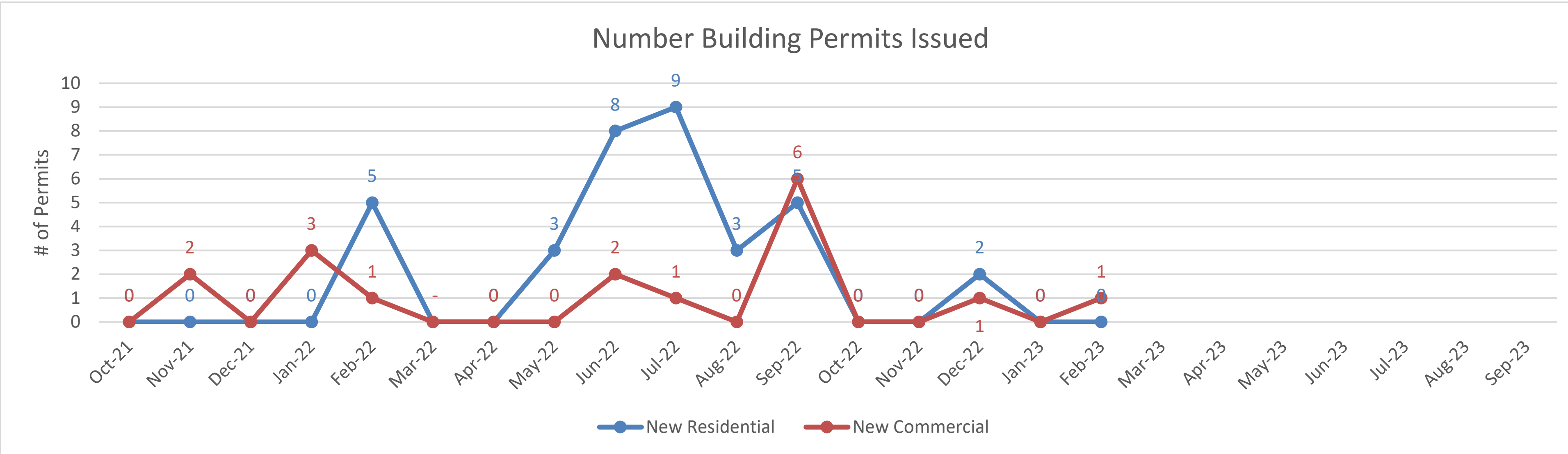
CONCERN			Notes:
Fire Hydrant Maintenance		3	
locates	32	101	
Water in the Streets		1	
Water Leaks	11	64	
Water Meter Leaks	6	23	
Other	11	47	

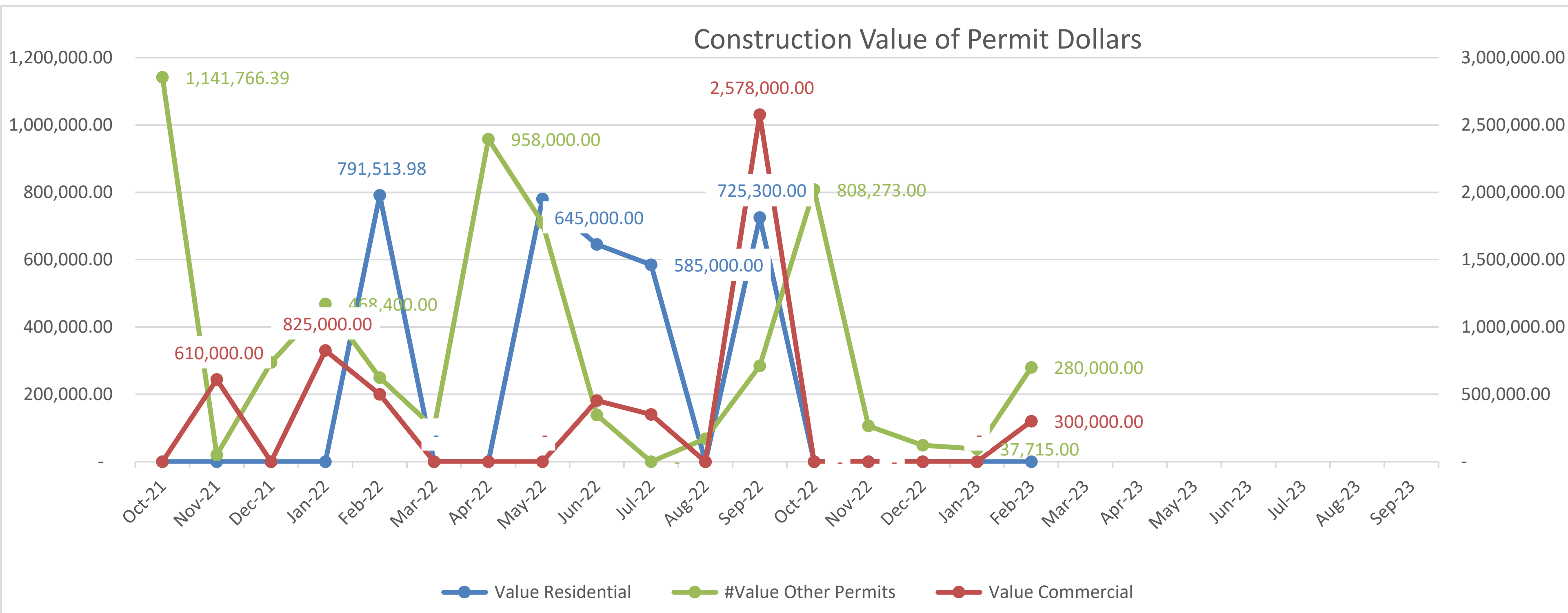
Wastewater Collection

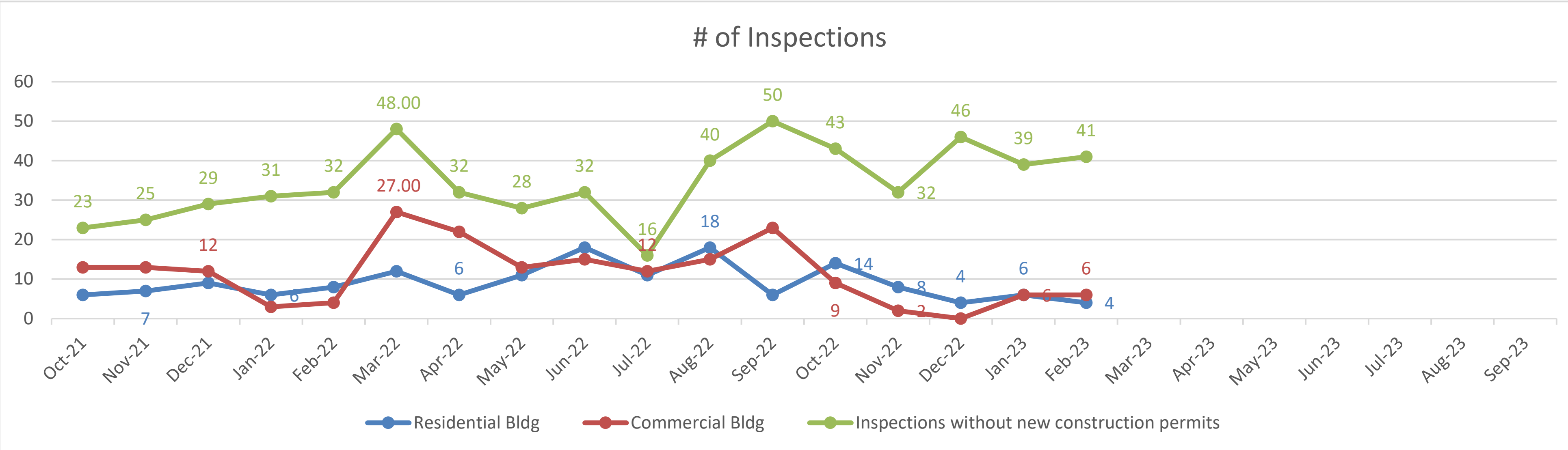
CONCERN			Notes:
Sewer backup	16	69	
sewage other	8	14	
Sewage Leak	2	14	
Sewer Odor	1	6	

Utility Billing

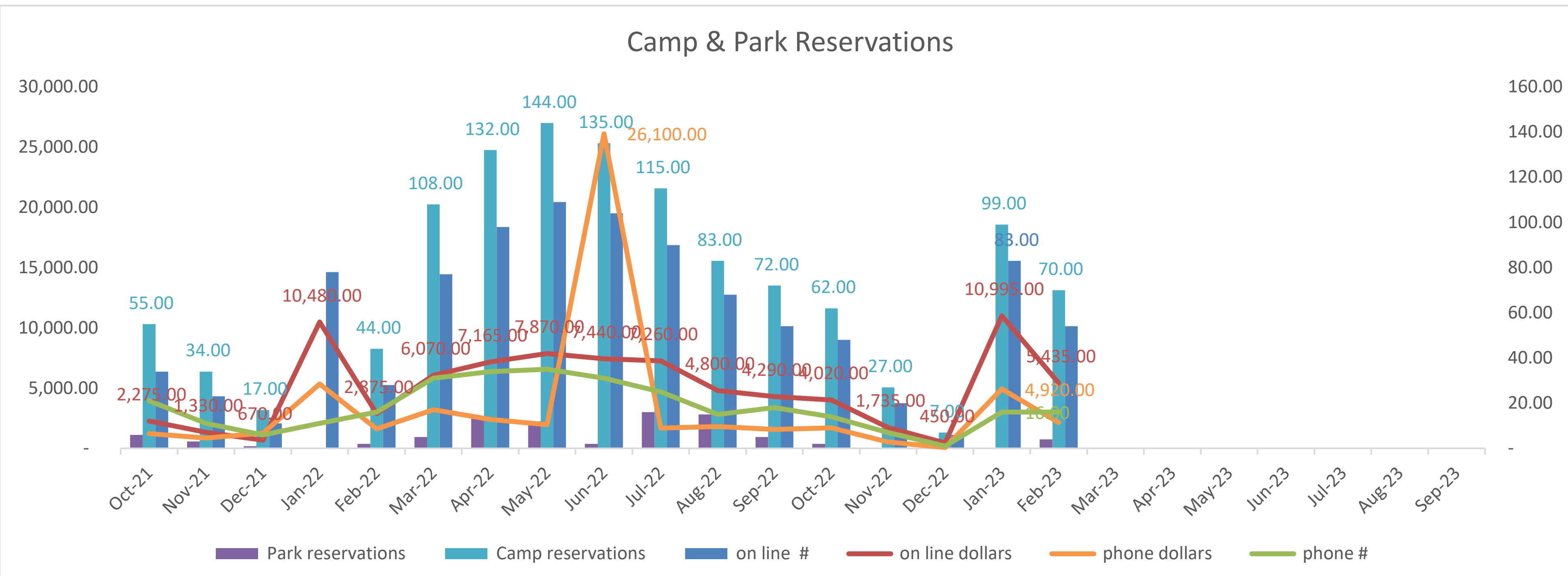
			Notes:
CONCERN			Notes:
Park Reservations		0	
Permits		0	
Reads		0	
Meter Turn on/Turn off	20	103	
Account setups- new/transfer/ disconnect		0	
Biling questions		1	
AMI Meter repairs/ replacements	21	116	
Totals	246	1066	


Number Building Permits Issued
# of Permits
New Residential
New Commercial
Oct-21
Nov-21
Dec-21
Jan-22
Feb-22
Mar-22
Apr-22
May-22
Jun-22
Jul-22
Aug-22
Sep-22
Oct-22
Nov-22
Dec-22
Jan-23
Feb-23
Mar-23
Apr-23
May-23
Jun-23
Jul-23
Aug-23
Sep-23

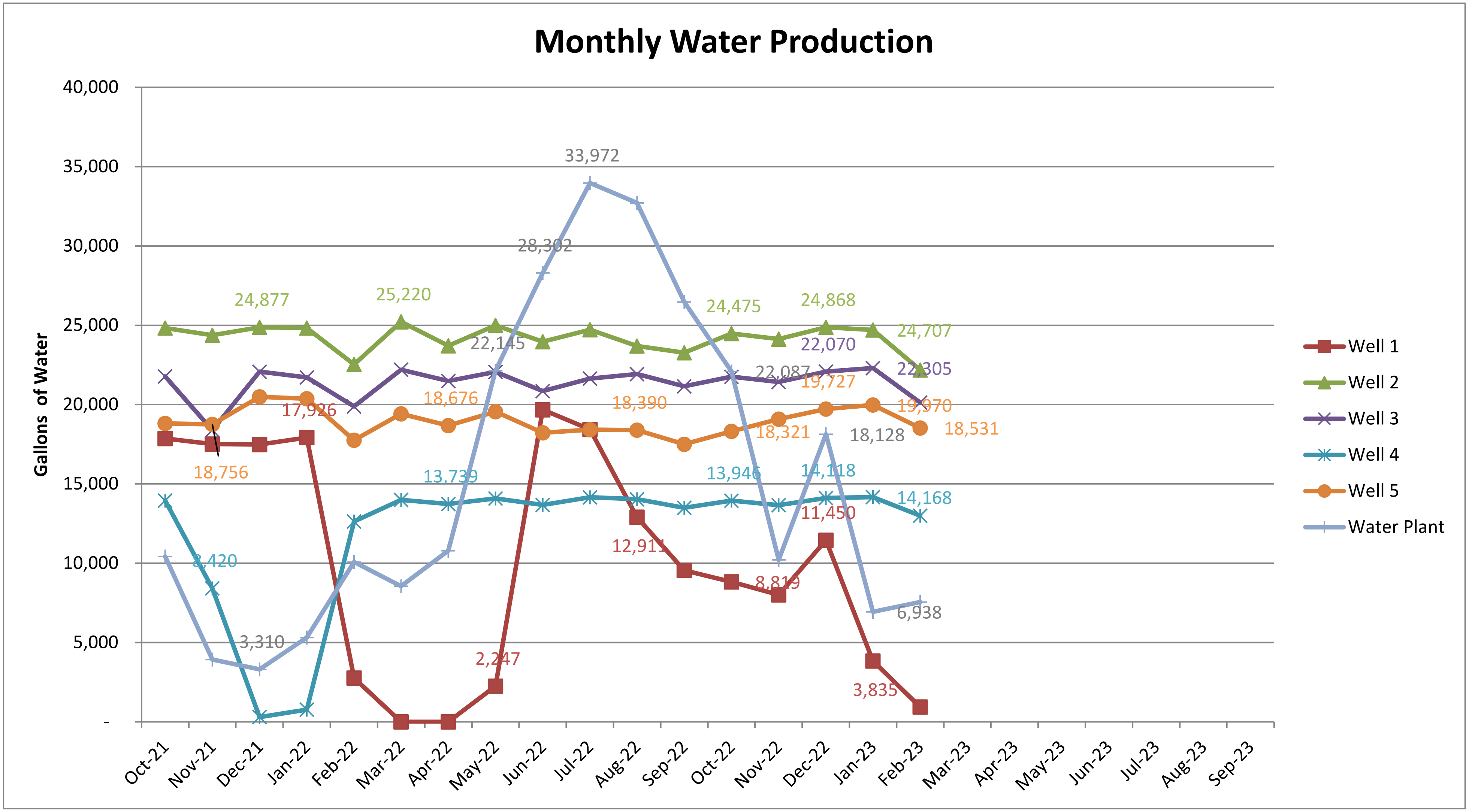

Construction Value of Permit Dollars
1,141,766.39
2,578,000.00
958,000.00
791,513.98
725,300.00
808,273.00
645,000.00
585,000.00
468,400.00
825,000.00
610,000.00
280,000.00
300,000.00
37,715.00
Value Residential
#Value Other Permits
Value Commercial



# of Inspections
Residential Bldg
Commercial Bldg
Inspections without new construction permits

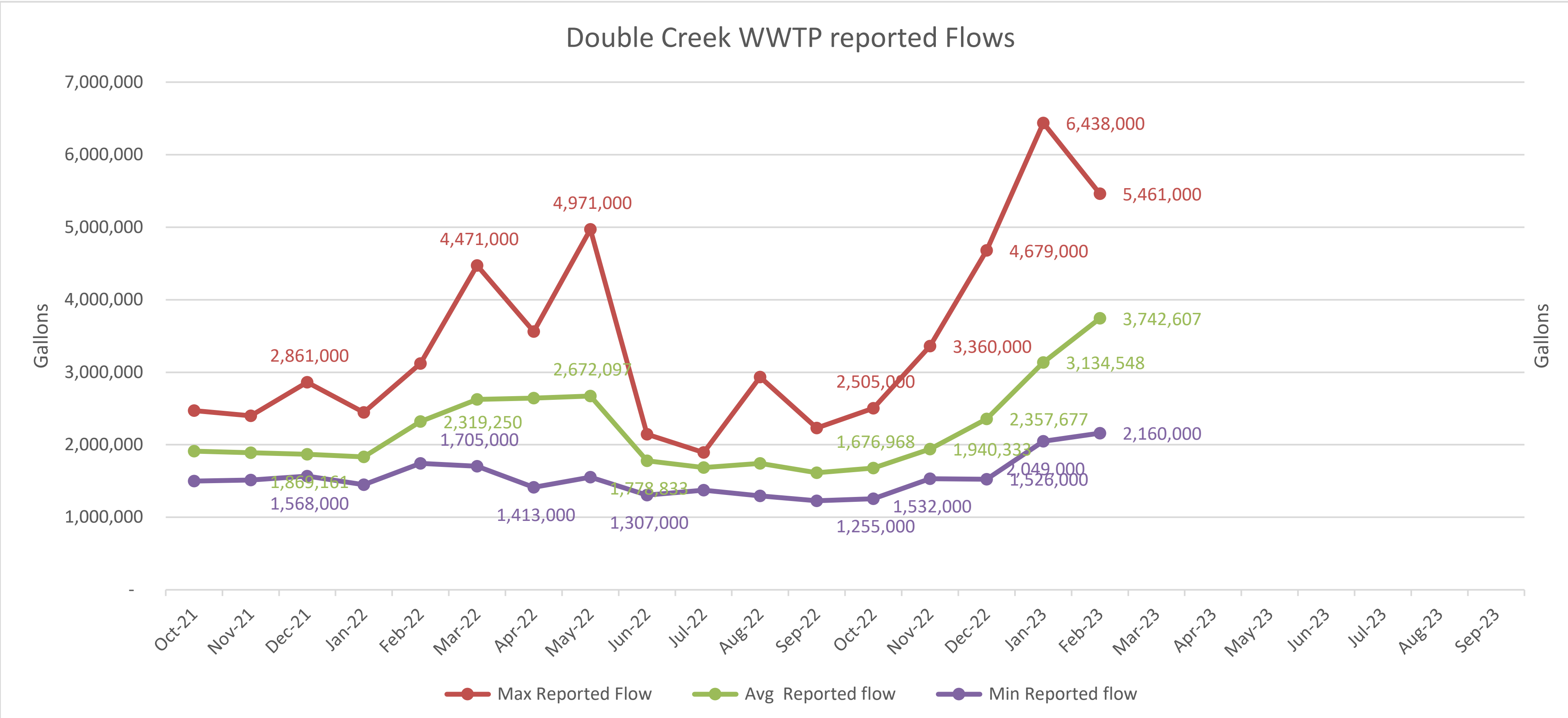


Camp & Park Reservations
Park reservations
Camp reservations
on line #
on line dollars
phone dollars
phone #

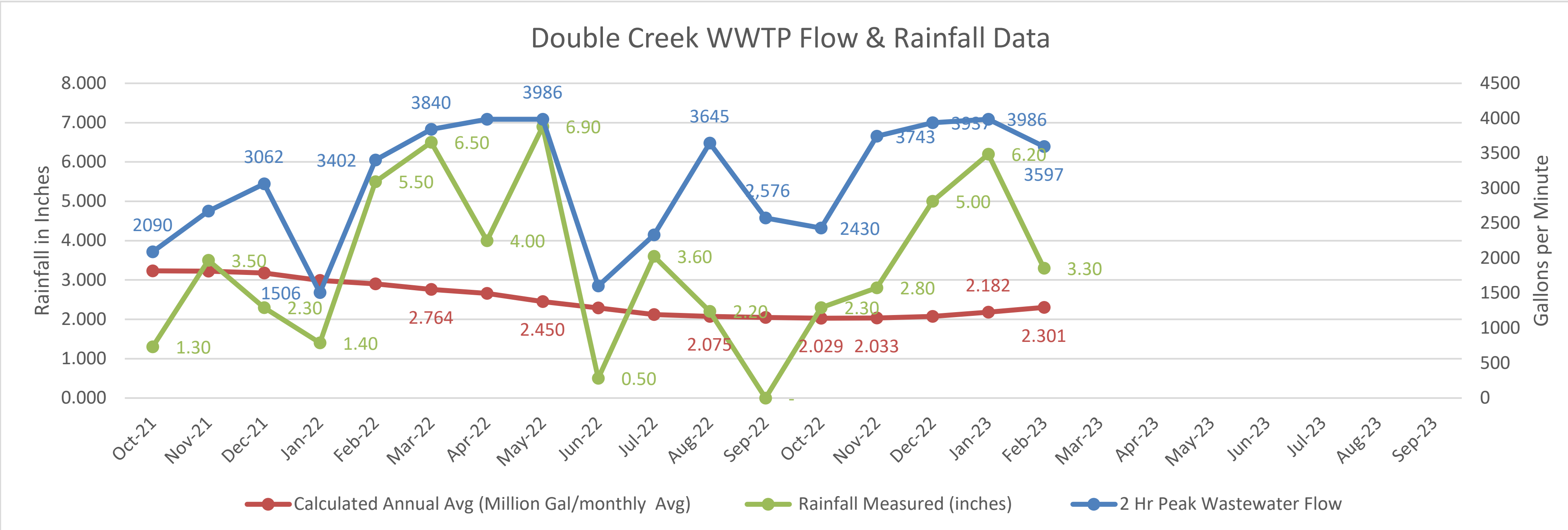


** information from Water Plant Daily Production Logs

Wastewater:

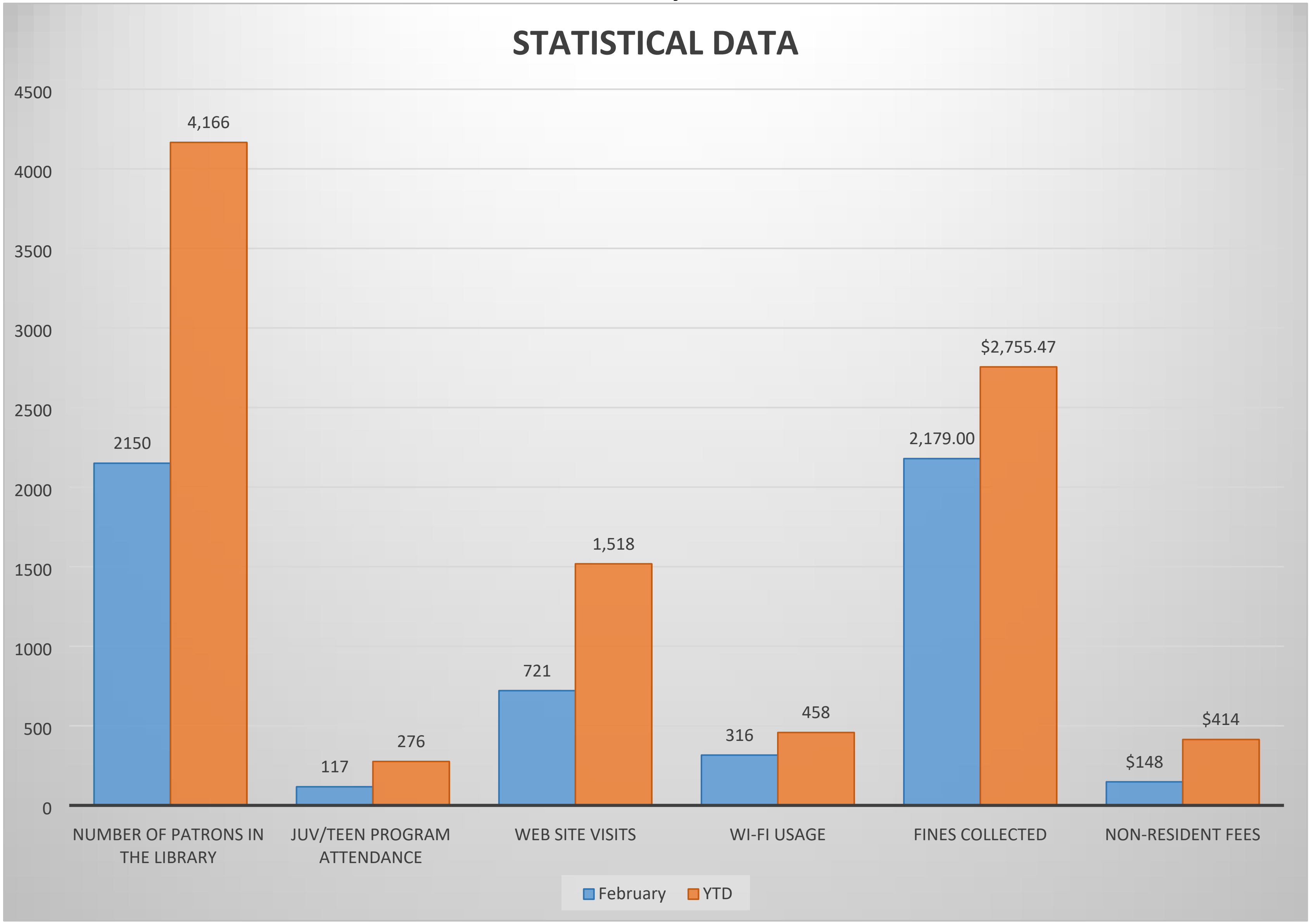


Double Creek WWTP reported Flows
Gallons
Gallons
7,000,000
6,000,000
5,000,000
4,000,000
3,000,000
2,000,000
1,000,000
-
6,438,000
5,461,000
4,971,000
4,471,000
4,679,000
3,742,607
3,360,000
3,134,548
2,861,000
2,672,097
2,505,000
2,357,677
2,319,250
1,705,000
2,160,000
1,676,968
1,940,333
2,049,000
1,526,000
1,869,161
1,778,833
1,568,000
1,532,000
1,413,000
1,307,000
1,255,000
Oct-21
Nov-21
Dec-21
Jan-22
Feb-22
Mar-22
Apr-22
May-22
Jun-22
Jul-22
Aug-22
Sep-22
Oct-22
Nov-22
Dec-22
Jan-23
Feb-23
Mar-23
Apr-23
May-23
Jun-23
Jul-23
Aug-23
Sep-23
Max Reported Flow
Avg Reported flow
Min Reported flow



** information from WasteWater Plant Daily Log Reports

CITY OF JACKSONVILLE
PUBLIC LIBRARY
MONTHLY REPORT
February 2023



CITY OF JACKSONVILLE
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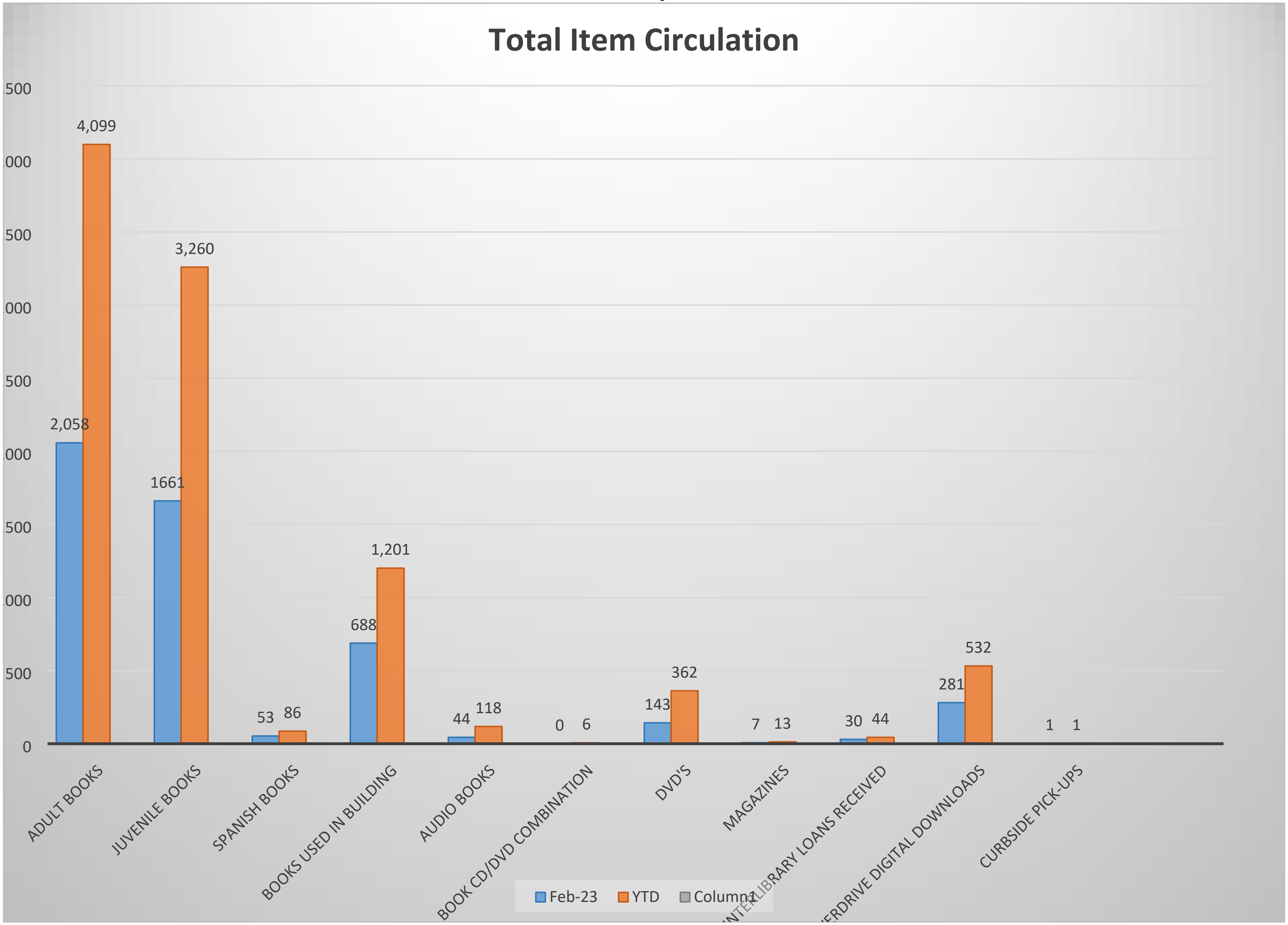
MONTHLY REPORT
February 2023



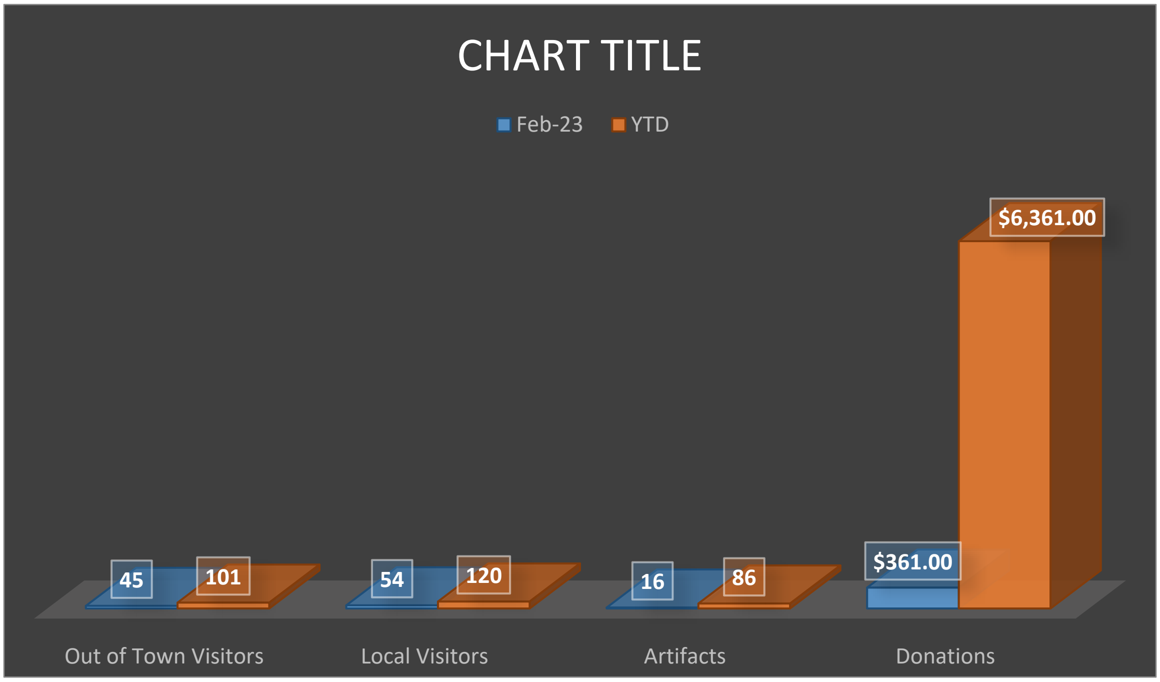
CITY OF JACKSONVILLE
PUBLIC LIBRARY
MONTHLY REPORT
February 2023

Items provided **to** other libraries through Interlibrary Loan: 14 monthly / YTD 39 total.

Book and DVD gifts to the library for the month of January: 12 items / YTD 62 items.

The data for this report was gathered on March 03, 2022.

CITY OF JACKSONVILLE
Vanishing Texana Museum
MONTHLY REPORT
February 2023



February 2023 total museum visitors - 99

Artifacts inventory for February = 99

Artifacts loaned for February = 0

Racial Profiling Report | Exempt

Agency Name: JACKSONVILLE FIRE DEPT.
Reporting Date: 02/21/2023
TCOLE Agency Number: 073302

Chief Administrator: JEREMY D. PATE

Agency Contact Information:
Phone: (903) 586-7131
Email: jeremy.pate@jacksonvilletx.org

Mailing Address:
911 SOUTH Bolton
JACKSONVILLE, TX 75766

FULL EXEMPTION RACIAL PROFILING REPORT

Article 2.132 CCP Law Enforcement Policy on Racial Profiling a.) In this article:

1.) "Law enforcement agency" means an agency of the state, or of a county, municipality , or other political subdivision of the state, that employs peace officers who make traffic stops in the routine performance of the officers' official duties.

I certify it is not the policy of this agency to make traffic stops in the routine performance of the officers' official duties.

Executed by: Jeremy Pate
Fire Marshal

Date: 02/21/2023

Submitted electronically to the

The Texas Commission on Law Enforcement