



THE CITY OF JACKSONVILLE

**JACKSONVILLE CITY COUNCIL MEETING
JACKSONVILLE CITY HALL COUNCIL CHAMBERS
315 S. RAGSDALE
TUESDAY, APRIL 11, 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**
 - 2. CALL TO ORDER**
 - 3. INVOCATION**
 - 4. PLEDGE OF ALLEGIANCE US & TEXAS FLAGS**
 - 5. SPECIAL PRESENTATION –**
 - A. BUSINESS OF THE MONTH PRESENTED BY JEDCO PRESIDENT SHANE PACE - FEDERAL HEATH**
 - B. A PROCLAMATION PROCLAIMING APRIL 9-15 AS NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK PRESENTED BY MAYOR RANDY GORHAM**
 - C. PROCLAMATION DECLARING APRIL 2023 AS CHILD ABUSE PREVENTION MONTH IN JACKSONVILLE - PRESENTED BY MAYOR RANDY GORHAM TO RAMONA JOHNSON, COMMUNITY EDUCATOR WITH CRISIS CENTER OF ANDERSON AND CHEROKEE COUNTIES**
 - 6. CITIZEN PARTICIPATION**
 - 7. A) SECOND READING OF A RESOLUTION IN SUPPORT OF ECONOMIC DEVELOPMENT INCENTIVES
B) DISCUSS AND CONSIDER WITH POSSIBLE ACTION A RESOLUTION IN SUPPORT OF ECONOMIC DEVELOPMENT INCENTIVES**
 - 8. CONSENT AGENDA - ITEMS UNDER CONSENT AGENDA REQUIRE LITTLE OR NO DELIBERATIONS BY COUNCIL. APPROVAL OF CONSENT AGENDA AUTHORIZES THE CITY MANAGER OR HIS DESIGNEES TO PROCEED WITH CONCLUSION OF EACH ITEM IN ACCORDANCE WITH STAFF RECOMMENDATION**
 - A. MINUTES APPROVAL - MARCH 14, 2023 CITY COUNCIL MEETING; APRIL 6, 2023 AGENDA WORKSHOP**
 - B. APPROVE A STREET CLOSURE FOR THE TACO COOKOFF MAY 6, 2023**
 - C. RESOLUTION STATING THAT THE CITY COUNCIL HAS REVIEWED THE INVESTMENT POLICY AND INVESTMENT STRATEGIES**
 - D. APPROVE A RESOLUTION NAMING THE CITY'S DESIGNATED SIGNATORIES**
 - E. APPROVE A RESOLUTION APPROVING THE CITY'S USE OF PURCHASING COOPS**



THE CITY OF JACKSONVILLE

APRIL 11, 2023

PAGE 2

9. ANY ACTION OUT OF EXECUTIVE SESSION IF NECESSARY
10. DISCUSS AND CONSIDER WITH POSSIBLE ACTION AWARDDING THE CONTRACT FOR THE FILTER UPGRADE AT THE WATER TREATMENT PLANT
11. DISCUSS AND CONSIDER WITH POSSIBLE ACTION AWARDDING THE CONSTRUCTION MANAGER AT RISK FOR THE CIVIC CENTER REMODEL
12. DISCUSS AND CONSIDER WITH POSSIBLE ACTION AWARDDING THE DEMOLITION CONTRACT FOR CONDEMNED STRUCTURES
13. DISCUSS AND CONSIDER WITH POSSIBLE ACTION AWARDDING THE CONTRACT OF THE REHABILITATION WORK ON WELL #3 GROUND STORAGE TANK
14. DISCUSS AND CONSIDER WITH POSSIBLE ACTION SELLING THREE OF THE CITY'S FLEET VEHICLES
15. POLICY UPDATES - NEPOTISM AND PART-TIME EMPLOYEE HOLIDAY PAY AND PTO
16. DISCUSS AND CONSIDER WITH POSSIBLE ACTION A RESOLUTION FOR SUBMISSION OF A 2023-2024 TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS. THE GRANT FUNDS, IF AWARDED WILL BE USED TO FUND A SYCAMORE STREET SEWER IMPROVEMENT AND A NICHOLS GREEN PARK SEWER MAIN REPLACEMENT.
17. OPEN FORUM FOR MAYOR AND COUNCIL
18. CITY MANAGER REPORT
19. ADJOURN

Posted this the 6th day of April 2023.

5:00 PM

CERTIFICATION

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

Greg Lowe, City Clerk

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



THE CITY OF JACKSONVILLE

APRIL 11, 2023
PAGE 3



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	4/11/2023	ITEM NUMBER:	7.
DEPARTMENT:	Administration	PREPARED BY:	Shane Pace
INITIATED BY:	Shane Pace	EXHIBITS:	8B - CSL Scope Letter - Jacksonville, TX - 2023, 2023.04.11 - Resolution_Bois Darc_Nichols Parking_CSL_final, Performance agreement_Draft_03.22.23_clean

EXECUTIVE SUMMARY:

The purpose of this resolution is to seek City Council approval for the following economic development expenditures:

1. An amount not to exceed \$150,000 to Bois D'Arc International Inc. for the creation and retention of a minimum of 29 Primary Jobs at the manufacturing facility located at 101 Anvil Street, Jacksonville, TX 75766.
2. An amount not to exceed \$175,000 for the purchase of real property located at 218 E. Commerce Street, Jacksonville, TX 75766 for the purpose of providing additional public parking downtown.
3. An amount not to exceed \$49,000 to "Conventions, Sports & Leisure International, LLC (CSL)" for a feasibility study, for a multi-purpose event center in the City of Jacksonville

Item #1 is associated with a Performance Agreement between JEDCO and Bois D'Arc International Inc. for the creation of new jobs at the former location of Custom Coils.

I. Background

On February 16, 2023, David Zobrist contacted JEDCO to discuss opportunities for incentives associated with the potential acquisition of a local manufacturing company (Custom Coils). At this time, Custom Coils was in the process of foreclosure. Mr. Zobrist stated that his company was in negotiations with the financial institution holding the business assets as well as the company owner and that the transaction would move quickly to avoid the auction of assets.

Custom Coils closed its doors on February 3, 2023, and subsequently laid off all 29 employees. Mr. Zobrist successfully purchased the company and assets and reopened the doors in early March. The JEDCO Board approved this item unanimously at their February 23, 2023 meeting.

II. Incentives

JEDCO Incentives

- i. Job Creation Incentive in an amount not to exceed \$150,000. Any additional incentives shall be subject to approval by the Board of Directors and City Council.
- ii. Incentives shall be calculated based on the creation of new Primary Jobs, utilizing the following "sliding scale" for each full-time equivalent employee:

Actual Compensation	Total Incentive
\$65,000 and above	\$10,000.00
\$55,000 - \$64,999.99	\$8,000.00
\$45,000 - \$54,999.99	\$6,000.00
\$35,000 - \$44,999.99	\$4,000.00
\$31,000 - \$34,999.99	\$3,000.00
\$24,000 - \$30,999.99	\$2,000.00

- iii. The Recipient shall maintain a Baseline Employment Level of 15 employees throughout Year 1 and 29 employees throughout the remaining duration of the Term.
- iv. The Term of the agreement shall be three (3) years from the date of execution of a Performance Agreement.
- v. Recipient shall provide annual employment reporting as outlined in a subsequent Performance Agreement.
- vi. Incentives will be paid in a timely manner following receipt and review of the required annual reporting.
- vii. Recipient shall maintain the current business location in the City of Jacksonville and its legal status under federal and state law and remain qualified to do business in the State of Texas.

viii. Recipient agrees to negotiate in good faith with the City of Jacksonville for the City's retainage of approximately two (2) acres of land located on the east side of the subject property, directly adjacent to US 69.

Item #2 is associated with the purchase of real property.

JEDCO and Senator Robert Nichols have come to an agreement on the sale and purchase of the parking lot located at 218 E. Commerce St. The concrete parking lot contains 33 spaces and is in good condition. The purpose of the purchase is to provide additional public parking downtown. The JEDCO Board approved the purchase unanimously at their February 16, 2023 meeting.

Item #3 is associated with a feasibility study for a multi-purpose event center in Jacksonville.

At the November 17, 2022 meeting, the JEDCO Board considered the idea of pursuing a feasibility study for a multi-purpose event center in Jacksonville. The Board directed staff to pursue proposals for such a facility. Staff received two proposals and conducted follow-up interviews with each firm. CSL demonstrated the highest level of experience and efficiency and was therefore determined to be a clear choice. The JEDCO Board approved funding of the study unanimously at their March 23, 2023 meeting.

RECOMMENDED ACTION:

Approve the resolution supporting economic development incentives.

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

STRATEGY MAP

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

POLICY/GOAL CONSIDERATION:**LEGAL:**

Council approves all JEDCO incentives over \$10,000.



February 24, 2023

Mr. Shane Pace
President
Jacksonville Economic Development Corporation
309 E. Commerce Street
Jacksonville, Texas 75766

Dear Mr. Pace:

The purpose of this letter is to outline a potential scope of work to be undertaken by CSL to conduct a feasibility analysis for a potential new multi-use event center in Jacksonville, Texas. The purpose of this letter is to outline a potential scope of work and associated fees related to a study we could undertake at your request. We are excited about the opportunity to assist the Jacksonville Economic Development Corporation (JEDC) and other stakeholders with these evaluation and planning issues.

PROPOSED SCOPE OF WORK

The proposed scope of services outlined herein is comprised of a study process we have successfully implemented for similar projects throughout the country. We would look forward to further discussing any specific study preferences or alternatives you may have for this project. The primary tasks are outlined below, followed by a more detailed description of the study effort on the subsequent pages.

- Task 1. Study Kickoff and Initial Project Planning
- Task 2. Local Market Conditions Analysis
- Task 3. Competitive/Comparable Facility & Destination Analysis
- Task 4. Industry Trends Review
- Task 5. Market Outreach, Interviews & Surveys
- Task 6. Facility Recommendations and Utilization Analysis
- Task 7. Cost Analysis
- Task 8. Economic Impact Analysis
- Task 9. Preparation and Presentation of Final Report

A description of the scope of services and methods to be applied to each study task is provided below and on the following pages.

Task 1. Study Kickoff and Initial Project Planning

As an initial task in the engagement, we will work with the JEDC and other key stakeholders to establish the specific project goals and timeframe. An initial planning meeting will take place to collect pertinent project data and to identify the local organizations, officials and others that we will need to meet with at the study's outset. This is a critical first-step, and we will spend several days in the community conducting local interviews, reviewing existing data and visiting existing visitor industry amenities.

We will connect with key project stakeholders to obtain background information related to the project. These interviews could include individuals such as elected and appointed City/County representatives, current and potential new agricultural, equestrian or livestock event producers and user groups, indoor youth and amateur sports facility users and user groups, representatives from local schools/universities, area hoteliers, hospitality and service industry representatives, and other community groups and stakeholders. These meetings will focus on understanding conditions with regard to local market characteristics, facility needs and the opportunities that future investment in the multi-use agricultural event complex sector may represent.

Task 2. Local Market Conditions Analysis

The purpose of this task is to evaluate the local market characteristics of the Jacksonville area and conduct an in-depth analysis of existing conditions as they relate to the potential development and operations of a new multi-use event center. Characteristics to be evaluated as part of this analysis include the following:

- Existing/planned local equestrian, livestock, exposition, conference, sport/recreation, event and hotel facilities.
- Key demographic and socioeconomic characteristics and trends, such as population, disposable income, retail sales, entertainment spending, corporate base etc.
- Existing/planned lodging properties, rooms and cost structures.
- Destination marketing efforts, programs and funding.
- Tax rates, collections and uses (both hospitality industry taxes and other taxes/assessments).
- Proximity issues to major metropolitan markets and other population centers.
- Air, rail, ground transportation and shuttle access.
- Entertainment offerings and attractions.
- Key community resources.
- Other such characteristics.

The results of this task will be used in combination with data prepared throughout the study to assess Jacksonville's competitive position within the regional and national marketplace and its ability to accommodate additional event demand. By understanding the type of business currently accommodated within the community, we can focus our recommendations on facility development that could add to the overall level of events, attendees and economic impact.

Task 3. Competitive and Comparable Facility and Destination Analysis

In evaluating the market positioning and demand for a new multi-use event center, it is important to gain an understanding of the competitive and comparable facility environment. Within this task, we will assemble and review the operational and physical characteristics of existing and planned facilities throughout the competitive regional and statewide marketplace. We will develop inventories of facilities/complexes to determine the level of competition within the marketplace and identify areas of potential need. We will analyze existing and planned local and regional competitive facilities to assess the relation, interaction and impact, if any, they may have on the demand for potential new multi-use event center in Jacksonville.

Additionally, we will also evaluate projects around the country that may offer some element of comparable insight (e.g., pricing structures, staffing levels, sponsorship/advertising opportunities, expense ratios, etc.). We will specifically focus on identifying and analyzing facilities in markets similar to Jacksonville. The type of data that will be assembled for comparable and competitive projects includes the following:

- Facility type and marketing focus.
- Fixed and temporary seating components.
- Arena floor space and type (e.g., indoor/outdoor, dirt/concrete, dedicated/multipurpose, etc.).
- Exhibit, meeting/conference and multipurpose space and capacities.
- Sport and recreation space and capabilities.
- Future expansion plans.
- Event characteristics (levels, attendance, utilization, future bookings, etc.).
- Staffing levels by position.
- Ancillary services and amenities.
- Operating revenues and expenses.
- Sponsorship and advertising opportunities.
- Available parking.
- Area demographics.
- Location characteristics and transportation access.
- Other such characteristics.

This analysis will assist in providing data as to how a multi-use event center could compete within the greater regional marketplace, as well as later assisting in the evaluation of the associated financial operations, pricing structure and staffing levels.

Task 4. Industry Trends Review

The equestrian, livestock arena, exposition, conference, sport/recreation, event, entertainment, hospitality and visitor industries have undergone significant change over the past few decades. Issues impacting these industries, including changing demand for event space, technological amenities, hotel availability, service levels and other such characteristics, have been joined by recent, and sometimes dramatic, fluctuations in event activity due to nationwide economic conditions and travel costs. In addition, event center and arena product supply growth has impacted demand levels in markets throughout the country.

As part of this task, we will provide an overview of equestrian, livestock, flat floor, concert, promoted show and other multi-purpose event facility event trends in the local, regional and national marketplace. An understanding of these trends provides a framework from which to assess potential demand for a multi-use event center in Jacksonville. An evaluation of these trends will be important in “framing” and placing overall market demand estimates into the context of the industry, presently and into the foreseeable future. Further, we will assess the near and longer-term impacts associated with the COVID-19 pandemic on the domestic multi-purpose event center industry, including trends that will likely be relevant for facility development in Jacksonville.

Task 5. Market Outreach, Interviews and Surveys

The purpose of this task is to develop primary industry market research specific to the Jacksonville community. In-person interviews, telephone/video conferences and/or other focus group interviews with key local individuals, user groups and business leaders will be conducted near the outset of the study to gain insight into the local community's attitude toward development and operations of a multi-use event center.

Beyond these local interviews, we will identify and interview via telephone/video conference a sample of potential users and/or user groups from a local, regional and state-wide basis. These interviews allow us to go beyond simply relying on competitive and comparable facility data in order to develop utilization and other financial operating assumptions. These interviews may include organizations and/or individuals from the following event segments:

- Equine, livestock, agricultural, poultry, 4-H, FFA and other such events/shows.
- Expositions/exhibitions, public/consumer shows, tradeshow, conventions, and other flat floor events.
- Various youth and adult recreational sports associations, clubs and organizations.
- National, regional, and local tournament organizers.
- Local school districts, colleges and universities.
- Corporate and trade events.
- Concerts, cultural events and festivals.
- Community banquets, meetings, festivals and related events.
- Local civic, service club and religious organizations.
- Other such events and activities.

Event/activity organizer survey results will be analyzed to provide summaries of the following data specific to the potential for developing a new multi-use event center in Jacksonville:

- Likelihood of utilizing a multi-use event center in Jacksonville.
- Reasons for not choosing to utilize new event space in Jacksonville.
- Physical characteristic needs (i.e. dirt floor show/warm-up rings, stalling/penning, seating, exhibit space, breakout meeting space, banquet space, entertainment space, etc.).
- Overall hotel room requirements.
- Other important community requirements.
- Event seasonality.
- Length of event/activity.

- Projected participant, spectator and other attendance levels.
- Past facility usage.
- Anticipated rental rates and terms.
- Perceptions of the Jacksonville area.
- Other related information and relevant opinions.

By combining the results of this task with the analysis results generated in previous tasks, we will be able to identify the market segments that represent the primary sources of demand for a new multi-use event center in Jacksonville, upon which future facility recommendations and utilization estimates are based.

Task 6. Facility Recommendations and Utilization Analysis

The purpose of this task is to synthesize findings of the previous tasks to analyze and translate market demand and opportunities into a market supportable facility program for a multi-use event center in Jacksonville. This task will also outline appropriate development options (if any), as well as other visitor industry-related infrastructure, policy, and/or marketing initiatives that would be expected to enhance Jacksonville's competitiveness and performance. Specifically, our analysis will focus on:

- Square footage and configuration of various facilities (such as multi-use and exposition facilities, spectator seating areas, equine/livestock arenas, barns and/or stalls, dedicated amateur sports facilities, storage space, etc.).
- Fixed and temporary seating levels (in indoor and/or outdoor facilities).
- Arena floor space and type (e.g., indoor/outdoor, dirt/concrete, dedicated/multi-purpose, etc.).
- Size and amount of support space, staging areas and other functional areas.
- Amount and type of other revenue-producing areas.
- Parking and RV spaces.
- Theme possibilities.
- Possibilities for future expansion.

Further, we will identify any external factors that could significantly affect the ability of any identified development scenario to maximize its potential. Should any existing complementary facilities, amenities and/or infrastructure be deemed inadequate, we will conduct a preliminary assessment of such items/issues. We will discuss potential methods of facilitating their development/creation, including incentivizing private sector participation and/or creative public/private partnerships to enhance the infrastructure needed to adequately support any future facility investment.

Next, based on the identified market supportable demand and event space program identified, we will project the anticipated usage among local, drive-in and overnight visitors. We will evaluate how successfully a new multi-use event center could accommodate existing and future demand from Jacksonville-area users while competing with other regional facilities for the opportunity to host non-local events, shows, competitions, games, tournaments, meets, camps, clinics, practices and other such activities. Specifically, from these data we will provide information on the following:

- Description of competitions and activities that could utilize a multi-use event center in Jacksonville.
- Appropriate mix of utilization from each category.
- Projected attendance at each type of activity or use.
- Origin of attendees/exhibitors/participants (i.e., local vs. non-local) and associated traffic levels.
- Length of event and use data.
- Access and/or rental terms anticipated.

We will identify the market segments that represent the primary sources of demand for a multi-use event center in Jacksonville and assess the potential penetration of these markets to estimate utilization levels, attendance levels and other primary characteristics by type of activity. These estimates will form the basis on which we will evaluate the financial implications of operating a new multi-use event center and its ability to accommodate demand and fill areas of need in the market.

Task 7. Cost Analysis

The purpose of this task is to evaluate key potential cost aspects related to a potential new multi-use event center in Jacksonville. First, based on the results of the market demand, event/use levels and market supportable building program, we will develop an order-of-magnitude cost estimate for a multi-use event center under each of the identified development scenarios. These estimates will focus on per-unit data, adjusted for conditions in the greater Jacksonville region and cost data of comparable new, expanded and/or renovated multi-use event centers throughout the country, modified for time and location.

Further, we will prepare one or more financial operating pro forma for a multi-use event center under each of the identified development scenarios. We will develop a computer-based model incorporating comparable facility data and the estimated levels of event utilization and attendance derived from the market analysis in order to develop estimates with regard to facility operating revenues and expenses.

We will estimate line-item revenues, including rental, food service, event service, parking, advertising and sponsorship revenues, and other such sources. We will estimate line-item expenses, including salaries (permanent and event driven staff costs), utilities, maintenance, supplies, insurance, contract service costs and others. We will work with the JEDC and other and project leaders to develop other non-operating revenue/expense assumptions associated with each of the scenarios, in order to provide initial estimations of the financial return/risk structures associated with the project under each scenario.

Task 8. Economic Impact Analysis

In this task, we will estimate the economic and fiscal (tax) impacts associated with a new multi-use event center, emphasizing the incremental impacts in Jacksonville. The operation of a multi-use event center typically attracts some level of out-of-town event attendees/exhibitors to the community. The non-local attendees and visitors brought into the community as a result of a new facility represent the basis for added local economic and fiscal impacts.

As part of this analysis, we will develop estimates of total incremental visitors to the Jacksonville area generated as a result of new visitor-oriented facility and investment strategies. We will then apply appropriate per-visitor spending estimates using industry data adjusted to the local area. The resulting delegate spending levels will be segmented by industry and applied to economic impact multipliers.

The multipliers, specific to Jacksonville and provided by leading input/output multiplier models, will be used to estimate total economic output, earnings and employment generated as a result of each of the supportable strategic options identified. From these economic impact variables, we will apply appropriate local, regional and statewide tax rates to estimate the added tax revenue generated as a result of the multi-use event center. The completion of the economic and fiscal impact analysis will allow for a comparison of key costs and benefits associated with the development and operation of the multi-use event center to allow project stakeholders and the community to assess issues related to return on investment.

Task 9. Preparation and Presentation of Final Report

In this final task, we will prepare a written draft report summarizing our findings and conclusions. We will summarize these matters in a draft report, which will be submitted to you prior to finalizing the document. After comments are incorporated, we will issue a final written report summarizing all findings, conclusions and recommendations.

In addition to the written and electronic report, we will conduct oral presentations to the JEDC and other key stakeholder groups regarding the study findings.

PROPOSED FEES & TIMING

We are prepared to commence this engagement upon receipt of notice to proceed. Total professional fees for any engagement will depend on the number of hours required to complete the project and skill levels of the assigned personnel. Total professional fees and out-of-pocket expenses associated with the proposed scope of services outlined herein will not exceed \$49,000. Professional fees and out-of-pocket expenses will be billed and are payable on a monthly basis. Should additional work be required beyond the scope of services detailed herein, professional fees will be billed on an hourly rate basis.

We would look forward to further discussing the specific study preferences or alternatives you may have for the study. We expect to be able to complete the scope of services outlined herein within 12 to 14 weeks, reflecting the extensive amount of primary market research and subsequent analysis required to draw informed conclusions. For purposes of preparing this proposal, we have assumed up to two (2) visits to Jacksonville during the course of the study. The initial kickoff visit would be attended by appropriate project team representatives for purposes of project organization/planning, tours and local community interviews and outreach. We would be available for conference calls as needed to complement the study effort and coordination/collaboration.

Regular progress updates will be forwarded to you in-person or via conference call during the study period. Furthermore, we anticipate completing the contracted elements in full, performing all work as set forth in the final contract. In the event that a decision not to proceed occurs within the time frame finally agreed upon for this engagement, we will cease our work, and bill you for time incurred on the project.

* * * * *

Upon your review of this information, please do not hesitate to contact me at (612) 294-2006 or jfeldman@cslintl.com. We would look forward to the opportunity to assist you with your planning concerning this project and could put together an engagement letter (contract) at your request.

Sincerely,



Joel Feldman
CSL International

RESOLUTION NO. 04-2023-01

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JACKSONVILLE, TEXAS APPROVING PROJECTS OF THE JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION THAT MAY INCLUDE LAND, BUILDINGS, EQUIPMENT, FACILITIES, EXPENDITURES, TARGETED INFRASTRUCTURE, AND IMPROVEMENTS FOUND BY THE JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION'S BOARD OF DIRECTORS TO PROMOTE NEW OR EXPANDED BUSINESS DEVELOPMENT WITHIN THE CITY OF JACKSONVILLE; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Jacksonville Economic Development Corporation (“EDC”) is a Type-B economic development corporation; and

WHEREAS, Section 505.158, Texas Local Government Code, requires that a Type B Corporation authorized by a city with a population of 20,000 or less that approves a project requiring an expenditure of \$10,000 or more may not undertake the project until the governing body of the city adopts a resolution authorizing the project after giving the resolution two separate readings; and

WHEREAS, the Board of Directors of the EDC has approved projects requiring an expenditure of \$10,000 or more; and

WHEREAS, the City Council finds these projects will promote new or expanded business enterprises in and near the City of Jacksonville; and

WHEREAS, the action authorized by this Resolution is in furtherance of the public interest, for the good government, peace, order, trade and commerce of the City and necessary and proper for carrying out of the authority granted by law to the City and the EDC.

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

SECTION 1. The recitals contained in the preamble of this Resolution are determined to be true and correct and are hereby adopted as a part of this Resolution.

SECTION 2. The City Council of the City of Jacksonville hereby approves and authorizes the following projects for which the EDC may authorize expenditures provided all other statutory requirements are followed:

- a) An amount not to exceed \$150,000 to Bois D’Arc International Inc. for the creation and retention of a minimum of 29 Primary Jobs at the manufacturing facility located at 101 Anvil Street, Jacksonville, TX 75766.

- b) An amount not to exceed \$175,000 for the purchase of real property located at 218 E. Commerce Street, Jacksonville, TX 75766 for the purpose of providing additional public parking downtown.
- c) An amount not to exceed \$49,000 to “Conventions, Sports & Leisure International, LLC (CSL)” for a feasibility study, for a multi-purpose event center in the City of Jacksonville

SECTION 3. It is hereby declared that the sections, paragraphs, sentences, clauses, and phrases of this Resolution are severable and, if any phrase, clause, sentence, paragraph, or section of this Resolution shall be declared unconstitutional or invalid by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality or invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs, or sections of this Resolution, because the same would have been enacted by the City Council without the incorporation of any such unconstitutional phrase, clause, sentence, paragraph, or section.

SECTION 4. All resolutions and parts thereof in conflict herewith are hereby expressly repealed insofar as they conflict herewith.

SECTION 5. This Resolution shall take effect immediately after passage hereof.

SECTION 6. This Resolution is read and adopted at a meeting that was open to the public and notice of the time, place and purpose of said meetings was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

FIRST READING by the City Council of the City of Jacksonville, Texas at first reading on the 6th day of April 2023 at 12:00 P.M.

FINALLY PASSED AND APPROVED on its Second and Final Reading by the City Council of the City of Jacksonville, Texas at second reading on the 11th day of April, 2023 at __:___ P.M.

Signed this _____ day of April 2023.

Randy Gorham, Mayor

ATTEST:

Greg Lowe, City Secretary

APPROVED AS TO FORM:

Brett Brewer, City Attorney

STATE OF TEXAS

§

§

COUNTY OF CHEROKEE

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PERFORMANCE AGREEMENT

This Performance Agreement (the “Agreement”) is made effective on _____, 2023 by and between JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION, a Texas nonprofit corporation, and BOIS D’ARC INTERNATIONAL INC., a Texas corporation authorized to do business in the State of Texas, (hereinafter referred to as “Recipient”), by and through their duly authorized officers and affiliate organizations under the terms and conditions that follow.

1. **Applicable Law:** It is understood by and between the parties that the term “Act,” as used herein, is intended to mean the Development Corporation Act of 1979, as amended. (Sec 501.001 et seq, Local Government Code, formerly Sec 5190.6, VACS.) The parties hereto covenant and agree to comply with the terms of the Act applicable to this Agreement.

2. **Parties and Project:**

- A. JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION, a Texas non-profit corporation as well as a tax exempt 501(c)(4) entity, was created by the City of Jacksonville, Texas, as an Economic Development Corporation under the Act for the purpose of creating and retaining positions and encouraging new businesses to be established in Jacksonville, Texas as well as businesses in or near its extra-territorial jurisdiction, to stimulate business and commercial activities, as well as all other purposes allowed by the Act.
- B. Recipient, Bois D’arc International, Inc., is a Texas Corporation authorized to do business in the State of Texas.
- C. Recipient is preparing a new “Project” which shall include the acquisition of an existing coil manufacturing company, formerly known as Custom Coils, and to retain its employment in Jacksonville, Texas. Recipient is to be located at 101 Anvil Street, Jacksonville, TX 75766. Its business project is anticipated to result in the creation or retention of at least 29 full-time Primary Jobs for the City of Jacksonville.

3. **Purpose:** The purpose for this Agreement is to formalize the agreements between JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION and Recipient for the payment of certain costs associated with Recipient’s Project and specifically state the covenants, representations of the parties, and the incentives associated with Recipient’s commitment to abide by the provisions of the Act and to abide by the terms of this Agreement which has been approved by the Board of Directors of JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION as complying with the specific requirements of the Act. It is expressly agreed that this Agreement constitutes a single transaction; although, incentive payments thereunder are divided into multiple installments as annually earned. A failure to perform any obligation by Recipient may constitute a breach of the entire Agreement and terminate any further commitments by JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION.

4. **Definitions:**

- A. The “Act” shall refer to the Development Corporation Act of 1979, as amended, as Sec 501.001 et seq, Local Government Code, formerly Sec 5190.6, VACS.
- B. “JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION” shall refer to JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION, a Texas non-profit corporation, created by the City of Jacksonville, Texas as an “Industrial Development Corporation,” pursuant to the Act.
- C. “Recipient” shall refer to BOIS D’ARC INTERNATIONAL INC., a Texas corporation authorized to do business in Texas, and the recipient party to this Agreement.
- D. “Project” shall mean the project identified in Paragraph 2C, above.
- E. “Recipient Request” may include the identification of the cost of the project by Recipient to the facility or other purpose within Section 2(4) of the Act.
- F. “JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION’s Sliding Scale” shall mean the incentive allocation to be utilized in determining compliance with the future employment payments toward the cost of the project confirmed by the establishment or retention of full-time Primary Jobs. The application of JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION’s incentive sliding scale as to each “full-time equivalent employee” is as follows:

Actual Compensation As Defined Herein	Total Incentive
\$65,000 and above	\$10,000.00
\$55,000 - \$64,999.99	\$8,000.00
\$45,000 - \$54,999.99	\$6,000.00
\$35,000 - \$44,999.99	\$4,000.00
\$31,000 - \$34,999.99	\$3,000.00
\$24,000 - \$30,999.99	\$2,000.00

- G. “Full-Time Equivalent Employee” shall include individuals employed in “Primary Jobs” as defined by the Act, as well as contract or leased employees performing “Primary Jobs” in the City of Jacksonville or in or near its extra-territorial jurisdiction, on behalf of Recipient.
- H. “Annual Compensation” shall mean the higher of actual compensation or annualized base pay or actual annualized payment as determined within the sole discretion of JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION’s auditor/representative.
- I. “Term”, as used herein, shall begin with the Start Date of _____, 2023, and end on _____, 2026, (the “Termination Date”) unless earlier breached by Recipient’s failure to perform.
- J. “Payback Provisions” shall mean permanent suspension of all future payments to Recipient and reimbursement to JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION for any incentives paid upon Recipient’s violation of any statutory provision of the Act or failure to cure any violation of the provisions of this Agreement as

set forth in paragraph 11 of this Performance Agreement.

- K. “Baseline Employment Level” is defined to mean the employee census on the day preceding the Term of the Performance Agreement. Recipient shall maintain a Baseline Employment Level of 15 employees throughout Year 1 and 29 employees throughout the remaining duration of the Term
- L. “Baseline Measurement Date” shall mean the day preceding the Start Date of the Performance Agreement.

Intentionally omitted.

- M. “Census” is defined as a compilation listing of the employee name, address, date of hire, date of termination, position, base pay, and indication of full-time or part-time status. (Such information is preferred to be presented in Excel format) which shall be made available to JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION’S auditor/representative in performing the audit.
- N. “Measurement Date” shall mean the date upon which the determination is made as to whether Recipient is in compliance with creating and/or maintaining the Primary Job positions represented by Recipient. The first Measurement Date shall be designated by Recipient so long as the first Measurement Date occurs on or before the second anniversary of the effective date of this Performance Agreement. The second Measurement Date shall occur one year after the first Measurement Date and the third Measurement Date shall occur one year after the second Measurement Date. If Recipient does not designate its first Measurement Date before the second anniversary of the effective date of this Performance Agreement, the first Measurement Date shall be the second anniversary of this Performance Agreement.

The first Measurement Date is _____
(for later completion once determined)

- (1) Year One: _____, 1, 2023 to _____ 1, 2024
- (2) Year Two: _____, 1, 2024 to _____ 1, 2025
- (3) Year Three: _____, 1, 2025 to _____ 1, 2026

- O. “Primary Job(s)” shall have the meaning set forth in the Act.
- P. “Target Job Positions” shall mean the number of jobs created and/or retained as agreed upon by JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION and Recipient.

5. Representations of Recipient:

- A. Recipient represents that it will utilize the incentive provided towards costs involved and associated with the Project.
- B. Recipient represents that it is authorized to do business in Texas and has authorization to enter into this Agreement on its behalf.
- C. Recipient represents that it has sought from JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION economic assistance pursuing Recipient’s Project.

- D. Recipient represents that it has conferred with attorneys of its own choosing and is fully knowledgeable of the terms of the Act and understands the reporting requirements of the Act, as well as all conditions precedent and subsequent as required to be eligible for the incentives offered by JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION, including the Payback Provisions.
- E. Recipient represents that it acknowledges that its failure to perform any reporting requirements within a reasonable period of time after the request is made and/or its failure to maintain the Baseline Employment Level could result in payment adjustments or Payback Provisions.
- F. Recipient understands and agrees that any variations as to any term of this Agreement or any terms or conditions of the incentives as stated must be mutually agreed to in written supplements or addenda since no oral agreements, amendments, or representations will be binding on either party.
- G. Recipient certifies that all jobs for which incentives are being requested are new Primary Jobs and that none of the jobs are to fill positions resulting from layoffs in the Jacksonville area market by Recipient during the 12 month period prior to the date of this Performance Agreement.
- H. All written disclosures and representations made by Recipient to JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION are true and accurate to the best of the knowledge and belief of Recipient and are incorporated herein by reference as if set forth herein verbatim.

6. Representations by JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION:

- A. JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION represents that it is established as a Development Corporation under the Act and further represents that the costs applied toward Recipient's Project as stated in this Agreement have been found by the Board of Directors of JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION sitting as fact finders to be in compliance with the requirements and purposes of the Act, the provisions of JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION's charter, as well as for the benefit of the City of Jacksonville, Cherokee County, Texas, and trade area.
- B. JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION represents that it has authority to enter into this Agreement. JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION understands and agrees that any variation in terms of this Agreement or the incentives offered to Recipient or commitment by Recipient will only be binding if mutually agreed to in writing.

Lease from the City of Jacksonville. The financial interests of Recipient and American Custom Coil, Inc., which is the lessee from the City of Jacksonville on the land where Recipient conducts business operations in Jacksonville, are interrelated to the extent that Recipient's presence in Jacksonville will inure to the benefit of American Custom Coil, Inc. Additionally, the two entities share similar ownership. Accordingly, if American Custom Coil, Inc. has not released that portion of its property under lease from the City of Jacksonville that fronts on Highway 69 N and constitutes 2 +/- acres by the date of the execution of this Performance Agreement, Recipient will ensure American Custom Coil, Inc. does so, if requested by the City of Jacksonville.

7. (There is no Paragraph 8 since a capital incentive is not involved.)

9. **Job Creation Incentive to be Awarded and Terms of Award:** JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION hereby grants to Recipient a potential incentive of up to \$150,000.00, with additional incentives as may be approved by the Board of Directors and City Council, as a Project cost incentive with payments to be expressly made under the following terms and conditions:

C. JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION agrees to pay up to \$150,000.00 of Project costs, payable over three (3) years, conditioned upon the creation or retention of Primary Jobs pursuant to and in compliance with JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION's Sliding Scale after Recipient's written substantiation of such employment and verification of same, and all to be under the following terms and conditions:

Recipient agrees to establish a Baseline Employment Level and Census (as defined herein) and shall timely provide such information to JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION or its designated audit representative when requested. Recipient agrees to maintain the Baseline Employment Level through the term of this Agreement and create and maintain the additional full-time job positions intended to qualify for the additional Project cost incentive, as offered by JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION. Recipient shall earn one-third (1/3) of the additional Project cost incentive at each Measurement Date. Such earned portion shall be paid within a reasonable time following the completion of a yearly audit by JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION or its designated representative which payment shall be made within fifteen (15) days after JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION's board review and approval of the audit. JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION and its representative agree to maintain confidentiality of all of Recipient's records to the extent allowed by law, and to return all such records unless other mutually agreeable arrangements are made regarding record retention by Recipient or inspection access to JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION.

D. Recipient understands and agrees that in the event, other than as a result of a force majeure (as defined in Section 16.F below), there is a failure to meet its Target Job Positions, then JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION shall have the right to make all necessary adjustments according to JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION's Sliding Scale, not to exceed the sums as approved by JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION's Board of Directors.

E. In evaluating Recipient's request and pursuant to Section 40(b) of the Act, it is the intention of the parties that, assuming Recipient is successful in total completion of Recipient's Project, its total Target Job Positions will be 29 Primary Jobs. Each annual incentive installment shall be considered as earned in one-third (1/3) increments as of each Measurement Date during the Agreement when, by audit, it is confirmed that Recipient attained the Target Job Positions and the Target Annual Compensation.

D. Each year this Performance Agreement is in effect, Recipient shall provide JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION with an annual report due on each anniversary date of this Agreement, certified as true by an authorized

officer of Recipient setting forth the status of new jobs created and jobs maintained by it, and a roster of employees by name, position, date of hire, rate of pay and hours worked for the reporting period, together with its Texas Workforce Commission's Employers Quarterly Report (currently known as Form C-3). Recipient shall also provide copies of paid tax receipts for all real and personal property during the period of the Agreement made by Recipient or American Custom Coils, Inc. on the Jacksonville, Texas premises.

10. Conditions for Payment of Incentives: It is specifically agreed and understood by and between the parties that JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION has agreed to make the project payments strictly upon the following terms and conditions:

- A. Any use of JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION's name for publicity in connection with Recipient's business or activities must be approved in advance by JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION. It is understood that JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION may make known its contributions to Recipient in whatever public manner JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION deems appropriate.
- B. Recipient shall have delivered to JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION a certified copy of the authorization by the President of Recipient or its board of directors, authorizing the execution and performance of this Agreement, as well as timely delivery of all other information expressly called for in this Agreement.
- C. Recipient must maintain a business location in the City of Jacksonville or Cherokee County and its legal status under federal and state law and duly and remain qualified to do business in the State of Texas.
- D. The operations or activities of Recipient and its employees shall be performed and conducted in a professional and businesslike manner and shall be in keeping with federal and state laws and regulations, and any ordinances of the City of Jacksonville and/or governmental entities which may have jurisdiction over operations and activities.
- E. Recipient agrees to, in good faith, engage in a confidential review of all material record examination by JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION's auditors as mutually agreed as necessary to insure compliance with the conditions of the incentive payments (including a base salary, overtime, and fringe benefits).
- F. Recipient certifies that the Recipient does not and will not knowingly employ an undocumented worker in accordance with Chapter 2264 of the Texas Government Code, as amended. If, during the Term of this Agreement, Recipient is convicted of a violation under 8 U.S.C. § 1324a(f), Recipient shall repay the amount of the public subsidy provided under this Agreement, with interest at the legal pre-judgment interest rate, with attorney's fees, not later than the 120th day after the date JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION notifies Recipient of the violation.
- G. Any information obtained by JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION or its agents or assigns during negotiations leading up to the execution of the Agreement or otherwise about the business, has or will be returned upon the execution of this Agreement, subject to a right to a continuing examination by JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION in order to comply with JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION's reporting

obligations, if any. Such information shall be considered confidential and beyond the scope of any Open Records request as proprietary information.

- H. In the event Recipient no longer operates its Jacksonville market facility or no longer has employees within the Jacksonville market area, then Recipient shall repay to JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION all incentive payments made by JACKSONVILLE DEVELOPMENT CORPORATION to Recipient.
- I. Any inspections performed or audits made by or on behalf of Jacksonville Economic Development Corporation or approval of improvements made by Recipient shall be solely for the benefit of Jacksonville Economic Development Corporation. Recipient understands and agrees that it is not relying upon Jacksonville Economic Development Corporation to supervise or inspect the design or construction of any improvements which may be made by Recipient.

11. Payback Provisions and Events of Default: Recipient acknowledges that JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION and Recipient are required to remain in conformance with the statutory provisions of the Act. The parties hereto agree that in the event Recipient fails to comply with any provision of this Agreement and after written notice and failure to cure the violation within the time provided in such notice, then JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION, in its sole discretion, may terminate this Agreement and permanently suspend all future payments to Recipient, and obtain reimbursement for any incentives paid.

12. Assignment, Merger, and Termination Due to Merger, Etc.: This Agreement shall not be assignable, either in whole or in part. Termination as the result of assignment or merger or change in business form shall not disqualify the remaining or new entity from applying to JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION for new incentive consideration.

13. INDEMNIFICATION, ATTORNEY'S FEES AND OTHER REMEDIES: RECIPIENT COVENANTS AND AGREES TO FULLY INDEMNIFY AND HOLD HARMLESS JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION, ITS OFFICERS, DIRECTORS, VOLUNTEERS, ATTORNEYS, AND REPRESENTATIVES, INDIVIDUALLY OR COLLECTIVELY, FROM AND AGAINST ANY AND ALL COSTS, CLAIMS, LIENS, DAMAGES, LOSSES, EXPENSES, FEES, FINES, PENALTIES, PROCEEDINGS, ACTIONS, DEMANDS, CAUSES OF ACTIONS, LIABILITY AND SUITS OF ANY KIND AND NATURE, INCLUDING, BUT NOT LIMITED TO, PERSONAL OR BODILY INJURY, DEATH AND PROPERTY DAMAGE, MADE UPON JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION, DIRECTLY OR INDIRECTLY ARISING OUT OF, RESULTING FROM OR RELATED TO RECIPIENT'S ACTIVITIES UNDER THIS CONTRACT, INCLUDING ANY ACTS OR OMISSIONS OF RECIPIENT, ANY AGENT, OFFICER, DIRECTOR, REPRESENTATIVE, EMPLOYEE, CONSULTANT, CONTRACTOR OR SUBCONTRACTOR OF RECIPIENT AND THEIR RESPECTIVE OFFICERS, AGENTS, EMPLOYEES, DIRECTORS, AND REPRESENTATIVES WHILE IN THE EXERCISE OR PERFORMANCE OF THE RIGHTS OR DUTIES UNDER THIS CONTRACT, ALL WITHOUT, HOWEVER, WAIVING ANY GOVERNMENTAL IMMUNITY AVAILABLE TO JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION UNDER TEXAS LAW AND WITHOUT WAIVING ANY DEFENSES OF THE PARTIES UNDER TEXAS LAW. THE PROVISIONS OF THIS INDEMNIFICATION ARE SOLELY FOR THE BENEFIT OF JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION AND NOT INTENDED TO CREATE OR GRANT ANY RIGHTS, CONTRACTUAL OR OTHERWISE, TO ANY OTHER PERSON OR ENTITY. RECIPIENT SHALL PROMPTLY ADVISE JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION IN WRITING OF ANY CLAIM OR DEMAND AGAINST JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION OR RECIPIENT

KNOWN TO RECIPIENT RELATED TO OR ARISING OUT OF RECIPIENT'S ACTIVITIES UNDER THIS AGREEMENT AND SHALL SEE TO THE INVESTIGATION AND DEFENSE OF SUCH CLAIM OR DEMAND AT RECIPIENT'S COST. JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION SHALL HAVE THE RIGHT, AT ITS OPTION AND AT ITS OWN EXPENSE TO PARTICIPATE IN SUCH DEFENSE WITHOUT RELIEVING RECIPIENT OF ANY OF ITS OBLIGATIONS UNDER THIS PARAGRAPH. RECIPIENT FURTHER AGREES TO DEFEND AT ITS OWN EXPENSE AND ON BEHALF OF JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION AND IN THE NAME OF JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION, ANY CLAIM OR LITIGATION BROUGHT AGAINST JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION AND ANY OF ITS OFFICIALS, EMPLOYEES, OFFICERS, DIRECTORS, AND REPRESENTATIVES IN CONNECTION WITH ANY SUCH INJURY, DEATH, OR DAMAGE FOR WHICH THIS INDEMNITY SHALL APPLY AS SET FORTH ABOVE. RECIPIENT'S OBLIGATIONS UNDER THIS SUCH SECTION SHALL SURVIVE TERMINATION OF THIS AGREEMENT.

14. No Privity of Endeavor Nor Joint Venture: It is specifically agreed that there shall be no privity of endeavor nor joint venture whatsoever between JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION and Recipient and the sole connection between the parties is the contribution of the economic assistance by JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION under the restricted conditions as set forth herein and that such contributions as stated herein are for the sole purposes as set forth herein and it shall in no way be construed as a continuing basis of financial support by JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION to Recipient. The parties hereto have entered into this Agreement in an arms-length transaction. No agency relationship or fiduciary relationship is intended to be created by this Agreement and no such relationship shall be determined to exist.

15. Good Faith -Normal Business Operations: The parties agree that this Agreement has been entered into in good faith and that each party shall act in good faith in complying with its provisions. The parties further agree to transact all their business under and that which relates to this Agreement in accordance with their normal business operations.

16. Miscellaneous Provisions:

A. Notices:

For the purposes of any notices to be given, pursuant to the terms of this Agreement, the parties shall use the following addresses or any other address as may be changed by the parties, upon written notice to the other party, as follows:

- (1) Shane Pace
JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION
309 E. Commerce Street
Jacksonville, Texas 75766
- (2) With a copy to:

D. Brett Brewer
ATTORNEY
315 S. Ragsdale Street
Jacksonville, Texas 75766
- (3) David Zobrist
BOIS D'ARC INTERNATIONAL INC.,

101 Anvil Street
Jacksonville, Texas 75766

Notices shall be deemed to be given upon the placing in the United States Mail, Certified Mail, Return Receipt Requested, to the above-described addresses or as may be changed, pursuant to the terms and conditions hereof.

- B. Entire Agreement: This instrument constitutes the entire agreement between the parties hereto and neither this Agreement nor any of the Exhibits attached hereto, if any, can be altered, changed, or amended in any respect except by an instrument in writing duly executed by both parties. Other than as set forth in this Performance Agreement, all understandings, representations and agreements heretofore made are merged into this Performance Agreement, which alone fully and completely expresses the agreement of the parties.
- C. Governing Law and Performance: This Agreement shall be governed by the laws of the State of Texas and shall be deemed to be executed in and performance called for in Jacksonville, Cherokee County, Texas. Venue shall exclusively lie in Cherokee County, Texas.
- D. Partial Invalidity: In the event that any portion of this Agreement should be found or declared to be invalid for any reason, the remaining provisions of this Agreement shall remain in full force and effect and shall be binding upon the parties. The parties agree that it is their intent for this Agreement to be determined as being an indivisible obligation of the parties.
- E. Binding Effect: This Agreement shall be binding upon the undersigned, their successors and assigns, subject to the express terms of this Agreement concerning assignment.
- F. Force Majeure: If any default or performance of any other covenant or term of this Agreement is delayed by reason of strike, riots, shortages of labor, materials, supplies, or transportation, war, civil commotion, act of God, governmental restrictions, regulations, or interference, fire, or other casualty, or any other circumstances beyond a signatory party's control, then the duty to do or perform the term or covenant, regardless of whether the circumstance is similar to any of those enumerated above or not, is excused during the delay period.
- G. Time is of the Essence: The parties agree that time is of the essence in the execution of this Agreement.
- H. As a material part of this Agreement, it is stipulated that this Agreement serves a governmental purpose and is not proprietary in nature.
- I. Representatives of the parties signing below on behalf of the parties affirm that they have authority to act on behalf of and bind their respective party to this agreement.

EXECUTED in multiple counterparts, each of which is an original, on this _____ day of _____, 2023.

[signatures contained on following page]

JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION

By:

Shane Pace, President

By:

Darrell Dement, Board Chair

RECIPIENT:

BOIS D'ARC INTERNATIONAL, INC.

a Texas corporation authorized to do business in the State of Texas

By:

David Zobrist, President



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>4/11/2023</u>	ITEM NUMBER:	<u>8.A.</u>
DEPARTMENT:	<u>Council and Board</u>	PREPARED BY:	<u>Greg Lowe, City Secretary</u>
INITIATED BY:	<u>Greg Lowe, City Secretary</u>	EXHIBITS:	<u>February 14, 2023 City Council Meeting, April 6, 2023 Agenda Workshop Minutes</u>

EXECUTIVE SUMMARY:

Attached are the minutes for the March 14, 2023 City Council Meeting and the April 6, 2023 agenda workshop.

RECOMMENDED ACTION:

Approve the minutes

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

STRATEGY MAP

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

POLICY/GOAL CONSIDERATION:**LEGAL:**

The council approves all minutes of their meeting.

JACKSONVILLE CITY COUNCIL MEETING
TUESDAY, MARCH 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

**551.074 PERSONNEL MATTERS - CITY ATTORNEY
ANNUAL REVIEW**

CALL TO ORDER

Mayor Randy Gorham 6:00 pm

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

INVOCATION

Joshua Nicks of The People's Church.

PLEDGE OF ALLEGIANCE US & TEXAS FLAGS

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

SPECIAL PRESENTATION

**A) EMPLOYER OF THE MONTH PRESENTED BY
JEDCO PRESIDENT SHANE PACE - SUPER 1 FOODS**

**Mrs. Sherry McDonald presented Mr. Chris Felt of Super 1
Foods with the Business of the Month award.**

CITIZEN PARTICIPATION

**Ms. Lilly Flanders came forward with concerns regarding
the library. She would like the library to have a more inviting
theme and additional seating. She would like to see
improvements to the restrooms. She stated she feels the turtle
enclosure is too small. She would also like to see public skills
training programs at the library.
Mr Charles Flanders came forward stating there is a need
for homeschoolers to use school facilities. He asked the
council to take into consideration the negative impact of
corporations coming into our community, not just the
positive aspects.**

**A) PRESENTATION OF THE 2021-2022 FINANCIAL
AUDIT BY PATILLO, BROWN, AND HILL
B) CONSIDERATION AND POSSIBLE ACTION
REGARDING THE FINDINGS OF THE AUDIT**

**Mr. Cameron Aaron, with Patillo, Hill and Brown presented
the council with the 2021-2022 audit. Mr. Aaron stated the
audit has an unmodified, or clean, opinion. Mr Aaron said
they found no deficiencies in our internal controls.
Councilman Tim McRae made a motion to accept the
findings of the audit. Second, by Mayor Pro tem Rob Gowin.
All voted "Aye"**

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

No action was taken.

**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**

**City Manager James Hubbard told the council the dates on
the sports associations licensing agreement had some dates
changed from what is in their packet. Councilman Hubert
Robinson made a motion to approve the minutes. Second, by
Councilwoman Mindy Gellock. All voted "Aye"**

**MINUTES APPROVAL - FEBRUARY 14, 2023 REGULAR
COUNCIL MEETING; MARCH 3, 2023 SPECIAL
CALLED CITY COUNCIL MEETING; MARCH 9, 2023
AGENDA WORKSHOP**

**APPROVE A RESOLUTION MODIFYING THE
MEETING FREQUENCY OF THE FINANCE
COMMITTEE**

**APPROVE AN ORDINANCE CODIFYING AMBULANCE
FEES**

**APPROVE A STREET CLOSURE FOR THE GLOW RUN,
THURSDAY, JUNE 8, 2023 AT 5:30 PM**

MARCH 14, 2023

PAGE 2

APPROVE AN ORDINANCE CANCELLING THE MAY 6, 2023 MUNICIPAL ELECTION AND DECLARING ALL CANDIDATES ELECTED

APPROVE A RESOLUTION ADOPTING FISCAL AND BUDGETARY POLICIES

DISCUSS AND CONSIDER WITH POSSIBLE ACTION APPROVING THE SPORT LEAGUE LICENSING AGREEMENTS WITH JACKSONVILLE BASEBALL/SOFTBALL AND SOCCER ASSOCIATIONS

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

DISCUSS AND CONSIDER WITH POSSIBLE ACTION AWARDING THE REQUEST FOR PROPOSAL OF THE CONSTRUCTION MANAGER AT RISK FOR THE REMODEL OF THE CIVIC CENTER

DISCUSS AND CONSIDER WITH POSSIBLE ACTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT FOR THE EMERGENCY REPAIRS TO WELL NUMBER FIVE

DISCUSS AND CONSIDER WITH POSSIBLE ACTION APPROVING A VENDOR TO ACT AS THE CITY DEPOSITORY

DISCUSS AND CONSIDER WITH POSSIBLE ACTION BOARD APPOINTMENTS AND RE-APPOINTMENTS TO VARIOUS BOARDS, COMMISSIONS AND COMMITTEES - SEE EXHIBIT "A" IN THE MEETING PACKET

Mayor Randy Gorham told everyone the public hearing was still open, carrying over from our February meeting. City Manager James Hubbard reviewed the requested zone change and special use permit with the city council. Mr. Hubbard said three members of the planning and zoning board all voted for the zone change. Mr. Mike McEwen said to be sure they do an environmental site assessment. Mayor Randy Gorham stated he was abstaining from this vote because his property backs up to this property and that creates a conflict of interest. Mayor Pro tem Rob Gowin pointed out this property has been vacant for several years.

Mr. Charles Flanders asked if they could come in and do something other than a convalescent home. Mr. Hubbard said they could do anything allowed under the requested zoning of "C" multi-family. Mr. Flanders said he was not in favor of the request. Mayor Randy Gorham closed the public hearing at 6:31 pm. Councilwoman Mindy Gellock said she is not comfortable with not knowing for sure what the intended use could ultimately be. Mr. James Hubbard said this request could be denied and the applicant could pursue a planned development designation. This would allow the council to impose whatever restrictions they wished in regards to the use of the property. Councilman Tim McRae stated he would like to see the planned development option pursued. Councilwoman Mindy Gellock made a motion to deny the requested zone change and special use permit. Second, by Councilman Hubert Robinson. Councilman Tim McRae said he would like to revisit the request because he would like to see the property operating as a nursing home.

Mr. McRae stated this is not saying no to the nursing home, it is just saying no to the zoning change. All voted "Aye" 4-0

City Manager James Hubbard told the council that the city received four proposals and staff is recommending taking no action on the item to allow for more time to review the proposals. No action was taken.

City Manager James Hubbard told the council that well #5 had some sort of power surge that had damaged the pump. Mr. Hubbard stated the city did receive an affidavit stating the damage came from a power surge, so this should be paid for through an insurance claim. Mr. Hubbard said the bid opening for the project will be on Friday. Mr. Hubbard stated that staff is seeking the authorization so work can begin as soon as possible after the bid opening. Mr. Hubbard stated the contractor would have four weeks after the award of the bid to complete the project.

City Manager James Hubbard told the council the city goes out for depository proposals every five years. Mr. Hubbard said this year the city received two proposals. Mr. Hubbard said Prosperity Bank, our current bank, and Austin Bank both submitted proposals and staff is recommending awarding the contract to Austin Bank. Councilman Tim McRae made a motion to award the depository contract to Austin Bank. Second, by Mayor Pro tem Rob Gowin. All voted "Aye"

City Manager James Hubbard reviewed the various boards and commissions with the council. Mr. Hubbard reviewed the various appointments and re-appointments with the council. Councilman Tim McRae made a motion to approve the appointments and re-appointments. Second, by Councilman Hubert Robinson. Mayor Pro tem Rob Gowin asked about residency in regards to the Keep Jacksonville Beautiful board because one appointment is moving to Athens, even though he is keeping his home here. City Clerk Greg Lowe stated there are no residency requirements in the

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.

OPEN FORUM FOR MAYOR AND COUNCIL

CITY MANAGER REPORT

ADJOURN

KJB by-laws.

City Manager James Hubbard reviewed the purpose of the resolution with the council. Councilwoman Mindy Gellock made a motion to approve the resolution delaying the CenterPoint GRIP rate increase by 45 days. Second, by Mayor Pro tem Rob Gowin. All voted "Aye"

None

City Manager James Hubbard told everyone the Sea Scout Park was recently cleaned up. Mr. Hubbard reminded everyone of the March 25 clean up day. Mr. Hubbard stated the remaining lake lots are up for sale. Mr. Hubbard introduced a new clean up program to everyone. He said there would be a yard debris pick up every 2nd and 4th Wednesday of each month.

6:45 pm

Randy Gorham, Mayor
City of Jacksonville

Greg Lowe, City Clerk

JACKSONVILLE CITY COUNCIL MEETING
THURSDAY, APRIL 6, 2023
JACKSONVILLE CITY HALL EXECUTIVE CONFERENCE ROOM
315 S. RAGSDALE
12:00 PM

Meeting Items

CALL TO ORDER	Mayor Randy Gorham 12:00 PM Present: Mayor Randy Gorham, Mayor Pro tem Rob Gowin, Councilman Hubert Robinson, Councilman Tim McRae, Councilwoman Mindy Gellock
INVOCATION	Mayor Randy Gorham
CITIZEN PARTICIPATION	Haley Beasley of the Nicky Wheeler Memorial Bull Riding came forward to speak about the organization's continued use of the rodeo arena. Mrs. Beasley requested the organization be exempt from any rental fees for the rodeo arena.
UPDATE ON THE STREETS PROJECT BY SCHAUMBERG AND POLK	City Manager James Hubbard reviewed the planned projects, timeline, cost and funding with the council.
UPDATE FROM THE CIVIC CENTER RENOVATION ADVISORY COMMITTEE	City Manager James Hubbard reviewed the scope of work the initial phase of the remodel would entail.
FIRST READING OF A RESOLUTION IN SUPPORT OF ECONOMIC DEVELOPMENT INCENTIVES	JEDCO President Shane Pace reviewed the three projects with the council. They included incentives for Bois D' arc to purchase custom coils, the purchase of the parking lot at 218 E. Commerce and funding a feasibility study for a multi-purpose event center. Mr. Pace read the resolution at 12:45 pm.
REVIEW AND DISCUSS AGENDA FOR REGULAR COUNCIL MEETING 11TH DAY OF APRIL, 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. Assistant City Manager ReNissa Wade reviewed the nepotism and part time employee leave policies with the council. No action was taken on any item.
QUESTIONS, COMMENTS, DISCUSSION	None
ADJOURN	1:03 PM Randy Gorham, Mayor City of Jacksonville Greg Lowe, City Clerk



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>4/11/2023</u>	ITEM NUMBER:	<u>8.B.</u>
DEPARTMENT:	<u>Administration</u>	PREPARED BY:	<u>Greg Lowe, City Secretary</u>
INITIATED BY:	<u>Greg Lowe, City Secretary</u>	EXHIBITS:	<u>Taco Cookoff Street Closure, Taco Cookoff Street Closure</u>

EXECUTIVE SUMMARY:

The Cherokee Family Motorcycle Club has requested a street closure for Saturday, May 6, 2023 to hold their second annual "Taco Cookoff" at the Commerce Street Drafthouse. They are requesting Commerce St. from Neches St. to the western side of the overpass as well as S. Jackson under the overpass from 7:00 am to 5:00 pm.

RECOMMENDED ACTION:

Approve the street closure.

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

STRATEGY MAP

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

POLICY/GOAL CONSIDERATION:

Community outreach and cooperation.

LEGAL:

The council approves all street closures.

Taco Cookoff

Requested Street Closure

Legend

7-Eleven

Bank

Brookshire Brothers

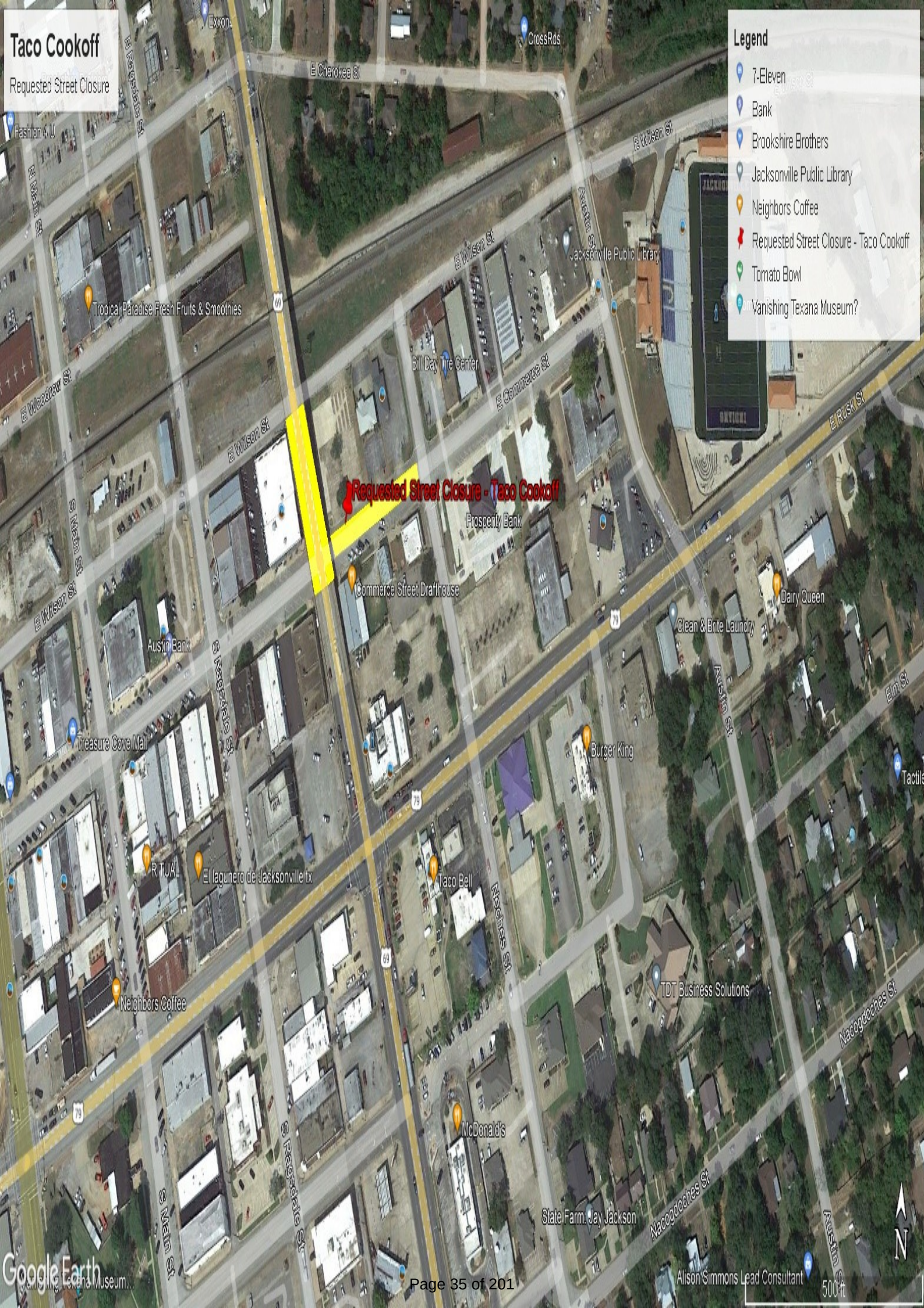
Jacksonville Public Library

Neighbors Coffee

Requested Street Closure - Taco Cookoff

Tomato Bowl

Vanishing Texana Museum?



From: [robert dye](#)
To: [Greg Lowe](#)
Subject: Street closure request for April city council meeting
Date: Thursday, March 16, 2023 7:48:17 PM

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

Good afternoon, we, Cherokee Family Motorcycle Club ask that on May 6th, 2023 the City of Jacksonville closes Commerce street from Neches street to the western side of Jackson(the south bound one way street under the overpass) and both inlet and outlet from Jackson under the overpass that meets Wilson street from 7:00A.M. To 5:00P.M. for the duration of our cook off. The event we plan to do that day has had a substantial amount of people including small children in and out of the Drafthouse and the parking areas in the past. It is in our better judgment and has been requested by multiple people in previous attendance that we have the road shut down and direct traffic in and out in a safely manner. Please feel free to contact us for any further questions.

Thank you ,

Robert Dye
President, Cherokee Family MC, Jacksonville
Inlawoutlaw87@gmail.com
903-721-8169
220 Pine View LN
Jacksonville, Texas 75766



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	4/11/2023	ITEM NUMBER:	8.C.
DEPARTMENT:	Finance	PREPARED BY:	Roxanna Briley, Finance Director
INITIATED BY:	Roxanna Briley, Finance Director	EXHIBITS:	Policy- Investment 2023, RESOLUTION ADOPTING INVESTMENT POLICY, Changes to investment policy

EXECUTIVE SUMMARY:

The City Council, not less than annually, shall adopt a Resolution stating that the City Council has reviewed the Investment Policy and Investment Strategies. The Resolution, so adopted, shall record any changes made to either the policy or strategies.

RECOMMENDED ACTION:

Adopt a Resolution stating that the City Council has reviewed the Investment Policy and Investment Strategies.

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

STRATEGY MAP

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

POLICY/GOAL CONSIDERATION:**LEGAL:**

All investment activity shall be consistent with Texas law as defined in Government Code 10, Chapter 2256, known as the Public Funds Investment Act (the Act), and local law.



City of Jacksonville, Texas
Investment policy

PREFACE

"A public office is a public trust."

Charles Sumner, 1872

If a public office is a public trust, then the trust must be administered properly. Public funds are acquired by governments largely through involuntary payments, particularly through taxation. In a modern democratic society, public officials are obligated to manage these funds in a disciplined manner.

In most cases, laws govern the investment process. Laws alone however cannot compel public officials to a series of actions that assure the public's best interests. The actions of public officials responsible for investing public funds must be guided by knowledge, skills, systems, policies, procedures and confidence that can be described only as professional discipline.

It is the policy of the City of Jacksonville that, giving due regard to safety and risk of investments, all available funds shall be invested in conformance with these legal and administrative guidelines, and, to the maximum extent possible, at the highest rates obtainable at the time of the investment.

Effective cash management is recognized as essential to good fiscal management. An aggressive cash management and investment policy will be pursued to take advantage of investment interest as viable and material revenue to all operating and capital funds. Investment income will be used in a manner that will best serve the interest of the City of Jacksonville.

The city's portfolio shall be designed and managed in a manner responsive to the public trust and consistent with state and local law.

Contents

PURPOSE AND OBJECTIVES	5
Purpose	5
Objectives	5
Safety	5
Liquidity.....	6
Public Trust	6
Yield (Optimization of Investment Income).....	6
SCOPE.....	6
RESPONSIBILITY AND CONTROL.....	6
Delegation of Authority	6
Quality and Capability of Investment Management.....	7
Training Requirements.....	7
Management and Internal Controls.....	7
Prudence	8
Indemnification.....	8
Ethics and Conflicts of Interest	8
SUITABLE AND AUTHORIZED INVESTMENTS	9
Authorized Investments.....	9
Unauthorized Investments	11
INVESTMENT PARAMETERS	11
Diversification	11
Investment Type	12
INVESTMENT PROCEDURES	12
Approval of Broker/Dealers	13
Investment Transactions.....	13
Investment Reporting	13
Marking to Market	14
CUSTODIAL CREDIT RISK MANAGEMENT.....	14
Safekeeping and Custodial Agreements	14
Collateral Policy.....	14
ARBITRAGE.....	16
DEPOSITORIES	16

ANNUAL REVIEW & ADOPTION OF INVESTMENT POLICY & STRATEGIES.....	17
APPENDIX	18
APPROVED LIST OF BROKERS/DEALERS, BANKS AND LOCAL GOVERNMENT INVESTMENT POOLS.....	19
POLICY REVIEW CERTIFICATION	20
AUTHORIZED INDEPENDENT TRAINING SOURCES.....	21

PURPOSE AND OBJECTIVES

Purpose

The purpose of this document is to set forth the specific investment policy and strategy guidelines for the City of Jacksonville. All investment activity shall be consistent with Texas law as defined in Government Code 10, Chapter 2256, known as the Public Funds Investment Act (the Act), and local law.

The City is required under the Act, Section 5, to adopt a formal written Investment Policy regarding the investment of its funds and funds under its control. This policy is to be adopted annually to meet the requirements of the Act. The Investment Policy addresses the methods, procedures, and practices that must be exercised to ensure the effective and judicious management of the city's funds.

Objectives

It is the policy of the City of Jacksonville that all funds shall be managed and invested with four primary objectives, listed in order of their priority: safety, liquidity, diversification, and yield, expressed as optimization of investment income. The safety of the principal invested always remains the primary objective. All investments shall be designed and managed in a manner responsive to the public trust and consistent with state and local law.

An aggressive cash management program and investment policy will be pursued by the Investment Officer to take advantage of investment interest as viable and material revenue to all operating and capital funds. Cash management is defined as the process of managing monies in order to ensure maximum cash availability and maximum investment income on short-term investments of idle cash. The city's portfolio shall be designed and managed in a manner responsive to the public trust. Income from investments will be used in a manner that will best serve the interests of the City of Jacksonville.

Safety

Safety of invested principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit and interest rate risk.

- **Credit Risk and Concentration of Credit Risk**- The City will minimize credit risk, the risk of loss due to the failure of the issuer or backer of the investment, and concentration of credit risk, the risk of loss attributed to the magnitude of investment in a single issuer, by:
 - Limiting investments to the safest types of investments,
 - Pre-qualifying the financial institutions and broker/dealers with which the City will do business, and
 - Diversifying the investment portfolio to minimize potential losses on individual issuers.
- **Interest Rate Risk**- The City will manage the risk that the investment income and the market value of investments in the portfolio will fall due to changes in the general interest rates by:
 - Structuring the investment portfolio so that investments mature to meet cash requirements for ongoing operations. From time to time, securities may be purchased at a premium or traded for other securities to improve yield, maturity or credit risk. For these transactions, a loss may be incurred for accounting purposes to achieve optimal

investment return, provided any of the following occurs with respect to the replacement security:

- The yield has been increased, or
- The maturity has been reduced or lengthened, or
- The quality of the investment has been improved.
- Investing operating funds primarily in certificates of deposit, shorter- term securities, money market mutual funds, or local government investment pools functioning as money market mutual funds,
- Diversifying maturities and staggering purchase dates to minimize the impact of market movements over time, and
- Limiting the maximum weighted average maturity of the investment portfolio to 3 years.

Liquidity

The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that investments mature concurrent with cash needs to meet anticipated demands. Because all possible cash demands cannot be anticipated, a portion of the portfolio will be invested in shares of money market mutual funds or local government investment pools that offer same-day liquidity.

Public Trust

All participants in the city's investment process shall seek to act responsibly as custodians of the public trust. Investment officers shall avoid any transaction that might impair public trust in the city's ability to govern effectively.

Yield (Optimization of Investment Income)

The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above.

SCOPE

This investment policy applies to all financial assets of the city and any new funds created unless specifically exempted by the City Council and this Policy.

The city will consolidate cash balances from all funds with the exception of bond proceeds to optimize investment income. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

RESPONSIBILITY AND CONTROL

Delegation of Authority

This Investment Policy and the outlining of investment practices and authorities is compiled in accordance with the Act, which requires the adoption of rules governing investment policies and strategies and the designation of an Investment Officer. Collateral requirements are created in accordance with the Public Funds Collateral Act (Texas Government Code 10, Chapter 2257).

Ultimate responsibility and authority for all investment transactions and cash management reside with the City Manager and the Finance Director. The Finance Director is also responsible for considering the quality and capability of staff to be involved in investment management and procedures. The Finance Director may delegate responsibility for the day-to-day investment activities to other qualified staff members. These staff members will be termed Investment Officers of the city. The Finance Director will be designated the Primary Investment Officer to conduct daily investment activity and prepare required investment reports. Investment Officers will not conduct any investment or banking activities involving city funds until a resolution or ordinance giving them authority to do so has been approved by the City Council. All participants in the investment process shall seek to act responsibly as custodians of public trust.

Quality and Capability of Investment Management

The city shall provide periodic training in investments for the designated Investment Officers and other investment personnel through courses and seminars offered by professional organizations, associations, and other independent sources in order to ensure the quality and capability of investment management in compliance with the Act.

Training Requirements

The Act requires Investment Officers of the city to complete training on topics pertaining to the Act; as such, the training must include investment controls, security risks, strategy risks, market risks, diversification of the investment portfolio, and compliance with the PFIA. Initial training of 10 hours is required within the first 12 months in the position. Renewal training (every 2 years) of 8 hours is subsequently required. The 2-year training period is based upon the city's fiscal year. There is an exception to the training requirement if the city holds no investments outside of Interest-Bearing Accts and local CDs. This exemption from renewal training is at the discretion of the city and its' local auditor. The training shall be provided by an independent source. The independent sources of investment training will be approved, by name, by the City Council (see Appendix) prior to attendance of the training, as part of the City Council's annual policy review.

Management and Internal Controls

The Finance Director is responsible for establishing and maintaining an internal control structure designed to ensure the city's assets are protected from loss, theft, or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

Accordingly, the Finance Director shall establish a process for annual independent review by an external auditor to assure compliance with policies and procedures. The internal controls shall address the following points:

- Minimize risk of collusion.
- Separation of transactions authority from accounting and record keeping.
- Custodial safekeeping.
- Avoidance of physical delivery securities.
- Clear delegation of authority to subordinate staff members.

- Written confirmation for telephone (voice) transactions for investments and wire transfers.
- Development of a wire transfer agreement with the depository bank or third-party custodian.

Prudence

The standard of prudence to be applied by the Investment Officer shall be the “prudent investor” rule, which states: “Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of capital as well as the probable income to be derived.” It should be noted that, in a diversified portfolio, occasional losses are inevitable and must be considered within the context of the overall portfolio’s return.

In determining whether an Investment Officer has exercised prudence with respect to an investment decision, the determination shall take into consideration the investment of all funds, or funds under the city’s control, over which the Investment Officer had responsibility rather than a consideration as to the prudence of a single investment, and whether the investment decision was consistent with the written investment policy of the city.

Indemnification

The Investment Officer, acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for a specific security’s credit risk or market price changes, provided that these deviations are reported in a timely manner and appropriate action is taken to control the effects of such adverse developments.

The city shall provide for the defense and indemnification of any Investment Officer who is made party to any suit or proceeding, other than by actions of the city, or against whom a claim is asserted by reasons of their actions taken within the scope of their service as Investment Officers. Such indemnity shall extend to judgments, fines, and amounts paid in settlement of any such claim, suit or proceeding, including any appeal thereof. This protection shall extend only to Officers who have acted in good faith and in a manner which they reasonably believe to be in, or not opposed to, the best interests of the city.

Ethics and Conflicts of Interest

City staff involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair the ability to make impartial investment decisions. City staff should disclose to the City Manager any material personal financial investments in financial institutions that conduct business with the city and they shall further disclose positions that could be related to the performance of the city’s portfolio. City staff shall subordinate their personal financial transactions to those of the city, particularly with regard to the timing of purchases and sales.

An Investment Officer of the city who has a personal business relationship, as defined by the Public Funds Investment Act of 1997, Section 2256.005 (i), with an organization seeking to sell an investment to the City shall file a statement disclosing that personal business interest. An Investment Officer who is related within the second degree of affinity or consanguinity to an individual seeking to sell an investment to the city shall file a statement disclosing that relationship. A disclosure statement required under this section must be filed with the Texas Ethics Commission and the City Council.

SUITABLE AND AUTHORIZED INVESTMENTS

The city's portfolio investment strategy seeks to match investment maturities with cash flow requirements for the portion of the portfolio where maturity dates can be matched with cash flow requirements and investments are able to be purchased with the intention of being held until maturity. However, investments may be liquidated prior to maturity for the following reasons:

- An investment with declining credit may be liquidated early to minimize loss of Principal.
- Cash flow needs of the city require that the investment be liquidated.
- An investment can be liquidated prior to maturity in the event that the gain and, or, overall benefit from selling and reinvesting the security is greater than the benefit that would be realized if the security continued to be held to maturity. This will occur primarily in the core portion of the city's portfolio that is available for longer term investment.

City funds governed by this policy may be invested in the instruments described below, all of which are authorized by the Act. Investments of city funds in any instrument or security not authorized for investment under the Act is strictly prohibited.

The city will not be required to liquidate an investment that becomes unauthorized, for reasons other than loss of rating, subsequent to its purchase. All prudent measures will be taken to liquidate an investment that is downgraded to less than the required minimum rating.

Authorized Investments

1. Obligations of the United States, its agencies, and instrumentalities
2. Direct Obligations of the State of Texas or its agencies
3. Collateralized Mortgage Obligations ("CMOs") directly issued by a federal agency or instrumentality of the United States, the underlying security for which is guaranteed by an agency or instrumentality of the United States
4. Other obligations, the principal and interest of which are unconditionally guaranteed or insured by, backed by the full faith and credit of, this state or the United States or their respective agencies and instrumentalities, including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation or by the explicit full faith and credit of the United States
5. Obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality of not less than A or its equivalent by a nationally recognized investment rating firm
6. Certificates of deposit issued by a depository institution as permitted by Texas Public Funds Investment Act section 2256.010. Certificates of deposit must be guaranteed or insured by either the Federal Deposit Insurance Corporation or its successor, and secured by obligations in a manner and amount as provided by law or the National Credit Union Administration or its successor, and secured by obligations in a manner and amount as provided by law

7. Fully Collateralized Repurchase Agreements that are structured in compliance with the Act. A flexible repurchase agreement can be utilized for the investment of bond proceeds to meet projected cash outflows. Repurchase agreements must be: secured by a combination of cash and obligations of the United States or its agencies and instrumentalities; pledged to the city or held in the city's name; deposited at the same time the investment is made; and have a defined termination date. Flexible repurchase agreements (Flex-Repurchase) must be purchased through a primary government securities dealer, as defined by the Federal Reserve, or financial institutions doing business in this state. Flex-Repurchase may be utilized on new bond issues as deemed necessary and advantageous to the city. Repurchase Agreements will only be executed with counterparties that have signed a TBMA Tri-Party Repurchase Agreement with the city.
8. Commercial Paper
 - a. Commercial Paper is an authorized investment of this policy if the commercial paper:
 - i. Has a stated maturity of 270 days or fewer from the date of issuance; and
 - ii. Is rated not less than A-1 or P-1 or an equivalent by at least:
 1. Two nationally recognized credit rating agencies; or
 2. One nationally recognized credit rating agency and is fully secured by an irrevocable letter of credit issued by a bank organized and existing under the laws of the United States or any state.
9. Mutual Funds
 - a. No-load Money Market Mutual Funds are acceptable investments provided they are registered and regulated by the Securities and Exchange Commission, have a dollar-weighted average stated maturity of 90 days or less, and provide the city with a prospectus and other information required by the Securities Exchange Act of 1934 or the Investment Company Act of 1940.
 - b. No-load Mutual Funds are acceptable investments provided they are regulated by the Securities and Exchange Commission, have an average weighted maturity of less than two years, are invested exclusively in obligations as expressed in Section 2256, subchapter A, are continuously rated not less than AAA or its equivalent by at least one nationally recognized credit rating agency, and conform to all requirements under the Act relating to the eligibility of investment pools to receive and invest funds of investing entities.
10. Investment Pools
 - a. Investment pools must provide the Investment Officer with an offering circular or other similar disclosure instrument that contains specific and detailed information required by the Act. Additionally, the pool shall provide transaction confirmations, detailed monthly transaction summaries, and monthly performance reports to the Investment Officer. The specific requirements for authorized investment pools are detailed in the Public Funds Investment Act, Subchapter A, Section 2256.016. Authorized pools must maintain credit ratings no lower than AAA or AAAM or an equivalent rating by at least one nationally recognized rating service. An investment pool shall invest the funds it

received from entities in authorized investments permitted by the Act. An investment pool created to operate as a money market mutual fund must maintain a maximum weighted average maturity not to exceed 90 days and maintain a net asset value of \$1 per share with the market value per share between .995 and 1.005. Any investment pool that does not meet the requirements of one that is created to function as a money market mutual fund must maintain a maximum average dollar weighted maturity that does not exceed 365 days (or 366 days in the case of leap year) and must provide a fixed interest rate and a fixed maturity term for each pool position.

- b. In order to participate in an investment pool, the City Council must approve by resolution or ordinance a Participation Agreement or Inter-local Agreement to be executed with the State or Inter-local authority responsible for the investment pool. This agreement will specify the City's authorized representatives and the standard delivery instructions for fund transfers and information reports.

Unauthorized Investments

The following investment instruments are specifically not authorized:

1. Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal (Collateralized Mortgage Obligations (CMO) - derived Interest Only Strips),
2. Obligations whose payment represent the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest (CMO-derived Principal Only Strips),
3. Collateralized Mortgage Obligations that have a stated final maturity date of greater than ten (10) years,
4. Collateralized Mortgage Obligations whose interest rates are determined by an index that adjusts opposite to the changes in a market index (Inverse Floaters),
5. Certificates of Deposit and other investments issued by Savings and Loans, and
6. Guaranteed Investment Contracts.

INVESTMENT PARAMETERS

Diversification

Diversification of funds and investments must be accompanied by competitive bidding of all investments to assure diversification among securities dealers. Diversification is necessary to reduce the portfolio's credit and market risks, while helping the portfolio attain a market rate of return. The city shall seek to conduct its investment transactions with several competing, reputable investment security dealers and brokers to protect principal while optimizing interest opportunities. To assure diversification of financial institutions, business involving two party transactions (i.e., repurchase agreements) with any one investment broker should be limited to thirty percent (30%) of the par value of the total portfolio for any

reporting period. In this way, a bankruptcy, receivership, or legal action would not immobilize the city's ability to meet payroll, operating, or other expenses.

It is the policy of the city to diversify its investment portfolio so that reliance on any one issuer or broker will not place an undue financial burden on the city.

Investment Type

Depositories for Municipal Funds (Chapter 105, Local Government Code), the Act (Chapter 10, Government Code), authorize depositories and define allowable investment programs for municipal governments.

It is the policy of the city to purchase only securities authorized by both the Act and the city's investment policy. Market risk shall be minimized by diversification of investment types. The following limits, by instrument, are established for the city's total portfolio:

- | | |
|---------------------------------------|------|
| • Repurchase Agreements | 50% |
| • Certificates of Deposit | 30% |
| • U.S. Treasury Notes/Bonds/Bills | 100% |
| • U.S. Agencies and Instrumentalities | 75% |
| • Commercial paper | 10% |
| • State and Local Bonds and Notes | 20% |
| • Money Market Mutual Funds | 80% |
| • Mutual Funds | 15% |
| • Investment Pools | 100% |

The maximum maturity of any given investment in the portfolio shall not exceed a final, stated maturity of 5 years from the date of purchase and overall portfolio weighted average maturity is not to exceed 3 years.

Reductions in the size of the portfolio due to cash outflows may cause an investment type to exceed the maximum percentage allowed for that investment type. In such situations, securities will be sold to reduce the percentage to allowable levels only if no loss will be realized from the sale. If a loss will be realized, then the investment may be held to maturity.

To allow for efficient and effective placement, a singular repurchase agreement can be utilized for the investment of bond proceeds, which exceeds the 50% limitation.

INVESTMENT PROCEDURES

The city's portfolio shall be designed with the objective of obtaining a rate of return through budgetary and economic cycles, commensurate with the investment risk constraints and the cash flow requirements. The risk-return relationship will be controlled through the investment parameters, operating requirements, and guiding policies of the City Council. Market value of all securities owned will be compared to current book value of those securities to determine portfolio performance on a quarterly basis. Safety of principal is the foremost objective of this investment policy.

The city will practice competitive bidding when purchasing all investments to guarantee the highest rate of return for the desired maturity date. The right is reserved to reject the most financially favorable bid if it is potentially disruptive to the investment strategy or portfolio composition of the city.

Approval of Broker/Dealers

It is the policy of the city to purchase securities only from those institutions on the city's approved list of broker/dealers and banks. The city shall at least annually, review, revise, and adopt a list of qualified brokers that are authorized to engage in investment transactions with the city.

Those firms that request to become qualified bidders for securities transactions, including financial institutions, banks, money market mutual funds, and local government investment pools, will be required to provide the following documents to the Investments Officer(s).

- (If brokers) Financial Industry Regulatory Authority (FINRA) certification and CRD #
- (If brokers) proof of Texas State Securities registration
- Policy review certification (investment pools will generally be the only organizations still required to sign this certification)

Each pool/bank/broker must be provided a copy of the city's current Investment Policy and certify to a review of the Policy stating that the firm has controls in place to assure only Policy approved investments will be sold to the city (investment pools will generally be the only organizations still required to sign this certification).

This list may be revised as the city's investment needs change. The city shall approve all broker/dealers and shall also have the ability to limit the number of authorized securities dealers/banks doing business with the city.

All banks authorized to sell securities to the city will be Federal Reserve member banks and must be approved by the city. No investments will be placed with Savings and Loan Institutions or Credit Unions.

Investment Transactions

It is the policy of the City of Jacksonville to require competitive bidding for all individual security purchases and sales except for transactions with money market mutual funds and local government investment pools. A minimum of three bids must be obtained to ensure a competitive price for the transaction. All investment transactions must be approved by the Finance Director, or registered investment advisor as appointed by the City Council to execute transactions on behalf of the city, or in their absence, an authorized Investment Officer. All securities purchased shall require delivery on the settlement date to the city or its third-party accounts on a delivery versus payment ("DVP") basis, with the exception of investment pools and mutual funds. By so doing, city funds are not released until the city has received, through the Federal Reserve wire, the securities purchased.

Investment Reporting

The Act requires the preparation of quarterly management reports and an annual report of all investment transactions of the city be presented to the City Council. The fourth quarter report for the fiscal year will be considered as the annual report. The Primary Investment Officer will prepare the required quarterly and annual reports for evaluating investment portfolio performance. The reports will include the following information, as required by the Act:

1. A summary narrative of investment activity and portfolio performance over the period.
2. Size and composition of portfolio at the beginning and end of the reporting period.
3. List all investments according to the fund for which they were purchased.
4. Beginning and ending book and market value for all securities held.
5. Beginning and ending book and market value for the total portfolio.
6. All additions and changes to the market value during the period.
7. State the compliance of the portfolio to the investment policy and the Act.
8. Yield.
9. Diversification of investments.
10. Total sales, maturities, and purchases.
11. Accrued interest.
12. Performance compared to an established benchmark.

These quarterly reports should be used along with the annual report to fully evaluate and explain market trends and adjustment of investment strategies to manage market fluctuations. The annual report will show on a fiscal year basis the results of the overall investment strategy. The quarterly reports will conform to GAAP and be reviewed annually by the city's independent auditor, with results reported to the City Council.

Marking to Market

Market value of all securities in the portfolio will be determined on a quarterly basis. These values will be obtained from a reputable and independent source and disclosed to the governing body in the quarterly investment report.

CUSTODIAL CREDIT RISK MANAGEMENT

Safekeeping and Custodial Agreements

The laws of the State of Texas and prudent treasury management require that all purchased securities shall be held in safekeeping by either the city, a city account in a third-party financial institution, or the city's safekeeping account with its designated depository bank.

All securities owned by the city shall be held by a third-party safekeeping agent, or in the Federal Reserve Bank, except for certificates of deposit that have FDIC insurance provided. For certificates of deposit with FDIC insurance, the city will hold the deposit receipt.

Transfers of securities in safekeeping shall be processed with written confirmations. The confirmation will be used for documentation and retention purposes. One of the city's designated Investment Officers must approve release of collateral prior to its removal from the safekeeping account.

Collateral Policy

Consistent with the requirements of Texas law as defined in Government Code 10, Chapter 2257, known as the Public Funds Collateral Act, it is the policy of the city to require full collateralization of all city investments other than obligations of the United States and its agencies and instrumentalities. Collateral on investments shall be maintained by an appropriate third-party safekeeping agent, as designated by the city. This policy also applies to any deposits held in an approved depository in excess of the amount protected by FDIC insurance.

The City of Jacksonville shall accept only the following securities as collateral:

1. FDIC insurance coverage.
2. A bond, certificate of indebtedness, or Treasury Note of the United States, or other evidence of indebtedness of the United States that is guaranteed as to principal and interest by the United States.
3. Obligations of the United States, its Agencies, and Instrumentalities.
4. A bond of the State of Texas or of a county, city, or other political subdivision of the State of Texas having been rated as investment grade (investment rating no less than "A" or its equivalent) by a nationally recognized rating agency with a remaining maturity of ten (10) years or less.

Certificates of deposit plus accrued interest per non-depository bank do not need to be collateralized pursuant to this policy as long as FDIC insurance is provided. Certificates of Deposit, including accrued interest must be secured by approved collateral for the amount in excess of FDIC insurance coverage.

Collateral is valued at current market plus interest accrued through the date of the valuation. Collateral shall be marked to market daily to determine if adequate collateralization is being maintained.

Repurchase agreement collateral must be maintained at the following levels, with respect to repurchase agreement par value plus accrued interest:

MATURITY OF COLLATERAL	U.S. TREASURY SECURITIES	OTHER SECURITIES
1 YEAR OR LESS	101%	102%
1 YEAR TO 5 YEARS	102%	105%
OVER 5 YEARS	103%	110%

Collateral levels should be maintained during an investment transaction. The amount placed in the bank to cover the cost of a security purchase should be fully collateralized in the event the security fails to be delivered to the safekeeping agent.

Collateralized investments often require substitution of collateral. Any broker or financial institution requesting substitution must contact the Primary Investment Officer, or in his or her absence any other authorized Investment Officer, for approval and settlement. The substituted collateral's value will be calculated and the substitution approved if its value is equal to or greater than the original collateralization level.

The Finance Director, or an authorized designee, must give immediate notification of the decision to the bank or third-party holding the collateral. Substitution is allowable for all transactions, but should be limited, if possible, to minimize potential administrative problems and transfer expense. The Finance Director may limit substitution and assess appropriate fees if substitution becomes excessive or abusive. Collateral shall be audited at least annually by the city's independent audit firm, and may be audited by the city at any time during normal business hours of the safekeeping party.

The financial institutions with which the city invests and/or maintains other deposits shall provide, as requested by the city, a listing of the city's certificates of deposit and other deposits at the institution and a listing of collateral pledged to the city marked to current market prices. The listing shall include total pledged securities with the following information:

- Name Type/description CUSIP.
- Par value.
- Current market value.
- Maturity date.
- Moody's or Standard & Poor's rating (both if available).

ARBITRAGE

The Tax Reform Act of 1986 (Title 26 U.S.C. Section 148) provides limitations on the city's yield from investing tax-exempt bond proceeds and debt service funds. These arbitrage rebate provisions require that the city compute earnings on investments from each issue of bonds on a periodic basis to determine if a rebate is required. To determine the city's arbitrage position, the city is required to calculate the actual yield earned on the investment of the funds and compare it to the yield that would have been earned if the funds had been invested at a rate equal to the yield on the bonds sold by the city. The rebate provisions state that periodically (not less than once every five years, and not later than sixty days after maturity of the bonds), the city is required to pay the U.S. Treasury a rebate of any excess earnings. These restrictions require extreme precision in the monitoring and record keeping of investments, particularly in computing yields to ensure compliance. Failure to comply can dictate that the bonds become taxable, retroactively from the date of issuance.

The city's investment position relative to the arbitrage restrictions is to continue pursuing the maximum yield on applicable investments while ensuring the safety of capital and liquidity. It is a fiscally sound position to continue maximization of yield and to rebate excess earnings, if necessary.

DEPOSITORIES

The Texas City Depository Act, Local Government Code Chapter 105, prescribes procedures for selection of a city depository designating that both general-law and home- rule cities are "authorized to receive applications (as depository) for the custody of city funds from any bank, credit union or savings association that maintains a place of business within the state of Texas." This clause indicates that cities are not required to designate one central depository. City Charter Article II, Section 18 states in part "the City Council shall designate a bank in the City of Jacksonville as a city depository".

The City of Jacksonville will, through a request for proposals process, designate one or more banks to serve as its primary depository(ies) to maximize investment capabilities and minimize banking cost. The depository designation does not limit investment activity to one financial institution.

The consideration the City of Jacksonville will use to execute a banking services contract will include:

- Ability of Bank to perform and provide the required and requested services.
- Reputation of bidder and quality of services provided.
- Cost of banking services.
- Interest paid on interest bearing accounts and deposits.

- Earnings credit calculation on account balances.
- Completeness of proposal and agreement to points outlined in the request for proposals.
- Convenience of locations.
- Previous service relationship with the city.
- Financial strength and stability of institution.

Obtaining competitive proposals on the city's depository specifications will be the responsibility of the Finance Director. 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.

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.

ANNUAL REVIEW & ADOPTION OF INVESTMENT POLICY & STRATEGIES

The City Council, not less than annually, shall adopt a Resolution stating that the City Council has reviewed the Investment Policy and Investment Strategies. The Resolution, so adopted, shall record any changes made to either the policy or strategies.

APPENDIX

Approved List Of Brokers/Dealers, Banks, And Local Government Investment Pools

Policy Review Certification

Authorized Independent Training Sources

APPROVED LIST OF BROKERS/DEALERS, BANKS AND LOCAL GOVERNMENT INVESTMENT POOLS

Brokers/Dealers

- Financial Northeastern Companies (FNC)
- PFM Asset Management

Banks

- Austin Bank- Depository Contract
- Prosperity Bank
- Texas National Bank
- Citizens 1st Bank
- Southside Bank
- BOK Financial- Corporate Trust and Escrow Services

Local Government Investment Pools

- TexSTAR
- LOGIC
- TexasDAILY
- Lone Star Investment Pool
- TX-FIT Government Pool

POLICY REVIEW CERTIFICATION

TEXAS PUBLIC FUNDS INVESTMENT ACT CERTIFICATION BY BUSINESS ORGANIZATION

This certification is executed on behalf of the City of Jacksonville, Texas (the Investor) and _____ (the Business Organization) pursuant to the Public Funds Investment Act, Chapter 2256, Texas Government Code (the Act) in connection with investment transactions conducted between the Investor and the Business Organization.

The undersigned Qualified Representative of the Business Organization hereby certifies on behalf of the Business Organization that:

1. The undersigned is a Qualified Representative of the Business Organization offering to enter into an investment transaction with the Investor on such terms as are defined in the Texas Public Funds Investment Act, Chapter 2256, Texas Government Code,
2. The Qualified Representative of the Business Organization has received and reviewed the Investor's Investment Policy furnished by the Investor, and
3. The Qualified Representative of the Business Organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the Business Organization and the Investor that are not authorized by the Investor's Investment Policy. However, authorization dependent upon an analysis of the makeup of the Investor's entire portfolio or which requires an interpretation of subjective investment standards by the Investor is not required by the Business Organization.

Qualified Representative of the Business Organization

Name: _____

Title: _____

Date: _____

AUTHORIZED INDEPENDENT TRAINING SOURCES

Texas Municipal League (TML)

University of North Texas Center for Public Management

Center for Public Service at Texas State University

Government Finance Officers Association of Texas (GFOAT)

Government Treasurer's Officers of Texas (GTOT)



City of Jacksonville, Texas Resolution No.

A RESOLUTION ADOPTING THE CITY OF JACKSONVILLE, TEXAS INVESTMENT POLICY AND INVESTMENT STRATEGIES

WHEREAS, the City Council is required to review the City's investment policy and investment strategies annually; and

WHEREAS, the resolution shall record any changes made to either the policy or strategies; and

WHEREAS, this review is a requirement of Texas law as defined in Government Code 10, Chapter 2256, known as the Public Funds Investment Act (the Act).

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

That the City of Jacksonville, Texas Investment Policy and Investment Strategies attached hereto as

"Exhibit A" are hereby adopted as the Investment Policy of the City of Jacksonville, Texas

effective April 11th, 2023.

Changes made to the policy and/or strategies, attached hereto as "Exhibit B", are recorded as

required by the Act.

PASSED, ADOPTED AND APPROVED by the City Council of the City Jacksonville, Texas this the

11th day of April 2022.

APPROVED:

ATTEST:

Randy Gorham, Mayor

Greg Lowe City Clerk



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

The City Council, not less than annually, shall adopt a Resolution stating that the City Council has reviewed the Investment Policy and Investment Strategies. The Resolution, so adopted, shall record any changes made to either the policy or strategies.

Changes to investment policy:

- Training Requirements, page 7
 - Independent sources of investment training will be approved by name by the City Council prior to attendance of the training. Sources are named in the Appendix (page 21)
 - The training topics required by the PFIA, which are investment controls, security risks, strategy risks, market risks, diversification of the investment portfolio, and compliance with the PFIA are listed in training requirements.
- Annual Review and Adoption of Investment Policy and Strategies, page 17
 - Language was added requiring the City Council's adoption of a resolution stating that the policy and investment strategies have been reviewed and that any changes to the policy and strategies have been included as part of the resolution.
- Banks, page 19
 - Listed Austin Bank as Depository
 - Added BOK Financial as Corporate Trust and Escrow Services

City Council:

Mayor Randy Gorham
Rob Gowin Mayor Pro-Tem
Hubert Robinson District 1
Mindy Gellock District 2
Tim McRae District 3

City Manager:

James Hubbard



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>4/11/2023</u>	ITEM NUMBER:	<u>8.D.</u>
DEPARTMENT:	<u>Finance</u>	PREPARED BY:	<u>Roxanna Briley, Finance Director</u>
INITIATED BY:	<u>Roxanna Briley, Finance Director</u>	EXHIBITS:	<u>Resolution Signatories</u>

EXECUTIVE SUMMARY:

Signatories for the City's bank accounts and investment accounts include the Mayor, Mayor Pro-Tem, City Manager, City Clerk, and Finance Director. In the past, resolutions were adopted naming the elected officials and staff by name one at a time. As elections happen and staff is hired or leave, the names of those individuals change and new resolutions must be enacted. There is currently no one resolution that lists all appropriate designated signatories. This resolution names the authorized signatories by title instead of name and lists all designated signatories in one resolution.

RECOMMENDED ACTION:

Approve resolution naming the offices of Mayor and Mayor Pro-Tem and the staff members City Manager, City Clerk, and Finance Director as designated signatories for all financial institutions, including banking and investment, for the City of Jacksonville.

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

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

RESOLUTION NO.

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

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

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

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

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

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

SECTION 1. Signatories are to be named as those individuals either dully elected or currently hired in the positions of Mayor, Mayor Pro-Tem, City Manager, City Clerk, and Finance Director.

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

PASSED, ADOPTED AND APPROVED by the City Council of the City of Jacksonville, Texas on this the 11TH day of April 2023.

APPROVED:

ATTEST:

Randy Gorham, Mayor

Greg Lowe, City Clerk



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	4/11/2023	ITEM NUMBER:	8.E.
DEPARTMENT:	Finance	PREPARED BY:	Roxanna Briley, Finance Director
INITIATED BY:	Roxanna Briley, Finance Director	EXHIBITS:	Resolution Purchasing Cooperatives

EXECUTIVE SUMMARY:

The City has entered into agreements with several purchasing cooperatives. These agreements were authorized by the City Council at various times throughout the years. However, the various City Councils did not adopt resolutions authorizing participation in the purchasing cooperatives. Certain grants require that the agreements with purchasing cooperatives be authorized by resolution. The City currently has agreements with HGAC Buy, Sourcewell, Texas BuyBoard, Texas Department of Information Resources (DIR), Texas SmartBuy, and TIPS-USA. Staff is asking the City Council to adopt, by resolution, authorization to participate in said purchasing cooperative programs.

RECOMMENDED ACTION:

Adopt resolution authorizing participation in HGAC Buy, Sourcewell, Texas BuyBoard, Texas Department of Information Resources (DIR), Texas SmartBuy, and TIPS-USA purchasing cooperatives.

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

STRATEGY MAP

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

POLICY/GOAL CONSIDERATION:**LEGAL:**

GOVERNMENT CODE TITLE 7. INTERGOVERNMENTAL RELATIONS CHAPTER 791. INTERLOCAL COOPERATION CONTRACTS



**RESOLUTION FOR CITY PARTICIPATION IN
COOPERATIVE PURCHASING
AGREEMENT(S):**

RESOLUTION NUMBER:

A RESOLUTION AUTHORIZING THE CITY OF JACKSONVILLE, TEXAS TO ENTER
INTO COOPERATIVE PURCHASING AGREEMENT(S)

Interlocal Participation Agreements are made and entered into by and between Texas Local Government Purchasing Cooperatives, administrative agencies of cooperating local governments, acting on its own behalf and the behalf of all participating local governments, and the undersigned local government of the State of Texas. The purpose of the agreements is to facilitate compliance with state bidding requirements, to identify qualified vendors of commodities, goods, and services, to relieve the burdens of the governmental purchasing function, and to realize the various potential economies, including administrative cost savings, for Cooperative Members.

WHEREAS, Texas Local Government Code Chapter 791, “Interlocal Cooperation Contracts” authorizes the City to agree with other local governments to form purchasing cooperatives; and

WHEREAS, the City of Jacksonville has entered Interlocal Agreements with and offered voluntary participation in the HGAC Buy, Sourcewell, Texas BuyBoard, Texas Department of Information Resources (DIR), Texas SmartBuy, and TIPS-USA Purchasing Cooperatives; and

WHEREAS, on April 11th, 2023, the City Council of the City of Jacksonville, County of Cherokee, State of Texas duly considered participation in Cooperative Purchasing Agreements for the provision and performance of goods and services.

NOW, THEREFORE BE IT RESOLVED as follows:

The City of Jacksonville, Texas is authorized to participate in the HGAC Buy, Sourcewell, Texas BuyBoard, Texas Department of Information Resources (DIR), Texas SmartBuy, and TIPS-USA Purchasing Cooperatives.

APPROVED:

ATTEST:

Randy Gorham, Mayor

Greg Lowe, City Clerk



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	4/11/2023	ITEM NUMBER:	10.
DEPARTMENT:	Administration	PREPARED BY:	Randall Chandler, Director of Community and Public Services
INITIATED BY:	Randall Chandler, Director of Community and Public Services	EXHIBITS:	Water Treatment Plant Plans Rev 01-1979, SWTP Filter Media Upgrade RFP for WETS LLC

EXECUTIVE SUMMARY:

In an effort to continually improve the quality and consistency of the surface water provided to the City of Jacksonville, City staff advertised a Request for Proposal for the Water Filter Media at the Surface Water Treatment Plant on Kickapoo Street. The project calls for the removal and replacement of the current gravel, sand, and anthracite. Anthracite is a high quality filter media commonly used for water clarification when combined with other filtering sands. Its benefits include higher service flow rates, longer filter run times, reduced backwash rates, reduced head loss when compared to single media filter beds and generally extend the life of the filter beds. The normal recommended life cycle of filter media is 10-20 years. The current media is the original media install in the Surface Water Treatment Plant in 1982. Also included in this project is the replacement of all surface wash arms that within each of the filter beds.

RECOMMENDED ACTION:

Make a motion approving the award of the contract to WETS LLC for the Surface Water Treatment Plant Filter Media Upgrade project

BID AND AWARD:

BUDGET DATA:

Expenditures Required	\$311,500.00
Current Budget	\$261,000.00
Funding	Capital Projects

BUDGET JUSTIFICATION:

STRATEGY MAP

Citizens First	Strengthen Neighborhoods	Manage the "Business"	Focus on Infrastructure	Planning and Preparedness
1.1 Customer-centric service and processes ☐	2.1 Code compliance and updates ☐	3.1 Maintain a well-trained professional workforce ☐	4.1 Assess the condition of infrastructure ☐	5.1 Diversify the tax base ☐
1.2 Leverage the talent and input of citizens ☐	2.2 Parks, recreation, and community building ☐	3.2 Proactively seek process improvements ☐	4.2 Strengthen routine maintenance programs ☒	5.2 Leverage and maximiz 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 ☐

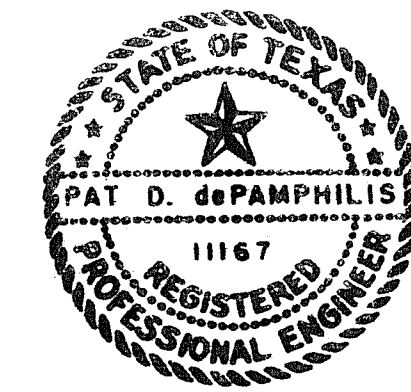
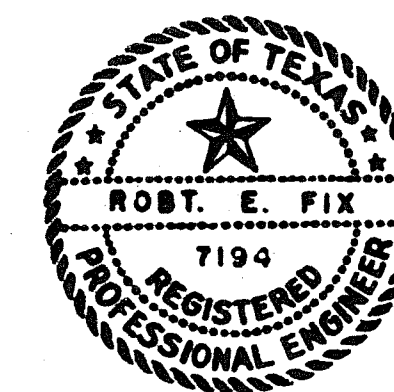
POLICY/GOAL CONSIDERATION:**LEGAL:**

**PLANS FOR THE
WATER TREATMENT PLANT
FOR THE
CITY OF JACKSONVILLE, TEXAS
Contract No. 780**

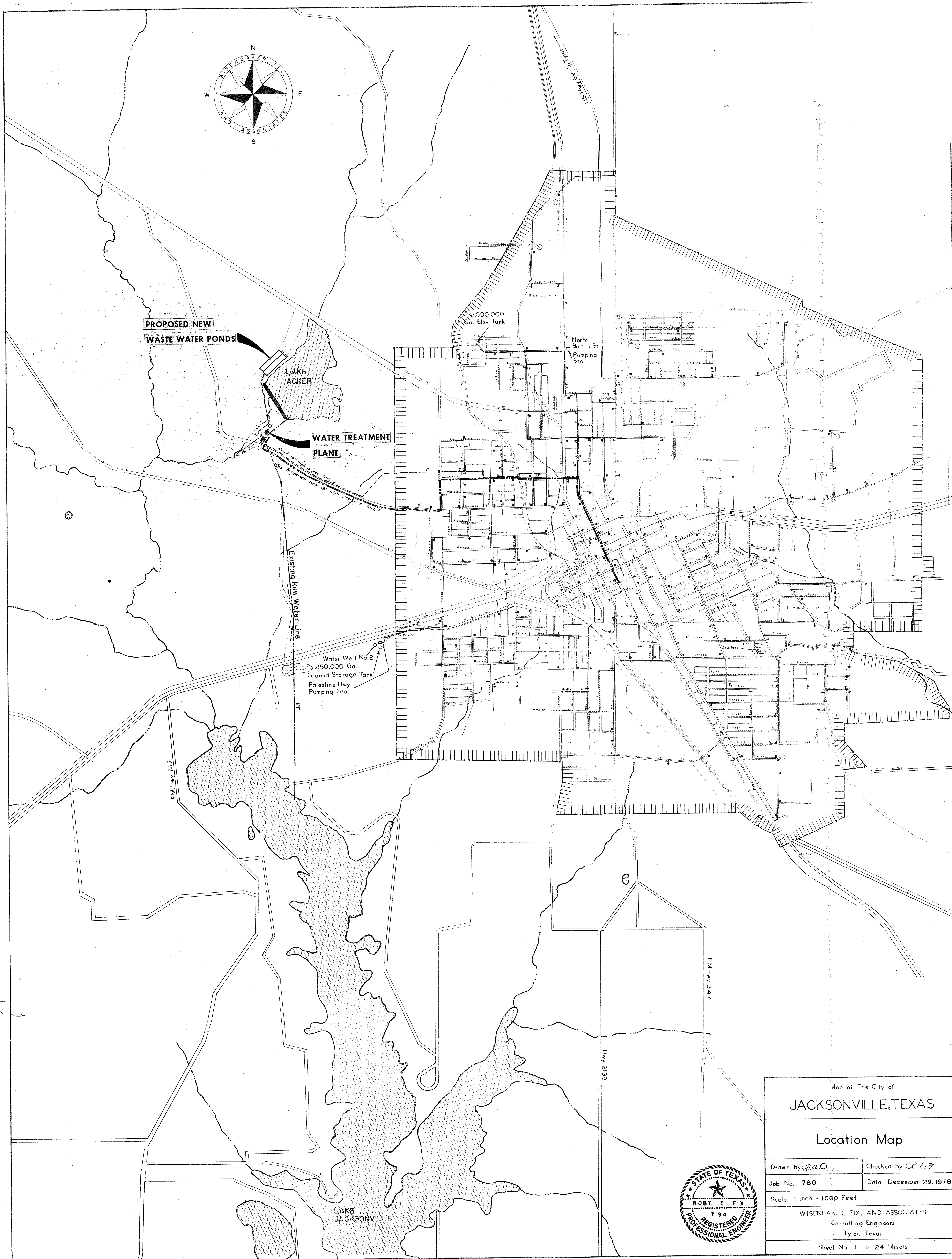
CITY OFFICIALS

Manager: James A. Marshall
Mayor: Philip Pavletich
Councilmen: James Bacon
Lewis Horton
Robert Huttash
Harry Tilley
Water Superintendent: Ennis M. Bolton
City Secretary: Mrs. Shine Chancellor

WISENBAKER, FIX, & ASSOCIATES
Consulting Engineers
Tyler, Texas



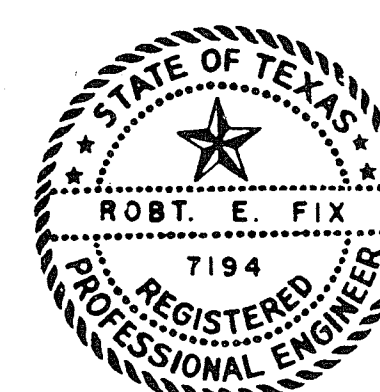
June , 1964
Revised January , 1979



Map of The City of
JACKSONVILLE, TEXAS

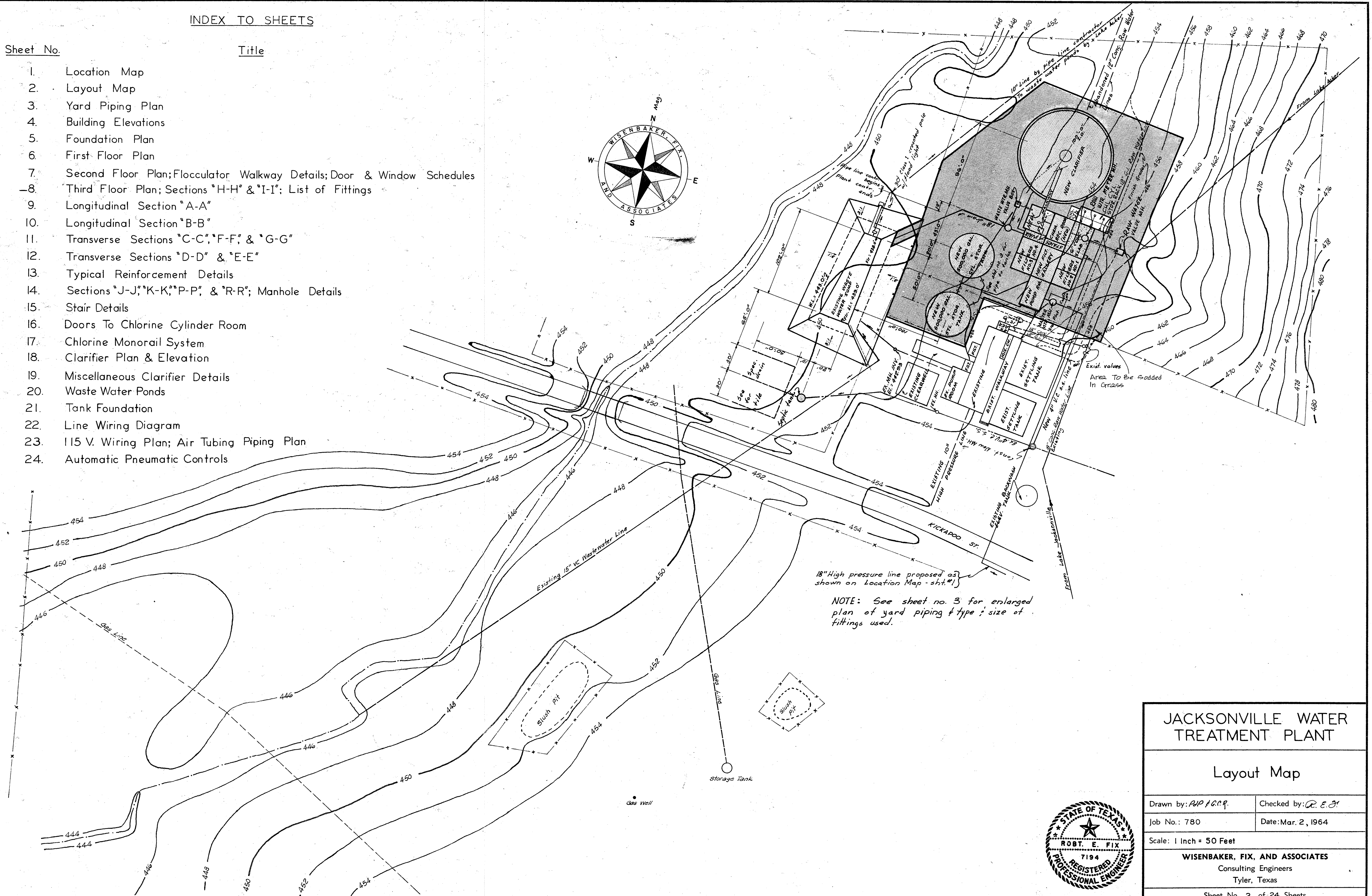
Location Map

Drawn by: <i>3ad</i>	Checked by: <i>REJ</i>
Job No.: 780	Date: December 29, 1978
Scale: 1 Inch = 1000 Feet	
WISEBAKER, FIX, AND ASSOCIATES Consulting Engineers Tyler, Texas	
Sheet No. 1 of 24 Sheets	



INDEX TO SHEETS

Sheet No.	Title
1.	Location Map
2.	Layout Map
3.	Yard Piping Plan
4.	Building Elevations
5.	Foundation Plan
6.	First Floor Plan
7.	Second Floor Plan; Flocculator Walkway Details; Door & Window Schedules
8.	Third Floor Plan; Sections "H-H" & "I-I"; List of Fittings
9.	Longitudinal Section "A-A"
10.	Longitudinal Section "B-B"
11.	Transverse Sections "C-C", "F-F", & "G-G"
12.	Transverse Sections "D-D" & "E-E"
13.	Typical Reinforcement Details
14.	Sections "J-J", "K-K", "P-P", & "R-R"; Manhole Details
15.	Stair Details
16.	Doors To Chlorine Cylinder Room
17.	Chlorine Monorail System
18.	Clarifier Plan & Elevation
19.	Miscellaneous Clarifier Details
20.	Waste Water Ponds
21.	Tank Foundation
22.	Line Wiring Diagram
23.	115 V. Wiring Plan; Air Tubing Piping Plan
24.	Automatic Pneumatic Controls



18" High pressure line proposed as shown on Location Map - sheet #1

NOTE: See sheet no. 3 for enlarged plan of yard piping & type & size of fittings used.

JACKSONVILLE WATER TREATMENT PLANT

Layout Map

Drawn by: *APF G.C.P.* Checked by: *R. E. J.*

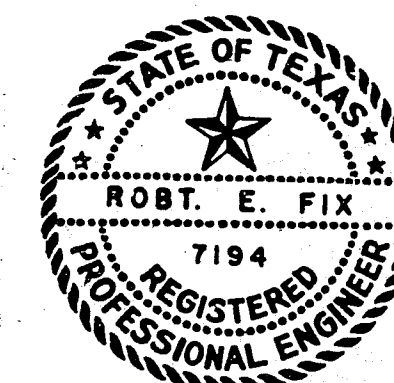
Job No.: 780 Date: Mar. 2, 1964

Scale: 1 Inch = 50 Feet

WISEBAKER, FIX, AND ASSOCIATES

Consulting Engineers
Tyler, Texas

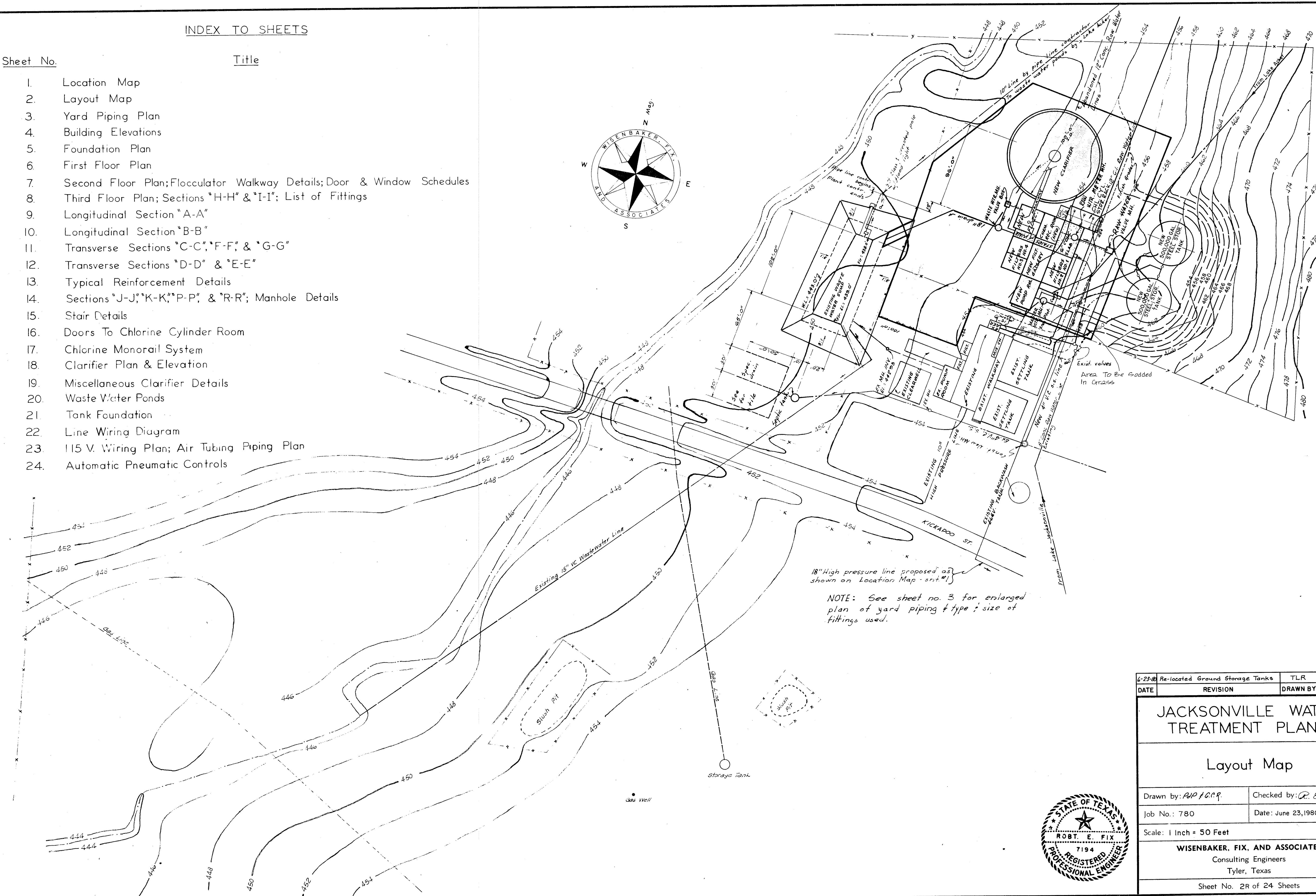
Sheet No. 2 of 24 Sheets



SEE SHEET NO. 2-R (6-23-64)
FOR REVISED LAYOUT MAP

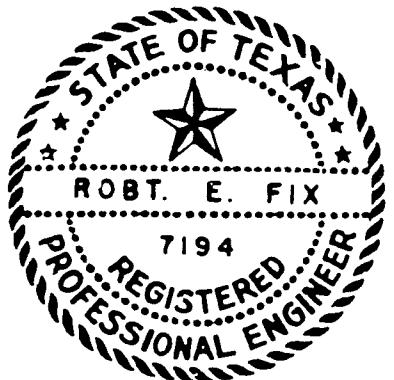
INDEX TO SHEETS

Sheet No.	Title
1.	Location Map
2.	Layout Map
3.	Yard Piping Plan
4.	Building Elevations
5.	Foundation Plan
6.	First Floor Plan
7.	Second Floor Plan; Flocculator Walkway Details; Door & Window Schedules
8.	Third Floor Plan; Sections "H-H" & "I-I"; List of Fittings
9.	Longitudinal Section "A-A"
10.	Longitudinal Section "B-B"
11.	Transverse Sections "C-C", "F-F", & "G-G"
12.	Transverse Sections "D-D" & "E-E"
13.	Typical Reinforcement Details
14.	Sections "J-J", "K-K", "P-P", & "R-R"; Manhole Details
15.	Stair Details
16.	Doors To Chlorine Cylinder Room
17.	Chlorine Monorail System
18.	Clarifier Plan & Elevation
19.	Miscellaneous Clarifier Details
20.	Waste Water Ponds
21.	Tank Foundation
22.	Line Wiring Diagram
23.	115 V. Wiring Plan; Air Tubing Piping Plan
24.	Automatic Pneumatic Controls

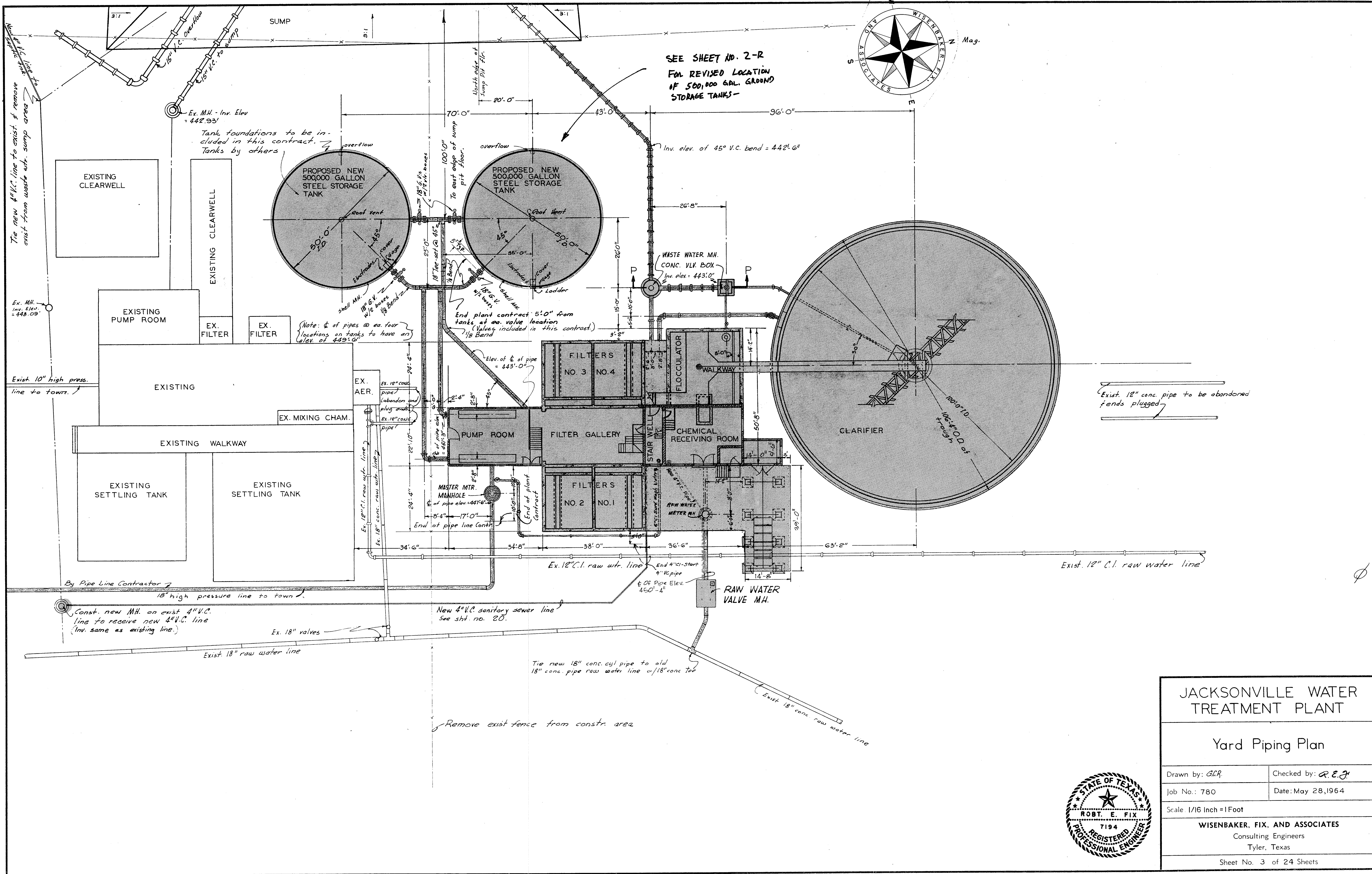


18" High pressure line proposed as shown on Location Map - sheet #1

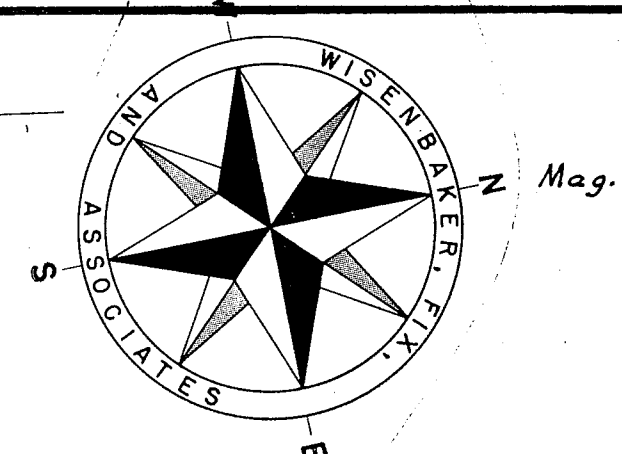
NOTE: See sheet no. 3 for enlarged plan of yard piping & type & size of fittings used.



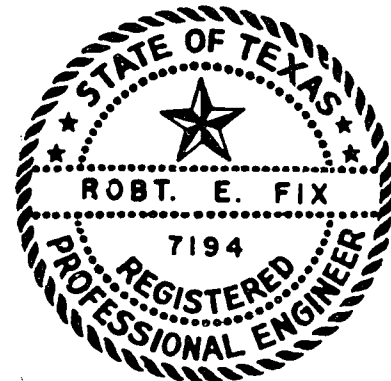
6-23-80	Re-located Ground Storage Tanks	TLR	RdP
DATE	REVISION	DRAWN BY	CHECK BY
JACKSONVILLE WATER TREATMENT PLANT			
Layout Map			
Drawn by: PWP/GOCP		Checked by: R. E. Fix	
Job No.: 780		Date: June 23, 1980	
Scale: 1 Inch = 50 Feet			
WISEBAKER, FIX, AND ASSOCIATES Consulting Engineers Tyler, Texas			
Sheet No. 2R of 24 Sheets			

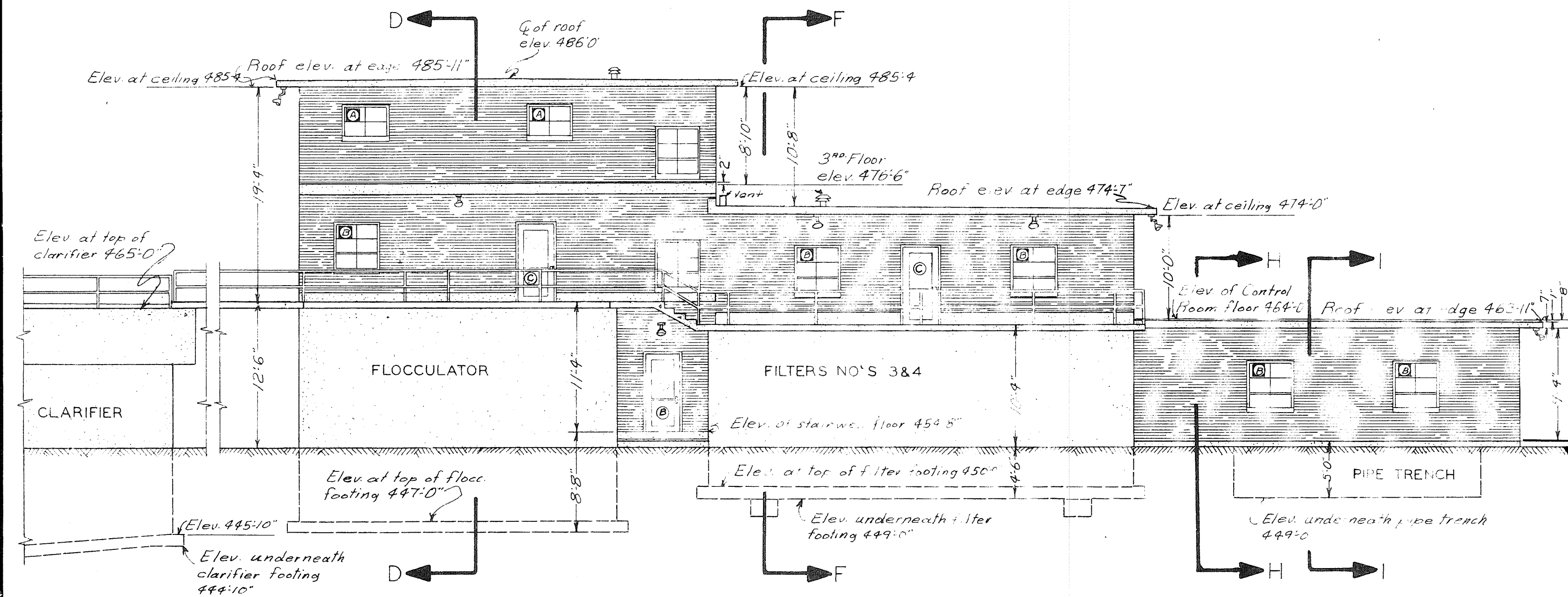


SEE SHEET NO. 2-R
FOR REVISED LOCATION
OF 500,000 GAL. GROUND
STORAGE TANKS-

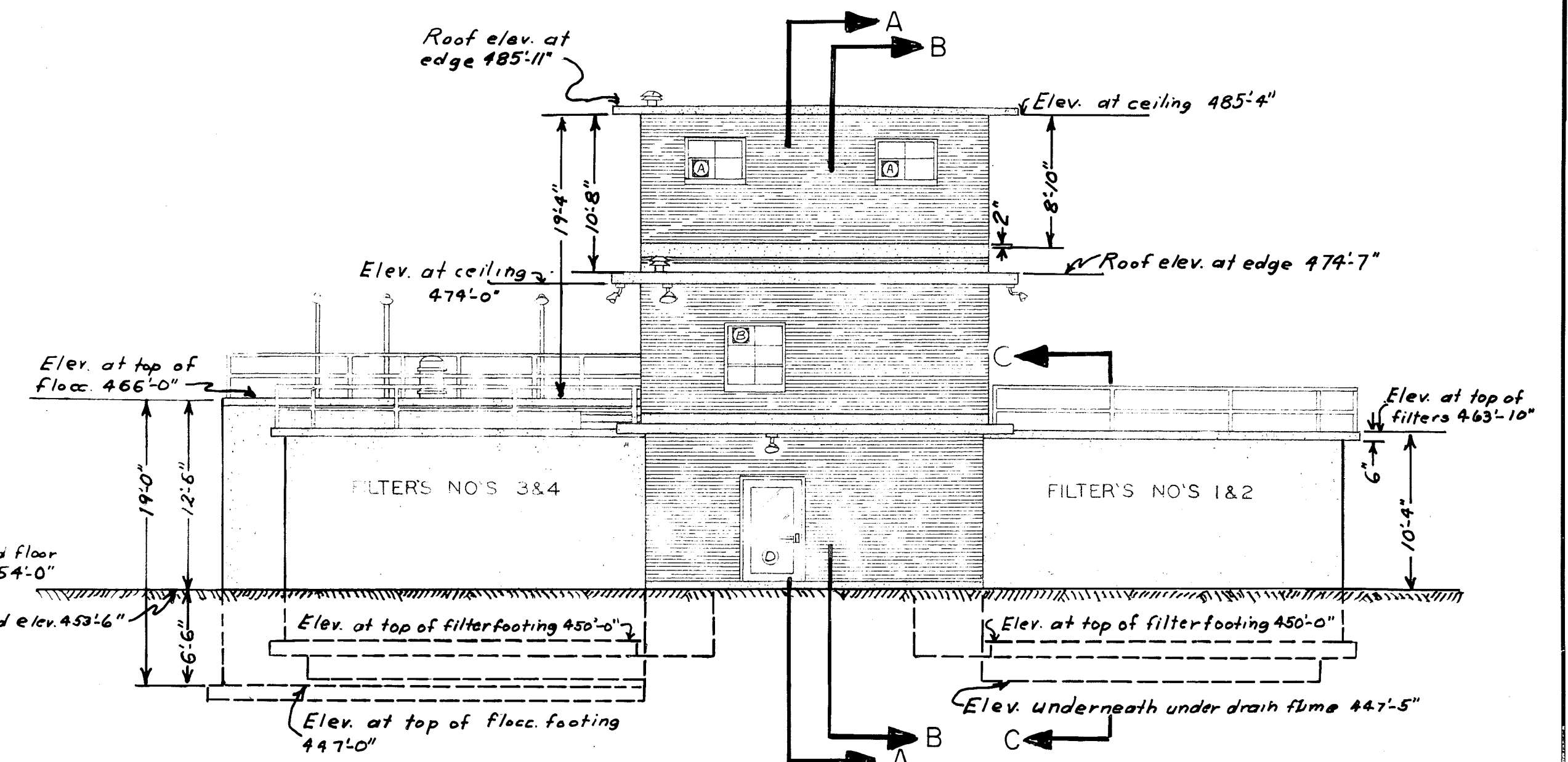


JACKSONVILLE WATER TREATMENT PLANT	
Yard Piping Plan	
Drawn by: BCR	Checked by: R.E.F.
Job No.: 780	Date: May 28, 1964
Scale: 1/16 Inch = 1 Foot	
WISENBAKER, FIX, AND ASSOCIATES Consulting Engineers Tyler, Texas	
Sheet No. 3 of 24 Sheets	

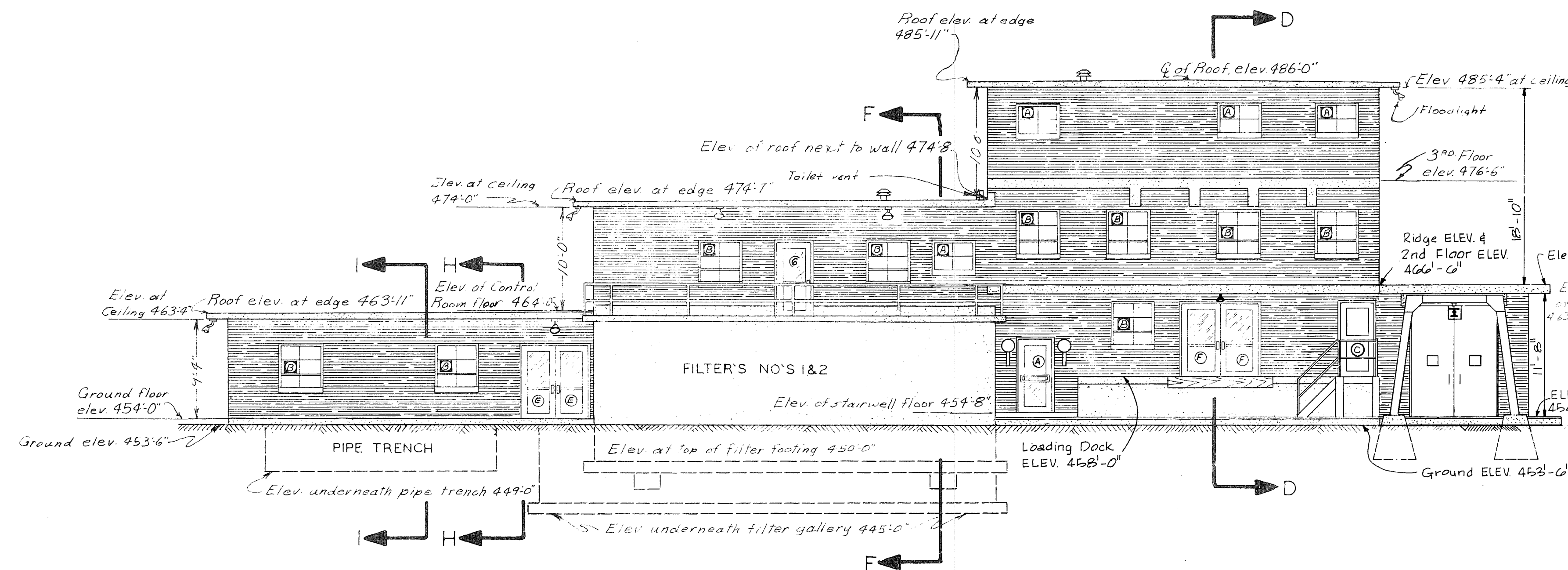




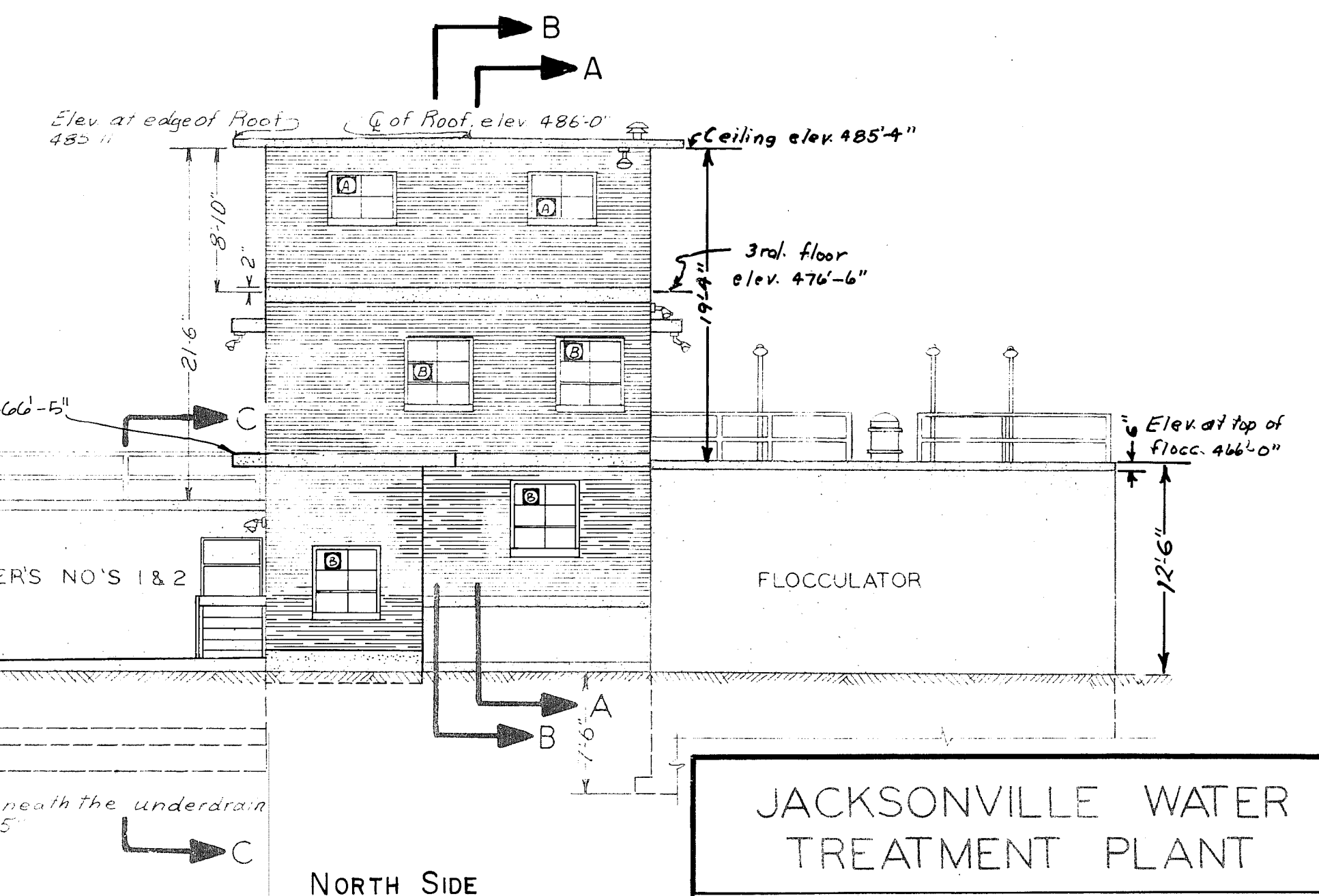
WEST REAR



SOUTH SIDE



EAST FRONT



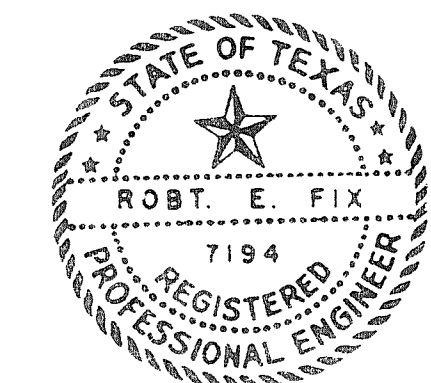
NORTH SIDE

EXTERIOR VIEWS OF PLANT

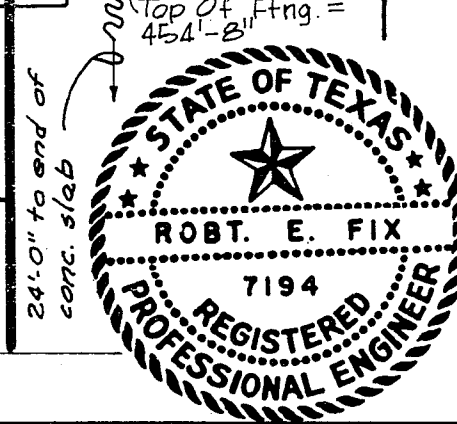
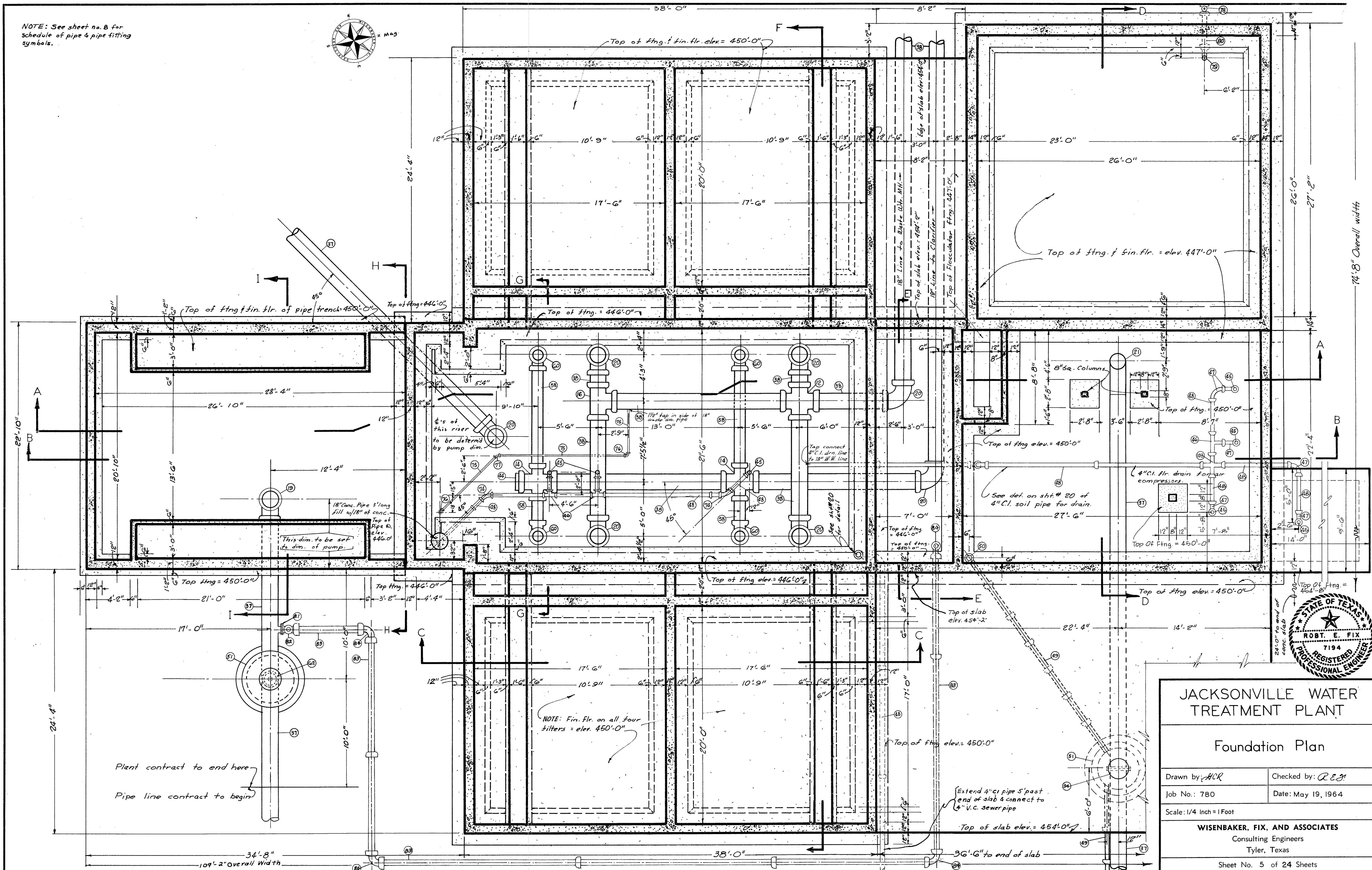
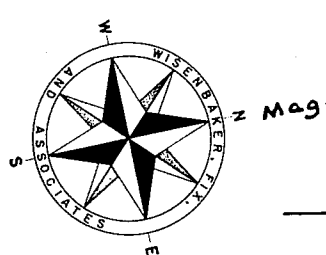
JACKSONVILLE WATER TREATMENT PLANT

Building Elevations

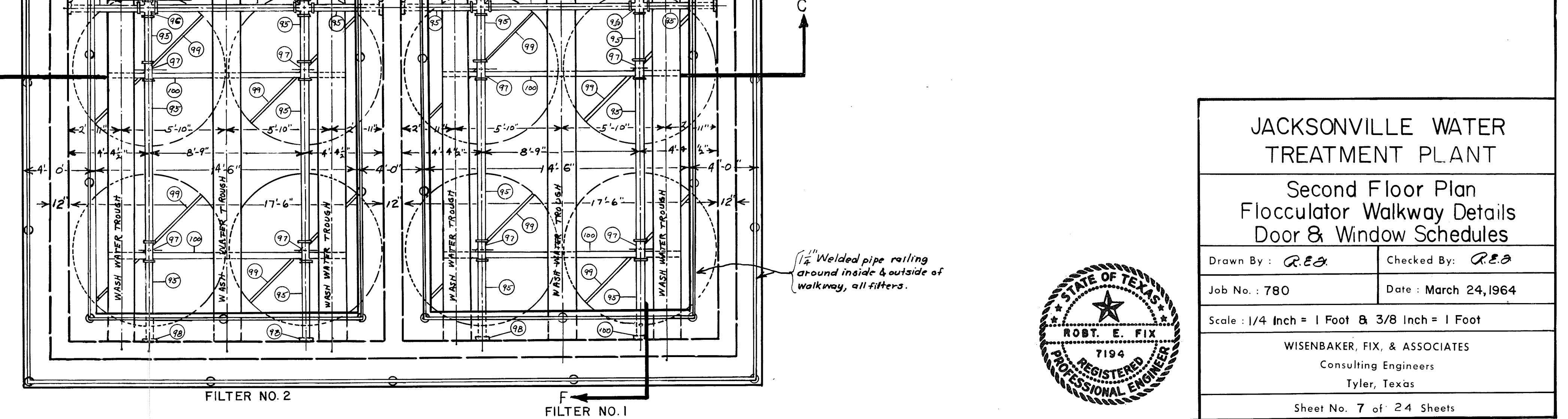
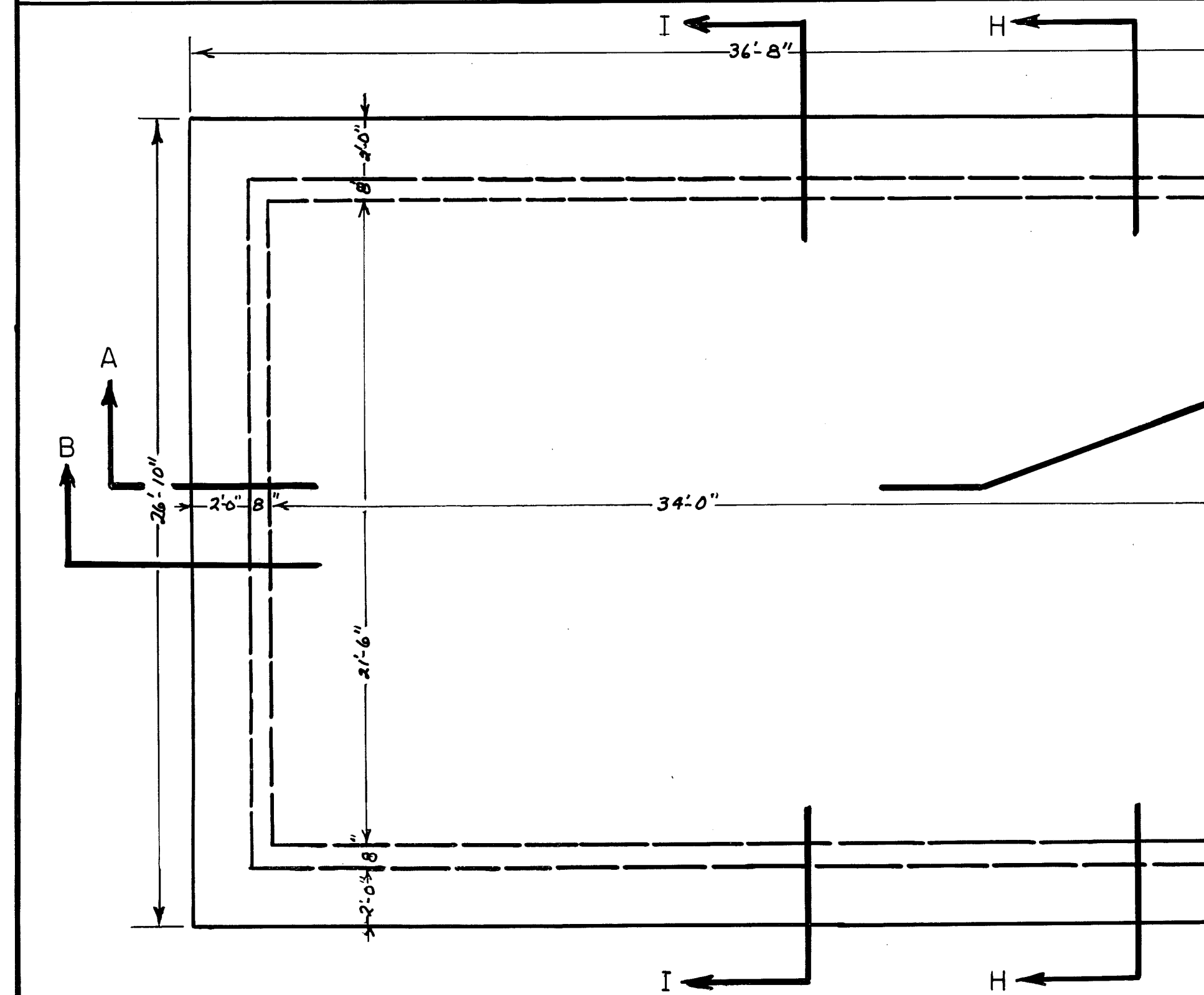
Drawn by: <i>J.E.F.</i>	Checked by: <i>R.E.F.</i>
Job No. 780	Date: June 8, 1964
Scale: 1/8 Inch = 1 Foot	
WISEBAKER, FIX, AND ASSOCIATES Consulting Engineers Tyler, Texas	
Sheet No. 4 of 24 Sheets	



NOTE: See sheet no. 8 for
schedule of pipe & pipe fitting
symbols.



JACKSONVILLE WATER TREATMENT PLANT	
Foundation Plan	
Drawn by: <i>WLR</i>	Checked by: <i>R.E.F.</i>
Job No.: 780	Date: May 19, 1964
Scale: 1/4" = 1' Foot	
WISEBAKER, FIX, AND ASSOCIATES Consulting Engineers Tyler, Texas	
Sheet No. 5 of 24 Sheets	

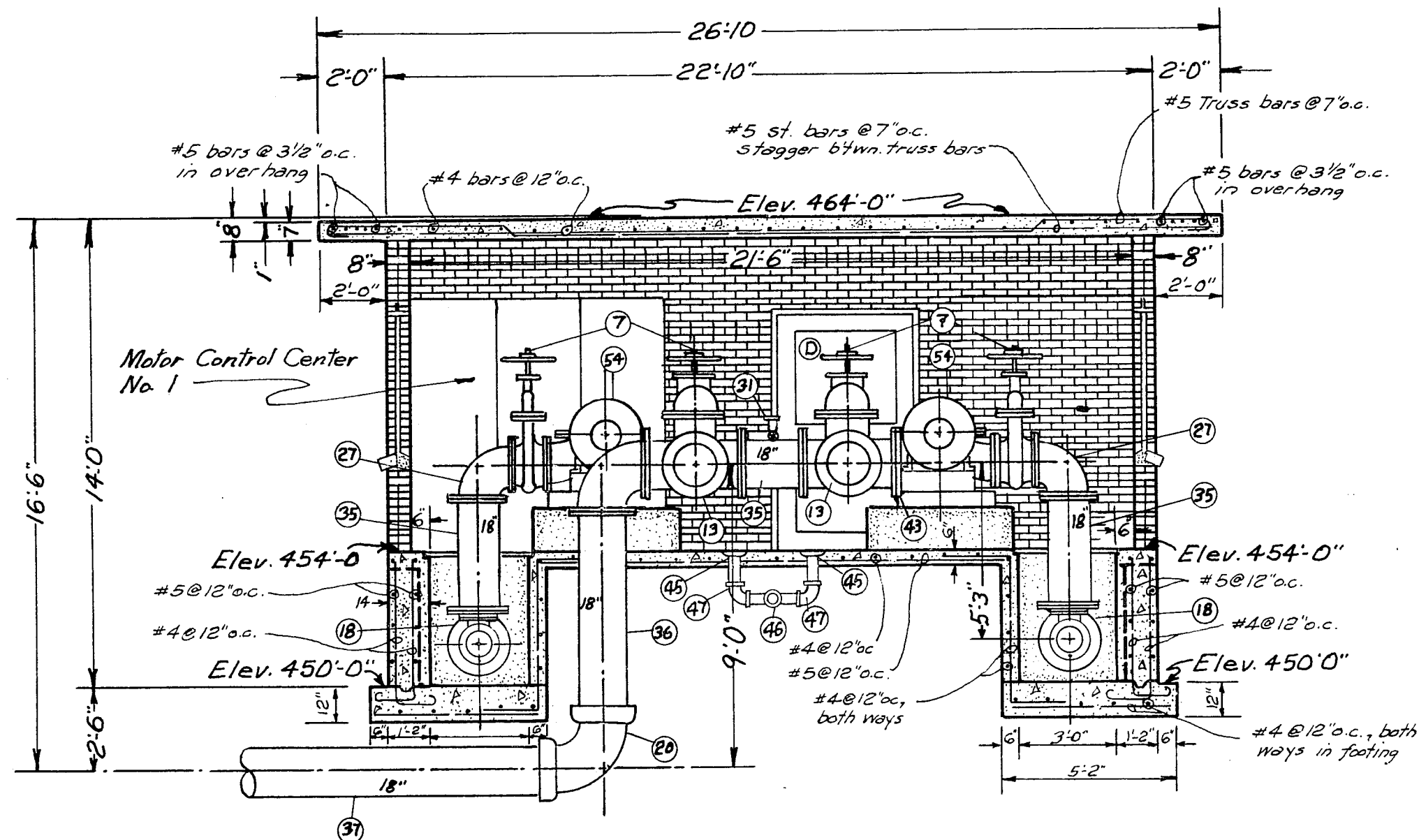


All Windows Shall Be Commercial Projected As Manufactured By Fenestra Or Accepted Equal,
And As Marked On The Plans As Follows:

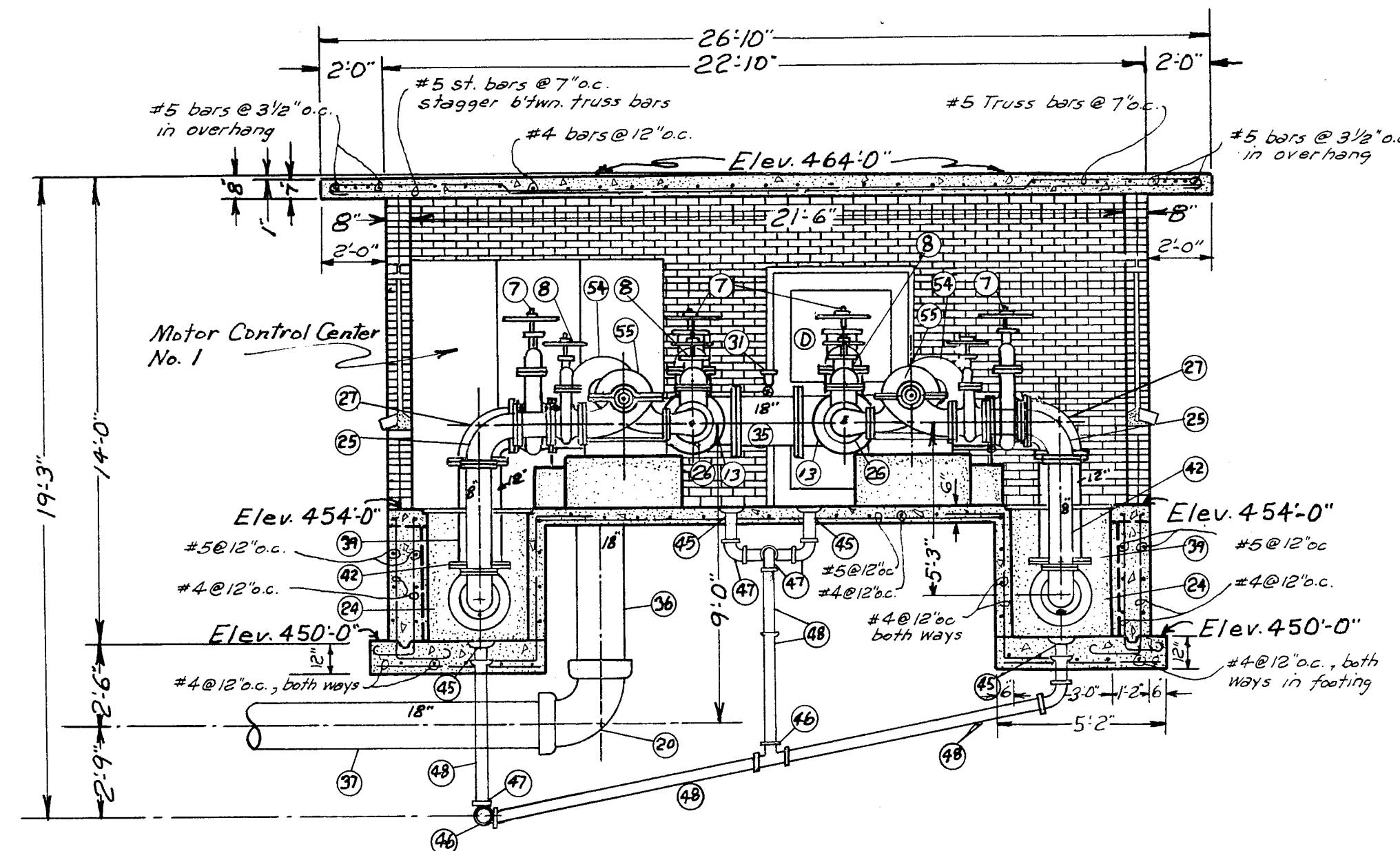
A	2'-9" X 3'-7 7/8"	Cat. # B22140
B	4'-1" X 3'-8 7/8"	Cat. # B23141

*NOTE: See sheet no. 8 for schedule of
pipe, fittings, and accessories*

JACKSONVILLE WATER TREATMENT PLANT	
Second Floor Plan Flocculator Walkway Details Door & Window Schedules	
Drawn By : <i>RES</i>	Checked By : <i>RES</i>
Job No. : 780	Date : March 24, 1964
Scale : 1/4 Inch = 1 Foot & 3/8 Inch = 1 Foot	
WISENBAKER, FIX, & ASSOCIATES Consulting Engineers Tyler, Texas	
Sheet No. 7 of 24 Sheets	



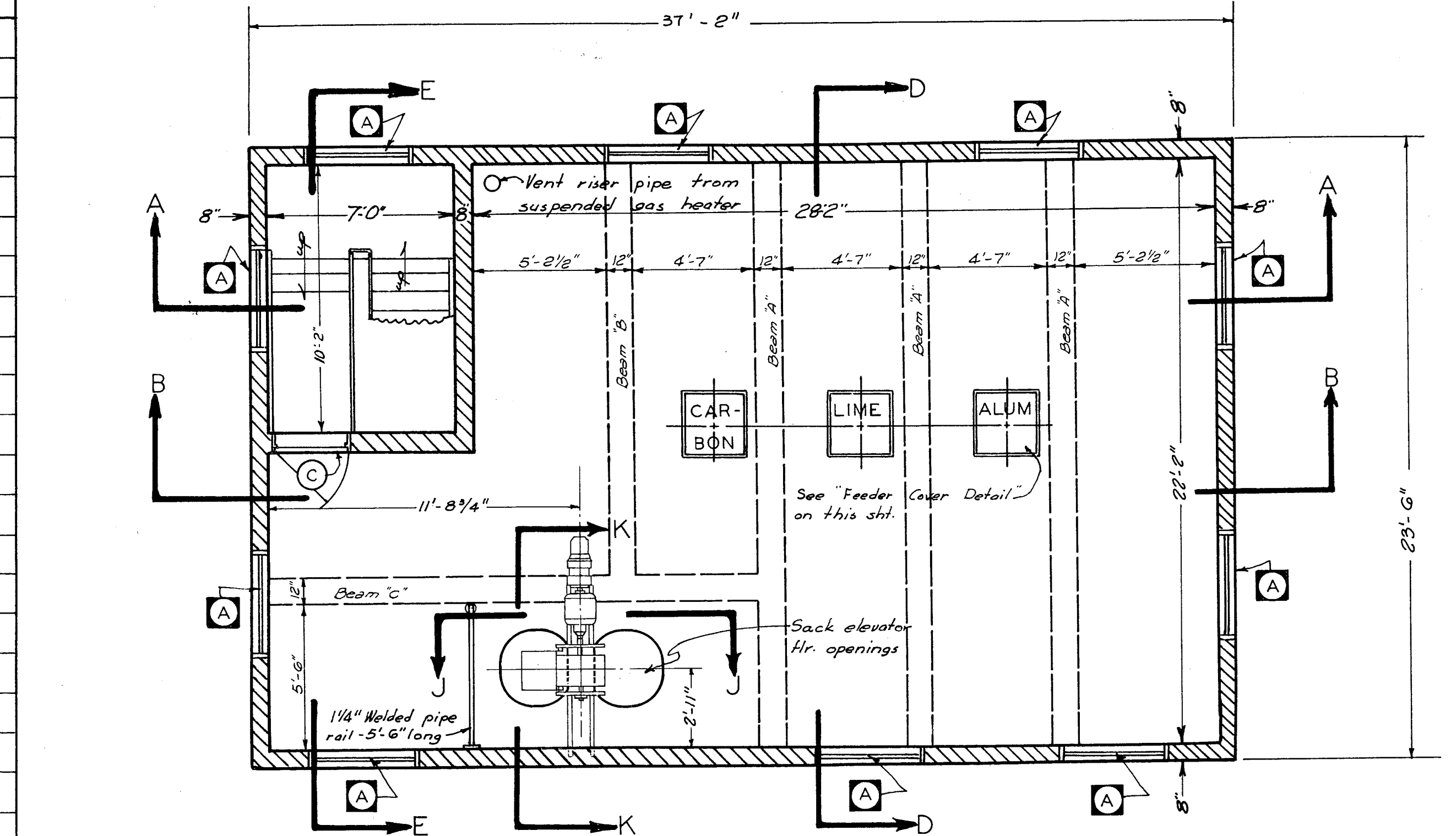
SECTION "I-I"



SECTION "H-H"

LIST OF FITTINGS

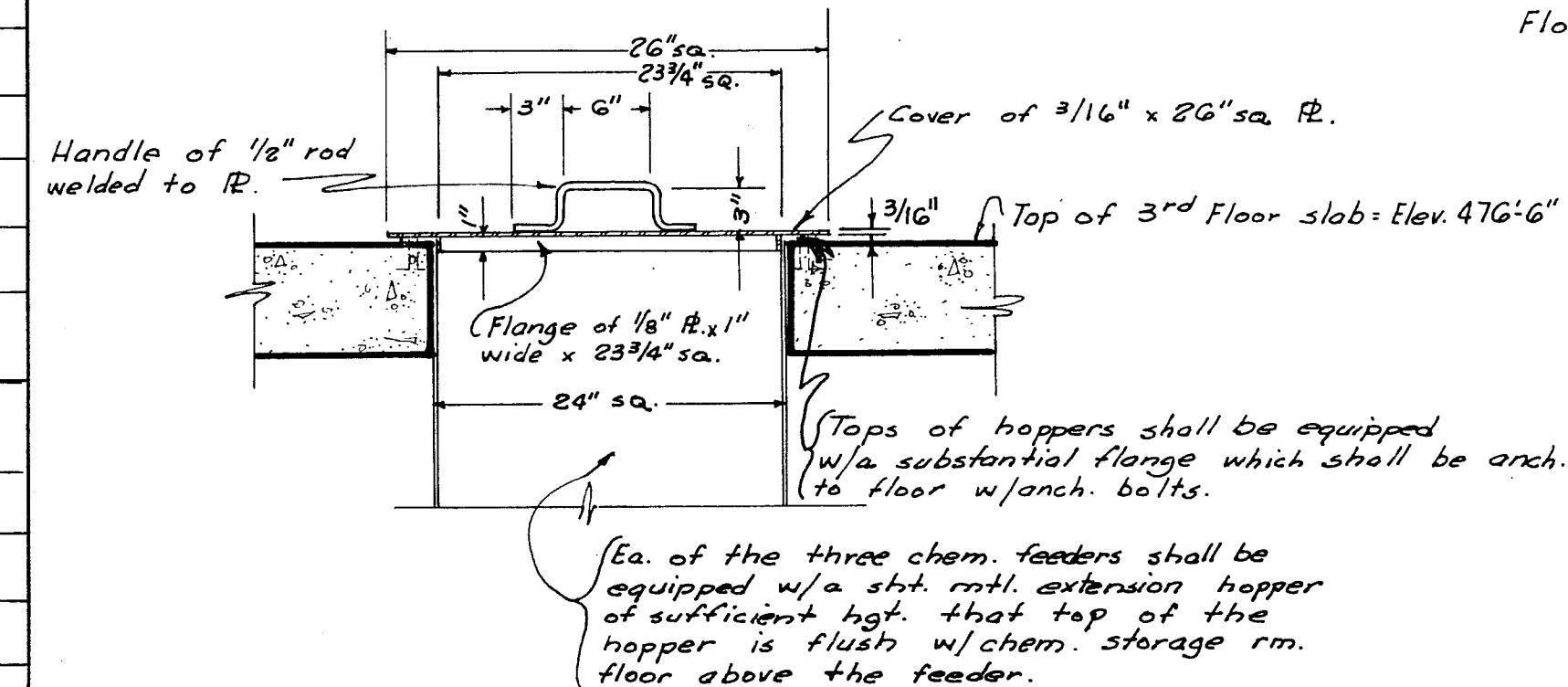
NO.	ITEM	NO.	ITEM
1	18" Pneu. vlv., open-close	52	Filter pump
2	18" Pneu. vlv., throttling	53	Backwash pump
3	12" Pneu. vlv., open-close	54	2,800 G.P.M. high pressure pump
4	12" Pneu. vlv., throttling	55	14,000 G.P.M. high pressure pump
5	10" Pneu. vlv., throttling	56	18" C.I. wall sleeve, MJ
6	12" Plug vlv., geared, FFD	57	Sump pump
7	12" Gate or plug vlv., FFD	58	12" C.I. pipe
8	8" Gate or plug vlv., FFD	59	18" C.I. 1/4 Bend, BB
9	12" Check vlv., horiz. sw. w/ext. lever & wght.	60	12" C.I. 1/4 bend, MJ
10	12" Chk. vlv., vert. sw. w/ext. lever & wght.	61	12"x8" Conc. red., FFD
11	8" Chk. vlv., horiz. sw. w/ext. lever & wght.	62	18" Prop. type saddle flow meter
12	18" Cross, MJ	63	Pipe supports of 4" pipe
13	18"x18"x12"x12" Cross, FFD	64	Concrete pipe supports
14	18"x12" Cross, MJ	65	Air compressor
15	18" Stnd. tee, FFD	66	2" PVC pipe
16	18" Stnd. tee, MJ	67	2" PVC tee
17	18"x12" red. tee, MJ	68	2" PVC 45° elbow
18	18"x18"x12" red. tee, FFD	69	2"x6" PVC nipple
19	18" Elbow, FFD	70	2" PVC pipe cap
20	18" 1/4 bend, MJ	71	1/2" PVC pipe & fittings
21	18" Conc. cyl. pipe, 90° bend	72	1" PVC pipe & fittings
22	18"x12" red. elbow, FFD	73	Suspended gas heater
23	12"x10" red. elbow, FFD	74	4" Soil pipe 1/8 bend
24	12"x8" red. elbow, FFD	75	1 1/2" galv. pipe
25	8" Stnd. elbow, FFD	76	1 1/2" galv. ell.
26	8"x6" red. elbow, FFD	77	1 1/2" galv. 45° elbow
27	12" Stnd. elbow, FFD	78	4" C.I. gate vlv., MJ
28	18" Long radius elbow, FFD	79	4" C.I. 1/4 bend, MJ
29	18"x12" red. conc., FFD	80	4" C.I., cl. 150 pipe
30	18"x10" red. conc., FFD	81	6" Flngd. outlet on 18" conc. cyl. pipe - encase flange in 2" of concrete.
31	Air rel. assembly w/1" pipe conn., 1" nipples, & 1" air release valve.	82	6" c.v. valve with c.v. box, flngd. one end, MJ other end
32	12" Flngs. w/1/2" Dall tube insert	83	6" c.v. pipe, MJ
33	10" Flngs. w/10" Dall tube insert	84	6" c.v. 1/4 bend, MJ
34	18" Flngs. w/1/8" Dall tube insert	85	6" Elbow, FFD
35	18" Pipe cut to fit, flngd. both ends	86	6" Stl. pipe cut to fit, flanged both ends - 2" pipe collar welded thru top, two 2" pipe nipples, 2" brass gate valve, & 2" vacuum breaker & air release valve
36	18" Pipe cut to fit, flng. one end	87	6" Pipe cut to fit, flngd. both ends
37	18" Conc. cyl. pipe	88	6"x6"x16" Red. cross, FFD
38	18 C.I. pipe	89	6" c.v. blind flange
39	12" Pipe cut to fit, flngd. both ends	90	4" Elbow, FFD
40	12" Pipe cut to fit, flngd. one end	91	4" Pipe cut to fit, flngd. both ends
41	10" Pipe cut to fit, flngd. both ends	92	4" Pneu. diaphragm oper. butterfly valve for surface wash piping
42	8" Pipe cut to fit, flngd. both ends	93	4" PVC coated pipe flngd. one end
43	18" Blind flange	94	4" c.v. wall sleeve, MJ
44	18" C.I. plug, MJ	95	4" PVC coated steel pipe
45	4" C.I. floor drain	96	4" PVC coated pipe cross
46	4" Soil pipe tee	97	4" PVC coated fitting for surface wash unit
47	4" Soil pipe elbow	98	4" PVC coated pipe cap supported by stainless steel angle
48	4" Soil pipe	99	Filter surface wash unit arm
49	4" V.C. pipe		
50	4" V.C. elbow		
51	Brick meter manhole		



PLAN OF THIRD FLOOR
CHEMICAL STORAGE ROOM

Scale: 1/4"=1'

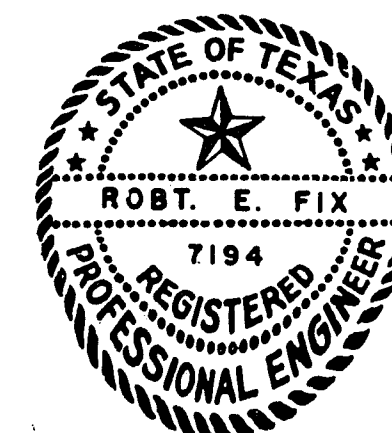
NOTE:
See door & window schedule on 2nd Floor Plan - sh. # T



FEEDER COVER DETAIL

Scale: 1"=1'

NO.	ITEM	NO.	ITEM
100	Stainless steel angle support for surface wash unit	111	2" Electric Valve
101	Pipe hanger for 6" pipe	112	2" Galvanized Pipe, Cut To Fit
102	Pipe hanger for 4" pipe	113	Pipe Hanger For 2" Pipe
103	4" Soil Pipe Cross	114	2" PVC Elbow
104	6" Tapped Tee, M.J.		
105	2" Galvanized Elbow		
106	2" Galvanized Pipe Nipple x 2 1/2" Long		
107	2" Gal. Ground Jt. Pipe Union		
108	2" Galvanized Tee		
109	2" Wye Strainer		
110	2" Gate Valve, Threaded Ends		



JACKSONVILLE WATER TREATMENT PLANT

Third Floor Plan; Section "H-H" & "I-I"; List of Fittings

Drawn by: R.E.F. & G.C.R. Checked by: R.E.F.

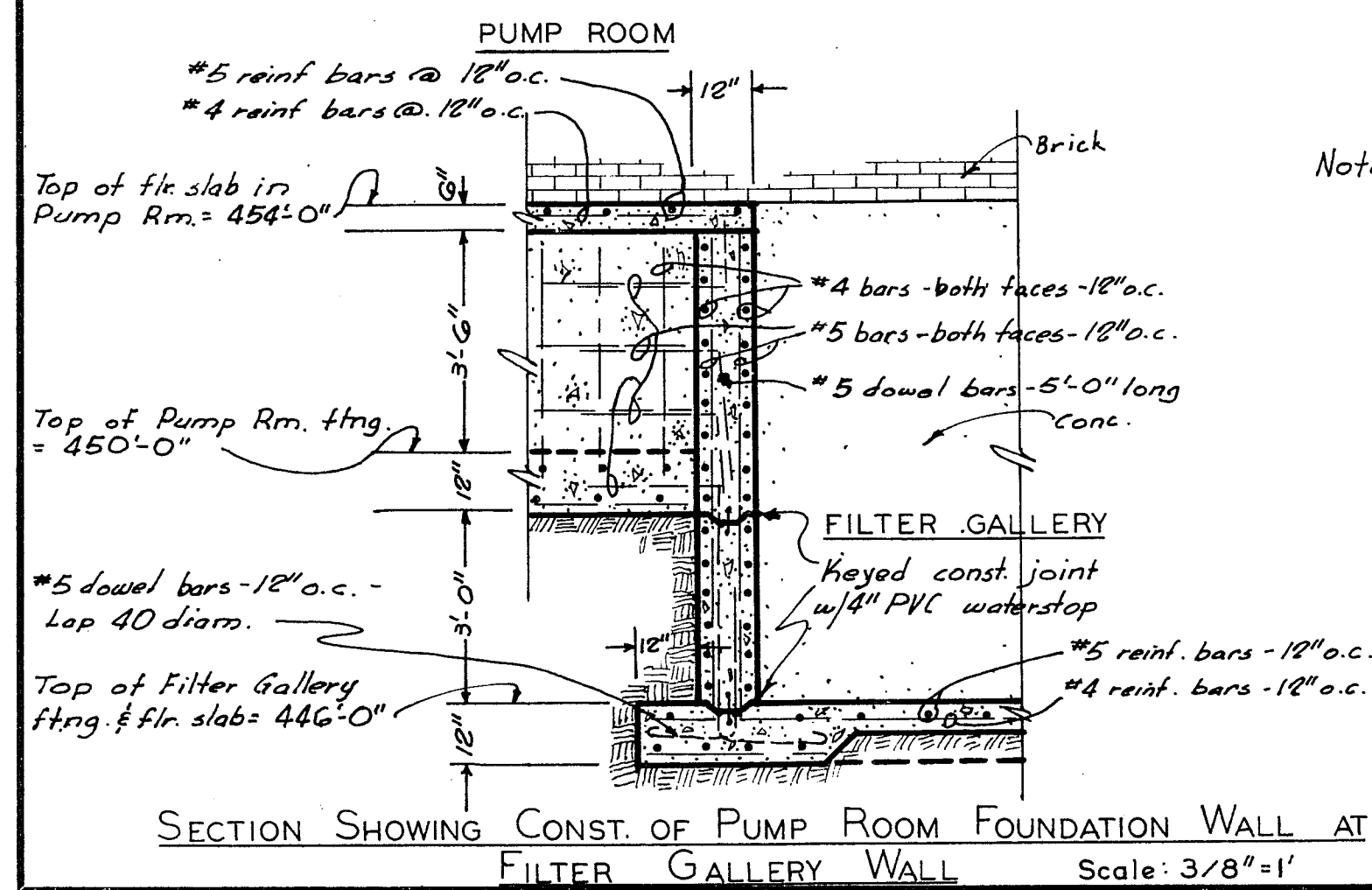
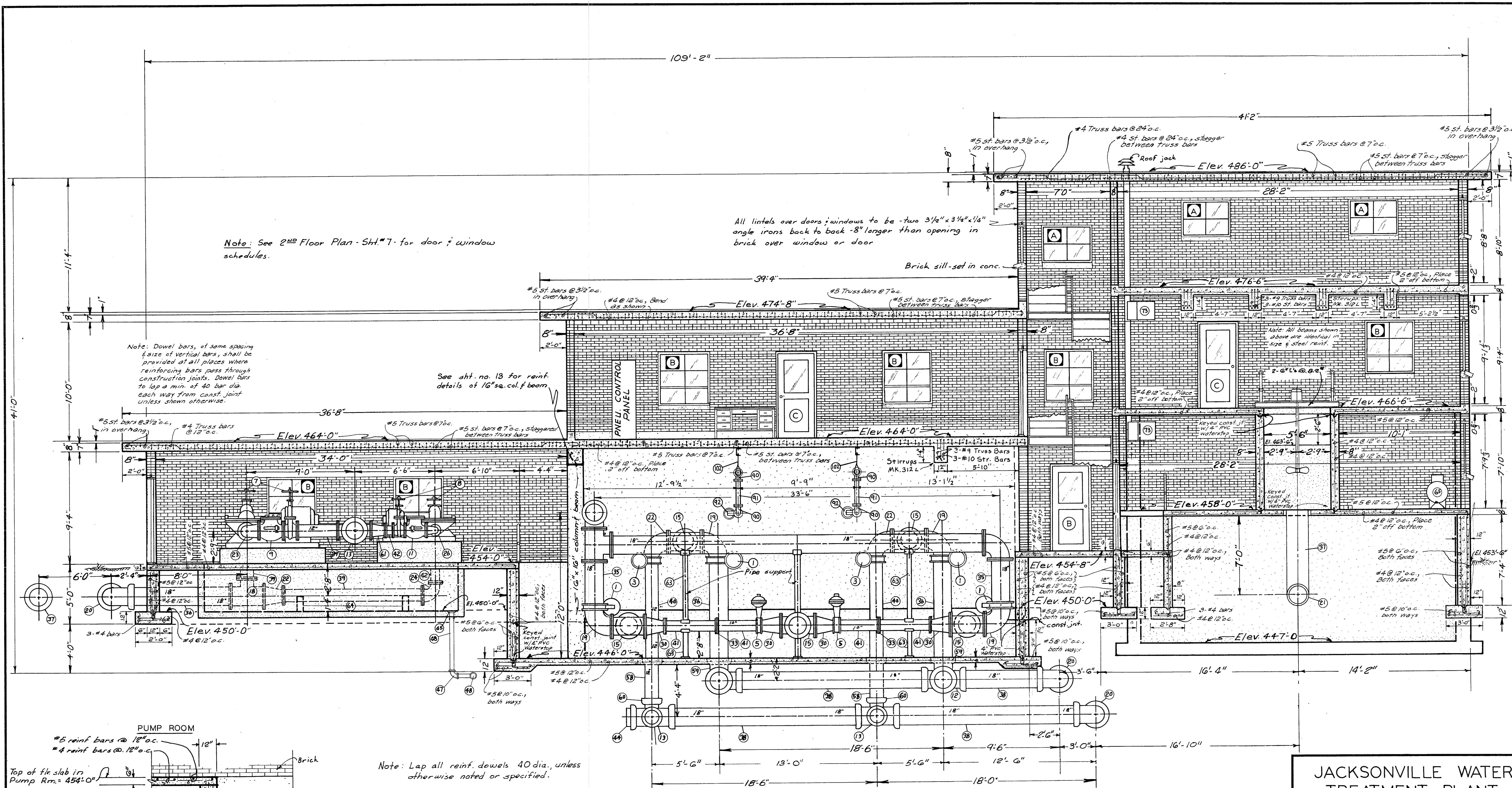
Job No.: 780 Date: Mar. 26, 1964

Scale: 1/4 inch = 1 Foot Or As Shown

WISEBAKER, FIX, AND ASSOCIATES

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Tyler, Texas

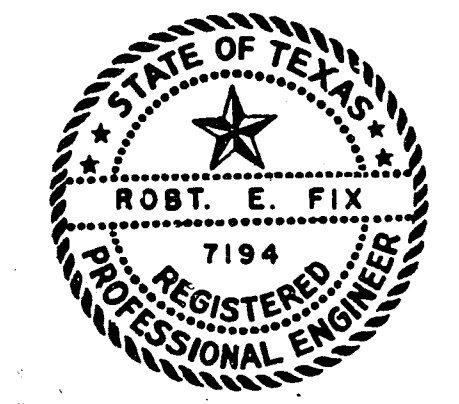
Sheet No. 8 of 24 Sheets



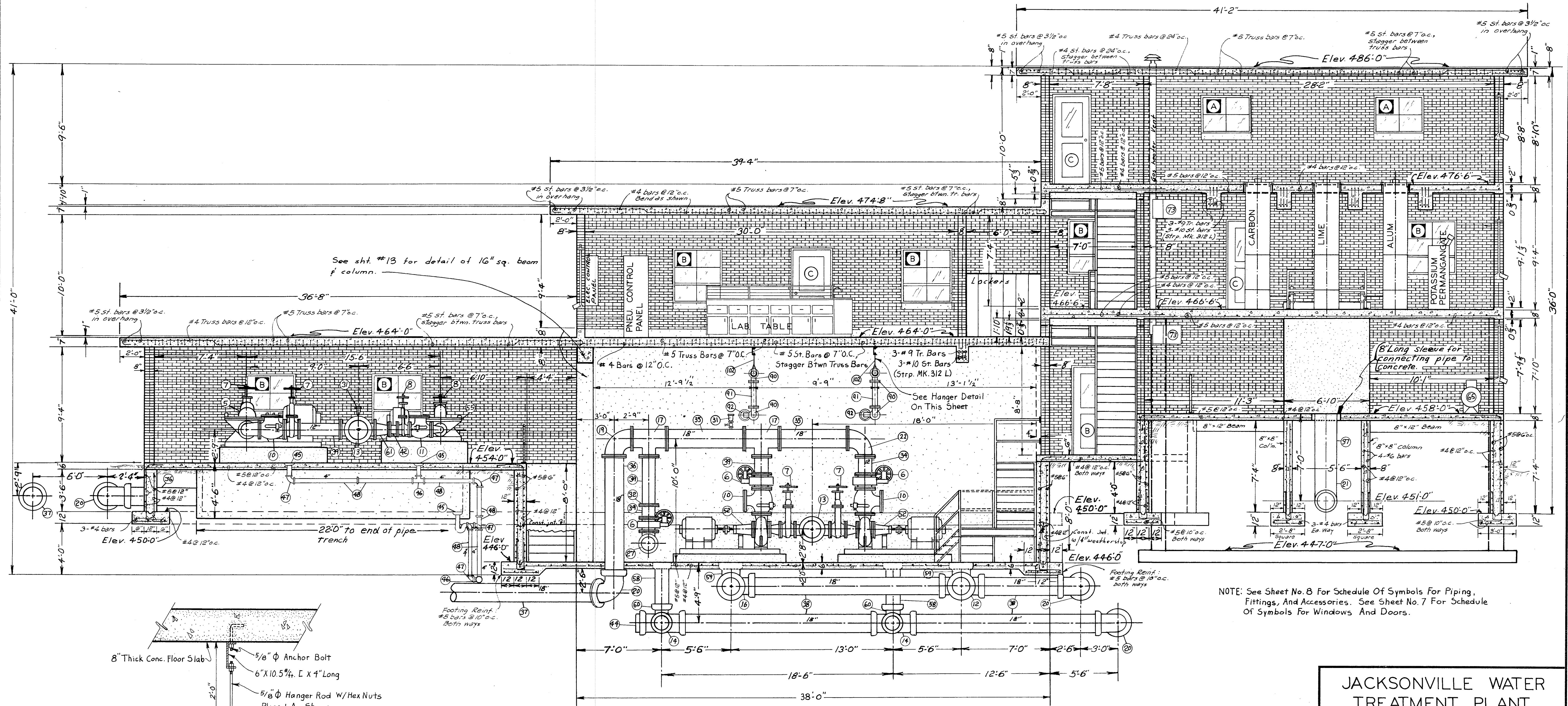
Note: Lap all reinf. dowels 40 dia., unless otherwise noted or specified.

SECTION "A-A"
Scale: 1/4" = 1'

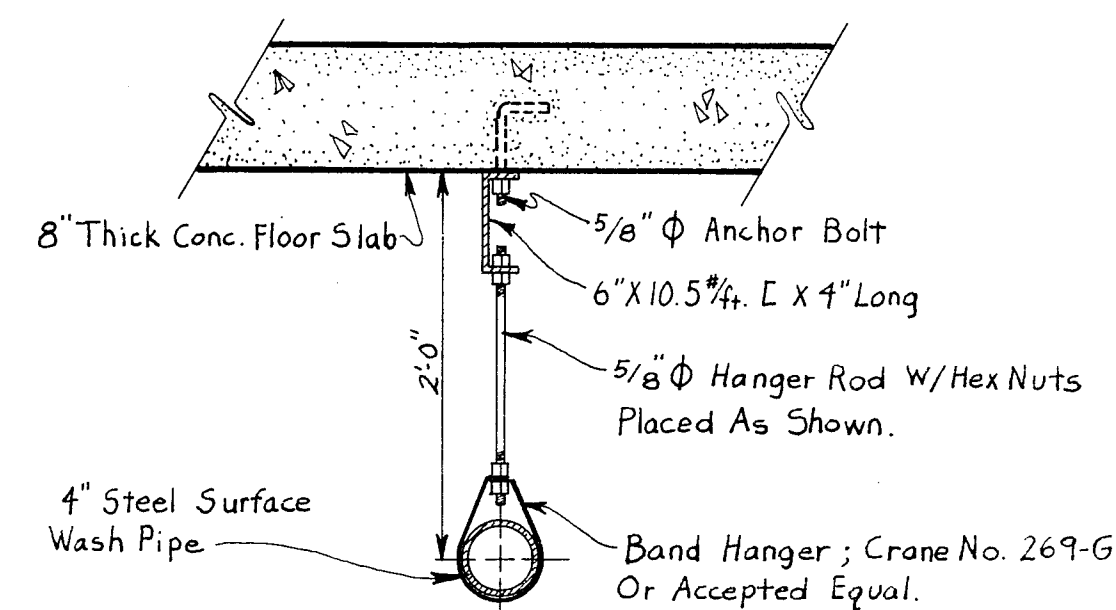
NOTE: See Sht. No. 8 For Schedule Of Symbols For Piping, Fittings, And Accessories.



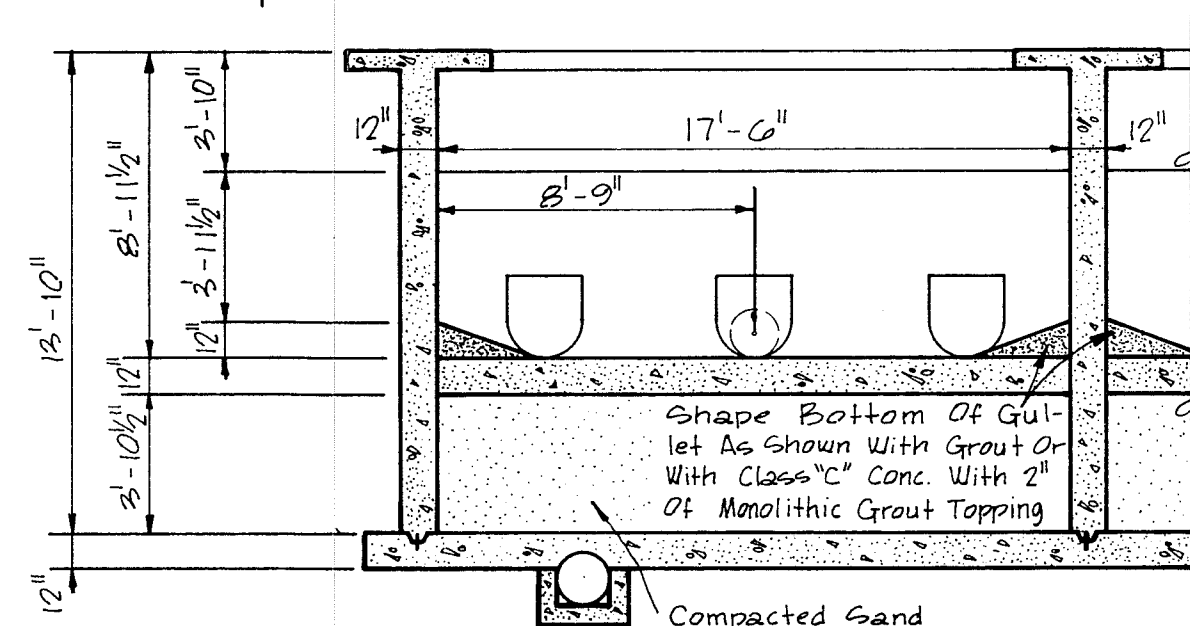
JACKSONVILLE WATER TREATMENT PLANT	
Longitudinal Section "A-A"	
Drawn by: R.E.F. & J.A.S.	Checked by: R.E.F.
Job No.: 780	Date: Apr. 7, 1964
Scale: As Shown	
WISENBAKER, FIX, AND ASSOCIATES Consulting Engineers Tyler, Texas	
Sheet No. 9 of 24 Sheets	



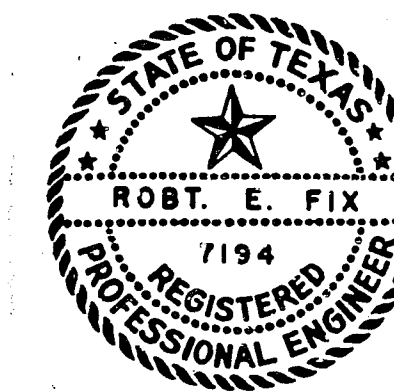
NOTE: See Sheet No. 8 For Schedule Of Symbols For Piping, Fittings, And Accessories. See Sheet No. 7 For Schedule Of Symbols For Windows And Doors.



PIPE HANGER DETAIL
Scale: 1" = 1'



DETAIL OF FILTER GULLET FLOOR
Scale: 3/16" = 1'



JACKSONVILLE WATER TREATMENT PLANT

Longitudinal Section "B-B"

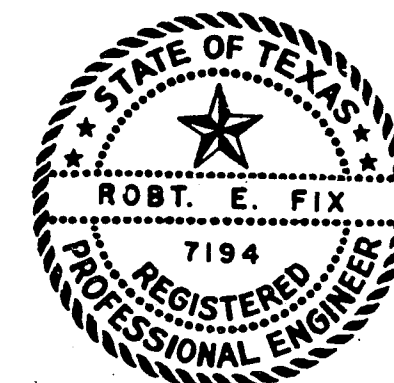
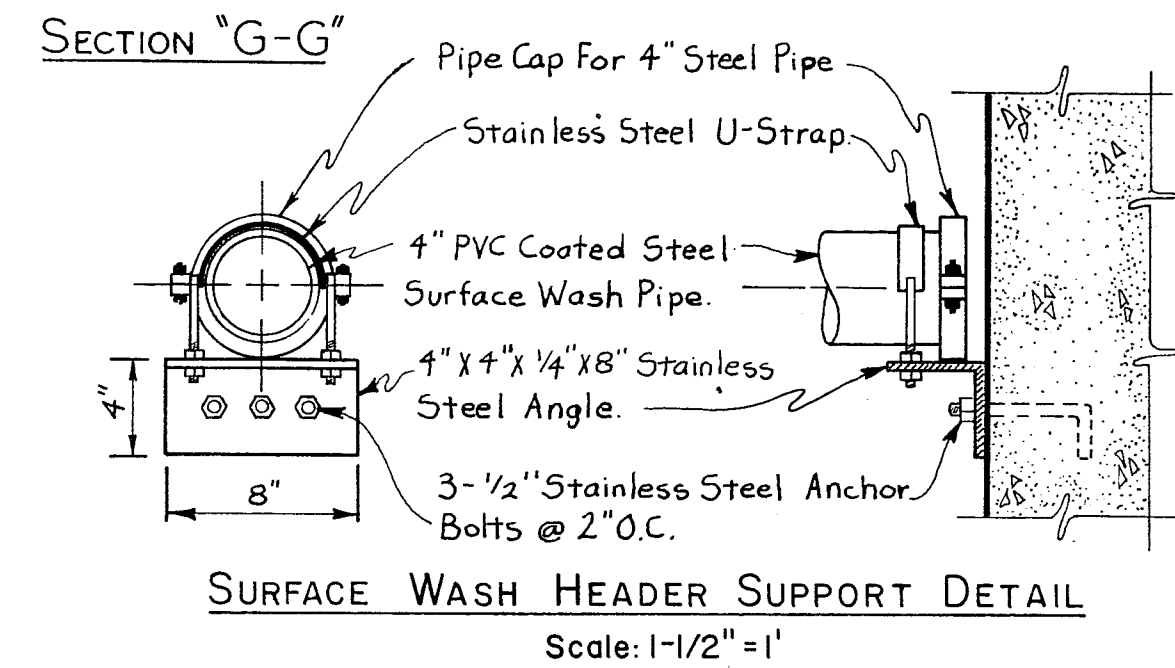
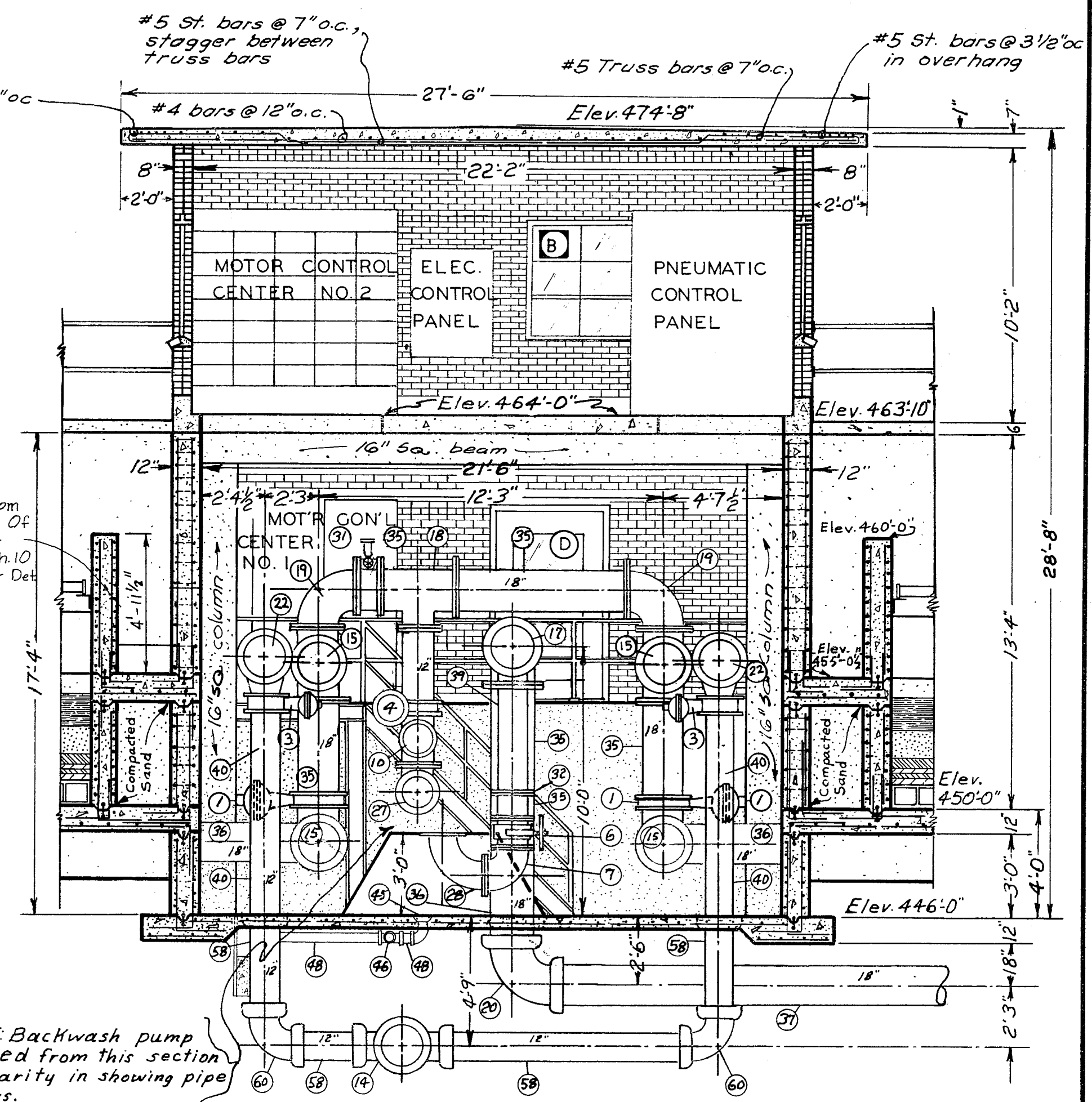
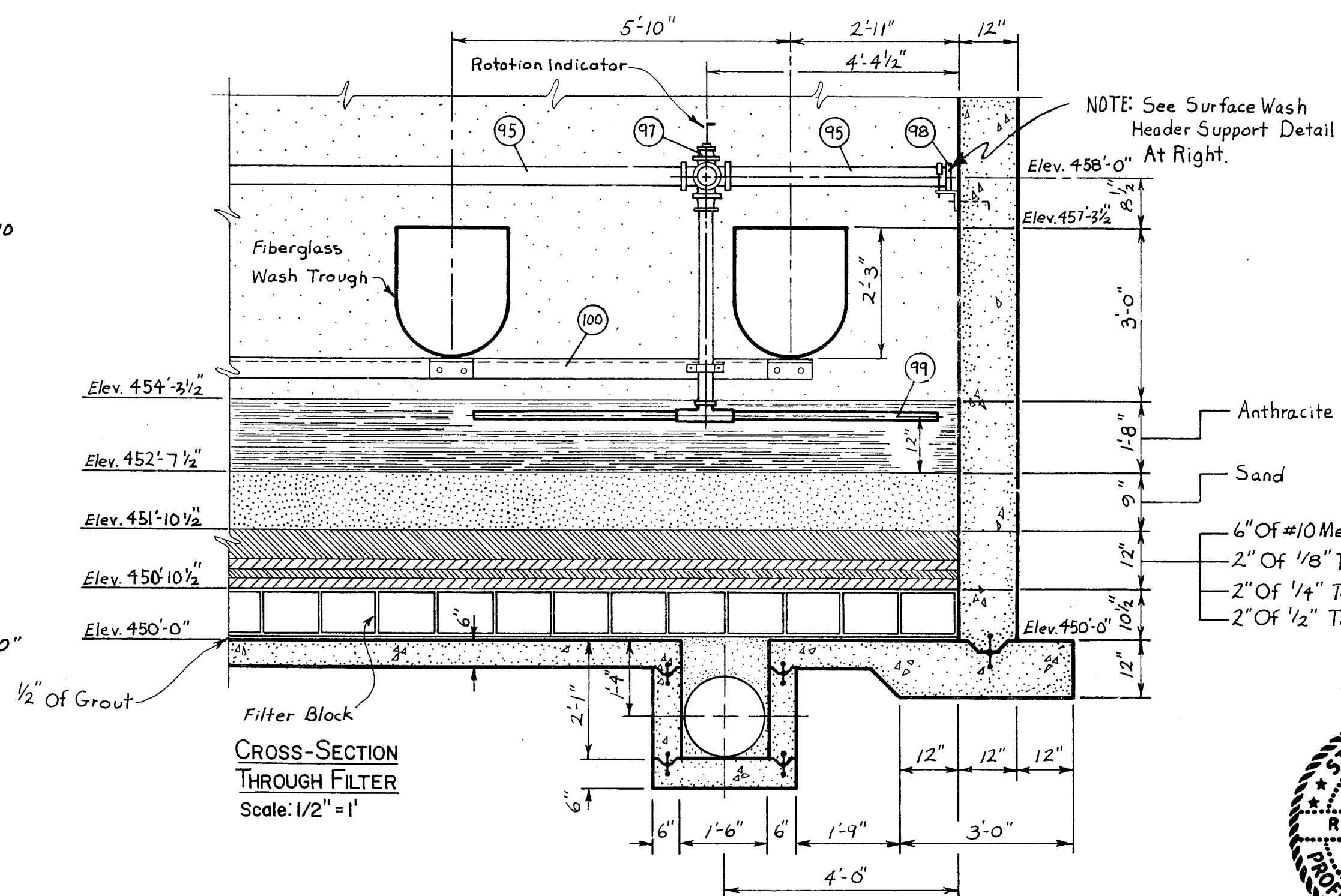
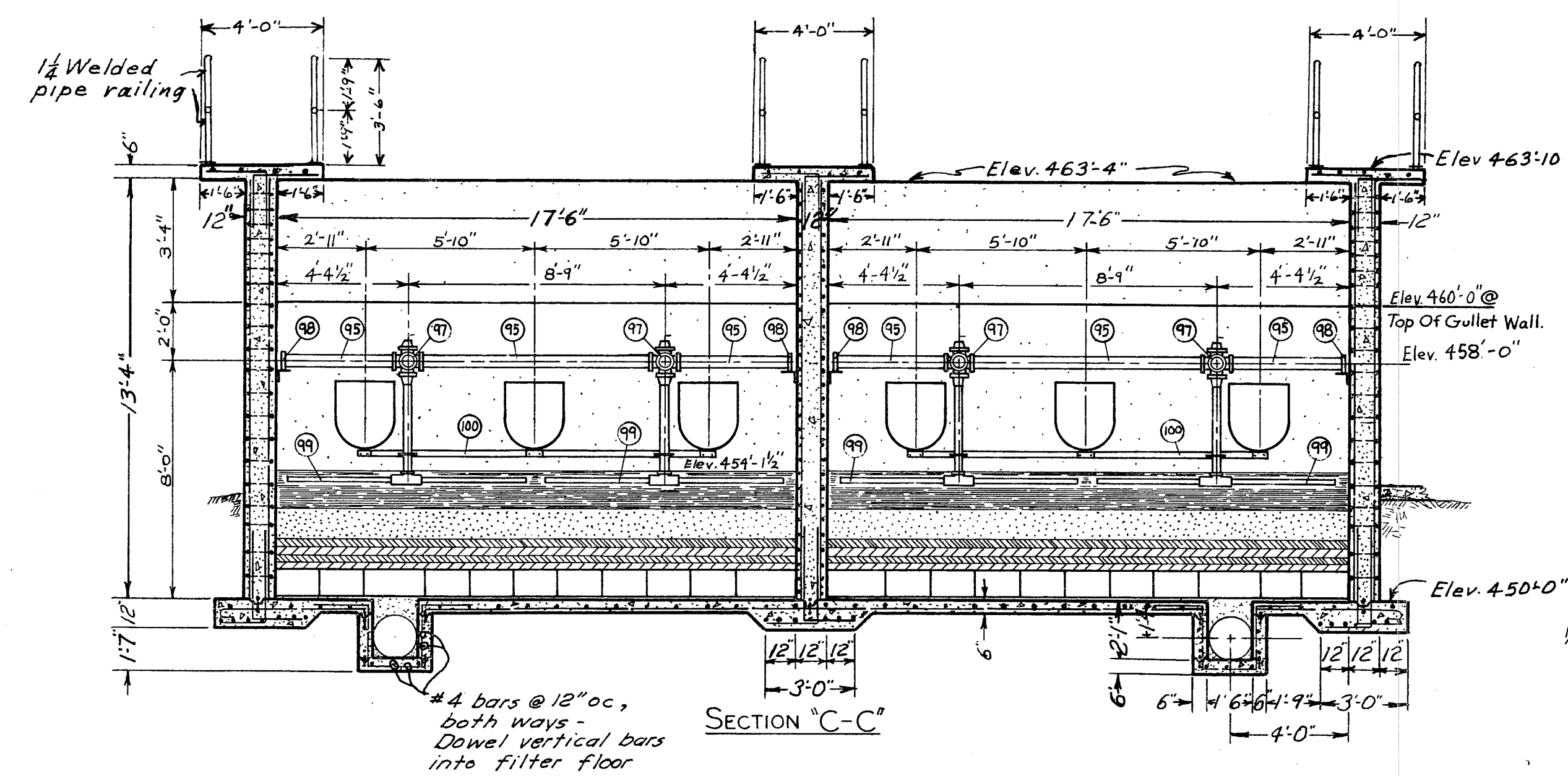
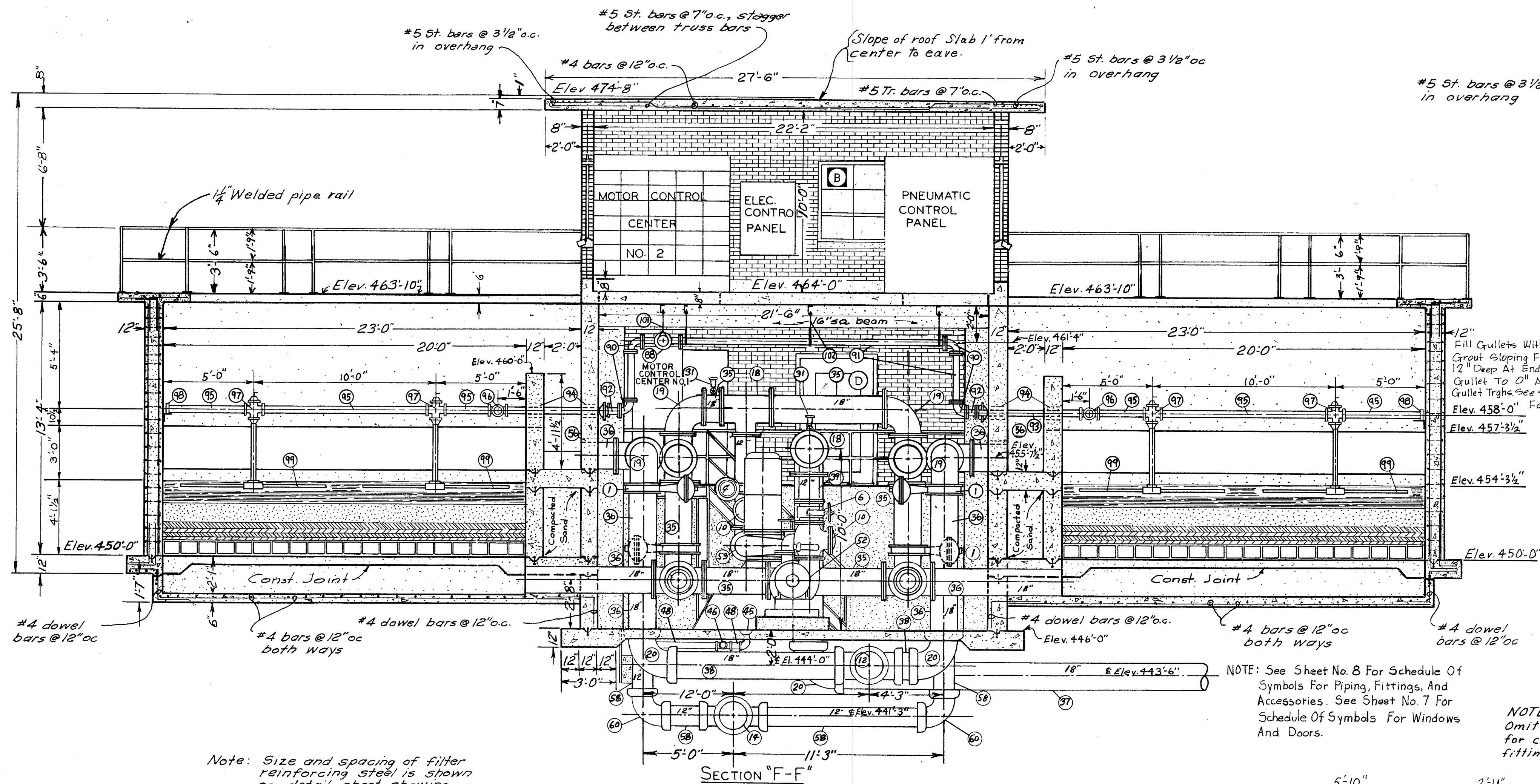
Drawn by: R.E.F. & J.A.D.	Checked by: R.E.F.
Job No.: 780	Date: Apr. 14, 1964

Scale: 1/4 Inch = 1 Foot Or As Shown

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Consulting Engineers
Tyler, Texas

Sheet No. 10 of 24 Sheets



JACKSONVILLE WATER TREATMENT PLANT

Transverse Sections 'C-C', 'F-F' & 'G-G'

Drawn by: *RLA & J.A.D.* Checked by: *RLA*

Job No.: 780 Date: Mar. 10, 1964

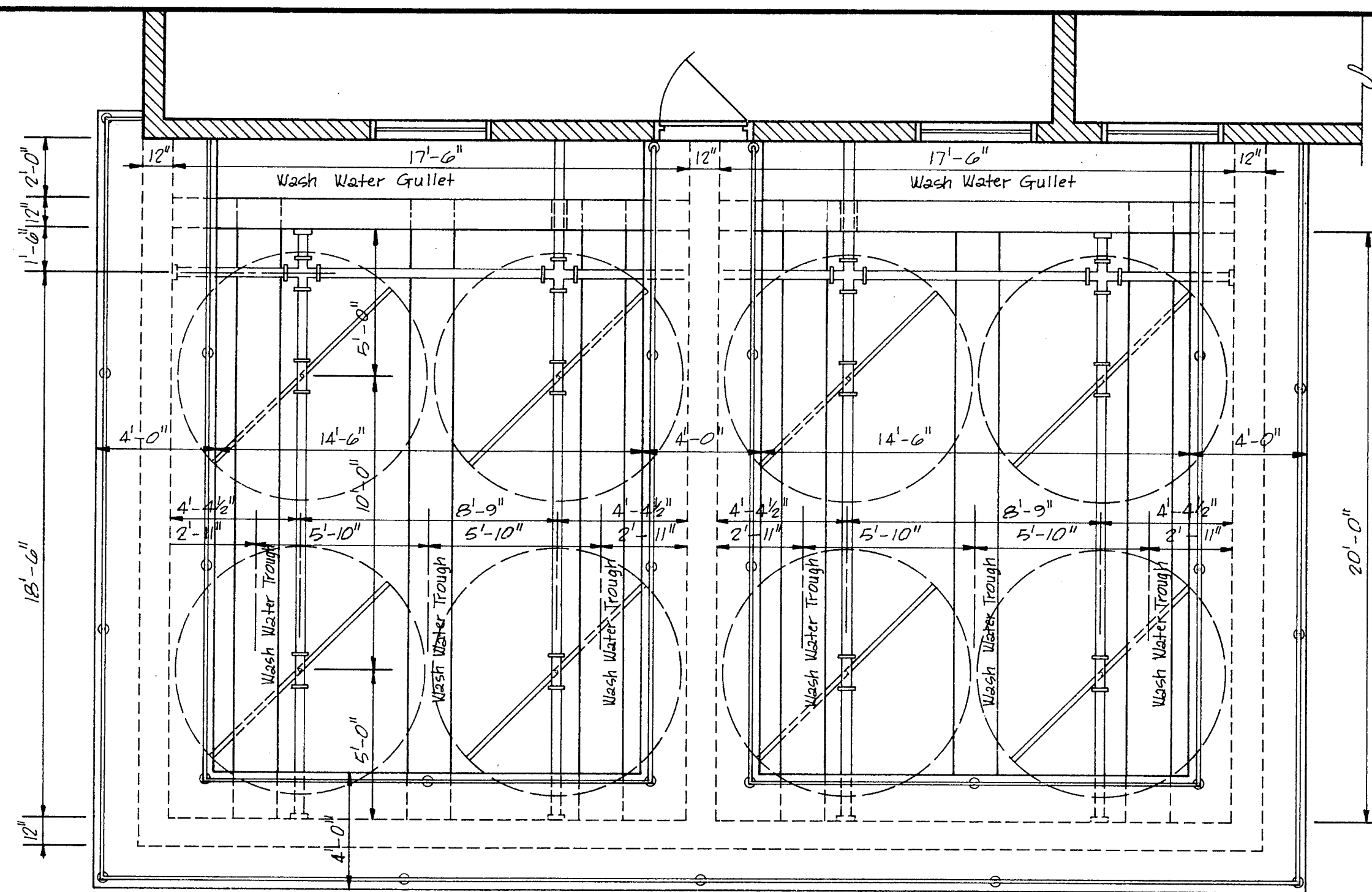
Scale: 1/4 Inch = 1 Foot Or As Shown

WISEBAKER, FIX, AND ASSOCIATES

Consulting Engineers

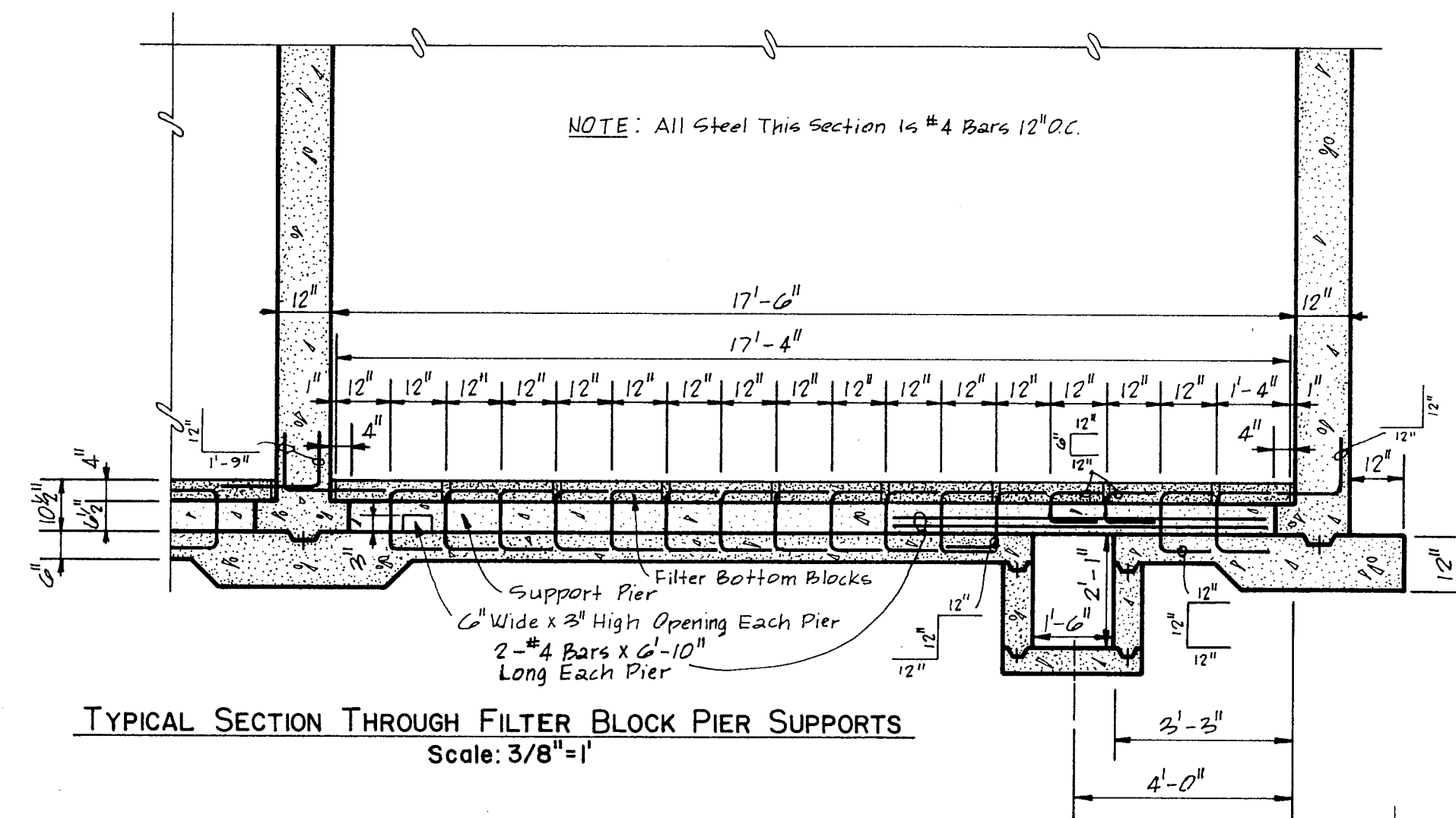
Tyler, Texas

Sheet No. 11 of 24 Sheets

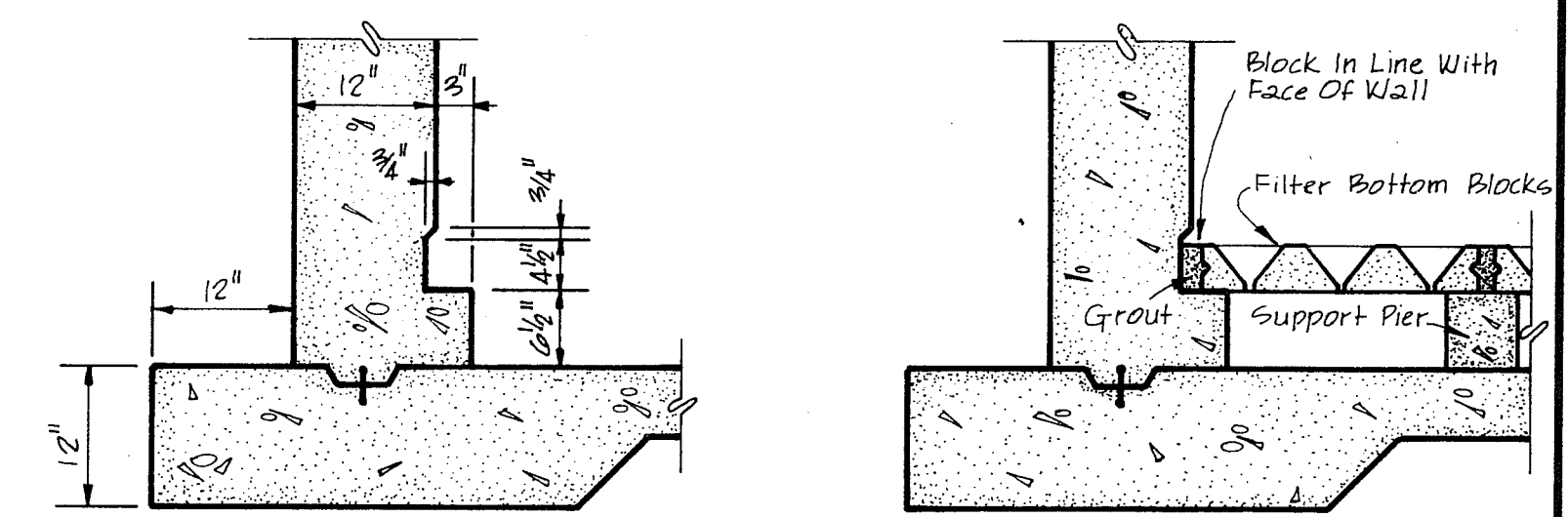


PARTIAL PLAN OF FILTER UNITS
Scale: 1/4"=1'

NOTE: See Sheet No. 7 For Plan of All Filter Units.



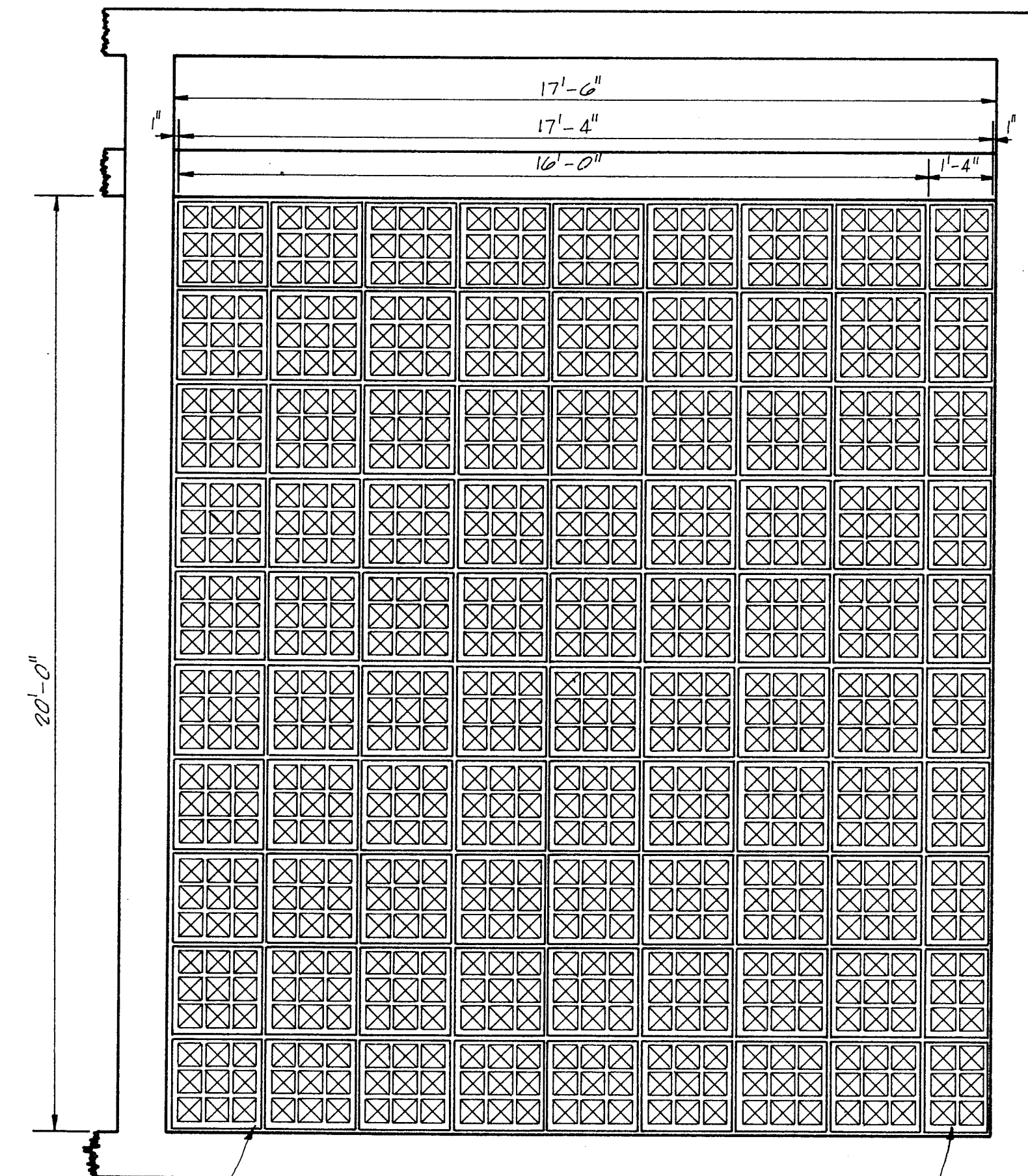
TYPICAL SECTION THROUGH FILTER BLOCK PIER SUPPORTS
Scale: 3/8"=1'



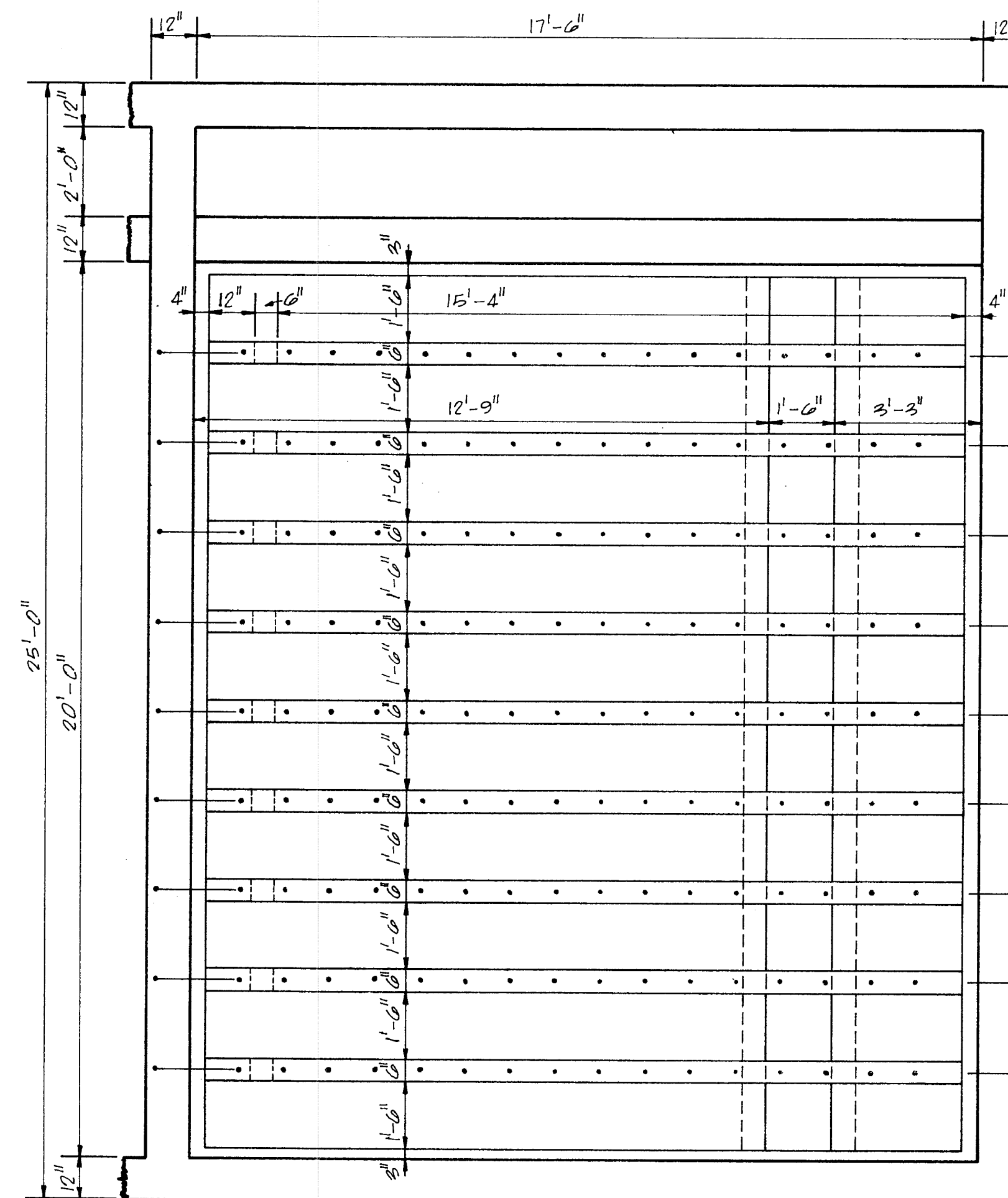
TYPICAL LEDGE AND KEY DETAIL FOR FILTER END WALLS

Scale: 3/4"=1'

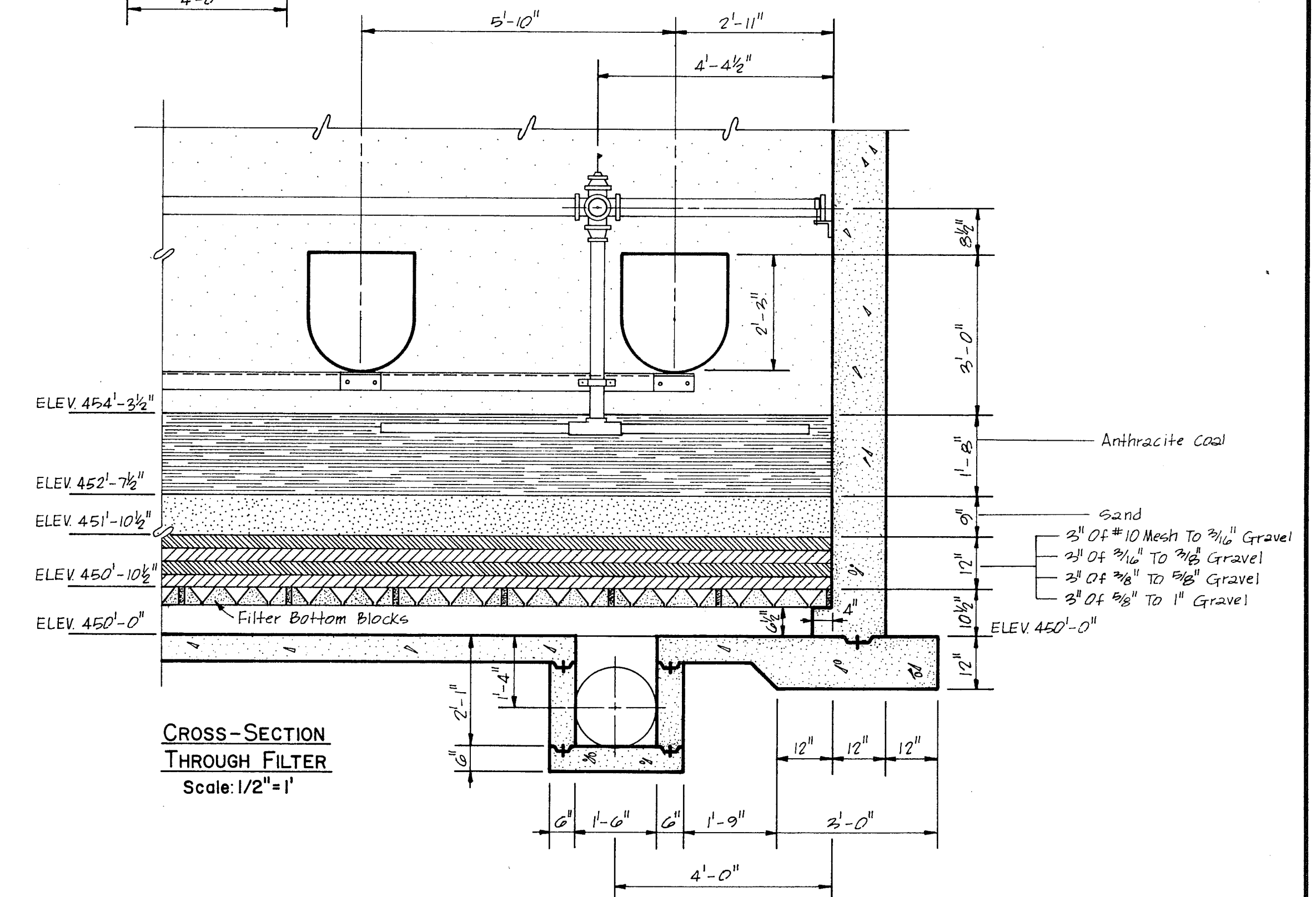
NOTE: Ledge And Key To Be Continuous Along Both 17'-6" Wide End Walls Of All Filters.



PLAN OF WHEELER FILTER BOTTOM BLOCKS
Scale: 3/8"=1'

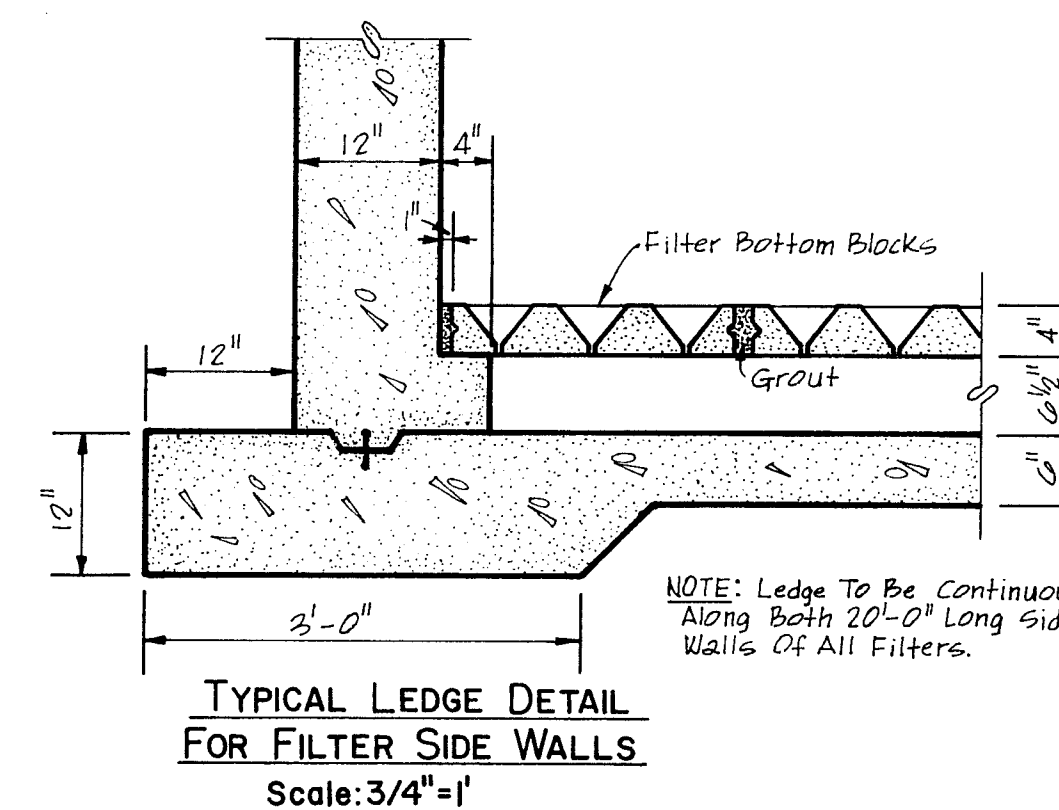


PLAN OF SUPPORT PIERS AND WALL LEDGES
TO SUPPORT WHEELER FILTER BOTTOM BLOCKS
Scale: 3/8"=1'



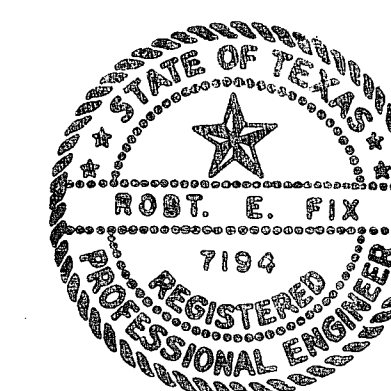
CROSS-SECTION THROUGH FILTER
Scale: 1/2"=1'

NOTE: The Contractor May Use Either LEOPOLD OF WHEELER Filter Bottom Blocks.



TYPICAL LEDGE DETAIL FOR FILTER SIDE WALLS
Scale: 3/4"=1'

NOTE: Ledge To Be Continuous Along Both 20'-0" Long Side Walls Of All Filters.

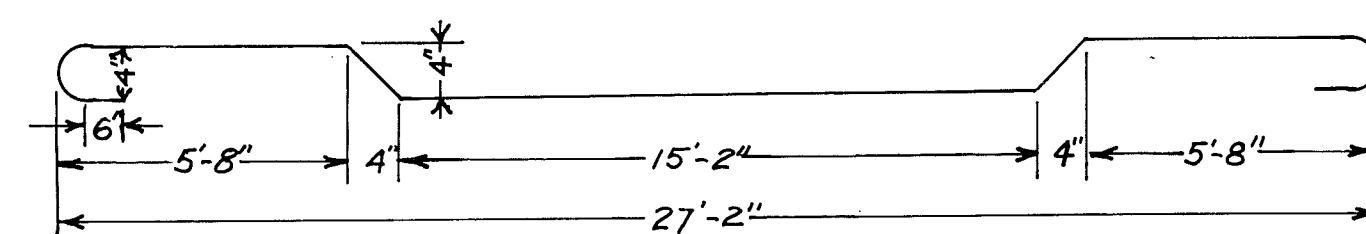


JACKSONVILLE WATER TREATMENT PLANT

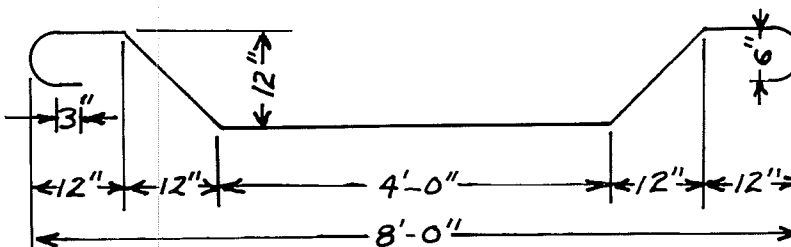
Alternate Filter Details For WHEELER Bottom Blocks

Drawn By: B. Henson	Checked By: R. E. Fix
Job No.: 780	Date: January 4, 1980
Scale: As Shown	

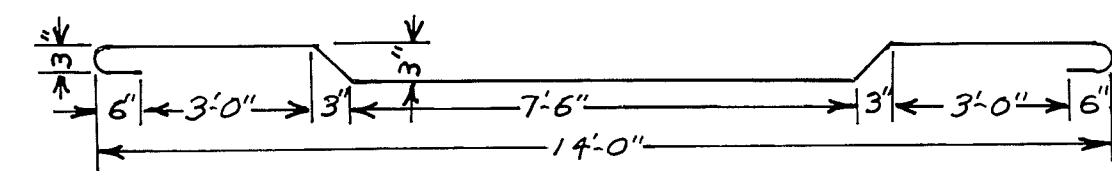
WISENBAKER, FIX, & ASSOCIATES
Consulting Engineers
Tyler & Denison, Texas
Sheet No. IIA of 24 Sheets



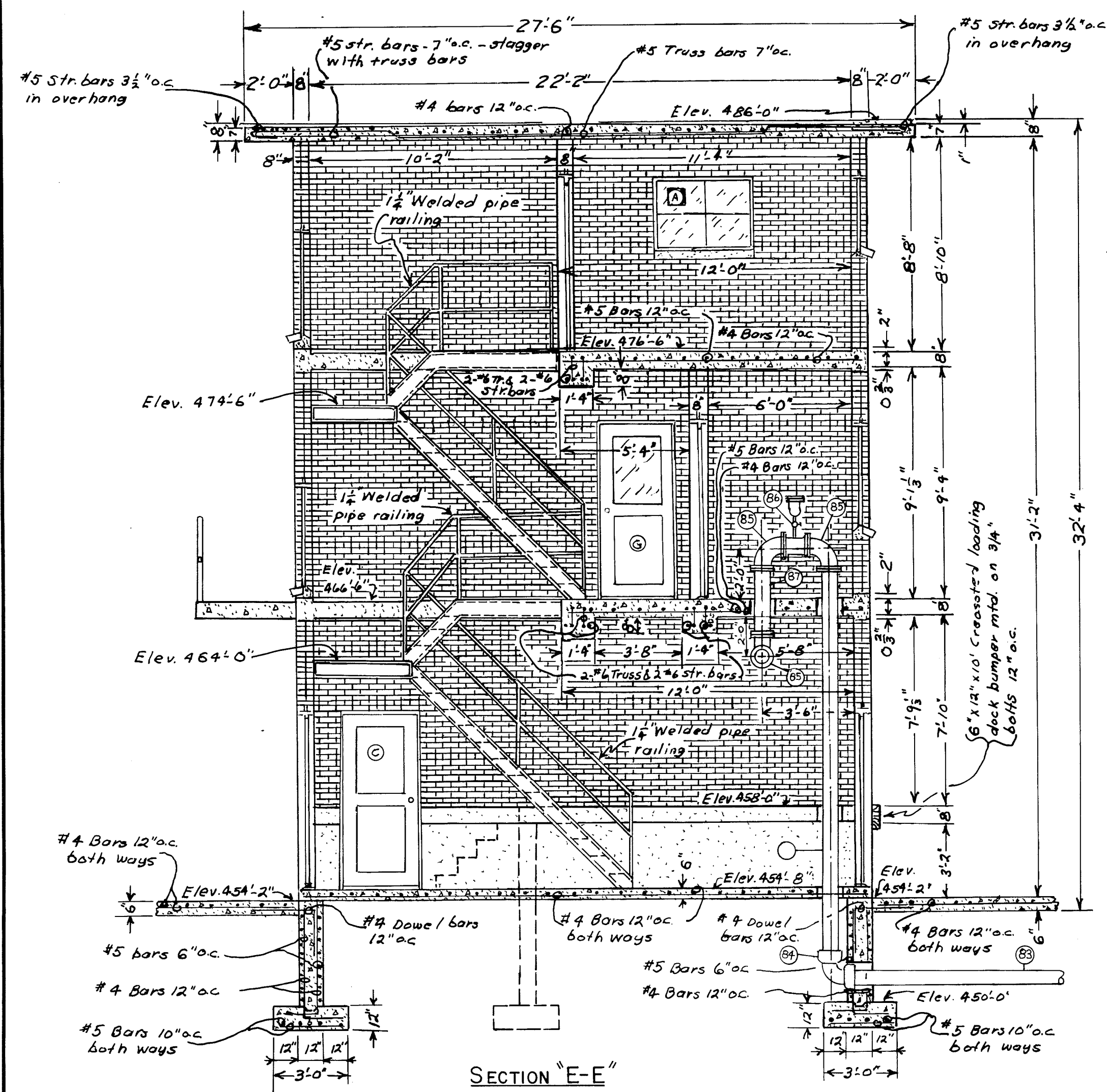
No Scale



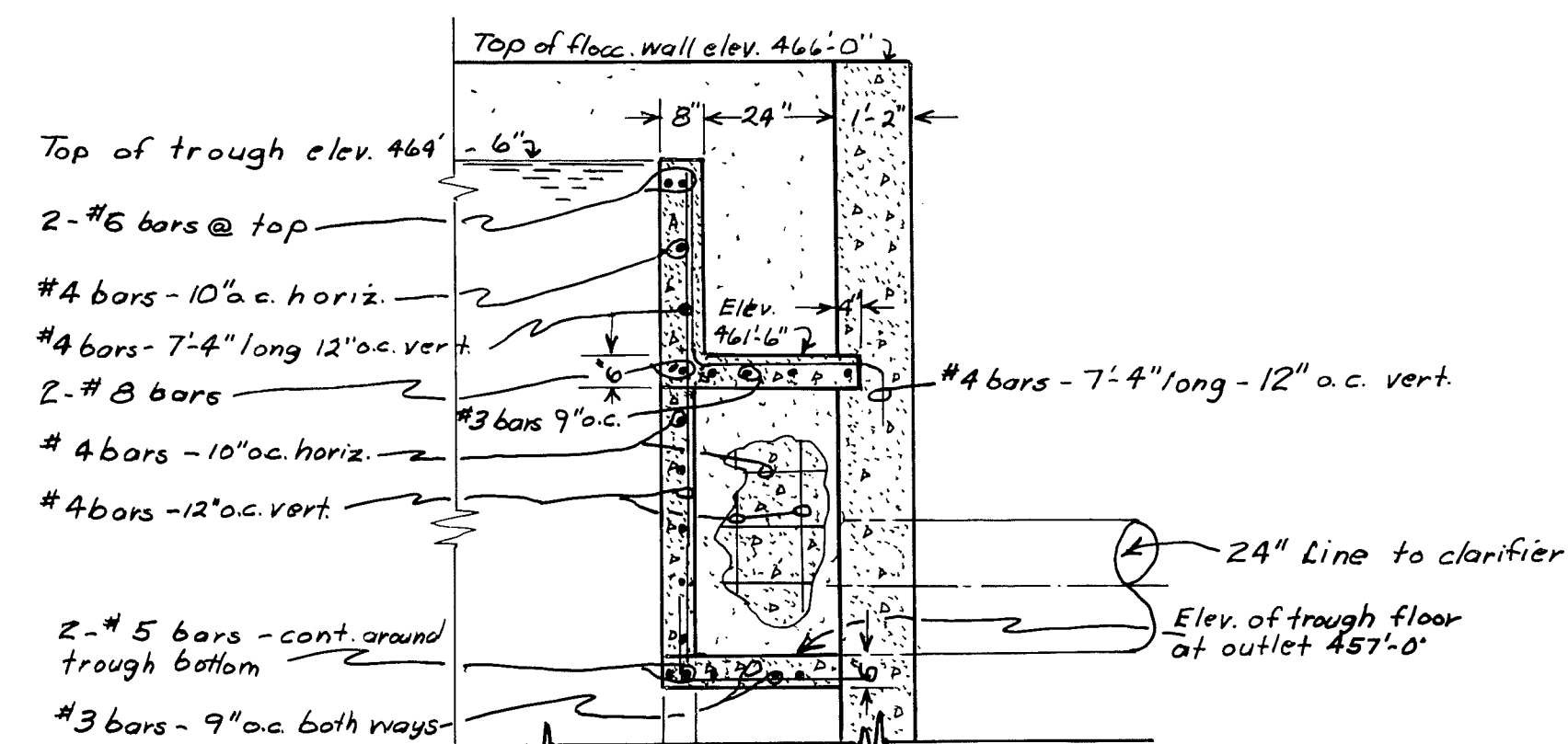
No Scale



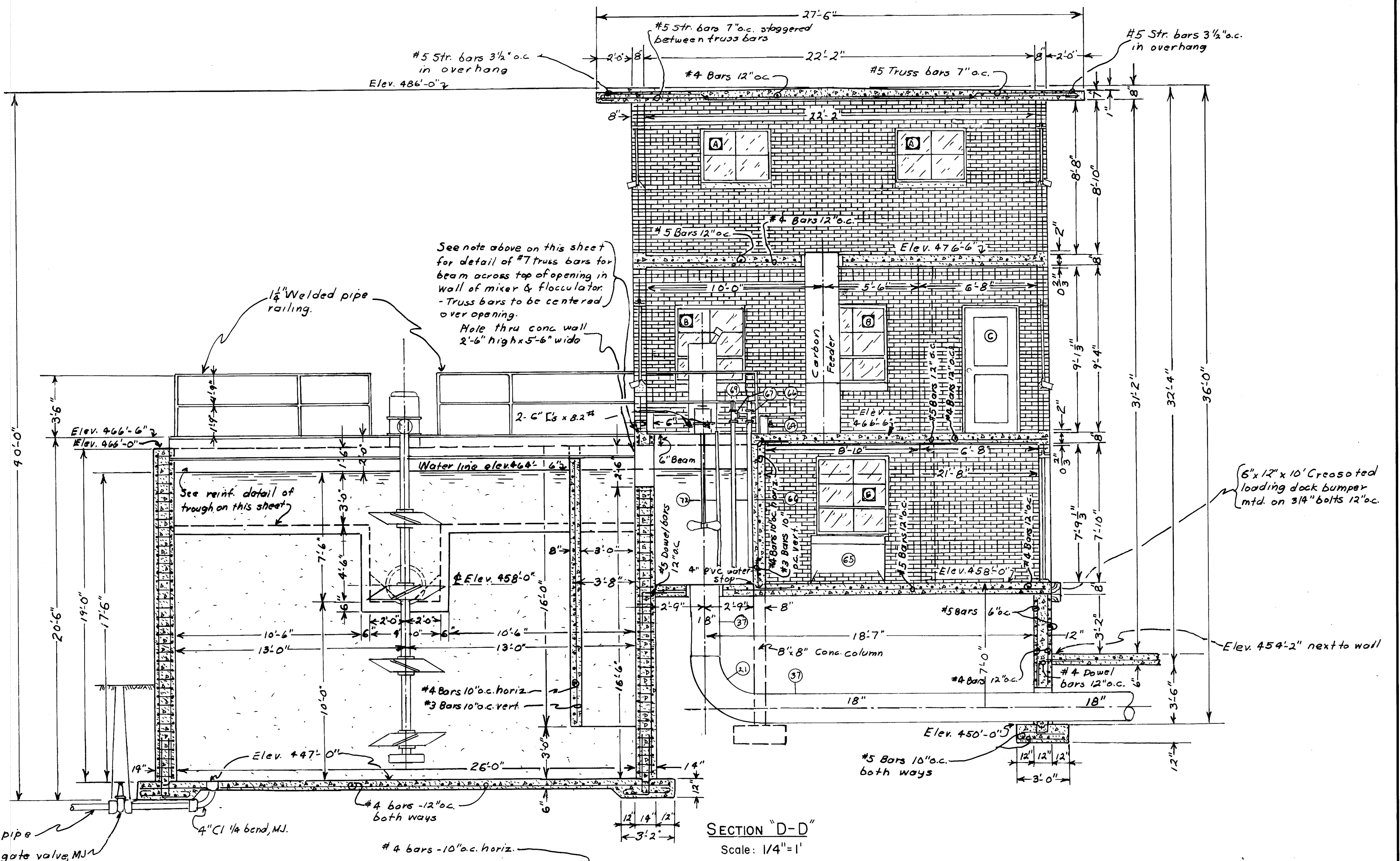
No Scale



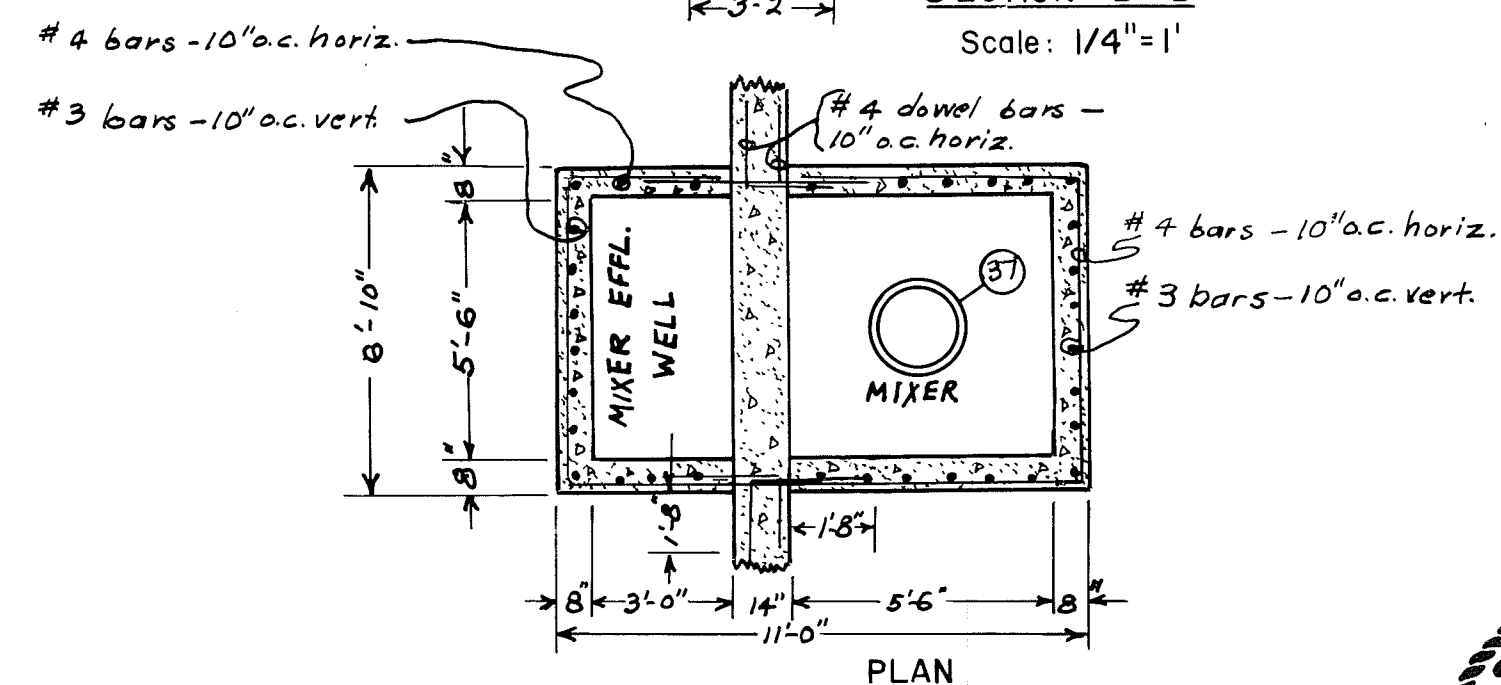
SECTION "E-E"
Scale: 1/4"=1'



Scale : $3/8" = 1'$



SECTION "D-D"
Scale: 1/4" = 1'



REINFORCING DETAIL OF MIXER & MIXER EFFLUENT WELL

Scale : $1/4" = 1'$

Note: Size and spacing of flocculator reinforcing bars is shown on detail sheet showing typical sections

JACKSONVILLE WATER
TREATMENT PLANT

Transverse Sections "D-D" & "E-E"

Drawn by: R.E.J.	Checked by: R.E.J.
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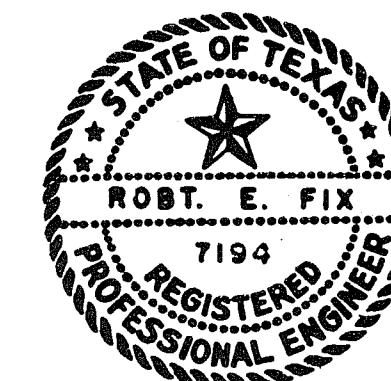
Job No.: 780	Date: April 7, 1964
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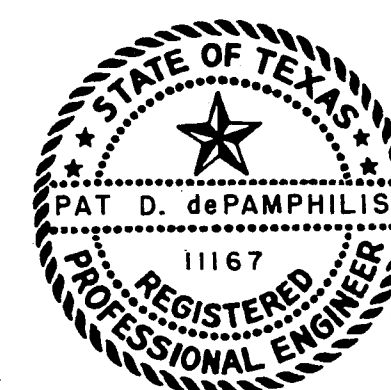
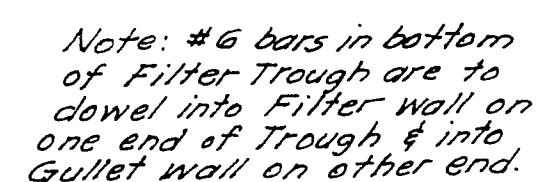
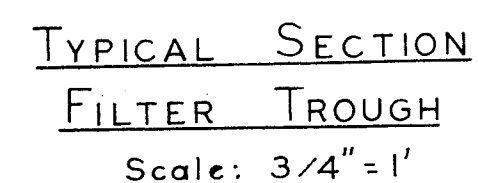
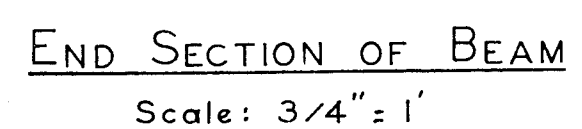
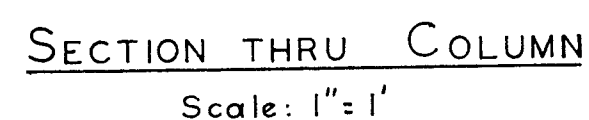
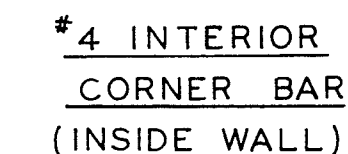
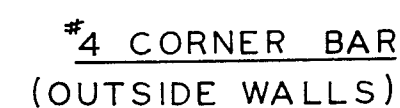
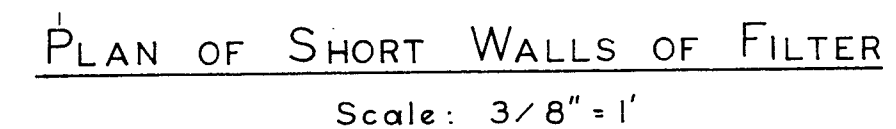
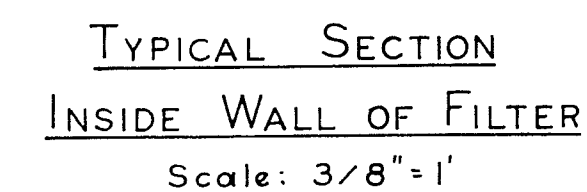
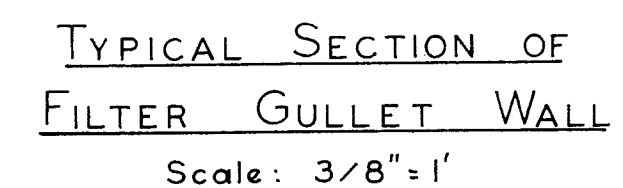
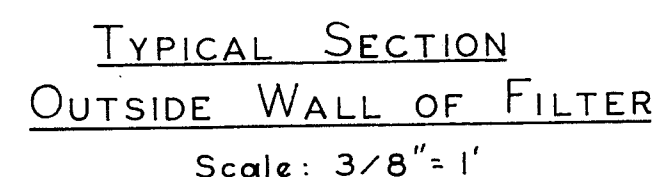
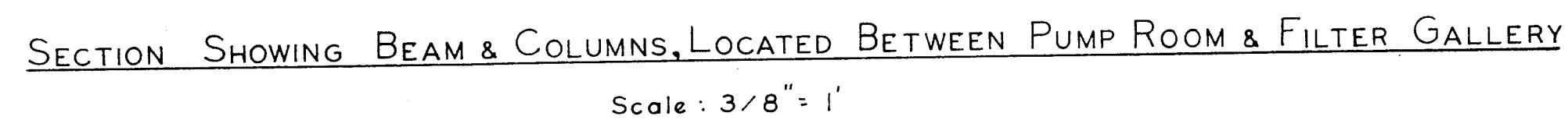
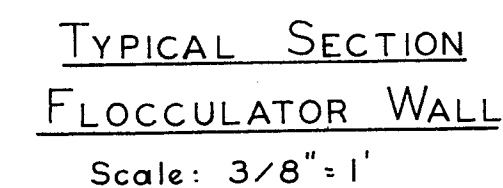
Scale: As Shown

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Consulting Engineers
Tyler, Texas

Sheet No. 12 of 24 Sheets





JACKSONVILLE WATER
TREATMENT PLANT

Typical Reinforcement Details

Drawn by: P & P

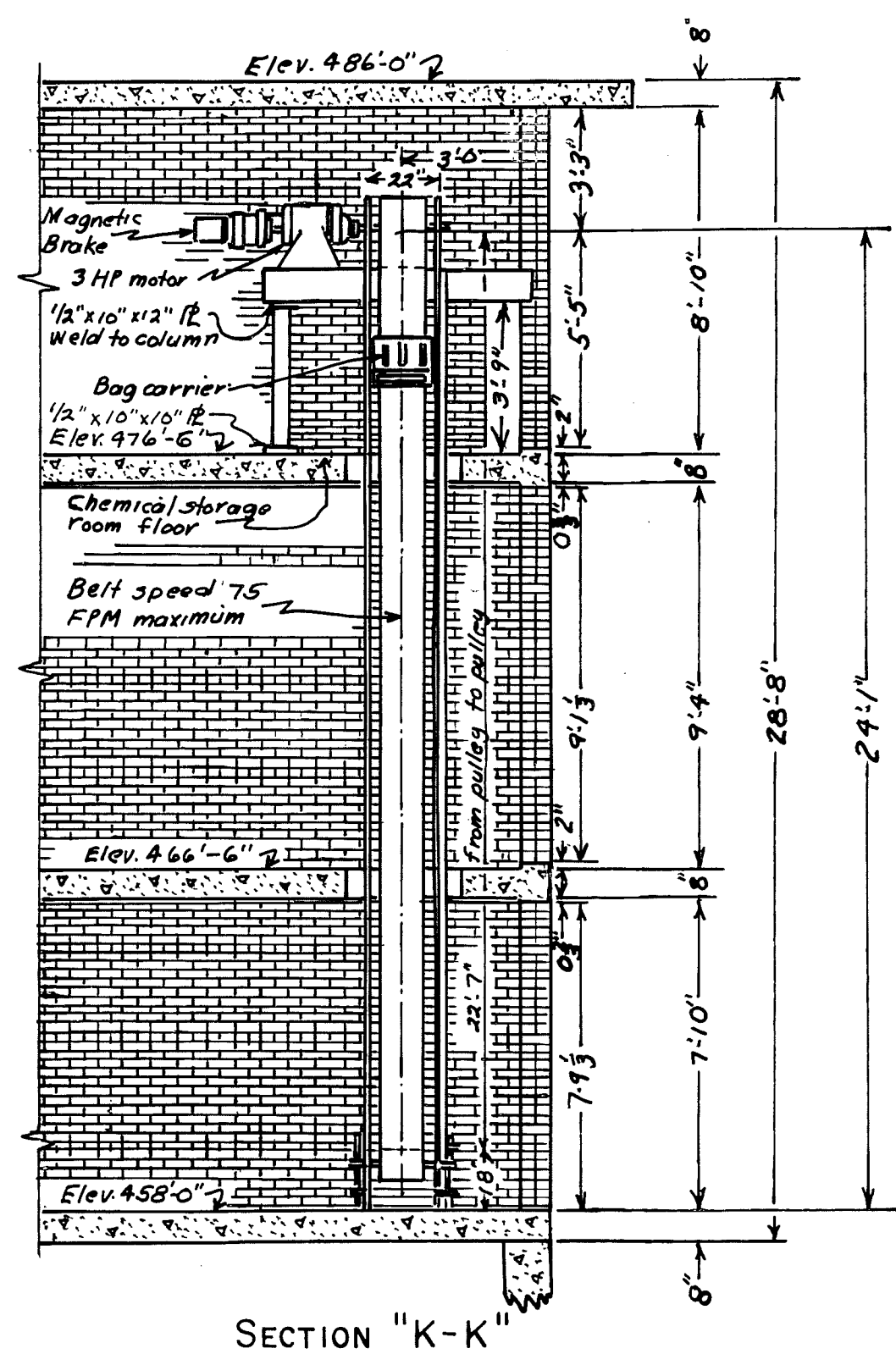
Job No.: 780

Scale: As Shown

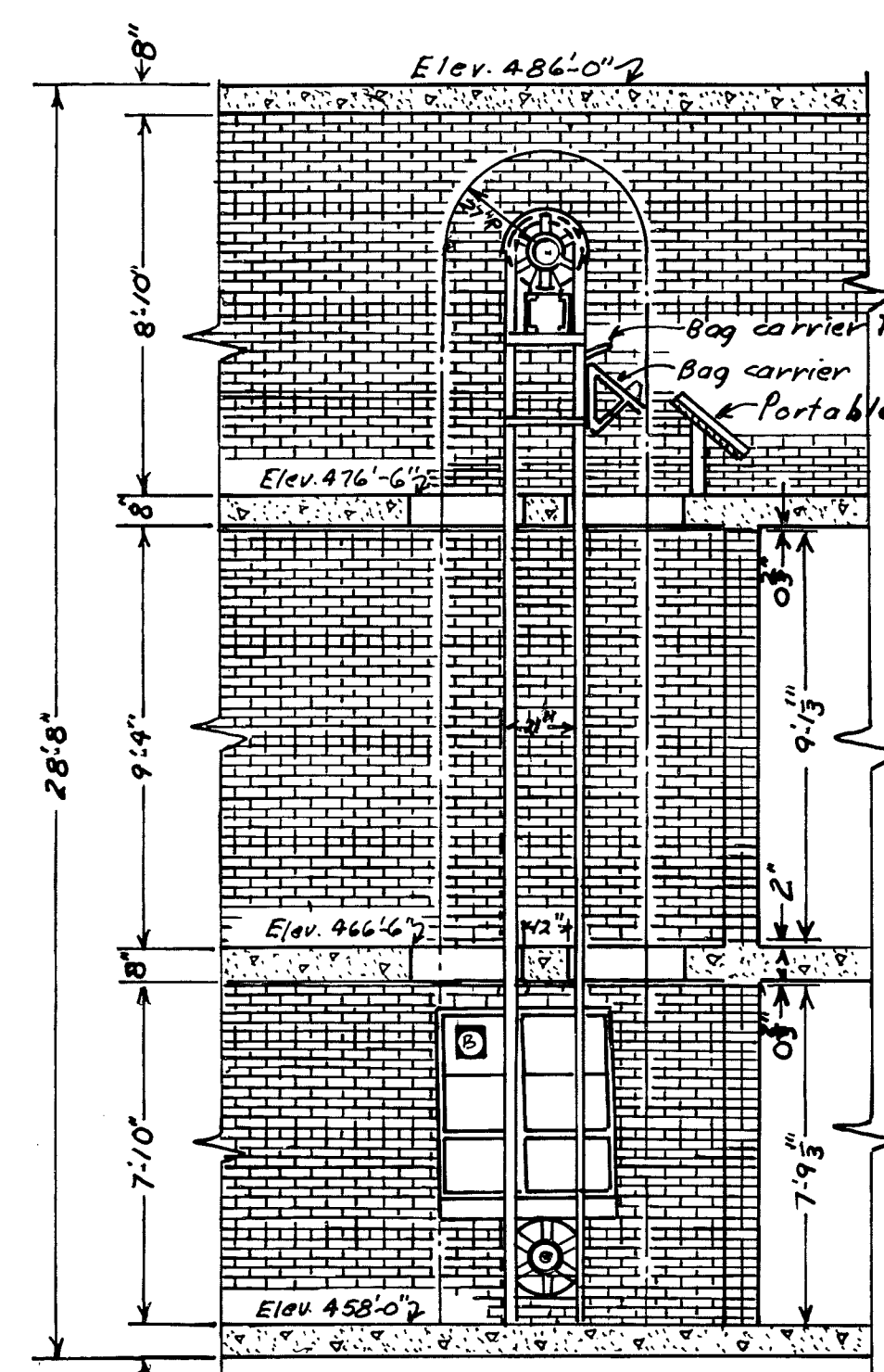
WISENBAKER, FIX, AND ASSOCIATES

Consulting Engineers
Tyler, Texas

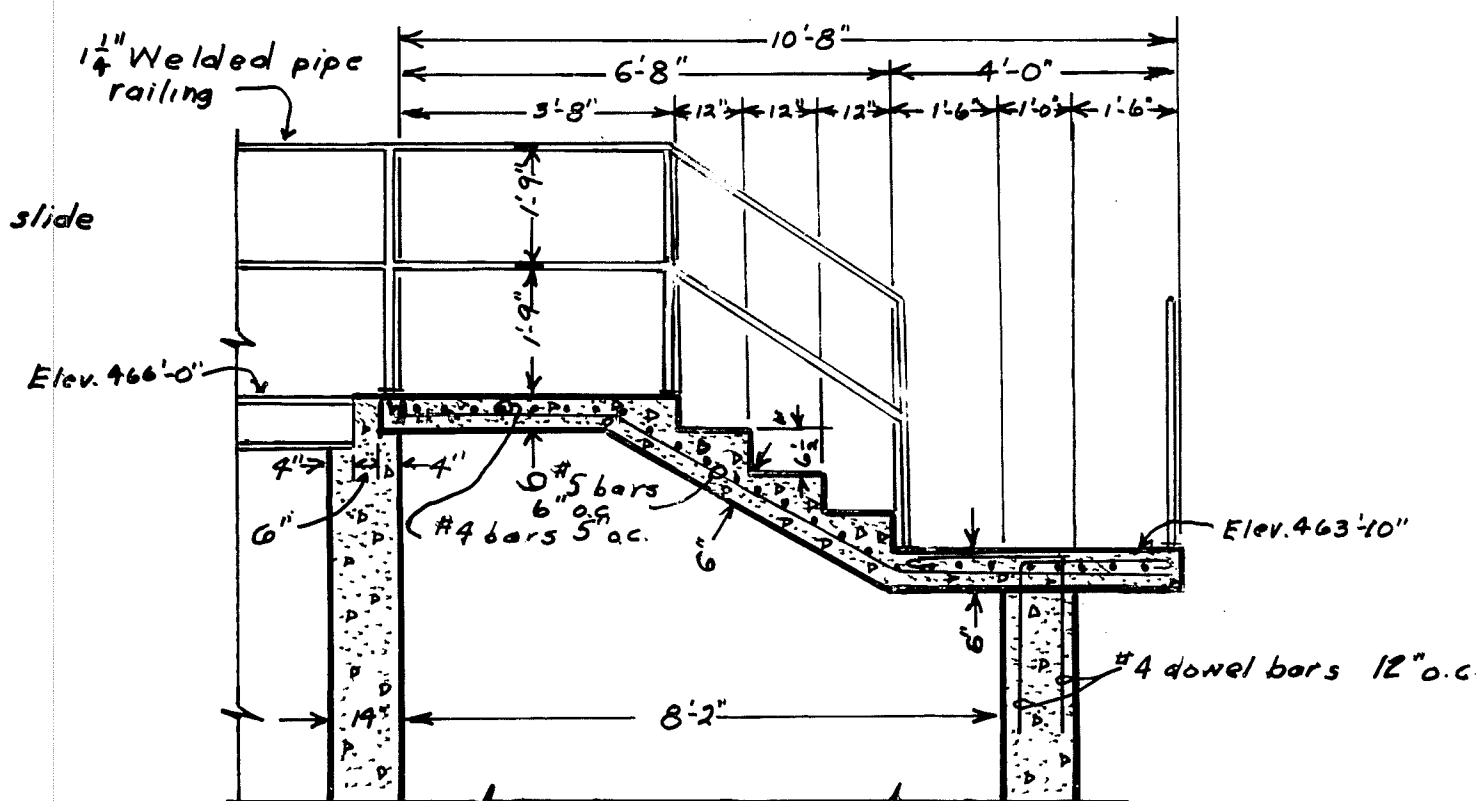
Sheet No. 13 of 24 Sheets



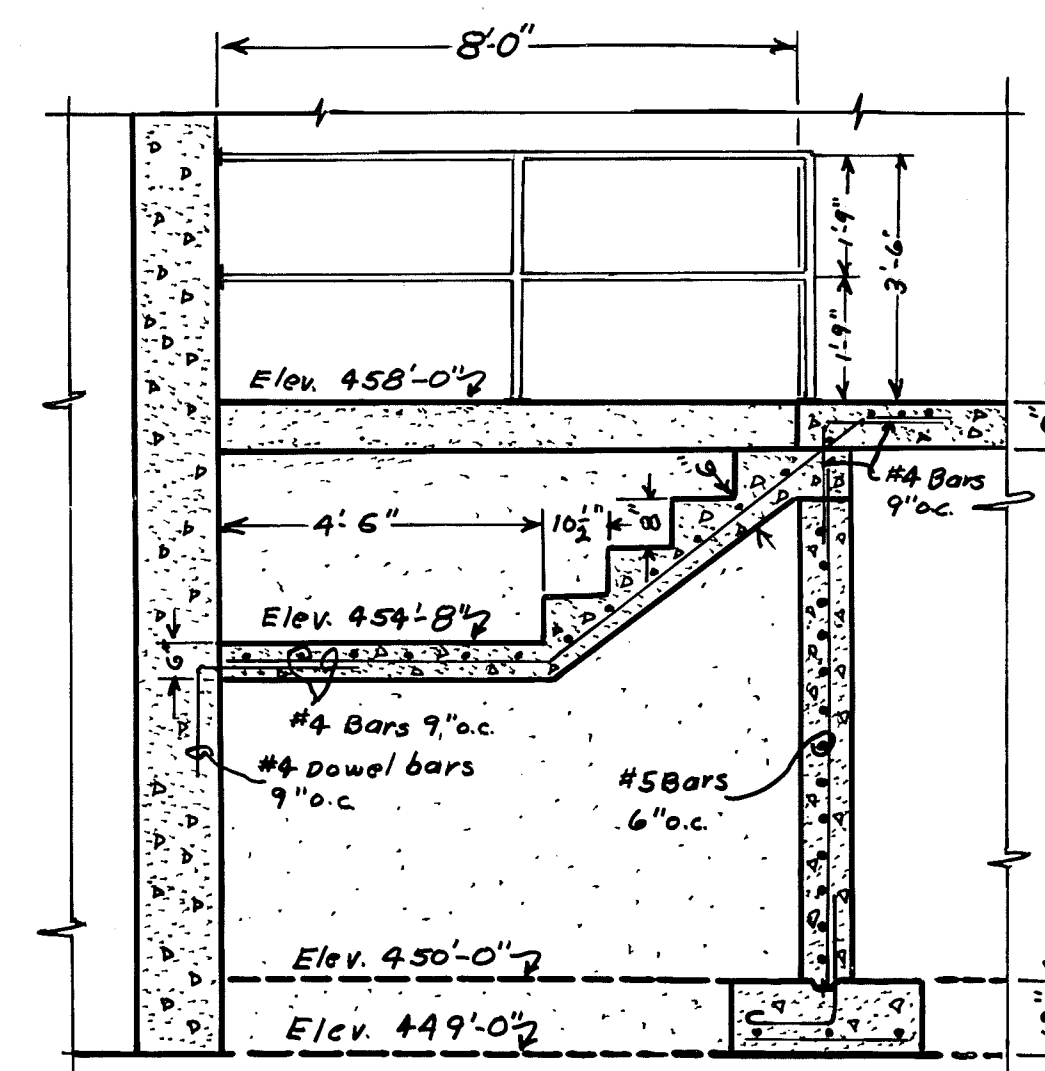
SECTION "K-K"



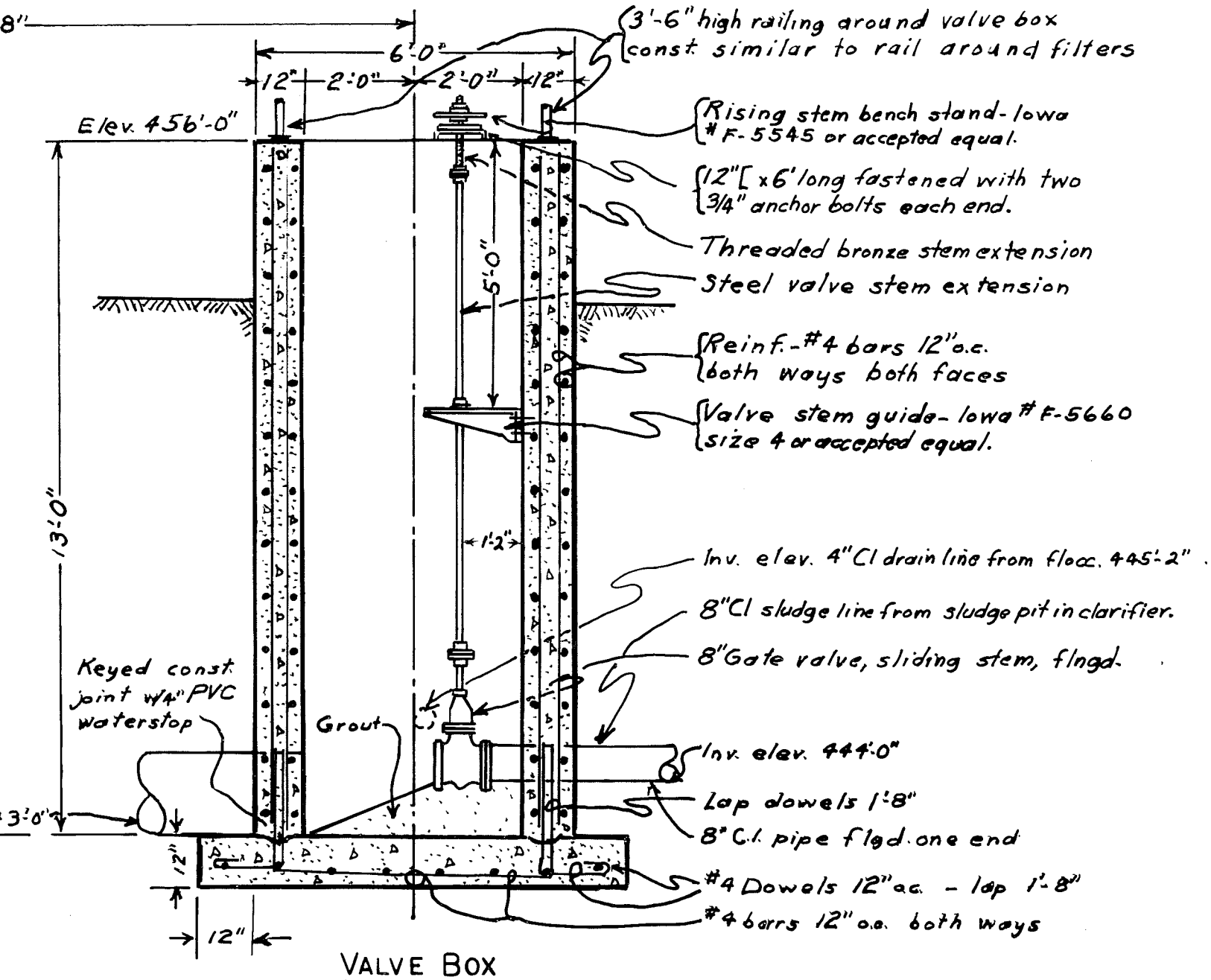
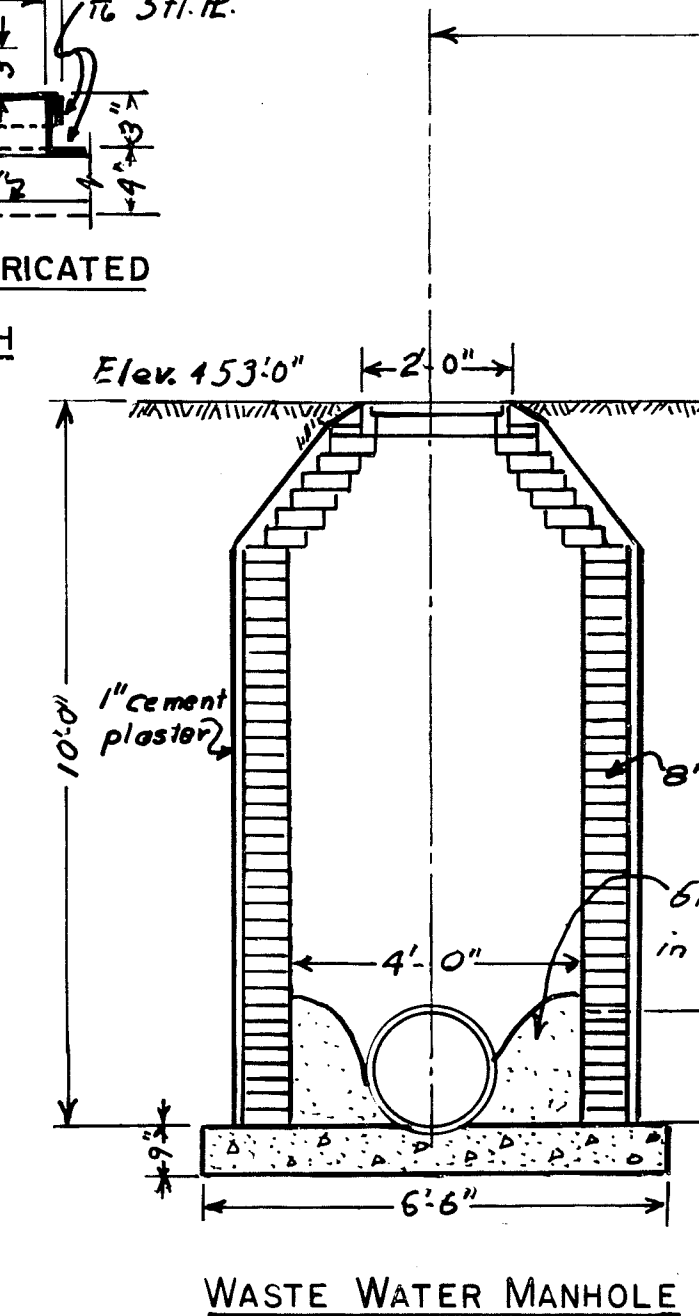
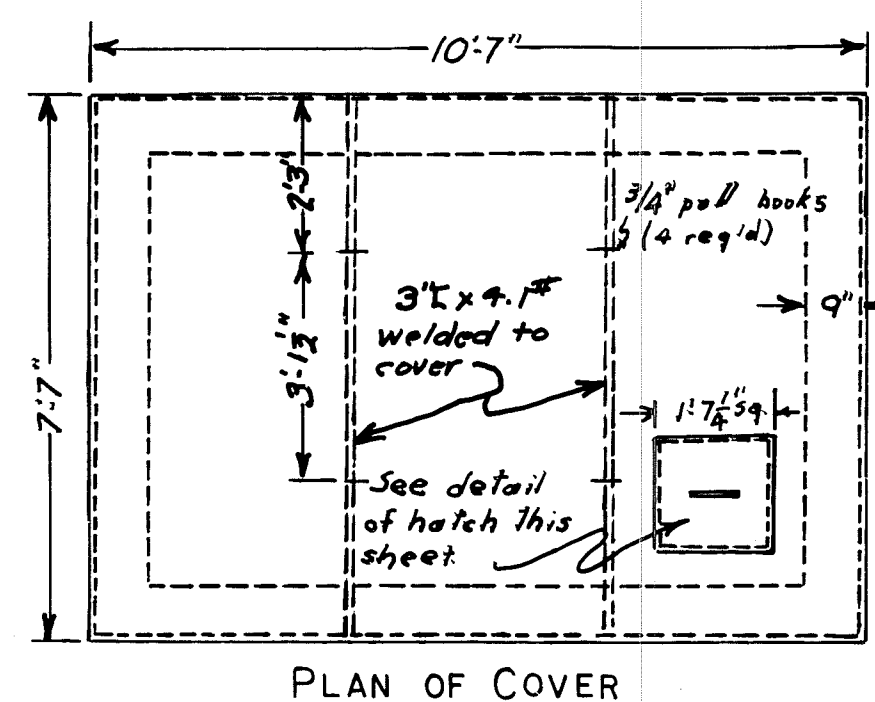
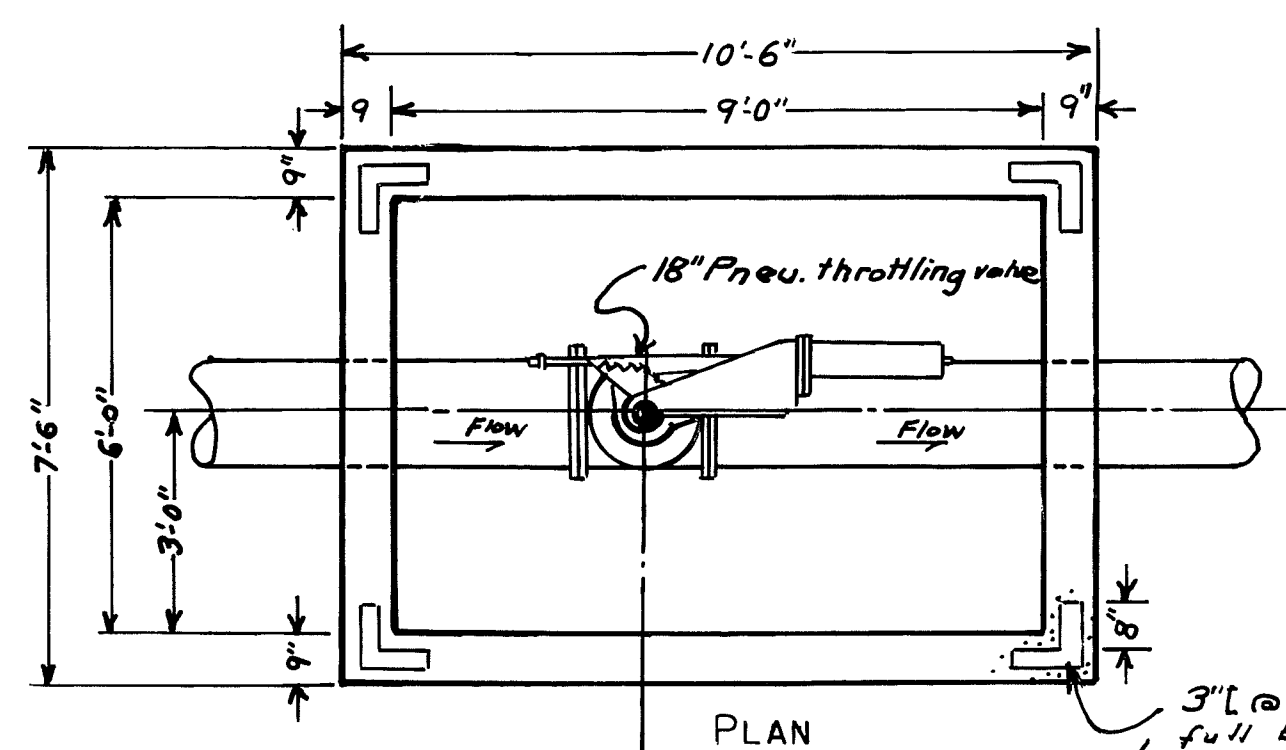
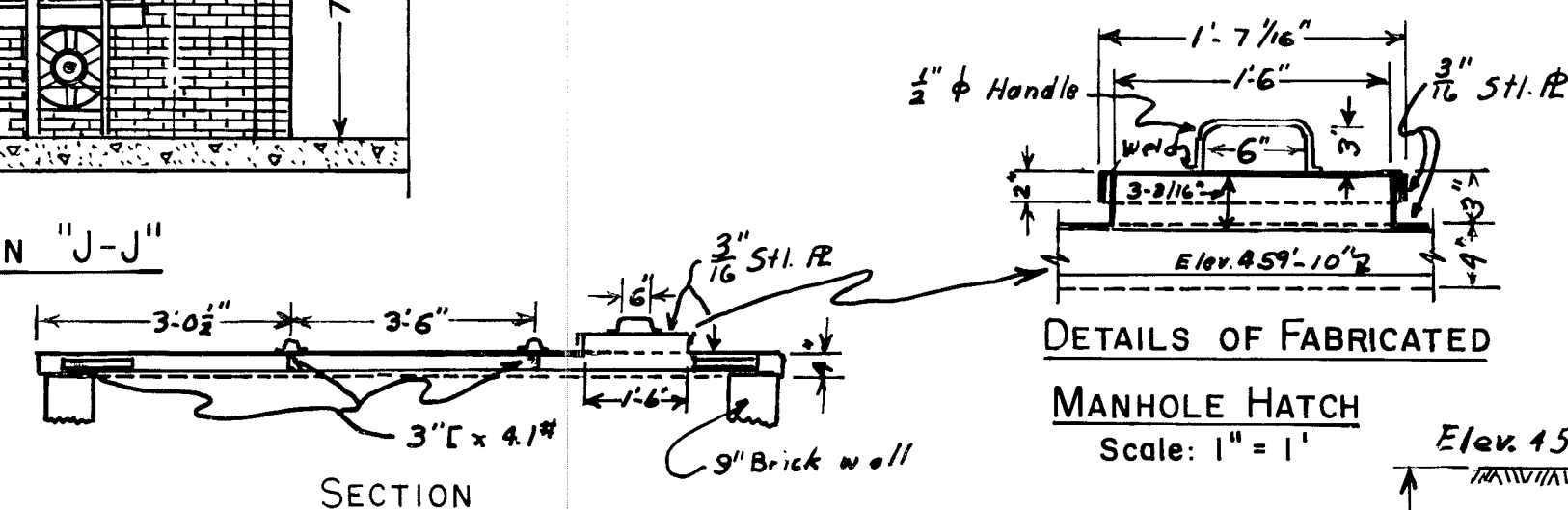
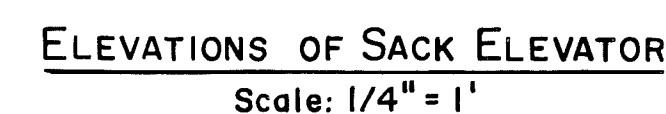
SECTION "J-J"



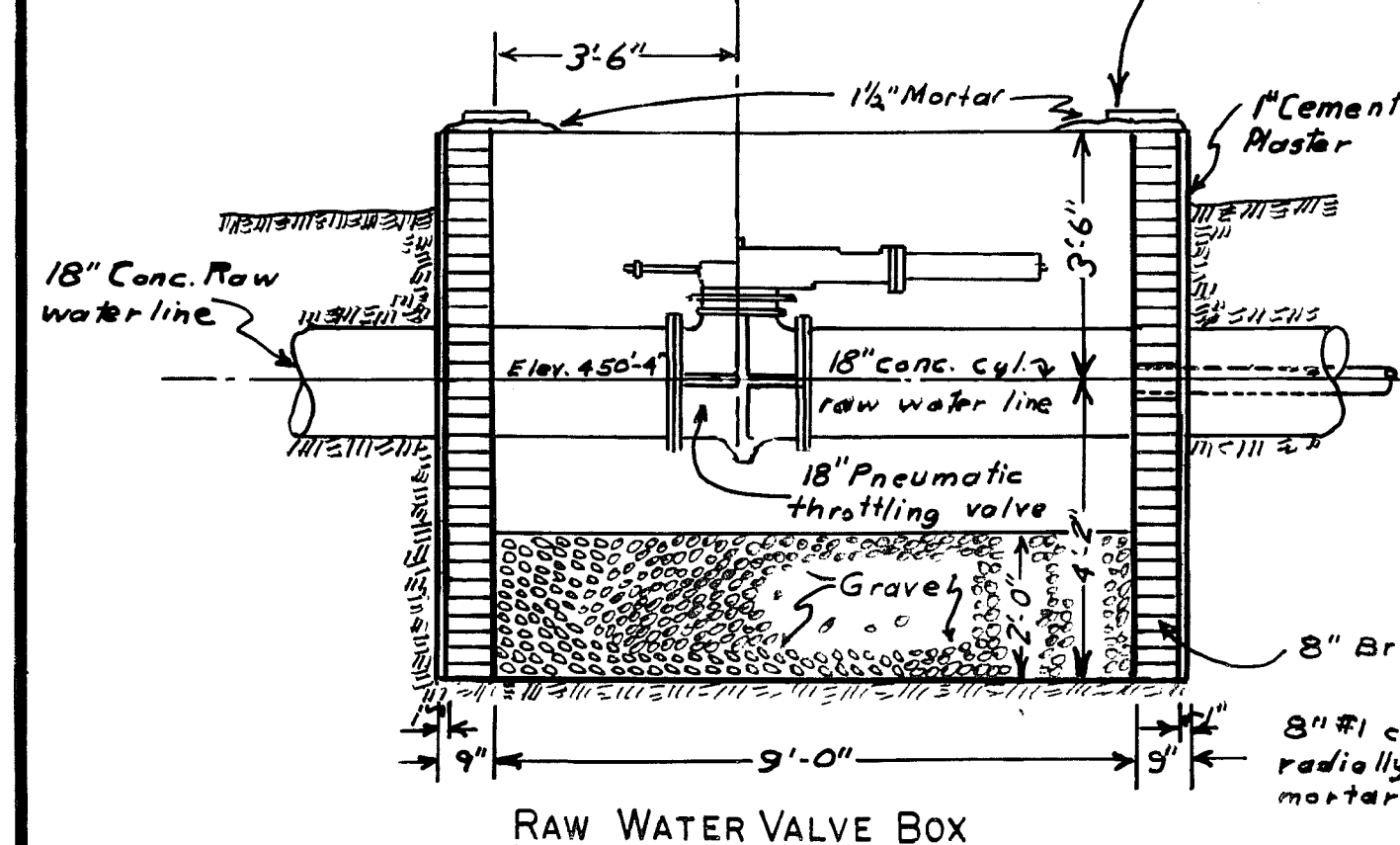
SECTION "R-R"
DETAIL OF WALK BETWEEN FLOCCULATOR & FILTER NO. 4



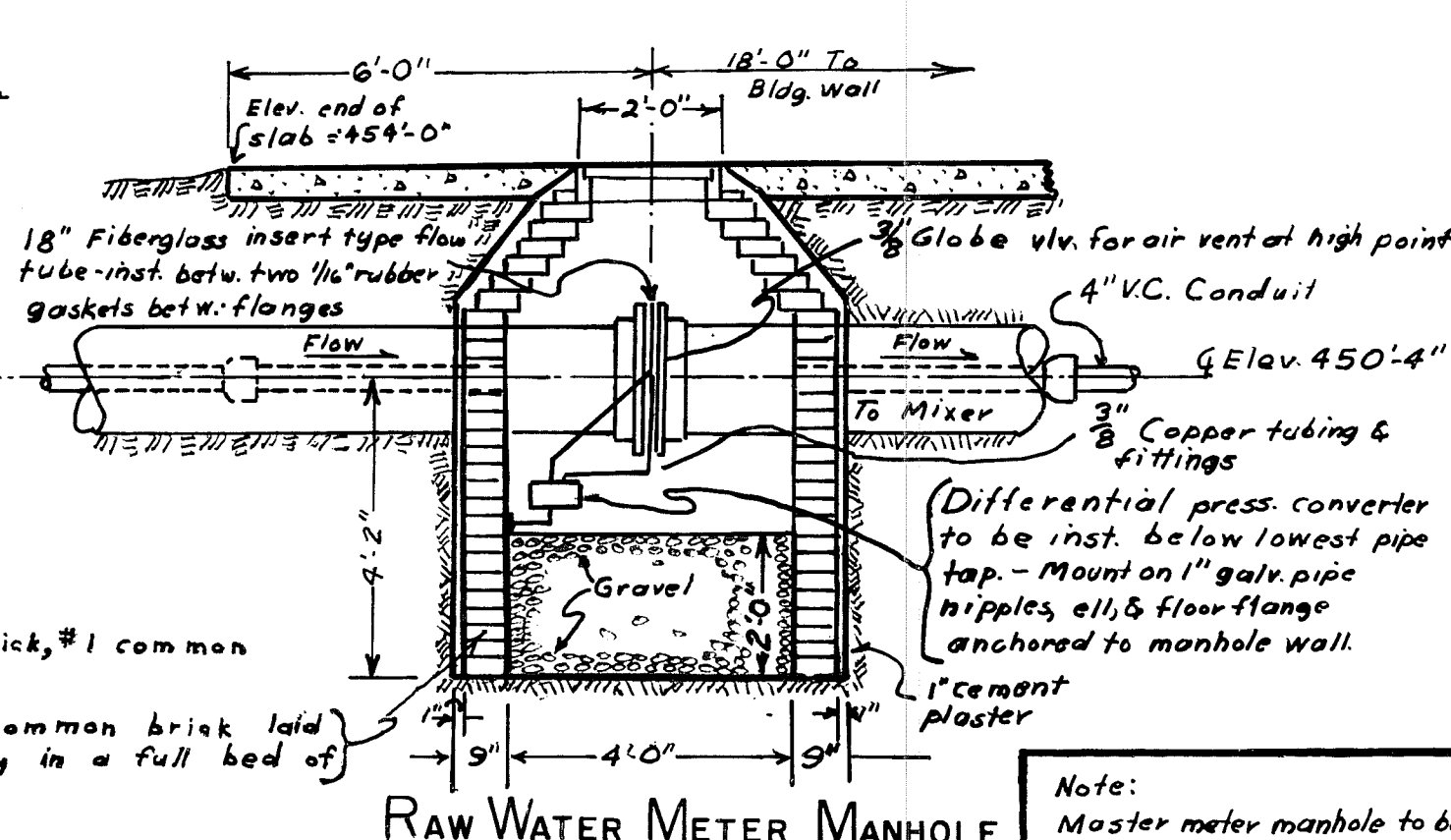
DETAIL OF STAIRS IN CHEMICAL RECEIVING ROOM



SECTION "P-P"
Scale: 3/8" = 1'



Scale: $3/8" = 1'$



Scale: 3/8" = 1'

Note:
Master meter manhole to be identical to raw
water meter manhole except depth of manhole
to be 10'-6" and d. elev. of pipe to be 447'-6".

JACKSONVILLE WATER
TREATMENT PLANT

Sections "J-J", "K-K", "P-P" & "R-R";
Manhole Details

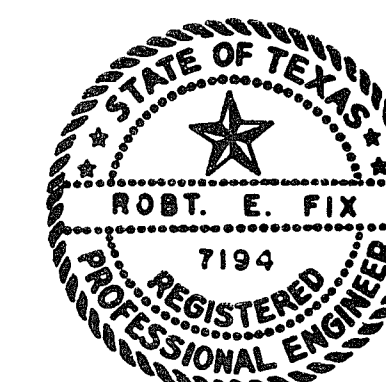
Drawn By : R.E.G.	Checked By : R.E.G.
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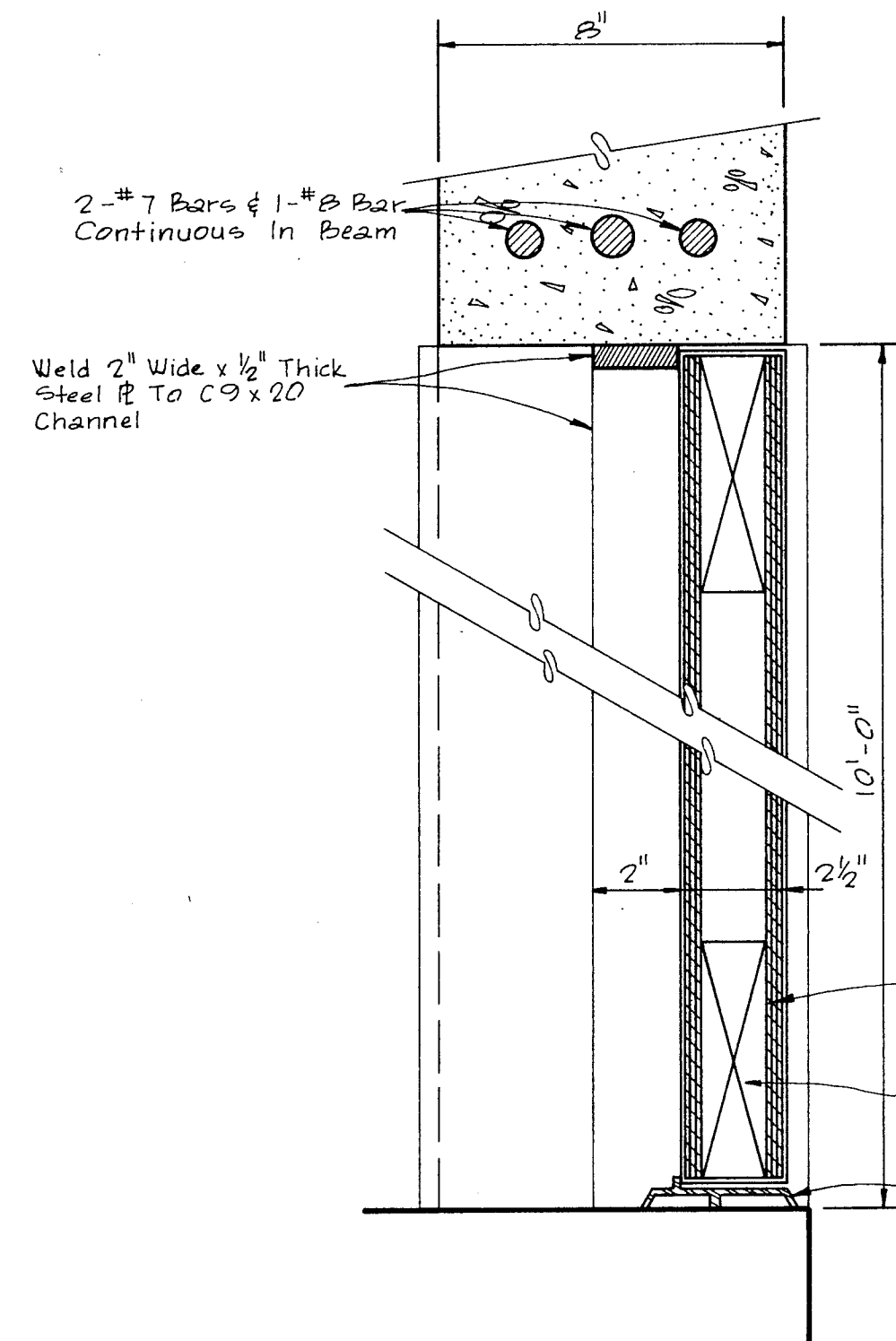
Job No. : 780	Date : March 20, 1964
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Scale : As Shown

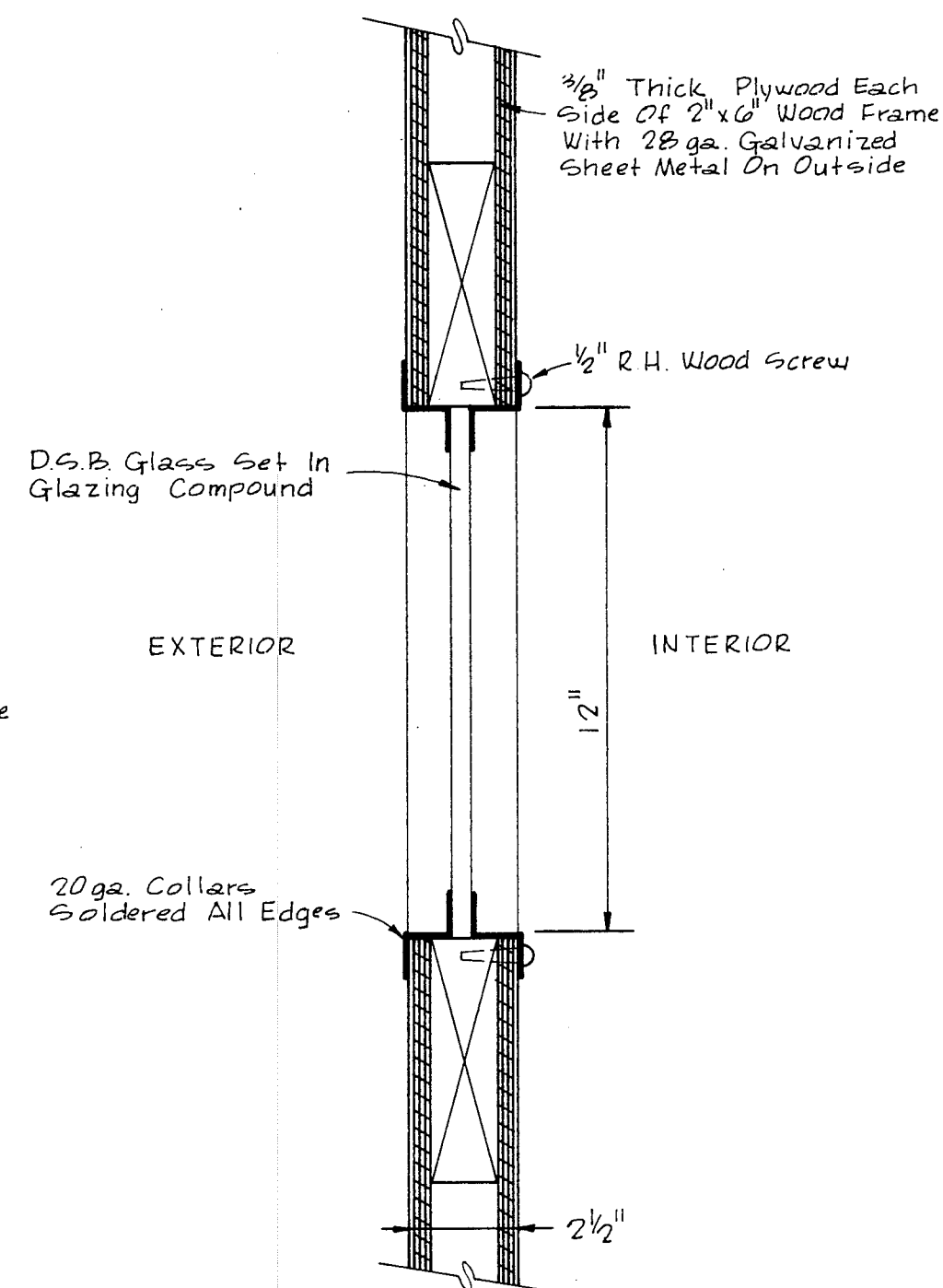
WISENBAKER, FIX, & ASSOCIATES
Consulting Engineers
Tyler, Texas

Sheet No. 14 of 24 Sheets

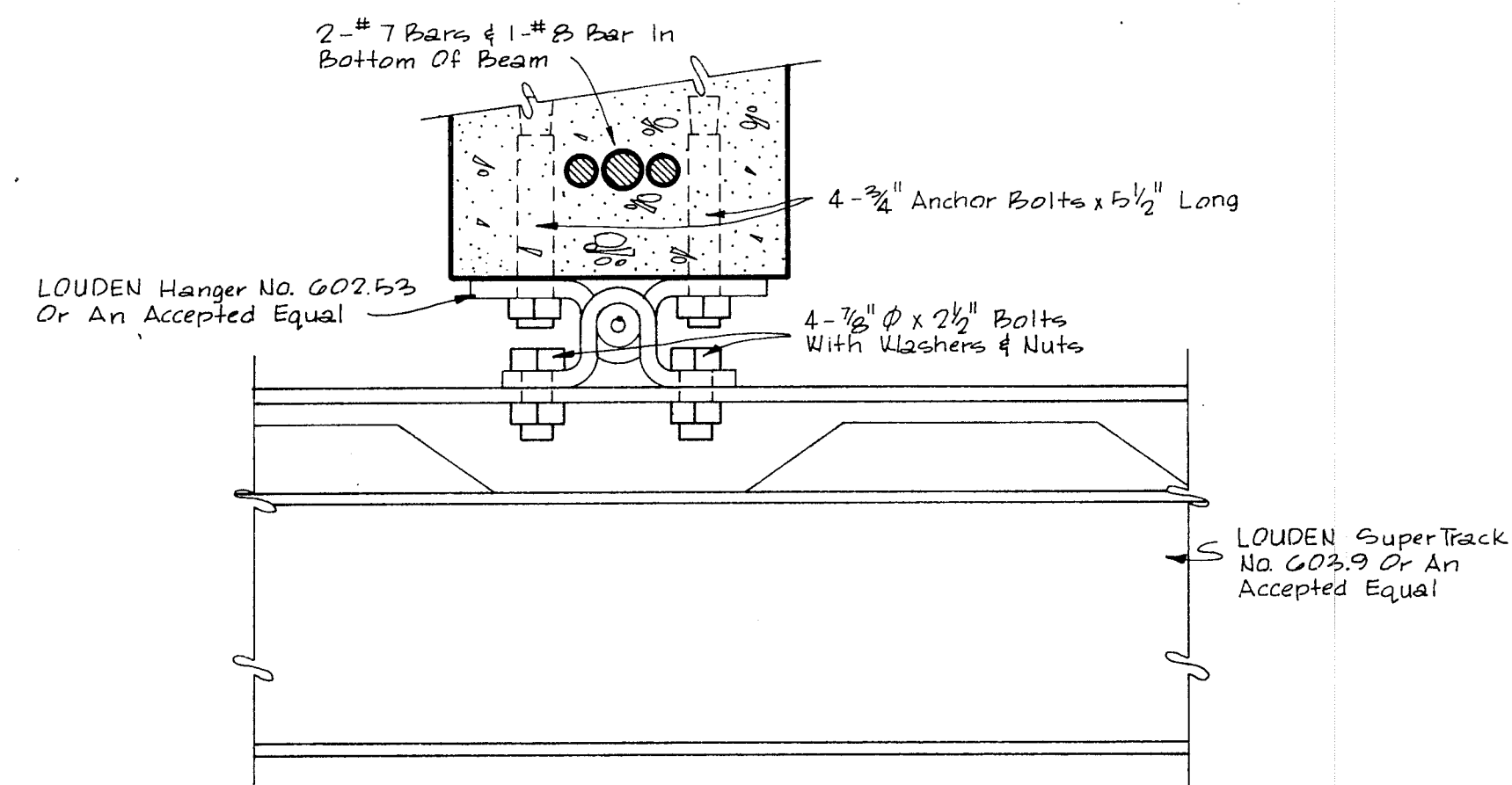




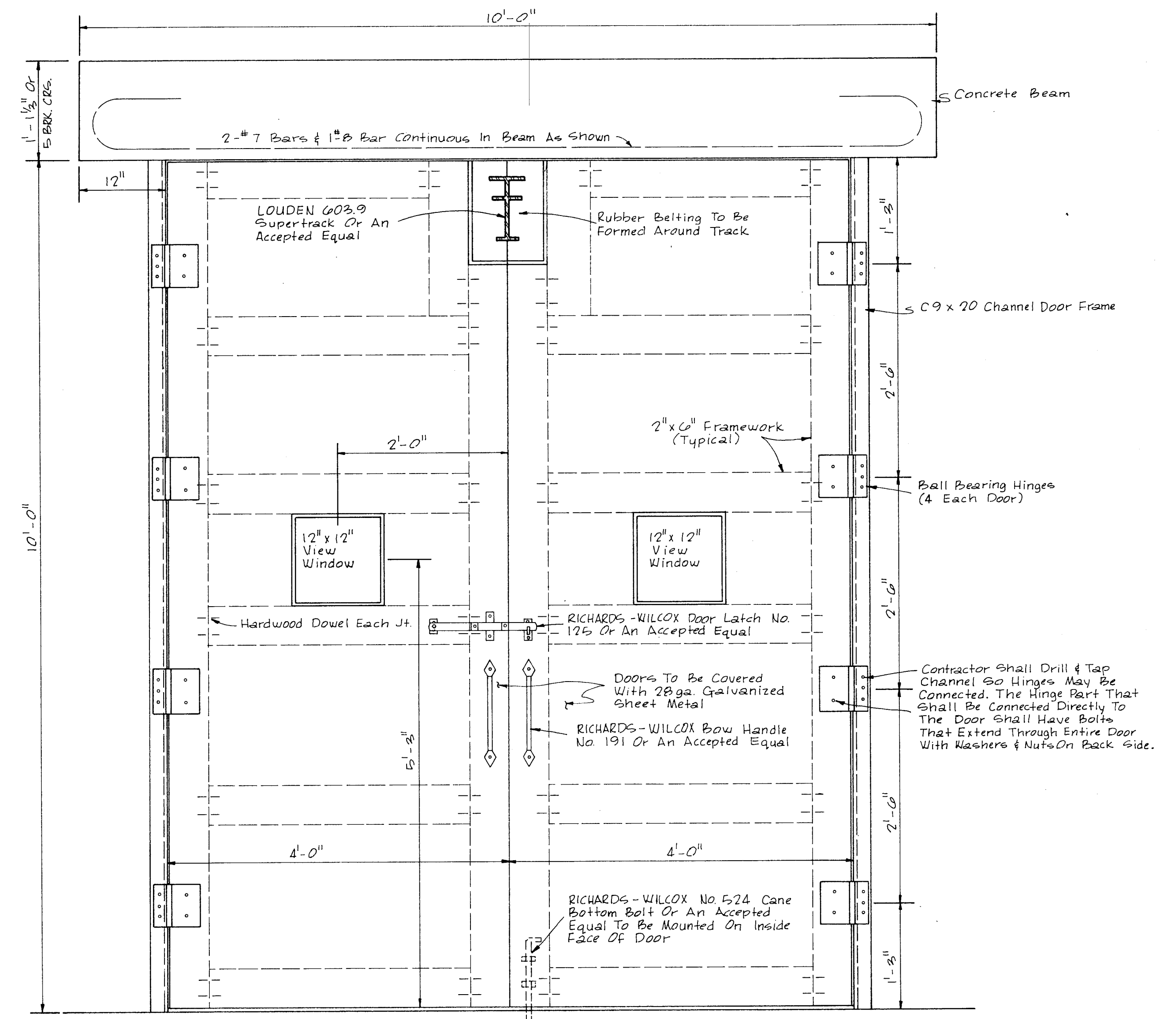
SECTIONAL VIEW OF DOOR



VIEW WINDOW DETAIL



RAIL ATTACHMENT DETAIL



FRONT ELEVATION OF DOORS
Scale: 1"=1'-0"

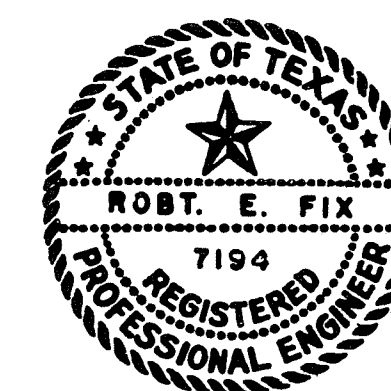
JACKSONVILLE WATER TREATMENT PLANT

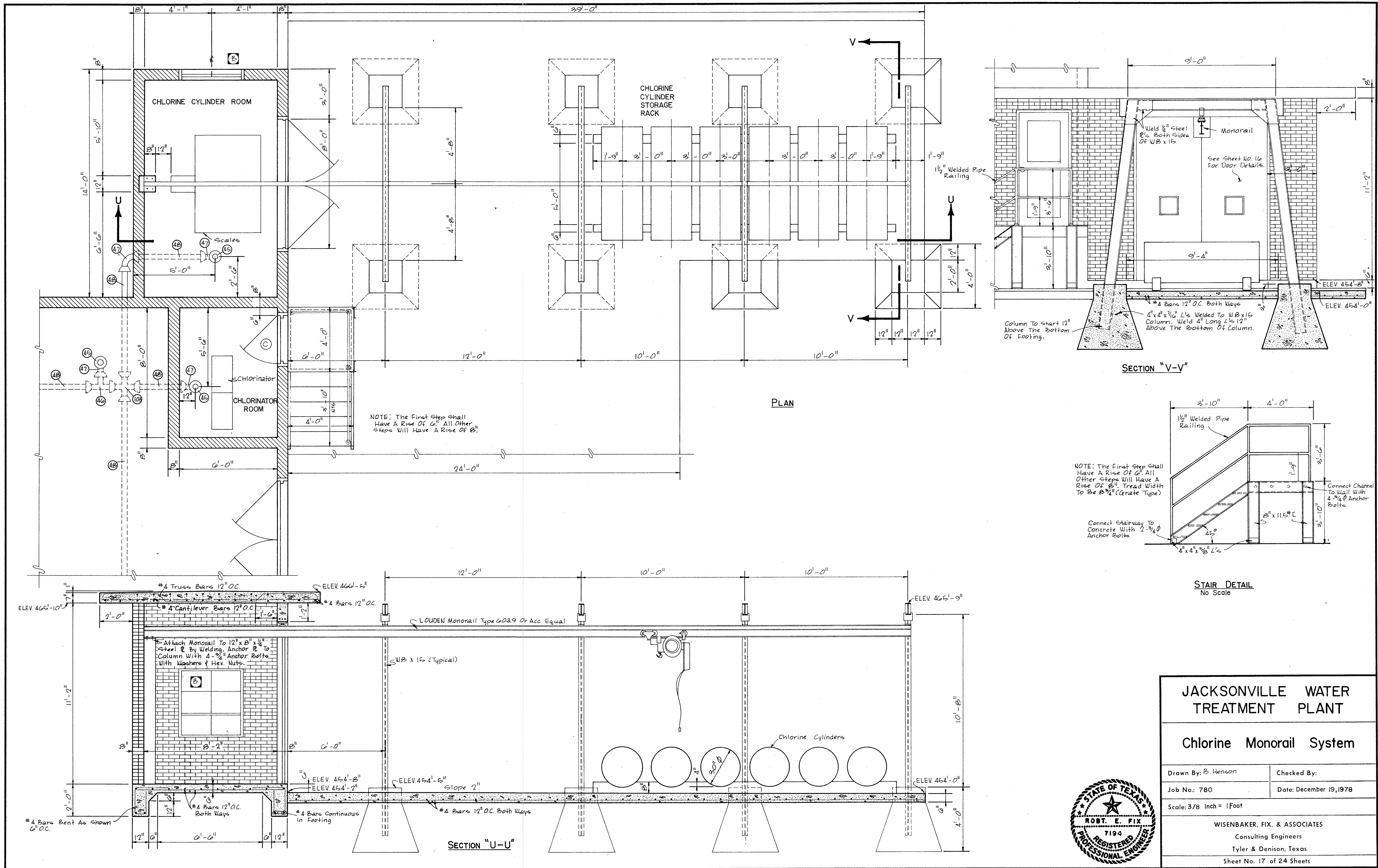
Doors To Chlorine Cylinder Room

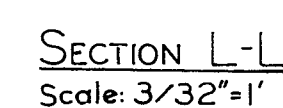
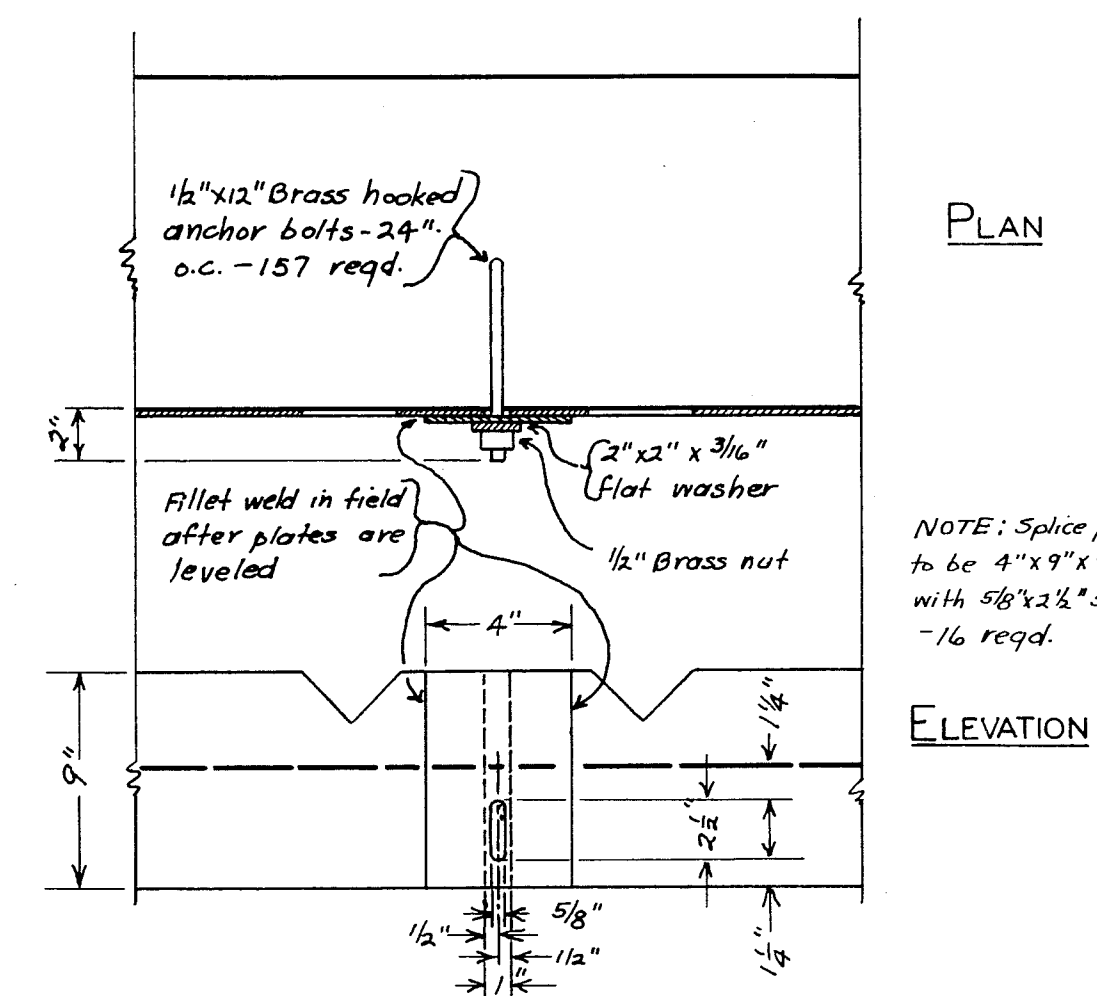
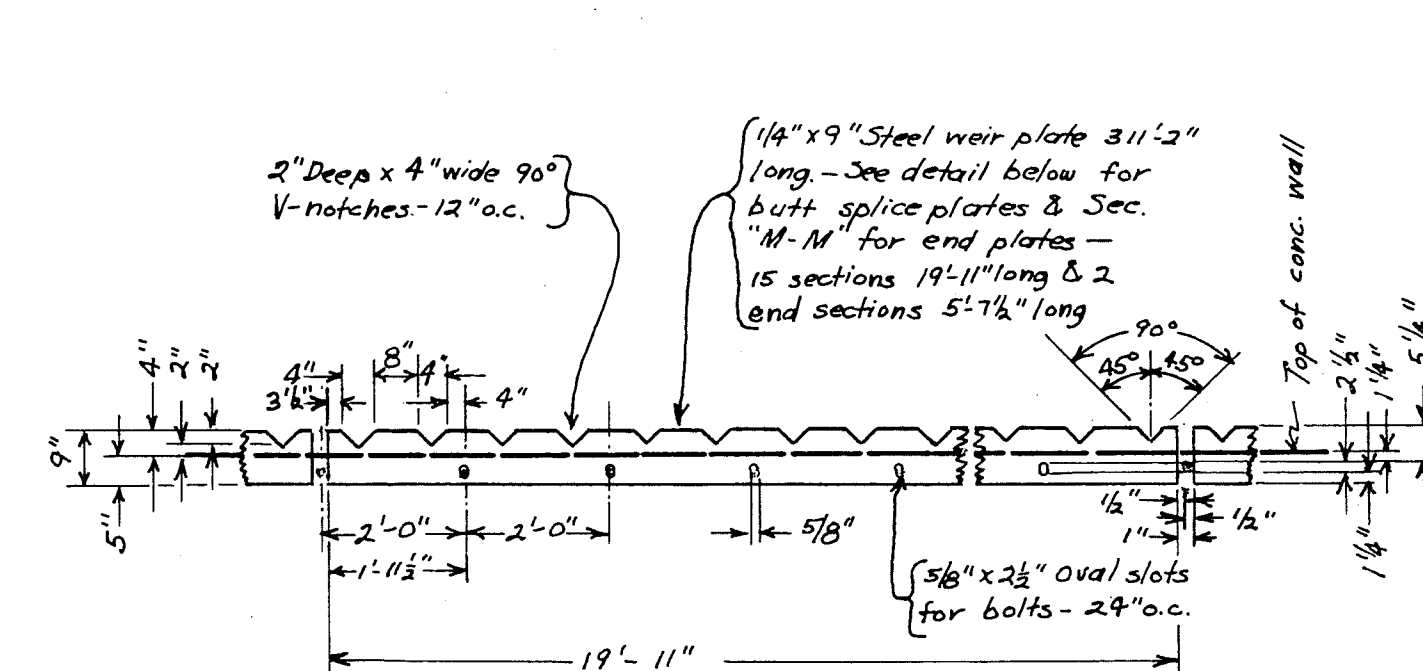
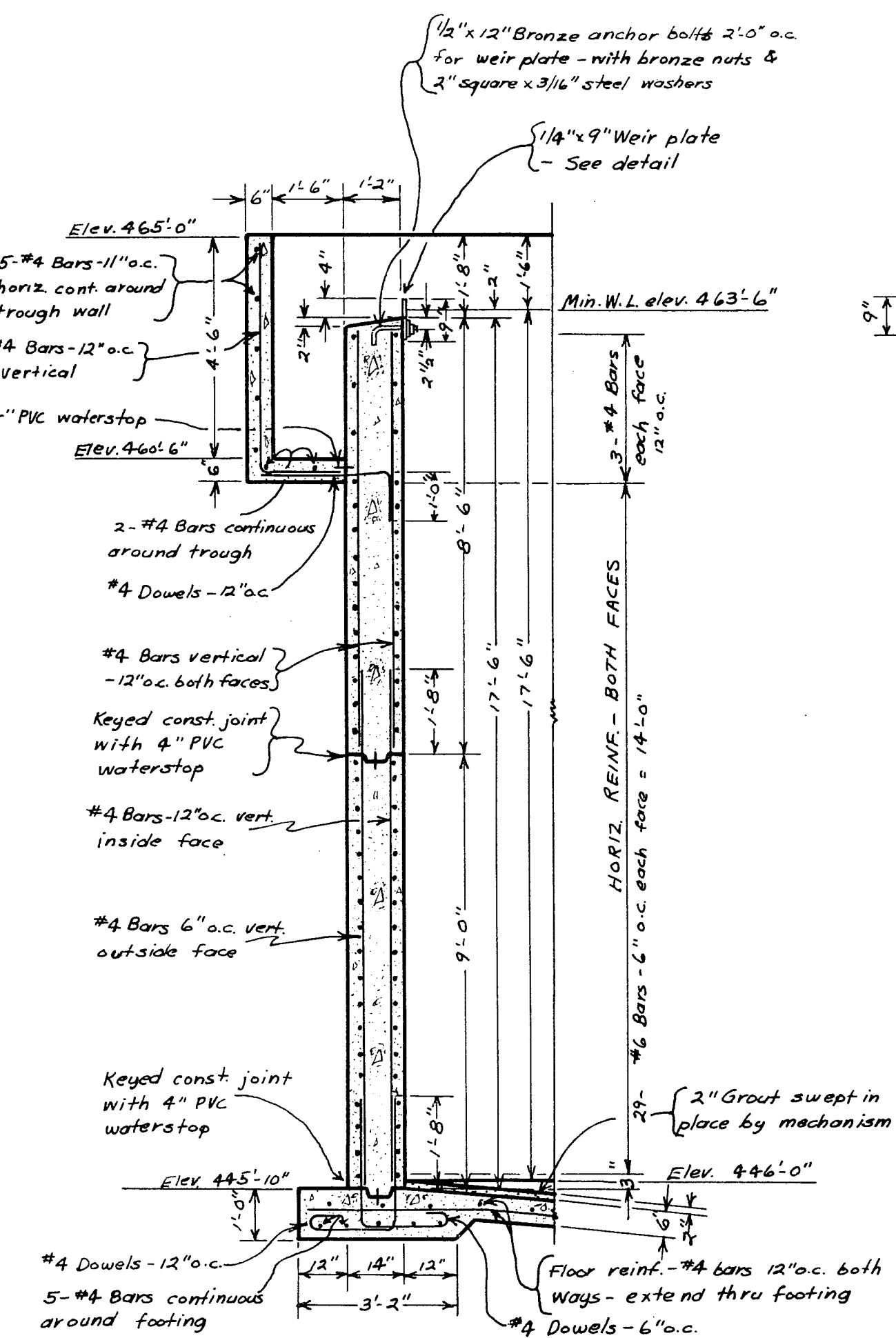
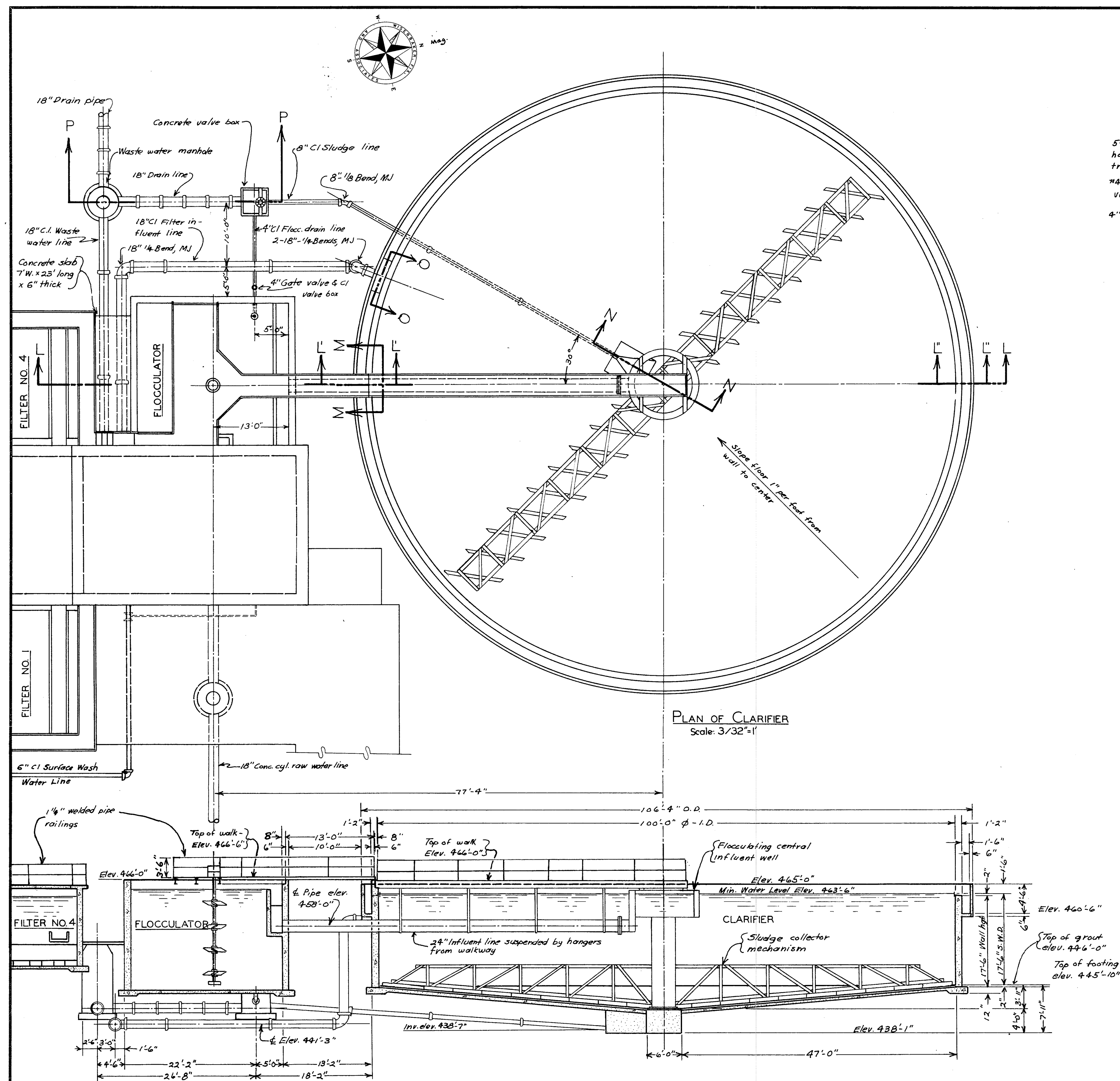
Drawn By: B. Henson
Job No.: 780
Checked By:
Date: December 21, 1978

Scale: 3/4"=1 Foot Or As Shown

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Consulting Engineers
Tyler & Denison, Texas
Sheet No. 16 of 24 Sheets







JACKSONVILLE WATER
TREATMENT PLANT

Clarifier Plan & Elevation

Drawn by: *R. E. J.*

Checked by: *R. E. J.*

Job No.: 780

Date: Apr. 9, 1964

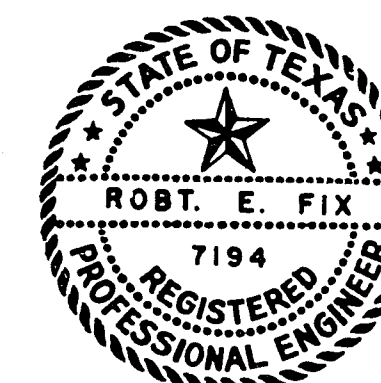
Scale: As shown

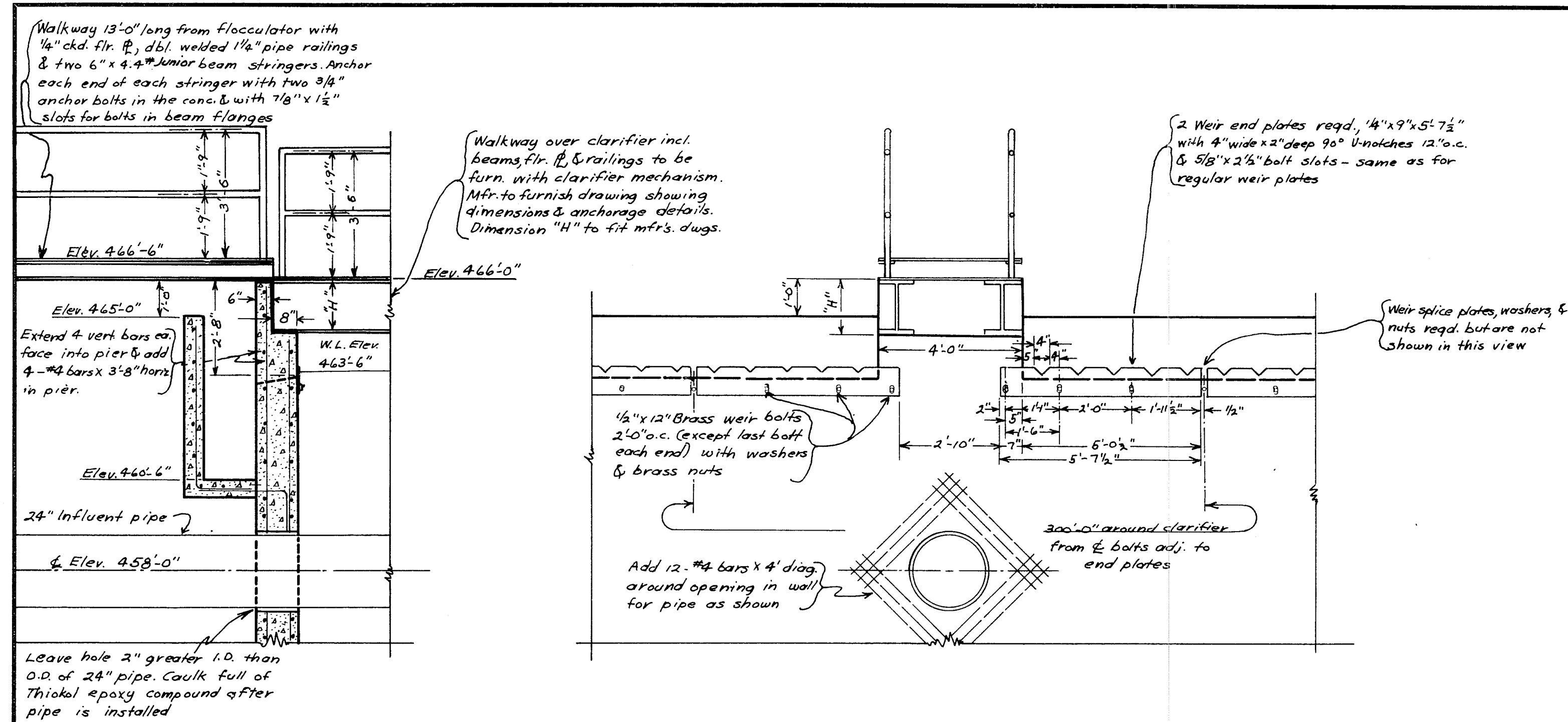
WISENBAKER, FIX, AND ASSOCIATES

Consulting Engineers
Tyler, Texas

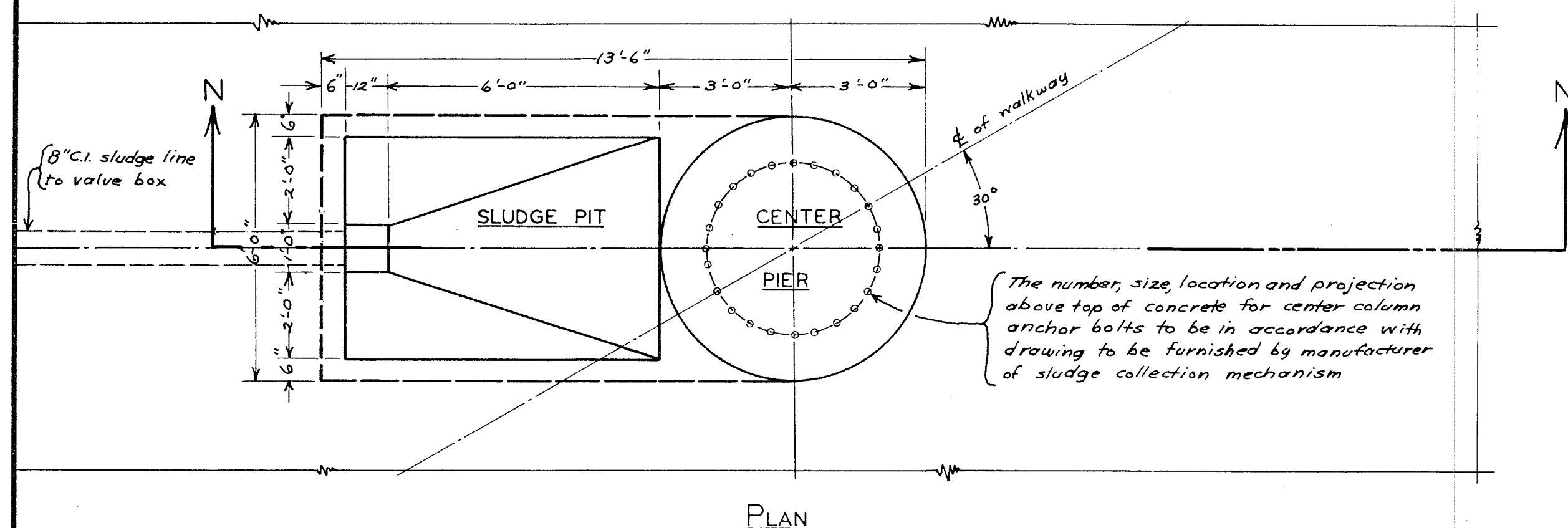
Tyler, Texas

Sheet No. 18 of 24 Sheets

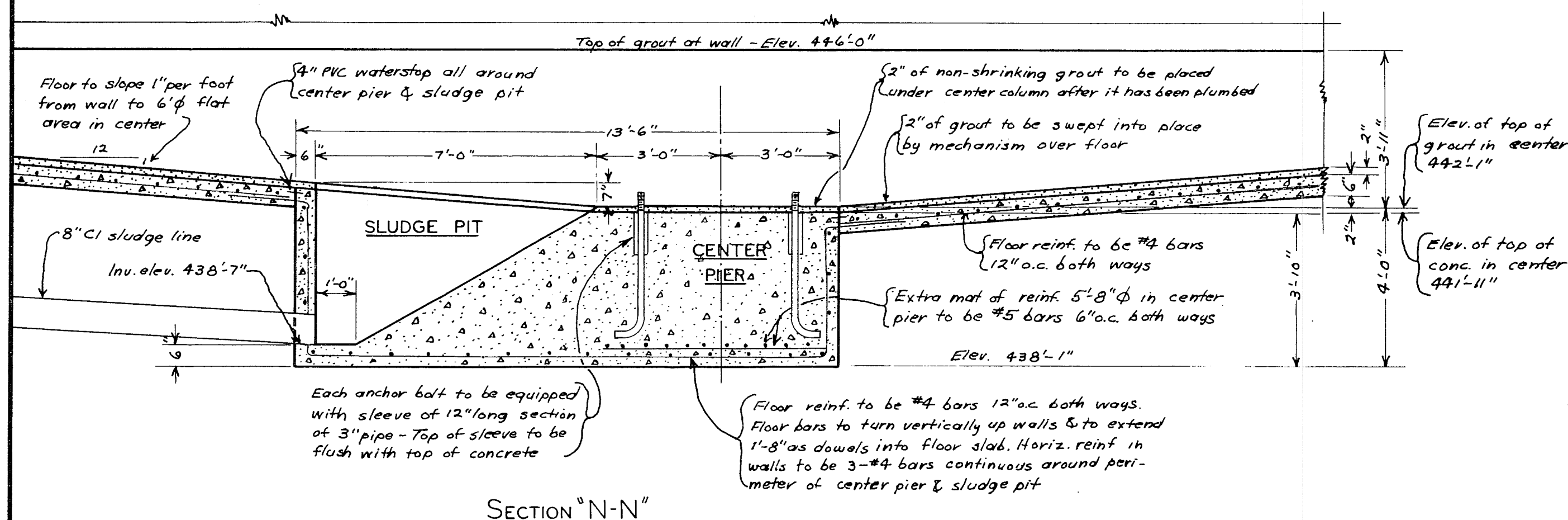




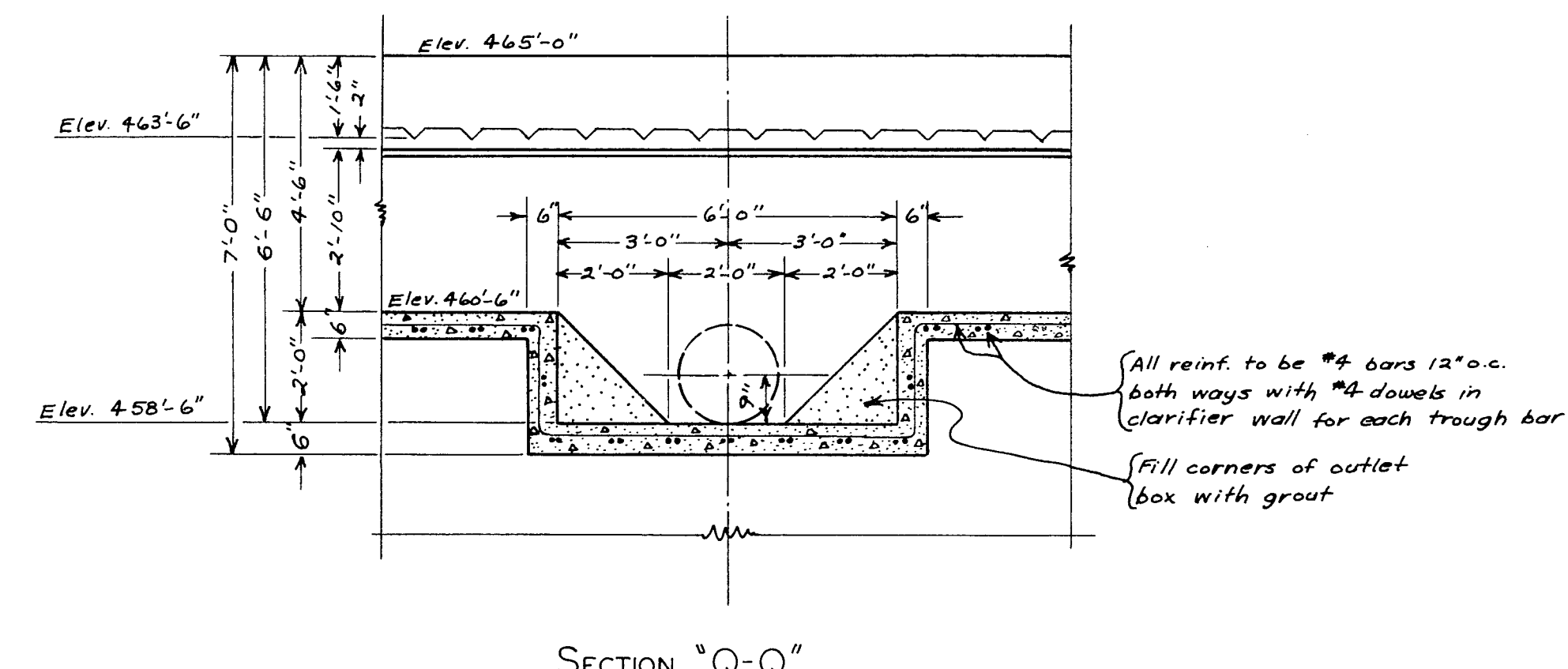
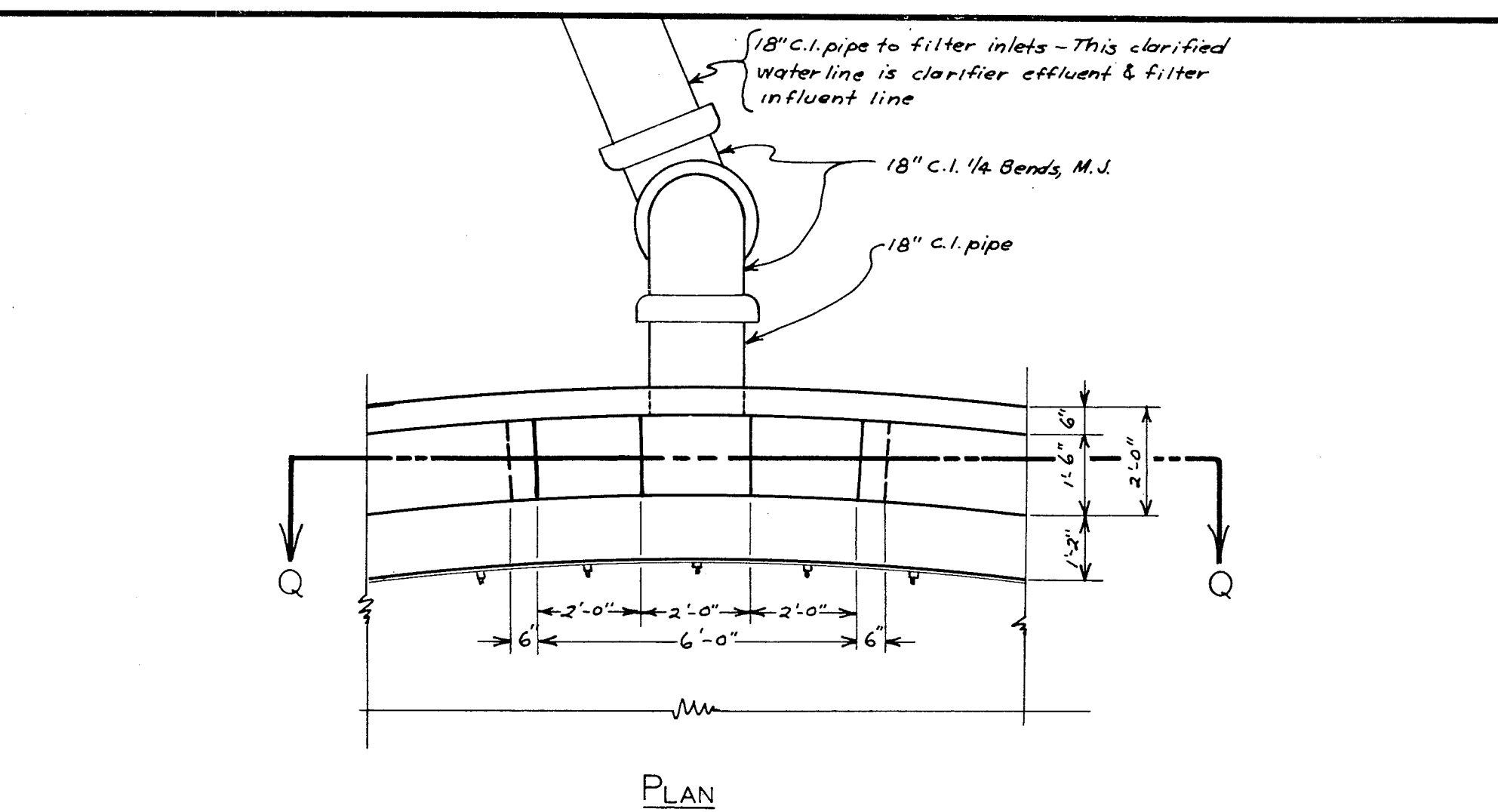
DETAILS OF WALKWAY SUPPORT PIER



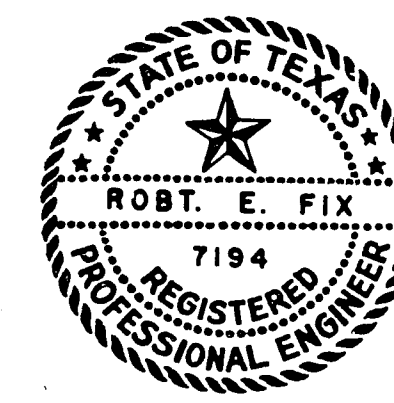
DETAILS OF CENTER PIER & SLUDGE PIT



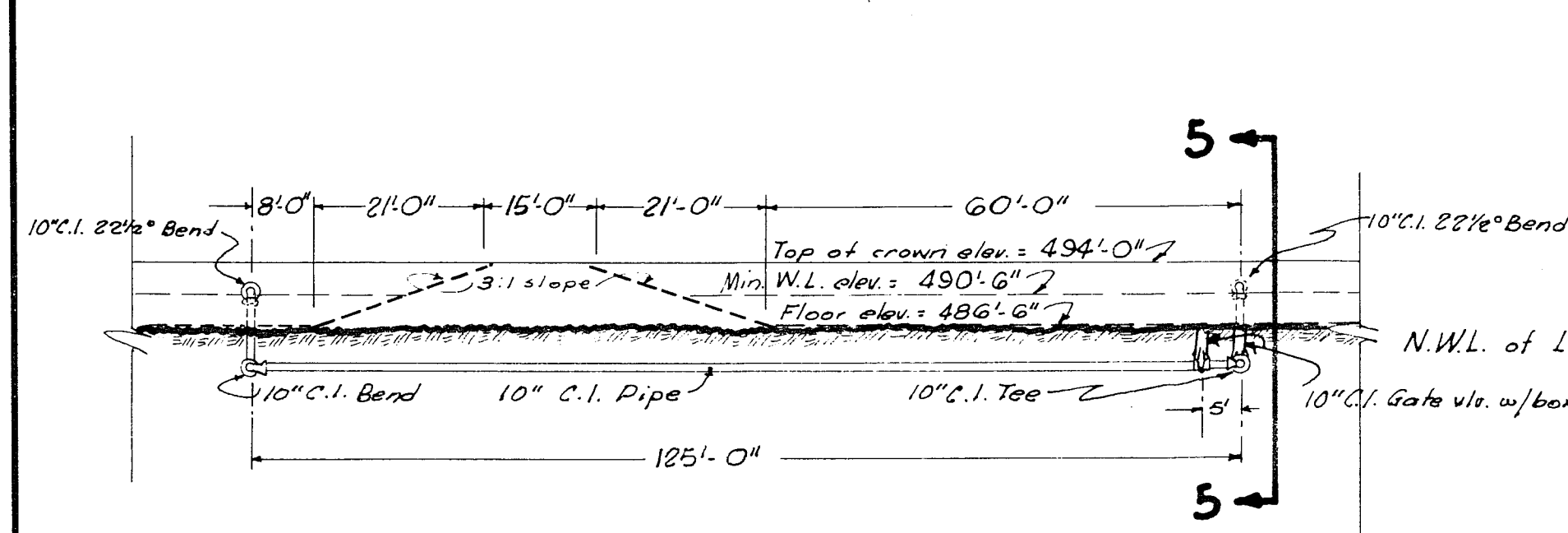
SECTION "N-N"



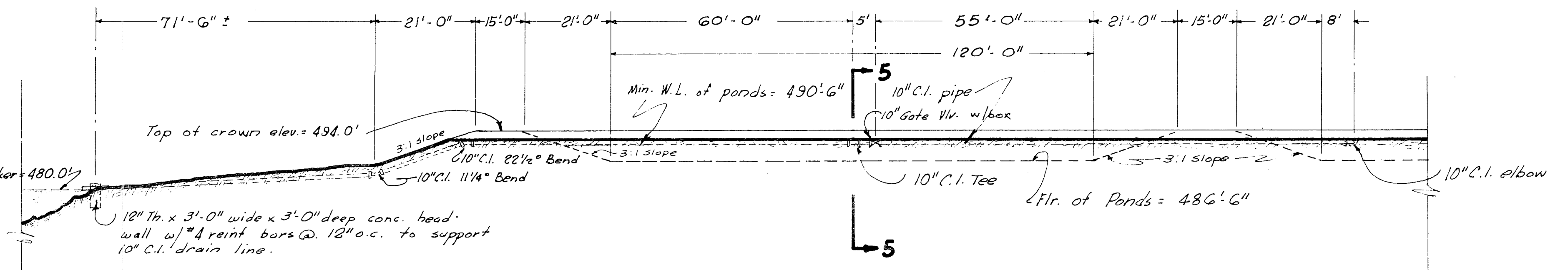
DETAILS OF TROUGH OUTLET BOX



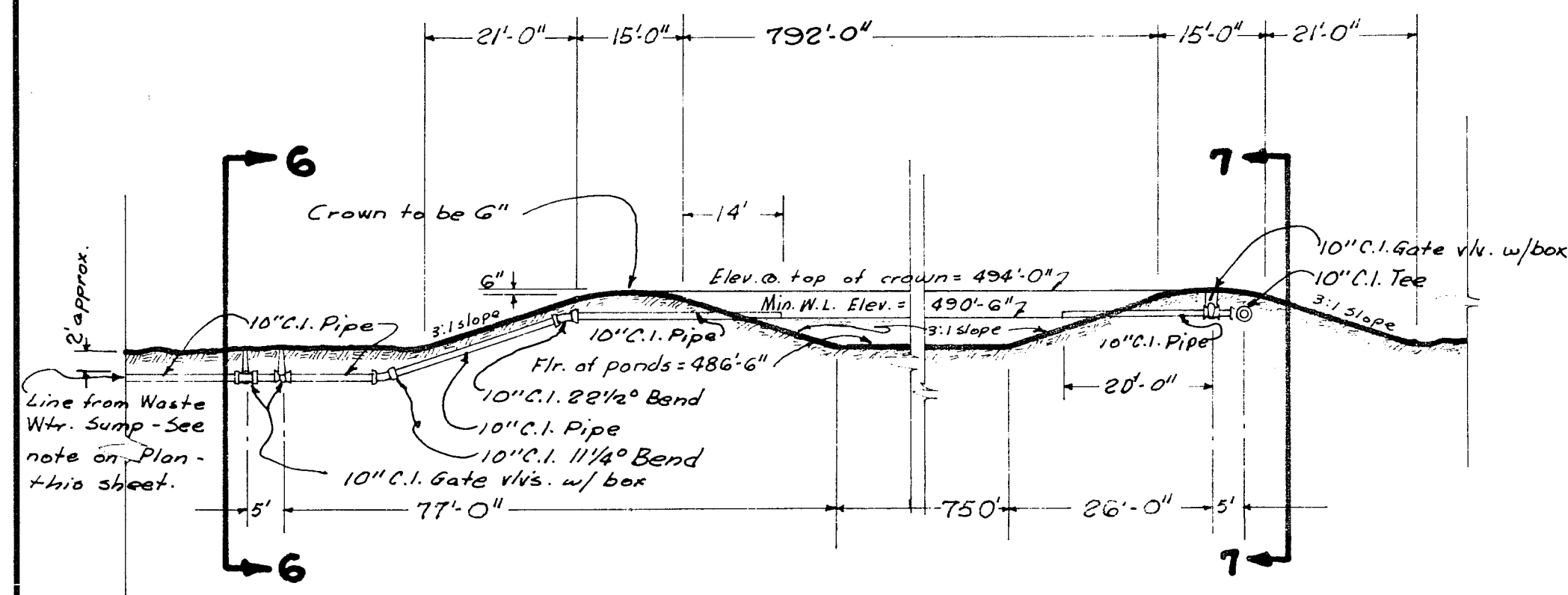
JACKSONVILLE WATER TREATMENT PLANT	
Miscellaneous Clarifier Details	
Drawn by: R.E.F.	Checked by: R.E.F.
Job No.: 780	Date: Apr. 23, 1964
Scale: 3/8 Inch = 1 Foot	
WISENBAKER, FIX, AND ASSOCIATES Consulting Engineers Tyler, Texas	
Sheet No. 19 of 24 Sheets	



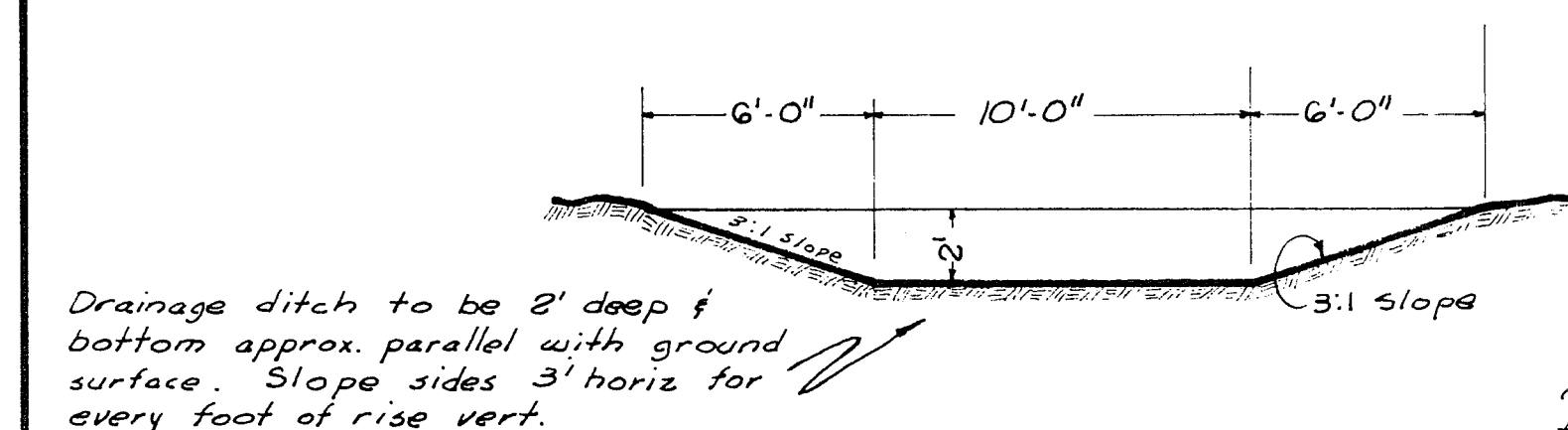
SECTION "6-6"
Scale: 1"=20'



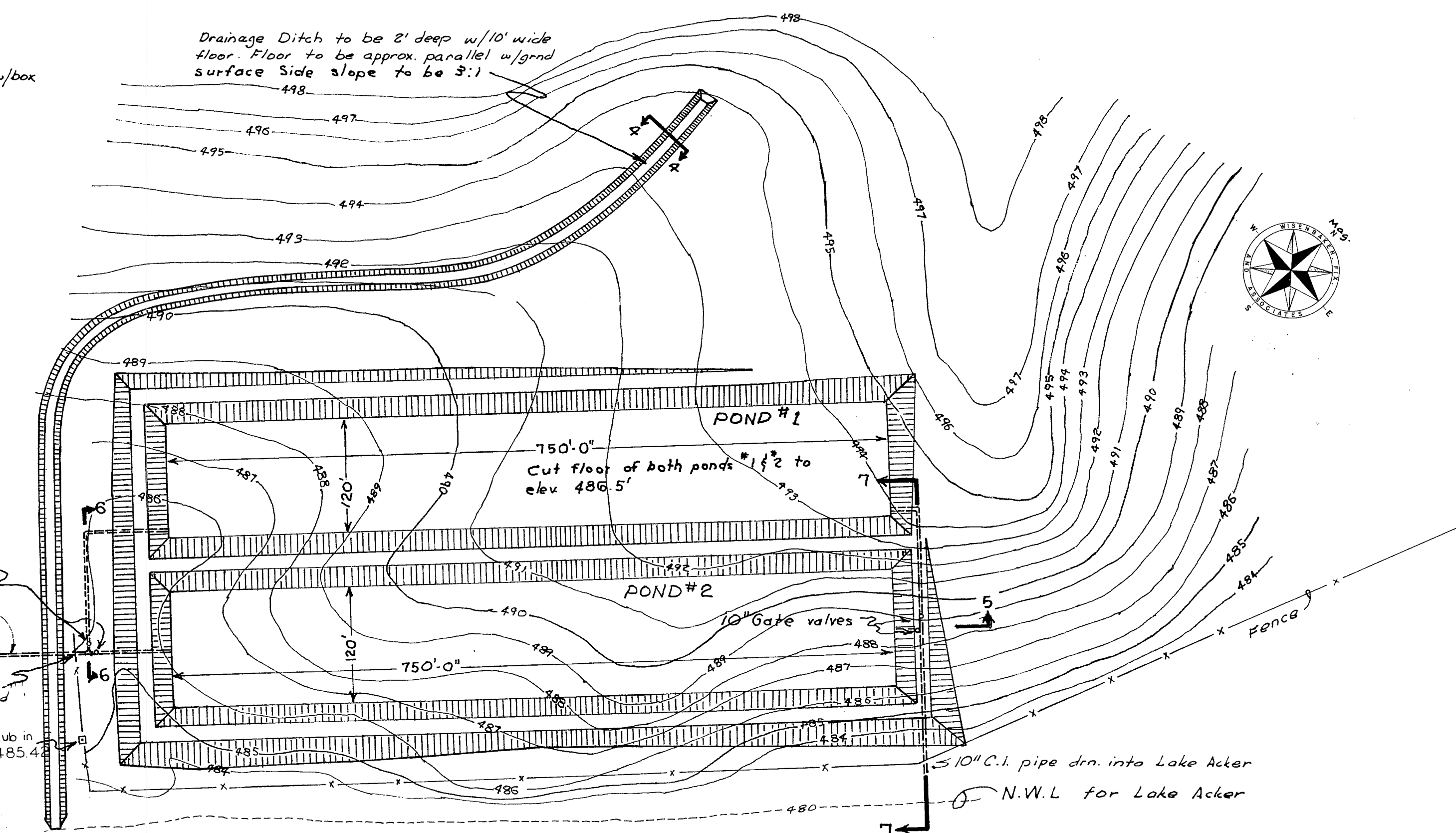
SECTION "7-7"
Scale: 1"=20'



SECTION "5-5"
Scale: 1"=20'



SECTION "4-4"
Scale: 1"=5'



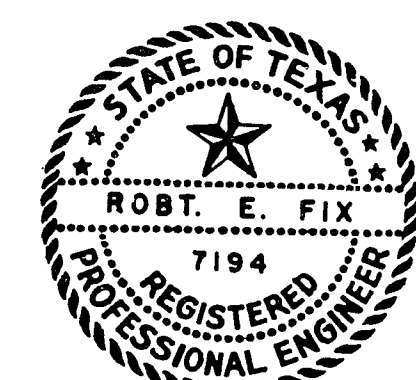
LAYOUT MAP OF WASTE WATER PONDS
Scale: 1"=100'

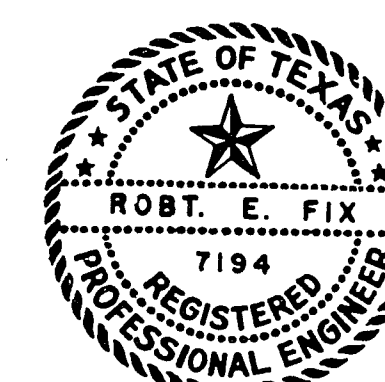
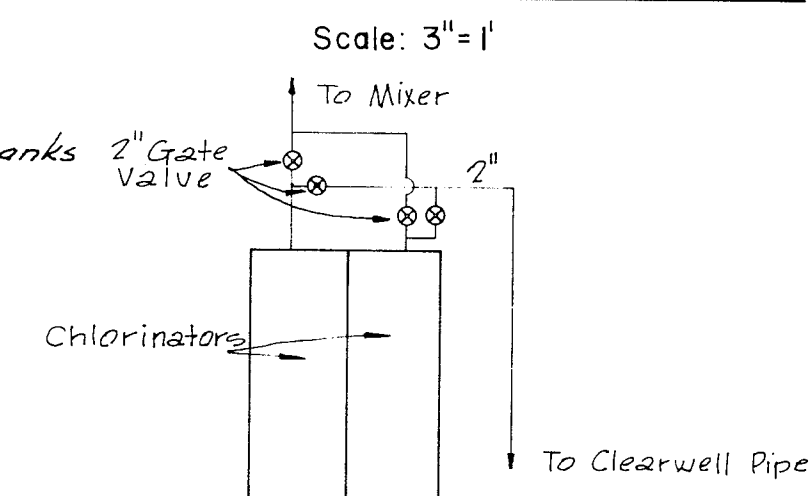
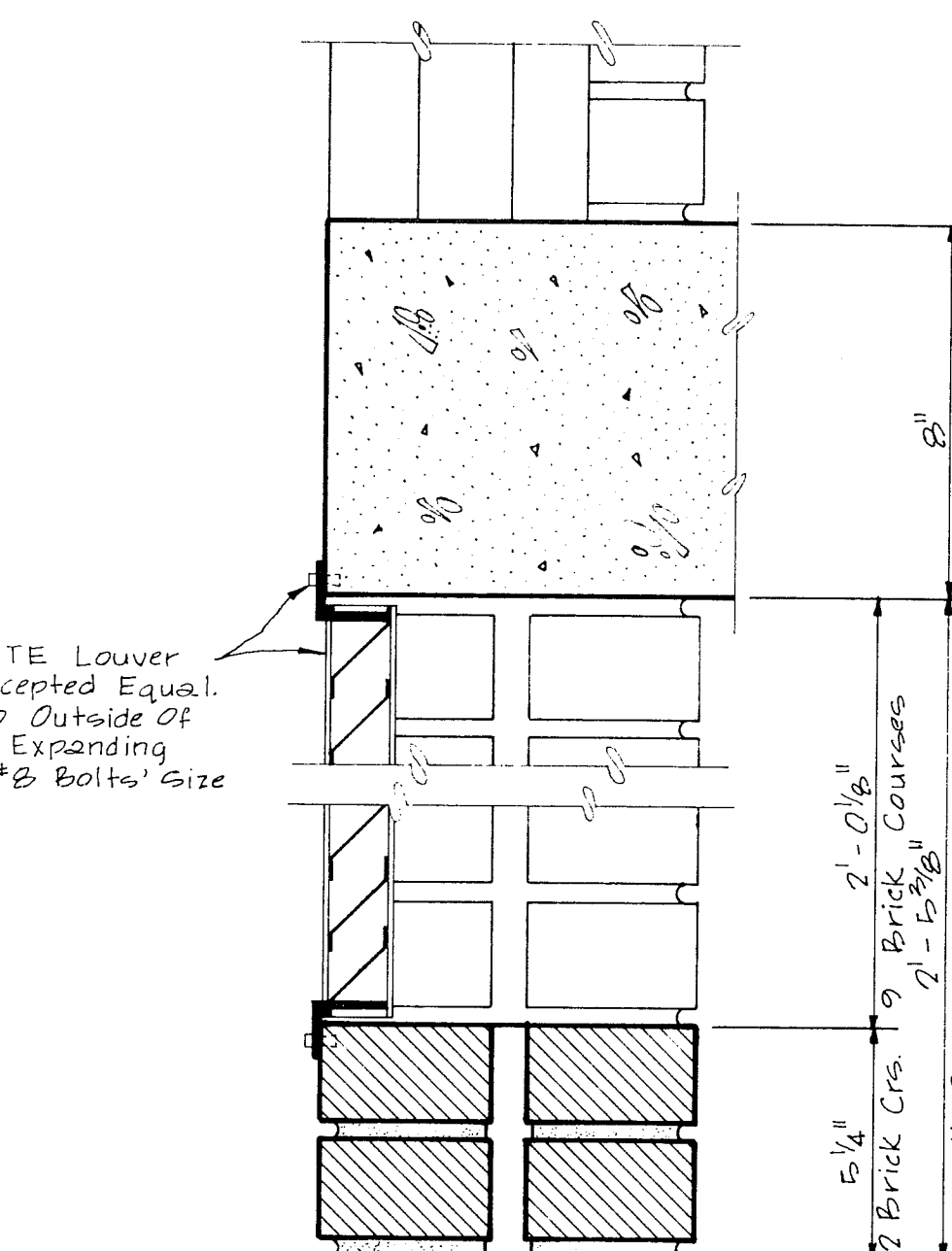
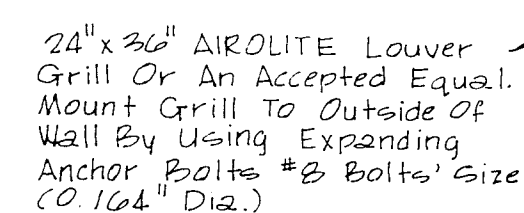
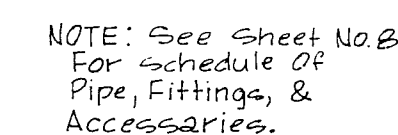
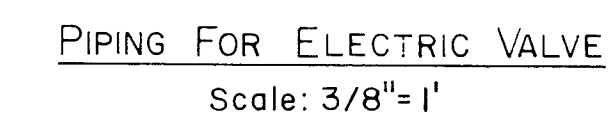
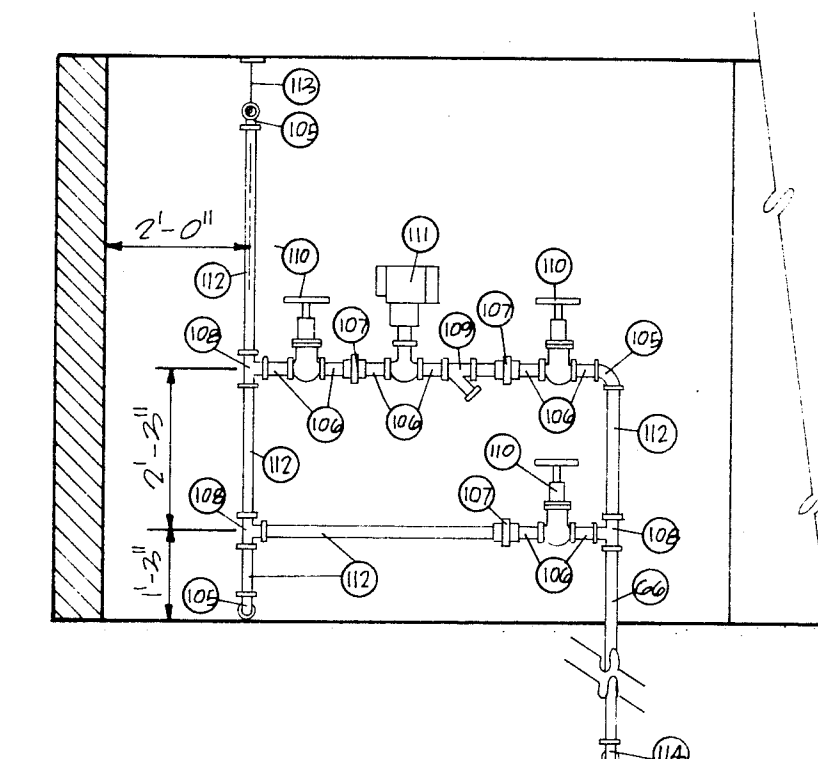
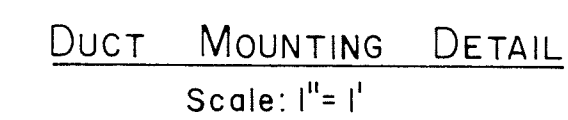
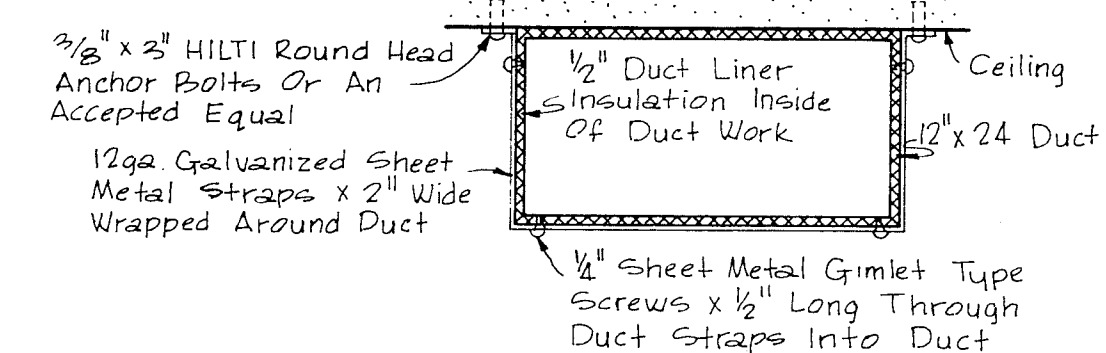
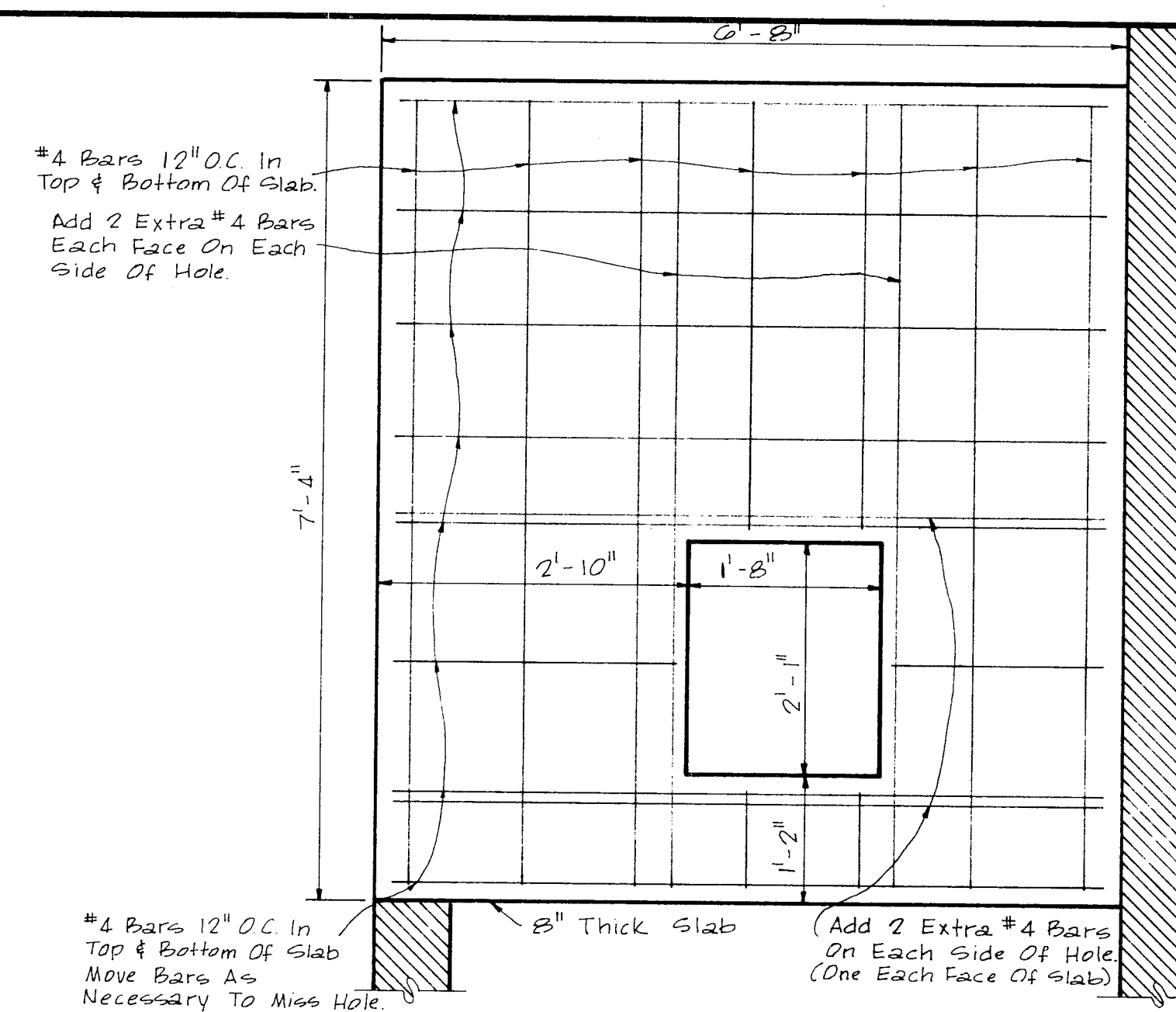
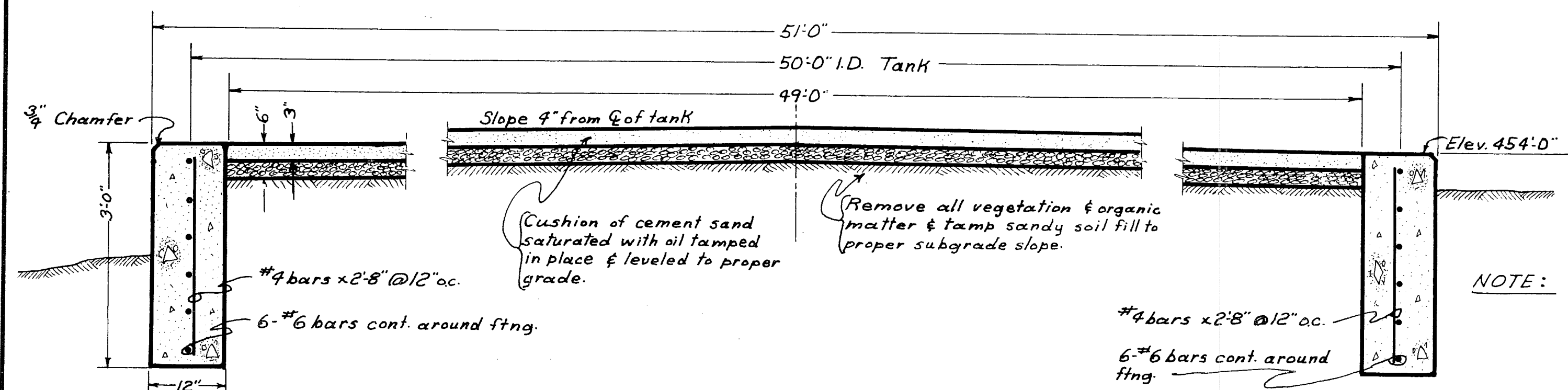
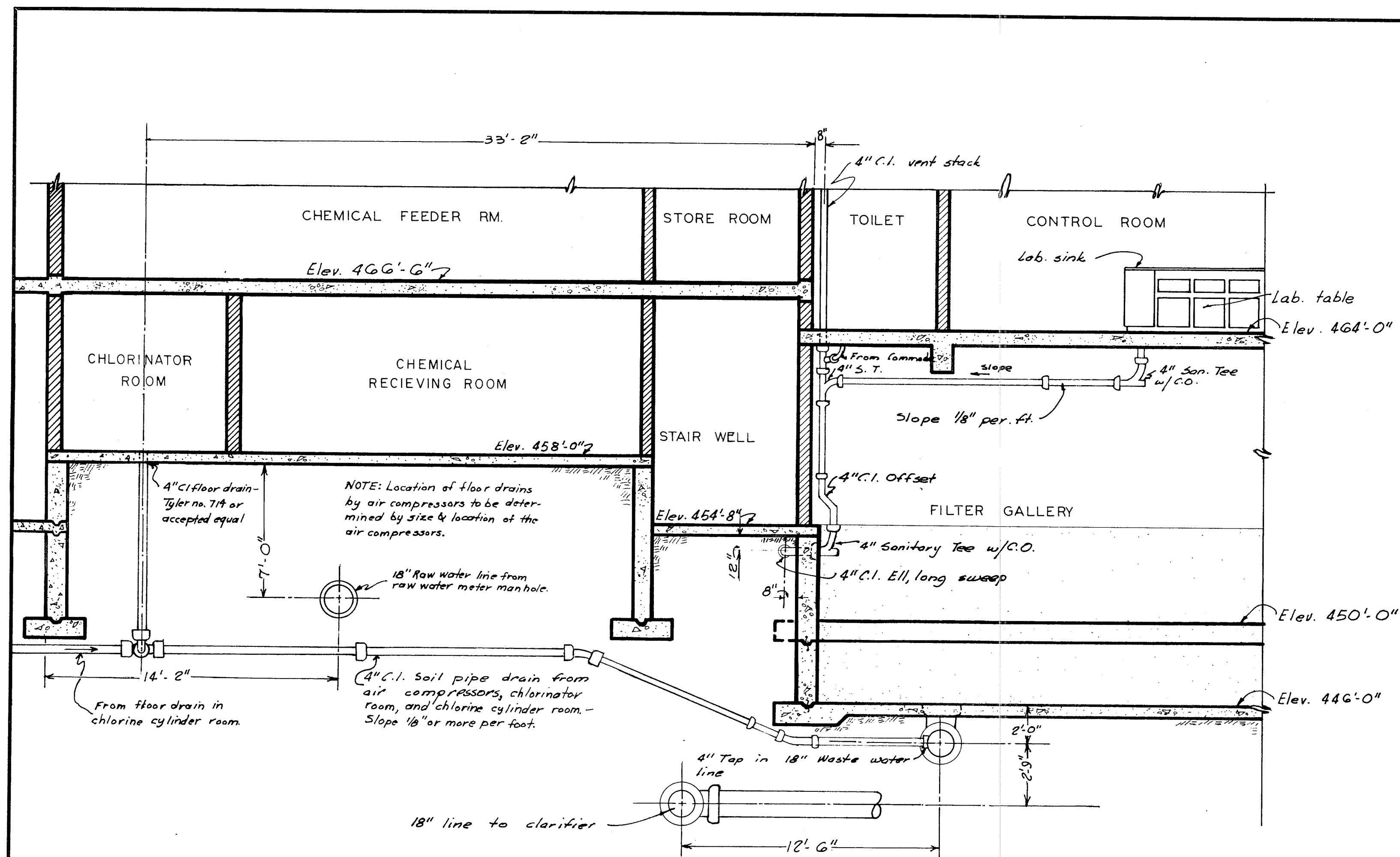
JACKSONVILLE WATER TREATMENT PLANT

Waste Water Ponds

Drawn by: EEH # G.C.R. Checked by: R.E.F.
Job No.: 780 Date: July 9, 1964

Scale: As shown
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Consulting Engineers
Tyler, Texas
Sheet No. 20 of 24 Sheets





JACKSONVILLE WATER
TREATMENT PLANT

Tank Foundation

Drawn by: JAD & G.C.R.

Checked by: *P. E. J.*

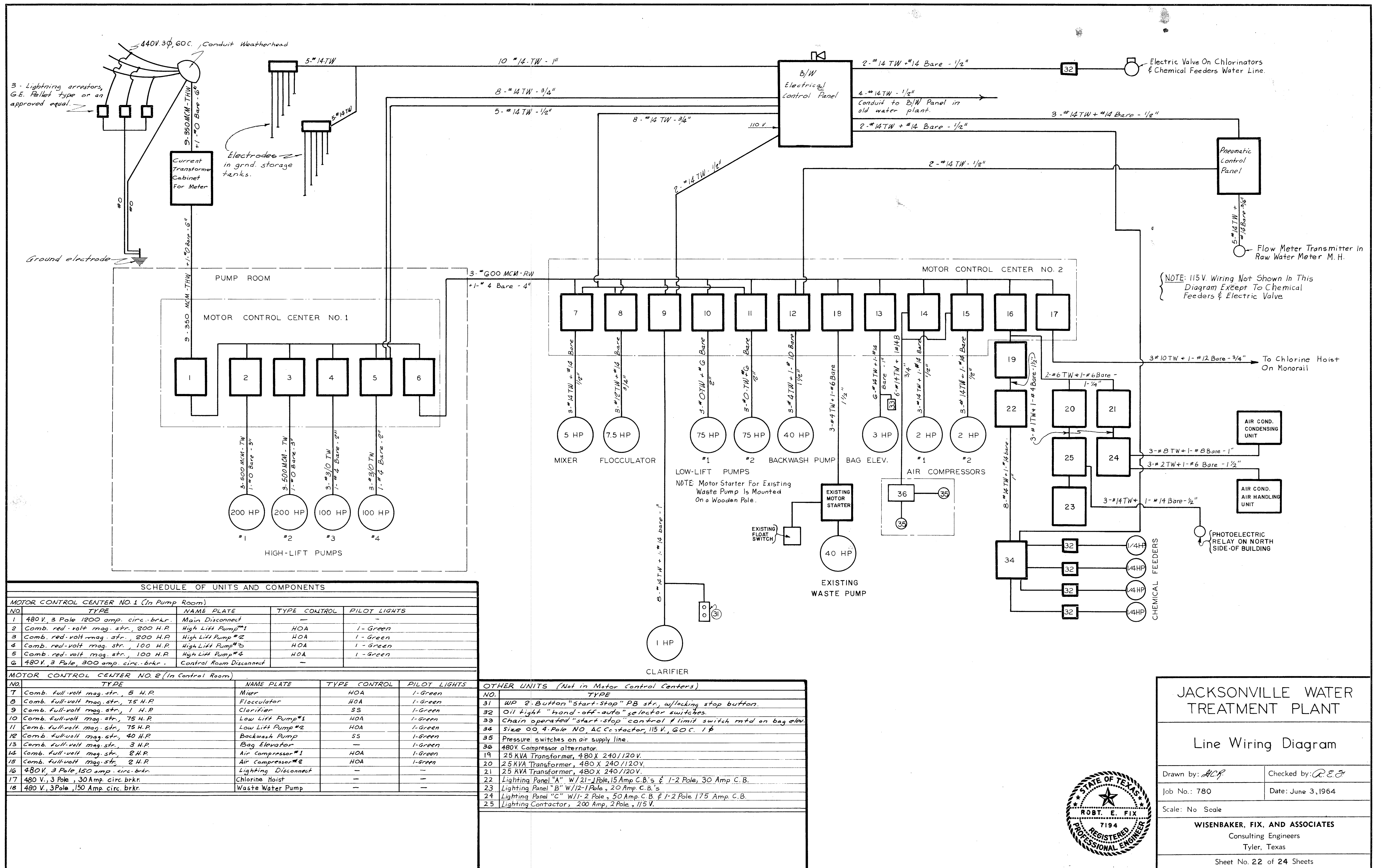
Job No.: 780

Date: July 7, 1964

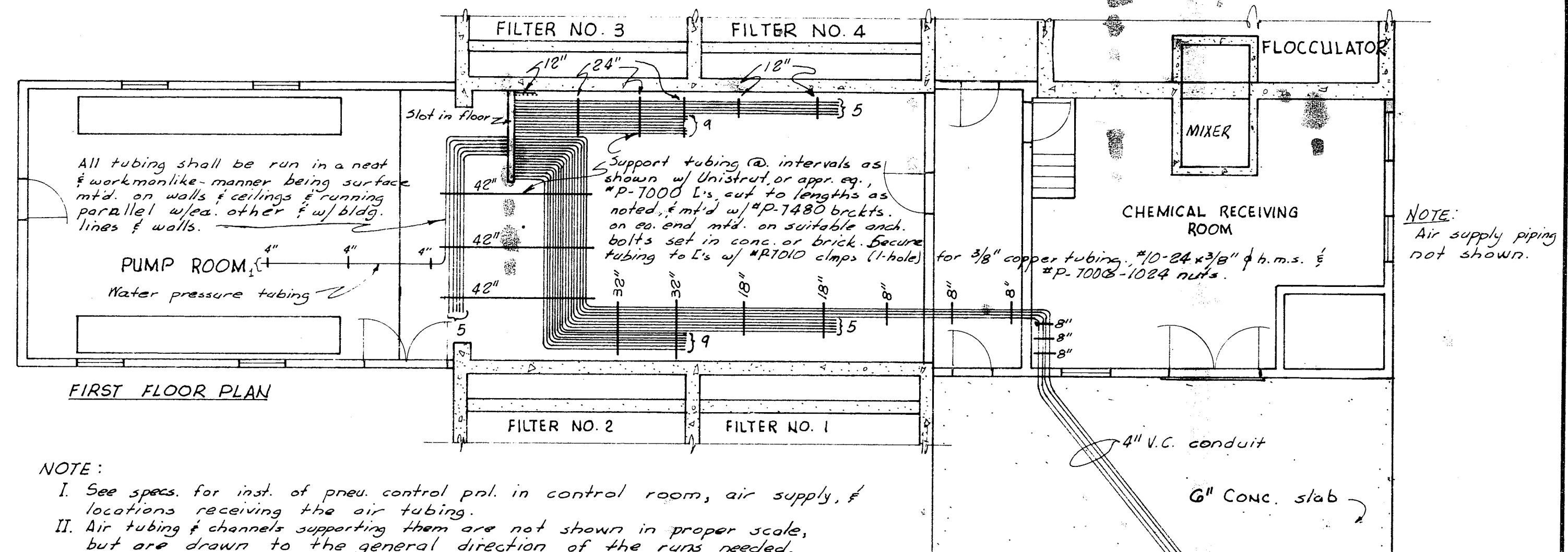
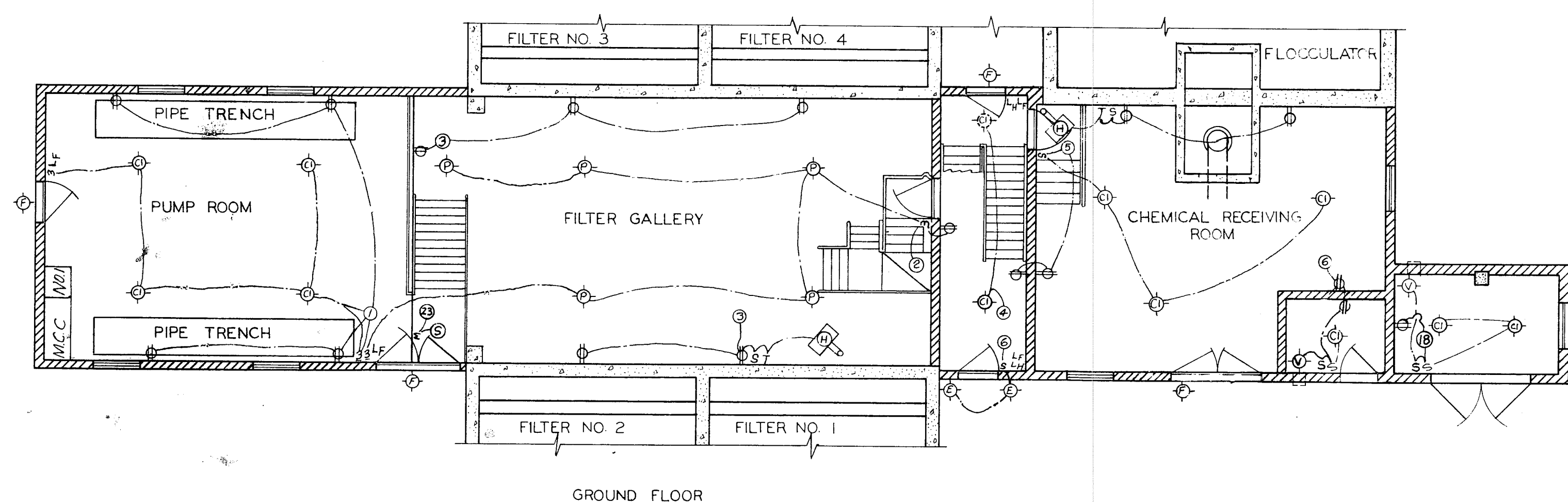
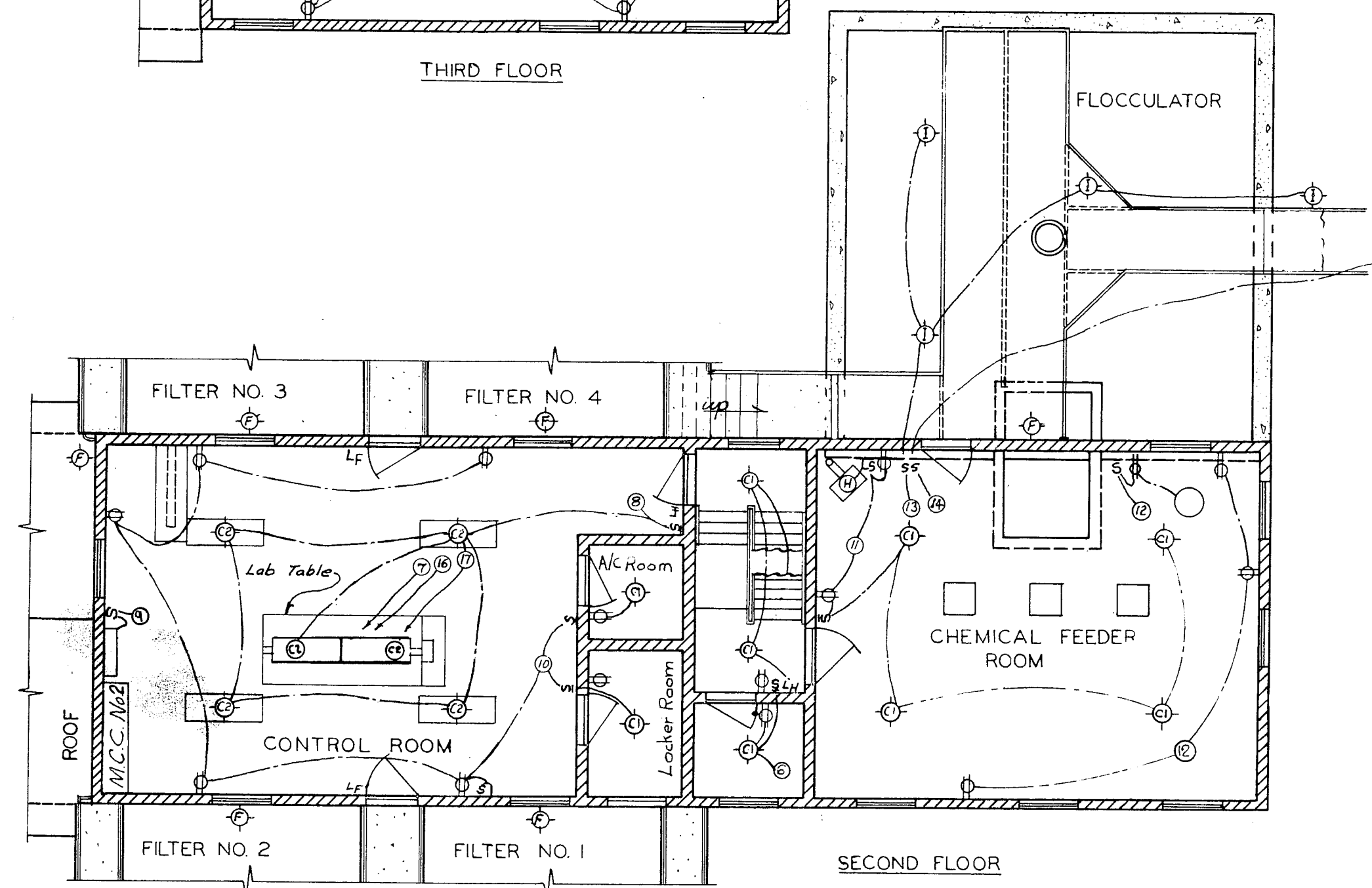
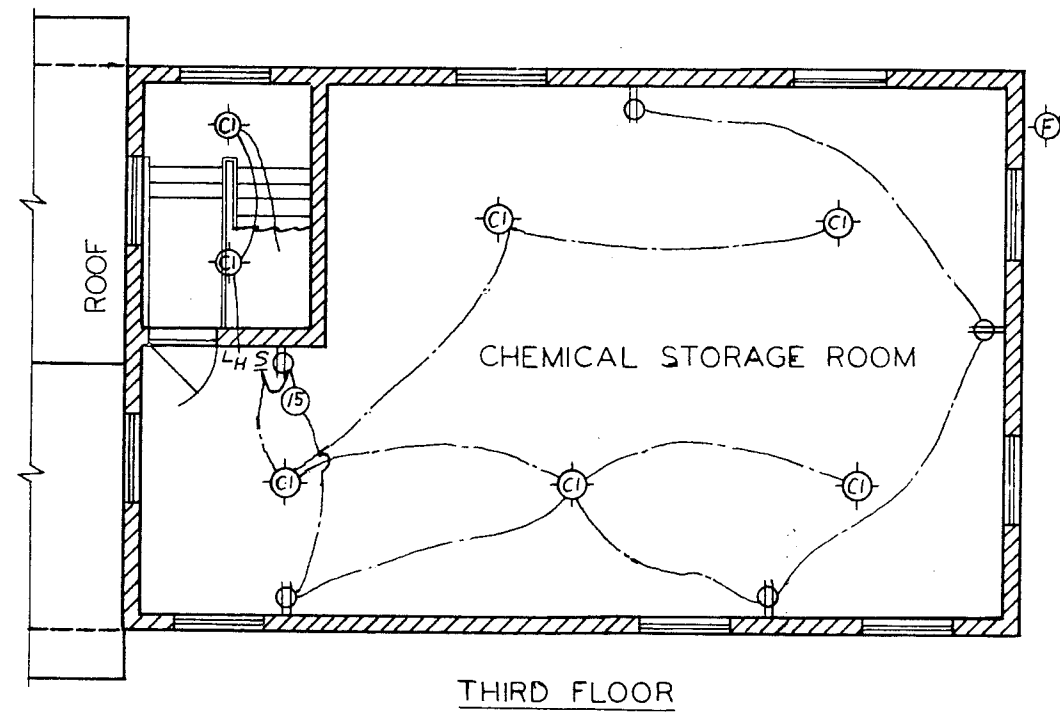
Scale: As shown

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Consulting Engineers
Tyler, Texas

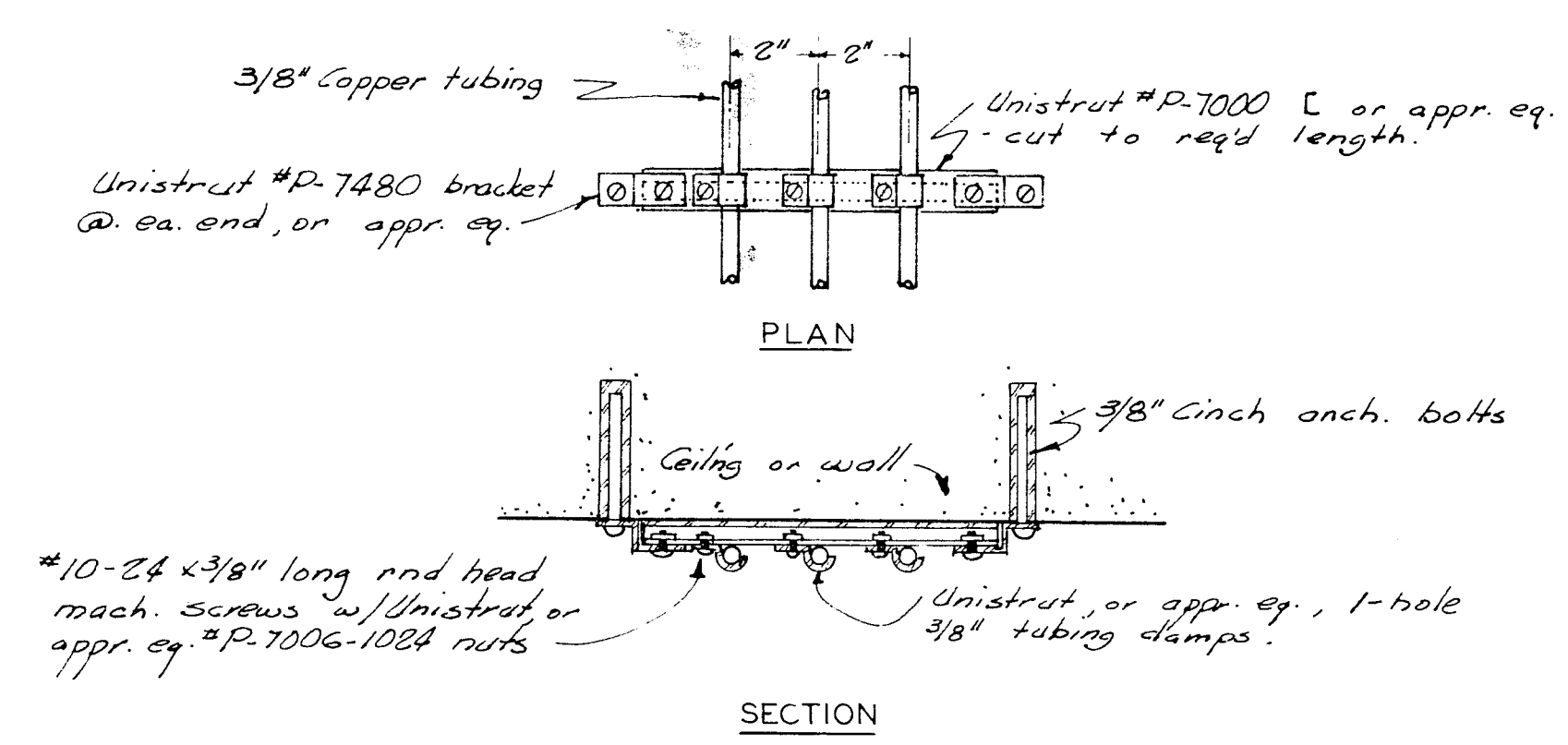
Sheet No. 21 of 24 Sheets



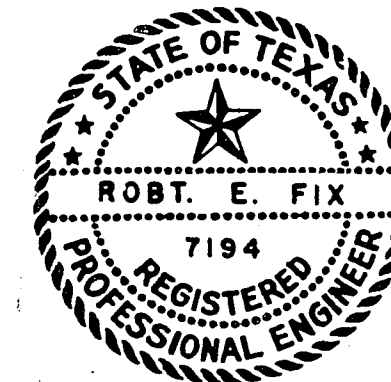
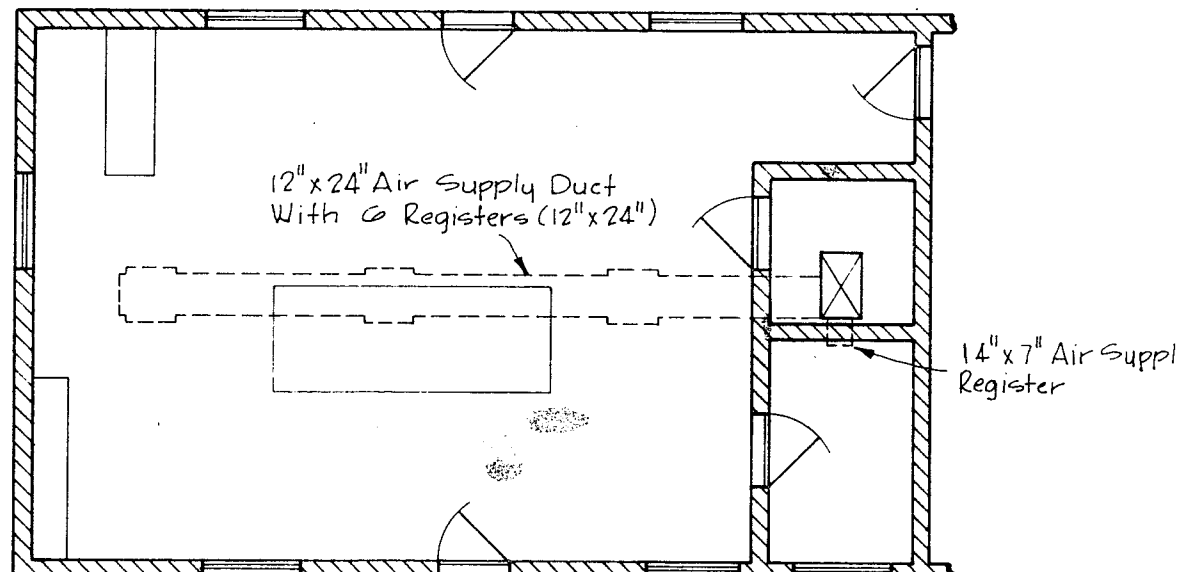
SCHEDULE OF ELECTRICAL FIXTURES AND SWITCHES	
① Incandescent light fixtures - G.E. # AE 3011 w/150W lamp A-23	
② Fluorescent light fixtures - M.I. # F40S-M15 & # F40S-96	
③ Pendant light fixtures - G.E. # AE-3040 w/150W lamp A-23	
④ Floodlight fixture - G.E. TYPE L-55A w/1500 W.G.S. lamp.	
⑤ Sump pump	
⑥ Entrance light fixture - Appleton # G-GSRBF20-1 w/150W lamp & Mounting # G-GW118	
⑦ Gas fired space heater w/elec. fan	
⑧ Electric ventilator	
⑨ Lab table w/ built in elec. outlets	
⑩ Island lighter - G.E. # AE-3040 Pendant Fixtures On 180° 1/2" Cond. Goosenecks w/200W lamps B-25	
⑪ Circuit Breaker No. in lighting panel	
S 2-Way wall switch, GE 5431-1 or appr. eq.	
3 3-Way wall switch GE 5433-1 or appr. eq.	
M Manual motor starting switch, GE # CR1062 or appr. eq.	
L _H Low-voltage wall switch for hall lights, GE # RFS-6 or appr. eq.	
L _F Low-voltage wall switch for flood lights, GE # RFS-6 or appr. eq.	
⑫ Duplex conv. outlets GE 4065-1 or. eq.	



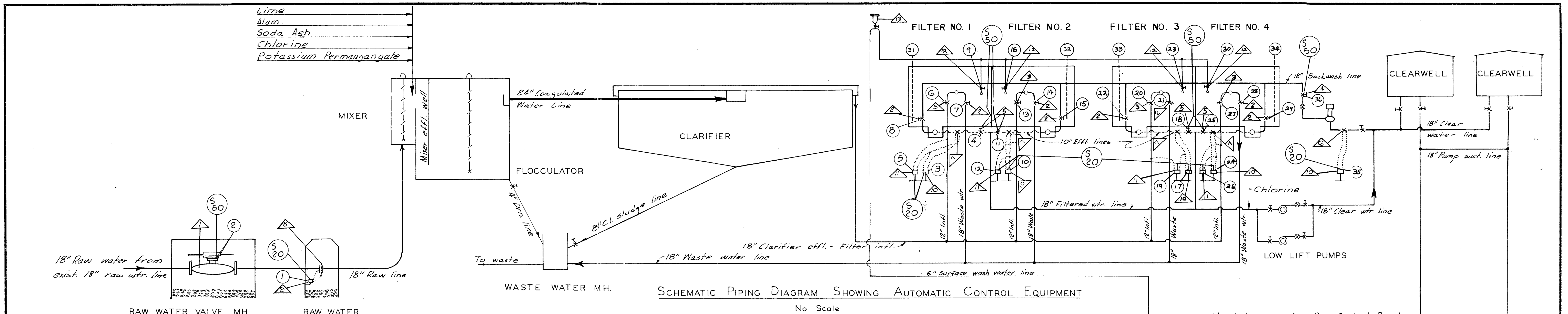
PLAN OF AIR TUBE PIPING
Scale: 1/8" = 1'



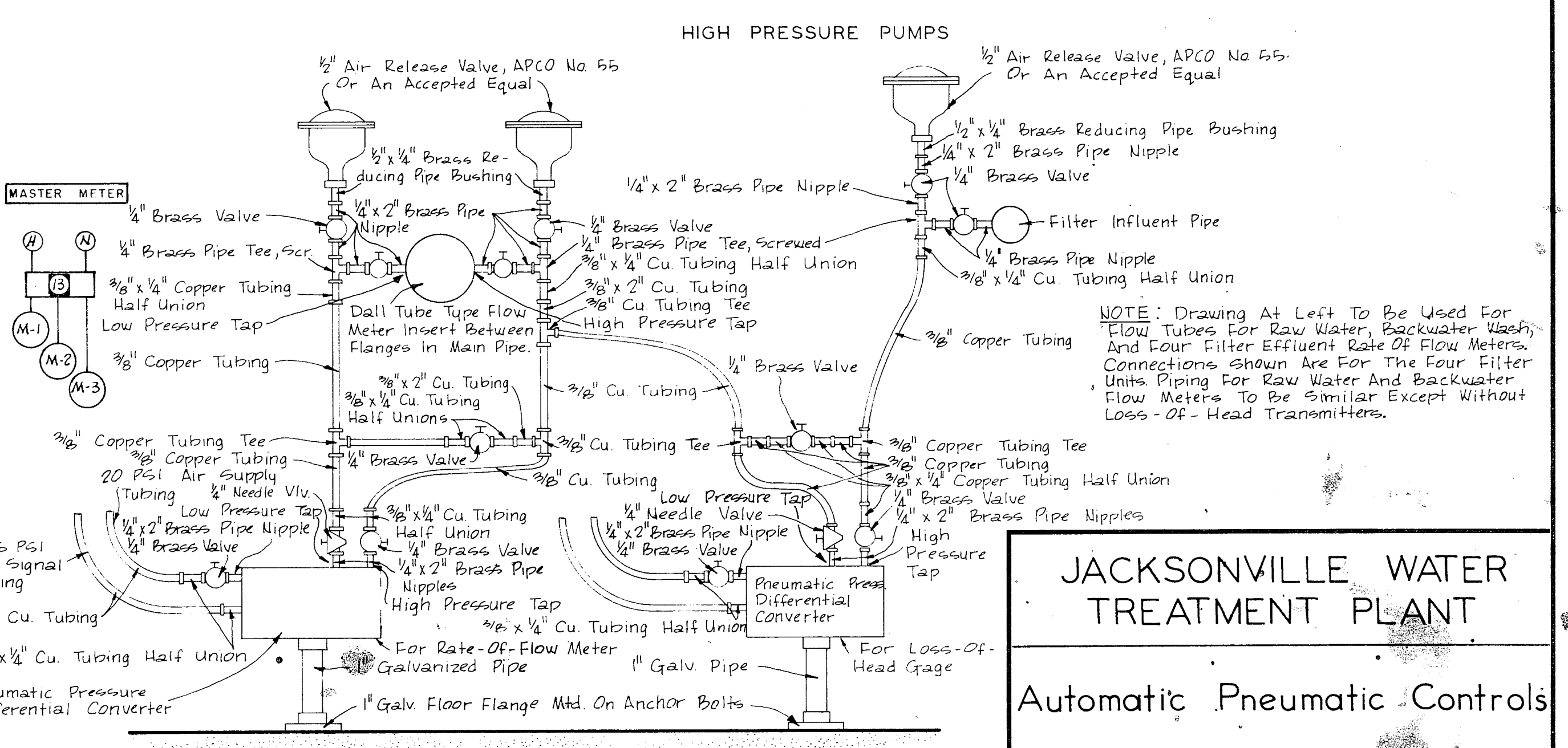
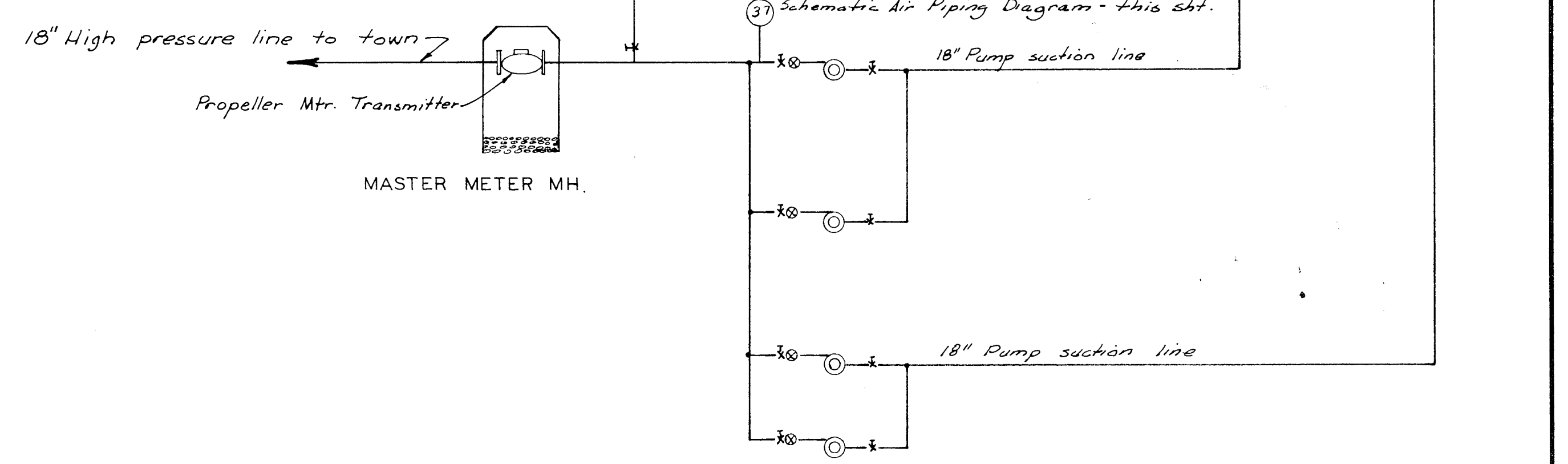
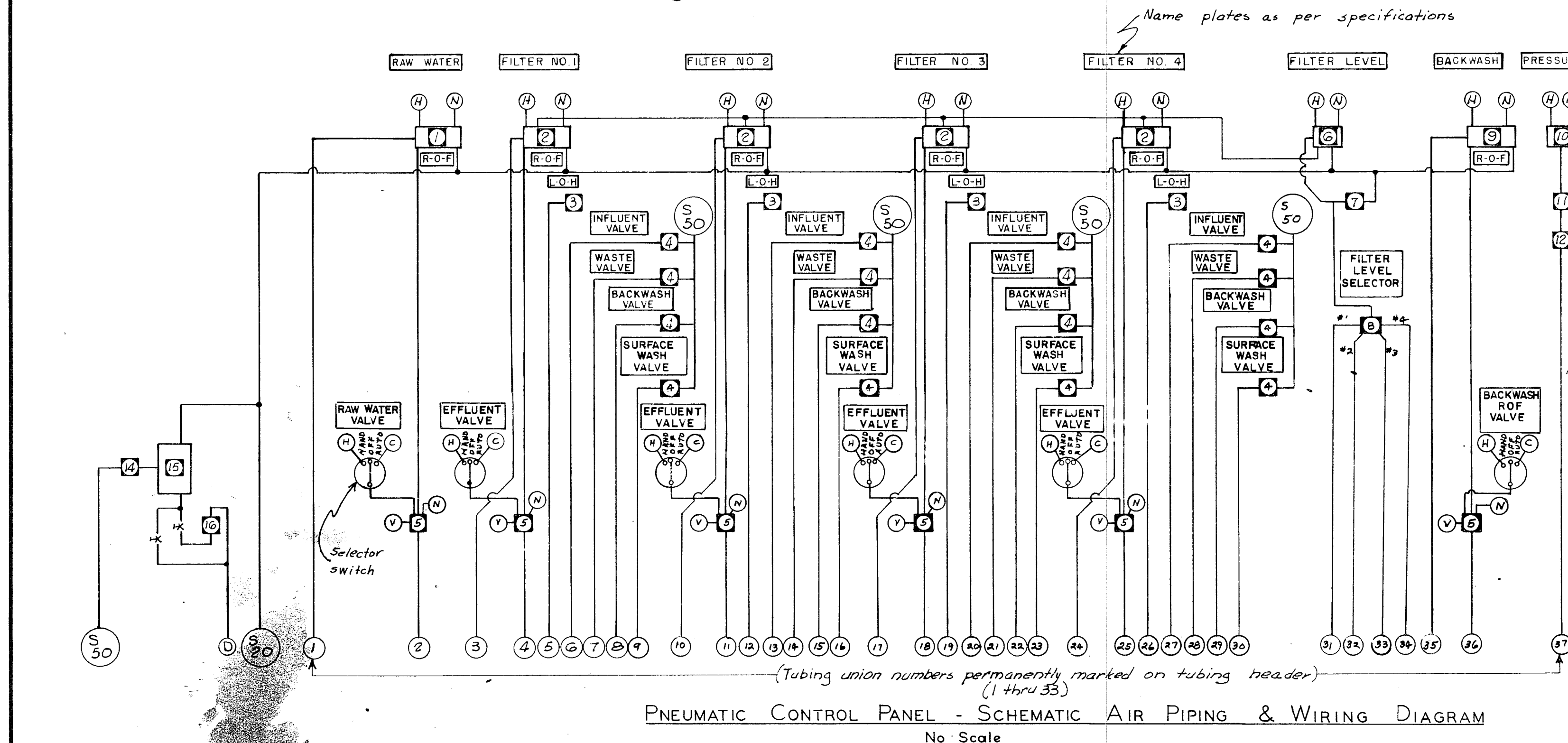
METHOD OF HANGING AIR TUBING
Scale: 3" = 1'



JACKSONVILLE WATER TREATMENT PLANT	
115 V. Wiring Plan; Air Tube Piping Plan	
Drawn by: J.A.D. & G.C.R.	Checked by: R.E.F.
Job No.: 780	Date: June 26, 1964
Scale: 1/8 Inch = 1 Foot Or As Shown	
WISEBAKER, FIX, AND ASSOCIATES Consulting Engineers Tyler, Texas	
Sheet No. 23 of 24 Sheets	



LEGEND	
MARK	DESCRIPTION
1	Raw water Rate-of-Flow controller, miniature recorder, indicator, wide band w/flow set pt. & pneu. reset w/flow set pt. 1.5 MGD calibration.
2	Filter R.O.F. controller, min. recorder, indicator, wide band w/flow set pt. & pneu. reset w/flow set pt. 1.5 MGD calibration.
3	Loss-of-Head gage, calib. to read 0-10' of wtr. w/3-15" air supply.
4	Manual air switches to control remote open-shut pneu. valves.
5	3-way elec. valve to close pneu. valves on shut-down.
6	Filter water level mtr. controller, indic. f min. record, to set control pnts. on filter R.O.F. controllers 0-15' of water calibration.
7	Manual control for bubbler air supply.
8	4-Position air selector switch.
9	Backwash R.O.F. controller, indic. f min. record, wide-band w/flow set pt. & pneu. reset, 3-10 MGD calib.
10	Press. indic. & record, 0-200 psi, min. record, on 18" 24" rad. chart.
11	1/4" Press. snubber, Ray, or app. eq.
12	1/4" Brass gage cock.
13	Master mtr. indic. min. record, & totalizer, Hersey-Sparling or app. eq. 1-10 MGD calibration.
14	Brass press. regulator 50-20".
15	5-gallon water trap.
16	Automatic float rlv. water release w/manual bypass.
17	18" Pneu. valve, throttling
18	18" Pneu. valve, open-close
19	12" Pneu. valve, open-close
20	12" Pneu. valve, throttling
21	10" Pneu. valve, throttling
22	18" Flow tube insert
23	10" Flow tube insert
24	18" Flow tube insert
25	Diff. press. conv. 3-15" sign. prop. to flow
26	Diff. press. conv. for R.O.F. controllers
27	Diff. press. conv. for L.O.H. gages
28	4" Pneu. valve, open-close
29	2" Vacuum breaker valve
30	Air supply at 20 lbs. per sq. in.
31	Air supply at 50 lbs. per sq. in.
32	Vent to atmosphere
33	Drain connection



JACKSONVILLE WATER TREATMENT PLANT

Automatic Pneumatic Controls

Drawn by: GCR Checked by: GCR

Job No.: 780 Date: June 1, 1964

Scale: No scale

WISENBAKER, FIX, AND ASSOCIATES

Consulting Engineers

Tyler, Texas

Sheet No. 24 of 24 Sheet

STATE OF TEXAS

ROBT. E. FIX

REGISTERED PROFESSIONAL ENGINEER

7194

REQUEST FOR PROPOSAL
WATER FILTER REHABILITATION PROJECT

For
City of Jacksonville



RFP # 2023-609-06
DUE DATE: February 24, 2023

Jacksonville Public & Community Services Department
1220 S Bolton St.
Jacksonville, TX 75766
Phone: (903) 589-3510
<http://www.jacksonvilletx.org/>

Contents

SECTION I – WATER FILTER REHABILITATION PROJECT CALENDAR	3
SECTION II – INTRODUCTION AND RFP TERMS AND CONDITIONS	3
SECTION III – DEFINITIONS, TERMS AND CONDITIONS	3
DEFINITIONS	3
ELECTRONIC DOCUMENTS	4
RECEIPT OF PROPOSALS	4
QUESTIONS AND INQUIRIES	4
CITY PREROGATIVE TO ACCEPT/REJECT PROPOSALS	4
REIMBURSEMENTS	4
CERTIFICATION	4
AGREEMENT	5
COMMUNICATION	5
COMPANY OWNERSHIP/MANAGEMENT	5
DISCLOSURE	5
AWARD OF THE CONTRACT	5
ADDENDA	6
FALSE OR MISLEADING STATEMENTS	6
CLARIFICATION OF PROPOSAL	6
RESPONSIVENESS	6
REJECTION OF PROPOSAL	6
INDEMNIFICATION AND RELEASE	6
INDEMNIFICATION	7
RELEASE	7
CONFLICT OF INTEREST	7
SECTION IV - TECHNICAL SPECIFICATIONS GENERAL INFORMATION	7
BACKGROUND	7
GENERAL SCOPE OF WORK	7
REQUIREMENTS	8
CONFLICT OF INTEREST FORM	9

SECTION I – WATER FILTER REHABILITATION PROJECT CALENDAR

February 4 Announce RFP and advertise in newspaper

February 24 Proposals Due / Bid Opening

March 14 City Council awards contract

March 15 Execute Contracts / Agreements

March 16 Contract and Services Begin

SECTION II – INTRODUCTION AND RFP TERMS AND CONDITIONS

The City of Jacksonville is soliciting Proposal(s) for the Rehabilitation of four (4) 352 sq. ft. filters (17'-6"x20'-0") located at the City of Jacksonville, TX Water Production Plant. The company chosen will be required to provide all labor and materials needed to complete the process.

Submissions should include one (1) original, three (3) copies, one (1) electronic copy of the proposal and should be returned in a sealed envelope bearing the following information on the outside of the submittal envelope: the name and address of the respondent, as well as "City of Jacksonville RFP 2023-609-06; Water Filter Rehab."

Response packages will be accepted until 2:00 p.m. on Friday, February 24, 2023, and should be addressed to:

Jacksonville Public & Community Services
Attn: Randall Chandler, Director
1220 S Bolton St.
Jacksonville, TX 75766

SECTION III – DEFINITIONS, TERMS AND CONDITIONS

DEFINITIONS

To simplify the language throughout this request for qualification, the following definitions shall apply:

CITY OF JACKSONVILLE – Same as City.

CITY COUNCIL – The elected officials of the City of Jacksonville, Texas given the authority to exercise such powers and jurisdiction of all City business as conferred by the State Constitution and Laws.

CONTRACT – An agreement between the City and a Provider to furnish supplies and/or services over a designated period during which repeated purchases are made of the commodity and/or service specified.

CITY – The government of the City of Jacksonville, Texas.

CONTRACTOR OR FIRM – The successful Offeror of this request.

RFP – Request for Proposal

ELECTRONIC DOCUMENTS

Requesting firms may be supplied with the original documents in electronic form to aid in the preparation of proposal(s). By accepting these electronic documents, Firms agree not to edit or change the language or format of these documents. Submission of a proposal by Firms signifies full agreement with this requirement.

RECEIPT OF PROPOSALS

The submitted Proposal(s) must be received by the city prior to the time and date specified. The mere fact that the Proposal was dispatched will not be considered; the firm must ensure that the Proposal is delivered.

Regardless of cause, late qualifications will not be accepted and will automatically be disqualified from further consideration. It shall be the Vendor's sole risk to assure delivery at the designated office by the designated time. Late qualifications will not be opened and may be returned to the Vendor at the expense of the Vendor or destroyed if requested.

QUESTIONS AND INQUIRIES

Questions and inquiries about this Request for Proposal should be directed to: Randall Chandler, Director of Public & Community Services at (903) 589-3510. Questions should be submitted in writing no later than seven (7) days prior to the specified due date of the RFP and may be submitted to: Randall.Chandler@jacksonvilletx.org.

The apparent silence of these specifications as to any detail or to the apparent omission from it of a detailed description concerning any point, shall be regarded as meaning that only the best commercial practices are to prevail. All interpretations of these specifications shall be made based on this statement.

CITY PREROGATIVE TO ACCEPT/REJECT PROPOSALS

The City reserves the right to accept or reject any or all Proposals because of this request, to negotiate with all qualified sources, or to cancel, in part or in its entirety, this Request for Proposal if found in the best interest of the City. All Proposals become the property of the City of Jacksonville.

REIMBURSEMENTS

There is no express or implied obligation for the City of Jacksonville to reimburse responding firms for any expenses incurred in preparing Proposals in response to this Request for Proposal and City of Jacksonville will not reimburse responding firms for these expenses, nor will City pay any subsequent costs associated with the provision of any additional information or presentation, or to procure a contract for these services.

CERTIFICATION

Proposals must be completed and submitted as required in this document. Certification form below should be fully completed.

The undersigned affirms that they are duly authorized to execute this contract, that this RFP has not been prepared in collusion with any other firm, and that the contents of this RFP have not been communicated to any other firm prior to the official opening of this RFP.

Signed By:	<u></u>
Title:	<u>President</u>
Typed Name:	<u>KEYUR Gorji P.E.</u>
Company Name:	<u>WETS LLC</u>
Phone No.:	<u>713-409-3366</u>
Fax No.:	<u>N/A</u>
Email:	<u>KEYUR@WETSLLC.COM</u> <u>info@wetsllc.com</u>
Bid Address:	<u>202 Industrial Blvd unit 801</u>
P.O. Box or Street	<u>SUGARLAND TX 77478</u>
City, State ZIP	
Purch. Order Address:	<u>202 Industrial Blvd, unit 801</u>
P.O. Box or Street	<u>SUGARLAND TX 77478</u>
City, State ZIP	
Remit Address:	<u>202 Industrial Blvd, unit 801</u>
P.O. Box or Street	<u>SUGARLAND TX 77478</u>
City, State ZIP	
Federal Tax ID No.:	<u>82-2392038</u>
Date:	

AGREEMENT

Submittals should include any vendor proposed, or required, agreements and contracts regarding this RFP.

COMMUNICATION

Prospective vendors shall communicate only with the staff identified herein during the entire RFP process (from this solicitation to award). The City shall not be responsible for any verbal or non-verbal communication between a potential bidder and any other employees of the City; and such action may be cause for rejection of the subject bidder's proposal. Only written requirements and qualifications, and addenda as issued by the City will be considered.

COMPANY OWNERSHIP/MANAGEMENT

Should there be a change in the awarded vendor ownership or management, the contract may be canceled unless a mutual agreement is reached with the new owner or manager to continue the contract with its present provisions and prices. This contract is nontransferable by either party.

DISCLOSURE

At the public opening, there will be no disclosure of contents to competing firms, and all Proposals will be kept confidential during the negotiation process. Except for trade secrets and confidential information which the Firm identifies as proprietary, all Proposals will be open for public inspection after the contract award.

AWARD OF THE CONTRACT

Award of the contract shall be made to the responsible offeror whose proposal is determined to be the best offer, taking into consideration the relative importance of price and other factors set forth in this

request for proposals.

The contents of the proposal of the successful bidder will become, at our option, a contractual obligation if a contract ensues. Failure of the successful bidder to accept this obligation may result in cancellation of the award.

Proposals submitted are offers only and the decision to accept or reject is a function of quality, reliability, capability, reputation, and expertise of the proposing vendors. The City of Jacksonville reserves the right to terminate the selection process at any time and to reject any or all proposals.

The City of Jacksonville reserves the right to accept the Proposal that is, in its judgment, the best and most favorable to the interests of the City of Jacksonville and to the public; to reject the low price Proposal; to accept any item of any Proposal; to reject any and all Proposals; and to waive irregularities and informalities in any Proposal submitted or in the Request for Proposal process, provided; however, the waiver of any prior defect or informality shall not be considered a waiver of any future or similar defect or informality. Proposing vendors should not rely upon or anticipate such waivers in submitting their Proposal.

ADDENDA

Any addenda to the Proposal specifications issued during the period between issuance of the RFP and receipt of proposals are to be considered covered in the Proposal and in awarding a contract they will become a part thereof. Receipt of addenda should be acknowledged by vendors in their proposal cover letter.

FALSE OR MISLEADING STATEMENTS

If, in our opinion, if a proposal contains false or misleading statements or references that do not support a function, attribute, capability, or condition as contended by the vendor, the entire proposal may be rejected at the discretion of the City.

CLARIFICATION OF PROPOSAL

We reserve the right to obtain clarification of any point in a vendor's proposal or to obtain additional information necessary to properly evaluate a particular proposal. Failure of a vendor to respond to such a request for additional information or clarification may result in rejection of the vendor's proposal.

RESPONSIVENESS

Proposals should respond to all requirements of this RFP to the maximum extent possible. Vendors are asked to clearly identify any limitations or exceptions to the requirements inherent in the proposed system. Alternative approaches will be given consideration if the approach clearly offers us increased benefits.

REJECTION OF PROPOSAL

Proposals that are not prepared in accordance with these instructions to vendors may be rejected/disqualified. If not rejected, the City of Jacksonville may demand correction of any deficiency and accept the corrected Proposal upon compliance with these instructions to proposing vendors.

INDEMNIFICATION AND RELEASE

It is understood that any resulting contract executed will contain the following Indemnification and Release language:

INDEMNIFICATION

It is further agreed that the Contractor (separately and collectively the "Indemnatee") shall indemnify, hold harmless, and defend the City, its officers, agents, and employees from and against any and all claims, losses, damages, causes of action, suits, and liability of every kind, including all expenses of litigation, court costs, and attorney's fees, for injury to or death of any person or for damage to any property arising out of or in connection with the work done by the Contractor under this Contract. Such indemnity shall apply regardless of whether the claims, losses, damages, causes of action, suits, or liability arise in whole or in part from the negligence of the City, any other party indemnified hereunder, the Contractor, or any third party.

RELEASE

The Contractor assumes full responsibility for the work to be performed hereunder and hereby releases, relinquishes, and discharges the City, its officers, agents, and employees from all claims, demands, and causes of action of every kind and character, including the cost of defense thereof, for any injury to or death of any person and any loss of or damage to any property that is caused by, alleged to be caused by, arising out of, or in connection with the Contractor's work to be performed hereunder. This release shall apply regardless of whether said claims, demands, and causes of action are covered in whole or in part by insurance and regardless of whether such injury, death, loss, or damage was caused in whole or in part by the negligence of the City, any other party released hereunder, the Contractor, or any third party.

CONFLICT OF INTEREST

Provide a completed copy of the Conflict-of-Interest Questionnaire (Form CIQ) and Certificate of Interested Parties form upon contract execution.

SECTION IV - TECHNICAL SPECIFICATIONS GENERAL INFORMATION

BACKGROUND

The City of Jacksonville is in an area of rolling hills in East Texas, north of the county seat, Rusk, and south of Tyler, in neighboring Smith County, on U.S. Route 69. The north-south Highway 69 intersects the east-west U.S. Route 79. The city was founded in 1847 and incorporated in 1921. With a current population of approximately 15,000 in the city limits, it is the principal city of the Jacksonville Micropolitan Statistical Area, which includes all Cherokee County, and part of the larger Tyler-Jacksonville combined statistical area. The City of Jacksonville has a 14.1 square mile footprint. The City of Jacksonville is a home-rule city that operates under the Council-Manager form of government. The city provides a full range of municipal services as prescribed by statute or charter. These services include police, fire and emergency medical services, parks and recreational facilities, library services, street maintenance and construction, public improvements, general administrative services and water, sewer, and sanitation systems.

GENERAL SCOPE OF WORK

1. Contractor is responsible for removing existing media, using Contractor provided equipment. Material is to be placed in a dumpster provided by the contractor for removal by the contractor.
2. Pressure wash each filter.
3. Painting of the interior of each filter, using NSF-approved TNEMEC paint.
4. Cleaning of Wheeler/Leopold underdrains as required.
5. Cleaning underdrain holes.
6. Remove existing and replace with new sixteen (16) surface wash arms, and change all Leopold rubber seals for disposal by the city.
7. Installing and checking surface wash functionality meeting AWWA design criteria.

8. Replace new sixteen (16) brass swivel joint surface agitators, and Leopold rubber seals, for equal flow distribution.
9. See attached Cross section filter map for filter media details for the replacement of sand, gravel, and anthracite. (See Attachment 1)

REQUIREMENTS

1. Provide Repair and Rehabilitation Services under the direction of a Licensed Texas Professional Engineer.
2. Provide on request, a list of five (5) projects of similar scope.
3. To meet TCEQ, AWAA, and NSF-61 requirements.
4. Two filters rehab while others are in operations.
5. Rehab completion time for two (2) filters should not exceed more than 10 days.
6. Contractor has to ensure all media for all four filters should be available at the site. All media super sack bags should be properly secured and protected.

PROPOSER(S) PERSONNEL

1. Proposer (s) shall take measures to protect existing structures and exterior grounds.
2. Proposer(s) will be responsible for any damage to areas surrounding the delivery site.

CONFLICT OF INTEREST FORM



ATTENTION VENDORS DOING BUSINESS WITH THE CITY OF JACKSONVILLE

Pursuant to House Bill 914, Local Government Code, chapter 176, a person or business and their agents who does business with the City of Jacksonville is required to complete a conflict-of-interest questionnaire (Form CIQ) no later than seven days after being contacted by City of Jacksonville for the purpose of establishing a business relationship. This legal requirement went into effect as of January 1, 2006.

Failure to meet this requirement could result in termination of your business relationship with the City of Jacksonville, whether or not a contract is in place. This is a legal requirement that supersedes contract provisions relating to termination.

Thank you for your cooperation.

Randall Chandler
Director, Public & Community Services
City of Jacksonville
903-589-3510
Randall.Chandler@jacksonvilletx.org

CONFLICT OF INTEREST QUESTIONNAIRE**FORM CIQ**

For vendor or other person doing business with local governmental entity

This questionnaire reflects changes made to the law by H.B. 1491, 80th Leg., Regular Session.

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

By law this questionnaire must be filed with the records administrator of the local governmental entity no later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed.
See Section 176.006, Local Government Code,

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

OFFICE USE ONLY**Date Received:**

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

☐

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

3. Name of local government officer with whom filer has employment or business relationship.

Name of Officer

This section (item 3 including subparts A, B, C and D) must be completed for each officer with whom the filer has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the filer of the questionnaire?

☐

Yes

☐

No

B. Is the filer of the questionnaire receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity?

☐

Yes

☐

No

C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer services as an officer or director, or holds an ownership of 10 percent or more?

☐

Yes

☐

No

D. Describe each employment or business relationship with the local government officer named in this section.

4.

Signature of person doing business with the governmental entity

Date

BID FOR CONSTRUCTION of Rehabilitation of four (4) 352 Sq ft Filters, for the City of Jacksonville, TX as follows:

Having examined the project site, I the bidder, submit this bid.

In submitting this bid, I agree:

1. Provide Repair and Rehabilitation Services under the direction of a Texas Licensed Professional Engineer.
2. Provide a list of five (5) projects of similar scope on request.
3. To meet TCEQ, AWWA, and NSF-61 requirements.
4. Performance Bond Required.

The work required includes the following:

BASE BID

1. Remove existing media, using contractor-provided equipment. Materials are placed in a dumpster for safe disposal by the contractor.
2. Remove existing and replace with new sixteen (16) surface wash arms and change all Leopold rubber seals for disposal by the city.
3. Pressure wash each filter.
4. Cleaning of Wheeler/Leopold underdrains as required.
5. Painting each filter's interior, using NSF-approved TNESEC paint.
6. Supply new sixteen (16) brass swivel joint surface agitators, and Leopold rubber seals, for equal flow distribution.
7. Installing and checking surface wash functionally meets AWWA design criteria.

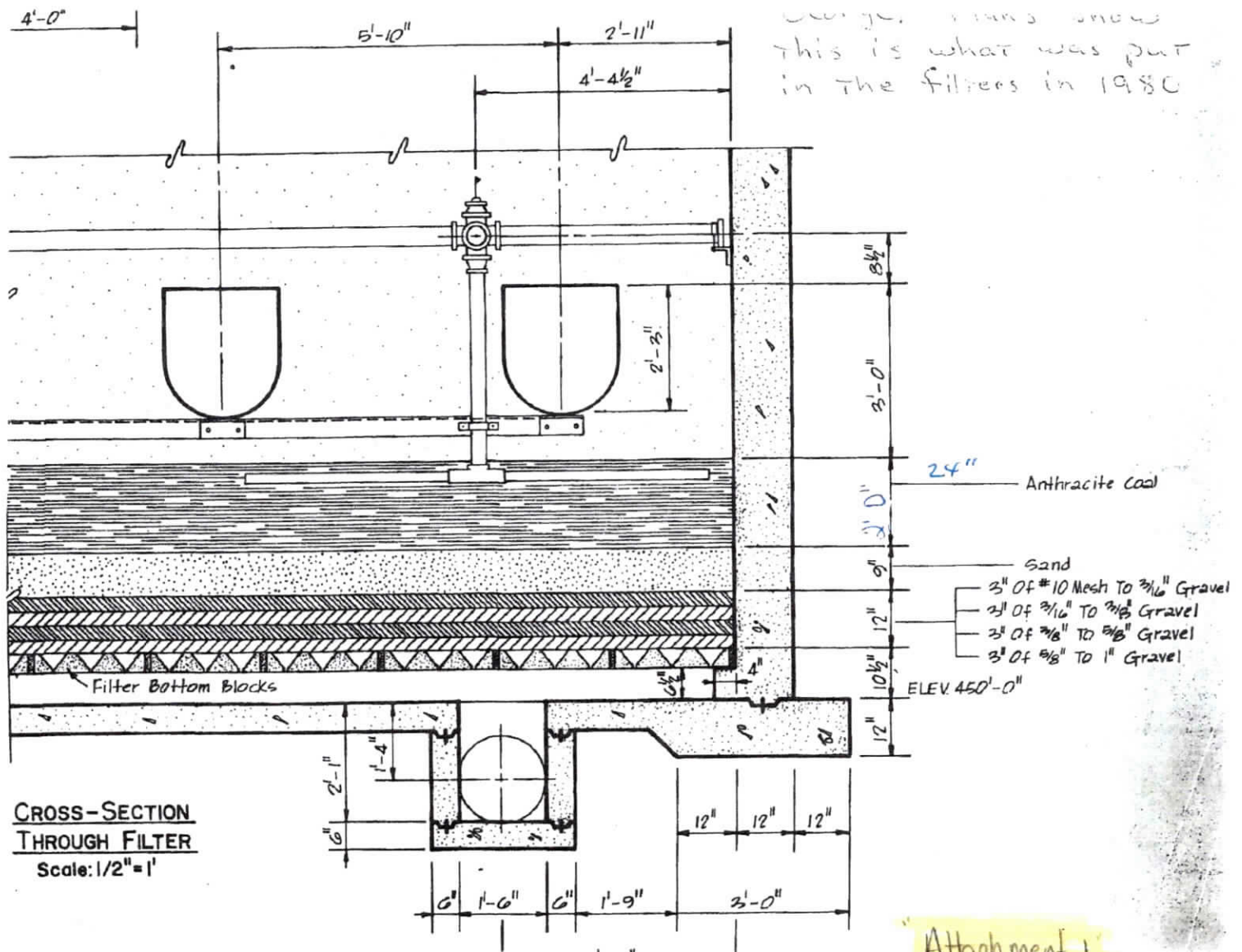
Total Cost for Items 1-7: \$ 311,500.00

Bidder: WETS LLC
Address: 202 Industrial Blvd, unit 801
SUGAR LAND, TX 77478
Phone: 713-409-3366
Email: info@wetsllc.com or Keyur@wetsllc.com
Signed By: 
Date: 02.20.2023

As Bidder, I acknowledge that:

The owner reserves the right to reject any and all bids.

The award of the contract may be made on the BASE BID only or any combination of the BASE BID plus options.



RFP Number	2023-609-06
Event Title	Water Filter Rehabilitation Project
Event Description	Filter and Surface Wash Arm Replacement
Issue Date	Saturday, February 4, 2023
Close Date	Friday, February 24, 2023

Organization	City of Jacksonville
Workgroup	Community & Public Services
Contact	Randall Chandler
Email	Randall.Chandler@jacksonville.tx.org
Phone	903-589-3510

Bidder	Address		Total Bid Cost
1 WETS LLC	202 Industrial Blvd, Unit 801	Sugarland, Tx 77478	713-409-3366
			\$311,500.00

2			
---	--	--	--

3			
---	--	--	--

4			
---	--	--	--

5			
---	--	--	--



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>4/11/2023</u>	ITEM NUMBER:	<u>11.</u>
DEPARTMENT:	<u>Administration</u>	PREPARED BY:	<u>Greg Lowe, City Secretary</u>
INITIATED BY:	<u>Greg Lowe, City Secretary</u>	EXHIBITS:	<u>Bid Tab CMAR Civic Center</u>

EXECUTIVE SUMMARY:

City staff recently issued an RFP for a construction manager at risk to manage the remodel of the civic center. Four proposals were received with the total of all general conditions ranging from 17.46% to 28.50%. While all four general contractors are qualified for the project, staff is recommending SCI Construction be awarded the contract.

RECOMMENDED ACTION:

Award the construction manager at risk contract to SCI Construction and authorize the city manager to negotiate and enter into a contract with SCI.

BID AND AWARD:

Award the project to SCI Construction.

BUDGET DATA:

BUDGET JUSTIFICATION:

STRATEGY MAP

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

POLICY/GOAL CONSIDERATION:

LEGAL:

	SCI Construction	Watson Construction	Berry and Clay	Paragon Construction
FEE: (percentage of GMP) Includes the cost of Overhead, Profit, Home Office Labor and Expenses.	6.00%	9.60%	5.00%	10.00%
1. GENERAL CONDITIONS COST: (percentage of GMP)				
2.1 Premium for 100% Performance and Payment Bonds	0.81%	1.50%	1.80%	2.00%
2.2 General, Automobile & Umbrella Liability Insurance	0.50%	0.40%	0.32%	1.00%
2.3 Builder's Risk Insurance	0.15%	0.10%	0.28%	0.50%
2.4 Indirect Costs are the following	10.00%	6.90%	16.00%	15.00%
TOTAL OF ALL GENERAL CONDITIONS COST	17.46%	18.50%	23.40%	28.50%



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	4/11/2023	ITEM NUMBER:	12.
DEPARTMENT:	Administration	PREPARED BY:	Chris Silvey, BUILDING INSPECTOR
INITIATED BY:	Chris Silvey, BUILDING INSPECTOR	EXHIBITS:	RFP 2023-601-01 - Condemnation bid

EXECUTIVE SUMMARY:

The City of Jacksonville recently identified and condemned 21 structures at the Zoning Board of Adjustments meeting. An RFP was published and bids submitted on March 27, 2023 for the demolitions. Staff has scored the bid proposals and is requesting approval of contractor's bids. In the support information, each group of houses to be demolished is highlighted in yellow under the corresponding staff recommended contractor. The staff is recommending Adkins Construction for Groups 2 & 4 and DEAA Corp for Groups 1 & 3.

RECOMMENDED ACTION:

Make a motion awarding the bids as recommended by staff.

BID AND AWARD:

Adkins Construction - Groups 2 & 4
Deaa Corp. - Groups 1 & 3

BUDGET DATA:

BUDGET JUSTIFICATION:

STRATEGY MAP

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

POLICY/GOAL CONSIDERATION:**LEGAL:**



THE CITY OF JACKSONVILLE

Demolition Contractors Services of qualified demolition contractors for removal of 9 structures RFP # 2023-601-01		Adkins Construction		DEAA Corp.		We Rock	
		Group 1	\$ 35,638.00	Group 1	\$ 31,571.54	Group 1	\$ 49,500.00
		Group 2	\$ 27,222.00	Group 2	\$ 36,458.02	Group 2	\$ 46,500.00
		Group 3	\$ 24,372.00	Group 3	\$ 20,570.79	Group 3	\$ 35,700.00
		Group 4	\$ 20,022.00	Group 4	\$ 26,675.22	Group 4	\$ 40,300.00
		TOTAL	\$ 107,254.00	TOTAL	\$ 115,275.57	TOTAL	\$ 131,700.00
1	Group 1						
2	1001 Bethune		\$ 5,152.00		\$ 6,589.61		\$ 8,900.00
3	208 Ladd		\$ 12,970.00		\$ 9,459.68		\$ 12,900.00
4	902 Austin		\$ 9,320.00		\$ 6,812.38		\$ 12,900.00
5	1025 Benson		\$ 4,280.00		\$ 4,356.27		\$ 7,900.00
6	713 Crockett		\$ 3,916.00		\$ 4,353.60		\$ 6,900.00
7	Total Cost		\$ 35,638.00		\$ 31,571.54		\$ 49,500.00
	Total Score		80		90		70
8	Group 2						
9	610 Greely		\$ 4,707.00		\$ 6,259.33		\$ 10,900.00
10	1408 Jefferson		\$ 5,449.00		\$ 8,366.28		\$ 7,900.00
11	119 Lloyd		\$ 6,184.00		\$ 9,464.66		\$ 10,900.00
12	219 Myrtle		\$ 4,732.00		\$ 7,269.95		\$ 7,900.00
13	817 N Bolton		\$ 6,150.00		\$ 5,097.80		\$ 8,900.00
14	Total Cost		\$ 27,222.00		\$ 36,458.02		\$ 46,500.00
	Total Score		80		80		70
15	Group 3						
16	821 Sheridan		\$ 3,762.00		\$ 4,770.98		\$ 9,500.00
17	1030 Skyline		\$ 4,924.00		\$ 5,439.28		\$ 7,300.00
18	628 Travis		\$ 6,492.00		\$ 5,098.78		\$ 9,400.00
19	706 Tyler		\$ 4,844.00		\$ 5,261.75		\$ 9,500.00
20	890 Sherman			Structure Gone	\$ -	Structure Gone	\$ -
21	Total Cost		\$ 20,022.00		\$ 20,570.79		\$ 35,700.00
	Total Score		80		80		70
22	Group 4						
23	913 Sims		\$ 3,944.00		\$ 4,772.12		\$ 6,900.00
24	603 Davis		\$ 4,700.00		\$ 3,484.56		\$ 6,900.00
25	810 Sims		\$ 3,825.00		\$ 4,771.55		\$ 6,500.00
26	812 Sims		\$ 3,993.00		\$ 4,760.68		\$ 6,500.00
27	914 Grant		\$ 3,286.00		\$ 5,111.04		\$ 6,500.00
28	910 Grant		\$ 3,531.00		\$ 3,775.27		\$ 7,000.00
29	Total Cost		\$ 23,279.00		\$ 26,675.22		\$ 40,300.00
30	Total Cost		\$ 107,254.00		\$ 115,275.57		\$ 131,700.00
31	Total Score		80		80		70

Scoring Criteria

Cost of Service : After listing bids from lowest to highest price, the contractor with the lowest price will be awarded 80 points. Each subsequent bidder will receive 10 points less.

References : Contractors that submit references (to include contact information) for three demolition projects of similar scope completed within the last 90-days will receive 10

Past experience with the City: Contractors with favorable prior experience related to work directly paid for by the City and completed within the last 5-years will be awarded 10 points.



THE CITY OF JACKSONVILLE

Demolition Contractors

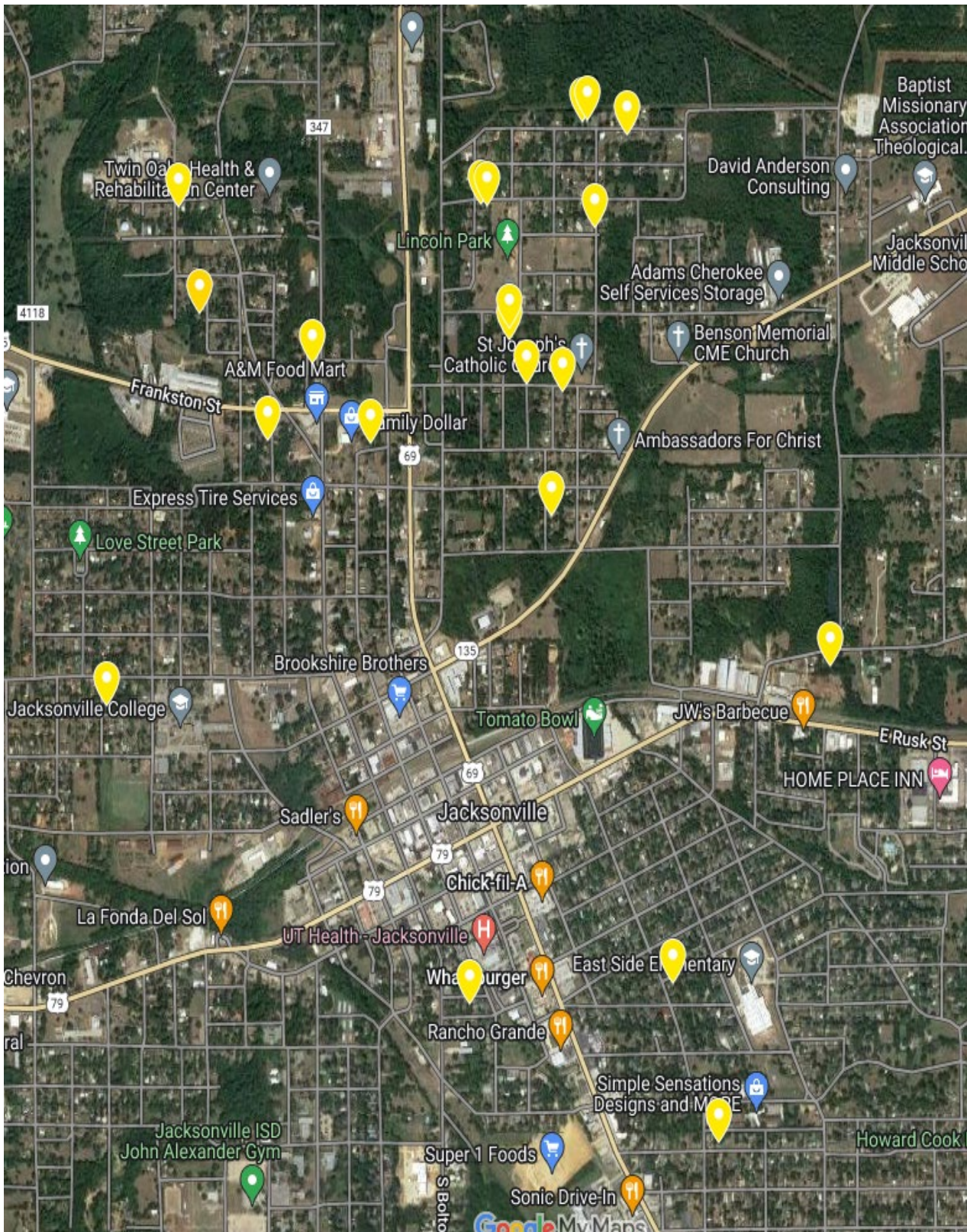
Services of qualified demolition contractors for removal of
21 structures

Group 1	<u>Cost of Service</u> (80 Points)	<u>References</u> (10 Points)	<u>Past experience with</u> <u>the City</u> (10 Points)	(Total)
<u>ADKINS CONSTRUCTION</u>				
Group 1	70	0	0	70
Group 2	80	0	0	80
Group 3	80	0	0	80
Group 4	80	0	0	80

<u>DEAA CORPORATION</u>				
Group 1	80	0	10	90
Group 2	70	0	10	80
Group 3	70	0	10	80
Group 4	70	0	10	80

<u>WE ROCK</u>				
Group 1	60	0	10	70
Group 2	60	0	10	70
Group 3	60	0	10	70
Group 4	60	0	10	70

LOCATION EXHIBIT





Group 1: 1001 Bethune



Group 1: 208 Ladd



Group 1: 902 Austin



Group 1: 1025 Benson



Group 1: 713 Crockett



Group 2: 610 Greely



Group 2: 1408 Jefferson



Group 2: 119 Lloyd



Group 2: 219 Myrtle



Group 2: 817 N Bolton



Group 3: 821 Sheridan



Group 3: 1030 Skyline



Group 3: 638 Travis



Group 3: 706 Tyler



Group 3: 706 Tyler



Group 4 : 913 Sims



Group 4 : 603 Davis



Group 4 : 810 Sims



Group 4 : 812 Sims



Group 4 : 914 Grant



Group 4 : 910 Grant



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>4/11/2023</u>	ITEM NUMBER:	<u>13.</u>
DEPARTMENT:	<u>Administration</u>	PREPARED BY:	<u>Greg Lowe, City Secretary</u>
INITIATED BY:	<u>Randall Chandler, Director of Community and Public Services</u>	EXHIBITS:	<u>2023-04-05 J.Hubbard Award Consideration Letter, 101154 Bid Tabulation</u>

EXECUTIVE SUMMARY:

Staff recently went out for RFP for the rehabilitation of the ground storage tank for well #3 located on Tena St. On April 4, 2023, ten responses were opened and scored. N.G. Painting, L.P., of Kerville, Texas submitted the low total bid in the amount of \$366, 950. The staff is recommending the contract be awarded to N.G. Painting.

RECOMMENDED ACTION:

Make a motion awarding the rehabilitation project on well #3 ground storage tank to L.G. Paintin, L.P.

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

STRATEGY MAP

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

POLICY/GOAL CONSIDERATION:**LEGAL:**

All notices were posted and given as required by law.

April 5, 2023

Mr. James Hubbard
City Manager
City of Jacksonville
315 S. Ragsdale St.
Jacksonville, TX 75766

via email

RE: City of Jacksonville
Well No. 3 Ground Storage Tank Rehabilitation
KSA Project No. 101154
Award Consideration & Bid Tabulation

Dear Mr. Hubbard:

Sealed bids were received, publicly opened, and read aloud for the above referenced project on Tuesday, April 4, 2023 at 2:00 P.M. at Jacksonville City Hall. A total of ten (10) bids were received, as shown on the attached bid tabulation.

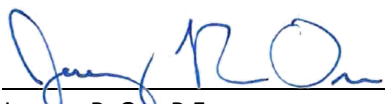
The notification and advertising process for this bid included advertisement in the local newspaper, electronic notifications to contractors and subcontractors known to perform this type of work, and presentation of the plans and specifications on www.civcastusa.com.

N.G. Painting, L.P., of Kerrville, Texas submitted the low total bid in the amount of \$365,950.00.

From the review of the information provided in the bid proposal, the low bidder appears qualified to perform the work required and is capable of successfully completing the project.

Sincerely,

KSA



Jeremy R. Orr, P.E.
Municipal Team Leader

Enclosure: Bid Tabulation

cc:

BID TABULATION

City of Jacksonville
Well No. 3 Ground Storage Tank Rehabilitation
KSA Project No. 101154
Bid Date: Tuesday, April 4, 2023

01 N.G. Painting, L.P. 1225 Bandera Hwy., Ste. A2 Kerrville, TX 78028 830.257.5940	02 JK Tank Services, LLC dba Texas Tank Services 103 Stacy Drive Whitehouse, TX 75791 903.839.2830
--	---

BID ITEM	DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
BASE BID							
1.01	Mobilization, Insurance, and Bonds	LS	1	\$5,000.00	\$5,000.00	\$7,500.00	\$7,500.00
1.02	Existing Lead Paint Sampling and Testing	LS	1	\$3,000.00	\$3,000.00	\$500.00	\$500.00
1.03	Lead Abatement, Containment, and Disposal	LS	1	\$5,000.00	\$5,000.00	\$40,000.00	\$40,000.00
1.04	Control Emissions from Blasting and Painting	LS	1	\$5,000.00	\$5,000.00	\$15,000.00	\$15,000.00
1.05	Steel Repairs to Ground Storage Tank	LBS	1,000	\$7.00	\$7,000.00	\$20.00	\$20,000.00
1.06	Repair Pitted Steel with Epoxy Filler	GAL	30	\$100.00	\$3,000.00	\$500.00	\$15,000.00
1.07	Remove Float Level Gauge	EA	1	\$1,000.00	\$1,000.00	\$250.00	\$250.00
1.08	Remove Antenna	EA	1	\$1,000.00	\$1,000.00	\$250.00	\$250.00
1.09	Remove Electrode Level Controls from Tank	LS	1	\$1,000.00	\$1,000.00	\$1,250.00	\$1,250.00
1.10	Replace Steel Tank Roof	LS	1	\$145,000.00	\$145,000.00	\$83,500.00	\$83,500.00
1.11	Replace Tank Interior Ladder	EA	1	\$5,000.00	\$5,000.00	\$4,500.00	\$4,500.00
1.12	Safety Climb System for Interior Ladder	EA	1	\$4,000.00	\$4,000.00	\$2,199.00	\$2,199.00
1.13	Safety Climb System for Exterior Ladder	EA	1	\$4,000.00	\$4,000.00	\$3,250.00	\$3,250.00
1.14	Sample Tap and Pressure Gauge Assembly	EA	1	\$2,000.00	\$2,000.00	\$650.00	\$650.00
1.15	6-in Flap Valve Assembly	EA	1	\$4,000.00	\$4,000.00	\$800.00	\$800.00
1.16	Blast and Paint Interior of 250,000 Ground Storage Tank	LS	1	\$70,000.00	\$70,000.00	\$91,770.00	\$91,770.00
1.17	Blast and Paint Exterior of 250,000 Ground Storage Tank	LS	1	\$68,000.00	\$68,000.00	\$40,750.00	\$40,750.00
1.18	Blast and Paint Well Discharge Piping and Slab	LS	1	\$2,000.00	\$2,000.00	\$2,500.00	\$2,500.00
1.19	Blast and Paint Booster Pumps and Piping	LS	1	\$4,000.00	\$4,000.00	\$7,250.00	\$7,250.00
1.20	Logo Painting	EA	1	\$4,000.00	\$4,000.00	\$12,500.00	\$12,500.00
1.21	OSHA Confined Space Entry Label	EA	3	\$200.00	\$600.00	\$45.00	\$135.00
1.22	Tank Testing and Disinfection	EA	1	\$2,000.00	\$2,000.00	\$1,000.00	\$1,000.00
1.23	Hydromulch	AC	0.35	\$1,000.00	\$350.00	\$1,250.00	\$437.50
1.24	Miscellaneous Allowance	AL	1	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00
TOTAL BID AMOUNT					\$365,950.00		\$370,991.50

Compiled by:

KSA

TBPE Firm Registration No. F-1356



Jeremy R. Orr, P.E.
Project Manager

BID TABULATION

City of Jacksonville
Well No. 3 Ground Storage Tank Rehabilitation
KSA Project No. 101154
Bid Date: Tuesday, April 4, 2023

03
Viking Painting, LLC
10905 Harrison St.
La Vista, NE 68128
833.847.8265

04
Tankez Coatings, Inc.
2221 Loving Ave.
Ft. Worth, TX 76164
817.714.1016

BID ITEM	DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
BASE BID							
1.01	Mobilization, Insurance, and Bonds	LS	1	\$9,100.00	\$9,100.00	\$15,000.00	\$15,000.00
1.02	Existing Lead Paint Sampling and Testing	LS	1	\$1,600.00	\$1,600.00	\$6,000.00	\$6,000.00
1.03	Lead Abatement, Containment, and Disposal	LS	1	\$20,000.00	\$20,000.00	\$7,000.00	\$7,000.00
1.04	Control Emissions from Blasting and Painting	LS	1	\$60,000.00	\$60,000.00	\$25,000.00	\$25,000.00
1.05	Steel Repairs to Ground Storage Tank	LBS	1,000	\$15.00	\$15,000.00	\$10.00	\$10,000.00
1.06	Repair Pitted Steel with Epoxy Filler	GAL	30	\$125.00	\$3,750.00	\$200.00	\$6,000.00
1.07	Remove Float Level Gauge	EA	1	\$1,500.00	\$1,500.00	\$7,500.00	\$7,500.00
1.08	Remove Antenna	EA	1	\$900.00	\$900.00	\$1,000.00	\$1,000.00
1.09	Remove Electrode Level Controls from Tank	LS	1	\$1,200.00	\$1,200.00	\$1,000.00	\$1,000.00
1.10	Replace Steel Tank Roof	LS	1	\$100,000.00	\$100,000.00	\$85,000.00	\$85,000.00
1.11	Replace Tank Interior Ladder	EA	1	\$4,300.00	\$4,300.00	\$3,000.00	\$3,000.00
1.12	Safety Climb System for Interior Ladder	EA	1	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
1.13	Safety Climb System for Exterior Ladder	EA	1	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
1.14	Sample Tap and Pressure Gauge Assembly	EA	1	\$1,900.00	\$1,900.00	\$3,500.00	\$3,500.00
1.15	6-in Flap Valve Assembly	EA	1	\$2,500.00	\$2,500.00	\$3,000.00	\$3,000.00
1.16	Blast and Paint Interior of 250,000 Ground Storage Tank	LS	1	\$66,500.00	\$66,500.00	\$95,000.00	\$95,000.00
1.17	Blast and Paint Exterior of 250,000 Ground Storage Tank	LS	1	\$54,200.00	\$54,200.00	\$80,000.00	\$80,000.00
1.18	Blast and Paint Well Discharge Piping and Slab	LS	1	\$3,500.00	\$3,500.00	\$5,000.00	\$5,000.00
1.19	Blast and Paint Booster Pumps and Piping	LS	1	\$9,500.00	\$9,500.00	\$10,000.00	\$10,000.00
1.20	Logo Painting	EA	1	\$7,500.00	\$7,500.00	\$8,000.00	\$8,000.00
1.21	OSHA Confined Space Entry Label	EA	3	\$300.00	\$900.00	\$250.00	\$750.00
1.22	Tank Testing and Disinfection	EA	1	\$600.00	\$600.00	\$3,500.00	\$3,500.00
1.23	Hydromulch	AC	0.35	\$19,000.00	\$6,650.00	\$12,000.00	\$4,200.00
1.24	Miscellaneous Allowance	AL	1	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00
TOTAL BID AMOUNT					\$396,100.00		\$404,450.00

BID TABULATION

City of Jacksonville
Well No. 3 Ground Storage Tank Rehabilitation
KSA Project No. 101154
Bid Date: Tuesday, April 4, 2023

05
Utility Service Co., Inc.
535 Courtney Hodges Blvd.
Perry, GA 31069
478.987.0303

06
Tank Pro, Inc.
5500 Watermelon Road
Northpoint, AL 35473
205.750.0444

BID ITEM	DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
BASE BID							
1.01	Mobilization, Insurance, and Bonds	LS	1	\$10,000.00	\$10,000.00	\$12,000.00	\$12,000.00
1.02	Existing Lead Paint Sampling and Testing	LS	1	\$1,000.00	\$1,000.00	\$500.00	\$500.00
1.03	Lead Abatement, Containment, and Disposal	LS	1	\$15,000.00	\$15,000.00	\$20,225.00	\$20,225.00
1.04	Control Emissions from Blasting and Painting	LS	1	\$52,500.00	\$52,500.00	\$55,000.00	\$55,000.00
1.05	Steel Repairs to Ground Storage Tank	LBS	1,000	\$9.00	\$9,000.00	\$15.50	\$15,500.00
1.06	Repair Pitted Steel with Epoxy Filler	GAL	30	\$300.00	\$9,000.00	\$110.00	\$3,300.00
1.07	Remove Float Level Gauge	EA	1	\$2,400.00	\$2,400.00	\$1,650.00	\$1,650.00
1.08	Remove Antenna	EA	1	\$1,200.00	\$1,200.00	\$950.00	\$950.00
1.09	Remove Electrode Level Controls from Tank	LS	1	\$1,200.00	\$1,200.00	\$3,150.00	\$3,150.00
1.10	Replace Steel Tank Roof	LS	1	\$110,000.00	\$110,000.00	\$120,250.00	\$120,250.00
1.11	Replace Tank Interior Ladder	EA	1	\$4,600.00	\$4,600.00	\$2,900.00	\$2,900.00
1.12	Safety Climb System for Interior Ladder	EA	1	\$2,900.00	\$2,900.00	\$1,050.00	\$1,050.00
1.13	Safety Climb System for Exterior Ladder	EA	1	\$2,900.00	\$2,900.00	\$1,050.00	\$1,050.00
1.14	Sample Tap and Pressure Gauge Assembly	EA	1	\$4,800.00	\$4,800.00	\$2,350.00	\$2,350.00
1.15	6-in Flap Valve Assembly	EA	1	\$3,700.00	\$3,700.00	\$1,600.00	\$1,600.00
1.16	Blast and Paint Interior of 250,000 Ground Storage Tank	LS	1	\$62,000.00	\$62,000.00	\$77,600.00	\$77,600.00
1.17	Blast and Paint Exterior of 250,000 Ground Storage Tank	LS	1	\$67,800.00	\$67,800.00	\$51,737.00	\$51,737.00
1.18	Blast and Paint Well Discharge Piping and Slab	LS	1	\$3,700.00	\$3,700.00	\$3,717.00	\$3,717.00
1.19	Blast and Paint Booster Pumps and Piping	LS	1	\$3,700.00	\$3,700.00	\$3,717.00	\$3,717.00
1.20	Logo Painting	EA	1	\$16,000.00	\$16,000.00	\$3,790.00	\$3,790.00
1.21	OSHA Confined Space Entry Label	EA	3	\$100.00	\$300.00	\$25.00	\$75.00
1.22	Tank Testing and Disinfection	EA	1	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
1.23	Hydromulch	AC	0.35	\$7,000.00	\$2,450.00	\$11,755.00	\$4,114.25
1.24	Miscellaneous Allowance	AL	1	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00
TOTAL BID AMOUNT					\$407,150.00		\$407,225.25

BID TABULATION

City of Jacksonville
Well No. 3 Ground Storage Tank Rehabilitation
KSA Project No. 101154
Bid Date: Tuesday, April 4, 2023

07
O&A Classic Coatings and
Paintings Corporation
441 Fieldwood Terrace
Hurst, TX 76053
817.404.7648

08
Paso Robles Tank, Inc.
3883 Wentworth Drive
Hemet, CA 92545
951.925.5022

BID ITEM	DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
BASE BID							
1.01	Mobilization, Insurance, and Bonds	LS	1	\$30,000.00	\$30,000.00	\$35,000.00	\$35,000.00
1.02	Existing Lead Paint Sampling and Testing	LS	1	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
1.03	Lead Abatement, Containment, and Disposal	LS	1	\$20,000.00	\$20,000.00	\$60,000.00	\$60,000.00
1.04	Control Emissions from Blasting and Painting	LS	1	\$8,000.00	\$8,000.00	\$1,000.00	\$1,000.00
1.05	Steel Repairs to Ground Storage Tank	LBS	1,000	\$20.00	\$20,000.00	\$15,000.00	\$15,000,000.00
1.06	Repair Pitted Steel with Epoxy Filler	GAL	30	\$166.70	\$5,001.00	\$5,000.00	\$150,000.00
1.07	Remove Float Level Gauge	EA	1	\$1,000.00	\$1,000.00	\$500.00	\$500.00
1.08	Remove Antenna	EA	1	\$1,000.00	\$1,000.00	\$500.00	\$500.00
1.09	Remove Electrode Level Controls from Tank	LS	1	\$1,000.00	\$1,000.00	\$500.00	\$500.00
1.10	Replace Steel Tank Roof	LS	1	\$150,000.00	\$150,000.00	\$154,000.00	\$154,000.00
1.11	Replace Tank Interior Ladder	EA	1	\$5,000.00	\$5,000.00	\$18,000.00	\$18,000.00
1.12	Safety Climb System for Interior Ladder	EA	1	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00
1.13	Safety Climb System for Exterior Ladder	EA	1	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00
1.14	Sample Tap and Pressure Gauge Assembly	EA	1	\$2,000.00	\$2,000.00	\$500.00	\$500.00
1.15	6-in Flap Valve Assembly	EA	1	\$2,000.00	\$2,000.00	\$3,000.00	\$3,000.00
1.16	Blast and Paint Interior of 250,000 Ground Storage Tank	LS	1	\$84,000.00	\$84,000.00	\$128,400.00	\$128,400.00
1.17	Blast and Paint Exterior of 250,000 Ground Storage Tank	LS	1	\$95,000.00	\$95,000.00	\$85,600.00	\$85,600.00
1.18	Blast and Paint Well Discharge Piping and Slab	LS	1	\$5,000.00	\$5,000.00	\$10,000.00	\$10,000.00
1.19	Blast and Paint Booster Pumps and Piping	LS	1	\$5,000.00	\$5,000.00	\$10,000.00	\$10,000.00
1.20	Logo Painting	EA	1	\$8,000.00	\$8,000.00	\$20,000.00	\$20,000.00
1.21	OSHA Confined Space Entry Label	EA	3	\$333.34	\$1,000.02	\$500.00	\$1,500.00
1.22	Tank Testing and Disinfection	EA	1	\$4,000.00	\$4,000.00	\$3,500.00	\$3,500.00
1.23	Hydromulch	AC	0.35	\$11,428.57	\$4,000.00	\$5,000.00	\$1,750.00
1.24	Miscellaneous Allowance	AL	1	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00
TOTAL BID AMOUNT					\$483,001.02		\$15,715,750.00

BID TABULATION

City of Jacksonville
Well No. 3 Ground Storage Tank Rehabilitation
KSA Project No. 101154
Bid Date: Tuesday, April 4, 2023

09
 Classic Protective
 Coatings, Inc.
 N7670 State Road 25
 Menomonie, WI 54751
 715.233.6267

10
 Southern Road & Bridge, LLC
 715 Wesley Ave.
 Tarpon Springs, FL 34689
 727.940.5395

BID ITEM	DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
BASE BID							
1.01	Mobilization, Insurance, and Bonds	LS	1	\$20,300.00	\$20,300.00	\$40,000.00	\$40,000.00
1.02	Existing Lead Paint Sampling and Testing	LS	1	\$2,000.00	\$2,000.00	\$1,500.00	\$1,500.00
1.03	Lead Abatement, Containment, and Disposal	LS	1	\$34,500.00	\$34,500.00	\$38,000.00	\$38,000.00
1.04	Control Emissions from Blasting and Painting	LS	1	\$18,400.00	\$18,400.00	\$75,000.00	\$75,000.00
1.05	Steel Repairs to Ground Storage Tank	LBS	1,000	\$10,000.00	\$10,000,000.00	\$90.00	\$90,000.00
1.06	Repair Pitted Steel with Epoxy Filler	GAL	30	\$250.00	\$7,500.00	\$800.00	\$24,000.00
1.07	Remove Float Level Gauge	EA	1	\$1,100.00	\$1,100.00	\$2,000.00	\$2,000.00
1.08	Remove Antenna	EA	1	\$500.00	\$500.00	\$1,000.00	\$1,000.00
1.09	Remove Electrode Level Controls from Tank	LS	1	\$500.00	\$500.00	\$2,000.00	\$2,000.00
1.10	Replace Steel Tank Roof	LS	1	\$165,200.00	\$165,200.00	\$400,000.00	\$400,000.00
1.11	Replace Tank Interior Ladder	EA	1	\$6,300.00	\$6,300.00	\$7,500.00	\$7,500.00
1.12	Safety Climb System for Interior Ladder	EA	1	\$1,500.00	\$1,500.00	\$6,750.00	\$6,750.00
1.13	Safety Climb System for Exterior Ladder	EA	1	\$2,500.00	\$2,500.00	\$6,750.00	\$6,750.00
1.14	Sample Tap and Pressure Gauge Assembly	EA	1	\$2,900.00	\$2,900.00	\$2,500.00	\$2,500.00
1.15	6-in Flap Valve Assembly	EA	1	\$2,200.00	\$2,200.00	\$3,500.00	\$3,500.00
1.16	Blast and Paint Interior of 250,000 Ground Storage Tank	LS	1	\$168,100.00	\$168,100.00	\$125,000.00	\$125,000.00
1.17	Blast and Paint Exterior of 250,000 Ground Storage Tank	LS	1	\$199,150.00	\$199,150.00	\$112,000.00	\$112,000.00
1.18	Blast and Paint Well Discharge Piping and Slab	LS	1	\$6,300.00	\$6,300.00	\$9,500.00	\$9,500.00
1.19	Blast and Paint Booster Pumps and Piping	LS	1	\$8,800.00	\$8,800.00	\$25,000.00	\$25,000.00
1.20	Logo Painting	EA	1	\$6,800.00	\$6,800.00	\$11,250.00	\$11,250.00
1.21	OSHA Confined Space Entry Label	EA	3	\$150.00	\$450.00	\$500.00	\$1,500.00
1.22	Tank Testing and Disinfection	EA	1	\$1,000.00	\$1,000.00	\$3,000.00	\$3,000.00
1.23	Hydromulch	AC	0.35	\$6,800.00	\$2,380.00	\$28,000.00	\$9,800.00
1.24	Miscellaneous Allowance	AL	1	\$20,000.00	\$20,000.00		
TOTAL BID AMOUNT					\$10,678,380.00		\$997,550.00



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>4/11/2023</u>	ITEM NUMBER:	<u>14.</u>
DEPARTMENT:	<u>Administration</u>	PREPARED BY:	<u>Roxanna Briley, Finance Director</u>
INITIATED BY:	<u>Roxanna Briley, Finance Director</u>	EXHIBITS:	<u></u>

EXECUTIVE SUMMARY:

As part of the FY 2022 City Fleet Purchase Program, 33 trucks were purchased. Subsequently, the Police Department purchased Tahoe's in lieu of the truck program. Three of the trucks are available to be sold.

1. **1FT7W2B 66NED 78361** – approx. mileage: 15,250
2. **1FT7W2B 60NED 78369** – approx. mileage: 20,250
3. **1FT7W2B60NED78341** – approx. mileage: 24,500

RECOMMENDED ACTION:

Authorize the sale of 3 city trucks.

BID AND AWARD:

Bill McRae Ford, will buyback the trucks as part of the FY 2022 bid/award

BUDGET DATA:

BUDGET JUSTIFICATION:

Proceeds of the sale of vehicles will be used to pay down the line of credit financing agreement with Austin Bank.

STRATEGY MAP

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

POLICY/GOAL CONSIDERATION:**LEGAL:**



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	4/11/2023	ITEM NUMBER:	15.
DEPARTMENT:	Administration	PREPARED BY:	ReNissa Wade, Assistant City Manager
INITIATED BY:	ReNissa Wade, Assistant City Manager	EXHIBITS:	policy update nepotism and part-time employee 3-28-23

EXECUTIVE SUMMARY:

The City of Jacksonville adopted the current personnel policies in May 2019. The policy exists to assist the organization in providing clear communication regarding benefits and expectations to employees by setting the operating standards and defining appropriate procedures. During FY 2022, the City Manager authorized a policy review committee comprised of the Assistant City Manager, Police Chief, Finance Director, City Librarian and the Director of Public Works to review the current policies and practices of the organization and make recommendations regarding any need for clarification, revisions, or updates to the policies. Additionally, the City Manager began a City Manager Advisory Team (CMAT) which consists of frontline employees. During recent CMAT meeting the employees requested a review of the possibility of offering paid holiday and paid time off benefits back to part-time employees. It was stated that the negative impact on retention and recruitment since the benefit has been removed was tremendous. It was also noted from the executive team that the current language of the nepotism policy goes beyond the state law requirement and is precluding qualified employees from joining the City of Jacksonville's team.

Section V – Employee Compensation and Advancement 5.18 Final Pay Section VI – Work Schedule and Time Reporting 6.07 Office Closings in Emergencies, Section VIII – Time Off 8.01 Holiday Leave, Section III- Employment Practices .3.08 Employment of Relatives (Nepotism).

The summary of updates is as follows:

- **5.18 Final Pay** – Added language regular part-time employees will not receive payment for unused paid time off. (Page 54)
- **6.07 Office Closings in Emergencies** removed scheduled PTO sentence. (Page 58)
- **8.01 Holiday Leave** – Updated policy to include regular part-time employees whose regular scheduled work week is at least 15 hours. Will qualify for 4 hours of holiday pay. (Pg 64)
- **8.02 Paid Time Off**- Added language setting part-time employee maximum accrual at 40 hours. (Page 65)
- **3.08 Employment of Relatives** – Update wording to read as follows: Hiring a person who is related within the second degree by affinity (marriage) or within the third degree by consanguinity (blood) to any hiring executive director within the department, member of the City Council or to the City Manager is prohibited. This does not include seasonal employees (e.g. lifeguards, special events personnel, etc.). No employee shall be allowed to work directly for or supervise a relative within the second degree by affinity (marriage) or within the third degree by consanguinity (blood) nor shall an employee be allowed to have direct influence over matters of disciplinary action or actions increasing compensation.

RECOMMENDED ACTION:

It is recommended that the City Council approve the updates to the City of Jacksonville's personnel policies and authorize the implementation of said policies immediately upon adoption.

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

STRATEGY MAP

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

POLICY/GOAL CONSIDERATION:**LEGAL:**

less than one-quarter hour shall not be compensable. Should an employee be directed to work extra hours by his/her supervisor in the same period they use paid time off (PTO), those hours will be compensated as overtime pay. The only time that is considered hours worked and is included in calculations of overtime pay is PTO. Holiday time, bereavement, jury duty or any other time "given" to an employee is not considered hours worked for the purpose of overtime pay calculations.

Fire protection personnel who work shift work receiving overtime pay shall be compensated for such overtime hours at the rate of one and one-half (1½) times their regular hourly rate of pay for all hours physically worked plus any paid time off in excess of 106 hours in a 14-day work cycle as defined by FLSA (29 USC §207(k)). A seven-day work cycle applies to fire department personnel not working shift work.

Sworn law enforcement personnel receiving overtime pay shall be compensated for such overtime hours at the rate of one and one-half (1½) times their regular hourly rate of pay for all hours physically worked plus any paid time off in excess of 80 hours in a 14-day work cycle as defined by FLSA (29 USC §207(k)).

If an employee works on a holiday when they would otherwise be scheduled off, the employee will be compensated at the overtime rate in addition to receiving holiday pay.

5.18 Final Pay

Upon termination of employment, departing **full-time** employees will be paid for unused PTO which was accumulated at the time of termination up to the maximum accumulated time as defined in Section 8.02 PTO Accumulation. Uniforms, keys, vehicles, and other City-owned equipment must be returned in good condition to the department leader or Human Resource department prior to the separation. If a terminating City employee fails to return City-owned equipment or property to the City before his/her final paycheck is issued, the value of the property or equipment will be deducted from the final pay with the balance of the final check to be paid after the employee returns the equipment or property to the City. Authorized deductions, which include appropriate withholding taxes, retirement system contributions, etc., will also be withheld from the departing employee's final paycheck.

Employees who depart prior to the completion of the six-month probationary period ~~(or 12 months if the probationary period is extended)~~ **or p**Police personnel who depart prior to the completion of the 12-month probationary period shall not receive payment for unused paid time off. **Regular part-time employees will not receive payment for unused paid time off.**

Final paychecks shall be issued on the next normal pay date for employees who resign or retire. Final paychecks for employees who are terminated shall be issued as required by law. (Section updated 12-6-2022)

Each supervisor is responsible for ensuring all hours worked and leave time taken is recorded.

6.06 On Call Time

Certain City services require some employees to be in an "on call" status during evenings, weekends or holidays.

An employee in an "on call" status will be provided a City cell phone and is required to respond within 30 minutes of a call being placed. When called to duty, the employee is paid time and a half the regular rate of pay for the number of extra hours worked if their hours exceed the allowable number of hours under FLSA as stated in the Overtime Worked section of this manual.

When an on-call employee is required to report to duty, they will receive a minimum of one-hour compensation at the time and a half rate. Any time beyond the two hours minimum will also be paid at the time and a half (1 1/2) rate of pay if FLSA requirement.

6.07 Office Closings in Emergencies

Short-term emergency closings of City offices/departments may arise due to unexpected inclement weather, prolonged power failure or other emergency situations. After the City Manager communicates with supervisors or their designees, closings will be communicated to employees. If an event occurs during non-working hours which necessitates the closing of City Hall or a specific department(s) communication will occur in the same manner.

Employees whose jobs are critical to public safety may be required to work during an official closing. If so, they must report for duty. Employees may be subject to disciplinary action for failing to report to work.

In the event City offices are closed for emergencies, employees scheduled to work will be paid for their normal scheduled hours during the closing. ~~If an employee is scheduled to be on PTO at the time City offices are closed, they will still be required to take PTO.~~ If City offices are open but an employee is not able to get to work, they will be required to utilize PTO.

SECTION VIII – TIME OFF

8.01 Holiday Leave

The City of Jacksonville recognizes national holidays and pays all full-time regular employees and regular part-time employees whose regular scheduled work week is at least an average of 15 hours per week for a number of such days each year. You are not eligible for holiday pay if you are classified as a part-time employee with less than an average of 15 hours per week regular schedule or as a seasonal employee. Full -time regular employees will be entitled to eight hours per holiday and qualified regular part-time employees shall be entitled to four hours per holiday.

The official calendar is adopted annually by the City Council and the Council announces the holiday schedule for the respective year. For information concerning specific holiday dates that apply for the current year, consult your supervisor.

In order to receive holiday pay, you must be on the job the workday preceding and the workday following the holiday, unless you are on approved scheduled PTO or it is your normal scheduled day off. Holidays that occur during scheduled PTO will not be counted as PTO.

Reasonable accommodations will be granted for you to take time off to observe religious holidays if such accommodation does not cause undue hardship to the City. If available, PTO may be used for this purpose, otherwise the time off is without pay. Such requests should be directed to and approved by your supervisor.

If you are classified as a full-time non-exempt employee and you are required to work on the holiday, you will be paid for actual hours worked on the holiday in addition to eight hours holiday pay for regular full-time employees and four hours for regular part-time employees. Holiday pay is not considered time worked and does not figure into overtime calculations.

If you are an exempt employee and work on a paid holiday, you will be granted a day off in place of the holiday worked. This day must be scheduled and taken no later than 30 days from the date of the holiday unless otherwise approved in writing by the City Manager.

8.02 Paid Time Off

Time off is defined as an absence from work. It may be used for vacation, illness, etc. as defined within these policies and procedures.

The benefits of PTO include a demonstrated reduction in unplanned absenteeism since employees have greater control over the use of time off. Under the PTO policy, employees do not lose unused sick time, and thus would not feel compelled to consume the time rather than

lose it. Should an employee exhaust their entire PTO balance, critical time off may be used in case of injury or illness.

PTO Accrual (Full-Time Employee)

1. Full-time employees accrue, or earn, an amount of PTO time with each payroll cycle, based upon years of service.
2. Beginning with the first year of service, full-time employees will accrue, or earn, 18 days or 144 hours.
3. One additional day per year of service will be earned on the employee's anniversary date, up to a maximum of 30 days after 13 years of service.
4. After 25 years of service, an additional five days of service can be earned, for a total of 35 days or 280 hours.

The table below shows the maximum accrual of PTO based on years of service.

Years of Service	Maximum Days Accrued Per Year
1	18
2	19
3	20
4	21
5	22
6	23
7	24
8	25
9	26
10	27
11	28
12	29
13	30
25 Plus	35

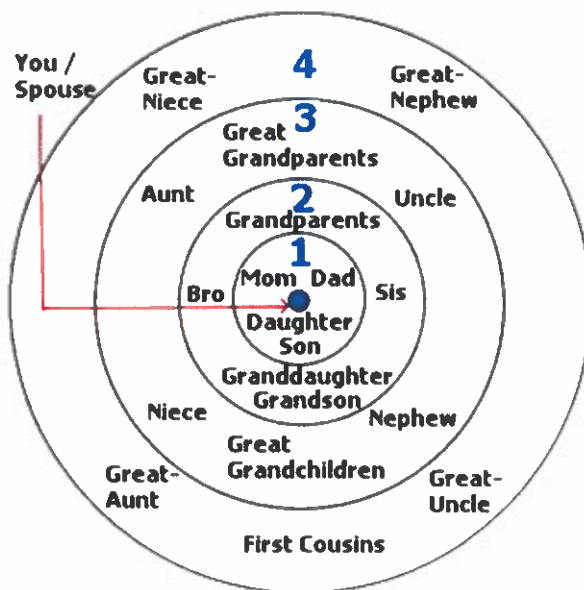
PTO Accrual (Regular Part-Time Employee)

1. Regular Part-time employees who are scheduled to work a minimum of 15 hours per week on average may accrue, or earn, an amount of PTO time with each payroll cycle.
2. Beginning with the first year of service, regular part-time employees will accrue, or earn, 40 hours of PTO per year.

3.08 Employment of Relatives (Nepotism)

Nepotism is the showing of favoritism toward a relative. The City forbids the practice of nepotism in hiring personnel or awarding contracts.

Hiring a person who is related within the second degree by affinity (marriage) or within the third degree by consanguinity (blood) to any full-time employee department head/department director (e.g. the City Attorney, Fire Chief, Police Chief, and Finance Director, etc...) within the department, member of the City Council or to the City Manager is prohibited. This does not include seasonal employees (e.g. lifeguards, special events personnel, etc.). No employee shall be allowed to work directly for or supervise a relative within the second degree by affinity (marriage) or within the third degree by consanguinity (blood) nor shall an employee related to another employee be allowed to have direct influence over matters of hiring, terminating, demoting, transferring, promoting or any actions changing compensation of said relative.



3.09 Drug Testing

All prospective employees are required to pass a drug/alcohol test after a conditional offer of employment has been extended but prior to their first day of work. The offer of employment is contingent upon the prospective employee passing a drug/alcohol test. After employment, any employee may be required to submit to a test for drug dependency or illegal drug use. For more information on drug testing or drug usage, see the chapter of these policies on Drug and Alcohol Abuse.



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>4/11/2023</u>	ITEM NUMBER:	<u>16.</u>
DEPARTMENT:	<u>Administration</u>	PREPARED BY:	<u>Greg Lowe, City Secretary</u>
INITIATED BY:	<u>Randall Chandler, Director of Community and Public Services</u>	EXHIBITS:	<u>Application Resolution - City of Jacksonville CDBG</u>

EXECUTIVE SUMMARY:

This resolution is in support of the submission of an application for the 2023-2034 Texas Development Block Grant Program through the Texas Department of Agriculture.

RECOMMENDED ACTION:

Make a motion approving the resolution.

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

STRATEGY MAP

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

POLICY/GOAL CONSIDERATION:**LEGAL:**

TThe resolution is required a part of the grant application.

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF CITY OF JACKSONVILLE, TEXAS, AUTHORIZING THE SUBMISSION OF A TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM APPLICATION TO THE TEXAS DEPARTMENT OF AGRICULTURE FOR THE COMMUNITY DEVELOPMENT FUND.

WHEREAS, the City Council of the City of Jacksonville desires to develop a viable community, including decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low-to-moderate income; and

WHEREAS, it is necessary and in the best interests of the City of Jacksonville to apply for funding under the Texas Community Development Block Grant Program;

WHEREAS, the City of Jacksonville, in consideration for the receipt and acceptance of federal funding if awarded, agrees to comply with all federal rules and regulations including those rules and regulations governing citizen participation and civil rights protections as follows:

- in accordance with Section 109 of the Title I of the Housing and Community Development Act (24 CFR 6); the Age Discrimination Act of 1975 (42 U.S.C. 6101-6107); and Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and for construction contracts greater than \$10,000, to take actions to ensure that no person or group is denied benefits such as employment, training, housing, and contracts generated by the CDBG activity, on the basis of race, color, religion, sex, national origin, age, or disability;
- in accordance with Section 3 of the Housing and Urban Development Act of 1968, as amended, and 24 CFR Part 75, to the greatest extent feasible, to provide training and employment opportunities to lower income residents and contract opportunities to businesses in the Section 3 Service Area;
- in accordance with Section 104(1) of the Housing and Community Development Act, as amended, and State's certification requirements at 24 CFR 91.325(b)(6), to adopt an excessive force policy that prohibits the use of excessive force against non-violent civil rights demonstrations;
- in accordance with Executive Order 13166, to take reasonable steps to ensure meaningful access to services in federally assisted programs and activities by persons with limited English proficiency (LEP) and must have an LEP plan in place specific to the locality and beneficiaries for each TxCDBG project;
- in accordance with Section 504 of the Rehabilitation Act of 1973, to not discriminate on the basis of disability and agrees to ensure that qualified individuals with disabilities have access to programs and activities that receive federal funds; and
- in accordance with Section 808(e)(5) of the Fair Housing Act (42 USC 3608(e)(5)) that requires HUD programs and activities be administered in a manner affirmatively to further the policies of the Fair Housing Act, to conduct at least one activity during the contract period of the TxCDBG contract, to affirmatively further fair housing; and

WHEREAS, the City of Jacksonville, agrees to maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award, and administration of contracts.

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

1. That a Texas Community Development Block Grant Program application for the Community Development Fund is hereby authorized to be filed on behalf of the City with the Texas Department of Agriculture.
2. That the City's application be placed in competition for funding under the Community Development Fund.
3. That the application be for \$500,000.00 of grant funds to provide sanitary sewer improvements in the west area of the city including residential sewer line replacement on Sycamore Street and main line replacement at Nichols Green Park in the southeast area of the city, engineering, and administration.
4. That all funds will be used in accordance with all applicable federal, state, local and programmatic requirements including but not limited to procurement, environmental review, labor standards, real property acquisition, and civil rights requirements.
5. That it further be stated that the City of Jacksonville is committing \$75,000.00 from its General Fund as a cash contribution toward the administration and engineering activities of this sewer improvement project.
6. The City of Jacksonville ADOPTS/REAFFIRMS the following policies:
 - a. Citizen Participation Plan and Grievance Procedures (Form A1013);
 - b. Excessive Force Policy (Form A1003);
 - c. Fair Housing Policy (Form A1015).
 - d. Section 504 Policy and Grievance Procedures (Form A1004); and
 - e. Code of Conduct Policy (Form A1002).
7. The City of Jacksonville affirms its commitment to conduct a project-specific analysis and take all appropriate action necessary to comply with program requirements for the following:
 - a. Section 3 economic opportunity;
 - b. Limited English Proficiency; and
 - c. Activity to affirmatively Further Fair Housing choice.

Passed and approved this ____ day of April, 2023.

Randy Gorham, Mayor

Attested by:

Greg Lowe, City Secretary



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	4/11/2023	ITEM NUMBER:	18.
DEPARTMENT:	Council and Board	PREPARED BY:	Greg Lowe, City Secretary
INITIATED BY:	Greg Lowe, City Secretary	EXHIBITS:	Feb 2023 Financial Report, Community and Public Services March 2023, Police Report March 2023, Fire Dept. Report March 2023, Library Report March 2023, Museum Report March 2023

EXECUTIVE SUMMARY:

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

RECOMMENDED ACTION:

No action required.

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

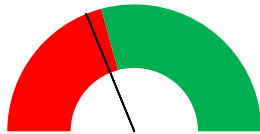
STRATEGY MAP

Citizens First	Strengthen Neighborhoods	Manage the "Business"	Focus on Infrastructure	Planning and Preparedness
1.1 Customer-centric service and processes ☐	2.1 Code compliance and updates ☐	3.1 Maintain a well-trained professional workforce ☐	4.1 Assess the condition of infrastructure ☐	5.1 Diversify the tax base ☐
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:**

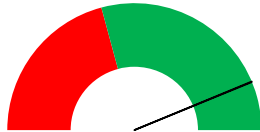
The city manager is required by the city charter to provide the council with a monthly report.

37.6% of Annual Projection



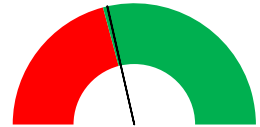
Water Sales

87.5% of Annual Projection



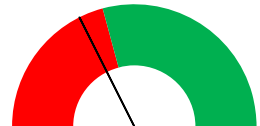
Property Taxes

42.8% of Annual Projection



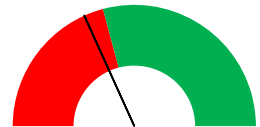
Sales Taxes

35.1% of Annual Projection



Sanitary Sewer Charges

36.4% of Annual Projection



Fees

City of Jacksonville, Texas

Financial Statement

As of February 28th, 2023

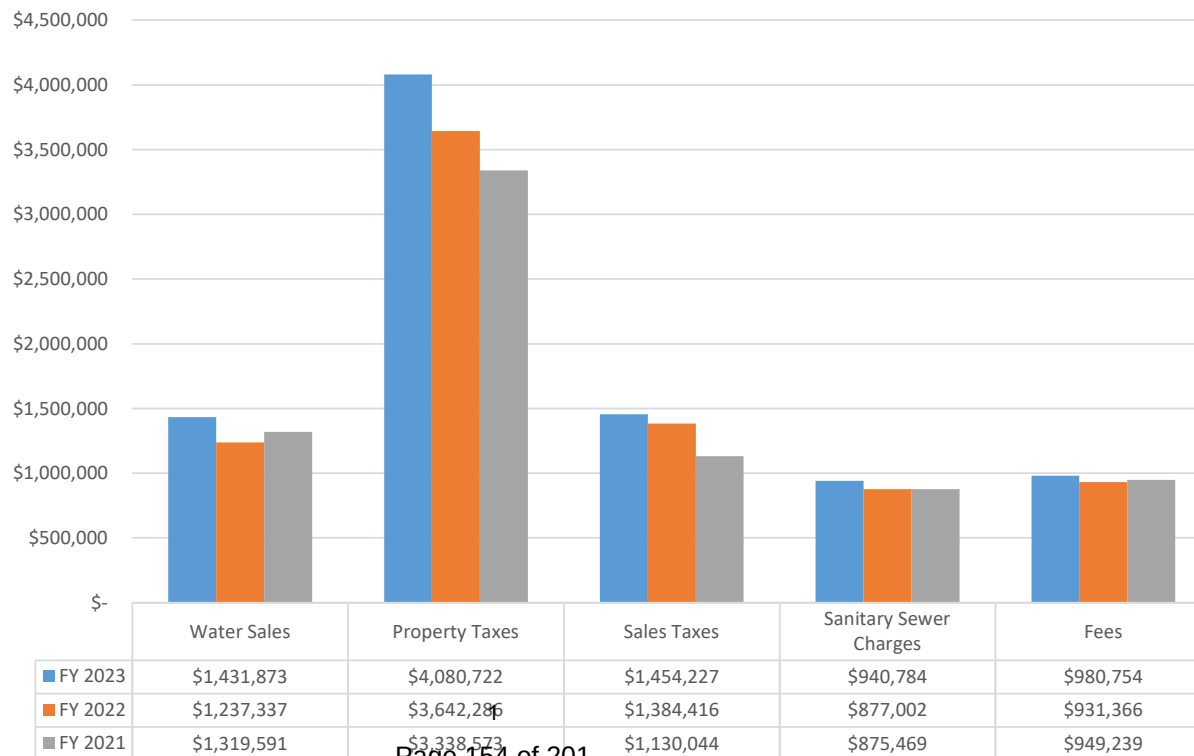
OVERVIEW

February 28th marks the end of the fifth period of the FY 2023 budget year. Therefore, the year-to-date budget percentage for budgetary comparison is 41.7%.

As of February 28th, 2023 General & Utility Fund combined revenues are \$11,337,690. This is greater than budgeted expectations at 52.8% of the annual budgeted amount. FY 2023 revenues are increased \$1,565,505, or 16.0%, over FY 2022.

General & Utility Fund combined expenditures of \$7,565,390 are less than revenue received. This amount is less than budgeted expectations at 35.3% of the annual budgeted amount. FY 2023 expenditures are increased \$578,688, or 8.3%, over FY 2022.

Top 5 Revenue Sources- Comparison to Prior Fiscal Years



ARE THE
PRIORITY



GENERAL FUND REVENUES

Revenue Signal Key

	> 100% of Projected
	95-100% of Projected
	< 95% of Projected

	February 2023				Year-To-Date				Annual			Prior Year		
	Signal	Actual	Projected	%	Signal	Actual	Projected	%	Actual	Projected	%	Actual	Projected	%
Taxes		\$ 1,275,702	\$ 671,373	190.0%		\$ 5,534,950	\$ 3,356,865	164.9%	\$ 5,534,950	\$ 8,056,476	68.7%	\$ 5,026,703	\$ 7,274,068	69.1%
Franchise Fees		119,746	110,833	108.0%		630,648	554,167	113.8%	630,648	1,330,000	47.4%	620,504	1,395,329	44.5%
Intergovernmental Revenue		(23,351)	-	0.0%		308,419	-	0.0%	308,419	-	0.0%	-	-	0.0%
Fines & Forfeiture		54,480	28,788	189.3%		182,244	143,938	126.6%	182,244	345,450	52.8%	125,601	500,387	25.1%
License & Permits		3,543	4,022	88.1%		13,578	20,108	67.5%	13,578	48,258	28.1%	15,043	49,175	30.6%
Fees & Charges For Services		206,913	224,419	92.2%		980,754	1,122,096	87.4%	980,754	2,693,029	36.4%	931,366	2,363,205	39.4%
Investment Income		32,881	5,785	568.3%		135,404	28,927	468.1%	135,404	69,424	195.0%	20,346	30,000	67.8%
Miscellaneous Receipts		44,735	7,073	632.5%		140,599	35,365	397.6%	140,599	84,875	165.7%	80,977	220,957	36.6%
Transfers In		166,976	166,976	100.0%		834,881	834,882	100.0%	834,881	2,003,716	41.7%	702,430	1,750,702	40.1%
Total Revenues		\$ 1,881,625	\$ 1,219,269	154.3%		\$ 8,761,477	\$ 6,096,345	143.7%	\$ 8,761,477	\$ 14,631,228	59.9%	\$ 7,522,970	\$ 13,583,823	55.4%

YEAR-TO-DATE OVERVIEW

February 28th, 2023 marks the fifth month of the new fiscal year. General Fund non-property tax revenue of \$4,680,755 is \$526,623 greater than projected. Total revenues (including Property Taxes) are \$2,665,132 greater than projected and are increased 16.5% over last fiscal year.

PROPERTY TAXES

Tax collection of \$4,080,722 is \$2,138,509 greater than projected and is increased \$438,436, or 12.0%, over last fiscal year. The majority of property tax revenue is received during the first five months of the fiscal year.

SALES TAXES

Through February 28th \$1,454,227 of sales tax revenue has been received. Receipts are \$39,576 greater than projected and are increased \$69,811 over last fiscal year.

FRANCHISE FEES

Year-to-date Franchise Fees total \$630,648. Receipts are \$76,481 greater than projected and are increased 1.6%, or \$10,144, over last fiscal year.

INTERGOVERNMENTAL REVENUE

Intergovernmental revenue is comprised of local, county, state, and federal grants and reimbursements received by the city. Through February 28th, \$308,419 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 \$182,244 is \$38,306 greater than the year-to-date projection. Collections are increased \$56,643 over prior year.

LICENSES & PERMITS

Revenue of \$13,578 is \$(6,530) less than the year-to-date projection and is decreased \$(1,465) from FY 2022 receipts.

FEES & CHARGES FOR SERVICES

Fees & charges for services revenue year-to-date is \$980,754, which is \$(141,341) less than the year-to-date projection but is increased \$49,388, or 5.3%, 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 \$135,404 is \$106,478 greater than the year-to-date projection and has already exceeded the annual budget by 95.0%. Interest received on the City's investments was increased \$115,059 over FY 2022.

MISCELLANEOUS RECEIPTS

As of February 28th, \$140,599 of miscellaneous revenue was received. Receipts are \$105,234 ahead of monthly projections, are \$59,622 greater than prior year receipts, and have already exceeded the annual budget by 65.7%. Sale of surplus city equipment and designated donations have 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

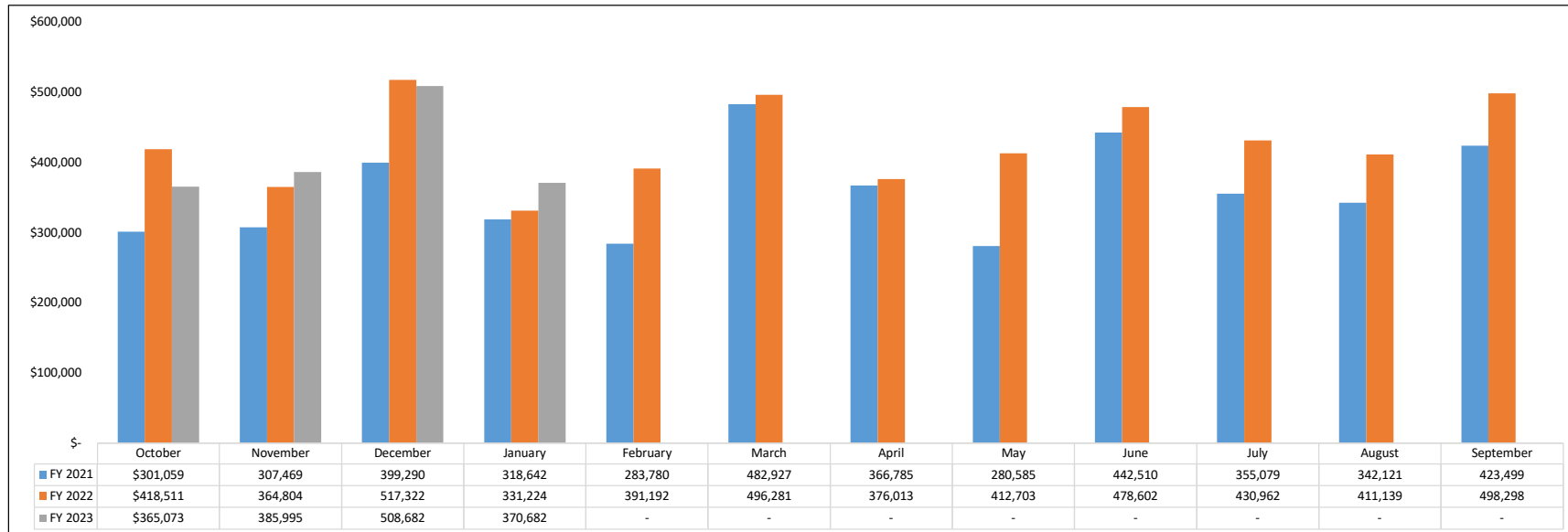


Sales Tax History: Fiscal Years 2021 - 2023

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
	<u>\$ 2,869,164</u>	<u>\$ 1,434,582</u>	<u>\$ 4,303,746</u>	

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
	<u>\$ 3,418,034</u>	<u>\$ 1,709,017</u>	<u>\$ 5,127,052</u>	

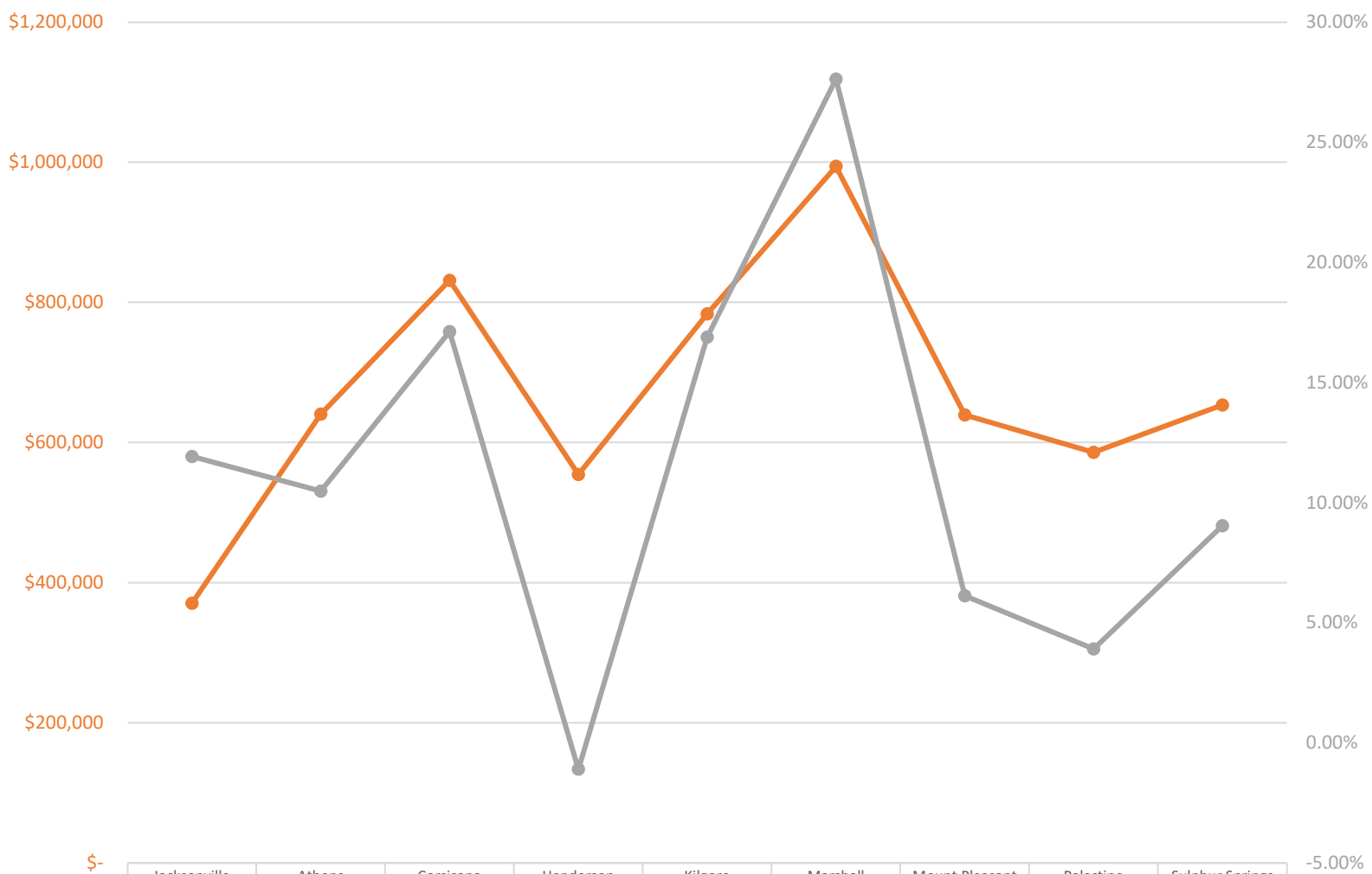
FY 2023				
	CITY 66.67%	JEDCO 33.33%	TOTAL 100.00%	CUMULATIVE TOTAL
October	\$ 243,382	\$ 121,691	\$ 365,073	\$ 365,073
November	257,330	128,665	385,995	751,068
December	339,121	169,561	508,682	1,259,750
January	247,121	123,561	370,682	1,630,432
February	-	-	-	1,630,432
March	-	-	-	1,630,432
April	-	-	-	1,630,432
May	-	-	-	1,630,432
June	-	-	-	1,630,432
July	-	-	-	1,630,432
August	-	-	-	1,630,432
September	-	-	-	1,630,432
	<u>\$ 1,086,954</u>	<u>\$ 543,477</u>	<u>\$ 1,630,432</u>	





City of Jacksonville, Texas
Financial Statement
As of February 28, 2023

Sales Tax FY 2023 - January - Period 4





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

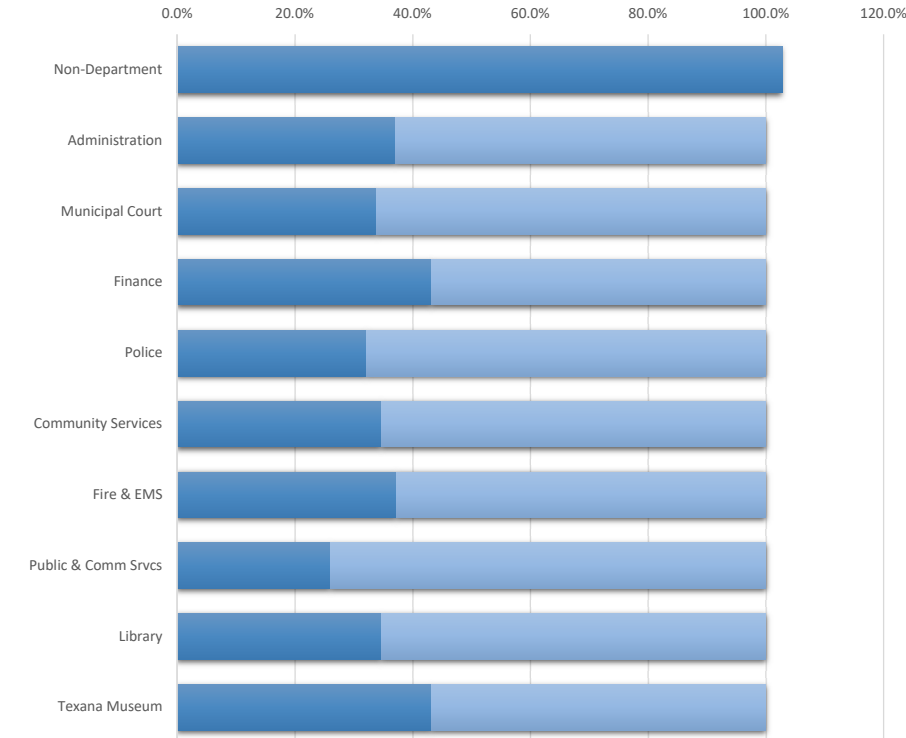
	Jacksonville			Athens	Corsicana	Henderson	Kilgore	Marshall	Mount Pleasant	Palestine	Sulphur Springs	Weighted Average
	2023 - 2020	2023 - 2021	2023 - 2022	2023 - 2022								
	% Δ Month	% Δ Month	% Δ Month	% Δ Month	% Δ Month	% Δ Month	% Δ Month	% Δ Month	% Δ Month	% Δ Month	% Δ Month	% Δ Month
Oct-22	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	32.2%	16.3%	11.9%	10.5%	17.1%	-1.1%	16.9%	27.6%	6.1%	3.9%	9.0%	12.2%
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	34.8%	26.8%	5.9%	16.1%	19.1%	15.3%	14.5%	15.4%	6.7%	13.1%	8.9%	13.2%
Apr-23												
May-23												
Jun-23												
Jul-23												
Aug-23												
Sep-23												

"Month" is month in which revenue is received.



GENERAL FUND EXPENDITURES

	February 2023			Prior Year		
	YTD Actual	Annual Budget	% of Budget	YTD Actual	Annual Budget	% of Budget
Non-Department	\$ 254,260	\$ 247,463	102.7%	\$ 173,039	\$ 240,233	72.0%
Administration	459,442	1,239,417	37.1%	335,602	1,000,735	33.5%
Municipal Court	87,042	256,737	33.9%	87,106	227,618	38.3%
Finance	163,924	379,886	43.2%	206,630	393,064	52.6%
Police	1,275,028	3,958,267	32.2%	1,354,140	3,474,383	39.0%
Community Services	159,217	459,069	34.7%	124,498	416,306	29.9%
Fire & EMS	1,441,847	3,869,177	37.3%	1,356,643	3,309,003	41.0%
Public & Comm Svcs	970,164	3,722,779	26.1%	969,633	3,189,062	30.4%
Library	145,306	418,784	34.7%	124,778	366,531	34.0%
Texana Museum	13,511	31,305	43.2%	8,520	24,988	34.1%
Total Expenditures	\$ 4,969,741	\$ 14,582,885	34.1%	\$ 4,740,591	\$ 12,641,921	37.5%



YEAR-TO-DATE OVERVIEW

February 28th, 2023, marks the end of the fifth month of the FY 2023 budget year. The year-to-date budget percentage for budgetary comparison is therefore 41.7%. Total General Fund expenditures of \$4,969,741 are below budgetary expectations at 34.1% expended.

Non-Department

Non-Department expenditures, currently at 102.7% of budgeted expectations, represent the annual payment for our property, plants, and equipment liability insurance and unbudgeted donation expenditures. A budget adjustment will be recommended to increase the budget amount for insurance and to recognize Sesquicentennial donation expenditures. The donation expenditures are less than the revenue received, so both revenue and expense accounts will be amended.

Finance

At 43.2% 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.

Texana Museum

The museum budget is also above budget, at this time, related to donation expenditures. A budget amendment will be recommended to recognize both revenue and expense for museum donations.

Capital Outlay

The FY 2023 Capital Budget for both the General and General Capital Projects Funds is \$1,694,258. As of February 28th, \$130,003, or 7.7%, of the annual budgets have been spent as described below.

FY 2023 CAPITAL EXPENDITURES		
Police	Police Vehicles	\$ 69,657
Streets	Right-of-Way Tractor & Mower	48,128
Library	Library Books & Materials	10,717
Parks	Alleyway behind City Hall	1,500
		<u>\$ 130,003</u>



UTILITY FUND REVENUES

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

	February 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		533,514	564,795	94.5%			2,461,992	2,823,975	87.2%		2,461,992	6,777,541	36.3%		2,230,236	5,854,685	38.1%	
Investment Income		24,964	2,380	1049.0%			100,112	11,899	841.4%		100,112	28,557	350.6%		12,762	17,580	72.6%	
Miscellaneous Receipts		-	1,713	0.0%			14,108	8,563	164.8%		14,108	20,552	68.6%		13,496	4,200	321.3%	
Transfers In		-	-	0.0%			-	-	0.0%		-	-	0.0%		(7,278)	-	0.0%	
Total Revenues		\$ 558,478	\$ 568,888	98.2%			\$ 2,576,213	\$ 2,844,438	90.6%		\$ 2,576,213	\$ 6,826,650	37.7%		\$ 2,249,215	\$ 5,876,465	38.3%	

YEAR-TO-DATE OVERVIEW

Total Utility Fund revenue of \$2,576,213 ended period five less than projected but \$326,998 greater than prior year collections. Water and sewer utility rate changes began with the February 15th billing.

WATER SALES

Revenue totaling \$1,431,873 was \$(155,034) less than the year-to-date projection. Water sales, through February 28th, are up about 15.7% when compared to FY 2022.

For the month of February, the city billed out 66,042,895 gallons of water. This amount is 25.2% greater than gallons billed February 2022. Year-to-date, the city has billed out 370,407,658 gallons. This amount is 118.7% of FY 2022 year-to-date billing.

SEWER CHARGES

Revenues of \$940,784 were \$(176,987) less than the year-to-date projection. Billing was increased 7.3%, or \$63,782, over the same period FY 2022. Sanitary sewer billings are driven by water consumption.

OTHER CHARGES FOR SERVICE

Revenue of \$14,451 ended February \$(9,179) 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 \$74,885 ended February \$(20,783) 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 \$100,112 have already significantly exceeded the annual projection. 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

	February 2023			Prior Year		
	YTD Actual	Annual Budget	% of Budget	YTD Actual	Annual Budget	% of Budget
Non-Department	\$ 1,144,030	\$ 2,514,174	45.5%	\$ 954,634	\$ 2,207,549	43.2%
Communications	10,126	24,186	41.9%	-	-	0.0%
Pub & Comm Services	255,584	799,571	32.0%	230,053	796,965	28.9%
Water Production	221,703	793,604	27.9%	198,367	773,492	25.6%
Water Distribution	209,194	492,774	42.5%	167,125	530,609	31.5%
Wastewater Coll	179,585	568,921	31.6%	230,291	648,872	35.5%
Wastewater Treat	351,987	1,063,144	33.1%	270,876	753,026	36.0%
Utility Billing	223,440	578,821	38.6%	194,766	433,880	44.9%
Total Expenditures	\$ 2,595,650	\$ 6,835,195	38.0%	\$ 2,246,112	\$ 6,144,394	36.6%

OVERVIEW

February 28th, 2023, marks the end of the fifth period of the FY 2023 budget year. The year-to-date budget percentage for budgetary comparison is therefore 41.7%. Year to date expenditures total \$2,595,650, or 38.0%, of the budget.

NON-DEPARTMENT

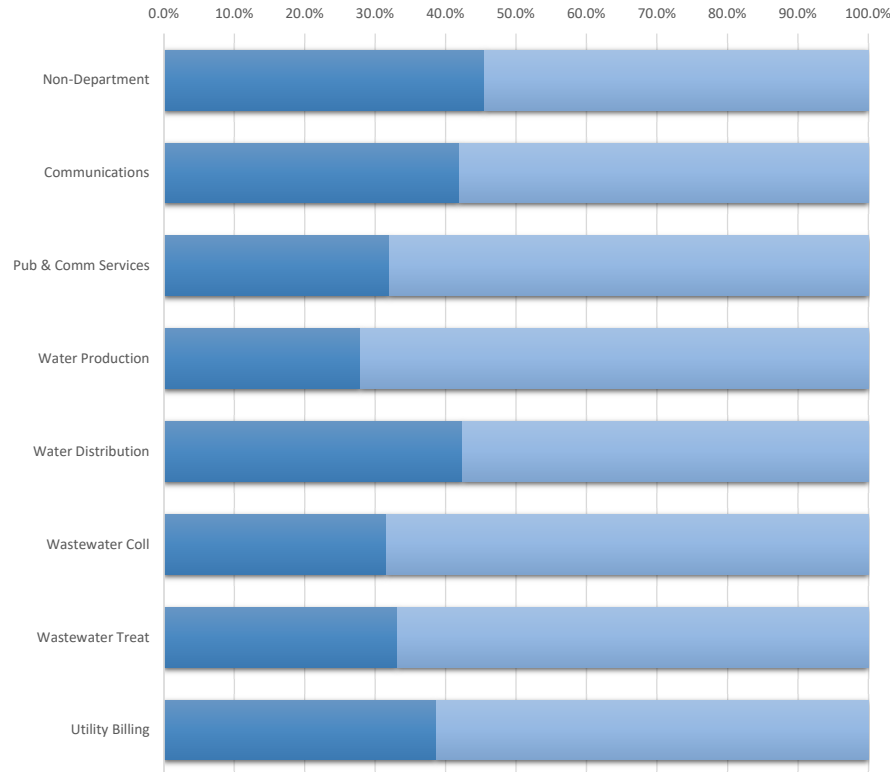
Non-Department expenses, at \$1,144,030, represent 45.5% of the annual budgeted amount and are increased over prior year. The variance to budget is related to the annual payment for our property, plants, and equipment liability insurance.

WATER DISTRIBUTION

Through February 28th, water distribution department expenses are ahead of budgeted expectations at 42.5% 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 February 28th \$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
		<u>\$ 11,350</u>



FUND BALANCE SUMMARY (unaudited)

Fund	Beginning Fund Balance 09/30/2022	Revenue	Expense	Ending Fund Balance 02/28/2023	Target Fund Balance	Over / (Under) Target Fund Balance
101 GENERAL FUND	\$ 4,487,034.30	\$ 8,711,140.31	\$ 4,905,604.96	\$ 8,292,569.65	\$ 2,916,576.95	\$ 5,375,992.70
STATE OF THE CITY DONATIONS	1,020.00	-	-	1,020.00		
SESQUICENTENNIAL	32,736.27	39,880.00	55,644.18	16,972.09		
CRIME PREVENTION DONATIONS	510.57	-	324.31	186.26		
POLICE DONATIONS	17,858.28	7,600.00	6,243.45	19,214.83		
ANIMAL SHELTER DONATIONS	13,026.05	206.00	1,220.00	12,012.05		
FIRE/EMS DONATIONS	5,850.00	-	-	5,850.00		
SANITATION DONATIONS	-	-	-	-		
PARKS & REC DONATIONS	1,292.00	-	-	1,292.00		
LAKE JACKSONVILLE DONATIONS	-	-	-	-		
LIBRARY DONATIONS	5,488.98	1,040.24	-	6,529.22		
LIBRARY NEWSPAPER DIGITIZATION	21,960.00	-	-	21,960.00		
MUSEUM DONATIONS	5,245.50	1,610.47	703.69	6,152.28		
102 DEBT SERVICE FUND	202,579.57	1,806,494.27	1,030,245.98	978,827.86	143,813.07	835,014.79
103 CAPITAL PROJECTS FUND (GENERAL)	5,965,544.90	392,556.51	393,872.74	5,964,228.67		
110 GRANT FUND	290,579.36	442,924.69	520,135.74	213,368.31		
Total Major Governmental Funds	11,050,725.78	11,403,452.49	6,913,995.05	15,540,183.22		
111 HOTEL / MOTEL OCCUPANCY TAX FUND	1,246,361.45	133,014.58	545,612.24	833,763.79		
112 COURT TECHNOLOGY FUND	-	(16,781.33)	-	(16,781.33)		
113 COURT SECURITY FUND	141,382.69	6,378.02	3,141.75	144,618.96		
114 COURT CHILD SAFETY TRUST FUND	11,551.30	375.71	-	11,927.01		
115 POLICE STATE FORFEITURE FUND	11,460.66	164.62	-	11,625.28		
116 POLICE FEDERAL FORFEITURE FUND	6,421.07	92.22	-	6,513.29		
119 WAR MEMORIAL FUND	9,954.25	142.97	-	10,097.22		
120 VENUE PROJECT FUND	-	442,866.56	59,790.20	383,076.36		
Total Nonmajor Governmental Funds	1,427,131.42	566,253.35	608,544.19	1,384,840.58		
201 WATER & WASTEWATER UTILITY FUND	7,646,722.92	2,576,212.79	2,595,649.67	7,627,286.04	1,685,390.65	5,941,895.39
203 CAPITAL PROJECTS FUND (UTILITY)	955,839.08	47,577.06	545,473.50	457,942.64		
Total Enterprise Funds	8,602,562.00	2,623,789.85	3,141,123.17	8,085,228.68		
301 BEAUTIFICATION FUND	17,967.71	4,088.06	1,588.00	20,467.77		
Total Fiduciary Fund	17,967.71	4,088.06	1,588.00	20,467.77		
Grand Total- All Funds	\$ 21,098,386.91	\$ 14,597,583.75	\$ 10,665,250.41	\$ 25,030,720.25		



City of Jacksonville, Texas
Financial Statement
As of February 28, 2023

		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	\$ 906,655	\$ 3,999,733	88.8%	\$ 503,700	\$ 3,572,993	\$ 426,740
101-41401	AD VALOREM TAX- PRIOR	120,000	120,000	11,056	41,260	34.4%	78,740	47,683	(6,423)
101-41402	AD VALOREM TAX- PENALTY & INTEREST	88,000	88,000	13,284	35,677	40.5%	52,323	21,611	14,066
101-41403	AD VALOREM TAX- MISCELLANEOUS	6,800	6,800	4,052	4,052	59.6%	2,748	-	4,052
101-41404	SALES TAX	3,377,134	3,377,134	339,121	1,446,125	42.8%	1,931,010	1,377,506	68,619
101-41405	SALES TAX- TIMELY FILING DISCOUNT	530	530	47	218	41.1%	312	164	53
101-41406	MIXED BEVERAGE TAX	17,500	17,500	1,486	7,885	45.1%	9,615	6,747	1,139
101-41408	PROPERTY TAX REBATE	(56,921)	(56,921)	-	-	0.0%	(56,921)	-	-
*** REVENUE CATEGORY TOTALS ***		8,056,476	8,056,476	1,275,702	5,534,950	68.7%	2,521,527	5,026,703	508,247
42-FRANCHISE FEES									
101-42410	ROW RENTAL FEES- ELECTRICITY	510,000	510,000	-	275,977	54.1%	234,023	268,386	7,591
101-42411	ROW RENTAL FEES- GAS UTILITIES	130,000	130,000	47,859	73,678	56.7%	56,322	44,824	28,855
101-42412	ROW RENTAL FEES- TELECOM	20,000	20,000	4,316	8,720	43.6%	11,280	9,174	(455)
101-42413	ROW RENTAL FEES- CABLE TV	120,000	120,000	25,087	50,624	42.2%	69,376	59,604	(8,980)
101-42414	SANITATION FRANCHISE FEES	115,000	115,000	8,621	44,316	38.5%	70,684	55,870	(11,554)
101-42415	LANDFILL CONTRACT FEES	435,000	435,000	33,862	177,333	40.8%	257,667	182,646	(5,313)
*** REVENUE CATEGORY TOTALS ***		1,330,000	1,330,000	119,746	630,648	47.4%	699,352	620,504	10,144
43-INTERGOVERNMENTAL REVENUE									
101-43427	MISCELLANEOUS GRANT REVENUE	-	-	(23,351)	308,419	0.0%	(308,419)	-	308,419
*** REVENUE CATEGORY TOTALS ***		-	-	(23,351)	308,419	0.0%	(308,419)	-	308,419
44-FINES & FORFEITURE									
101-44440	MUNICIPAL COURT- ADMINISTRATION FEES	88,750	88,750	24,691	90,284	101.7%	(1,534)	(1,614)	91,898
101-44444	MUNICIPAL COURT- FINES	250,000	250,000	28,459	87,275	34.9%	162,725	124,377	(37,102)
101-44445	MUNICIPAL COURT- JUDICIAL ADMIN FUND	500	500	81	267	53.5%	233	1	266
101-44446	MUNICIPAL COURT- JURY FUND	200	200	24	86	43.1%	114	56	31
101-44447	MUNICIPAL COURT- TRUANCY PREVENTION & DIVERSION	6,000	6,000	1,225	4,331	72.2%	1,669	2,781	1,549
*** REVENUE CATEGORY TOTALS ***		345,450	345,450	54,480	182,244	52.8%	163,206	125,601	56,643
45-LICENSE & PERMITS									
101-45450	BEER & WINE PERMIT-OFF PREMISE	180	180	23	120	66.7%	60	98	23
101-45451	BUILDING PERMITS	22,228	22,228	1,893	5,892	26.5%	16,336	6,696	(805)
101-45452	DEMOLITION PERMITS	1,250	1,250	200	500	40.0%	750	400	100
101-45453	ELECTRICAL PERMITS & LICENSES	7,500	7,500	437	2,356	31.4%	5,144	1,733	623
101-45454	EXCAVATION PERMITS	750	750	75	275	36.7%	475	25	250
101-45455	HEALTH PERMITS	-	-	-	-	0.0%	-	30	(30)
101-45456	HOUSE MOVING PERMITS	-	-	100	100	0.0%	(100)	-	100
101-45457	MECHANICAL PERMITS	4,000	4,000	85	437	10.9%	3,564	2,211	(1,775)
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	138	42
101-45460	PLUMBING & GAS PERMITS	8,500	8,500	481	2,569	30.2%	5,932	2,563	6
101-45461	SIGN PERMITS	1,125	1,125	75	375	33.3%	750	300	75



City of Jacksonville, Texas
Financial Statement
As of February 28, 2023

		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
101-45462	SPRINKLER SYSTEM PERMITS	300	300	75	150	50.0%	150	50	100
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	100	100	50.0%	100	-	100
101-45466	ZONING PERMITS	450	450	-	225	50.0%	225	-	225
*** REVENUE CATEGORY TOTALS ***		48,258	48,258	3,543	13,578	28.1%	34,680	15,043	(1,465)
46-FEES & CHARGES FOR SERVICES									
101-46470	AMBULANCE FEES	850,000	850,000	61,908	286,948	33.8%	563,052	308,212	(21,264)
101-46471	AMBULANCE MEMBERSHIP FEES	26,650	26,650	2,129	10,757	40.4%	15,893	11,144	(387)
101-46472	ACCOUNT TRANSFER FEES	8,000	8,000	400	800	10.0%	7,200	2,200	(1,400)
101-46473	LAKE LOT LEASE FEES	80,343	80,343	400	33,260	41.4%	47,083	32,260	1,000
101-46474	FUEL PUMP SALES	192,260	192,260	842	3,469	1.8%	188,791	5,805	(2,336)
101-46475	CAMPGROUND RENTAL FEES	82,000	82,000	7,275	27,830	33.9%	54,170	23,103	4,727
101-46477	SANITATION FEES	1,382,056	1,382,056	116,690	542,575	39.3%	839,480	502,941	39,635
101-46478	GARBAGE CAN RENTAL FEES	-	-	-	3,311	0.0%	(3,311)	9,373	(6,062)
101-46479	SPECIAL PICK UP FEES	20,000	20,000	1,450	6,353	31.8%	13,648	5,245	1,108
101-46493	POLICE DEPT FEES	2,600	2,600	-	247	9.5%	2,354	752	(506)
101-46494	ANIMAL SERVICES FEES	9,000	9,000	1,784	6,974	77.5%	2,026	2,465	4,509
101-46496	CEMETERY LOT SALES	26,310	26,310	2,820	7,770	29.5%	18,540	10,090	(2,320)
101-46497	INDUSTRIAL PARK RENTAL	2,368	2,368	10,000	43,089	1819.6%	(40,721)	13,368	29,721
101-46498	LIBRARY FEES	11,442	11,442	1,215	4,372	38.2%	7,070	4,108	264
101-46500	RENTAL FEES	-	-	-	3,000	0.0%	(3,000)	300	2,700
*** REVENUE CATEGORY TOTALS ***		2,693,029	2,693,029	206,913	980,754	36.4%	1,712,275	931,366	49,388
47-INVESTMENT INCOME									
101-47510	INTEREST INCOME	69,424	69,424	32,881	135,404	195.0%	(65,980)	20,346	115,059
*** REVENUE CATEGORY TOTALS ***		69,424	69,424	32,881	135,404	195.0%	(65,980)	20,346	115,059
48-MISCELLANEOUS RECEIPTS									
101-48515	MISCELLANEOUS REVENUE	10,000	10,000	(34,035)	13,361	133.6%	(3,361)	3,450	9,911
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	38,562	(20,179)
101-48518	INSURANCE PROCEEDS	51,000	51,000	2,840	2,840	5.6%	48,160	33,540	(30,700)
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	-	-	10,325	14,381	0.0%	(14,381)	-	14,381
101-48528	CASH OVER/SHORT	-	-	316	70	0.0%	(70)	(96)	166
101-48532	DESIGNATED DONATIONS- STATE OF THE CITY DONATIONS	-	-	-	-	0.0%	-	1,000	(1,000)
101-48533	DESIGNATED DONATIONS- CRIME PREVENTION DONATIONS	-	-	324	160	0.0%	(160)	-	160
101-48534	DESIGNATED DONATIONS- POLICE DONATIONS	-	-	5,925	7,600	0.0%	(7,600)	(746)	8,346
101-48535	DESIGNATED DONATIONS- ANIMAL SHELTER DONATIONS	-	-	1,306	206	0.0%	(206)	966	(760)
101-48536	DESIGNATED DONATIONS- FIRE/EMS DONATIONS	-	-	-	-	0.0%	-	(400)	400
101-48539	DESIGNATED DONATIONS- LIBRARY DONATIONS	-	-	1,025	1,040	0.0%	(1,040)	2,531	(1,491)
101-48540	DESIGNATED DONATIONS- MUSEUM DONATIONS	-	-	1,065	1,610	0.0%	(1,610)	1,010	600
101-48544	DESIGNATED DONATIONS- SESQUICENTENNIAL	-	-	55,644	39,880	0.0%	(39,880)	-	39,880
*** REVENUE CATEGORY TOTALS ***		84,875	84,875	44,735	140,599	165.7%	(55,724)	80,977	59,622



City of Jacksonville, Texas
Financial Statement
As of February 28, 2023

		Original Total	Current Total			% of	Budget	Prior Year	INC/(DEC)
		Budget	Budget	M-T-D Activity	Y-T-D Activity	Budget	Remaining	Y-T-D Activity	Prior Year
49-TRANSFERS IN									
101-49552	TRANSFER FROM COURT SECURITY FUND	7,540	7,540	628	3,142	41.7%	4,398	7,406	(4,265)
101-49553	TRANSFER FROM UTILITY FUND	1,552,072	1,552,072	129,339	646,697	41.7%	905,376	680,054	(33,357)
101-49554	TRANSFER FROM HOTEL/MOTEL OCC TAX FUND	44,103	44,103	3,675	18,376	41.7%	25,727	14,970	3,407
101-49555	TRANSFER FROM GRANT FUND	400,000	400,000	33,333	166,667	41.7%	233,333	-	166,667
*** REVENUE CATEGORY TOTALS ***		2,003,716	2,003,716	166,976	834,881	41.7%	1,168,835	702,430	132,451
*** TOTAL REVENUE ***		14,631,228	14,631,228	1,881,625	8,761,477	59.9%	5,869,751	7,522,970	1,238,507
10 -GENERAL FUND- DETAIL									
EXPENSE									
51-EMPLOYEE SERVICES									
101-51600	SUPERVISION	1,217,185	1,217,185	86,932	437,628	36.0%	779,557	377,522	60,106
101-51601	OPERATIONAL	4,806,653	4,806,653	332,505	1,721,307	35.8%	3,085,346	1,410,587	310,720
101-51602	PERMANENT PART-TIME	161,240	161,240	9,020	40,161	24.9%	121,079	31,711	8,450
101-51604	SEASONAL PART-TIME POOL	36,864	36,864	-	-	0.0%	36,864	-	-
101-51607	OVERTIME- TRANSFER TRUCK	52,881	52,881	-	12,981	24.5%	39,900	26,605	(13,624)
101-51609	FIELD TRAINING OFFICER STIPEND	11,357	11,357	495	3,895	34.3%	7,462	7,245	(3,350)
101-51610	HR STIPEND	-	-	-	-	0.0%	-	4,355	(4,355)
101-51611	K9 CARE STIPEND	7,040	7,040	542	2,843	40.4%	4,197	2,755	88
101-51612	ON CALL STIPEND	7,300	7,300	350	2,095	28.7%	5,205	3,069	(974)
101-51613	BI-LINGUAL PAY	27,000	27,000	2,700	11,025	40.8%	15,975	8,480	2,546
101-51614	CERTIFICATION PAY	121,219	121,219	9,025	45,125	37.2%	76,094	42,694	2,431
101-51615	DIFFERENTIAL PAY	21,000	21,000	1,838	6,913	32.9%	14,088	8,923	(2,011)
101-51616	EDUCATION PAY	29,100	29,100	2,725	11,450	39.3%	17,650	9,754	1,696
101-51617	LONGEVITY PAY	37,084	37,084	2,841	14,219	38.3%	22,865	14,259	(40)
101-51618	SALARY PREMIUM PAY	-	-	-	-	0.0%	-	93,730	(93,730)
101-51620	AUTO ALLOWANCE	13,100	13,100	1,092	4,367	33.3%	8,733	678	3,688
101-51621	CELL PHONE ALLOWANCE	4,737	4,737	360	1,544	32.6%	3,193	1,532	12
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	-	4,582	13.2%	30,250	6,342	(1,760)
101-51624	OVERTIME- COURT	4,207	4,207	-	1,736	41.3%	2,471	2,351	(615)
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	-	1,777	133.3%	(444)	796	981
101-51628	OVERTIME- LAKE PUBLIC SAFETY	4,305	4,305	-	-	0.0%	4,305	-	-
101-51629	OVERTIME	50,055	50,055	60,090	76,837	153.5%	(26,782)	15,598	61,239
101-51630	OVERTIME- TRAINING	36,459	36,459	-	5,316	14.6%	31,143	14,437	(9,120)
101-51632	OVERTIME- SCHEDULED (MANDATED)	327,695	327,695	-	82,996	25.3%	244,699	82,550	447
101-51633	OVERTIME- SHIFT COVERAGE	243,360	243,360	-	44,797	18.4%	198,563	78,563	(33,766)
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	-	452	6.7%	6,274	1,431	(979)
101-51638	FICA	556,832	556,832	37,769	188,294	33.8%	368,538	165,277	23,018
101-51639	DENTAL INSURANCE	34,406	34,406	2,581	11,876	34.5%	22,530	10,922	953
101-51640	HEALTH INSURANCE	769,727	769,727	46,175	217,144	28.2%	552,583	231,542	(14,398)
101-51641	LIFE INSURANCE	1,940	1,940	139	642	33.1%	1,298	623	19
101-51642	TMRS	729,643	729,643	51,083	262,412	36.0%	467,231	239,849	22,563
101-51643	WORKER'S COMPENSATION	162,460	162,460	11,162	60,721	37.4%	101,739	45,898	14,823
101-51644	CONTRA WAGE EXPENSE	(63,903)	(63,903)	(156)	(65,368)	102.3%	1,465	(803)	(64,565)



City of Jacksonville, Texas
Financial Statement
As of February 28, 2023

		Original Total	Current Total			% of	Budget	Prior Year	INC/(DEC)
		Budget	Budget	M-T-D Activity	Y-T-D Activity	Budget	Remaining	Y-T-D Activity	Prior Year
101-51645	UNEMPLOYMENT	-	-	-	4,101	0.0%	(4,101)	335	3,767
101-51646	CONTRACT LABOR	202,150	202,150	5,450	33,549	16.6%	168,601	29,210	4,339
101-51647	BENEFIT ADMINISTRATION	4,518	4,518	83	636	14.1%	3,882	(2,313)	2,950
101-51648	EMPLOYEE TESTING	4,375	4,375	2,226	4,901	112.0%	(526)	1,578	3,323
101-51649	OTHER EMPLOYEE COSTS	20,300	20,300	347	2,675	13.2%	17,625	1,663	1,012
101-51650	RECRUITING & RETENTION	2,400	2,400	-	-	0.0%	2,400	2,297	(2,297)
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	667,371	3,269,592	33.7%	6,438,022	2,976,945	292,647
52-MAINTENANCE									
101-52700	R/M BUILDINGS & STRUCTURES	102,055	102,055	5,731	29,939	29.3%	72,116	25,616	4,323
101-52701	R/M EQUIPMENT & MACHINERY	131,708	131,708	5,247	49,334	37.5%	82,374	35,019	14,315
101-52705	R/M MOTOR VEHICLES	86,705	86,705	18,442	52,209	60.2%	34,496	43,311	8,898
101-52706	R/M OFFICE EQUIPMENT	700	700	-	-	0.0%	700	141	(141)
101-52707	R/M PARKS	65,250	65,250	2,111	24,864	38.1%	40,386	19,608	5,256
101-52708	R/M RADIO COMMUNICATION	6,500	6,500	-	182	2.8%	6,318	-	182
101-52709	R/M SIDEWALKS CULVERTS BRIDGES	50,000	50,000	6,259	10,159	20.3%	39,841	10,682	(523)
101-52710	R/M STREETS & ALLEYS	245,000	245,000	7,230	12,272	5.0%	232,728	20,640	(8,368)
101-52715	DAMAGES & CLAIMS	53,254	53,254	6,950	12,221	22.9%	41,033	31,552	(19,331)
*** EXPENSE CATEGORY TOTALS ***		741,172	741,172	51,970	191,180	25.8%	549,991	186,569	4,612
53-UTILITIES									
101-53730	ELECTRICITY	326,849	326,849	24,696	93,152	28.5%	233,697	88,009	5,143
101-53731	NATURAL GAS	25,554	25,554	5,528	16,075	62.9%	9,479	8,030	8,045
101-53732	PHONE/CABLE/INTERNET	151,310	151,310	15,114	76,445	50.5%	74,865	51,629	24,816
101-53733	WATER/SEWER & GARBAGE	58,246	58,246	1,633	14,460	24.8%	43,786	15,604	(1,144)
*** EXPENSE CATEGORY TOTALS ***		561,959	561,959	46,971	200,132	35.6%	361,827	163,271	36,860
54-SUPPLIES									
101-54740	AMBULANCE SUPPLIES	47,054	47,054	1,503	14,244	30.3%	32,810	12,482	1,763
101-54741	ANIMAL CARE SUPPLIES	6,000	6,000	387	1,223	20.4%	4,777	1,507	(285)
101-54742	ANIMAL FOOD	9,000	9,000	-	491	5.5%	8,509	2,431	(1,940)
101-54743	BOOK SUPPLIES	6,010	6,010	402	2,737	45.5%	3,273	1,794	943
101-54744	BOTANICAL SUPPLIES	2,150	2,150	-	2,624	122.0%	(474)	92	2,531
101-54745	CASH OVER/SHORT	-	-	-	395	0.0%	(395)	1,875	(1,480)
101-54746	CHEMICAL SUPPLIES	53,625	53,625	451	3,204	6.0%	50,421	642	2,562
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	1,803	9,554	46.6%	10,948	8,615	938
101-54755	INVESTIGATION SUPPLIES	3,900	3,900	1,154	2,240	57.4%	1,660	657	1,583
101-54756	JANITORIAL SUPPLIES	31,958	31,958	1,769	10,803	33.8%	21,155	6,086	4,716
101-54757	K-9 CARE SUPPLIES	10,600	10,600	400	1,360	12.8%	9,240	994	366
101-54762	MINOR TOOLS & EQUIPMENT	18,430	18,430	4,076	17,087	92.7%	1,343	10,061	7,026
101-54763	MISCELLANEOUS SUPPLIES	16,350	16,350	72	5,247	32.1%	11,103	764	4,483
101-54764	MOTOR VEHICLE FUEL	271,145	271,145	363	58,208	21.5%	212,938	87,880	(29,672)
101-54765	OFFICE EQUIP/FURNITURE/FIXTR	3,004	3,004	2,450	2,749	91.5%	255	5,323	(2,574)
101-54766	OFFICE SUPPLIES	23,568	23,568	1,740	7,198	30.5%	16,370	11,136	(3,938)
101-54767	OXYGEN SUPPLIES	5,040	5,040	1,304	2,499	49.6%	2,541	1,584	915



City of Jacksonville, Texas
Financial Statement
As of February 28, 2023

		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
101-54768	PLAQUES & AWARDS	2,710	2,710	-	1,874	69.2%	836	1,104	770
101-54769	POSTAGE	11,354	11,354	1,359	4,439	39.1%	6,915	3,643	797
101-54770	PRINTING SUPPLIES	7,190	7,190	912	2,081	28.9%	5,109	3,259	(1,178)
101-54771	PROGRAMMING SUPPLIES	4,430	4,430	994	1,878	42.4%	2,552	2,137	(259)
101-54772	PROTECTIVE CLOTHING	113,370	113,370	-	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	5,804	5,849	3.5%	159,723	4,954	895
101-54776	SAFETY EQUIPMENT	500	500	-	-	0.0%	500	-	-
101-54777	STREET SIGN SUPPLIES	29,185	29,185	2,220	2,445	8.4%	26,740	301	2,144
101-54778	TECHNOLOGY SUPPLIES	7,793	7,793	389	614	7.9%	7,179	503	111
101-54779	WEARING APPAREL	66,189	66,189	4,232	22,593	34.1%	43,596	24,430	(1,837)
101-54781	DESIGNATED DONATIONS	-	-	64,136	64,136	0.0%	(64,136)	-	64,136
*** EXPENSE CATEGORY TOTALS ***		952,803	952,803	97,919	328,998	34.5%	623,806	198,835	130,163
55-SERVICES									
101-55800	ACCOUNTING & AUDITING	25,200	25,200	19,500	19,500	77.4%	5,700	-	19,500
101-55801	APPRAISAL DISTRICT	129,895	129,895	-	63,958	49.2%	65,937	90,948	(26,990)
101-55804	BILLING & COLLECTION SERVICES	142,310	142,310	4,573	39,328	27.6%	102,982	40,898	(1,570)
101-55805	CONSTRUCTION CONTRACTS	50,000	50,000	-	-	0.0%	50,000	-	-
101-55806	CONSULTING SERVICES	18,993	18,993	833	4,167	21.9%	14,826	7,167	(3,000)
101-55807	CONTINGENCY	50,000	50,000	-	-	0.0%	50,000	-	-
101-55809	CREDIT CARD PROCESSING FEES	13,002	13,002	2,075	7,287	56.0%	5,715	3,475	3,811
101-55810	ELECTION COSTS	19,000	19,000	-	12,596	66.3%	6,404	244	12,352
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)	161,750	11,064
101-55816	IT SUPPORT	60,000	60,000	-	60,000	100.0%	-	60,000	-
101-55817	JANITORIAL SERVICES	5,500	5,500	-	144	2.6%	5,356	20,300	(20,156)
101-55819	LEASE/RENTAL OF EQUIPMENT	32,898	32,898	4,275	14,706	44.7%	18,192	5,911	8,795
101-55820	LEASE/RENTAL OF PROPERTY	6,000	6,000	500	2,500	41.7%	3,500	2,500	-
101-55821	LEGAL ADVERTISING	11,350	11,350	301	5,288	46.6%	6,062	3,212	2,075
101-55822	LEGAL SERVICES	-	-	-	526	0.0%	(526)	24,120	(23,594)
101-55824	MISCELLANEOUS SERVICES	20,987	20,987	945	6,260	29.8%	14,727	16,406	(10,145)
101-55826	PUBLIC COMMUNICATION	2,050	2,050	-	275	13.4%	1,775	2,428	(2,153)
101-55828	SOFTWARE	137,152	137,152	14,358	89,615	65.3%	47,537	65,200	24,415
101-55829	SPECIAL SERVICES	15,666	15,666	-	-	0.0%	15,666	12,626	(12,626)
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	440	(440)
101-55834	SOLID WASTE & SLUDGE DISPOSAL	1,026,715	1,026,715	81,011	296,457	28.9%	730,258	282,899	13,558
*** EXPENSE CATEGORY TOTALS ***		1,962,973	1,962,973	128,372	795,921	40.5%	1,167,052	820,776	(24,854)
56-TRAVEL & EDUCATION EXPENDITURES									
101-56851	MEMBERSHIP DUES	24,121	24,121	689	7,664	31.8%	16,457	5,818	1,846
101-56852	TRAINING EXPENSES	83,078	83,078	11,215	27,591	33.2%	55,487	29,771	(2,180)
101-56853	TRAVEL & LODGING EXPENSES	46,336	46,336	2,371	12,701	27.4%	33,635	5,937	6,763
*** EXPENSE CATEGORY TOTALS ***		153,535	153,535	14,276	47,956	31.2%	105,579	41,526	6,429
57-DEBT SERVICE									



City of Jacksonville, Texas
Financial Statement
As of February 28, 2023

		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
101-57862	CAPITAL LEASE INTEREST	19,962	19,962	-	13,456	67.4%	6,506	20,941	(7,485)
101-57863	CAPITAL LEASE PRINCIPAL	217,117	217,117	-	120,590	55.5%	96,527	241,684	(121,094)
*** EXPENSE CATEGORY TOTALS ***		237,079	237,079	-	134,045	56.5%	103,034	262,625	(128,579)
58-CAPITAL EXPENDITURES									
101-58881	CAPITAL MACHINERY & EQUIPMENT	97,750	97,750	-	-	0.0%	97,750	24,648	(24,648)
101-58883	CAPITAL MOTOR VEHICLES	120,000	120,000	4,675	7,571	6.3%	112,429	59,932	(52,361)
101-58887	LIBRARY BOOKS & MATERIALS	42,000	42,000	3,712	10,717	25.5%	31,283	14,829	(4,113)
101-58891	CAPITAL PROPERTY	-	-	1,500	1,500	0.0%	(1,500)	-	1,500
*** EXPENSE CATEGORY TOTALS ***		259,750	259,750	9,887	19,787	7.6%	239,963	99,409	(79,622)
59 - TRANSFERS OUT									
101-59906	TRANSFER TO BEAUTIFICATION FUND	6,000	6,000	500	2,500	41.7%	3,500	2,500	-
101-59909	TRANSFER TO COURT TECHNOLOGY FUND	-	-	-	(20,371)	0.0%	20,371	(11,865)	(8,506)
*** EXPENSE CATEGORY TOTALS ***		6,000	6,000	500	(17,871)	-297.9%	23,871	(9,365)	(8,506)
*** TOTAL EXPENSE ***		\$ 14,582,885	\$ 14,582,885	\$ 1,017,265	\$ 4,969,741	34.1%	\$ 9,613,144	\$ 4,740,591	\$ 229,150

102 -DEBT SERVICE FUND- DETAIL
REVENUE

102-41400	AD VALOREM TAX- CURRENT	\$ 1,504,808	\$ 1,504,808	\$ 303,015	\$ 1,337,433	88.9%	\$ 167,375	\$ 1,104,689	\$ 232,744
102-41401	AD VALOREM TAX- PRIOR	34,931	34,931	3,635	13,344	38.2%	21,587	17,185	(3,840)
102-41402	AD VALOREM TAX- PENALTY & INTEREST	26,324	26,324	4,493	7,901	30.0%	18,423	7,642	259
102-47510	INTEREST INCOME	8,310	8,310	2,940	14,229	171.2%	(5,919)	2,708	11,521
102-49553	TRANSFER FROM UTILITY FUND	874,660	874,660	72,888	364,442	41.7%	510,218	192,034	172,408
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	27,658	0.0%	(27,658)	-	27,658
*** TOTAL REVENUE ***		2,614,982	2,614,982	400,801	1,806,494	69.1%	808,488	1,324,257	482,237

102 -DEBT SERVICE FUND- DETAIL
EXPENSE

102-57861	BOND ISSUANCE COST	-	-	-	-	0.0%	-	-	-
102-57864	CONTINUING DISCLOSURE	3,500	3,500	-	-	0.0%	3,500	-	-
102-57865	DEBT SERVICE INTEREST	845,081	845,081	433,746	433,746	51.3%	411,335	289,397	144,349
102-57866	DEBT SERVICE PRINCIPAL	1,680,000	1,680,000	595,000	595,000	35.4%	1,085,000	445,000	150,000
102-57867	PAYING AGENT FEES	1,500	1,500	-	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	\$ 1,028,746	\$ 1,030,246	40.7%	\$ 1,499,835	\$ 728,620	\$ 301,626

103 -CAPITAL PROJECTS FUND (GENERAL)- DETAIL
REVENUE

103-43427	MISCELLANEOUS GRANT REVENUE	\$ -	\$ -	\$ -	\$ 56,401	0.0%	\$ (56,401)	\$ -	\$ 56,401
103-47510	INTEREST INCOME	46,300	46,300	19,915	88,220	190.5%	(41,920)	6,568	81,652
103-48515	MISCELLANEOUS REVENUE	-	-	-	-	0.0%	-	40	(40)



City of Jacksonville, Texas
Financial Statement
As of February 28, 2023

		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
103-48523	SALE OF CAPITAL PROPERTY	1,400,000	1,400,000	-	207,936	14.9%	1,192,064	-	207,936
103-48525	SALE OF CAPITAL VEHICLES	-	-	40,000	40,000	0.0%	(40,000)	-	40,000
103-48530	OTHER FINANCING SOURCES	754,681	754,681	-	-	0.0%	754,681	-	-
*** TOTAL REVENUE ***		<u>2,200,981</u>	<u>2,200,981</u>	<u>59,915</u>	<u>392,557</u>	<u>17.8%</u>	<u>1,808,424</u>	<u>6,608</u>	<u>385,949</u>

**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	50	41.7%	70	50	-
103-55824	MISCELLANEOUS SERVICES	-	-	-	8,000	0.0%	(8,000)	-	8,000
103-57862	CAPITAL LEASE INTEREST	13,983	13,983	1,885	9,301	66.5%	4,682	6,109	3,192
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	839,522	(839,522)
103-58881	CAPITAL MACHINERY & EQUIPMENT	411,392	411,392	-	53,814	13.1%	357,578	181,698	(127,884)
103-58882	CAPITAL MISCELLANEOUS	-	-	-	-	0.0%	-	2,750	(2,750)
103-58883	CAPITAL MOTOR VEHICLES	-	-	-	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	266,306	41.7%	372,829	-	266,306
*** TOTAL EXPENSE ***		<u>\$ 7,660,427</u>	<u>\$ 7,660,427</u>	<u>\$ 55,156</u>	<u>\$ 393,873</u>	<u>5.1%</u>	<u>\$ 7,266,554</u>	<u>\$ 980,033</u>	<u>\$ (586,161)</u>

**Fund: 110 - GRANT FUND- DETAIL
REVENUE**

110-43420	DEPT OF JUSTICE GRANT REVENUE	\$ 2,500	\$ 2,500	\$ -	\$ 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	156	368	5.5%	6,358	803	(435)
110-43433	TX PARKS & WILDLIFE GRANT REVENUE	1,334,690	1,334,690	(51,000)	-	0.0%	1,334,690	-	-
110-43435	TX DEPT OF AGRICULTURE GRANT REVENUE	229,682	229,682	51,000	110,800	48.2%	118,882	-	110,800
110-49556	TRANSFER FROM GEN CAPITAL PROJECTS FUND	639,135	639,135	53,261	266,306	41.7%	372,829	-	266,306
*** TOTAL REVENUE ***		<u>2,224,313</u>	<u>2,224,313</u>	<u>53,417</u>	<u>442,925</u>	<u>19.9%</u>	<u>1,781,388</u>	<u>2,803</u>	<u>440,122</u>

**Fund: 110 - GRANT FUND- DETAIL
EXPENSE**

110-51601	OPERATIONAL	-	-	-	65,000	0.0%	(65,000)	-	65,000
110-51636	OVERTIME- TRAFFIC STEP	6,726	6,726	156	368	5.5%	6,358	803	(435)
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	2,425	31,670	21.1%	118,655	40,540	(8,870)
110-55821	LEGAL ADVERTISING	-	-	-	-	0.0%	-	550	(550)
110-58884	CAPITAL PARK IMPROVEMENTS	1,752,720	1,752,720	2,808	8,424	0.5%	1,744,296	-	8,424
110-58885	CAPITAL SDWLKS/CLVRTS/BRDGS	335,528	335,528	(151,236)	243,007	72.4%	92,521	-	243,007
110-59900	TRANSFER TO GENERAL FUND	400,000	400,000	33,333	166,667	41.7%	233,333	-	166,667



City of Jacksonville, Texas
Financial Statement
As of February 28, 2023

		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
*** TOTAL EXPENSE ***		\$ 2,659,379	\$ 2,659,379	\$ (112,514)	\$ 520,136	19.6%	\$ 2,139,243	\$ 41,893	\$ 478,243
201 -WATER & WASTEWATER UTILITY FUND- DETAIL									
REVENUE									
201-46472	ACCOUNT TRANSFER FEES	\$ 3,000	\$ 3,000	\$ 350	\$ 900	30.0%	\$ 2,100	\$ 1,100	\$ (200)
201-46480	WATER SALES	3,808,576	3,808,576	289,357	1,431,873	37.6%	2,376,703	1,237,337	194,536
201-46481	WATER TAP FEES	10,000	10,000	250	2,250	22.5%	7,750	1,000	1,250
201-46482	SEWER SALES	2,682,650	2,682,650	229,945	940,784	35.1%	1,741,866	877,002	63,782
201-46483	SEWER TAP FEES	11,000	11,000	-	2,000	18.2%	9,000	2,000	-
201-46484	PENALTIES	227,584	227,584	11,723	74,135	32.6%	153,449	99,588	(25,453)
201-46486	RECONNECT FEES	-	-	(5)	31	0.0%	(31)	(35)	66
201-46488	METER TAMPERING FEES	1,547	1,547	110	440	28.4%	1,107	414	26
201-46489	NSF CHECK FEES	2,020	2,020	150	750	37.1%	1,270	810	(60)
201-46491	SERVICE APPLICATION FEES	14,650	14,650	1,025	5,175	35.3%	9,475	5,625	(450)
201-46501	METER PURCHASE FEE	16,514	16,514	609	3,655	22.1%	12,859	5,395	(1,741)
201-47510	INTEREST INCOME	28,557	28,557	24,964	100,112	350.6%	(71,555)	12,762	87,351
201-48515	MISCELLANEOUS REVENUE	2,754	2,754	-	1,003	36.4%	1,751	3,664	(2,662)
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	558,478	2,576,213	37.7%	4,250,437	2,249,215	326,998
201 -WATER & WASTEWATER UTILITY FUND- DETAIL									
EXPENSE									
51-EMPLOYEE SERVICES									
201-51600	SUPERVISION	153,245	153,245	10,931	54,208	35.4%	99,037	50,671	3,537
201-51601	OPERATIONAL	758,474	758,474	62,703	301,820	39.8%	456,654	243,561	58,260
201-51612	ON CALL STIPEND	9,125	9,125	350	1,940	21.3%	7,185	1,883	57
201-51613	BI-LINGUAL PAY	1,800	1,800	150	675	37.5%	1,125	680	(5)
201-51614	CERTIFICATION PAY	7,800	7,800	575	2,588	33.2%	5,213	1,915	673
201-51616	EDUCATION PAY	7,500	7,500	625	2,813	37.5%	4,688	2,644	168
201-51617	LONGEVITY PAY	10,731	10,731	881	4,363	40.7%	6,368	4,165	198
201-51618	SALARY PREMIUM PAY	-	-	-	-	0.0%	-	18,373	(18,373)
201-51620	AUTO ALLOWANCE	2,000	2,000	167	667	33.3%	1,333	678	(12)
201-51621	CELL PHONE ALLOWANCE	2,100	2,100	175	700	33.3%	1,400	607	93
201-51623	OVERTIME- CALL-OUT	68,142	68,142	-	26,912	39.5%	41,230	18,034	8,878
201-51626	OVERTIME- HOLIDAY WORKED	7,812	7,812	-	9,223	118.1%	(1,411)	3,908	5,315
201-51629	OVERTIME	30,333	30,333	18,290	30,234	99.7%	99	10,329	19,905
201-51632	OVERTIME- SCHEDULED (MANDATED)	49,616	49,616	-	19,217	38.7%	30,399	14,688	4,529
201-51638	FICA	84,814	84,814	7,161	34,410	40.6%	50,404	28,098	6,312
201-51639	DENTAL INSURANCE	6,271	6,271	527	2,367	37.7%	3,904	2,160	207
201-51640	HEALTH INSURANCE	131,750	131,750	8,125	36,428	27.6%	95,322	38,347	(1,919)
201-51641	LIFE INSURANCE	361	361	30	136	37.5%	225	128	8
201-51642	TMRS	115,386	115,386	9,751	48,139	41.7%	67,247	40,620	7,519
201-51643	WORKER'S COMPENSATION	20,673	20,673	1,380	7,451	36.0%	13,222	5,904	1,547
201-51645	UNEMPLOYMENT	-	-	-	-	0.0%	-	347	(347)
201-51646	CONTRACT LABOR	3,570	3,570	55	1,375	38.5%	2,195	1,000	375



City of Jacksonville, Texas
Financial Statement
As of February 28, 2023

		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
*** EXPENSE CATEGORY TOTALS ***		1,471,503	1,471,503	121,875	585,665	39.8%	885,838	488,740	96,925
52-MAINTENANCE									
201-52700	R/M BUILDINGS & STRUCTURES	232,899	232,899	20,354	30,485	13.1%	202,414	26,375	4,111
201-52701	R/M EQUIPMENT & MACHINERY	53,549	53,549	1,631	13,860	25.9%	39,689	7,972	5,888
201-52702	R/M LIFT STATIONS	84,421	84,421	3,461	20,971	24.8%	63,450	4,144	16,827
201-52703	R/M METERS TAPS SVC CONNECTS	70,000	70,000	1,938	38,146	54.5%	31,854	28,005	10,141
201-52704	R/M MISCELLANEOUS	-	-	-	108	0.0%	(108)	-	108
201-52705	R/M MOTOR VEHICLES	5,206	5,206	573	1,414	27.2%	3,792	3,655	(2,241)
201-52710	R/M STREETS & ALLEYS	52,263	52,263	6,096	10,354	19.8%	41,909	18,714	(8,360)
201-52711	R/M WASTEWATER PLANTS	24,348	24,348	2,523	4,271	17.5%	20,077	3,051	1,220
201-52712	R/M WATER & WASTEWATER MAINS	331,150	331,150	11,016	83,882	25.3%	247,268	49,080	34,802
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	509	4,877	3.8%	124,256	3,690	1,187
201-52715	DAMAGES & CLAIMS	13,000	13,000	824	1,309	10.1%	11,691	-	1,309
*** EXPENSE CATEGORY TOTALS ***		1,053,029	1,053,029	48,925	209,678	19.9%	843,351	144,686	64,992
53-UTILITIES									
201-53730	ELECTRICITY	497,722	497,722	47,116	163,185	32.8%	334,537	131,210	31,975
201-53731	NATURAL GAS	577	577	50	203	35.1%	374	243	(40)
201-53732	PHONE/CABLE/INTERNET	14,712	14,712	1,602	7,502	51.0%	7,210	5,727	1,774
201-53733	WATER/SEWER & GARBAGE	32,000	32,000	1,231	8,337	26.1%	23,663	3,098	5,239
*** EXPENSE CATEGORY TOTALS ***		545,011	545,011	49,999	179,226	32.9%	365,785	140,278	38,948
54-SUPPLIES									
201-54745	CASH OVER/SHORT	-	-	(4)	1	0.0%	(1)	2,074	(2,073)
201-54746	CHEMICAL SUPPLIES	172,851	172,851	11,026	81,657	47.2%	91,194	85,980	(4,323)
201-54752	FOOD	1,800	1,800	524	1,855	103.1%	(55)	239	1,616
201-54753	GROUNDWATER PURCHASES	25,557	25,557	-	7,976	31.2%	17,581	8,097	(121)
201-54756	JANITORIAL SUPPLIES	6,346	6,346	154	1,060	16.7%	5,287	1,533	(474)
201-54758	LAB EQUIPMENT & SUPPLIES	4,177	4,177	172	2,959	70.8%	1,218	965	1,994
201-54762	MINOR TOOLS & EQUIPMENT	20,373	20,373	7,103	9,177	45.0%	11,197	2,249	6,927
201-54763	MISCELLANEOUS SUPPLIES	2,700	2,700	900	2,526	93.6%	174	480	2,046
201-54764	MOTOR VEHICLE FUEL	58,276	58,276	114	18,592	31.9%	39,685	19,548	(956)
201-54765	OFFICE EQUIP/FURNITURE/FIXTR	500	500	465	465	93.0%	35	-	465
201-54766	OFFICE SUPPLIES	4,709	4,709	88	759	16.1%	3,950	810	(51)
201-54768	PLAQUES & AWARDS	-	-	213	275	0.0%	(275)	-	275
201-54769	POSTAGE	446	446	22	165	37.0%	281	179	(14)
201-54778	TECHNOLOGY SUPPLIES	61,517	61,517	54	61,294	99.6%	223	59,458	1,836
201-54779	WEARING APPAREL	15,829	15,829	2,102	5,635	35.6%	10,193	5,569	67
*** EXPENSE CATEGORY TOTALS ***		375,081	375,081	22,933	194,394	51.8%	180,687	187,181	7,213
55-SERVICES									
201-55800	ACCOUNTING & AUDITING	16,380	16,380	13,000	13,000	79.4%	3,380	-	13,000
201-55804	BILLING & COLLECTION SERVICES	44,622	44,622	3,790	16,959	38.0%	27,663	12,360	4,599
201-55809	CREDIT CARD PROCESSING FEES	80,004	80,004	5,208	27,764	34.7%	52,240	23,083	4,680
201-55811	ELECTROINC PAYMENT- UB CREDITS	39,504	39,504	1,944	16,112	40.8%	23,392	16,415	(303)
201-55812	ENGINEERING SERVICES	55,000	55,000	-	-	0.0%	55,000	9,700	(9,700)
201-55813	FEES & PERMITS	40,775	40,775	-	35,100	86.1%	5,675	36,410	(1,311)



City of Jacksonville, Texas
Financial Statement
As of February 28, 2023

		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
201-55815	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	4,357	22,855	19.7%	93,145	25,891	(3,036)
201-55819	LEASE/RENTAL OF EQUIPMENT	15,870	15,870	77	326	2.1%	15,545	69,237	(68,911)
201-55821	LEGAL ADVERTISING	1,000	1,000	375	375	37.5%	625	-	375
201-55824	MISCELLANEOUS SERVICES	500	500	6,120	7,036	1407.2%	(6,536)	-	7,036
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	129	(129)
201-55829	SPECIAL SERVICES	-	-	-	5,868	0.0%	(5,868)	975	4,893
201-55834	SOLID WASTE & SLUDGE DISPOSAL	205,908	205,908	21,174	76,922	37.4%	128,986	67,101	9,821
*** EXPENSE CATEGORY TOTALS ***		694,870	694,870	56,046	316,586	45.6%	378,283	332,363	(15,776)
56-TRAVEL & EDUCATION EXPENDITURES									
201-56851	MEMBERSHIP DUES	585	585	210	210	35.9%	375	-	210
201-56852	TRAINING EXPENSES	11,870	11,870	2,050	2,272	19.1%	9,598	272	2,000
201-56853	TRAVEL & LODGING EXPENSES	1,900	1,900	-	-	0.0%	1,900	1,975	(1,975)
*** EXPENSE CATEGORY TOTALS ***		14,355	14,355	2,260	2,482	17.3%	11,873	2,247	235
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	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	11.9%	83,681	21,680	(10,330)
59-TRANSFERS OUT									
201-59900	TRANSFER TO GENERAL FUND	1,552,072	1,552,072	129,339	646,697	41.7%	905,376	680,054	(33,357)
201-59901	TRANSFER TO DEBT SERVICE FUND	874,660	874,660	72,888	364,442	41.7%	510,218	192,034	172,408
201-59905	TRANSFER TO UT CAPITAL PROJECTS FUND	-	-	-	28,280	0.0%	(28,280)	-	28,280
*** EXPENSE CATEGORY TOTALS ***		2,426,732	2,426,732	202,228	1,039,419	42.8%	1,387,314	872,088	167,331
*** TOTAL EXPENSE ***		\$ 6,835,195	\$ 6,835,195	\$ 504,265	\$ 2,595,650	38.0%	\$ 4,239,546	\$ 2,246,112	\$ 349,538
203 -CAPITAL PROJECTS FUND (UTILITY)- DETAIL									
REVENUE									
203-47510	INTEREST INCOME	\$ 59,190	\$ 59,190	\$ 1,404	\$ 10,420	17.6%	\$ 48,770	\$ 9,662	\$ 757
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	0.0%	(28,280)	-	28,280
*** TOTAL REVENUE ***		110,850	110,850	1,404	47,577	42.9%	63,273	193,232	(145,654)
203 -CAPITAL PROJECTS FUND (UTILITY)- DETAIL									
EXPENSE									



City of Jacksonville, Texas
Financial Statement
As of February 28, 2023

		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	12,622	467,730	8.2%	5,244,317	-	467,730
203-52713	R/M WATER STORAGE TANKS	54,938	54,938	-	-	0.0%	54,938	343,266	(343,266)
203-52714	R/M WATER WELLS	457,600	457,600	-	-	0.0%	457,600	-	-
203-55812	ENGINEERING SERVICES	131,215	131,215	3,776	60,066	45.8%	71,149	8,055	52,011
203-55829	SPECIAL SERVICES	28,499	28,499	1,391	1,991	7.0%	26,508	3,210	(1,220)
203-58880	CAPITAL BUILDINGS & STRUCTURES	40,000	40,000	-	-	0.0%	40,000	-	-
*** TOTAL EXPENSE ***		<u>\$ 6,899,786</u>	<u>\$ 6,899,786</u>	<u>\$ 17,789</u>	<u>\$ 545,474</u>	<u>7.9%</u>	<u>\$ 6,354,313</u>	<u>\$ 354,531</u>	<u>\$ 190,942</u>



NON MAJOR FUNDS SUMMARY

	111 HOTEL/MOTEL OCCUPANCY TAX FUND	112 COURT TECHNOLOGY FUND	113 COURT SECURITY FUND	114 COURT CHILD SAFETY TRUST FUND	115 POLICE STATE FORFEITURE FUND
Beginning Fund Balance	\$ 1,246,361	\$ -	\$ 141,383	\$ 11,551	\$ 11,461
REVENUE					
TAXES	115,625	-	-	-	-
FRANCHISE FEES	-	-	-	-	-
INTERGOVERNMENTAL REVENUE	-	-	-	-	-
FINES & FORFEITURE	-	3,590	4,340	208	-
LICENSE & PERMITS	-	-	-	-	-
FEES & CHARGES FOR SERVICES	5,400	-	-	-	-
INVESTMENT INCOME	11,700	-	2,038	168	165
MISCELLANEOUS RECEIPTS	290	-	-	-	-
TRANSFERS IN	-	(20,371)	-	-	-
Total	133,015	(16,781)	6,378	376	165
EXPENSE					
EMPLOYEE SERVICES	10,577	-	-	-	-
MAINTENANCE	4,402	-	-	-	-
UTILITIES	2,212	-	-	-	-
SUPPLIES	4,889	-	-	-	-
SERVICES	8,428	-	-	-	-
TRAVEL & EDUCATION EXPENDITURES	250	-	-	-	-
DEBT SERVICE	-	-	-	-	-
CAPITAL EXPENDITURES	37,795	-	-	-	-
TRANSFERS OUT	477,059	-	3,142	-	-
Total	545,612	-	3,142	-	-
Surplus (Deficit)	(412,598)	(16,781)	3,236	376	165
Ending Fund Balance	\$ 833,764	\$ (16,781)	\$ 144,619	\$ 11,927	\$ 11,625



NON MAJOR FUNDS SUMMARY					Keep Jacksonville Beautiful
	116 POLICE FEDERAL FORFEITURE FUND	119 WAR MEMORIAL FUND	120 VENUE PROJECT FUND	TOTAL	301 BEAUTIFICATION FUND
Beginning Fund Balance	\$ 6,421	\$ 9,954	\$ -	\$ 1,427,131	\$ 17,968
REVENUE					
TAXES	-	-	-	115,625	-
FRANCHISE FEES	-	-	-	-	-
INTERGOVERNMENTAL REVENUE	-	-	-	-	-
FINES & FORFEITURE	-	-	-	8,139	-
LICENSE & PERMITS	-	-	-	-	-
FEES & CHARGES FOR SERVICES	-	-	2,855	8,255	-
INVESTMENT INCOME	92	143	4,706	19,010	275
MISCELLANEOUS RECEIPTS	-	-	18,111	18,400	1,313
TRANSFERS IN	-	-	417,195	396,824	2,500
Total	92	143	442,867	566,253	4,088
EXPENSE					
EMPLOYEE SERVICES	-	-	-	10,577	-
MAINTENANCE	-	-	27,595	31,997	-
UTILITIES	-	-	2,214	4,426	-
SUPPLIES	-	-	1,024	5,913	1,588
SERVICES	-	-	1,300	9,728	-
TRAVEL & EDUCATION EXPENDITURES	-	-	-	250	-
DEBT SERVICE	-	-	-	-	-
CAPITAL EXPENDITURES	-	-	-	37,795	-
TRANSFERS OUT	-	-	27,658	507,859	-
Total	-	-	59,790	608,544	1,588
Surplus (Deficit)	92	143	383,076	(42,291)	2,500
Ending Fund Balance	\$ 6,513	\$ 10,097	\$ 383,076	\$ 1,384,841	\$ 20,468



City of Jacksonville, Texas
Financial Statement
As of February 28, 2023

Summary of Cash and Investment Activity				
	Par Value	Book Value	Market Value	Ratio Market-to-Book Value
Beginning 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	19,535,200.09	100.00%
Total	26,736,149.34	26,736,149.34	26,736,149.34	100.00%
Activity				
Cash	(1,093,796.08)	(1,093,796.08)	(1,093,796.08)	
Investments				
Net Accretion & Amortization				
Purchases	1,565,261.75	1,565,261.75	1,565,261.75	
Maturities/Calls	-	-	-	
Changes to Market Value	-	-	(81,512.57)	
Net Monthly Activity	471,465.67	471,465.67	389,953.10	
Ending Balances				
Cash	6,107,153.17	6,107,153.17	6,107,153.17	100.00%
Investments	21,100,461.84	21,100,461.84	21,018,949.27	99.61%
Total	\$ 27,207,615.01	\$ 27,207,615.01	\$ 27,126,102.44	99.70%



City of Jacksonville, Texas
Financial Statement
As of February 28, 2023

Summary of Cash and Investment Activity												
Purchase Date	Maturity Date	CUSIP / CD Number	Security Type	Par Value	Coupon	Purchase			Book Value	Market Value	Gain / (Loss)	Days to Maturity
						Price	Yield	Principal				
N/A	N/A	N/A	Cash In Depository Bank	\$339,887		\$ 100.000	1.000%	\$ 339,887	\$ 339,887	\$ 339,887	\$ -	1
N/A	N/A	N/A	Cash In Austin Bank	40		100.000	0.000%	40	40	40	-	1
N/A	N/A	N/A	Cash In BOK Financial	5,767,226		100.000	4.260%	5,767,226	5,767,226	5,767,226	-	1
N/A	N/A	N/A	FNC - Cash, Money Funds, and Bank Deposits	518,188		100.000	3.560%	518,188	518,188	518,188	-	1
N/A	N/A	N/A	LOGIC	2,807,282		100.000	4.739%	2,807,282	2,807,282	2,807,282	-	1
N/A	N/A	N/A	TexSTAR	2,130,142		100.000	4.492%	2,130,142	2,130,142	2,130,142	-	1
N/A	N/A	N/A	TexasDAILY	2,383,713		100.000	4.570%	2,383,713	2,383,713	2,383,713	-	1
N/A	N/A	N/A	Lone Star	2,383,775		100.000	4.540%	2,383,775	2,383,775	2,383,775	-	1
N/A	N/A	N/A	Texas FIT	7,089,360		100.000	4.450%	7,089,360	7,089,360	7,089,360	-	1
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)	17
11/16/2022	5/16/2023	16777YC9	CD - Fifth Third Bk Cincinnati Ohio	249,000		100.000	4.500%	249,000	249,000	248,958	(42)	77
12/14/2022	6/14/2023	67886WAE7	CD - Oklahomas Cr Un Okla City Okla	249,000		100.000	4.890%	249,000	249,000	249,184	184	106
11/15/2022	8/15/2023	69355NAZ8	CD - Pnc Bk Natl Assn Wilmington Del	249,000		100.000	4.600%	249,000	249,000	248,629	(371)	168
12/14/2022	9/14/2023	9497634G8	CD - Wells Fargo Bk N A Sioux Falls	241,000		100.000	4.700%	241,000	241,000	240,648	(352)	198
12/16/2022	12/18/2023	052392CK1	CD - Austin Telco Fed Cr Un Tex Sh	249,000		100.000	5.090%	249,000	249,000	249,149	149	293
3/4/2022	3/15/2024	39573LCX4	CD - Greenstate Cr Un North Liberty Iowa	249,000		100.000	1.650%	249,000	249,000	240,183	(8,817)	381
3/14/2022	3/18/2024	PER200JA8	CD - Comenity Bank Wilmington De	200,000		100.000	1.650%	200,000	200,000	192,982	(7,018)	384
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	108,548	(3,452)	405
4/21/2022	4/22/2024	02007GPS6	CD - Ally Bk Sandy Utah	249,000		100.000	2.470%	249,000	249,000	241,617	(7,383)	419
10/31/2022	4/30/2024	91334AAA1	CD - United Heritage Cr Un Austin Tex	249,000		100.000	4.670%	249,000	249,000	247,760	(1,240)	427
12/16/2022	6/17/2024	98138MAZ3	CD - Workers Fed Cr Un Littleton Ma Sh	249,000		100.000	5.050%	249,000	249,000	248,900	(100)	475
6/29/2022	7/1/2024	05961SNS9	CD - Banc Calif NA Irvine Ca	249,000		100.000	3.270%	249,000	249,000	242,992	(6,008)	489
1/31/2022	1/31/2025	70962LBA9	CD - Pentagon Federal Cr Un Tysons Corner Va	249,000		100.000	1.340%	249,000	249,000	231,749	(17,251)	703



City of Jacksonville, Texas
Financial Statement
As of February 28, 2023

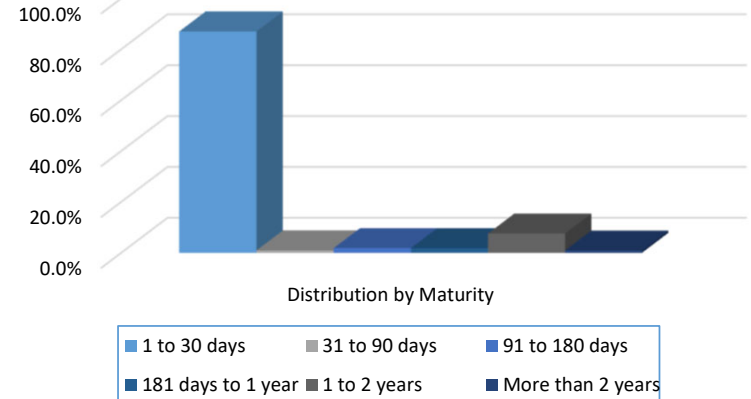
Summary of Cash and Investment Activity													
Purchase Date	Maturity Date	CUSIP / CD Number	Security Type	Par Value	Coupon	Purchase			Book Value	Market Value	Gain / (Loss)	Days to Maturity	
						Price	Yield	Principal					
2/23/2022	3/3/2025	02589ABM3	CD - American Express Natl Bk	248,000		100.000	1.910%	248,000	248,000	232,840	(15,160)	734	
2/15/2022	2/14/2025	3133ENPG9	US Agency- Federal Farm Credit Bank	250,000		100.000	1.850%	250,000	250,000	235,358	(14,643)	717	
Totals/Weighted Average				\$ 27,207,615				4.261%	\$ 27,207,615	\$ 27,207,615	\$ 27,126,102	\$ (81,513)	53
Benchmark - 8-week Treasury Bill Rates Coupon Equivalent							4.740%						



Summary of Cash and Investment Activity

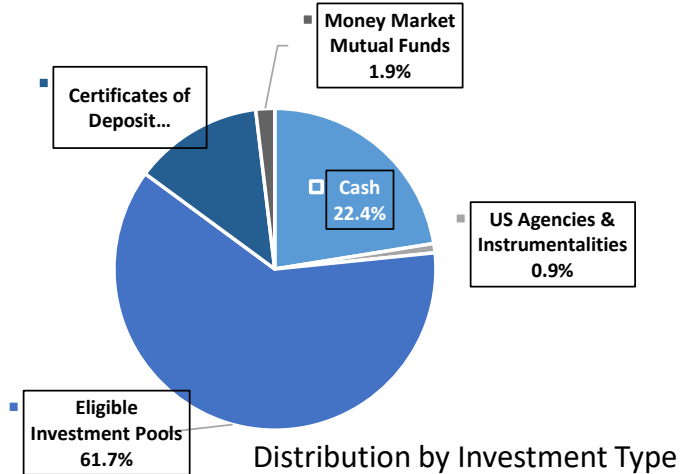
Distribution by Maturity

	Par Value	Percent
1 to 30 days	\$23,666,615	87.0%
31 to 90 days	249,000	0.9%
91 to 180 days	498,000	1.8%
181 days to 1 year	490,000	1.8%
1 to 2 years	2,056,000	7.6%
More than 2 years	248,000	0.9%
	<u>\$ 27,207,615</u>	<u>100.0%</u>



Distribution by Investment Type

	Book Value	Percent
Cash	\$6,107,153	22.4%
US Agencies & Instrumentalities	250,000	0.9%
Eligible Investment Pools	16,794,274	61.7%
Certificates of Deposit	3,538,000	13.0%
US Treasury Bills / Notes / Bonds	-	0.0%
Money Market Mutual Funds	518,188	1.9%
Repurchase Agreements	-	0.0%
	<u>\$ 27,207,615</u>	<u>100.0%</u>





Summary of Cash and Investment Activity									
Transaction Information				Beginning			Ending		
Dates		Description	Security Type	Par Value	Book Value	Market Value	Par Value	Book Value	Market Value
Purchase	Maturity								
N/A	N/A	FNC - Cash, Money Funds, and Bank Deposits	Money Market Mutual Funds	\$ 12,014	\$ 12,014	\$ 12,014	\$ 518,188	\$ 518,188	\$ 518,188
N/A	N/A	LOGIC	Investment Pool	2,497,786	2,497,786	2,497,786	2,807,282	2,807,282	2,807,282
N/A	N/A	TexSTAR	Investment Pool	1,823,463	1,823,463	1,823,463	2,130,142	2,130,142	2,130,142
N/A	N/A	Texas Range	Investment Pool	2,076,040	2,076,040	2,076,040	2,383,713	2,383,713	2,383,713
N/A	N/A	Lone Star	Investment Pool	2,076,151	2,076,151	2,076,151	2,383,775	2,383,775	2,383,775
N/A	N/A	Texas FIT	Investment Pool	6,765,747	6,765,747	6,765,747	7,089,360	7,089,360	7,089,360
11/23/2022	2/23/2023	CD - Providence Bk Rocky Mt North Carolina	Certificate of Deposit	249,000	249,000	249,000	-	-	-
2/28/2020	2/28/2023	CD - Bmw Bk North Amer Salt Lake City Utah	Certificate of Deposit	247,000	247,000	247,000	-	-	-
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	248,958
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	249,184
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	248,629
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	240,648
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	249,149
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	240,183
3/14/2022	3/18/2024	CD - Comenity Bank Wilmington De	Certificate of Deposit	200,000	200,000	200,000	200,000	200,000	192,982
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	108,548
4/21/2022	4/22/2024	CD - Ally Bk Sandy Utah	Certificate of Deposit	249,000	249,000	249,000	249,000	249,000	241,617
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	247,760
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	248,900
6/29/2022	7/1/2024	CD - Banc Calif NA Irvine Ca	Certificate of Deposit	249,000	249,000	249,000	249,000	249,000	242,992



Summary of Cash and Investment Activity									
Transaction Information				Beginning			Ending		
Dates		Description	Security Type	Par Value	Book Value	Market Value	Par Value	Book Value	Market Value
Purchase	Maturity								
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	231,749
2/23/2022	3/3/2025	CD - American Express Natl Bk	Certificate of Deposit	248,000	248,000	248,000	248,000	248,000	232,840
2/15/2022	2/14/2025	US Agency- Federal Farm Credit Bank	Certificate of Deposit	250,000	250,000	250,000	250,000	250,000	235,358
Total of Investments				19,535,200	19,535,200	19,535,200	21,100,462	21,100,462	21,018,949
Cash					7,200,949	7,200,949		6,107,153	6,107,153
Total Investments & Cash					<u>\$ 26,736,149</u>	<u>\$ 26,736,149</u>		<u>\$ 27,207,615</u>	<u>\$ 27,126,102</u>



Cash and Investment Distribution by Fund									
Transaction Information		101 GENERAL FUND	102 DEBT SERVICE FUND	103 CAPITAL PROJECTS FUND	110 GRANT FUND	111 HOTEL / MOTEL OCCUPANCY TAX FUND	112 COURT TECHNOLOGY FUND	113 COURT SECURITY FUND	114 COURT CHILD SAFETY TRUST FUND
Description	Security Type								
LOGIC	Investment Pool	\$ 1,059,720	\$ 141,532	\$ 184,503	\$ 522,090	\$ 118,736	\$ (2,447)	\$ 21,206	\$ 1,749
TexSTAR	Investment Pool	946,329	126,388	164,761	466,226	106,032	(2,185)	18,937	1,562
TexasDAILY	Investment Pool	1,058,979	141,433	184,374	521,725	118,653	(2,445)	21,191	1,748
Lone Star	Investment Pool	1,059,007	141,437	184,379	521,739	118,657	(2,445)	21,192	1,748
Texas FIT	Investment Pool	1,058,299	141,342	4,891,435	521,390	118,577	(2,443)	21,178	1,746
FNC	Money Market Mutual Funds	230,208	30,746	40,080	113,416	25,794	(531)	4,607	380
FNC Brokered CD's, Agencies	Certificates of Deposit, Agencies	1,682,842	224,754	292,992	829,082	188,554	(3,885)	33,676	2,777
Total of Investments		7,095,385	947,633	5,942,523	3,495,668	795,003	(16,382)	141,987	11,709
Cash		150,997	20,167	26,330	74,391	16,918	(349)	3,022	249
Total Investments & Cash		7,246,382	967,800	5,968,853	3,570,059	811,921	(16,730)	145,008	11,958

Transaction Information		116 POLICE FEDERAL FORFEITURE FUND	119 WAR MEMORIAL FUND	120 VENUE PROJECT FUND	201 WATER & WASTEWATER UTILITY FUND	203 CAPITAL PROJECTS FUND	301 BEAUTIFICATION FUND	801 PAYROLL PAYABLES	TOTAL
Description	Security Type								
LOGIC	Investment Pool	955	1,481	416,241	263,536	67,580	2,972	5,722	2,807,282
TexSTAR	Investment Pool	853	1,322	(5,055)	235,337	60,349	2,654	5,110	2,130,142
TexasDAILY	Investment Pool	954	1,480	(5,657)	263,352	67,533	2,970	5,718	2,383,713
Lone Star	Investment Pool	954	1,480	(5,657)	263,359	67,535	2,970	5,718	2,383,775
Texas FIT	Investment Pool	954	1,479	(5,653)	263,182	67,490	2,968	5,714	7,089,360
FNC	Money Market Mutual Funds	207	322	(1,230)	57,249	14,681	646	1,243	518,188
FNC Brokered CD's, Agencies	Certificates of Deposit, Agencies	1,517	2,351	(8,989)	418,497	107,318	4,720	9,087	3,788,000
Total of Investments		6,395	9,914	384,001	1,764,512	452,487	19,899	38,312	21,100,462
Cash		136	211	(807)	5,804,776	9,629	423	815	6,107,153
Total Investments & Cash		\$ 6,531	\$ 10,125	\$ 383,195	\$ 7,569,289	\$ 462,116	\$ 20,323	\$ 39,128	\$ 27,207,615



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	\$ 457.17	\$ 61.06	\$ 79.60	\$ 225.23	\$ 51.22	\$ (1.06)	\$ 9.15	\$ 0.75
LOGIC	3,540.11	472.80	616.35	1,744.10	396.65	(8.17)	70.84	5.84
TexSTAR	2,967.20	396.29	516.61	1,461.85	332.46	(6.85)	59.38	4.90
TexasDAILY	3,408.84	455.27	593.50	1,679.43	381.94	(7.87)	68.21	5.63
Lone Star	3,387.09	452.37	589.71	1,668.71	379.51	(7.82)	67.78	5.59
Texas FIT	3,346.04	446.88	16,664.57	1,648.49	374.91	(7.73)	66.96	5.52
FNC Money Market Mutual Funds	74.19	9.91	12.92	36.55	8.31	(0.17)	1.48	0.12
FNC Brokered CD's, US Agencies	4,813.43	642.86	838.04	2,371.42	539.32	(11.11)	96.32	7.94
Total	21,994.08	2,937.45	19,911.30	10,835.78	2,464.33	(50.78)	440.13	36.30

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	0.41	0.64	(2.44)	19,602.47	29.15	1.28	2.47	20,517.85
LOGIC	3.19	4.95	1,509.24	880.37	225.76	9.93	19.12	9,496.78
TexSTAR	2.67	4.15	(15.85)	737.90	189.22	8.32	16.02	6,679.04
TexasDAILY	3.07	4.76	(18.21)	847.73	217.39	9.56	18.41	7,673.15
Lone Star	3.05	4.73	(18.09)	842.32	216.00	9.50	18.29	7,624.18
Texas FIT	3.02	4.68	(17.87)	832.11	213.38	9.38	18.07	23,613.79
FNC Money Market Mutual Funds	0.07	0.10	(0.40)	18.45	4.73	0.21	0.40	167.00
FNC Brokered CD's, US Agencies	4.34	6.73	(25.71)	1,197.03	306.96	13.50	25.99	10,834.81
Total	\$ 19.82	\$ 30.73	\$ 1,410.67	\$ 24,958.37	\$ 1,402.61	\$ 61.68	\$ 118.76	\$ 86,606.60

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



Community & Public Services Reported Concerns



Monthly Report

March-23

Building

CONCERN

Building

Illegal Use of Occupancy

Misc. - Issue Internal Use

General

Inspection

Other

Zoning Violations

Mar-23	Oct. 1 - YTD	Notes:
	0	
	0	
	0	
	5	
19	19	
	12	
	0	

Parks

CONCERN

Overgrowth

Trash & Rubbish

Other

Parks/Facility Maintenance

		Notes:
	0	
	0	
	0	
1	2	

Public Services

CONCERN

General Request-Public Services

		Notes:
	0	

Sanitation

CONCERN

Trash Can

Trash & Rubbish

		Notes:
2	52	
1	1	

Wednesday Yard Waste
Bulky Waste Pick Up Request

31	31	
117	463	

Streets

CONCERN

Decorative Street Light
Clogged Storm Drain
Dead/Fallen Tree on Street
Grass in Curb and Gutter
Low Limbs or Vegetation Blocking Line of Sight
Misc. Use
Other
Overgrowth
Pothole/Street Repairs
Right of Way Mowing
Signage
Stagnant Water
Street Light Out
Street Sweeping Needed

		Notes:
	2	
3	12	
4	22	
1	1	
	0	
9	9	
	7	
1	6	
6	33	
2	2	
3	14	
	0	
	0	
4	15	

Water

CONCERN

Fire Hydrant Maintenance
locates
Water in the Streets
Water Leaks
Water Meter Leaks
Other

		Notes:
	3	
74	175	
	1	
10	74	
2	25	
30	77	

Wastewater Collection

CONCERN

Sewer backup
sewage other
Sewage Leak
Sewer Odor

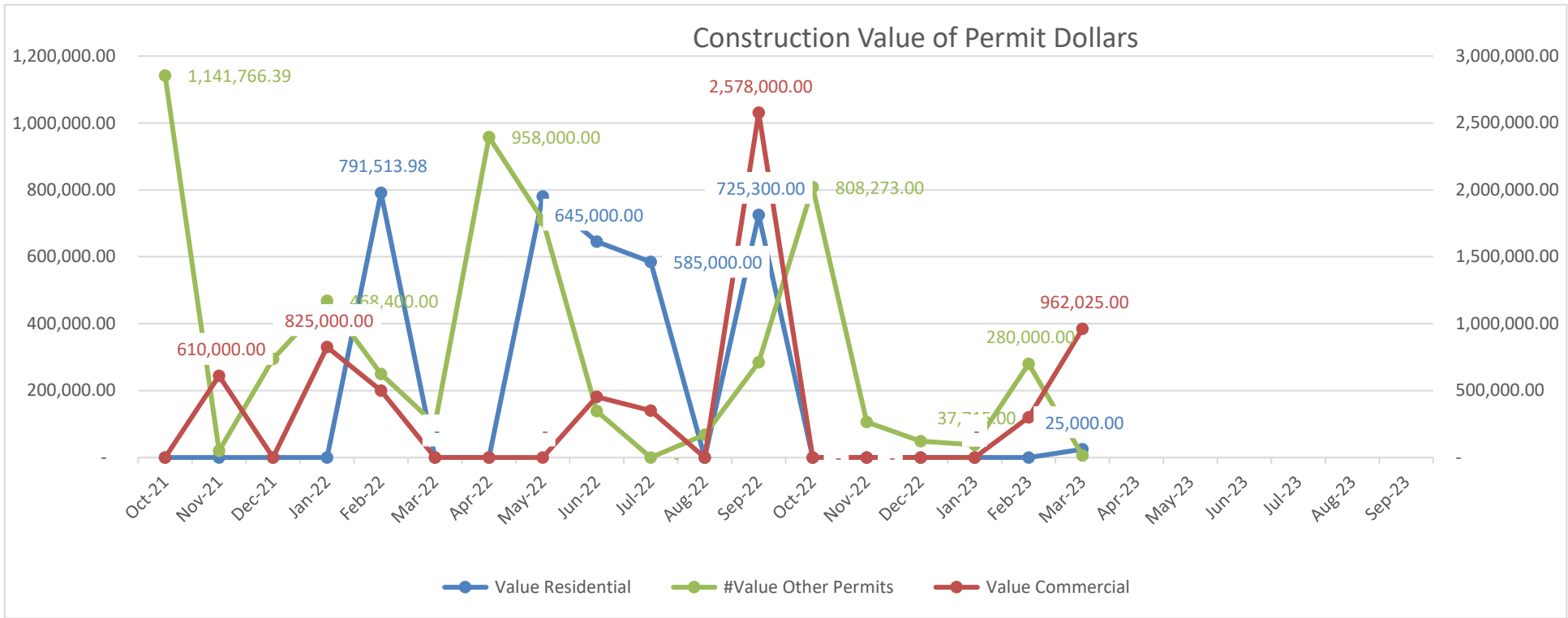
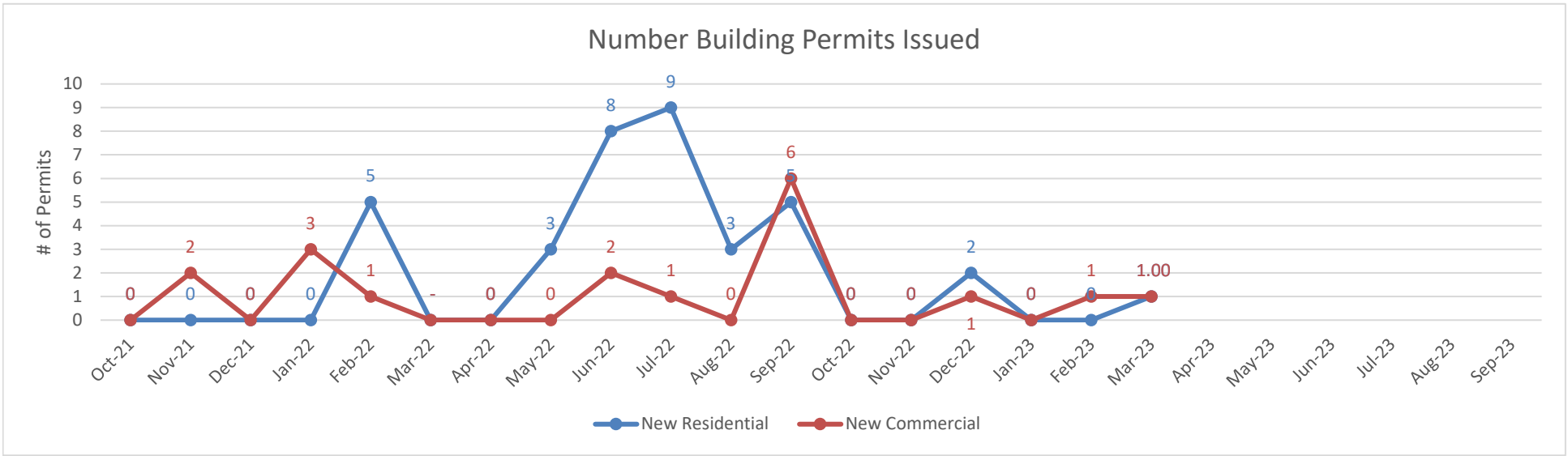
		Notes:
18	87	
5	19	
7	21	
3	9	

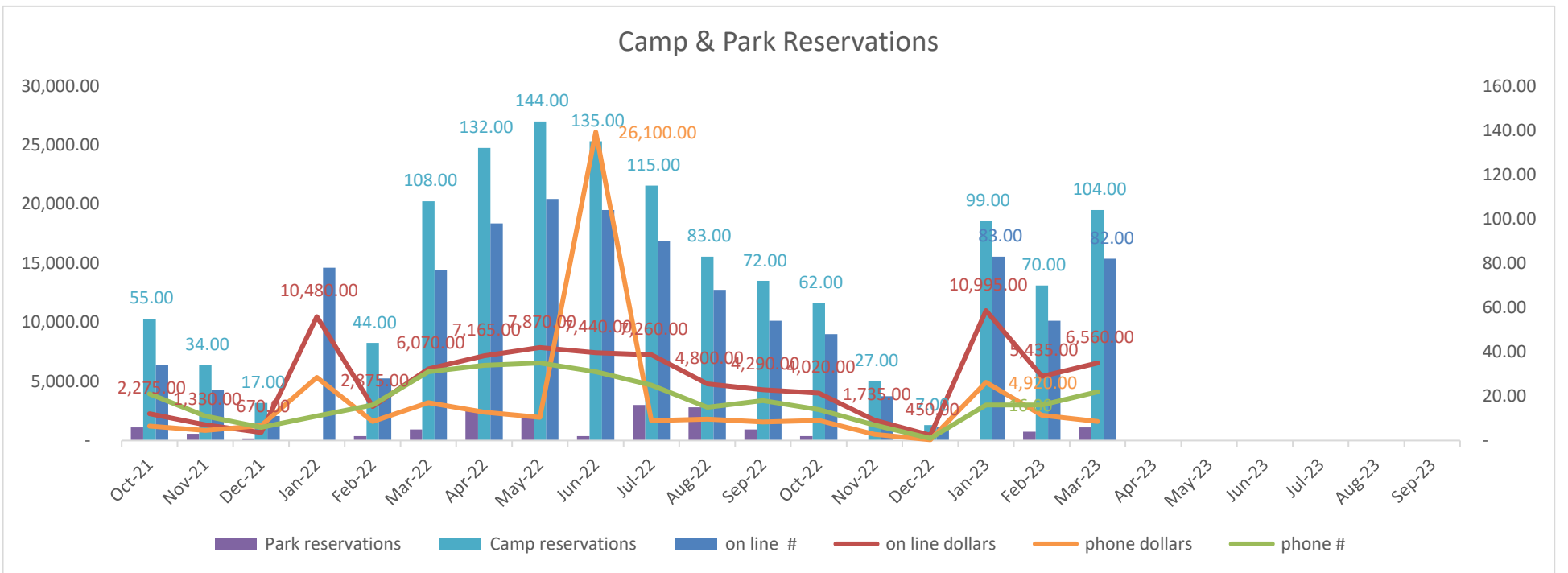
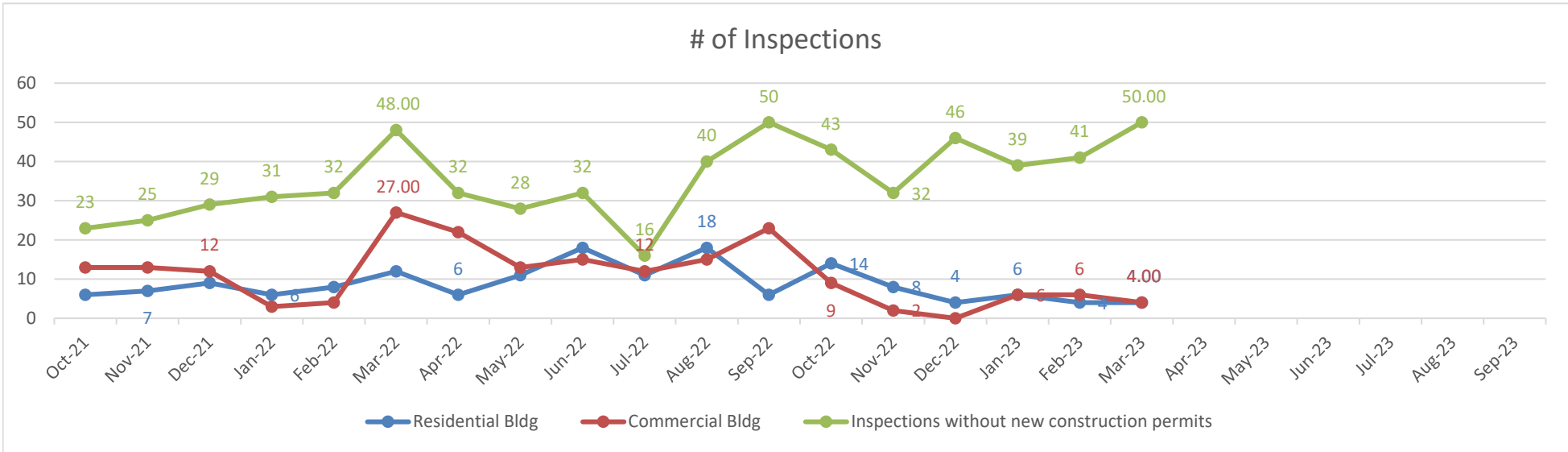
Utility Billing

- CONCERN
- Park Reservations
- Permits
- Reads
- Meter Turn on/Turn off
- Account setups- new/transfer/ disconnect
- Biling questions
- AMI Meter repairs/ replacements

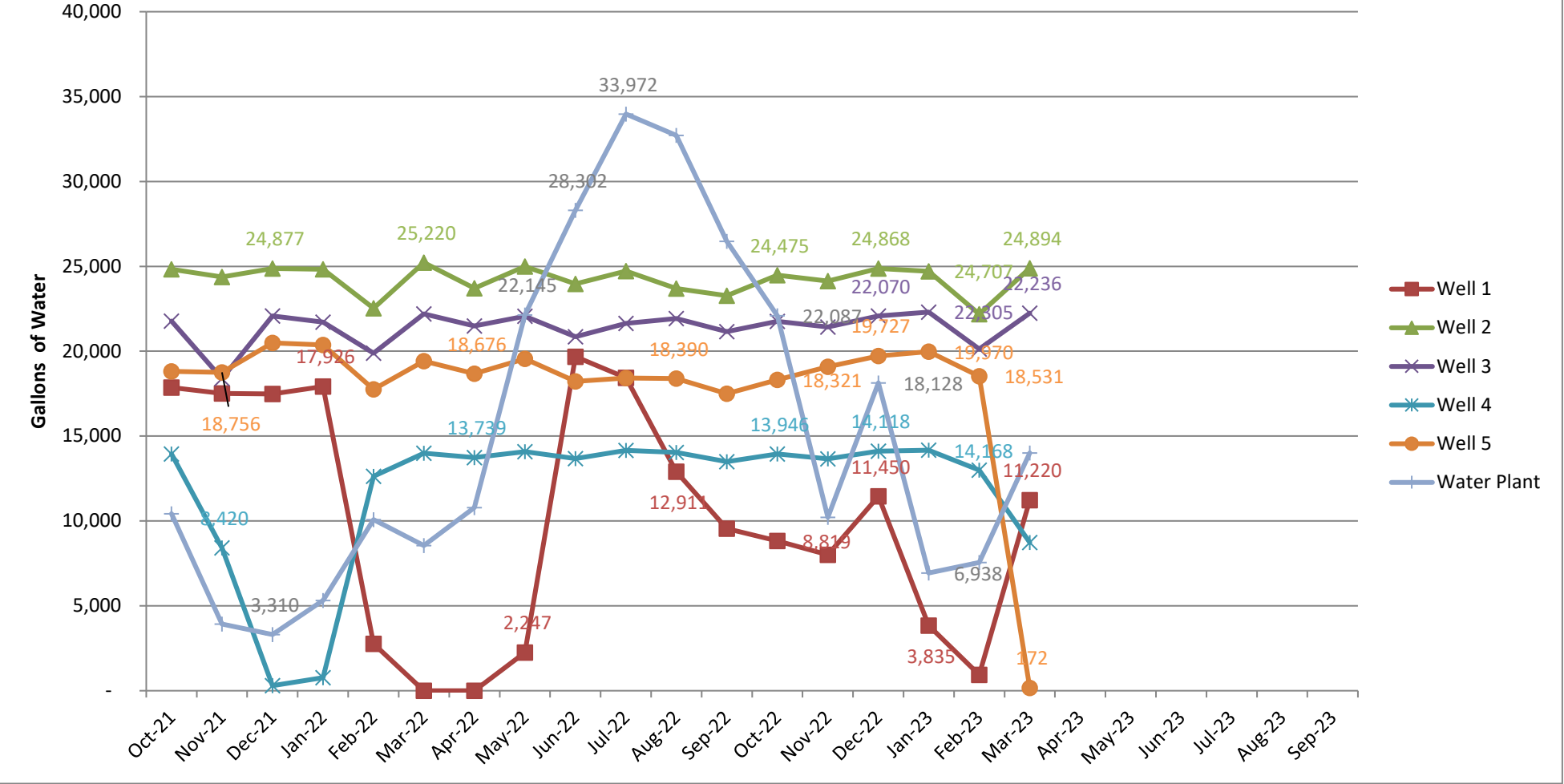
Totals

		Notes:
	0	
	0	
	0	
21	124	
	0	
	1	
43	159	
417	1483	



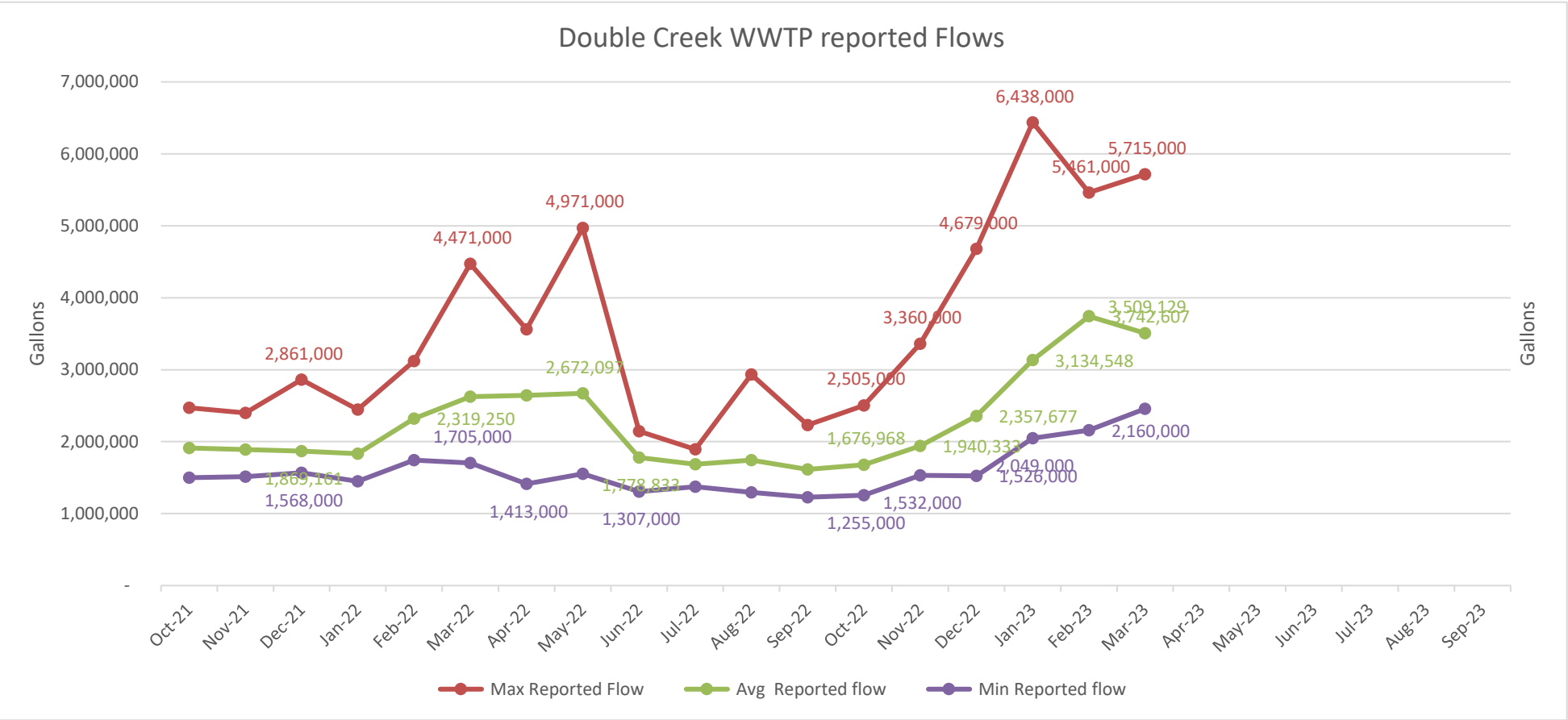


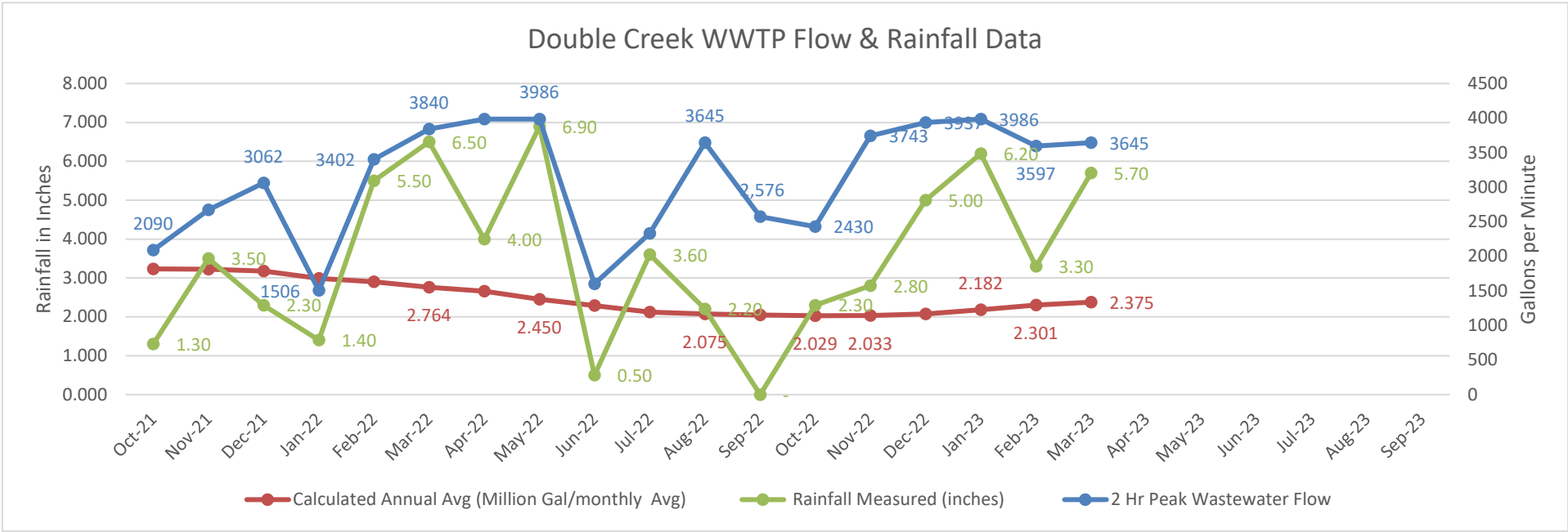
Monthly Water Production



** information from Water Plant Daily Production Logs

Wastewater:





** information from WasteWater Plant Daily Log Reports



JACKSONVILLE POLICE DEPARTMENT

MONTHLY REPORT

March 2023

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

PART 1 UCR CRIMES

Offense Category	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
Murder	0	0	No Change	*NC	0	0.00	0	0.00	No Change	*NC
Rape	3	1	2	200.00	5	0.35	5	0.34	No Change	0.00
Robbery	1	1	No Change	0.00	2	0.14	0	0.00	2	*NC
Individual	0	0	No Change	*NC	0	0.00	0	0.00	No Change	*NC
Business	1	1	No Change	0.00	2	0.14	0	0.00	2	*NC
Assaults	29	24	5	20.83	70	4.93	52	3.48	18	34.62
Aggravated	7	3	4	133.33	16	1.13	13	0.87	3	23.08
Other Assaults	22	21	1	4.76	54	3.80	39	2.61	15	38.46
Burglary	8	4	4	100.00	14	0.99	8	0.54	6	75.00
Habitation	5	3	2	66.67	8	0.56	4	0.27	4	100.00
Building	3	1	2	200.00	6	0.42	4	0.27	2	50.00
Theft	17	29	-12	-41.38	71	5.00	51	3.42	20	39.22
Burglary Vehicle	0	1	-1	-100.00	3	0.21	2	0.13	1	50.00
Burglary Coin-Op Machine	0	0	No Change	*NC	0	0.00	0	0.00	No Change	*NC
Thefts	17	28	-11	-39.29	68	4.79	49	3.28	19	38.78
Motor Vehicle Theft	5	5	No Change	0.00	15	1.06	8	0.54	7	87.50
TOTAL OFFENSES	63	64	-1	-1.56	177	12.47	124	8.31	53	42.74

TRAFFIC ACCIDENT SUMMARY

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
Motor Vehicle Accidents	27	16	11	68.75	78	5.50	70	4.69	8	11.43
Injury Accidents	8	1	7	700.00	20	1.41	22	1.47	-2	-9.09
Number Transported	5	0	2	*NC	15	1.06	19	1.27	-4	-21.05
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

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
Calls for Service	1,427	1,426	1	0.07	4,410	310.72	5,223	350.00	-813	-15.57
Citations	241	279	-38	-13.62	771	54.32	572	38.33	199	34.79
Offense Reports	161	131	30	22.90	447	31.49	440	-602.74	7	1.59
Response Time Avg. Emergency	6.49	7.52	-1.03	-13.70	6.21		6.94		-0.73	-10.52
Response Time Avg. Non-Emer.	7.99	6.86	1.13	16.47	7.27		8.47		-1.20	-14.17

COMMUNICATIONS DIVISION 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
NCIC/TCIC Entries	373	426	-53	-12.44	1,198	84.41	74	4.96	1124	1518.92
911 Calls - Total	329	272	57	20.96	921	64.89	1,198	80.28	-277	-23.12
911 Calls - Police	185	157	28	17.83	545	38.40	605	40.54	-60	-9.92
911 Calls - Fire	83	69	14	20.29	196	13.81	182	12.20	14	7.69
911 Calls - EMS	148	126	22	17.46	408	28.75	411	27.54	-3	-0.73

CRIMINAL INVESTIGATION DIVISION 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
Cases Assigned	55	79	-24	-30.38	183	12.89	240	16.08	-57	-23.75
Cases Cleared	61	77	-16	-20.78	206	14.51	188	12.60	18	9.57
Cases Filed (Misdemeanor)	72	49	23	46.94	186	13.11	108	7.24	78	72.22
Cases Filed (Felony)	28	33	-5	-15.15	111	7.82	94	6.30	17	18.09
Cases Filed (Juvenile)	1	0	1	*NC	1	0.07	10	0.70	-9	-90.00

ARRESTS

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
DWI Arrest	2	11	-9	-81.82	21	1.48	21	1.41	No Change	0.00
Adult Arrests	35	57	-22	-38.60	151	10.64	155	10.39	-4	-2.58
City Warrant Cleared	125	78	47	60.26	324	22.83	18	1.21	306	1700.00
Drug Related Arrests	44	16	28	175.00	85	5.99	46	3.08	39	84.78
Juvenile Arrests	1	1	No Change	0.00	2	0.14	12	0.80	-10	-83.33

POLICE PERSONNEL

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
TCOLE Training Hours	489	48	441	918.75	601	42.34	866	58.03	-265	-30.60
Community Meetings	11	10	1	10.00	27	1.90	18	1.21	9	50.00
Lake Patrol Hours	0	0	No Change	*NC	0	0.00	0	0.00	No Change	*NC
Volunteer Hours	52	47	5	10.64	163	11.48	72	4.82	91	126.39
Volunteer Security Checks	172	217	-45	-20.74	498	35.09	91	6.10	407	447.25
Open Records Requests	101	121	-20	-16.53	386	27.20	127	8.51	259	203.94
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	45	38	7	18	113	7.96	44	2.95	69	156.8
- Junk Vehicles	13	8	5	63	28	1.97	8	0.54	20	250.0
- Grass/Weeds	21	0	21	*NC	27	1.90	0	0.00	27	*NC
- Illegal Signs	25	51	-26	-51	124	8.74	162	10.86	-38	-23.5
- Unsafe Conditions	2	0	2	*NC	5	0.35	3	0.20	2	66.7
- Vendors	5	2	3	150	7	0.49	1	0.07	6	600.0
- Other	4	9	-5	-56	18	1.27	5	0.34	13	260.0
Resolved - Trash	40	12	28	233	70	4.93	39	2.61	31	79.5
- Junk Vehicles	7	5	2	40	17	1.20	6	0.40	11	183.3
- Grass/Weeds	9	0	9	*NC	15	1.06	10	0.67	5	50.0
- Illegal Signs	24	51	-27	-53	123	8.67	162	10.86	-39	-24.1
- Unsafe Conditions	2	0	2	*NC	5	0.35	1	0.07	4	400.0
- Vendors	5	2	3	150	7	0.49	1	0.07	6	600.0
- Other	3	9	-6	-67	16	1.13	5	0.34	11	220.0

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	35	21	14	67	83	5.85	31	2.08	52	167.7
Dogs - Adopted / Rescued	13	21	-8	-38	49	-67.12	35	2.35	14	40.0
Dogs - Reclaimed by Owner	15	7	8	114	27	1.90	13	0.87	14	107.7
Cats - Intake	16	9	7	78	39	2.75	14	0.94	25	178.6
Cats - Adopted / Rescued	7	3	4	133	14	0.99	15	1.01	-1	-6.7
Cats - Reclaimed by Owner	0	0	No Change	*NC	0	0.00	0	0.00	No Change	*NC
Calls for Service Total	153	63	90	143	328	23.11	262	17.56	66	25.2
Barking Dogs	1	2	-1	-50	5	0.35	4	0.27	1	25.0
Loose Animals	120	58	62	107	263	18.53	218	14.61	45	20.6
Other Wildlife - Livestock	3	5	-2	-40	13	0.92	6	0.40	7	116.7
Value of Donated Materials	\$500	\$620	-120	-19	\$1,720	121.19	\$773	51.80	\$947	122.5
Volunteer Hours	18	26.5	-8.5	-32	52	3.66	106	7.10	-54	-50.9
Community Service Hours	208	249	-41	-16	781.5	55.06	670	44.90	111.5	16.6



Fire Department

March Council Report



September Review

Fire Responses	
EMS Backups	121
Vehicle/Trailer Fires	1
Structure Fire	3
Structure Fire-Fully Active	0
Fire Alarms	61
Brush Fire Mutual Aid	12
Misc. Fires	14
Motor Vehicle Assists	11

Notes For Council:

JFD did the Touch A Truck with JISD

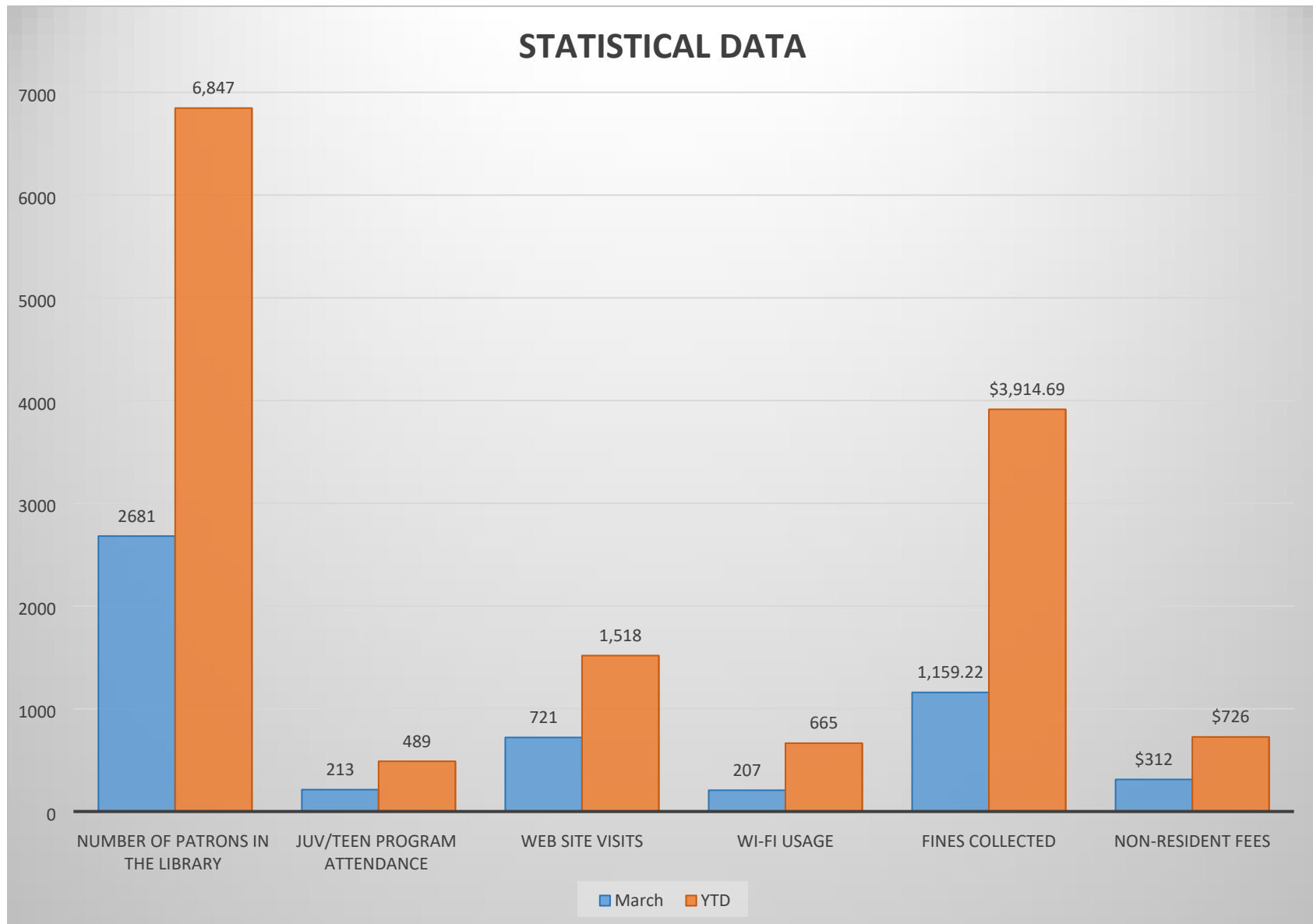
ASPP 2022 funds request submitted

All positions within JFD are filled

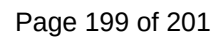
EMS Report	
Out of Town Transfers	69
Christus Tyler	45
UT Tyler	19
Rusk Nursing Home Transfers	3
Treatment no Transports	68
Airport Flight Crew Transport	0
Emergency EMS Calls	291

Fire Marshall's Office	
Fire Inspections	17
Fire Investigations	3
Fire Permits	8
Plan Review/Meetings	4
Fire Prevention/Tours	6
Bailiff Hours	15

CITY OF JACKSONVILLE
PUBLIC LIBRARY
MONTHLY REPORT
March 2023



Total Item Circulation



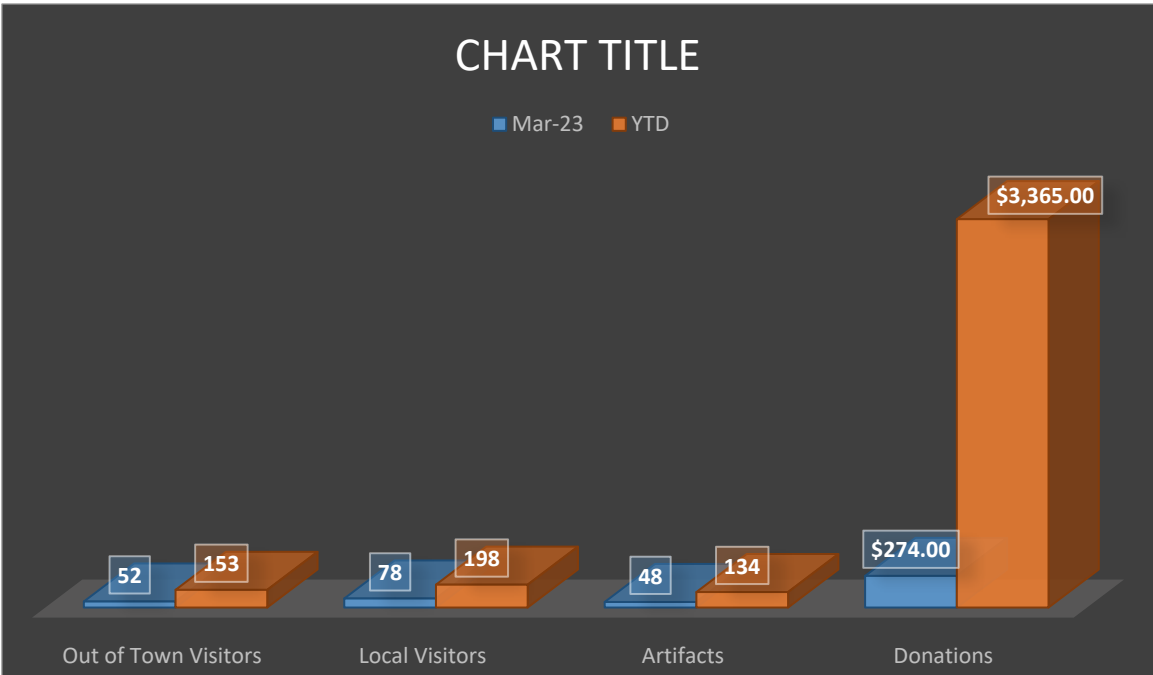
**CITY OF JACKSONVILLE
PUBLIC LIBRARY
MONTHLY REPORT
March 2023**

Items provided to other libraries through Interlibrary Loan: 18 monthly / YTD 57 total.

Book and DVD gifts to the library for the month of January: 47 items / YTD 109 items.

The data for this report was gathered on March 31, 2022.

CITY OF JACKSONVILLE
Vanishing Texana Museum
MONTHLY REPORT
March 2023



March 2023 total museum visitors - 130

Artifacts inventory for March = 99

Artifacts loaned for March = 0