



THE CITY OF JACKSONVILLE

**JACKSONVILLE CITY COUNCIL MEETING
JACKSONVILLE CITY HALL COUNCIL CHAMBERS
315 S. RAGSDALE
TUESDAY, MARCH 12, 2024
6:00 PM**

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

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

-
- 1. 5:15 PM CLOSED EXECUTIVE SESSION CITY HALL CONFERENCE ROOM-PER OPEN MEETINGS ACT-PER TEXAS GOVERNMENT CODE SECTION:
A. 551.071 CONSULT CITY ATTORNEY
B. 551.072 REAL PROPERTY
C. 551.087 DELIBERATIONS REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS**
 - 2. CALL TO ORDER**
 - 3. INVOCATION**
 - 4. PLEDGE OF ALLEGIANCE US & TEXAS FLAGS**
 - 5. SPECIAL PRESENTATION –
A. EMPLOYER OF THE MONTH PRESENTED BY JEDCO PRESIDENT SHANE PACE - ROWE FARMS**
 - 6. A) SECOND READING OF A RESOLUTION IN SUPPORT OF AN ECONOMIC DEVELOPMENT PROJECT APPROVING ENGINEERING WORK FOR DOWNTOWN SIDEWALKS
B) DISCUSS AND CONSIDER WITH POSSIBLE ACTION OF A RESOLUTION IN SUPPORT OF AN ECONOMIC DEVELOPMENT PROJECT APPROVING ENGINEERING WORK FOR DOWNTOWN SIDEWALKS**
 - 7. A) PRESENTATION OF THE 2022-2023 FINANCIAL AUDIT BY PATILLO, BROWN AND HILL
B) CONSIDERATION AND POSSIBLE ACTION REGARDING THE FINDINGS OF THE 2022-2023 FINANCIAL AUDIT**
 - 8. CITIZEN PARTICIPATION**
 - 9. CONSENT AGENDA - ITEMS UNDER CONSENT AGENDA REQUIRE LITTLE OR NO DELIBERATIONS BY COUNCIL. APPROVAL OF CONSENT AGENDA AUTHORIZES THE CITY MANAGER OR HIS DESIGNEES TO PROCEED WITH CONCLUSION OF EACH ITEM IN ACCORDANCE WITH STAFF RECOMMENDATION
A. MINUTES APPROVAL - FEBRUARY 13, 2024, CITY COUNCIL MEETING; MARCH 7, 2024 AGENDA WORKSHOP
B. APPROVE ELECTION JUDGE AND CLERKS FOR THE MAY 4, 2024 MUNICIPAL ELECTION
C. APPROVE AN ORDINANCE CANCELLING THE MAY 4, 2024, DISTRICT 2 MUNICIPAL ELECTION
D. DISCUSS AND CONSIDER WITH POSSIBLE ACTION APPROVING A TAX REFUND TO BEALLS IN THE AMOUNT OF \$17,000**
 - 10. ANY ACTION OUT OF EXECUTIVE SESSION IF NECESSARY**



THE CITY OF JACKSONVILLE

MARCH 12, 2024

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- 11. DISCUSS AND CONSIDER WITH POSSIBLE ACTION A REQUESTED STREET CLOSURE OF S. RAGSDALE BY UT TYLER ON MARCH 19TH 7 AM TO 3 PM TO DO ELEVATOR MAINTENANCE**
- 12. DISCUSS AND CONSIDER WITH POSSIBLE ACTION ALLOWING ALCOHOL ON PUBLIC RIGHT OF WAYS DURING THE PLANNED CAR SHOW APRIL 20TH, 2024 ALONG PORTIONS OF COMMERCE ST. AND UNDER THE OVERPASS**
- 13. DISCUSS AND CONSIDER WITH POSSIBLE ACTION A REQUESTED VARIANCE TO ALLOW FOR A BOATHOUSE CONSTRUCTION AT 75 FEET FROM SHORELINE AND A DEPTH OF 5 FEET LOCATED AT 999 CR 3108, CITY OF JACKSONVILLE**
- 14. DISCUSS AND CONSIDER WITH POSSIBLE ACTION APPROVING THE SPORT LEAGUE LICENSING AGREEMENTS WITH JACKSONVILLE BASEBALL/SOFTBALL AND SOCCER ASSOCIATIONS**
- 15. DISCUSS AND CONSIDER WITH POSSIBLE ACTION AWARDDING A CONTRACT FOR THE MOWING OF THE CEMETERIES**
- 16. DISCUSS AND CONSIDER WITH POSSIBLE ACTION AWARDDING A CONTRACT FOR THE REMOVAL AND REPLACEMENT OF UNSERVICEABLE FIRE HYDRANTS**
- 17. DISCUSS AND CONSIDER WITH POSSIBLE ACTION AUTHORIZING STAFF TO AUCTION/SELL THE F350 DUALY AND RESTROOM TRAILER**
- 18. OPEN FORUM FOR MAYOR AND COUNCIL**
- 19. CITY MANAGER REPORT**
- 20. ADJOURN**

Posted this, the 8th day of March 2024.

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

MARCH 12, 2024
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Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>3/12/2024</u>	ITEM NUMBER:	<u>6.</u>
DEPARTMENT:	<u>Administration</u>	PREPARED BY:	<u>Shane Pace</u>
INITIATED BY:	<u>Shane Pace</u>	EXHIBITS:	<u>2024.03.07 - Resolution_Sidewalk Expenditure</u>

EXECUTIVE SUMMARY:

The purpose of this item is to consider a resolution approving an amount not to exceed \$365,000 for engineering work for downtown sidewalks.

At the April 20, 2023 Board meeting, the Board received pricing for “Phase II” engineering work, including a complete set of construction plans. At the request of the Board, the engineering firm provided multiple pricing options to ensure the best value was achieved.

Over the course of five additional meetings, the item was thoroughly reviewed and discussed to determine the best approach for proceeding. During the meeting held on January 18, 2024, representatives from the engineering firm presented a detailed breakdown of the scope and associated costs for the project. Finally, at the meeting held on February 15, 2024, the Board approved the project to include extending the design work towards the east to the Tomato Bowl and including the section of sidewalks on S. Main that is adjacent to the Hazel Tilton Park project. This approach provides the greatest coverage and value of engineering services. The Board is satisfied with the proposal and is ready to initiate the project.

RECOMMENDED ACTION:

Approve the resolution.

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

STRATEGY MAP
POLICY/GOAL CONSIDERATION:
LEGAL:
The council approves all JEDCO expenditures over \$10,000.

RESOLUTION NO. 03-2024-01

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 \$365,000 for engineering design work for downtown sidewalks.

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 7th day of March, 2024 at __:___ 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 12th day of March, 2024 at __:___ P.M.

Signed this 12th day of March 2024.

Randy Gorham, Mayor

ATTEST:

Greg Lowe, City Clerk

APPROVED:

Brett Brewer, City Attorney



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>3/12/2024</u>	ITEM NUMBER:	<u>7.</u>
DEPARTMENT:	<u>Finance</u>	PREPARED BY:	<u>Roxanna Briley, Finance Director</u>
INITIATED BY:	<u>Roxanna Briley, Finance Director</u>	EXHIBITS:	<u>DRAFT Annual Comprehensive Financial Report 2023</u>

EXECUTIVE SUMMARY:

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

RECOMMENDED ACTION:

Accept the findings of the Fy 2022-2023 audit as presented.

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:

Transparent & engaging communication. Ensure financial stability & stewardship.

LEGAL:

CITY OF JACKSONVILLE TEXAS

PEOPLE

ARE THE PRIORITY

FY 2022 - 2023

2023



**ANNUAL COMPREHENSIVE FINANCIAL REPORT
FOR THE YEAR ENDED SEPTEMBER 30, 2023**

CITY OF JACKSONVILLE, TEXAS
ANNUAL COMPREHENSIVE FINANCIAL REPORT
FOR THE YEAR ENDED
SEPTEMBER 30, 2023

DRAFT

Prepared by:
Finance Department

CITY OF JACKSONVILLE, TEXAS

ANNUAL COMPREHENSIVE FINANCIAL REPORT

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DRAFT

INTRODUCTORY SECTION

**City of Jacksonville**

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

City Council:

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

City Manager:

James Hubbard

Letter of Transmittal

March 12, 2024

Honorable Mayor and City Council, and Citizens of Jacksonville, Texas:

The Annual Comprehensive Financial Report (ACFR) for the City of Jacksonville, Texas (the City of Jacksonville) for the fiscal year ended September 30, 2023, is hereby submitted. This report was prepared through the cooperative effort of the finance department and the city's independent auditor, in accordance with Section 103.001 of the Texas Local Government Code and Article II, Section 17 of the Charter of the City of Jacksonville. The purpose of the report is to provide the city council, management, staff, the public, and other interested parties with detailed information reflecting the city's financial condition.

Management assumes full responsibility for the completeness and reliability of the information contained in this report, based upon a comprehensive framework of internal control. In developing and maintaining the city's accounting system, consideration is given to the adequacy of the internal control structure. Internal controls are designed to provide reasonable, but not absolute, assurance regarding: (1) the safeguarding of assets against loss from unauthorized use or disposition; and (2) the reliability of financial records for preparing financial statements that are free of any material misstatements. 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 evaluation of costs and benefits requires estimates and judgments by management. All internal control evaluations occur within the above framework. We believe that the city's internal controls adequately safeguard assets and provide reasonable assurance of proper recording of financial transactions.

Pattillo, Brown & Hill, L.L.P., Certified Public Accountants, have issued an unmodified ("clean") opinion on the City of Jacksonville's financial statements for the year ended September 30, 2023. In addition to meeting City Charter requirements, the goal of the independent audit was to provide reasonable assurance that the financial statements of the city are free of material misstatement. The independent audit involved examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; assessing the accounting principles used and significant estimates made by management; and evaluating the overall financial statement presentation. The independent auditor concluded, based upon the audit, that there was a reasonable basis for rendering an unmodified opinion on the city's financial statements for the fiscal year ended September 30, 2023, and that the financial statements are fairly presented in conformity with accounting principles generally accepted in the United States of America (GAAP). The independent auditor's report is presented as the first component of the financial section of this report.

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City Manager:

James Hubbard

Also included in the financial section is management's discussion and analysis (MD&A), which provides users of the basic financial statements a narrative introduction, overview, and analysis of the basic financial statements. The basic financial statements, including the accompanying notes, represent the core of the financial section. These financial statements present the financial condition of the city as a single entity, as well as the individual funds that account for the city's various governmental and business-type activities. This transmittal letter is designed to complement the MD&A and should be read in conjunction with it.

City Profile

Jacksonville is the largest city in Cherokee County, Texas. Jacksonville is located 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 at the iconic Landmark historic venue in downtown Jacksonville. The city, encompassing approximately 14 square miles, had a 2020 census population of 14,849 which is a 2.1% increase from the 2010 census population of 14,544. Currently, the city's population is estimated to be 14,029. Area production and shipping of tomatoes gained the town the title "Tomato Capital of the World".

The city is a home rule city operating under the council-manager form of government. The City Charter was adopted on June 18, 1921. The home rule corporation status is granted under the Constitution and Laws of the State of Texas. The city council is comprised of the mayor and four council members who function as the policy-making body of the city's government, determining the overall goals, objectives, and direction for city services, and adopting the annual operating budgets for all city departments. The city manager is appointed by the city council and is responsible for the daily management and implementation of policy of the city including appointing the various key leaders and department heads. The mayor and council members may serve three consecutive three-year terms, with general council elections occurring as needed based upon district. The mayor is elected at large; the remaining council members are elected by district.

For financial reporting purposes, the city is a primary government. As previously mentioned, the city's governing body is elected by the citizens of Jacksonville. This report includes all organizations and activities for which the elected officials exercise financial control. The city is legally responsible for the Jacksonville Economic Development Corporation (JEDCO) which is reported separately within the government wide financial statements of the city.

The city is a full-service municipality including general government, public safety (police and fire), streets, sanitation, parks, recreation, planning, zoning, code enforcement, a public library, emergency medical services, and business-type activities, such as water and sewer.

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City Manager:

James Hubbard

The City Charter provides that the city council shall adopt, by ordinance, an annual budget prepared by the city manager. This budget is presented to the city council and opportunities are provided for public comment during a series of public hearings before adoption. Budgetary control has been established at the individual fund level. The city manager has authority, without city council approval, to transfer appropriation balances from one expenditure account to another within a single office, department, or agency of the city; however, before inserting any additional item or increasing any item of appropriation which will increase the total budget by ten (10) percent or more, it must cause to be published a notice setting forth the nature of the proposed increase(s) and fixing a place and time at which the city council will hold a public hearing thereon. Although the budget is adopted at the fund level, continued line item review and forecasting is done on a monthly and quarterly basis throughout the fiscal year to ensure compliance with the budget and timely completion of projects.

Local Economy

The information presented in the budget document is perhaps best understood when it is considered from the broader perspective of the specific environment within which the city operates. The chief industries in and around Jacksonville include medical and surgical supply manufacturing, retail, electric utility delivery, auto sales, plastics manufacturing, health care, education, and government services. This diversification is evident in the fact that no single taxpayer represents more than 4.19% of assessed valuation in the city. Sales tax revenues decreased 4.67% FY 2023 from FY 2022. The unemployment rate in the city continues to show recovery, from the effects of the covid-19 pandemic, and decreased from 4.8% to 4.6%.

The City of Jacksonville is served by the Jacksonville Independent School District (JISD). JISD includes one high school, one middle school, one intermediate school, four elementary schools, and one alternative school. Jacksonville is home to a privately-owned junior college offering Associates Degrees in Arts, Science, as well as a Junior College Diploma. Jacksonville College offers on-campus living, athletic programs, faith-based curriculum and small class sizes. A four-year degree can also be obtained with a 30-minute commute to neighboring Tyler.

Jacksonville is also the medical center of Cherokee County with two hospitals and other supporting clinics and practices. Additionally, Jacksonville has many tourist attractions. The annual Tomato Fest, celebrating Jacksonville's world-famous tomatoes, attracts many visitors each year. One of East Texas' most breathtaking views, Love's Lookout, north of Jacksonville in Cherokee County, is part of a long flat-topped hill that extends north and south about nine miles. The east side looks over a broad valley - a wide expanse of beautiful scenery (30-35 miles).

The city actively works with JEDCO and local industries to encourage expansions and relocations to our community. Jacksonville is home to the premier 131-acre Summers A. Norman Industrial Park. The park has direct access to Highway 69, the main thoroughfare in Jacksonville. JEDCO is actively and consistently working to help businesses and commercial property owners make improvements with façade, demolition, and downtown revitalization grants. Funding provided by one of the matching grants can drastically transform the look and feel of an existing business and create a more inviting and revitalized experience for the customer.

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James Hubbard

Since its inception in 2017, the Operation Facelift matching grant program has encouraged owners to reinvest in their buildings and property by defraying the cost of improvements. The Matching Grant Program provides funding for four project types:

- Façade Program (matching grant): provides up to \$5,000 for exterior improvements to commercial structures.
- Demolition Program (matching grant): provides up to \$10,000 for demolition of structures on commercially zoned property.
- Downtown Revitalization Program (matching grant): provides up to \$50,000 for the redevelopment of downtown structures. Requires a sales tax generating business occupy the redeveloped property.
- Parks and Recreation

Long-term Financial Planning

The city's fund balance policy sets the ideal reserve at 20% and the minimum reserve at 15% for the general fund, which is in line with the Government Finance Officers Association of the United States and Canada (GFOA) recommended best practice. GFOA recommends that "general-purpose governments, regardless of size, maintain unassigned fund balance in their general fund of no less than two months of regular general fund operating revenues or regular general fund operating expenditures." This policy allows the city to better weather economic downturns and strategically handle contingencies and unforeseen emergencies. The city's general fund's unassigned fund balance is approximately \$4.6 million or 33.4% of general fund operating expenditures as of September 30, 2023. In addition, the city uses a five-year forecast in its budget process to guide decisions and assist in policy. The long-range view allows the city to plan appropriately for the future impact of current decisions.

The city maintains a five-year capital improvement program (CIP), with all planned capital projects reviewed annually by the city staff. This annual review allows the city to change and adjust priorities by responding to changing growth patterns, economic conditions, or federal and state mandates. The CIP is used exclusively as a planning tool, and therefore does not commit the city to any project or project funding. The intent of the CIP is for the city staff to identify specific capital improvements needed during the subsequent five years and to project affordability (five-year forecast). The CIP is not a capital budget, and as such provides only recommended projects and the means of financing the improvements. Recommended improvements are not approved until official action has been taken by the city council.

Awards and Acknowledgements

This is the eighth year that the city has made an application to the GFOA to be considered for the Certificate of Achievement for Excellence in Financial Reporting. The city was awarded the Certificate of Achievement for Excellence in Financial Reporting for our FY 2017 - FY 2022 ACFR's. To be awarded a Certificate of Achievement, the city must publish an easily readable and efficiently organized ACFR. This report must satisfy both GAAP and applicable legal requirements. We believe that our ACFR, for the fiscal year ended September 30, 2023, will meet the Certificate of Achievement Program's requirements and we are submitting it to the GFOA to determine its eligibility for the award.



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The city also submitted our FY 2023-2024 annual budget to the GFOA, for the eighth time, to be considered for the Distinguished Budget Presentation Award offered by the GFOA for conformity in budget presentation. We believe that our current budget conforms to the program requirements and will receive this award again (eighth award) for the fiscal year beginning October 1, 2023.

The city participates in the Texas Comptroller's office Transparency Stars program. The program recognizes cities, counties and school districts making strides to greater government transparency by providing easy online access to important financial data. The city was awarded one of the five available transparency stars, the star awarded was for traditional finances. It is the goal of the city to apply and be awarded the remaining four transparency stars.

Finally, the city participates in the Government Treasurers' Organization of Texas (GTOT) Investment Policy Certification Program. The program provides professional guidance in developing an investment policy and recognizes outstanding examples of written policies. A Certificate of Distinction was awarded to the city for developing an investment policy that meets the requirements of the Public Funds Investment Act and the standards for prudent public investing for the two-year period ending July 31, 2024.

Acknowledgment and appreciation is also given to representatives of Pattillo, Brown & Hill, L.L.P., Certified Public Accountants, for their dedicated assistance and input into the preparation of this report. Finally, our appreciation is extended to the mayor and the members of the city council for their interest and support in planning and conducting the financial operations of the city in a responsible and progressive manner.

Respectfully submitted,

James Hubbard
City Manager

Roxanna Briley
Finance Director



Government Finance Officers Association

Certificate of
Achievement
for Excellence
in Financial
Reporting

Presented to

**City of Jacksonville
Texas**

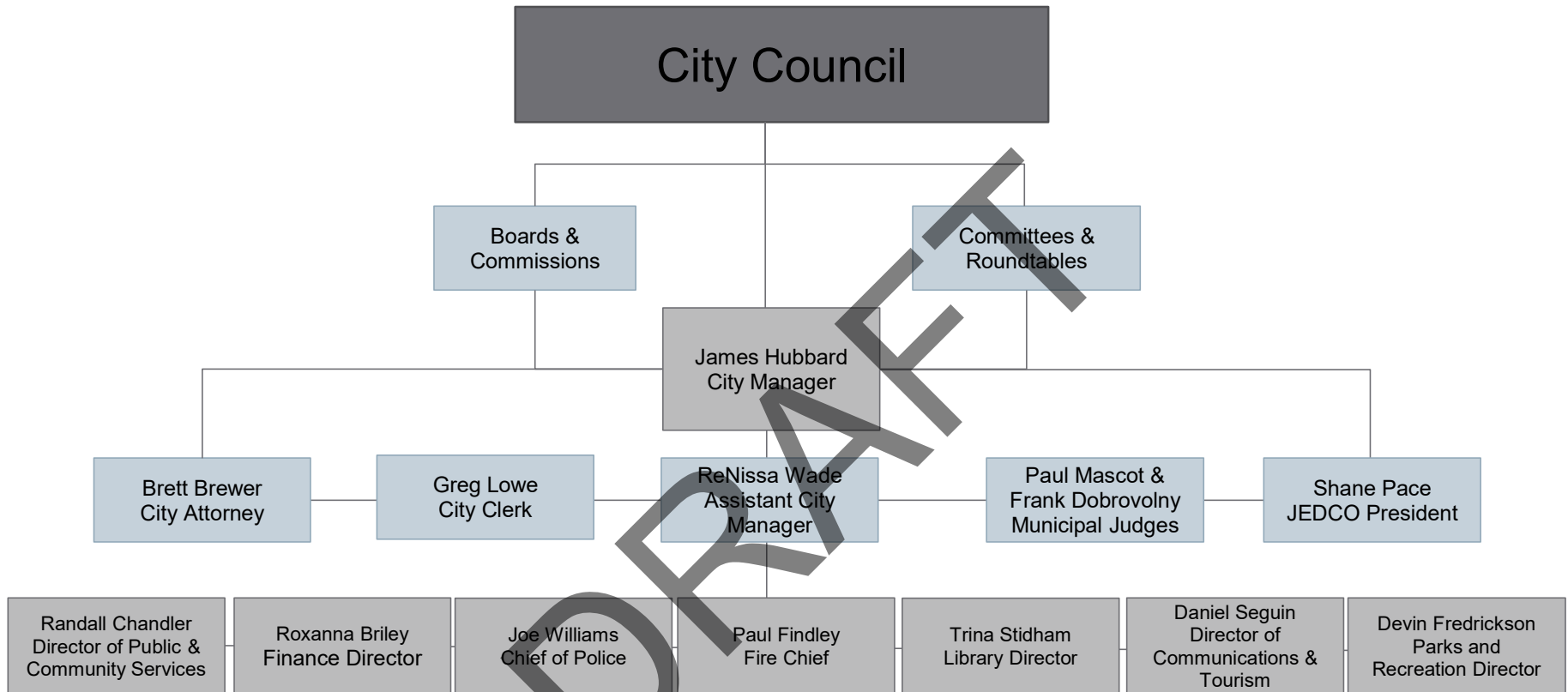
For its Annual Comprehensive
Financial Report
For the Fiscal Year Ended

September 30, 2022

Christopher P. Morill

Executive Director/CEO

Citizens of Jacksonville



CITY OF JACKSONVILLE, TEXAS

LIST OF ELECTED AND APPOINTED

OFFICIALS SEPTEMBER 30, 2023

MAYOR AND CITY COUNCIL

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

ADMINISTRATION

James Hubbard	City Manager
ReNissa Wade	Assistant City Manager
Shane Pace	JEDCO President
Roxanna Briley	Finance Director
Greg Lowe	City Clerk
Daniel Seguin	Communications & Tourism Director
Joe Williams	Chief of Police
Paul Findley	Fire Chief
Randall Chandler	Director of Public & Community
Trina Stidham	Services Library & Museum Director
Devin Fredrickson	Parks & Recreation Director

DRAFT

FINANCIAL SECTION

INDEPENDENT AUDITOR'S REPORT

Honorable Mayor and Members
of the City Council and Citizens
City of Jacksonville, Texas

Report on the Audit of the Financial Statements

Opinions

We have audited the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Jacksonville, Texas, as of and for the year ended September 30, 2023, and the related notes to the financial statements, which collectively comprise the City of Jacksonville, Texas' basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Jacksonville, Texas, as of September 30, 2023, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City of Jacksonville, Texas and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Jacksonville, Texas' ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

OFFICE LOCATIONS

TEXAS | Waco | Temple | Hillsboro | Houston
NEW MEXICO | Albuquerque

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City of Jacksonville, Texas' internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Jacksonville, Texas' ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, and pension and OPEB information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Jacksonville, Texas' basic financial statements. The combining and individual fund financial statements and schedules, introductory and statistical sections are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual fund financial statements and schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Information included in the Annual Comprehensive Financial Report

Management is responsible for the other information included in the annual comprehensive financial report (ACFR). The other information comprises the introductory section and statistical section but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated March 12, 2024 on our consideration of the City of Jacksonville, Texas' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City of Jacksonville, Texas' internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City of Jacksonville, Texas' internal control over financial reporting and compliance.

Waco, Texas
March 12, 2024

CITY OF JACKSONVILLE, TEXAS

MANAGEMENT'S DISCUSSION AND ANALYSIS

SEPTEMBER 30, 2023

As management of the City of Jacksonville, we offer readers of the City's financial statements this narrative overview and analysis of the financial activities of the City for the fiscal year ended September 30, 2023. We encourage readers to consider the information presented here in conjunction with additional information that we have furnished in our letter of transmittal.

FINANCIAL HIGHLIGHTS

- The assets and deferred outflows of resources of the City of Jacksonville exceeded its liabilities and deferred inflows of resources as of September 30, 2023 by \$53,184,877 (net position). The total net position increased by \$3,510,439 during the year. Of the total net position, \$6,640,186 (unrestricted net position) may be used to meet the governments' ongoing obligations to citizens and creditors. Unrestricted net position increased by \$1,369,674 during the fiscal year.
- As of September 30, 2023, the City of Jacksonville's Governmental Funds reported combined ending fund balances of \$14,164,699, an increase of \$1,686,849 in comparison with the prior fiscal year.
- Fund Balance for the General Fund increased from \$4,592,018 to \$4,680,033, at September 30, 2023, an increase of \$88,015 for the fiscal year ended September 30, 2023.
- The City's total long-term liabilities increased by \$612,318 during the current fiscal year. The City's total bonded debt payable totaled \$25,068,000 as of September 30, 2023.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis serves as an introduction to the City of Jacksonville's basic financial statements. The City of Jacksonville's basic financial statements are comprised of three components, government-wide financial statements, fund financial statements, and notes to the financial statements. This report also contains other supplementary information intended to furnish additional detail to support the basic financial statements themselves.

Government-wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the City's finances, in a manner similar to a private-sector business. The Statement of Net Position presents information on all of the City's assets, liabilities, and deferred outflows/inflows, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating. The Statement of Net Position combines and consolidates government funds; current financial resources (short-term expendable resources) with capital assets and long-term obligations. Other non-financial factors should also be taken into consideration, such as changes in the City's property tax base and the condition of the City's infrastructure (i.e., roads, drainage improvements, storm and sewer lines, etc.), to assess the overall health or financial condition of the City. The Statement of Activities presents information showing how the City's net position changed during the most recent fiscal year. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid. Thus, revenues and expenses are reported in this statement for items that will only result in cash flows in future fiscal periods (for example, levied but uncollected taxes and earned but unused paid time off). Both the Statement of Net Position and the Statement of Activities are prepared utilizing the accrual basis of accounting.

In the Statement of Net Position and the Statement of Activities, the City is divided into two kinds of activities:

- **Governmental Activities** – Most of the City's basic services are reported here, including general administration, police, fire, EMS, streets, sanitation, library, and parks and recreation. Property taxes, sales taxes, and utility franchise fees finance most of these activities.
- **Business-Type Activities** – The City charges a fee to customers to help it cover all or most of the cost of certain services it provides. The City's water and sewer systems are reported here.

The government-wide financial statements include not only the City itself (known as the *primary government*), but also a legally separate entity, JEDCO, for which the City is financially accountable. Financial information for this component unit is reported separately from the financial information presented for the primary government itself.

The government-wide financial statements can be found immediately following this management's discussion and analysis.

Fund Financial Statements

The fund financial statements provide detailed information about the most significant funds – not the City as a whole. Some funds are required to be established by state law and by bond covenants. However, the City establishes many other funds to help it control and manage money for particular purposes or to show that it is meeting legal responsibilities for using certain taxes, grants, and other money. The City's three kinds of funds – governmental, proprietary, and fiduciary – utilize different accounting approaches.

Governmental funds – The majority of the City's basic services are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. These funds are reported using an accounting method identified as the modified accrual basis of accounting, which measures near-term inflows and outflows of spendable resources. The governmental fund statements provide a detailed short-term view of the City's general governmental operations and the basic services it provides. Governmental fund information helps determine whether there are more or fewer financial resources than can be spent in the near future to finance the City's programs. By comparing information presented for governmental funds with similar information presented for governmental activities in the government-wide statements, readers may better understand the long-term impact of the government's near-term financing decisions. The differences between governmental activities reported in the Statement of Net Position and the Statement of Activities and those reported in the governmental fund statement are detailed in the reconciliation following the fund financial statements.

The City of Jacksonville maintains thirteen individual governmental funds. Information is presented separately in the Governmental Funds Balance Sheet and in the Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balances for the General Fund, Debt Service Fund, Capital Projects Fund and Grants Fund, all of which are considered to be major funds. Data from the other nine governmental funds are combined into a single, aggregated nonmajor fund presentation.

The City adopts an annual appropriated budget for the General Fund. A budgetary comparison schedule has been provided for the General Fund to demonstrate compliance with this budget.

The basic governmental fund financial statements can be found on pages 13 – 18 of this report.

Proprietary funds – The City charges customers for the services it provides, whether to outside customers or to other units within the City. These services are generally reported in the proprietary funds. Proprietary funds are reported in the same way that all activities are reported in the Statement of Net Position and the Statement of Activities. In fact, the City's enterprise funds (a component of proprietary funds) are identical to the business-type activities that are reported in the government-wide statements but provide more detail and additional information, such as cash flows, for proprietary funds.

The City of Jacksonville maintains one individual enterprise fund. The City uses enterprise funds to account for its water and sewer operations. The fund provides the same type of information as the government-wide financial statements, only in more detail. The proprietary fund financial statements provide separate information for the water and sewer operating fund which is considered to be a major fund of the City.

Fiduciary funds – Fiduciary funds are used to report assets that are held in a trustee capacity, rather than for use by the City government. The City of Jacksonville maintains one fiduciary fund. The City collects donations, disburses monies, and holds assets in a custodial fund at the direction of and for Keep Jacksonville Beautiful.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found immediately following the basic financial statements.

Other Information

In addition to the basic financial statements and accompanying notes, this report presents certain required supplementary information concerning the City's net pension liability and progress in funding its obligation to provide retiree health insurance benefits to the employees and budgetary comparative information for the General Fund.

The combining statements referred to earlier in connection with nonmajor governmental funds are presented immediately following the required supplementary information on pensions and OPEB.

Government-wide Overall Financial Analysis

As noted earlier, net position over time, may serve as a useful indicator of a government's financial position. In the case of the City, assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$53,184,877, at the close of the most recent fiscal year.

CITY OF JACKSONVILLE'S NET POSITION

	Governmental Activities		Business-type Activities		Totals	
	2023	2022	2023	2022	2023	2022
Current and other assets	\$ 18,687,758	\$ 18,257,990	\$ 9,551,734	\$ 9,829,264	\$ 28,239,492	\$ 28,087,254
Net pension asset	-	298,472	-	52,865	-	351,337
Capital assets	<u>38,420,500</u>	<u>38,864,227</u>	<u>23,429,601</u>	<u>24,009,005</u>	<u>61,850,101</u>	<u>62,873,232</u>
Total assets	<u>57,108,258</u>	<u>57,420,689</u>	<u>32,981,335</u>	<u>33,891,134</u>	<u>90,089,593</u>	<u>91,311,823</u>
Total deferred outflows of resources	<u>2,597,118</u>	<u>902,282</u>	<u>457,697</u>	<u>154,980</u>	<u>3,054,815</u>	<u>1,057,262</u>
Current liabilities	2,932,869	4,749,191	593,863	442,401	3,526,732	5,191,592
Long-term liabilities	<u>23,337,498</u>	<u>22,530,806</u>	<u>11,387,372</u>	<u>11,581,746</u>	<u>34,724,870</u>	<u>34,112,552</u>
Total liabilities	<u>26,270,367</u>	<u>27,279,997</u>	<u>11,981,235</u>	<u>12,024,147</u>	<u>38,251,602</u>	<u>39,304,144</u>
Total deferred inflows of resources	<u>1,450,886</u>	<u>2,880,341</u>	<u>257,043</u>	<u>510,162</u>	<u>1,707,929</u>	<u>3,390,503</u>
Net investment in capital assets	25,628,538	23,737,946	18,837,846	18,666,326	44,466,384	42,404,272
Restricted	2,078,307	1,999,654	-	-	2,078,307	1,999,654
Unrestricted	<u>4,277,278</u>	<u>2,425,033</u>	<u>2,362,908</u>	<u>2,845,479</u>	<u>6,640,186</u>	<u>5,270,512</u>
Total net position	<u>\$ 31,984,123</u>	<u>\$ 28,162,633</u>	<u>\$ 21,200,754</u>	<u>\$ 21,511,805</u>	<u>\$ 53,184,877</u>	<u>\$ 49,674,438</u>

By far, the largest portion of the City's net position (83.6%) reflects its net investment in capital assets (e.g., land, buildings, infrastructure, machinery, and equipment), less any related outstanding debt used to acquire those assets. The City uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the City's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of the City's net position (3.9%) represents resources that are subject to external restrictions on how they may be used. The remaining balance of \$6,640,186 is unrestricted and may be used to meet the City's ongoing obligations to its citizens and creditors.

At the end of the fiscal year, the City is able to report positive balances in all reported categories of net position, both for the government as a whole, as well as for its separate governmental and business-type activities.

The City's overall net position increased \$3,510,439 from the prior year. The reasons for this overall increase are discussed in the following sections for governmental activities and business-type activities.

Governmental Activities. During the current fiscal year, net position for governmental activities increased \$3,821,490 from the prior fiscal year for an ending balance of \$31,984,123. The increase in net position is primarily caused by the increase in charges for services, tax revenues, investment income, and gain on sale of assets.

CITY OF JACKSONVILLE'S CHANGES IN NET POSITION

	Governmental Activities		Business-type Activities		Totals	
	2023	2022	2023	2022	2023	2022
Revenues:						
Program revenues:						
Charges for services	\$ 3,937,953	\$ 2,878,943	\$ 6,956,492	\$ 6,089,363	\$ 10,894,445	\$ 8,968,306
Operating contributions	825,971	2,040,992	1,078,636	-	1,904,607	2,040,992
Capital contributions	241,150	-	-	-	241,150	-
General revenues:						
Taxes	11,208,450	10,472,008	-	-	11,208,450	10,472,008
Investment income	773,638	76,082	335,913	30,023	1,109,551	106,105
Gain on sale of assets	1,143,181	348,687	-	-	1,143,181	348,687
Other	58,209	263,718	-	-	58,209	263,718
Total revenues	<u>18,188,552</u>	<u>16,080,430</u>	<u>8,371,041</u>	<u>6,119,386</u>	<u>26,559,593</u>	<u>22,199,816</u>
Expenses:						
General government	2,727,418	2,420,694	-	-	2,727,418	2,420,694
Public safety	8,377,311	6,329,394	-	-	8,377,311	6,329,394
Public works	2,366,021	2,330,155	-	-	2,366,021	2,330,155
Culture and recreation	1,916,708	1,546,722	-	-	1,916,708	1,546,722
Interest and other	588,087	622,050	-	-	588,087	622,050
Water and sewer	-	-	7,073,609	5,804,560	7,073,609	5,804,560
Total expenses	<u>15,975,545</u>	<u>13,249,015</u>	<u>7,073,609</u>	<u>5,804,560</u>	<u>23,049,154</u>	<u>19,053,575</u>
Increase (decrease) in net position before transfers	<u>2,213,007</u>	<u>2,831,415</u>	<u>1,297,432</u>	<u>314,826</u>	<u>3,510,439</u>	<u>3,146,241</u>
Transfers	<u>1,608,483</u>	<u>1,632,130</u>	<u>(1,608,483)</u>	<u>(1,632,130)</u>	<u>-</u>	<u>-</u>
Increase (decrease) in net position	<u>3,821,490</u>	<u>4,463,545</u>	<u>(311,051)</u>	<u>(1,317,304)</u>	<u>3,510,439</u>	<u>3,146,241</u>
Net position, beginning	<u>28,162,633</u>	<u>23,699,088</u>	<u>21,511,805</u>	<u>22,829,109</u>	<u>49,674,438</u>	<u>46,528,197</u>
Net position, ending	<u>\$ 31,984,123</u>	<u>\$ 28,162,633</u>	<u>\$ 21,200,754</u>	<u>\$ 21,511,805</u>	<u>\$ 53,184,877</u>	<u>\$ 49,674,438</u>

Business-type Activities. For the City's business-type activities, the results for the current fiscal year decreased net position to an ending balance of \$21,200,754. The total decrease in net position for business-type activities was \$311,051 or 1.4% from the prior fiscal year. This decrease is primarily caused by increased expenses related to water production and wastewater treatment.

Financial Analysis of Governmental Funds

As noted earlier, the City uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds. The focus of the City's *governmental funds* is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the City's financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for discretionary use as they represent the portion of fund balance which has not yet been limited to use for a particular purpose by either an external party, the City itself, or a group or individual that has been delegated authority to assign resources for use for particular purposes by the City Council.

As of year-end, the City's governmental funds reported combined fund balances of \$14,164,699, an increase of \$1,686,849 in comparison with the prior year. Approximately 32.6% of this amount \$4,614,512 constitutes *unassigned fund balance*, which is available for spending at the City's discretion. The remainder of the fund balance is either *nonspendable*, *restricted* or *assigned* to indicate that it is 1) not in spendable form (\$2,386), 2) restricted for a particular purpose (\$6,905,363), 3) assigned for particular purpose, or 4) committed for a particular purpose (\$1,360,762), or 5) assigned for a specific purpose (\$1,281,676).

The General Fund is the chief operating fund of the City. At the end of the current fiscal year, unassigned fund balance of the General Fund was \$4,614,512, while total fund balance increased to \$4,680,033. As a measure of the General Fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total General Fund expenditures. Unassigned fund balance represents approximately 33.4% of total General Fund expenditures, while total fund balance represents approximately 33.9% of the same amount.

The fund balance of the City's General Fund increased by \$88,015 during the current fiscal year. The increase is largely due to an increase in property tax collections, grant revenue, municipal court fines, and investment income.

The Debt Service Fund, a major fund, had a \$45,093 increase in fund balance to bring the year end fund balance to \$247,672. The increase in fund balance was the result of an increase in property tax collections and investment income.

The Capital Projects Fund had an increase in fund balance during the current year of \$217,107 which put the overall fund balance in a positive position in the amount of \$6,182,652. The increase in fund balance was the result of an increase in grant revenue, interest income, and proceeds from the sale of capital property.

The Grants fund balance increased by \$98,964 to \$389,542. Grant revenues exceeded expenditures for the current period.

Proprietary Funds. The City's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail.

Unrestricted net position of the Water and Wastewater Fund at the end of the year was \$2,362,908. The decrease in total net position for these funds was \$311,051.

General Fund Budgetary Highlights

During the year the city amended the budget to increase original estimated revenues for property taxes, intergovernmental revenue, municipal court fines & forfeitures, contributions, investment earnings and miscellaneous revenue, budgeted revenues were increased by \$646,629, or 5.1%. Original budgeted appropriations were decreased by (2%) primarily related to personnel services tracking below budgeted expectations.

For fiscal year 2023, actual revenues were \$13,319,336, with budgeted revenues being \$13,223,141 a positive variance of \$96,195. The primary cause of this variance is larger than expected charges for services, intergovernmental revenue, fines & forfeitures, licenses & permits collections, contributions, and investment earnings. Revenue increases were offset by lower than expected property & sales tax collections, and miscellaneous revenue.

For fiscal year 2023, actual expenditures in the general fund were \$13,802,360 compared to the budget amount of \$14,290,946, a positive variance of \$488,586. General Government expenditures were lower than budgeted expectations due to unspent contingency funds, the elimination of one of the municipal court clerk positions that occurred mid-year, and lower than expected Development Services Department contractual services expenditures. Public Safety (Police, Fire, & EMS) expenditures were lower than budgeted expectations due to the Fire Department not being fully staffed during the fiscal year. Public Works expenditures were also less than budget due to street maintenance projects not being completed during the fiscal year. Culture & Recreation expenditures came in less than budgeted expectations primarily related to less seasonal part time summer help hired than budgeted.

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets

The City's investment in capital assets for its governmental and business-type activities as of September 30, 2023, amounts to \$61,850,101 (net of accumulated depreciation). This investment in capital assets includes land, buildings, machinery, equipment, vehicles, park facilities, roads, and the water and wastewater system. The total increase in capital assets for the current year was 1.6%.

CITY OF JACKSONVILLE'S CAPITAL ASSETS

	Governmental Activities		Business-Type Activities		Totals	
	2023	2022	2023	2022	2023	2022
Land	\$ 2,756,463.00	\$ 2,790,731.00	\$ 10,281.00	\$ 10,281.00	\$ 2,766,744.00	\$ 2,801,012.00
Construction in progress	649,156	1,723,199	392,835	392,835	1,041,991	2,116,034
Buildings and improvements	24,374,445	22,808,774	7,205,263	7,168,740	31,579,708	29,977,514
Equipment	8,885,699	8,833,064	3,704,512	3,740,396	12,590,211	12,573,460
Infrastructure	27,225,031	27,225,031	31,075,394	30,894,532	58,300,425	58,119,563
Library books	1,201,863	1,180,163	-	-	1,201,863	1,180,163
Right to use equipment	65,963	60,526	-	-	65,963	60,526
Less accumulated depreciation	(26,738,120)	(25,757,261)	(18,958,684)	(18,197,779)	(45,696,804)	(43,955,040)
Totals	<u>\$ 38,420,500</u>	<u>\$ 38,864,227</u>	<u>\$ 23,429,601</u>	<u>\$ 24,009,005</u>	<u>\$ 61,850,101</u>	<u>\$ 62,873,232</u>

Major capital assets events during the current fiscal year included the following:

- US 69 Downtown Revitalization sidewalk project \$1.37 mil.

- Public safety vehicles- 5 police cruisers and an ambulance \$516,774
- Fired Hydrant replacement program \$180,861
- Buckner Park playground \$144,762

Additional information on the City's capital assets can be found in the notes to the financial statements on pages 35-36.

Long-term Liabilities

At year-end, the City had total bonded debt of \$25,068,000. This amount is debt backed by the full faith and credit of the City. The remaining portion of long-term obligations are comprised of capital leases payable and compensated absences.

CITY OF JACKSONVILLE'S OUTSTANDING DEBT

	Governmental Activities		Business-Type Activities		Totals	
	2023	2022	2023	2022	2023	2022
General obligation bonds	\$ 740,000	\$ 1,465,000	\$ -	\$ -	\$ 740,000	\$ 1,465,000
Certificates of obligation	14,220,000	14,445,000	10,108,000	10,703,000	24,328,000	25,148,000
Premium on debt	1,315,176	1,397,686	-	-	1,315,176	1,397,686
Financed purchases	449,734	680,138	210,397	361,143	660,131	1,041,281
Leases payable	37,579	45,144	-	-	37,579	45,144
Notes payable	865,000	1,754,681	-	-	865,000	1,754,681
Compensated absences	492,172	434,050	144,589	108,616	636,761	542,666
Totals	<u>\$ 18,119,661</u>	<u>\$ 20,221,699</u>	<u>\$ 10,462,986</u>	<u>\$ 11,172,759</u>	<u>\$ 28,582,647</u>	<u>\$ 31,394,458</u>

The City's debt (not including Pension and OPEB liabilities) decreased by \$2,811,811 during the current year. The City did not issue and new bonds during the year and continued making the required principal and interest payments on existing debt.

The City maintains an "A+" rating from Standards and Poor's and an A2 rating from Moody's for general obligation debt.

Additional information on the City's long-term debt can be found in the notes to the financial statements on pages 37-41.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

- The City's elected and appointed officials considered many factors when setting the fiscal year 2024 budget, tax rates, and fees that will be charged for the business-type activities. Beyond the core services of public safety and infrastructure, the budget includes funding to enhance the quality of life amenities, beautify the town, and provide new offerings aimed at meeting the needs and desires of our diverse and evolving community. Notable enhancements served by the general fund include the addition of two police patrol officer positions, an additional code enforcement officer, and the inclusion of funding for a parks and recreation director. A vehicle and equipment replacement fund was established to aid in maintaining and preparing for capital-intensive fleet and equipment purchases. As a result of the voter-approved venue tax proposition in November 2022, the budget includes the addition of a venue project fund. Revenue from this fund along with the hotel / motel occupancy tax fund will be married to wholly fund operations at the civic center expected to open in early 2024. The budget also includes a 3% pay increase for all employees.
- The general fund's largest single revenue source is property taxes, followed by sales taxes. The property tax rate for FY 2024 is \$0.63763 per \$100 valuation, decreased from FY 2023's rate of \$0.68065. Of this rate, 76% is utilized for general fund activities. The remaining 24% is used for paying the city's outstanding debt. The general fund's portion of total property tax revenue for FY 2024 is estimated to be \$4,898,701. Sales tax revenue for FY 2024 is forecasted to be \$3,539,673. This is a 4.8% increase over FY 2023's amended budget.

- Since January 2018, citizens had not experienced increases in their water or sewer rates. A rate study was conducted during 2022 and as a result the City Council passed rate increases which went into effect January 2023. The rate study was reevaluated and presented to the City Council again in December 2023, additional rate increases (year 2 of 5) went into effect January 2024. The largest revenue source for the utility fund is water sales, with projected sales of \$4,029,975 in FY 2024. Water revenue is expected to increase in the future as rate increases are recommended over the next five years. The second largest revenue source for the water and sewer fund is sewer charges with projected collections of \$3,291,465 in FY 2024.

CONTACTING THE CITY'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers, investors, and creditors with a general overview of the City's finances and to show the City's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the Finance Department, at the City of Jacksonville, 215 East Rusk, Jacksonville, TX 75766.

DRAFT

BASIC FINANCIAL STATEMENTS

CITY OF JACKSONVILLE, TEXAS

STATEMENT OF NET POSITION

SEPTEMBER 30, 2023

	Primary Government			Component Unit
	Governmental Activities	Business-type Activities	Total	
ASSETS				
Cash and cash equivalents	\$ 15,730,826	\$ 2,364,468	\$ 18,095,294	\$ 4,703,470
Restricted - cash and cash equivalents	-	5,726,642	5,726,642	-
Receivables, net:				
Taxes	1,181,214	-	1,181,214	275,470
Accounts	1,673,827	889,755	2,563,582	2,500
Notes	-	-	-	104,400
Lease receivable	-	-	-	894,979
Accrued interest	-	-	-	14,279
Due from other governments	99,505	58,833	158,338	-
Inventory	-	162,937	162,937	-
Deposits and prepaid expenses	2,386	349,099	351,485	-
Capital assets:				
Non-depreciable	3,405,619	403,116	3,808,735	3,083,647
Depreciable, net	35,014,881	23,026,485	58,041,366	522,818
Total assets	<u>57,108,258</u>	<u>32,981,335</u>	<u>90,089,593</u>	<u>9,601,563</u>
DEFERRED OUTFLOWS OF RESOURCES				
Deferred charge on refunding	13,637	-	13,637	-
Pension related	2,333,005	413,322	2,746,327	-
OPEB related (SDBF)	48,933	8,669	57,602	-
OPEB related (health plan)	201,543	35,706	237,249	-
Total deferred outflows	<u>2,597,118</u>	<u>457,697</u>	<u>3,054,815</u>	<u>-</u>
LIABILITIES				
Current liabilities:				
Accounts payable	416,534	253,722	670,256	20,849
Accrued liabilities	516,380	118,887	635,267	-
Customer deposits	1,175	221,254	222,429	-
Unearned revenue	1,998,780	-	1,998,780	-
Noncurrent liabilities:				
Due within one year				
Long-term debt	1,478,011	792,739	2,270,750	-
Total OPEB liability (SDBF)	13,530	2,397	15,927	-
Total OPEB liability (health plan)	47,186	8,360	55,546	-
Due in more than one year				
Long-term debt	16,641,650	9,670,247	26,311,897	-
Net pension liability	3,617,738	640,930	4,258,668	-
Total OPEB liability (SDBF)	331,966	58,790	390,756	-
Total OPEB liability (health plan)	1,207,417	213,909	1,421,326	-
Total liabilities	<u>26,270,367</u>	<u>11,981,235</u>	<u>38,251,602</u>	<u>20,849</u>
DEFERRED INFLOWS OF RESOURCES				
Lease related	-	-	-	894,979
Pension related	104,630	18,536	123,166	-
OPEB related (SDBF)	162,687	28,822	191,509	-
OPEB related (health plan)	1,183,569	209,685	1,393,254	-
Total deferred inflows	<u>1,450,886</u>	<u>257,043</u>	<u>1,707,929</u>	<u>894,979</u>
NET POSITION				
Net investment in capital assets	25,628,538	18,837,846	44,466,384	3,606,465
Restricted for:				
General government	1,020	-	1,020	-
Debt service	242,506	-	242,506	-
Municipal court	151,868	-	151,868	-
Public safety	443,905	-	443,905	-
Culture and recreation	39,464	-	39,464	-
Tourism and convention	1,199,544	-	1,199,544	-
Economic development	-	-	-	5,079,270
Unrestricted	4,277,278	2,362,908	6,640,186	-
Total net position	<u>\$ 31,984,123</u>	<u>\$ 21,200,754</u>	<u>\$ 53,184,877</u>	<u>\$ 8,685,735</u>

The accompanying notes are an integral part of these financial statements.

CITY OF JACKSONVILLE, TEXAS

STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED SEPTEMBER 30, 2023

Functions/Programs	Expenses	Program Revenues		
		Charges for Services	Operating Grants and Contributions	Capital Contributions
Primary Government:				
Governmental activities:				
General government	\$ 2,727,418	\$ 677,788	\$ 26,170	\$ 148,912
Public safety	8,377,311	1,548,092	698,513	37,045
Public works	2,366,021	1,396,967	-	54,218
Culture and recreation	1,916,708	315,106	101,288	975
Interest and other	588,087	-	-	-
Total governmental activities	<u>15,975,545</u>	<u>3,937,953</u>	<u>825,971</u>	<u>241,150</u>
Business-type activities:				
Water and wastewater	<u>7,073,609</u>	<u>6,956,492</u>	<u>1,078,636</u>	<u>-</u>
Total business-type activities	<u>7,073,609</u>	<u>6,956,492</u>	<u>1,078,636</u>	<u>-</u>
Total primary government	<u>\$ 23,049,154</u>	<u>\$ 10,894,445</u>	<u>\$ 1,904,607</u>	<u>\$ 241,150</u>
Component Unit:				
Jacksonville Economic				
Development Corporation	985,038	86,459	-	35,714
Total component unit	<u>\$ 985,038</u>	<u>\$ 86,459</u>	<u>\$ -</u>	<u>\$ 35,714</u>
General revenues:				
Taxes:				
Property				
Sales				
Other				
Investment earnings				
Gain on sale of assets				
Other				
Transfers				
Total general revenues and transfers				
Change in net position				
Net position - beginning of year				
Net position - end of year				

The accompanying notes are an integral part of these financial statements.

Net (Expense) Revenue and Changes in Net Position

Primary Government		Total	Component Unit
Governmental Activities	Business-type Activities		
\$ (1,874,548)	\$ -	\$ (1,874,548)	\$ -
(6,093,661)	-	(6,093,661)	-
(914,836)	-	(914,836)	-
(1,499,339)	-	(1,499,339)	-
(588,087)	-	(588,087)	-
<u>(10,970,471)</u>	<u>-</u>	<u>(10,970,471)</u>	<u>-</u>
-	961,519	961,519	-
-	961,519	961,519	-
<u>(10,970,471)</u>	<u>961,519</u>	<u>(10,008,952)</u>	<u>-</u>
			(862,865)
			<u>(862,865)</u>
6,254,089	-	6,254,089	-
3,258,967	-	3,258,967	1,629,207
1,695,394	-	1,695,394	-
773,638	335,913	1,109,551	237,275
1,143,181	-	1,143,181	39,694
58,209	-	58,209	-
1,608,483	(1,608,483)	-	-
<u>14,791,961</u>	<u>(1,272,570)</u>	<u>13,519,391</u>	<u>1,906,176</u>
<u>3,821,490</u>	<u>(311,051)</u>	<u>3,510,439</u>	<u>1,043,311</u>
<u>28,162,633</u>	<u>21,511,805</u>	<u>49,674,438</u>	<u>7,642,424</u>
<u>\$ 31,984,123</u>	<u>\$ 21,200,754</u>	<u>\$ 53,184,877</u>	<u>\$ 8,685,735</u>

CITY OF JACKSONVILLE, TEXAS

BALANCE SHEET

GOVERNMENTAL FUNDS

SEPTEMBER 30, 2023

	General	Debt Service	Capital Projects
ASSETS			
Cash and cash equivalents	\$ 4,265,035	\$ 236,215	\$ 6,213,123
Receivables, net:			
Taxes	1,048,229	76,762	-
Accounts	1,673,827	-	-
Due from other governments	99,505	-	-
Prepaid item	2,386	-	-
Total assets	<u>7,088,982</u>	<u>312,977</u>	<u>6,213,123</u>
LIABILITIES			
Accounts payable	370,904	-	30,471
Accrued liabilities	441,614	-	-
Customer deposits	1,075	-	-
Unearned revenue	-	-	-
Total liabilities	<u>813,593</u>	<u>-</u>	<u>30,471</u>
DEFERRED INFLOWS OF RESOURCES			
Unavailable revenue - property taxes	198,094	65,305	-
Unavailable revenue - fines	251,410	-	-
Unavailable revenue - EMS services	1,145,852	-	-
Total deferred inflows of resources	<u>1,595,356</u>	<u>65,305</u>	<u>-</u>
FUND BALANCES			
Nonspendable:			
Prepaid item	2,386	-	-
Restricted for:			
General government	1,020	-	-
Debt service	-	247,672	-
Municipal court	-	-	-
Culture and recreation	39,464	-	-
Public safety	22,651	-	-
Tourism and convention	-	-	-
Capital projects	-	-	4,821,890
Committed for:			
Capital projects	-	-	1,360,762
Assigned for:			
Capital projects	-	-	-
Unassigned	4,614,512	-	-
Total fund balances	<u>4,680,033</u>	<u>247,672</u>	<u>6,182,652</u>
Total liabilities, deferred inflows of resources and fund balances	\$ <u>7,088,982</u>	\$ <u>312,977</u>	\$ <u>6,213,123</u>

The accompanying notes are an integral part of these financial statements.

Grants	Nonmajor Governmental Funds	Total Governmental Funds
\$ 2,388,322	\$ 2,628,131	\$ 15,730,826
-	56,223	1,181,214
-	-	1,673,827
-	-	99,505
-	-	2,386
<u>2,388,322</u>	<u>2,684,354</u>	<u>18,687,758</u>
-	15,159	416,534
-	4,295	445,909
-	100	1,175
<u>1,998,780</u>	<u>-</u>	<u>1,998,780</u>
<u>1,998,780</u>	<u>19,554</u>	<u>2,862,398</u>
-	-	263,399
-	-	251,410
-	-	1,145,852
<u>-</u>	<u>-</u>	<u>1,660,661</u>
-	-	2,386
-	-	1,020
-	-	247,672
-	151,868	151,868
-	-	39,464
389,542	31,712	443,905
-	1,199,544	1,199,544
-	-	4,821,890
-	-	1,360,762
-	1,281,676	1,281,676
-	-	4,614,512
<u>389,542</u>	<u>2,664,800</u>	<u>14,164,699</u>
\$ <u>2,388,322</u>	\$ <u>2,684,354</u>	\$ <u>18,687,758</u>

CITY OF JACKSONVILLE, TEXAS

**RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUNDS
TO THE GOVERNMENT-WIDE STATEMENT OF NET POSITION**

SEPTEMBER 30, 2023

Amounts reported for governmental activities in the statement of net position are different because:

Total fund balance governmental funds	\$ 14,164,699
Capital assets used in governmental activities are not current financial resources and therefore are not reported in the funds.	38,420,500
Uncollected revenues are reported as unavailable resources in the governmental funds balance sheet, but are recognized as a revenue in the statement of activities.	
Property taxes	263,399
Ambulance fees	1,145,852
Court fines	251,410
Long-term liabilities, including bonds payable, notes payable, compensated absences, OPEB liabilities and net pension liability are not due and payable in the current period and therefore are not reported in the governmental funds balance sheet.	
Bonds payable	(14,960,000)
Deferred amount on refunding	13,637
Issuance premium	(1,315,176)
Financed purchases	(449,734)
Notes payable	(865,000)
Leases payable	(37,579)
Compensated absences	(492,172)
Deferred inflows of resources - pension related	(104,630)
Deferred outflows of resources - pension related	2,333,005
Net pension liability	(3,617,738)
Total OPEB liability - SDBF	(1,254,603)
Total OPEB liability - retiree health plan	(345,496)
Deferred inflows of resources - OPEB related	(1,346,256)
Deferred outflows of resources - OPEB related	250,476
Interest payable on long-term debt in the City's governmental activities is not payable from current resources and therefore is not reported in the governmental funds balance sheet.	<u>(70,471)</u>
Net position of governmental activities	<u>\$ 31,984,123</u>

CITY OF JACKSONVILLE, TEXAS

**STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES**

GOVERNMENTAL FUNDS

FOR THE YEAR ENDED SEPTEMBER 30, 2023

	<u>General</u>	<u>Debt Service</u>	<u>Capital Projects</u>
REVENUES			
Taxes:			
Property	\$ 4,641,039	\$ 1,531,932	\$ -
Sales	3,258,967	-	-
Other	1,353,907	-	-
Charges for services	2,548,087	-	-
Intergovernmental	428,986	-	409,182
Fines and forfeitures	496,842	-	-
Licenses and permits	68,982	-	-
Contributions and donations	84,712	-	-
Investment earnings	394,251	42,991	268,868
Miscellaneous	43,563	-	-
Total revenues	<u>13,319,336</u>	<u>1,574,923</u>	<u>678,050</u>
EXPENDITURES			
Current:			
General government	2,473,719	225	60
Public safety	7,426,147	-	-
Public works	1,742,182	-	-
Culture and recreation	1,403,550	-	44,100
Capital outlay	496,280	-	646,244
Debt service:			
Principal	228,566	1,085,000	754,681
Interest and other	31,916	610,554	14,469
Total expenditures	<u>13,802,360</u>	<u>1,695,779</u>	<u>1,459,554</u>
Excess (deficiency) of revenue over expenditures	<u>(483,024)</u>	<u>(120,856)</u>	<u>(781,504)</u>
OTHER FINANCING SOURCES (USES)			
Issuance of leases	3,883	-	-
Transfers in	2,003,715	165,949	585,681
Transfers out	(1,652,300)	-	(851,327)
Insurance proceeds	66,963	-	-
Sale of capital assets	148,778	-	1,264,257
Total other financing sources (uses)	<u>571,039</u>	<u>165,949</u>	<u>998,611</u>
 Net change in fund balances	 <u>88,015</u>	 <u>45,093</u>	 <u>217,107</u>
 Fund balance - beginning of year	 <u>4,592,018</u>	 <u>202,579</u>	 <u>5,965,545</u>
Fund balance - end of year	\$ <u>4,680,033</u>	\$ <u>247,672</u>	\$ <u>6,182,652</u>

The accompanying notes are an integral part of these financial statements.

Grants	Nonmajor Governmental Funds	Total Governmental Funds
\$ -	\$ -	\$ 6,172,971
-	-	3,258,967
-	341,487	1,695,394
-	16,625	2,564,712
452,078	582	1,290,828
-	21,709	518,551
-	-	68,982
-	-	84,712
-	67,528	773,638
-	14,646	58,209
<u>452,078</u>	<u>462,577</u>	<u>16,486,964</u>
-	-	2,474,004
96,327	325	7,522,799
6,073	126	1,748,381
84,970	225,698	1,758,318
404,879	89,468	1,636,871
-	13,286	2,081,533
-	855	657,794
<u>592,249</u>	<u>329,758</u>	<u>17,879,700</u>
<u>(140,171)</u>	<u>132,819</u>	<u>(1,392,736)</u>
-	-	3,883
639,135	1,278,811	4,673,291
(400,000)	(217,592)	(3,121,219)
-	43,632	110,595
-	-	1,413,035
<u>239,135</u>	<u>1,104,851</u>	<u>3,079,585</u>
<u>98,964</u>	<u>1,237,670</u>	<u>1,686,849</u>
<u>290,578</u>	<u>1,427,130</u>	<u>12,477,850</u>
<u>\$ 389,542</u>	<u>\$ 2,664,800</u>	<u>\$ 14,164,699</u>

CITY OF JACKSONVILLE, TEXAS

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE GOVERNMENT-WIDE STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED SEPTEMBER 30, 2023

Amounts reported for governmental activities in the statement of activities are different because:

Net change in fund balance - total governmental funds	\$ 1,686,849
Governmental funds report capital outlay as expenditures. However, in the statement of activities the cost of these assets is allocated over their estimated useful lives and reported as depreciation expense.	
Capital outlay	1,366,271
Depreciation expense	(1,596,555)
The net effect of various transactions involving capital assets (i.e., transfers, sales, trade-ins, and donations) is to decrease net position.	(213,443)
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds. The details of these differences are as follows:	
Property taxes	81,118
Ambulance fees	767,542
Court fines	18,166
Grants	(308,419)
Some expenses reported in the statement of activities do not require the use of current financial resources; therefore, they are not reported as expenditures in governmental funds. The details of these differences are as follows:	
Compensated absences	(58,122)
Accrued interest	834
Net pension liability	(178,724)
Total OPEB liability - SDBF	3,219
Total OPEB liability - retiree health plan	106,231
The issuance of long-term debt (e.g., bonds) provides current financial resources to governmental funds, while repayment of the principal long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position. Also, governmental funds report the effect of premiums and similar items when debt is first issued, whereas these amounts are deferred and amortized in the statement of activities. This amount is the net effect of these differences in the treatment of long-term debt and related items.	
Issuance of long-term debt	(3,883)
Payments on bonds	950,000
Payments on notes payable	889,681
Payments on financed purchases	230,404
Payments on leases payable	11,448
Amortization of deferred loss on refunding bonds	(13,637)
Amortization of premium on bond issuance	<u>82,510</u>
Change in net position of governmental activities	<u>\$ 3,821,490</u>

CITY OF JACKSONVILLE, TEXAS

STATEMENT OF NET POSITION
PROPRIETARY FUNDS

SEPTEMBER 30, 2023

	<u>Water and Wastewater</u>
ASSETS	
Current assets:	
Cash and cash equivalents	\$ 2,364,468
Restricted - cash and cash equivalents	5,726,642
Accounts receivable, net	889,755
Due from other governments	58,833
Inventory	162,937
Deposits and prepaid item	349,099
Total current assets	<u>9,551,734</u>
Noncurrent assets:	
Capital assets:	
Non-depreciable	403,116
Depreciable, net	23,026,485
Total noncurrent assets	<u>23,429,601</u>
Total assets	<u>32,981,335</u>
DEFERRED OUTFLOWS OF RESOURCES	
Pension related	413,322
OPEB related (SDBF)	8,669
OPEB related (health plan)	35,706
Total deferred outflows of resources	<u>457,697</u>
LIABILITIES	
Current liabilities:	
Accounts payable	253,722
Accrued liabilities	87,864
Accrued interest payable	31,023
Customer deposits	221,254
Due within one year:	
Compensated absences	36,147
Total OPEB liability - SDBF	2,397
Total OPEB liability - health plan	8,360
Financed purchases	154,592
Certificates of obligation	602,000
Total current liabilities	<u>1,397,359</u>
Noncurrent liabilities:	
Due in more than one year:	
Compensated absences	108,442
Net pension liability	640,930
Total OPEB liability - SDBF	58,790
Total OPEB liability - health plan	213,909
Financed purchases	55,805
Certificates of obligation	9,506,000
Total noncurrent liabilities	<u>10,583,876</u>
Total liabilities	<u>11,981,235</u>
DEFERRED INFLOWS OF RESOURCES	
Pension related	18,536
OPEB related (SDBF)	28,822
OPEB related (health plan)	209,685
Total deferred inflows of resources	<u>257,043</u>
NET POSITION	
Net investment in capital assets	18,837,846
Unrestricted	2,362,908
Total net position	<u>\$ 21,200,754</u>

The accompanying notes are an integral part of these financial statements.

CITY OF JACKSONVILLE, TEXAS**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
PROPRIETARY FUNDS**

FOR THE YEAR ENDED SEPTEMBER 30, 2023

	<u>Water and Wastewater</u>
OPERATING REVENUES	
Charges for services:	
Water and waste water sales	\$ 6,806,147
Miscellaneous revenue	<u>150,345</u>
Total operating revenues	<u>6,956,492</u>
OPERATING EXPENSES	
Personnel services	1,490,070
Materials and supplies	2,981,247
Contractual services	1,555,204
Depreciation	<u>797,906</u>
Total operating expenses	<u>6,824,427</u>
 Operating income (loss)	 <u>132,065</u>
NONOPERATING REVENUES (EXPENSES)	
Intergovernmental	1,078,636
Investment earnings	335,913
Gain on disposal of capital assets	8,860
Interest expense	<u>(258,042)</u>
Total nonoperating revenues	<u>1,165,367</u>
 Income (loss) before transfers	 1,297,432
TRANSFERS	
Transfers out	<u>(1,608,483)</u>
Total transfers	<u>(1,608,483)</u>
 Change in net position	 <u>(311,051)</u>
 Net position - beginning of year	 <u>21,511,805</u>
Net position - end of year	<u>\$ 21,200,754</u>

CITY OF JACKSONVILLE, TEXAS

STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS

FOR THE YEAR END SEPTEMBER 30, 2023

	<u>Water and Wastewater</u>
CASH FLOWS FROM OPERATING ACTIVITIES	
Receipts from customers	\$ 6,754,500
Payments to suppliers and service providers	(4,441,666)
Payments to employees for salaries and benefits	<u>(1,421,337)</u>
Net cash provided (used) by operating activities	<u>891,497</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES	
Cash received from other governments	1,019,803
Transfers to other funds	<u>(1,552,072)</u>
Net cash provided (used) by noncapital financing activities	<u>(532,269)</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES	
Acquisitions of capital assets	(274,913)
Disposal of capital assets	8,860
Principal paid on capital debt	(745,746)
Interest paid on capital debt	<u>(257,952)</u>
Net cash provided (used) by capital and related financing activities	<u>(1,269,751)</u>
CASH FLOWS FROM INVESTING ACTIVITIES	
Interest on investments	<u>335,913</u>
Net cash provided (used) by investing activities	<u>335,913</u>
Net increase (decrease) in cash and cash equivalents	<u>(574,610)</u>
Cash and cash equivalents - beginning	<u>8,665,720</u>
Cash and cash equivalents - ending	\$ <u>8,091,110</u>

CITY OF JACKSONVILLE, TEXAS

STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS

FOR THE YEAR END SEPTEMBER 30, 2023

	<u>Water and Wastewater</u>
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES	
Operating income (loss)	\$ 132,065
Adjustments to reconcile operating income (loss) to net cash provided by operating activities:	
Depreciation expense	797,906
(Increase) decrease in accounts receivable	(175,109)
(Increase) decrease in deposits and prepaids	(11,628)
(Increase) decrease in deferred outflows related to pensions	(302,717)
Increase (decrease) in accounts payable	157,923
Increase (decrease) in accrued expense	20,332
Increase (decrease) in compensated absences	35,973
Increase (decrease) in other post employment benefits liabilities	(125,531)
Increase (decrease) in deferred inflows related to pensions	(253,119)
Increase (decrease) in net pension liability	693,795
Increase (decrease) in customer deposits	<u>(26,883)</u>
Total adjustments	<u>759,432</u>
Net cash provided (used) by operating activities	\$ <u>891,497</u>

CITY OF JACKSONVILLE, TEXAS
STATEMENT OF FIDUCIARY NET POSITION
FIDUCIARY FUND
SEPTEMBER 30, 2023

	Custodial Fund
ASSETS	
Cash and cash equivalents	\$ 23,050
Accounts receivable	<u>190</u>
Total assets	<u>23,240</u>
LIABILITIES	
Accounts payable	<u>450</u>
Total liabilities	<u>450</u>
NET POSITION	
Restricted for Keep Jacksonville Beautiful	<u>22,790</u>
Total net position	<u>\$ 22,790</u>

CITY OF JACKSONVILLE, TEXAS

STATEMENT OF CHANGES IN FIDUCIARY NET POSITION

FIDUCIARY FUND

FOR THE YEAR ENDED SEPTEMBER 30, 2023

	<u>Custodial Fund</u>
ADDITIONS	
Donations	\$ 9,182
Interest income	<u>914</u>
Total additions	<u>10,096</u>
DEDUCTIONS	
Supplies	<u>5,274</u>
Total deductions	<u>5,274</u>
Change in fiduciary net position	<u>4,822</u>
Net position - beginning of year	<u>17,968</u>
Net position - end of year	<u>\$ 22,790</u>

DRAFT

CITY OF JACKSONVILLE, TEXAS

NOTES TO THE FINANCIAL STATEMENTS

SEPTEMBER 30, 2023

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The City of Jacksonville, Texas (the "City") exercises all powers of self-government, and all power enumerated in Chapter 13, Title 28, Revised Civil Statutes of the State of Texas, of 1925. The City was incorporated in 1850 and the City Charter was adopted June 18, 1921. The City operates under a Council-Manager form of government. The accounting policies of the City of Jacksonville, Texas conform to generally accepted accounting principles as applicable to governments.

The accompanying financial statements present the City and its component units, entities for which the City is considered to be financially accountable. The discretely presented component unit is reported in a separate column in the government-wide financial statements to emphasize that it is legally separate from the government.

Discretely Presented Component Unit

The Jacksonville Economic Development Corporation (JEDCO) was established in 1995, after the citizens of Jacksonville voted to pass a one-half cent sales tax dedicated to economic development. The Corporation is a nonprofit industrial development corporation specifically governed by the Development Corporation Act. The purpose of the Corporation is to promote, assist, and enhance economic development. A separate governing board oversees JEDCO, which is appointed by Jacksonville City Council, and consists of individuals from the community and related governmental entities in the area. The City can remove appointed board members and approves the JEDCO's budget. The JEDCO is reported as a discretely presented component unit because the governing body is not identical to the governing body of the City, the JEDCO does not solely serve the City and the City has the ability to impose its will on JEDCO. Complete financial statements of the Jacksonville Economic Development Corporation may be obtained by contacting the Jacksonville Economic Development Corporation's administration office.

B. Basis of Presentation - Government-Wide Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the primary government and its component units. For the most part, the effect of interfund activity has been removed from these statements. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges for support. Likewise, the *primary government* is reported separately from certain legally separate *component units* for which the primary government is financially accountable.

While separate government-wide and fund financial statements are presented, they are interrelated. The governmental activities column incorporates data from governmental funds, while business-type activities incorporate data from the City's enterprise funds. Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements.

As discussed earlier, the government has a discretely presented component unit. While the component unit is not considered to be a major component unit, it is nevertheless shown in a separate column in the government-wide financial statements.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are payments for interfund services provided and other charges between the City's various other functions. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

C. Basis of Presentation - Fund Financial Statements

The fund financial statements provide information about the City's funds, including its fiduciary funds. Separate statements for each fund category—governmental, proprietary, and fiduciary—are presented. The emphasis of fund financial statements is on major governmental and enterprise funds, each displayed in a separate column. All remaining governmental and enterprise funds are aggregated and reported as nonmajor funds. Major individual governmental and enterprise funds are reported as separate columns in the fund financial statements.

The City reports the following major governmental funds:

General Fund – used to account for the general operations of the City.

Debt Service Fund – used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest and related costs.

Capital Projects Fund – used to account for bond proceeds restricted for certain projects and the expenditure of these funds as well as capital expenditures greater than \$25,000.

Grants Fund – used to account for grant funds received from federal and state agencies.

The City reports the following major enterprise fund:

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

Additionally, the City reports the following fiduciary fund type:

A custodial fund that accounts for contributions collected by the City and disbursed at the direction of and for the committee of Keep Jacksonville Beautiful.

During the course of operations, the City has activity between funds for various purposes. Any residual balances outstanding at year end are reported as due from/to other funds. While these balances are reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Balances between the funds included in the governmental activities (i.e., the governmental fund) are eliminated so that only the net amount is included as internal balances in the governmental activities column. Similarly, balances between the funds included in business-type activities (i.e., the enterprise funds) are eliminated so that only the net amount is included as internal balances in the business-type activities column.

Further, certain activity occurs during the year involving transfers of resources between funds. In fund financial statements these amounts are reported at gross amounts as transfer in/out. While reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Transfers between the funds included in governmental activities are eliminated so that only the net amount is included as transfers in the governmental activities column. Similarly, balances between the funds included in business-type activities are eliminated so that only the net amount is included as transfers in the business-type activities column.

D. Measurement Focus and Basis of Accounting

The accounting and financial reporting treatment is determined by the applicable measurement focus and basis of accounting. Measurement focus indicates the type of resources being measured such as *current financial resources* or *economic resources*. The basis of accounting indicates the timing of transactions or events for recognition in the financial statements.

The government-wide, proprietary, and fiduciary fund financial statements are reported using the *economic resources measurement focus* and the *accrual basis* of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenues as soon as all eligibility requirements imposed by the provider have been met.

The governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgements, are recorded only when payment is due. General capital asset acquisitions are reported as expenditures in governmental funds. Issuance of long-term debt are reported as other financing sources.

Property taxes, sales taxes, franchise taxes, court fines, and interest associated with the current period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Entitlements are recorded as revenues when all eligibility requirements are met, including any time requirements, and the amount is received during the period or within the availability period for this revenue source (within 60 days of year-end). Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other eligibility requirements have been met, and the amount is received during the period of availability period for this revenue source (within 60 days of year-end). All other revenue items are considered to be measurable and available only when cash is received by the City.

E. Excess of Expenditures over Appropriations

For the year ended September 30, 2023, expenditures exceed appropriations by \$11,106 in non-departmental, \$5,572 in the Human Resources Department, \$6,902 in the Finance Department, \$11,689 in the Police Department, \$4,670 in the Sanitation Department, \$43,330, in the Recreation Department, and \$23,403 in the Debt Service function of the general fund. The overages were covered by more than anticipated revenues.

F. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position/Fund Balance

Cash and Cash Equivalents

The City's cash and cash equivalents are considered short-term, highly liquid investments with a maturity date within three months of the date acquired that are readily convertible to known amounts of cash and so near maturity that there is not significant risk of changes in value due to change in interest rates.

Investments

Investments in government pools are recorded at amortized cost. All other investments are recorded at fair value. Fair value is the amount at which a financial instrument could be exchanged in a current transaction between willing parties.

Restricted - Cash and Cash Equivalents

Certain resources set aside for repayment of bonds are classified as restricted assets on the balance sheet because their use is limited by applicable bond ordinances.

Receivables

All receivables are reported at their gross value and, where appropriate, are reduced by the estimated portion that is expected to be uncollectible.

Inventory

Inventory is valued at cost using the first-in, first-out (FIFO) method. Inventory in the Water and Wastewater Fund consists of supplies held for the production, distribution and maintenance of water and the treatment, collection and maintenance of wastewater. The cost of such inventory is recorded as expenditures/expenses when consumed rather than when purchased.

Prepaid Items

Certain costs applicable to future accounting periods are recorded as prepaid items. The cost of prepaid items is recorded as expenditures/expenses when consumed rather than when purchased.

Capital Assets

Capital assets, tangible and intangible assets, are reported in the applicable governmental or business-type activities column in the government-wide financial statements. The City defines capital assets with an initial, individual cost of \$5,000 or greater subsequent to September 30, 2014, and \$2,000 or greater prior to October 1, 2014, and an estimated useful life in excess of one year.

As the City constructs or acquires capital assets each period, including infrastructure assets, they are capitalized and reported at historical cost. The reported value excludes normal maintenance and repairs which are essentially amounts spent in relation to capital assets that do not increase the capacity or efficiency of the item or increase its estimated useful life. Donated capital assets are recorded at acquisition cost, which is the price that would be paid to acquire an asset with equivalent service potential at the acquisition date.

Land and construction in progress are not depreciated. The other tangible and intangible buildings and improvements, improvements other than buildings, infrastructure, machinery and equipment, and right to use leased equipment of the primary government are depreciated/amortized using the straight-line method over the following estimated useful lives:

Assets	Years
Buildings	50
Building improvements	5 to 25
Infrastructure	75
Machinery and equipment	3 to 20
Library books	5
Right to use equipment	4 to 5

Compensated Absences

The City's policy permits employees to accumulate earned but unused vacation benefits, which are eligible for payment upon separation from City service. The liability for such leave is reported as incurred in the government-wide and proprietary fund financial statements. A liability for those amounts is recorded in the governmental funds only if the liability has matured as a result of employee resignations or retirements. The liability for compensated absences includes salary-related benefits, where applicable.

Long-term Debt

In the government-wide financial statements, and the proprietary fund financial statements, long term debt is reported as a liability in the applicable governmental activities, business-type activities, or proprietary fund type statement of net position. Bond premiums and discounts are deferred and amortized over the life of the bonds if material in amount. In the governmental fund financial statements, bond premiums and discounts are recognized during the current period. The face amount of debt is recorded as other financing sources. Bond premiums and discounts are recorded as other financing sources and uses.

Leases

The City is a lessee for a noncancellable lease of equipment. The City recognizes lease liability and an intangible right-to-use lease assets in the government-wide financial statements.

At the commencement of a lease, the City initially measures the lease liability at the present value of payments expected to be made during the lease term. Subsequently, the lease liability is reduced by the principal portion of lease payments made. The lease asset is initially measured as the initial amount of the lease liability, adjusted for lease payments made at or before the lease commencement date, plus certain initial direct costs. Subsequently, the lease asset is amortized on a straight-line basis over its useful life.

Key estimates and judgments related to leases include how the City determines (1) the discount rate it uses to discount the expected lease payments to present value, (2) lease term, and (3) lease payments.

- The City uses the interest rate charged by the lessor as the discount rate. When the interest rate charged by the lessor is not provided, the City generally uses its estimated incremental borrowing rate as the discount rate for leases.

- The lease term includes the noncancellable period of the lease. Lease payments included in the measurement of the lease liability are composed of fixed payments and purchase option price that the City is reasonably certain to exercise.

The City monitors changes in circumstances that would require a remeasurement of its lease and will remeasure the lease asset and liability if certain changes occur that are expected to significantly affect the amount of the lease liability.

Lease assets are reported with other capital assets and lease liabilities are reported with long-term debt on the statement of net position.

The City is a lessor for noncancellable leases and recognizes a lease receivable and a deferred inflow of resources in the government-wide and governmental fund financial statements.

At the commencement of a lease, the City initially measures the lease receivable at the present value of payments expected to be received during the lease term. Subsequently, the lease receivable is reduced by the principal portion of lease payments received. The deferred inflow of resources is initially measured as the initial amount of the lease receivable, adjusted for lease payments received at or before the lease commencement date. Subsequently, the deferred inflow of resources is recognized as revenue over the life of the lease term.

Key estimates and judgments include how the City determines (1) the discount rate it uses to discount the expected lease receipts to present value, (2) lease term, and (3) lease receipts.

- The City uses its estimated incremental borrowing rate as the discount rate for leases.
- The lease term includes the noncancellable period of the lease. Lease receipts included in the measurement of the lease receivable is composed of fixed payments from the lessee.

The City monitors changes in circumstances that would require a remeasurement of its lease and will remeasure the lease receivable and deferred inflows of resources if certain changes occur that are expected to significantly affect the amount of the lease receivable.

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position and/or balance sheet will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net assets that applies to a future period and so will not be recognized as an outflow of resources (expense/expenditure) until then. The City has the following items that qualify for reporting in this category. It is the deferred charge on refunding reported in the government-wide statement of net position, and deferred amounts related to pension and OPEB. The deferred charge on refunding resulted from the difference between the carrying value of refunded debt and its reacquisition price. This amount is deferred and amortized over the shorter of the life of the refunded or refunding debt. The deferred amounts related to pension and OPEB relate differences between estimated and actual investment earnings, changes in actuarial assumptions, and other pension and OPEB related changes.

In addition to liabilities, the statement of net position and/or balance sheet will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net assets that applies to a future period and so will not be recognized as an inflow of resources (revenue) until that time. The governmental funds report unavailable revenues from one source, property taxes. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available. Additionally, the City reports deferred amounts related to leases in the governmental funds. In the government-wide financial statements the City reports deferred amounts related to leases and deferred amounts related to pension and OPEB.

Pensions

For purposes of measuring the Net Pension Asset, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the Fiduciary Net Position of the Texas Municipal Retirement System (TMRS) and additions to/deductions from TMRS's Fiduciary Net Position have been determined on the same basis as they are reported by TMRS. For this purpose, plan contributions are recognized in the period that compensation is reported for the employee, which is when contributions are legally due. Benefit payments and refunds are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Other Post-Employment Benefits

TMRS Supplemental Death Benefits Fund. For purposes of measuring the total Texas Municipal Retirement System Supplemental Death Benefit Fund (TMRS SDBF) OPEB liability, related deferred outflows and inflows of resources, and expense, City-specific information about its total TMRS SDBF liability and additions to/deductions from the City's total TMRS SDBF liability have been determined on the same basis as they are reported by TMRS. The TMRS SDBF expense and deferred (inflows)/outflows of resources related to TMRS SDBF, primarily result from changes in the components of the total TMRS SDBF liability. Most changes in the total TMRS SDBF liability will be included in TMRS SDBF expense in the period of the change. For example, changes in the total TMRS SDBF liability resulting from current-period service cost, interest on the TOL, and changes of benefit terms are required to be included in TMRS SDBF expense immediately. Changes in the total TMRS SDBF liability that have not been included in TMRS SDBF expense are required to be reported as deferred outflows of resources or deferred inflows of resources related to TMRS SDBF.

Retiree Health Care Plan. For purposes of measuring the total OPEB liability, OPEB related deferred outflows and inflows of resources, and OPEB expense, benefit payments and refunds are recognized when due and payable in accordance with the benefit terms. Contributions are not required but are measured as payments by the City for benefits due and payable that are not reimbursed by plan assets. Information regarding the City's total OPEB liability is obtained from a report prepared by a consulting actuary, Gabriel Roeder Smith & Company.

Net Position and Fund Balance

Net position represents the difference between assets, deferred outflows of resources and deferred inflows of resources and liabilities. Net investment in capital assets consists of capital assets net of accumulated depreciation and the outstanding balances of any borrowing spent for the acquisition, construction or improvements of those assets. Net position is reported as restricted when there are limitations imposed on use either through the enabling legislation adopted by the City or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments.

In the fund financial statements, governmental funds report fund balance categorized as follows:

Nonspendable fund balance – represents amounts that cannot be spent because they are either not in spendable form (such as inventory or prepaids) or legally required to remain intact (such as notes receivable or principal of a permanent fund).

Restricted fund balance – represents amounts with external constraints placed on the use of these resources (such as debt covenants, grantors, other governments, etc.) or imposed by enabling legislation.

Committed fund balance – represents amounts that can only be used for specific purposes imposed by ordinance of the City's highest level of decision-making authority, the City Council. Committed resources cannot be used for any other purpose unless the City Council removes or changes the specified use by the same type of action previously used to commit those amounts.

Assigned fund balance – represents amounts the City intends to use for specific purposes as expressed by the City Council or an official delegated the authority to assign amounts. At present, only the City Council is authorized to make fund balance assignments. This is the residual classification for all governmental funds other than the general fund.

Unassigned fund balance – represents the residual classification for the general fund or deficit balances in other funds.

Net Position Flow Assumption

Sometimes the City will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the City's policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.

Fund Balance Flow Assumption

Sometimes the City will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. It is the City's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

G. Revenues and Expenditures/Expenses

Program Revenues

Amounts reported as *program revenues* include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. All taxes, including those dedicated for specific purposes, and other internally dedicated resources are reported as general revenues rather than program revenues.

Property Taxes

Property taxes are levied by October 1, due upon receipt of the tax bill and are delinquent if not paid before February 1 of the year following the year in which imposed. On January 1 of each year, a tax lien attaches to property to secure the payment of all taxes, penalties and interest ultimately imposed. The combined tax rate to finance general governmental services and interest and sinking fund requirements for the year ended September 30, 2023 was \$0.6807 per \$100 of valuation.

Proprietary Funds Operating and Non-operating Revenues and Expenses

Proprietary funds distinguish *operating* revenues and expenses from *non-operating* items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the proprietary fund's principal ongoing operations. The principal operating revenues of the enterprise funds are charges to customers for sales and services. Operating expenses for the enterprise funds and internal service fund include the cost of sales and services, administrative expenses and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

Use of Estimates

The preparation of financial statements in conformity with U.S. generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

II. DETAILED NOTES ON ALL ACTIVITIES AND FUNDS

Deposits and Investments

Statutes authorize the City to invest in obligations of the U.S. Treasury and U.S. Agencies, municipal bonds, managed public fund investment pools, and certificates of deposit.

The Interlocal Cooperation Act, Chapter 791 of the Texas Government Code, and the Public Funds Investment Act, Chapter 2256 of the Texas Government Code (the "Act"), provide for the creation of public funds investment pools, such as Texas Short-term Reserve Fund ("TexStar"), Local Government Investment Cooperative ("LOGIC"), Texas Range, Texas FIT, and Lone Star Investment Pool ("Lone Star"), through which political subdivisions and other entities may invest public funds.

TexStar, LOGIC, Texas Range, Texas FIT, and Lone Star have a redemption notice period of one day and may redeem daily. The investment pool's authority may only impose restrictions on redemptions in the event of a general suspension of trading on major securities markets, general banking moratorium or national state of emergency that affects the pool's liquidity.

The City categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs to measure the fair value of the asset. Level 1 inputs are quoted prices for identical assets; Level 2 inputs are significant other observable inputs; and Level 3 inputs are significant unobservable inputs. The brokered certificates of deposit held by the primary government (\$238,020) were valued using the quoted prices of identical assets (Level 1), and (\$3,984,199) were valued using the present value of expected future cash flow model (Level 2). The component unit (\$981,125) were valued using the present value of expected future cash flow model (Level 2).

The City's investments for the year ended September 30, 2023 are as follows:

	Carrying Value	Weighted Average Maturity (Days)	Credit Risk
LOGIC	\$ 1,708,119	39	AAAm
TexStar	1,707,815	30	AAAm
Lone Star	1,707,824	18	AAAm
Texas Range	1,707,874	46	AAAmmf
Texas FIT	6,529,538	16	AAAm
Brokered certificates of deposit	4,222,219	268	
Total primary government	17,583,389		
Component unit:			
LOGIC	3,516,435	39	AAAm
Brokered certificates of deposit	981,125	133	
Total component unit	4,497,560		
Total reporting entity	\$ 22,080,949		
Portfolio weighted average maturity		78	

Credit risk – In conformance with the City's investment policy, the City has limited credit risk by investing in only the safest type of securities as allowed by the Public Funds Investment Act, using approved brokers and with different investment pools.

Interest rate risk – The City, in compliance with its investment policy, invests in short-term securities to protect market valuation from unanticipated rate movements. In addition, the City will not directly invest in securities maturing more than five years from the date of purchase.

Concentration of credit risk – The City uses four local government investment pools and brokered certificates of deposit to diversify risk.

Custodial credit risk – The City requires all bank deposits to be collateralized at a level not less than 102% of the total deposits. At September 30, 2023, the carrying value of the City's bank deposits was entirely covered by federal depository insurance or by collateral held by the agent in the City's name.

At September 30, 2023, the carrying value of JEDCO's (a discretely presented component unit) bank deposits was entirely covered by federal depository insurances or by collateral held by the agency in JEDCO's name.

Receivables

Receivables as of year-end for the City's individual major funds and non-major funds, including the applicable allowances for uncollectible accounts, are as follows:

Receivables	General Fund	Debt Service Fund	Nonmajor Governmental Funds	Water & Wastewater Fund	Totals
Accounts	\$ 219,343	\$ -	\$ -	\$ 906,650	\$ 1,125,993
Ambulance	1,811,738	-	-	-	1,811,738
Court	2,514,099	-	-	-	2,514,099
Taxes	<u>1,125,622</u>	<u>103,308</u>	<u>56,223</u>	<u>-</u>	<u>1,285,153</u>
Gross receivables	5,670,802	103,308	56,223	906,650	6,736,983
Less: allowance for uncollectibles	<u>(2,948,746)</u>	<u>(26,546)</u>	<u>-</u>	<u>(16,895)</u>	<u>(2,992,187)</u>
Total receivables, net	<u>\$ 2,722,056</u>	<u>\$ 76,762</u>	<u>\$ 56,223</u>	<u>\$ 889,755</u>	<u>\$ 3,744,796</u>

Notes Receivable

As of September 30, 2023, JEDCO provided financing in the amount of \$128,541 to be used for construction of low-income housing. The principal and interest are due at the rate of 3% per annum (simple interest only) in a single payment at maturity. The note matures on December 31, 2056.

Leases Receivable

A summary of leases receivable as of September 30, 2023, are as follows:

Purpose of Lease	Interest Rate	Initial Year of Lease	Amount of Initial Receivable	Revenue Current Year	Receivable 9/30/2023
Right to Use:					
Golf course	3.84%	2022	\$ 882,937	\$ 21,880	\$ 845,860
Land	2.63%	2021	87,667	<u>19,430</u>	<u>49,119</u>
Total leases receivable				<u>\$ 41,310</u>	<u>\$ 894,979</u>

Capital Assets

Capital asset activity for the year ended September 30, 2023 was as follows:

	Beginning Balance	Increases/ Reclasses	Decreases/ Reclasses	Ending Balance
Land	\$ 2,790,731	\$ -	\$ (34,268)	\$ 2,756,463
Construction in progress	1,723,199	354,225	(1,428,268)	649,156
Total capital assets, not being depreciated	4,513,930	354,225	(1,462,536)	3,405,619
Capital assets, being depreciated:				
Buildings	16,504,000	42,120	-	16,546,120
Improvements other than buildings	6,304,774	1,523,551	-	7,828,325
Equipment	8,833,064	878,532	(825,897)	8,885,699
Infrastructure	27,225,031	-	-	27,225,031
Library books	1,180,163	41,726	(20,026)	1,201,863
Right to use equipment	60,526	10,796	(5,359)	65,963
Total capital assets, being depreciated	60,107,558	2,496,725	(851,282)	61,753,001
Less: accumulated depreciation				
Buildings	(1,861,824)	(340,572)	-	(2,202,396)
Improvements other than buildings	(4,853,136)	(107,401)	-	(4,960,537)
Equipment	(4,614,384)	(767,085)	610,337	(4,771,132)
Infrastructure	(13,200,052)	(363,546)	-	(13,563,598)
Library books	(1,212,073)	-	-	(1,212,073)
Right to use equipment	(15,792)	(17,951)	5,359	(28,384)
Total accumulated depreciation	(25,757,261)	(1,596,555)	615,696	(26,738,120)
Total capital assets being depreciated, net	34,350,297	900,170	(235,586)	35,014,881
Governmental activities capital assets, net	<u>\$ 38,864,227</u>	<u>\$ 1,254,395</u>	<u>\$ (1,698,122)</u>	<u>\$ 38,420,500</u>
	Beginning Balance	Increases/ Reclasses	Decreases/ Reclasses	Ending Balance
Business-Type Activities:				
Capital assets, not being depreciated:				
Land	\$ 10,281	\$ -	\$ -	\$ 10,281
Construction in Progress	392,835	-	-	392,835
Total capital assets, not being depreciated	403,116	-	-	403,116
Capital assets, being depreciated:				
Buildings and improvements	5,611,636	36,523	-	5,648,159
Improvements other than buildings	1,557,104	-	-	1,557,104
Infrastructure	30,894,532	180,862	-	31,075,394
Machinery and equipment	3,740,396	57,528	(93,412)	3,704,512
Total capital assets, being depreciated	41,803,668	274,913	(93,412)	41,985,169
Less: accumulated depreciation				
Buildings and improvements	(3,983,495)	(111,413)	-	(4,094,908)
Improvements other than buildings	(1,207,404)	(24,340)	-	(1,231,744)
Infrastructure	(10,903,747)	(405,021)	-	(11,308,768)
Machinery and equipment	(2,103,133)	(257,132)	37,001	(2,323,264)
Total accumulated depreciation	(18,197,779)	(797,906)	37,001	(18,958,684)
Total capital assets being depreciated, net	23,605,889	(522,993)	(56,411)	23,026,485
Business-Type activities capital assets, net	<u>\$ 24,009,005</u>	<u>\$ (522,993)</u>	<u>\$ (56,411)</u>	<u>\$ 23,429,601</u>

Depreciation expense was charged to functions/programs of the primary government as follows:

Government activities:	
General government	\$ 205,616
Public safety	673,697
Public works	590,521
Culture and recreation	126,721
Total	<u>\$ 1,596,555</u>
Business-type activities:	
Water and wastewater	\$ 797,906
Total	<u>\$ 797,906</u>

Capital assets activity for JEDCO was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Component Unit:				
Capital assets, not being depreciated:				
Land	\$ 2,908,822	\$ 174,825	\$ -	\$ 3,083,647
Total capital assets, not being depreciated	<u>2,908,822</u>	<u>174,825</u>	<u>-</u>	<u>3,083,647</u>
Capital assets, being depreciated:				
Buildings	608,234	-	(161,179)	447,055
Improvements	344,824	-	-	344,824
Furniture and fixtures	56,329	-	-	56,329
Total capital assets, being depreciated	<u>1,009,387</u>	<u>-</u>	<u>(161,179)</u>	<u>848,208</u>
Less: accumulated depreciation				
Buildings	(129,123)	(15,206)	80,873	(63,456)
Improvements	(196,944)	(10,933)	-	(207,877)
Furniture and fixtures	(52,653)	(1,404)	-	(54,057)
Total accumulated depreciation	<u>(378,720)</u>	<u>(27,543)</u>	<u>80,873</u>	<u>(325,390)</u>
Total capital assets being depreciated, net	<u>630,667</u>	<u>(27,543)</u>	<u>(80,306)</u>	<u>522,818</u>
Component Unit capital assets, net	<u>\$ 3,539,489</u>	<u>\$ 147,282</u>	<u>\$ (80,306)</u>	<u>\$ 3,606,465</u>

Interfund Transfers

The composition of interfund transfers for the year ended September 30, 2023 is as follows:

Transfer In	Transfer Out	Amount
General fund	Capital projects fund	\$ 585,681
General fund	Nonmajor governmental funds	1,066,619
Capital projects fund	Grants fund	639,135
Capital projects fund	Nonmajor governmental funds	212,192
Grants fund	General fund	400,000
Nonmajor governmental funds	General fund	51,643
Nonmajor governmental funds	Debt service fund	165,949
Water and wastewater fund	General fund	<u>1,608,483</u>
Total		<u>\$ 4,729,702</u>

Significant transfers during the year included: a transfer from the General Fund to nonmajor governmental funds in the amount of \$1,066,619, a transfer of \$585,681 from the General Fund to the Capital Projects fund and \$639,135 Capital Projects funds to the Grants fund to fund ongoing capital projects, and a transfer of \$1,608,483 to the General Fund from the Water and Wastewater Fund primarily for a payment in lieu of taxes.

Unearned Revenue

As of September 30, 2023, the Grants fund has unearned revenue in the amount of \$1,998,780. This amount is comprised of American Recovery Plan Act funds to be expended in future years. Revenue will be recognized as expenditures are incurred.

Long-term Debt

Changes in the City's long-term liabilities for the year ended September 30, 2023 are as follows:

	Beginning Balance	Additions	Deletions	Ending Balance	Due Within One Year
Governmental activities:					
General obligation bonds	\$ 775,000	\$ -	\$ (385,000)	\$ 390,000	\$ 390,000
Certificates of obligation	13,250,000	-	(100,000)	13,150,000	105,000
General obligation bonds- Private placement	690,000	-	(340,000)	350,000	350,000
Certificates of obligation- Private placement	1,195,000	-	(125,000)	1,070,000	125,000
Premium on debt	1,397,686	-	(82,510)	1,315,176	-
Financed purchases	680,138	-	(230,404)	449,734	237,464
Notes payable	1,754,681	-	(889,681)	865,000	137,000
Leases payable	45,144	3,883	(11,448)	37,579	11,127
Compensated absences	434,050	602,625	(544,503)	492,172	122,420
Total governmental activities	<u>\$ 20,221,699</u>	<u>\$ 606,508</u>	<u>\$ (2,708,546)</u>	<u>\$ 18,119,661</u>	<u>\$ 1,478,011</u>
Business-type activities:					
Certificates of Obligation- Private placement notes	\$ 10,703,000	\$ -	\$ (595,000)	\$ 10,108,000	\$ 602,000
Financed purchases	361,143	-	(150,746)	210,397	154,592
Compensated absences	108,616	109,888	(73,915)	144,589	36,147
Total business-type activities	<u>\$ 11,172,759</u>	<u>\$ 109,888</u>	<u>\$ (819,661)</u>	<u>\$ 10,462,986</u>	<u>\$ 792,739</u>

Compensated absences, leases, notes payable and financed purchases generally are liquidated by the General Fund for governmental activities.

The City's combination tax and revenue certificates of obligation are secured by revenue from ad valorem taxes on all taxable property within the City. The certificates are additionally payable from and secured by a limited pledge of \$1,000 on the net revenues of the City's waterworks and sewer system. Should the City default on these bonds, any registered owner of the certificates is entitled to seek a writ of mandamus from a court of proper jurisdiction requiring specific performance from the City.

The City's direct borrowings (leases payable) are secured by the financed equipment as collateral.

General Obligation Bonds and Combination Tax and Revenue Certificates of Obligation

The City issues general obligation bonds and combination tax and revenue certificates of obligation to provide funds for the acquisition and construction of major capital projects. General obligation bonds are direct obligations and pledge the full faith and credit of the City. Combination tax and revenue certificates of obligation pledge the income derived from the acquired or constructed assets and taxes to pay for debt service.

General obligation bonds and combination tax and revenue certificates of obligation currently outstanding are as follows:

Governmental Activities:

General Obligation Bonds

\$6,200,000 General Obligation Refunding Bonds, Series 2010, dated September 15, 2010, due in annual installments of \$375,000 to \$500,000, interest rates of 2.00% to 4.00%	\$ 145,000
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\$5,475,000 General Obligation Refunding Bonds, Series 2011, dated December 15, 2011, due in annual installments of \$220,000 to \$600,000, interest rates of 2.00% to 2.625%	245,000
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\$2,330,000 General Obligation Refunding Bonds, Series 2016, dated February 1, 2016, due in annual installments of \$20,000 to \$350,000, interest rate of 1.71% (private placement)	350,000
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Certificates of Obligation

\$1,900,000 Combination Revenue and Tax Certificates of Obligation, Series 2016, dated May 1, 2016, due in annual installments of \$110,000 to \$145,000, interest rates of .80% to 2.15% (private placement)	1,070,000
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\$8,645,000 Combination Revenue and Tax Certificates of Obligation, Series 2020, dated February 1, 2020 due in annual installments of \$395,000 to \$715,000, interest rate 4.00%	8,645,000
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\$4,605,000 Combination Revenue and Tax Certificates of Obligation, Series 2022B, dated August 15, 2022 due in annual installments of \$100,000 to \$335,000, interest rate 4.00%	<u>4,505,000</u>
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Total	\$ <u><u>14,960,000</u></u>
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Business-type Activities:

Certificates of Obligation

\$5,727,000 Combination Revenue and Tax Certificates of Obligation, Series 2019, dated January 22, 2019, due in annual installments of \$300,000 to \$500,000, interest rates of 3.10% (private placement)	\$ 4,449,000
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\$5,919,000 Combination Revenue and Tax Certificates of Obligation, Series 2022A, dated September 7, 2022, due in annual installments of \$256,000 to \$357,000, interest rates of 1.04% to 2.57% (private placement)	<u>5,659,000</u>
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Total	\$ <u><u>10,108,000</u></u>
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The debt service requirements for the City's governmental certificates of obligation and general obligation bonds are as follows:

Fiscal Year	General Obligation Bonds			Certificates of Obligation		
	Principal	Interest	Total	Principal	Interest	Total
2024	\$ 390,000	12,231	\$ 402,231	\$ 105,000	\$ 526,000	\$ 631,000
2025	-	-	-	565,000	521,800	1,086,800
2026	-	-	-	595,000	499,200	1,094,200
2027	-	-	-	615,000	475,400	1,090,400
2028	-	-	-	640,000	450,800	1,090,800
2029-2033	-	-	-	2,815,000	1,693,500	4,508,500
2034-2038	-	-	-	5,155,000	1,227,500	6,382,500
2039-2043	-	-	-	2,660,000	213,200	2,873,200
	<u>\$ 390,000</u>	<u>\$ 12,231</u>	<u>\$ 402,231</u>	<u>\$ 13,150,000</u>	<u>\$ 5,607,400</u>	<u>\$ 18,757,400</u>

Fiscal Year	General Obligation Bonds			Certificates of Obligation		
	Principal	Interest	Total	Principal	Interest	Total
2024	350,000	5,985	\$ 355,985	\$ 125,000	\$ 18,586	\$ 143,586
2025	-	-	-	130,000	16,577	146,577
2026	-	-	-	130,000	14,465	144,465
2027	-	-	-	130,000	12,255	142,255
2028	-	-	-	135,000	9,869	144,869
2029-2033	-	-	-	420,000	13,415	433,415
	<u>\$ 350,000</u>	<u>\$ 5,985</u>	<u>\$ 355,985</u>	<u>\$ 1,070,000</u>	<u>\$ 85,167</u>	<u>\$ 1,155,167</u>

The debt service requirements for the City's business-type certificate of obligation are as follows:

Fiscal Year	Private Placement Debt		
	Principal	Interest	Total
2024	\$ 602,000	\$ 242,818	\$ 844,818
2025	615,000	228,839	843,839
2026	630,000	214,395	844,395
2027	645,000	199,334	844,334
2028	660,000	183,797	843,797
2029-2033	3,556,000	661,490	4,217,490
2034-2038	2,022,000	286,323	2,308,323
2039-2043	1,378,000	87,813	1,465,813
	<u>\$ 10,108,000</u>	<u>\$ 2,104,809</u>	<u>\$ 12,212,809</u>

Financed Purchases

The City is obligated under various financed purchases. The outstanding leases at September 30, 2023 are as follows:

Governmental Activities:

Street sweeper, haul truck, and haul trailer payable in 8 annual installments of \$54,238, including interest of 3.17%, with the final payment in January 2026.	\$	152,918
Fire truck payable in 6 annual installments of \$79,808, including interest of 3.15%, with the final payment in January 2024.		152,379
Video system for the police department payable in 5 annual installments of \$29,542, including interest of 2.42%, with the final payment in May 2025.		57,010
Data storage for the police department payable in 5 annual installments of \$2,589, including interest of 2.42%, with the final payment in May 2025.		4,996
Financial software payable in 5 annual installments of \$85,043, including interest of 3.17%, with the final payment in June 2024.		<u>82,431</u>
Total governmental activities	\$	<u>449,734</u>

Business-type Activities:

Sewer cleaner payable in 6 annual installments of \$63,082, including interest of 2.78%, with the final payment in August 2024.	\$	61,376
Financial software payable in 5 annual installments of \$85,043, including interest of 3.17%, with the final payment in June 2024.		38,435
Sewer Inspection Equipment payable in 4 annual installments of \$56,848.81, including interest of 1.87%, with the final payment in December 2024.		<u>110,586</u>
Total business-type activities	\$	<u>210,397</u>

Annual debt service requirements to maturity for financed purchases are as follows:

Fiscal Year	Governmental Activities			Business-type Activities		
	Principal	Interest	Total	Principal	Interest	Total
2023	\$ 237,464	13,755	251,219	\$ 154,592	\$ 4,991	\$ 159,583
2024	159,700	6,477	166,177	55,805	1,044	56,849
2025	52,570	1,667	54,237	-	-	-
	<u>\$ 449,734</u>	<u>\$ 21,899</u>	<u>\$ 471,633</u>	<u>\$ 210,397</u>	<u>\$ 6,035</u>	<u>\$ 216,432</u>

Notes Payable

The City entered into tax notes (direct borrowing) on April 8, 2022 for \$1,000,000 at an interest rate of 1.95%. The proceeds of the tax notes are to fund the acquisition, construction, renovation, and equipment of a civic center. The tax notes are secured by revenue from ad valorem taxes on all taxable property within the City. Annual debt service requirements to maturity for tax notes payable are as follows:

Fiscal Year	Governmental Activities		
	Principal	Interest	Total
2024	\$ 137,000	15,532	152,532
2025	140,000	12,831	152,831
2026	143,000	10,072	153,072
2027	146,000	7,254	153,254
2028	148,000	4,388	152,388
2029	151,000	1,472	152,472
	<u>\$ 865,000</u>	<u>\$ 51,549</u>	<u>\$ 916,549</u>

Prior Year Refunding

The City defeased certain outstanding revenue bonds by placing proceeds of new bonds in irrevocable trust to provide for all future debt service payments. Accordingly, the respective trust accounts and liability for the defeased bond are not included in the City's financial statements. As of September 30, 2023, the City does not have bonds considered defeased and outstanding.

Leases Payable

The City has entered into 13 lease agreements for the use of copiers. The terms of each agreement range from 48 months to 60 months.

A summary of leases payable as of September 30, 2023, are as follows for governmental activities:

Purpose of Lease	Interest Rate	Initial Year of Lease	Final Year of Lease	Amount of Initial Liability	Interest Current Year	Amounts Outstanding 09/30/23	Amounts Due Within One Year
Right to Use:							
Copiers	0.58% - 2.89%	2019 - 2023	2023 - 2027	\$ 65,963	\$ 11,954	\$ 37,579	\$ 11,127
Total governmental activities					<u>\$ 11,954</u>	<u>\$ 37,579</u>	<u>\$ 11,127</u>

The future principal and interest lease payments as of September 30, 2023, are as follows for governmental activities:

Year Ended September 30,	Governmental Activities		
	Principal	Interest	Total Requirements
2024	\$ 11,127	\$ 9,401	20,528
2025	8,251	6,970	15,221
2026	11,120	4,101	15,221
2027	7,081	677	7,758
Totals	<u>\$ 37,579</u>	<u>\$ 21,149</u>	<u>\$ 58,728</u>

Defined Benefit Pension Plan

Plan Description

The City participates as one of 901 plans in the defined benefit cash-balance plan administered by the Texas Municipal Retirement System (TMRS). TMRS is a statewide public retirement plan created by the State of Texas and administered in accordance with the Texas Government Code, Title 8, Subtitle G (TMRS Act) as an agent multiple-employer retirement system for employees of Texas participating cities. The TMRS Act places the general administration and management of TMRS with a six-member, Governor-appointed Board of Trustees; however, TMRS does not receive any funding from the State of Texas. TMRS issues a publicly available Annual Comprehensive Financial Report (Annual Report) that can be obtained at tmrs.com.

All eligible employees of the City are required to participate in TMRS.

Benefits Provided

TMRS provides retirement, disability, and death benefits. Benefit provisions are adopted by the governing body of the City, within the options available in the state statutes governing TMRS.

At retirement, the member's benefit is calculated based on the sum of the member's contributions with interest, the city-financed monetary credits with interest, and their age at retirement and other actuarial factors. The retiring member may select one of seven monthly benefit payment options. Members may also choose to receive a portion of their benefit as a lump sum distribution in an amount equal to 12, 24 or 36 monthly payments, which cannot exceed 75% of the total member contributions and interest.

The City grants monetary credits for service rendered of a theoretical amount equal to two times what would have been contributed by the employee, with interest. Monetary credits, also known as the matching ratio, are 200% of the employee's accumulated contributions and are only payable in the form of an annuity.

Beginning in 2008, the City granted an annually repeating (automatic) basis monetary credit referred to as an updated service credit (USC) which is a theoretical amount that takes into account salary increases or plan improvements. If at any time during their career an employee earns a USC, this amount remains in their account earning interest at 5% until retirement. At retirement, the benefit is calculated as if the sum of the employee's accumulated contributions with interest and the employer match plus employer-financed monetary credits, such as USC, with interest were used to purchase an annuity. Additionally, initiated in 2011, the City provided on an annually repeating (automatic) basis cost of living adjustments (COLA) for retirees equal to a percentage of the change in the consumer price index (CPI).

A summary of plan provisions for the City are as follows:

Employee deposit rate	6%
Matching ratio (City to employee)	2 to 1
Years required for vesting	5
Service retirement eligibility	20 years at any age, 5 years at age 60 and above
Updated service credit	100% repeating, transfers
Annuity increase to retirees	50% of CPI repeating

Employees Covered by Benefit Terms

At the December 31, 2022 valuation and measurement date, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefits	113
Inactive employees entitled to but not yet receiving benefits	111
Active employees	<u>125</u>
Total	<u><u>349</u></u>

Contributions

Member contribution rates in TMRS are either 5%, 6% or 7% of the member's total compensation, and the City matching ratios are either 1:1(1 to 1), 1.5:1 (1 ½ to 1) or 2:1 (2 to 1), both as adopted by the governing body of the City. Under the state law governing TMRS, the contribution rate for each City is determined annually by the actuary, using the Entry Age Normal (EAN) actuarial cost method. The City's contribution rate is based on the liabilities created from the benefit plan options selected by the City and any changes in benefits or actual experience over time.

Employees for the City were required to contribute 6% of their annual gross earnings during the fiscal year. The contribution rates for the City were 9.88% and 10.48% in calendar years 2023 and 2022, respectively. The City's contributions to TMRS for the year ended September 30, 2023 were \$784,883, and were equal to the required contributions.

Net Pension Liability

The City's Net Pension Liability (NPL) was measured as of December 31, 2022, and the Total Pension Liability (TPL) used to calculate the Net Pension Liability was determined by an actuarial valuation as of that date.

Actuarial Assumptions

The Total Pension Liability in the December 31, 2022 actuarial valuation was determined using the following actuarial assumptions:

Inflation	2.50% per year
Overall payroll growth	2.65
Investment rate of return	6.75%

Salary increases are based on a service-related table. Mortality rates for active members are based on the PUB(10) mortality tables with the Public Safety table used for males and the General Employee table used for females. Mortality rates for healthy retirees and beneficiaries are based on the Gender-distinct 2019 Municipal Retirees of Texas mortality tables. The rates for actives, healthy retirees and beneficiaries are projected on a fully generational basis by Scale UMP to account for future mortality improvements. For disabled annuitants, the same mortality tables for healthy retirees is used with a 4- year set-forward for males and a 3-year set-forward for females. In addition, a 3.5% and 3.0% minimum mortality rate is applied, for males and females respectively, to reflect the impairment for younger members who become disabled. The rates are projected on a fully generational basis by Scale UMP to account for future mortality improvements subject to the floor.

The actuarial assumptions were developed primarily from the actuarial investigation of the experience of TMRS over the four-year period from December 31, 2014 to December 31, 2018. They were adopted in 2019 and first used in the December 31, 2019 actuarial valuation. The post-retirement mortality assumption for Annuity Purchase Rates (APRs) is based on the Mortality Experience Investigation Study covering 2009 through 2011 and dated December 31, 2013. Plan assets are managed on a total return basis with an emphasis on both capital appreciation as well as the production of income in order to satisfy the short-term and long-term funding needs of TMRS.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of real rates of return for each major asset class in fiscal year 2023 are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return (Arithmetic)
Global Equity	35.0%	7.70%
Core fixed income	6.0%	4.90%
Non-core fixed income	20.0%	8.70%
Other public and private markets	12.0%	8.10%
Real estate	12.0%	5.80%
Hedge funds	5.0%	6.90%
Private equity	10.0%	11.80%
Total	100.0%	

Discount Rate

The discount rate used to measure the Total Pension Liability was 6.75%. The projection of cash flows used to determine the discount rate assumed that employee and employer contributions will be made at the rates specified in statute. Based on that assumption, the pension plan's Fiduciary Net Position was projected to be available to make all projected future benefit payments of current active and inactive members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the Total Pension Liability.

Changes in Net Pension Liability (Asset)

	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability (c)
Balance at 12/31/21	\$ 34,431,896	\$ 34,783,233	\$ (351,337)
Changes for the year:			
Service cost	916,153	-	916,153
Interest	2,301,852	-	2,301,852
Difference between expected and actual experience	1,038	-	1,038
Changes of assumptions	-	-	-
Contributions - employer	-	725,720	(725,720)
Contributions - employee	-	415,489	(415,489)
Net investment income	-	(2,536,418)	2,536,418
Benefit payments, including refunds of employee contributions	(1,576,935)	(1,576,935)	-
Administrative expense	-	(21,971)	21,971
Other changes	-	26,218	(26,218)
Net changes	1,642,108	(2,967,897)	4,610,005
Balance at 12/31/22	\$ 36,074,004	\$ 31,815,336	\$ 4,258,668

The net pension asset is generally liquidated by the general fund.

Sensitivity of the net pension asset to changes in the discount rate:

The following presents the net pension asset of the City, calculated using the discount rate of 6.75%, as well as what the City's net pension liability/(asset) would be if it were calculated using a discount rate that is 1-percentage-point lower (5.75%) or 1-percentage-point higher (7.75%) than the current rate:

	1% Decrease in Discount Rate (5.75%)	Discount Rate (6.75%)	1% Increase in Discount Rate (7.75%)
City's net pension liability	\$ 9,461,113	\$ 4,258,668	\$ 16,791

Pension Plan Fiduciary Net Position

Detailed information about the pension plan's Fiduciary Net Position is available in the Schedule of Changes in Fiduciary Net Position, by Participating City. That report may be obtained at trms.com.

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

For the year ended September 30, 2023, the City recognized pension income in the governmental activities and business-type activities in the amounts of \$845,530 and \$149,797, respectively. At September 30, 2023, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual economic experience	\$ 712	\$ 123,166
Changes in actuarial assumptions	-	-
Difference between projected and actual investment earnings	2,175,802	-
Contributions subsequent to the measurement date	569,813	-
Total	\$ 2,746,327	\$ 123,166

\$569,813 reported as deferred outflows of resources related to pensions resulting from contributions subsequent to the measurement date will be recognized as a reduction of the net pension asset for the year ending September 30, 2024. Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

For the Year Ended September 30,	
2024	\$ (21,431)
2025	512,602
2026	585,319
2027	976,858

Defined Other Post-Employment Benefit (OPEB) Plan – TMRS Supplemental Death Benefits Fund

Plan Description

The City voluntarily participates in a single-employer other postemployment benefit (OPEB) plan administered by TMRS. The Plan is a group-term life insurance plan known as the Supplemental Death Benefits Fund (SDBF). The Plan is established and administered in accordance with the TMRS Act identically to the City's pension plan. SDBF includes coverage for both active and retired members, and assets are commingled for the payment of such benefits. No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement No. 75.

Benefits Provided

The SDBF provides group-term life insurance to City employees who are active members in TMRS, including or not including retirees. The City Council opted into this program via an ordinance, and may terminate coverage under, and discontinue participation in, the SDBF by adopting an ordinance before November 1 of any year to be effective the following January 1.

Payments from this fund are similar to group-term life insurance benefits and are paid to the designated beneficiaries upon the receipt of an approved application for payment. The death benefit for active employees provides a lump-sum payment approximately equal to the employee's annual salary (calculated based on the employee's actual earnings for the 12-month period preceding the month of death). The death benefit for retirees is considered an other employment benefit and is a fixed amount of \$7,500.

The number of employees currently covered by the benefit terms is as follows:

Inactive employees or beneficiaries currently receiving benefits	76
Inactive employees entitled to but not yet receiving benefits	18
Active employees	<u>125</u>
Total	<u>219</u>

Contributions

The City contributes to the SDBF at a contractually required rate as determined by an annual actuarial valuation, which was 0.31% for 2022 and 2023, of which 0.23%, respectively, represented the retiree-only portion for each year, as a percentage of annual covered payroll. The rate is equal to the cost of providing one-year term life insurance. The funding policy for the SDBF program is to assure that adequate resources are available to meet all death benefit payments for the upcoming year; the intent is not to prefund retiree term life insurance during employees' entire careers. The City's contributions to the SDBF for the years ended September 30, 2023 were \$17,985 representing contributions for both active and retiree coverage, which equaled the required contributions each year.

Total OPEB Liability

The City's total OPEB liability of \$406,683 was measured as of December 31, 2022 and was determined by an actuarial valuation as of that date.

Actuarial Assumptions

The Total OPEB Liability in the December 31, 2022 actuarial valuation was determined using the following actuarial assumptions:

Inflation rate	2.50%
Discount rate	4.05%
Actuarial cost method	Entry age normal actuarial
Projected salary increases	3.50% to 11.50% including inflation

Salary increases were based on a service-related table. Mortality rates for active members, retirees, and beneficiaries were based on the following:

Mortality rates for active members, retirees, and beneficiaries were based on the gender-distinct RP2000 Combined Healthy Mortality Tables with Blue Collar Adjustment, with male rates multiplied by 109% and female rates multiplied by 103%. The rates are projected on a fully generational basis by scale BB to account for future mortality improvements. For disabled annuitants, the gender-distinct RP2000 Combined Healthy Mortality Tables with Blue Collar Adjustment are used with male rates multiplied by 109% and female rates multiplied by 103% with a 3-year set-forward for both males and females. In addition, a 3% minimum mortality rate is applied to reflect the impairment for younger members who became disabled. The rates are projected on a fully generational basis by scale BB to account for future mortality improvements subject to the 3% floor. Administrative expenses for the SDBF are paid through the TMRS Pension Trust Fund and are wholly accounted for under the provisions of GASB Statement No. 68.

Changes in assumptions reflect the annual change in the municipal bond rate. The actuarial assumptions used in the December 31, 2022 valuation were based on the results of an actuarial experience study for the period December 31, 2014 to December 31, 2018.

Discount Rate

The SDBF program is treated as an unfunded OPEB plan because the SDBF trust covers both actives and retirees and the assets are not segregated for these groups. As such, a single discount rate of 4.05% was used to measure the Total OPEB Liability. Because the plan is essentially a "pay-as-you-go" plan, the single discount rate is equal to the prevailing municipal bond rate. The source of the municipal bond rate was fixed-income municipal bonds with 20 years to maturity that include only federally tax-exempt municipal bonds as reported in Fidelity Index's "20-year Municipal GO AA Index" as of December 31, 2022.

Discount Rate Sensitivity Analysis

The following schedule shows the impact of the Total OPEB Liability if the discount rate used was 1% less than and 1% greater than the discount rate that was used (4.05%) in measuring the Total OPEB Liability.

	1% Decrease in Discount Rate (3.05%)	Discount Rate (4.05%)	1% Increase in Discount Rate (5.05%)
Total OPEB Liability	\$ 480,833	\$ 406,683	\$ 347,969

OPEB Expense, Deferred Outflows and Deferred Inflows of Resources Related to OPEBs

For the year ended September 30, 2023, the City recognized OPEB expense in the governmental and business-type activities in the amounts of \$12,058 and \$2,136, respectively. Aggregate OPEB expense for both OPEB plans is \$14,194. There were no changes of benefit terms that affected measurement of the Total OPEB Liability during the measurement period.

Changes in the Total OPEB Liability

	Total OPEB Liability
Balance at 12/31/2021	\$ 575,627
Changes for the year:	
Service cost	21,467
Interest	10,643
Difference between expected and actual experience	7,003
Changes of assumptions	(192,130)
Benefit payments	(15,927)
Net changes	(168,944)
Balance at 12/31/2022	\$ 406,683

At September 30, 2023, the City reported deferred outflows and inflows of resources related to other post-employment benefits from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual economic experience	\$ 44,337	\$ 96,346
Changes in actuarial assumptions	-	-
Difference between projected and actual earnings	-	95,163
Contributions subsequent to the measurement date	13,265	-
Total	\$ 57,602	\$ 191,509

\$13,265 reported as deferred outflows of resources related to OPEB resulting from contributions subsequent to the measurement date will be recognized as a reduction of the Total OPEB Liability for the year ending September 30, 2024. Other amounts of the reported as deferred outflows and inflows of resources related to OPEB will be recognized in OPEB expense as follows:

For the Year Ended September 30,	
2024	\$ (22,502)
2025	(42,108)
2026	(38,918)
2027	(35,503)
2028	(8,141)

Defined Other Post-Employment Benefit (OPEB) Plan – Retiree Health Care Plan

Plan Description

The City offers its retired employees health insurance benefits through a single-employer defined benefit OPEB plan, under City policy. This plan is administered by the City and it has the authority to establish and amend the benefit terms and financing arrangements. No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement No. 75.

Benefits and Contributions

After October 2000, the City began paying for 100 percent of the premiums of health, dental, and vision care for employees who retire from fulltime service with the City. On March 1, 2007, the City changed this policy to only pay the medical premiums for those retirees who attain age 55 with 20 years of continuous service before retirement and meet the requirements under TMRS. On September 23, 2008, eligibility was further limited to those employees that were hired regular, fulltime before October 1, 2009.

Therefore, under the existing plan, the City will pay 100% medical, dental, and vision premiums for those retirees who were hired regular fulltime before October 1, 2009, retire after October 1, 2009, and meet the following qualifications:

1. Employed by the City of Jacksonville in a fulltime status for a period of at least 20 years continuously prior to retirement;
2. Meet eligibility requirements under TMRS; and
3. Attain minimum age 55 at retirement date.

The City of Jacksonville will not pay any portion of medical premiums for retirees hired after October 1, 2008.

Retirement under TMRS is attainment of 20 years of service, any age or five years of service and age 60. Only fulltime employees who attain age 55 with 20 years of continuous service with the City are eligible for health benefits. Employees retiring early under retirement conditions or who terminate employment are not eligible for retiree health benefits. Survivors of employees who die while actively employed are not eligible for retiree health care benefits. Employees who retire under a disability retirement must meet the eligibility requirements stated above to be eligible for health care benefits. Spouses and the dependents of retired employees are eligible to continue health care, dental and vision benefits or Medicare Supplement with payment of 100% of premiums, until death of retiree. Upon death of retiree, all benefits cease. Retirees are required to enroll in Medicare Supplement policy for retiree. Retirees who decide to opt-out of the health care plan are not eligible to opt back.

Retirees are responsible for payment of premiums for any dependent coverage, and the City pays the retirees premiums. The City's contributions to the OPEB for the year ended September 30, 2022, were \$58,109, which equal benefit payments for retirees.

The number of employees currently covered by the benefit terms is as follows:

Inactive employees or beneficiaries currently receiving benefits	5
Active employees	<u>32</u>
Total	<u>37</u>

Actuarial Methods and Assumptions

Significant methods and assumptions were as follows:

Actuarial Valuation Date	December 31, 2022
Actuarial Cost Method	Individual entry-age normal
Inflation Rate	2.50%
Salary Increases	3.50% to 11.50%, including inflation
Demographic Assumptions	Based on the experience study covering the four-year period ending December 31, 2018 as conducted for the Texas Municipal Retirement System (TMRS). For the OPEB valuation, the standard TMRS retirement rates were adjusted to reflect the impact of the City's retiree medical plan design.
Mortality	For healthy retirees, the gender-distinct 2019 Municipal Retirees of Texas mortality tables are used. The rates are projected on a fully generational basis using the ultimate mortality improvement rates in the MP tables published through 2019 to account for future mortality improvements.
Health care cost trend rates	Initial rate of 7.00% declining to an ultimate rate of 4.25% after 13 years.
Participation rates	100% participation for retirees who are eligible for the City's retiree healthcare subsidy.
Discount rate	4.05% as of December 31, 2022

Mortality rates were updated and are based upon the sex distinct PUB 2010 general employee mortality table with mortality improvement scale MP-2019. Per capita costs for Pre-65 retirees were derived based upon the fully insured rates on a retiree-only experience basis. Medicare eligible retirees are assumed to rescind the City's plan and take Medicare coverage. Any Medicare Part D subsidy was not reflected in the estimate. The participation rate for future retirees is based upon years of service at retirement. Any participant that retires prior to age 50 is assumed to waive the City's healthcare plan. For any future retiree assumed to elect retiree healthcare, their spouse is assumed to waive coverage. 40% of retirees are assumed to drop coverage at the time the employer subsidy ends. The per capita claims costs include a 7% load for administrative expenses and a 10% load for stop loss premiums where both are assumed to escalate with the healthcare trend rates each year.

The discount rate of 1.84% is based upon the yield of 20-year tax-exempt general obligation municipal bonds with an average rating of AA/Aa or higher. The other financial assumptions for long-term inflation, payroll growth, and salary scale were taken from the TMRS actuary study. The per capita claims costs and how these costs are expected to escalate in the future were set by IPS Advisors who develop the funding rates.

Changes in the Total OPEB Liability

The City's total OPEB liability of \$1,476,872 was measured as of December 31, 2022 and was determined by an actuarial valuation as of December 31, 2021.

	Total OPEB Liability
Balance at 09/30/2022	\$ 2,142,467
Changes for the year:	
Service cost	67,564
Interest	39,533
Difference between expected and actual experience	(536,449)
Changes of assumptions	(180,774)
Benefit payments	(55,469)
Net changes	(665,595)
Balance at 09/30/2023	\$ 1,476,872

Changes in assumptions and other inputs reflect a change in the discount rate from 1.84% to 4.05%.

Discount Rate Sensitivity Analysis

The following schedule shows the impact of the Total OPEB Liability if the discount rate used was 1% less than and 1% greater than the discount rate that was used (4.05%) in measuring the Total OPEB Liability

	1% Decrease (3.05%)	Current Discount Rate Assumption (4.05%)	1% Increase (5.05%)
Total OPEB Liability	\$ 1,601,587	\$ 1,476,872	\$ 1,359,592

Healthcare Cost Trend Rate Sensitivity Analysis

The following schedule shows the impact of the total OPEB liability if the Healthcare Cost Trend Rate used was 1% less than and 1% greater than what was used in measuring the total OPEB liability.

	1% Decrease	Current Healthcare Cost Trend Rate Assumption	1% Increase
Total OPEB Liability	\$ 1,327,064	\$ 1,476,872	\$ 1,647,058

OPEB Expense and Deferred Outflows and Inflows of Resources Related to OPEB

For the year ended September 30, 2023, the City recognized OPEB expense in the governmental and business-type activities in the amounts of \$12,058 and \$2,136, respectively. Aggregate OPEB expense for both OPEB plans is \$14,194. At September 30, 2023, the City reported deferred outflows and inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual economic experience	\$ 238	\$ 1,219,036
Changes in actuarial assumptions	200,815	174,218
Contributions subsequent to the measurement date	36,196	-
Totals	\$ 237,249	\$ 1,393,254

\$36,196 reported as deferred outflows of resources related to OPEB resulting from contributions subsequent to the measurement date are due to benefit payments the City paid with its own assets and will be recognized as a reduction of the total OPEB liability for the year ending September 30, 2024. Other amounts of the reported as deferred outflows and inflows of resources related to OPEB will be recognized in OPEB expense as follows:

For the Year Ended September 30	
2024	\$ (186,887)
2025	(186,887)
2026	(186,887)
2027	(186,887)
2028	(188,251)
Thereafter	(256,402)

Deferred Compensation

The City offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457. The plan, available to all City employees, permits them to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death or unforeseeable emergency. The plan assets are not a part of the City's financial statements because the third-party administrator holds these plan assets in trust.

Commitments and Contingencies

The City is a defendant in lawsuits. Although the outcome of the lawsuits is not presently determinable, it is the opinion of the City's management the resolution of these matters will not have a materially adverse effect on the financial condition of the City.

The City participates in certain federal and state assisted grant programs. These programs are subject to program compliance audits by the grantors or their representatives. Accordingly, the City's compliance with applicable grant requirements will be established at a future date. The amount of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although the City anticipates such amounts, if any, will be immaterial.

During fiscal year 2023, the City of Jacksonville entered into an agreement with JEDCO to assist JEDCO with the purchase of Cherokee Ranch Golf Course in the amount of \$250,000. The City has committed to pay JEDCO over a 7-year period.

Lake Columbia Project

During November 1987, the City entered into a contract with the Angelina and Neches River Authority for 5% water rights of the Lake Columbia Project (formerly Lake Eastex). The project is ongoing. The City has made payments in the amount of \$317,159 through year end, with a commitment of \$161,484 to be paid through 2038.

Encumbrances

Appropriations in all budgeted funds lapse at the end of the fiscal year even if they have related encumbrances. Encumbrances are commitments related to unperformed (executory) contracts for goods or services (i.e., purchase orders, contracts, and commitments). Encumbrance accounting is utilized to the extent necessary to assure effective budgetary control and accountability and to facilitate effective cash planning and control. While all appropriations and encumbrances lapse at year end, valid outstanding encumbrances (those for which performance under the executory contract is expected in the next year) are re-appropriated and become part of the subsequent year's budget pursuant to state regulations. At year-end there were no encumbrances expected to be honored in the next year.

Landfill

The City-owned landfill is leased to a private corporation, who holds the permit to operate the landfill. The City earns a 6.5% royalty on landfill revenue, which amount to \$424,654 for the year ended September 30, 2023. The landfill has an estimated remaining life of 15 to 20 years. According to the terms of the lease, this corporation is liable for all closing and post closure costs. Accordingly, no liability has been recorded in these financial statements.

Risk Management

The City is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters. These risks are covered by commercial insurance purchased from independent third parties. The City provides employee health and accident insurance coverage with commercial insurance purchased from independent third parties. Coverages have not significantly decreased, and settlements have not exceeded insurance during the past four years.

Significant Transactions with Component Unit

The City processes payroll for Jacksonville Economic Development Corporation (JEDCO) on a monthly basis.

Related Party Transactions

During the current year, the City made purchases in the amount of \$5,592.97 and sales to in the amount of \$171,153.07 to businesses in which members of city council holds an interest. The council members abstained from voting when these purchases were approved by city council.

New Accounting Standards

Significant new accounting standards issued by the Governmental Accounting Standards Board (GASB) not yet implemented by the City include the following:

Statement No. 99, Omnibus 2022 – The objective of this Statement is to correct practice issues identified during implementation and application of certain GASB Statements and financial reporting for financial guarantees. There are various effective dates 1.) upon issuance 2.) fiscal years beginning after June 15, 2022 and 3.) fiscal years beginning after June 15, 2023.

Statement 100, Accounting Changes and Error Corrections-an amendment of GASB No. 62 - The objective of this Statement is to enhance accounting and financial reporting requirements for accounting changes and error corrections to provide more understandable, reliable, relevant, consistent, and comparable information for making decisions or assessing accountability. The statement is effective for fiscal years beginning after June 15, 2023.

Statement No. 101, Compensated Absences - The objective of this Statement is to better meet the information needs of financial statement users by updating the recognition and measurement guidance for compensated absences. That objective is achieved by aligning the recognition and measurement guidance under a unified model and by amending certain previously required disclosures. This Statement will become effective for reporting periods beginning after December 15, 2023, and the impact has not yet been determined.

The Government Accounting Standards Board (GASB) has amended the existing standards regarding capitalization thresholds for assets. The amended guidance for the capitalization threshold comes from GASB Implementation Guide 2021-1, Question 5.1. Capitalization policies adopted by governments include many considerations such as finding an appropriate balance between ensuring that all significant capital assets, collectively, are capitalized and minimizing the cost of recordkeeping for capital assets. A government should capitalize assets whose individual acquisition costs are less than the threshold for an individual asset if those assets in the aggregate are significant. Computers, classroom furniture and library books are examples of asset types that may not meet a capitalization policy on an individual basis yet could be significantly collectively. In this example, if the \$150,000 aggregate amount (100 computers costing \$1,500 each) is significant, the government should capitalize the computers. The amended guidance is effective for reporting periods beginning after June 15, 2023, and the impact has not yet been determined.

**REQUIRED SUPPLEMENTARY
INFORMATION**

CITY OF JACKSONVILLE, TEXAS

SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL

GENERAL FUND

FOR THE YEAR ENDED SEPTEMBER 30, 2023

	<u>Budgeted Amounts</u>		<u>Actual</u>	Variance with Final Budget Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Amounts</u>	
REVENUES				
Taxes:				
Property	\$ 4,661,312	\$ 4,718,233	\$ 4,641,039	\$ (77,194)
Sales	3,377,664	3,377,664	3,258,967	(118,697)
Other	1,347,500	1,347,500	1,353,907	6,407
Charges for service	2,693,029	2,530,813	2,548,087	17,274
Intergovernmental	-	358,419	428,986	70,567
Fines and penalties	345,450	488,492	496,842	8,350
Licenses and permits	48,258	48,358	68,982	20,624
Contributions and donations	-	53,060	84,712	31,652
Investment earnings	69,424	253,277	394,251	140,974
Miscellaneous	33,875	47,325	43,563	(3,762)
Total revenues	<u>12,576,512</u>	<u>13,223,141</u>	<u>13,319,336</u>	<u>96,195</u>
EXPENDITURES				
Current:				
General government				
Administration	725,194	710,949	642,475	68,474
Non-departmental	247,463	361,551	369,395	(7,844)
Municipal court	256,737	239,275	218,781	20,494
Human resources	204,142	194,177	199,749	(5,572)
Public & community services	100,001	100,342	101,858	(1,516)
Finance	379,887	401,680	408,582	(6,902)
Development & facility services	260,150	319,796	293,230	26,566
Communication & Tourism	48,105	68,033	62,853	5,180
Information technology	177,986	177,986	176,796	1,190
Total general government	<u>2,399,665</u>	<u>2,573,789</u>	<u>2,473,719</u>	<u>100,070</u>
Public safety				
Fire and EMS	3,714,369	3,473,261	3,413,322	59,939
Police	4,267,794	4,001,136	4,012,825	(11,689)
Total public safety	<u>7,982,163</u>	<u>7,474,397</u>	<u>7,426,147</u>	<u>48,250</u>
Public works				
Traffic & lighting	303,555	295,790	287,040	8,750
Streets & infrastructure	812,410	663,866	433,117	230,749
Sanitation	1,107,266	1,017,355	1,022,025	(4,670)
Total public works	<u>\$ 2,223,231</u>	<u>\$ 1,977,011</u>	<u>\$ 1,742,182</u>	<u>\$ 234,829</u>

CITY OF JACKSONVILLE, TEXAS

SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL

GENERAL FUND

FOR THE YEAR ENDED SEPTEMBER 30, 2023

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with</u>
	<u>Original</u>	<u>Final</u>	<u>Amounts</u>	<u>Final Budget</u>
				<u>Positive</u>
				<u>(Negative)</u>
Culture & recreation				
Parks	588,627	613,310	520,394	92,916
Recreation	124,538	155,037	198,367	(43,330)
Cemetery	151,530	167,999	156,171	11,828
Lake Jacksonville	208,214	138,448	135,424	3,024
Library	376,785	364,779	356,911	7,868
Texana Museum	31,305	36,922	36,283	639
Total culture & recreation	<u>1,480,999</u>	<u>1,476,495</u>	<u>1,403,550</u>	<u>72,945</u>
Debt service:				
Principal	217,117	217,117	228,566	(11,449)
Interest	19,962	19,962	31,916	(11,954)
Total debt service	<u>237,079</u>	<u>237,079</u>	<u>260,482</u>	<u>(23,403)</u>
Capital outlay	259,750	552,175	496,280	55,895
Total capital outlay	<u>259,750</u>	<u>552,175</u>	<u>496,280</u>	<u>55,895</u>
Total expenditures	<u>14,582,887</u>	<u>14,290,946</u>	<u>13,802,360</u>	<u>488,586</u>
Excess (deficiency) of revenues over expenditures	<u>(2,006,375)</u>	<u>(1,067,805)</u>	<u>(483,024)</u>	<u>584,781</u>
OTHER FINANCING SOURCES (USES)				
Issuance of leases	-	-	3,883	3,883
Transfers in	2,003,715	2,003,715	2,003,715	-
Transfers out	-	(5,084)	(1,652,300)	(1,647,216)
Insurance proceeds	51,000	51,000	66,963	15,963
Proceeds from sale of assets	-	62,708	148,778	86,070
Total other financing sources (uses)	<u>2,054,715</u>	<u>2,112,339</u>	<u>571,039</u>	<u>(1,541,300)</u>
Net change in fund balances	<u>48,340</u>	<u>1,044,534</u>	<u>88,015</u>	<u>(956,519)</u>
Fund balances - beginning of year	<u>4,592,018</u>	<u>4,592,018</u>	<u>4,592,018</u>	<u>-</u>
Fund balances - end of year	<u>\$ 4,640,358</u>	<u>\$ 5,636,552</u>	<u>\$ 4,680,033</u>	<u>\$ (956,519)</u>

CITY OF JACKSONVILLE, TEXAS

NOTES TO BUDGETARY INFORMATION

SEPTEMBER 30, 2023

BUDGETS AND BUDGETARY ACCOUNTING

The City follows these procedures in establishing the budgetary data reflected in these financial statements:

1. The City Manager prepares a proposed budget and submits it to the City Council no later than 30 days prior to the beginning of the fiscal year.
2. Upon submission of the proposed budget, the City Council will call for a public hearing which is to be held at least five days after notice of hearing is published.
3. After the holding of the public hearing, the budget shall be adopted by a favorable vote of majority of the members of the Council and upon adoption shall be in effect for the fiscal year.
4. The City Manager has authority, without Council approval, to transfer appropriation balances from one expenditure account to another within a single office, department, or agency of the City.
5. Budgetary integration is employed as a management control device during the year of the General, Special Revenue (except for Grants and Public Safety funds), Debt Service, and the Enterprise Funds. Budgetary integration is not employed by Capital Projects Funds because effective budgetary control is achieved through grant, bond ordinance and construction contract provisions.
6. The budget for the General Fund is adopted on the modified accrual basis of accounting, which is consistent with U.S. generally accepted accounting principles.
7. While all budgeted amounts expire at year end, valid outstanding encumbrances (those for which performance under the executory contract is expected in the next year) are re-appropriated and become part of the subsequent year's budget pursuant to State regulations.

CITY OF JACKSONVILLE, TEXAS

REQUIRED SUPPLEMENTARY INFORMATION
TEXAS MUNICIPAL RETIREMENT SYSTEM
SCHEDULE OF CHANGES IN NET PENSION LIABILITY AND RELATED RATIOS

FOR THE YEAR ENDED SEPTEMBER 30, 2023

Measurement date December 31,	2014	2015	2016
Total pension liability			
Service Cost	\$ 665,913	\$ 725,255	\$ 770,340
Interest	1,710,098	1,775,204	1,799,110
Differences between expected and actual experience	(433,156)	(324,116)	(139,703)
Assumption changes	-	233,416	-
Benefit payments, including refunds of employee contributions	<u>(974,329)</u>	<u>(1,110,561)</u>	<u>(1,167,194)</u>
Net change in total pension liability	968,526	1,299,198	1,262,553
Total pension liability - beginning	<u>24,584,183</u>	<u>25,552,709</u>	<u>26,851,907</u>
Total pension liability - ending (a)	<u>\$ 25,552,709</u>	<u>\$ 26,851,907</u>	<u>\$ 28,114,460</u>
Plan fiduciary net position			
Contributions - employer	\$ 596,028	\$ 627,279	\$ 607,139
Contributions - member	323,342	332,187	337,622
Net investment income	1,258,629	34,220	1,557,927
Benefit payments	(974,329)	(1,110,561)	(1,167,194)
Administrative expense	(13,141)	(20,843)	(17,595)
Other	<u>(1,080)</u>	<u>(1,029)</u>	<u>(949)</u>
Net change in plan fiduciary net position	1,189,449	(138,747)	1,316,950
Plan fiduciary net position - beginning	<u>22,001,633</u>	<u>23,191,082</u>	<u>23,052,335</u>
Plan fiduciary net position - ending (b)	<u>\$ 23,191,082</u>	<u>\$ 23,052,335</u>	<u>\$ 24,369,285</u>
Net pension liability - ending (a) - (b)	<u>\$ 2,361,627</u>	<u>\$ 3,799,572</u>	<u>\$ 3,745,175</u>
Plan fiduciary net position as a percentage of the total pension liability	90.76%	85.85%	86.68%
Covered payroll	\$ 5,389,041	\$ 5,536,295	\$ 5,627,029
Net pension liability as a percentage of covered payroll	43.82%	68.63%	66.56%

* GASB Statement 68 requires this schedule to report 10 years of data. Data prior to 2014 is not available.

2017	2018	2019	2020	2021	2022
\$ 801,299	\$ 858,611	\$ 852,124	\$ 851,334	\$ 860,123	\$ 916,153
1,881,416	1,968,253	2,032,862	2,122,790	2,218,079	2,301,852
(96,446)	(136,729)	44,645	(56,985)	(300,184)	1,038
-	-	179,893	-	-	-
<u>(1,284,546)</u>	<u>(1,372,376)</u>	<u>(2,087,062)</u>	<u>(1,466,673)</u>	<u>(1,552,992)</u>	<u>(1,576,935)</u>
1,301,723	1,317,759	1,022,462	1,450,466	1,225,026	1,642,108
<u>28,114,460</u>	<u>29,416,183</u>	<u>30,733,942</u>	<u>31,756,404</u>	<u>33,206,870</u>	<u>34,431,896</u>
<u>\$ 29,416,183</u>	<u>\$ 30,733,942</u>	<u>\$ 31,756,404</u>	<u>\$ 33,206,870</u>	<u>\$ 34,431,896</u>	<u>\$ 36,074,004</u>
\$ 666,562	\$ 704,459	\$ 686,805	\$ 688,990	\$ 701,101	\$ 725,720
356,133	381,476	382,977	389,627	393,887	415,489
3,377,511	(822,694)	4,071,746	2,227,790	4,063,727	(2,536,418)
(1,284,546)	(1,372,376)	(2,087,062)	(1,466,673)	(1,552,992)	(1,576,935)
(17,504)	(15,901)	(23,010)	(14,426)	(18,817)	(21,971)
<u>(887)</u>	<u>(828)</u>	<u>(691)</u>	<u>(564)</u>	<u>129</u>	<u>26,218</u>
3,097,269	(1,125,864)	3,030,765	1,824,744	3,587,035	(2,967,897)
<u>24,369,285</u>	<u>27,466,555</u>	<u>26,340,689</u>	<u>29,371,454</u>	<u>31,196,198</u>	<u>34,783,233</u>
<u>\$ 27,466,554</u>	<u>\$ 26,340,691</u>	<u>\$ 29,371,454</u>	<u>\$ 31,196,198</u>	<u>\$ 34,783,233</u>	<u>\$ 31,815,336</u>
<u>\$ 1,949,629</u>	<u>\$ 4,393,251</u>	<u>\$ 2,384,950</u>	<u>\$ 2,010,672</u>	<u>\$ (351,337)</u>	<u>\$ 4,258,668</u>
93.37%	85.71%	92.49%	93.95%	101.02%	88.19%
\$ 5,935,551	\$ 6,355,375	\$ 6,382,950	\$ 6,493,779	\$ 6,555,815	\$ 6,924,815
32.85%	69.13%	37.36%	30.96%	-5.36%	61.50%

CITY OF JACKSONVILLE, TEXAS

REQUIRED SUPPLEMENTARY INFORMATION TEXAS MUNICIPAL RETIREMENT SYSTEM SCHEDULE OF CONTRIBUTIONS

FOR THE YEAR ENDED SEPTEMBER 30, 2023

Fiscal year ending September 30,	2015	2016	2017	2018
Actuarially determined contribution	\$ 620,023	\$ 634,926	\$ 645,108	\$ 703,984
Contributions in relation to the actuarially determined contributions	<u>620,023</u>	<u>634,926</u>	<u>645,108</u>	<u>703,984</u>
Contribution excess (deficiency)	-	-	-	-
Covered payroll	5,508,952	5,805,781	5,799,043	6,328,617
Contributions as a percentage of covered payroll	11.25%	10.94%	11.12%	11.12%

* GASB Statement 68 requires this schedule to report 10 years of data. Data prior to 2015 is not available.

NOTES TO SCHEDULE OF CONTRIBUTIONS

Valuation date:

Actuarially determined contribution rates are calculated as of December 31 and become effective in January, 13 months later.

Methods and assumptions used to determine contribution rates:

Actuarial cost method	Entry age normal
Amortization method	Level percentage of payroll, closed
Remaining amortization period	24 years
Asset valuation method	10 year smoothed market; 12% soft corridor
Inflation	2.5%
Salary increases	3.5% to 11.5% including inflation
Investment rate of return	6.75%
Retirement age	Experience-based table of rates that are specific to the City's plan of benefits. Last updated for the 2019 valuation pursuant to an experience study of the period 2014 - 2018.
Mortality	Post-retirement: 2019 Municipal Retirees of Texas Mortality Tables. The rates are projected on a fully generational basis with scale UMP. Pre-retirement: PUB(10) mortality tables, with the Public Safety table used for males and the General Employee table used for females. The rates are projected on a fully generational basis with scale UMP.

Other information

There were no benefit changes during the year.

2019	2020	2021	2022	2023
\$ 703,990	\$ 690,020	\$ 695,030	\$ 708,647	\$ 784,883
<u>703,990</u>	<u>690,020</u>	<u>695,030</u>	<u>708,647</u>	<u>784,883</u>
-	-	-	-	-
6,463,932	6,182,605	6,512,096	6,689,326	7,819,529
10.89%	11.16%	10.67%	10.59%	10.04%

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CITY OF JACKSONVILLE, TEXAS

REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF CHANGES IN TOTAL OPEB LIABILITY AND RELATED RATIOS
TEXAS MUNICIPAL RETIREMENT SYSTEM - SUPPLEMENTAL DEATH BENEFITS FUND

FOR THE YEAR ENDED SEPTEMBER 30, 2023

Measurement date December 31,	2017	2018	2019
A. Total OPEB liability			
Service Cost	\$ 11,278	\$ 14,617	\$ 11,489
Interest (on the Total OPEB Liability)	13,297	13,422	22,707
Differences between expected and actual experience	-	212,882	(219,875)
Changes of assumptions	31,491	(28,681)	76,861
Benefit payments, including refunds of employee contributions	<u>(3,561)</u>	<u>(4,450)</u>	<u>(3,830)</u>
Net change in Total OPEB liability	52,505	207,790	(112,648)
Total OPEB liability - beginning	<u>347,919</u>	<u>400,424</u>	<u>608,214</u>
Total OPEB liability - ending	<u>400,424</u>	<u>608,214</u>	<u>495,566</u>
B. Covered-employee payroll	<u>\$ 5,935,551</u>	<u>\$ 6,355,375</u>	<u>\$ 6,382,950</u>
C. Total OPEB liability as a percentage of covered-employee payroll	6.75%	9.57%	7.76%

Notes to Schedule:

- No assets are accumulated in a trust for the SDB plan to pay related benefits that meet the criteria in paragraph 4 of GASB Statement No. 75, Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions
- This schedule is required to have 10 years of information, but the information prior to 2017 is not available.
- Included in the changes of assumptions was the annual change in the discount rate. The change in assumptions in 2021 also includes the changes in the actuarial assumptions adopted.

<u>2020</u>	<u>2021</u>	<u>2022</u>
\$ 16,234	\$ 19,667	\$ 21,467
13,789	11,762	10,643
(11,486)	(43,651)	7,003
76,248	17,122	(192,130)
<u>(4,546)</u>	<u>(15,078)</u>	<u>(15,927)</u>
90,239	(10,178)	(168,944)
<u>495,566</u>	<u>585,805</u>	<u>575,627</u>
<u>585,805</u>	<u>575,627</u>	<u>406,683</u>
<u>\$ 6,493,779</u>	<u>\$ 6,555,815</u>	<u>\$ 6,924,815</u>
9.02%	8.78%	5.87%

CITY OF JACKSONVILLE, TEXAS

REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF CHANGES IN TOTAL OPEB LIABILITY AND RELATED RATIOS
RETIREE HEALTH PLAN

FOR THE YEAR ENDED SEPTEMBER 30, 2023

Measurement date December 31,	2017	2018	2019
A. Total OPEB liability			
Service Cost	\$ 102,506	\$ 96,424	\$ 74,302
Interest (on the Total OPEB Liability)	103,973	98,389	84,517
Difference between expected and actual experience	(20,091)	(756,211)	395
Changes of assumptions	145,853	(29,465)	49,904
Benefit payments, including refunds of employee contributions	<u>(83,506)</u>	<u>(87,863)</u>	<u>(97,064)</u>
Net change in Total OPEB liability	248,735	(678,726)	112,054
Total OPEB liability - beginning	<u>2,719,460</u>	<u>2,968,196</u>	<u>2,289,470</u>
Total OPEB liability - ending	<u>2,968,195</u>	<u>2,289,470</u>	<u>2,401,524</u>
B. Covered-employee payroll	<u>\$ 2,452,326</u>	<u>\$ 2,516,980</u>	<u>\$ 2,348,656</u>
C. Total OPEB liability as a percentage of covered-employee payroll	121.04%	90.96%	102.25%

Notes to Schedule:

- No assets are accumulated in a trust for the SDB plan to pay related benefits that meet the criteria in paragraph 4 of GASB Statement No. 75, Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions
- This schedule is required to have 10 years of information, but the information prior to 2017 is not available.
- Included in the changes of assumptions is the annual change in the discount rate.

<u>2020</u>	<u>2021</u>	<u>2022</u>
\$ 67,612	\$ 67,811	\$ 67,564
66,048	41,413	39,533
(527,121)	(900)	(536,449)
124,852	26,476	(180,774)
<u>(67,139)</u>	<u>(58,109)</u>	<u>(55,469)</u>
(335,748)	76,691	(665,595)
<u>2,401,524</u>	<u>2,065,776</u>	<u>2,142,467</u>
<u>2,065,776</u>	<u>2,142,467</u>	<u>1,476,872</u>
<u>\$ 2,217,009</u>	<u>\$ 2,188,375</u>	<u>\$ 2,156,452</u>
93.18%	97.90%	68.49%

**COMBINING AND INDIVIDUAL FUND FINANCIAL
STATEMENTS AND SCHEDULES**

NONMAJOR GOVERNMENTAL FUNDS

Special Revenue Funds are used to account for specific revenues that are legally restricted to expenditures for particular purposes.

Court Technology Fund – The state legislature has allowed for the creation of a Municipal Court Technology Fund to defray the costs related to technology in the court system. This fund accounts for the collection of technology fees charged to defendants for misdemeanor offences as a cost of court. These funds will be used to purchase software, PCs and any other technology items needed for the court.

Court Security Fund – The security building fund provides for the collection of court fees with each fine that is to be utilized for the security of the court. Expenditures are restricted to security systems, bailiffs, metal detectors, locks, electronic identification systems, etc.

Court Child Safety Fund – This fund is used to account for the collection of court costs paid by defendants and spent by the City for programs designed to enhance child safety, health, or nutrition, including child abuse prevention and intervention and drug and alcohol abuse prevention.

Public Safety Fund – This fund accounts for funds received from local, state and federal sources for the purpose of supporting the City's Police and Fire programs.

War Memorial Fund – This fund is used for the maintenance of the World War I Monument located in Downtown Jacksonville, Texas.

Hotel/Motel Occupancy Fund – This fund is used to account for the receipt and expenditure of funds received by the City from the assessment of hotel and motel occupancy tax.

Capital Projects Funds are used to account for financial resources used for the acquisition or construction of capital assets.

Equipment Replacement Fund – The city established this fund for the purpose of making expenditures for major repairs or replacement of necessary vehicles and equipment.

CITY OF JACKSONVILLE, TEXAS

COMBINING BALANCE SHEET

NONMAJOR GOVERNMENTAL FUNDS

SEPTEMBER 30, 2023

	<u>Court Technology</u>	<u>Court Security</u>	<u>Court Child Safety</u>	<u>Public Safety</u>
ASSETS				
Cash and cash equivalents	\$ -	\$ 151,868	\$ 12,440	\$ 19,272
Receivables, net:				
Taxes	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total assets	<u>-</u>	<u>151,868</u>	<u>12,440</u>	<u>19,272</u>
LIABILITIES				
Accounts payable	-	-	-	-
Accrued liabilities	-	-	-	-
Customer deposits	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total liabilities	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
FUND BALANCES				
Restricted for:				
Municipal court	-	151,868	-	-
Public safety-police, fire & EMS	-	-	12,440	19,272
Tourism and convention	-	-	-	-
Assigned for:				
Capital projects	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total fund balances	<u>-</u>	<u>151,868</u>	<u>12,440</u>	<u>19,272</u>
Total liabilities and fund balances	\$ <u>-</u>	\$ <u>151,868</u>	\$ <u>12,440</u>	\$ <u>19,272</u>

War Memorial	Hotel/ Motel Occupancy	Equipment Replacement	Total Nonmajor Governmental Funds
\$ 10,394	\$ 1,152,481	\$ 1,281,676	\$ 2,628,131
-	56,223	-	56,223
<u>10,394</u>	<u>1,208,704</u>	<u>1,281,676</u>	<u>2,684,354</u>
-	15,159	-	15,159
-	4,295	-	4,295
-	100	-	100
<u>-</u>	<u>19,554</u>	<u>-</u>	<u>19,554</u>
-	-	-	151,868
-	-	-	31,712
10,394	1,189,150	-	1,199,544
-	-	1,281,676	1,281,676
<u>10,394</u>	<u>1,189,150</u>	<u>1,281,676</u>	<u>2,664,800</u>
\$ <u>10,394</u>	\$ <u>1,208,704</u>	\$ <u>1,281,676</u>	\$ <u>2,684,354</u>

CITY OF JACKSONVILLE, TEXAS

COMBINING STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES

NONMAJOR GOVERNMENTAL FUNDS

FOR THE YEAR ENDED SEPTEMBER 30, 2023

	<u>Court Technology</u>	<u>Court Security</u>	<u>Court Child Safety</u>	<u>Public Safety</u>
REVENUES				
Taxes:				
Hotel/Motel	\$ -	\$ -	\$ -	\$ -
Charges for services	-	-	-	-
Intergovernmental	-	-	-	582
Fines and forfeitures	9,662	11,679	368	-
Investment earnings	-	6,347	521	809
Miscellaneous revenue	-	-	-	-
Total revenues	<u>9,662</u>	<u>18,026</u>	<u>889</u>	<u>1,391</u>
EXPENDITURES				
Current:				
Public safety	-	-	-	-
Public works	-	-	-	-
Culture and recreation	-	-	-	-
Capital outlay	-	-	-	-
Debt service:				
Principal	13,286	-	-	-
Interest and other	855	-	-	-
Total expenditures	<u>14,141</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficiency) of revenue over expenditures	<u>(4,479)</u>	<u>18,026</u>	<u>889</u>	<u>1,391</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	4,479	-	-	-
Transfers out	-	(7,540)	-	-
Insurance proceeds	-	-	-	-
Total other financing sources (uses)	<u>4,479</u>	<u>(7,540)</u>	<u>-</u>	<u>-</u>
Net change in fund balances	<u>-</u>	<u>10,486</u>	<u>889</u>	<u>1,391</u>
Fund balance - beginning of year	<u>-</u>	<u>141,382</u>	<u>11,551</u>	<u>17,881</u>
Fund balance - end of year	<u>\$ -</u>	<u>\$ 151,868</u>	<u>\$ 12,440</u>	<u>\$ 19,272</u>

War Memorial	Hotel/ Motel Occupancy	Equipment Replacement	Total Nonmajor Governmental Funds
\$ -	\$ 341,487	\$ -	\$ 341,487
-	16,625	-	16,625
-	-	-	582
-	-	-	21,709
440	52,067	7,344	67,528
-	14,646	-	14,646
<u>440</u>	<u>424,825</u>	<u>7,344</u>	<u>462,577</u>
-	325	-	325
-	126	-	126
-	225,698	-	225,698
-	89,468	-	89,468
-	-	-	13,286
-	-	-	855
<u>-</u>	<u>315,617</u>	<u>-</u>	<u>329,758</u>
<u>440</u>	<u>109,208</u>	<u>7,344</u>	<u>132,819</u>
-	-	1,274,332	1,278,811
-	(210,052)	-	(217,592)
-	43,632	-	43,632
<u>-</u>	<u>(166,420)</u>	<u>1,274,332</u>	<u>1,104,851</u>
<u>440</u>	<u>(57,212)</u>	<u>1,281,676</u>	<u>1,237,670</u>
<u>9,954</u>	<u>1,246,362</u>	<u>-</u>	<u>1,427,130</u>
<u>\$ 10,394</u>	<u>\$ 1,189,150</u>	<u>\$ 1,281,676</u>	<u>\$ 2,664,800</u>

CITY OF JACKSONVILLE, TEXAS

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
DEBT SERVICE FUND - BUDGET AND ACTUAL

FOR THE YEAR ENDED SEPTEMBER 30, 2023

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
REVENUES				
Property taxes	\$ 1,566,063	\$ 1,566,063	\$ 1,531,932	\$ (34,131)
Investment earnings	8,310	36,523	42,991	6,468
Total revenues	<u>1,574,373</u>	<u>1,602,586</u>	<u>1,574,923</u>	<u>(27,663)</u>
EXPENDITURES				
Current:				
General government	-	450	225	225
Debt service:				
Principal	1,680,000	1,680,000	1,085,000	595,000
Interest and other charges	850,081	859,418	610,554	248,864
Total expenditures	<u>2,530,081</u>	<u>2,539,868</u>	<u>1,695,779</u>	<u>844,089</u>
Excess (deficiency) of revenues over expenditures	<u>(955,708)</u>	<u>(937,282)</u>	<u>(120,856)</u>	<u>816,426</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	1,040,609	1,040,609	165,949	(874,660)
Total other financing sources (uses)	<u>1,040,609</u>	<u>1,040,609</u>	<u>165,949</u>	<u>(874,660)</u>
Net change in fund balances	<u>84,901</u>	<u>103,327</u>	<u>45,093</u>	<u>(58,234)</u>
Fund balances - beginning of year	202,579	202,579	202,579	-
Fund balances - end of year	<u>\$ 287,480</u>	<u>\$ 305,906</u>	<u>\$ 247,672</u>	<u>\$ (58,234)</u>

CITY OF JACKSONVILLE, TEXAS

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
COURT TECHNOLOGY FUND - BUDGET AND ACTUAL

FOR THE YEAR ENDED SEPTEMBER 30, 2023

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
REVENUES				
Fines and forfeitures	\$ 9,057	\$ 9,057	\$ 9,662	\$ 605
Total revenues	<u>9,057</u>	<u>9,057</u>	<u>9,662</u>	<u>605</u>
EXPENDITURES				
Debt service:				
Principal	13,286	13,286	13,286	-
Interest	<u>855</u>	<u>855</u>	<u>855</u>	<u>-</u>
Total expenditures	<u>14,141</u>	<u>14,141</u>	<u>14,141</u>	<u>-</u>
Excess (deficiency) of revenues over expenditures	<u>(5,084)</u>	<u>(5,084)</u>	<u>(4,479)</u>	<u>605</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	<u>-</u>	5,084	4,479	(605)
Total other financing sources (uses)	<u>-</u>	<u>5,084</u>	<u>4,479</u>	<u>(605)</u>
Net change in fund balances	<u>(5,084)</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund balances - beginning of year	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund balances - end of year	<u>\$ (5,084)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

CITY OF JACKSONVILLE, TEXAS

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
COURT SECURITY FUND - BUDGET AND ACTUAL

FOR THE YEAR ENDED SEPTEMBER 30, 2023

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
REVENUES				
Fines and forfeitures	\$ 10,277	\$ 10,277	\$ 11,679	\$ 1,402
Investment earnings	1,747	4,456	6,347	1,891
Total revenues	<u>12,024</u>	<u>14,733</u>	<u>18,026</u>	<u>3,293</u>
EXPENDITURES				
Current:				
General government	-	52	-	52
Total expenditures	<u>-</u>	<u>52</u>	<u>-</u>	<u>52</u>
Excess (deficiency) of revenues over expenditures	<u>12,024</u>	<u>14,681</u>	<u>18,026</u>	<u>3,241</u>
OTHER FINANCING SOURCES (USES)				
Transfers out	(7,540)	(7,540)	(7,540)	-
Total other financing sources (uses)	<u>(7,540)</u>	<u>(7,540)</u>	<u>(7,540)</u>	<u>-</u>
Net change in fund balances	<u>4,484</u>	<u>7,141</u>	<u>10,486</u>	<u>3,241</u>
Fund balances - beginning of year	141,382	141,382	141,382	-
Fund balances - end of year	\$ <u>145,866</u>	\$ <u>148,523</u>	\$ <u>151,868</u>	\$ <u>3,241</u>

CITY OF JACKSONVILLE, TEXAS

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
COURT CHILD SAFETY FUND - BUDGET AND ACTUAL

FOR THE YEAR ENDED SEPTEMBER 30, 2023

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
REVENUES				
Fines and forfeitures	\$ 959	\$ 441	\$ 368	\$ (73)
Investment earnings	116	367	521	154
Total revenues	<u>1,075</u>	<u>808</u>	<u>889</u>	<u>81</u>
EXPENDITURES				
Current:				
General government	-	4	-	4
Total expenditures	<u>-</u>	<u>4</u>	<u>-</u>	<u>4</u>
Net change in fund balances	<u>1,075</u>	<u>804</u>	<u>889</u>	<u>77</u>
Fund balances - beginning of year	11,551	11,551	11,551	-
Fund balances - end of year	<u>\$ 12,626</u>	<u>\$ 12,355</u>	<u>\$ 12,440</u>	<u>\$ 77</u>

CITY OF JACKSONVILLE, TEXAS

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
WAR MEMORIAL FUND - BUDGET AND ACTUAL

FOR THE YEAR ENDED SEPTEMBER 30, 2023

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
REVENUES				
Investment earnings	\$ 112	\$ 311	\$ 440	\$ 129
Total revenues	<u>112</u>	<u>311</u>	<u>440</u>	<u>129</u>
EXPENDITURES				
Current:				
Culture and recreation	<u>1,500</u>	<u>1,504</u>	<u>-</u>	<u>1,504</u>
Total expenditures	<u>1,500</u>	<u>1,504</u>	<u>-</u>	<u>1,504</u>
Net change in fund balances	<u>(1,388)</u>	<u>(1,193)</u>	<u>440</u>	<u>1,633</u>
Fund balances - beginning of year	<u>9,954</u>	<u>9,954</u>	<u>9,954</u>	<u>-</u>
Fund balances - end of year	<u>\$ 8,566</u>	<u>\$ 8,761</u>	<u>\$ 10,394</u>	<u>\$ 1,633</u>

CITY OF JACKSONVILLE, TEXAS

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
HOTEL/MOTEL OCCUPANCY FUND - BUDGET AND ACTUAL

FOR THE YEAR ENDED SEPTEMBER 30, 2023

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
REVENUES				
Hotel/motel taxes	\$ 320,000	\$ 330,615	\$ 341,487	\$ 10,872
Charges for services	24,000	11,831	16,625	4,794
Investment earnings	8,570	43,725	52,067	8,342
Miscellaneous	-	290	14,646	14,356
Total revenues	<u>352,570</u>	<u>386,461</u>	<u>424,825</u>	<u>38,364</u>
EXPENDITURES				
Current:				
Public safety	5,372	325	325	-
Public works	5,765	126	126	-
Culture and recreation	203,326	253,372	225,698	27,674
Capital outlay	<u>420,314</u>	<u>420,314</u>	<u>89,468</u>	<u>330,846</u>
Total expenditures	<u>634,777</u>	<u>674,137</u>	<u>315,617</u>	<u>358,520</u>
Excess (deficiency) of revenues over expenditures	<u>(282,207)</u>	<u>(287,676)</u>	<u>109,208</u>	<u>396,884</u>
OTHER FINANCING SOURCES (USES)				
Transfers out	(210,052)	(210,052)	(210,052)	-
Insurance proceeds	-	18,111	43,632	25,521
Total other financing sources (uses)	<u>(210,052)</u>	<u>(191,941)</u>	<u>(166,420)</u>	<u>25,521</u>
Net change in fund balances	<u>(492,259)</u>	<u>(479,617)</u>	<u>(57,212)</u>	<u>422,405</u>
Fund balances - beginning of year	<u>1,246,362</u>	<u>1,246,362</u>	<u>1,246,362</u>	<u>-</u>
Fund balances - end of year	<u>\$ 754,103</u>	<u>\$ 766,745</u>	<u>\$1,189,150</u>	<u>\$ 422,405</u>

STATISTICAL SECTION (Unaudited)

This part of the City of Jacksonville, Texas' annual comprehensive financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the government's overall financial health.

Contents	Page Number
Financial Trends	74
These schedules contain trend information to help the reader understand how the City's financial performance and well-being have changed over time.	
Revenue Capacity	82
These schedules contain trend information to help the reader assess factors affecting the City's ability to generate its property and sales taxes.	
Debt Capacity	88
These schedules present information to help the reader assess the affordability of the City's current levels of outstanding debt and the City's ability to issue additional debt in the future.	
Demographic and Economic Information	93
These schedules offer demographic and economic indicators to help the reader understand the environment within which the City's financial activities take place.	
Operating Information	95
These schedules contain service and infrastructure data to help the reader understand how the information in the City's financial report relates to the services the City provides and the activities it performs.	
Sources:	Unless otherwise noted, the information in these schedules is derived from the annual comprehensive financial reports for the relevant year

CITY OF JACKSONVILLE, TEXAS

NET POSITION BY COMPONENT

LAST TEN FISCAL YEARS

(Accrual Basis of Accounting)
(Amounts Expressed in Thousands)

	Fiscal Year			
	2014	2015	2016	2017
Governmental Activities				
Net investment in capital assets	\$ 14,390	\$ 14,872	\$ 16,198	\$ 18,152
Restricted	1,719	1,921	1,904	1,775
Unrestricted	<u>4,449</u>	<u>2,936</u>	<u>1,007</u>	<u>40</u>
Total governmental activities net position	<u>\$ 20,558</u>	<u>\$ 19,729</u>	<u>\$ 19,109</u>	<u>\$ 19,967</u>
Business-type Activities				
Net investment in capital assets	\$ 20,740	\$ 20,289	\$ 20,119	\$ 19,994
Unrestricted	<u>5,009</u>	<u>4,779</u>	<u>5,448</u>	<u>5,042</u>
Total business-type activities net position	<u>\$ 25,749</u>	<u>\$ 25,068</u>	<u>\$ 25,567</u>	<u>\$ 25,036</u>
Primary Government				
Net investment in capital assets	\$ 35,130	\$ 35,161	\$ 36,317	\$ 38,146
Restricted	1,719	1,921	1,904	1,775
Unrestricted	<u>9,458</u>	<u>7,715</u>	<u>6,456</u>	<u>5,082</u>
Total primary government net position	<u>\$ 46,307</u>	<u>\$ 44,797</u>	<u>\$ 44,677</u>	<u>\$ 45,003</u>

TABLE 1

Fiscal Year					
2018	2019	2020	2021	2022	2023
\$ 18,629 1,539 <u>(1,960)</u>	\$ 21,652 1,307 <u>2,083</u>	\$ 22,109 776 <u>(783)</u>	\$ 21,788 1,434 <u>478</u>	\$ 23,738 2,000 <u>2,426</u>	\$ 25,629 2,078 <u>4,277</u>
<u>\$ 18,208</u>	<u>\$ 25,042</u>	<u>\$ 22,102</u>	<u>\$ 23,700</u>	<u>\$ 28,164</u>	<u>\$ 31,984</u>
\$ 20,481 5,310 <u></u>	\$ 18,493 4,606 <u></u>	\$ 18,900 4,058 <u></u>	\$ 19,052 3,777 <u></u>	\$ 18,666 2,845 <u></u>	\$ 18,838 2,363 <u></u>
<u>\$ 25,791</u>	<u>\$ 23,099</u>	<u>\$ 22,958</u>	<u>\$ 22,829</u>	<u>\$ 21,511</u>	<u>\$ 21,201</u>
\$ 39,110 1,539 <u>3,350</u>	\$ 40,145 1,307 <u>2,523</u>	\$ 41,009 776 <u>3,275</u>	\$ 40,840 1,434 <u>4,255</u>	\$ 42,404 2,000 <u>5,270</u>	\$ 44,467 2,078 <u>6,639</u>
<u>\$ 43,999</u>	<u>\$ 43,975</u>	<u>\$ 45,060</u>	<u>\$ 46,529</u>	<u>\$ 49,674</u>	<u>\$ 53,184</u>

CITY OF JACKSONVILLE, TEXAS

EXPENSES, PROGRAM REVENUES AND NET (EXPENSE) REVENUE

LAST TEN FISCAL YEARS

(Accrual Basis of Accounting)
(Amounts Expressed in Thousands)

	Fiscal Year			
	2014	2015	2016	2017
Expenses				
Governmental Activities				
General government	\$ 1,828	\$ 2,020	\$ 1,585	\$ 1,539
Public safety	5,602	5,609	7,198	5,172
Public works	1,331	1,196	1,219	1,405
Culture and recreation	664	760	1,229	1,264
Economic development	88	84	115	92
Interest and other	257	234	284	196
Total governmental activities expenses	<u>9,770</u>	<u>9,903</u>	<u>11,630</u>	<u>9,668</u>
Business-type Activities				
Water and wastewater	<u>3,011</u>	<u>2,920</u>	<u>3,069</u>	<u>3,358</u>
Total business-type activities expenses	<u>3,011</u>	<u>2,920</u>	<u>3,069</u>	<u>3,358</u>
Total primary government expenses	<u>\$ 12,781</u>	<u>\$ 12,823</u>	<u>\$ 14,699</u>	<u>\$ 13,026</u>
Program Revenues				
Governmental Activities				
Charges for services	\$ 1,313	\$ 1,139	\$ 1,471	\$ 1,893
Operating grants and contributions	20	217	326	313
Capital grants and contributions	187	14	511	-
Total governmental activities program revenues	<u>1,520</u>	<u>1,370</u>	<u>2,308</u>	<u>2,206</u>
Business-type Activities				
Charges for services				
Water and wastewater	4,343	4,380	4,665	4,766
Operating grants and contributions	-	-	-	-
Capital grants and contributions	<u>12</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total business-type activities program revenues	<u>4,355</u>	<u>4,380</u>	<u>4,665</u>	<u>4,766</u>
Total primary government program revenues	<u>\$ 5,875</u>	<u>\$ 5,750</u>	<u>\$ 6,973</u>	<u>\$ 6,972</u>
Net (Expense)/Revenue				
Governmental Activities	\$ (8,250)	\$ (8,533)	\$ (9,322)	\$ (7,462)
Business-type Activities	<u>1,344</u>	<u>1,460</u>	<u>1,596</u>	<u>1,408</u>
Total primary government net expense	<u>\$ (6,906)</u>	<u>\$ (7,073)</u>	<u>\$ (7,726)</u>	<u>\$ (6,054)</u>

TABLE 2

Fiscal Year					
2018	2019	2020	2021	2022	2023
\$ 1,653	\$ 1,829	\$ 2,333	\$ 2,200	\$ 2,421	\$ 2,727
6,065	6,273	6,725	6,492	6,329	8,377
1,320	2,958	2,000	2,768	2,330	2,366
1,318	1,277	1,748	1,478	1,547	1,917
284	222	-	-	-	-
193	119	551	494	622	588
10,833	12,678	13,357	13,432	13,249	15,975
3,737	4,867	4,206	4,441	5,805	7,074
3,737	4,867	4,206	4,441	5,805	7,074
\$ 14,570	\$ 17,545	\$ 17,563	\$ 17,873	\$ 19,054	\$ 23,049
\$ 1,638	\$ 3,210	\$ 3,337	\$ 2,784	\$ 2,879	\$ 3,938
207	406	963	321	2,041	826
-	16	1	-	-	241
1,845	3,632	4,301	3,105	4,920	5,005
5,573	5,134	5,644	5,984	6,089	6,956
-	-	-	-	-	1,079
-	262	-	-	-	-
5,573	5,396	5,644	5,984	6,089	8,035
\$ 7,418	\$ 9,028	\$ 9,945	\$ 9,089	\$ 11,009	\$ 13,040
\$ (8,988)	\$ (9,046)	\$ (9,056)	\$ (10,327)	\$ (8,329)	\$ (10,970)
1,836	529	1,438	1,543	284	961
\$ (7,152)	\$ (8,517)	\$ (7,618)	\$ (8,784)	\$ (8,045)	\$ (10,009)

CITY OF JACKSONVILLE, TEXAS

GENERAL REVENUES AND TOTAL CHANGE IN NET POSITION

LAST TEN FISCAL YEARS

(Accrual Basis of Accounting)
(Amounts Expressed in Thousands)

	Fiscal Year			
	2014	2015	2016	2017
Net (Expense) / Revenue				
Governmental Activities	\$ (8,250)	\$ (8,533)	\$ (9,322)	\$ (7,462)
Business-type Activities	<u>1,344</u>	<u>1,460</u>	<u>1,596</u>	<u>1,408</u>
Total primary government net revenue (expense)	<u>(6,906)</u>	<u>(7,073)</u>	<u>(7,726)</u>	<u>(6,054)</u>
General Revenues and Other Changes in Net Position				
Governmental Activities				
Taxes	6,627	6,857	6,987	7,007
Investment income	16	17	30	52
Transfers	1,898	2,140	1,648	2,189
Gain on sale of assets	-	-	-	-
Other	<u>310</u>	<u>272</u>	<u>37</u>	<u>71</u>
Total governmental activities	<u>8,851</u>	<u>9,286</u>	<u>8,702</u>	<u>9,319</u>
Business-type Activities				
Investment income	16	17	25	49
Transfers	(1,898)	(2,140)	(1,648)	2,189
Other	<u>(33)</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total business-type activities	<u>(1,915)</u>	<u>(2,123)</u>	<u>(1,623)</u>	<u>2,238</u>
Total primary government	<u>\$ 6,936</u>	<u>\$ 7,163</u>	<u>\$ 7,079</u>	<u>\$ 11,557</u>
Change in net position				
Governmental Activities	\$ 601	\$ 753	\$ (620)	\$ 1,857
Business-type Activities	<u>(571)</u>	<u>(663)</u>	<u>(27)</u>	<u>3,646</u>
Total primary government	<u>\$ 30</u>	<u>\$ 90</u>	<u>\$ (647)</u>	<u>\$ 5,503</u>

TABLE 3

Fiscal Year					
2018	2019	2020	2021	2022	2023
\$ (8,988) 1,836	\$ (9,046) 529	\$ (9,056) 1,438	\$ (10,327) 1,543	\$ (8,329) 284	\$ (10,970) 961
(7,152)	(8,517)	(7,618)	(8,784)	(8,045)	(10,009)
7,384	7,860	8,376	9,728	10,472	11,208
80	82	115	137	76	774
1,092	3,379	1,653	1,717	1,632	1,608
-	-	-	-	349	1,143
89	160	139	183	264	58
8,645	11,481	10,283	11,765	12,793	14,791
79	158	73	46	30	336
(1,092)	3,379	(1,653)	(1,717)	(1,632)	(1,608)
-	-	-	-	-	-
(1,013)	3,537	(1,580)	(1,671)	(1,602)	(1,272)
\$ 7,632	\$ 15,018	\$ 8,703	\$ 10,094	\$ 11,191	\$ 13,519
\$ (343) 823	\$ 2,435 4,066	\$ 1,227 (142)	\$ 1,438 (128)	\$ 4,464 (1,318)	\$ 3,821 (311)
\$ 480	\$ 6,501	\$ 1,085	\$ 1,310	\$ 3,146	\$ 3,510

TABLE 4

CITY OF JACKSONVILLE, TEXAS

FUND BALANCES OF GOVERNMENTAL FUNDS

LAST TEN FISCAL YEARS

(Modified Accrual Basis of Accounting)
(Amounts Expressed in Thousands)

	Fiscal Year				
	2014	2015	2016	2017	2018
General fund					
Nonspendable	\$ 96	\$ 87	\$ 29	\$ 1	\$ 1
Assigned	8	3	1,095	742	138
Unassigned	<u>2,882</u>	<u>3,167</u>	<u>1,941</u>	<u>1,764</u>	<u>1,675</u>
Total general fund	<u>\$ 2,986</u>	<u>\$ 3,257</u>	<u>\$ 3,065</u>	<u>\$ 2,507</u>	<u>\$ 1,814</u>
All other governmental funds					
Restricted	\$ 1,720	\$ 1,921	\$ 2,385	\$ 1,752	\$ 1,716
Committed	39	39	-	-	-
Assigned	<u>254</u>	<u>118</u>	<u>-</u>	<u>-</u>	<u>(1)</u>
Total all other governmental funds	<u>\$ 2,013</u>	<u>\$ 2,078</u>	<u>\$ 2,385</u>	<u>\$ 1,752</u>	<u>\$ 1,715</u>
	Fiscal Year				
	2019	2020	2021	2022	2023
General fund					
Nonspendable	\$ 1	\$ 2	\$ 37	\$ 1	\$ 2
Restricted	-	-	51	105	63
Unassigned	<u>1,910</u>	<u>2,919</u>	<u>3,784</u>	<u>4,486</u>	<u>4,614</u>
Total general fund	<u>\$ 1,911</u>	<u>\$ 2,921</u>	<u>\$ 3,872</u>	<u>\$ 4,592</u>	<u>\$ 4,679</u>
All other governmental funds					
Restricted	\$ 1,321	\$ 10,067	\$ 1,389	\$ 6,554	\$ 6,842
Assigned	-	-	-	-	1,282
Committed	<u>-</u>	<u>-</u>	<u>1,150</u>	<u>1,332</u>	<u>1,362</u>
Total all other governmental funds	<u>\$ 1,321</u>	<u>\$ 10,067</u>	<u>\$ 2,539</u>	<u>\$ 7,886</u>	<u>\$ 9,486</u>

CITY OF JACKSONVILLE, TEXAS

CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS

LAST TEN FISCAL YEARS

(Modified Accrual Basis of Accounting)
(Amounts Expressed in Thousands)

	Fiscal Year			
	2014	2015	2016	2017
Revenues				
Taxes				
Property	\$ 3,465	\$ 3,572	\$ 3,752	\$ 3,776
Sales	2,384	2,495	2,290	2,189
Other	783	772	1,039	1,040
Charges for services	935	1,055	1,223	1,307
Intergovernmental	208	231	325	313
Fines and forfeitures	162	145	282	438
Licenses and permits	50	45	37	35
Contributions and donations	-	-	-	-
Investment earnings	16	17	30	52
Miscellaneous	304	279	38	72
Total revenues	<u>8,307</u>	<u>8,611</u>	<u>9,016</u>	<u>9,222</u>
Expenditures				
General government	1,792	2,086	1,500	1,473
Public safety	5,246	5,365	5,588	5,593
Public works	906	768	798	1,050
Culture and recreation	484	471	1,008	1,036
Economic development	88	84	115	116
Capital outlay	655	717	2,140	1,788
Debt service				
Principal	875	983	1,057	1,199
Interest and other	264	242	292	196
Total expenditures	<u>10,310</u>	<u>10,716</u>	<u>12,498</u>	<u>12,451</u>
Excess (deficiency) of revenues over expenditures	<u>(2,003)</u>	<u>(2,105)</u>	<u>(3,482)</u>	<u>(3,229)</u>
Other Financing Sources (Uses)				
Issuance of long-term debt	85	300	4,230	-
Premium on issuance of debt	-	-	-	-
Issuance of leases	-	-	-	-
Operating transfers in	1,961	2,431	1,744	3,020
Operating transfers out	(62)	(291)	(95)	(1,063)
Payment to escrow agent	-	-	(2,280)	-
Insurance proceeds	-	-	-	-
Sale of capital assets	-	-	-	81
Total other financing sources (uses)	<u>1,984</u>	<u>2,440</u>	<u>3,599</u>	<u>2,038</u>
Net change in fund balances	<u>\$ (19)</u>	<u>\$ 335</u>	<u>\$ 117</u>	<u>\$ (1,191)</u>
Debt Service as a Percentage of Noncapital Expenditures	11.8%	12.3%	13.0%	13.1%

TABLE 5

Fiscal Year					
2018	2019	2020	2021	2022	2023
\$ 4,041	\$ 4,246	\$ 4,723	\$ 5,260	\$ 5,431	\$ 6,173
2,289	2,466	2,588	2,870	3,418	3,259
1,094	1,101	1,049	1,575	1,649	1,695
1,314	2,746	2,744	2,468	2,526	2,565
207	422	286	908	1,623	1,291
280	486	448	731	298	519
49	38	36	48	39	69
-	-	-	54	147	85
80	82	115	137	76	774
89	160	139	166	83	58
<u>9,443</u>	<u>11,747</u>	<u>12,128</u>	<u>14,217</u>	<u>15,290</u>	<u>16,488</u>
1,464	1,667	2,173	2,206	2,380	2,474
5,600	6,187	5,964	6,364	6,520	7,523
806	2,342	1,473	2,234	1,786	1,748
1,109	987	1,435	1,237	1,498	1,758
284	222	-	-	-	-
354	2,781	2,262	9,837	4,011	1,637
1,202	1,403	1,477	1,552	1,759	2,082
163	141	377	683	664	658
<u>10,982</u>	<u>15,730</u>	<u>15,161</u>	<u>24,113</u>	<u>18,618</u>	<u>17,880</u>
<u>(1,539)</u>	<u>(3,983)</u>	<u>(3,033)</u>	<u>(9,896)</u>	<u>(3,328)</u>	<u>(1,392)</u>
-	1,392	9,604	575	6,360	-
-	-	1,354	-	166	-
-	-	-	-	-	4
1,939	2,986	11,502	2,703	7,283	4,673
(1,192)	(989)	(9,849)	(987)	(5,651)	(3,121)
-	-	-	-	-	-
-	-	-	16	181	111
<u>62</u>	<u>293</u>	<u>180</u>	<u>1,013</u>	<u>1,055</u>	<u>1,413</u>
<u>809</u>	<u>3,682</u>	<u>12,791</u>	<u>3,320</u>	<u>9,394</u>	<u>3,080</u>
\$ <u>(730)</u>	\$ <u>(301)</u>	\$ <u>9,758</u>	\$ <u>(6,576)</u>	\$ <u>6,066</u>	\$ <u>1,688</u>
12.8%	12.2%	12.2%	15.7%	16.6%	16.6%

TABLE 6

CITY OF JACKSONVILLE, TEXAS

TAX REVENUES BY SOURCE, GOVERNMENTAL FUNDS

LAST TEN FISCAL YEARS

(Modified Accrual Basis of Accounting)
(Amounts Expressed in Thousands)

Fiscal Years	Property Tax	Sales & Use Tax	Occupancy Tax	Franchise Tax	Mixed Beverage Tax	Total
2014	\$ 3,465	\$ 2,158	\$ 207	\$ 946	\$ 19	\$ 6,795
2015	3,572	2,251	227	\$ 980	16	7,046
2016	3,752	2,290	199	1,043	15	7,299
2017	3,776	2,189	198	1,039	15	7,217
2018	4,033	2,289	210	1,134	17	7,683
2019	4,246	2,466	211	1,167	18	8,108
2020	4,723	2,588	194	1,158	14	8,677
2021	5,260	2,869	293	1,265	17	9,704
2022	5,431	3,418	321	1,311	17	10,948
2023	6,173	3,258	286	1,330	24	11,071
Percent Change 2014-2023	78.2%	51.0%	38.1%	40.6%	25.2%	62.9%

TABLE 7**CITY OF JACKSONVILLE, TEXAS****ASSESSED VALUE AND ESTIMATED VALUE OF TAXABLE PROPERTY****LAST TEN FISCAL YEARS**

(Amounts Expressed in Thousands)

<u>Fiscal Years</u>	<u>Assessed Value</u>	<u>Less: Tax Exempt Real Property</u>	<u>Total Taxable Assessed Value</u>	<u>Total Direct Tax Rate</u>	<u>Estimated Actual Taxable Value</u>	<u>Value as a Percentage of Actual Value</u>
2014	\$ 574,817	\$ 12,536	\$ 562,281	\$ 1	\$ 562,281	100%
2015	566,447	11,740	554,707	0.65960	554,707	100%
2016	585,157	12,597	572,560	0.65960	572,560	100%
2017	595,791	13,065	582,726	0.65960	582,726	100%
2018	617,394	12,604	604,790	0.65960	604,790	100%
2019	643,495	12,514	630,981	0.69000	630,981	100%
2020	720,897	17,686	703,211	0.69000	703,211	100%
2021	812,621	29,561	783,060	0.69000	783,060	100%
2022	834,197	34,621	799,576	0.68995	799,576	100%
2023	1,019,851	74,005	945,846	0.68065	945,846	100%

Source: Cherokee County Appraisal District

TABLE 8

CITY OF JACKSONVILLE, TEXAS

DIRECT AND OVERLAPPING PROPERTY TAX RATES

LAST TEN FISCAL YEARS

Fiscal Years	City of Jacksonville Direct Tax Rate			Overlapping Tax Rates		Total Direct & Overlapping Rates
	General Government	Debt Service	Total	Jacksonville ISD	Cherokee County	
2014	0.42660	0.20100	0.62760	\$ 1	0.59000	2.53760
2015	0.45860	0.20100	0.65960	1.39500	0.59000	2.64460
2016	0.45860	0.20100	0.65960	1.39500	0.59000	2.64460
2017	0.47860	0.18100	0.65960	1.39500	0.59500	2.64960
2018	0.48430	0.17530	0.65960	1.46500	0.59500	2.71960
2019	0.52200	0.16800	0.69000	1.46500	0.59500	2.75000
2020	0.53860	0.15140	0.69000	1.39500	0.59500	2.68000
2021	0.50000	0.19000	0.69000	1.36850	0.58286	2.64136
2022	0.52702	0.16293	0.68995	1.31840	0.58000	2.58835
2023	0.51018	0.17047	0.68065	1.24960	0.52000	2.45025

Source: Cherokee County Appraisal District

TABLE 9

CITY OF JACKSONVILLE, TEXAS

PRINCIPAL PROPERTY TAXPAYERS

CURRENT AND NINE YEARS AGO

Taxpayer	2023			2013		
	Assessed Value	Rank	Percentage of Total City Assessed Value	Assessed Value	Rank	Percentage of Total City Assessed Value
Allegiance HealthCare Corp	\$ 39,602,900	1	4.19%			
Jacksonville Hospital LLC	24,182,510	2	2.56%			
Oncor Electric Delivery Co LLC	16,758,630	3	1.77%	\$ 9,143,810	4	1.63%
Wal-Mart Real Est Business Trust	11,618,260	4	1.23%	12,220,350	3	2.17%
Bealls Inc	11,161,920	5	1.18%			
Zyklux Heat Transfer Inc.	9,238,760	6	0.98%			
TEKNOR Color Co	8,532,734	7	0.90%	4,493,254	5	0.80%
Plastics Holding Inc	8,391,370	8	0.89%			
SuddenLink Communications	6,936,070	9	0.73%			
Burke's DC TX LLC	5,347,990	10	0.57%			
Specialty Retailers TX LP				25,863,180	1	4.60%
Cardinal Health Solutions				25,665,010	2	4.56%
Builders Best Inc.				3,526,870	6	0.63%
East Texas Jackson Realty				2,933,820	7	0.52%
Panel Processing of Texas Inc.				2,866,000	8	0.51%
Western Pulp Products Co.				2,851,930	9	0.51%
Murdock Larry & Ellen				2,771,950	10	0.49%
All Other	<u>804,074,716</u>		<u>85.00%</u>	<u>469,944,908</u>		<u>83.58%</u>
Total	<u>\$ 945,845,860</u>		<u>100.00%</u>	<u>\$ 562,281,082</u>		<u>100.00%</u>

Source: Cherokee County Appraisal District

TABLE 10

CITY OF JACKSONVILLE, TEXAS

PROPERTY TAX LEVIES AND COLLECTIONS

LAST TEN FISCAL YEARS
(Amounts Expressed in Thousands)

Fiscal Years	Taxes Levied for the Fiscal Year	Collected Within Year of the Levy		Total Collections to Date		
		Current Year Amount	Percentage of Levy	Delinquent Collections in Subsequent Years	Combined Amount	Percentage of Levy
2014	3,424	3,346	97.74%	27	3,373	98.53%
2015	3,540	3,449	97.43%	34	3,483	98.39%
2016	3,777	3,563	94.34%	40	3,603	95.40%
2017	3,844	3,615	94.04%	62	3,677	95.66%
2018	3,864	3,829	99.09%	35	3,864	100.00%
2019	4,197	4,134	98.50%	54	4,188	99.79%
2020	4,692	4,532	96.59%	52	4,584	97.71%
2021	5,182	5,100	98.42%	94	5,194	100.24%
2022	5,235	5,188	99.11%	58	5,246	100.22%
2023	6,182	5,992	96.93%	-	5,992	96.93%

Source: Cherokee County Appraisal District

CITY OF JACKSONVILLE, TEXAS

RATIOS OF OUTSTANDING DEBT BY TYPE

LAST TEN FISCAL YEARS
(Amounts Expressed in Thousands)

Fiscal Years	Governmental Activities				
	General Obligation Bonds	Certificates of Obligation	Financed Purchases	Leases	Notes Payable
2014	\$ 8,595	\$ -	\$ 87	\$ -	\$ -
2015	7,700	-	299	-	-
2016	6,952	1,900	192	-	-
2017	5,966	1,790	82	-	-
2018	4,954	1,675	-	-	-
2019	3,928	1,555	1,129	-	-
2020	2,876	11,434	1,366	-	409
2021	2,165	9,960	1,028	60	575
2022	1,465	14,445	680	45	1,755
2023	747	15,528	450	38	865
Fiscal Years	Business-type Activities				
	Certificates of Obligation	Financed Purchases	Total Primary Government	Percentage of Personal Income	Per Capita
2014	\$ -	\$ -	\$ 8,682	1.98%	586
2015	-	249	8,248	1.73%	554
2016	-	-	9,044	1.87%	605
2017	-	-	7,838	1.58%	527
2018	-	-	6,629	1.31%	440
2019	5,727	291	12,629	2.42%	834
2020	5,424	383	21,892	4.09%	1,442
2021	5,109	508	19,405	3.39%	1,294
2022	10,703	361	29,454	4.45%	1,931
2023	10,108	210	26,629	4.36%	1,892

Source: Prior years' financial statements.

CITY OF JACKSONVILLE, TEXAS

RATIOS OF GENERAL BONDED DEBT OUTSTANDING

LAST TEN FISCAL YEARS
(Amounts Expressed in Thousands)

Fiscal Years	General Obligation Debt Payable from Ad Valorem Taxes			Percentage of Actual Taxable Value of Property	Per Capita
	Total General Obligation Debt	Less: Amount Available in Debt Service	Total		
2014	\$ 8,595	\$ 1,037	\$ 7,558	1.34%	510
2015	7,700	882	6,818	1.23%	458
2016	8,852	1,022	7,830	1.37%	524
2017	7,756	859	6,897	1.18%	463
2018	6,629	457	6,172	1.02%	410
2019	5,483	230	5,253	0.83%	347
2020	19,734	15	19,719	2.80%	1,299
2021	18,539	26	18,513	2.36%	1,234
2022	15,910	21	15,889	1.99%	1,042
2023	16,275	85	16,190	1.71%	1,150

Source: Prior years' financial statements.

TABLE 13

CITY OF JACKSONVILLE, TEXAS

DIRECT AND OVERLAPPING

GOVERNMENTAL ACTIVITIES DEBT

Governmental Unit	Debt Outstanding	Estimated Percentage Applicable	Estimated Share of Direct and Overlapping Debt
Debt Repaid with Property Taxes			
Jacksonville ISD	\$ 67,990,000	48.65%	\$ 33,077,135
Cherokee County	-	23.43%	-
Subtotal, Overlapping Debt			33,077,135
City of Jacksonville Direct Debt	17,627,736	100%	<u>17,627,736</u> ⁽¹⁾
Total Direct and Overlapping Debt			<u>\$ 50,704,871</u>
Average Debt Per Capita			\$ 3,603

Source: The Municipal Advisory of Texas (Texas MAC)

Note: Overlapping governments are those that coincide, at least in part, with geographic boundaries of the City. This schedule estimates the portion of the outstanding debt of those overlapping governments that is borne by the property taxpayers of the City of Jacksonville. This process recognizes that, when considering the government's ability to issue and repay long-term debt, the entire debt burden borne by the property taxpayers should be taken into account. However, this does not imply that every taxpayer is a resident, and therefore responsible for repaying the debt, of each overlapping government.

¹Gross Debt. Please note that some debt may be supported by other revenues and thus be considered self-supporting debt. Using gross debt may overstate the actual amount of debt supported by ad valorem taxes.

CITY OF JACKSONVILLE, TEXAS

LEGAL DEBT MARGIN INFORMATION

LAST TEN FISCAL YEARS
(Amounts Expressed in Thousands)

	Fiscal Year				
	2014	2015	2016	2017	2018
Total Taxable Assessed Value	\$ 562,281	\$ 554,707	\$ 572,560	\$ 582,726	\$ 604,791
Annual payment	1,134	1,132	1,142	1,276	1,277
Debt limit	56,228	55,471	\$ 57,256	58,273	60,479
Total net debt applicable to limit	7,745	6,724	7,817	6,756	5,867
Legal debt margin	48,483	48,747	49,439	51,517	54,612

	Fiscal Year				
	2019	2020	2021	2022	2023
Total Taxable Assessed Value	\$ 630,981	\$ 703,211	\$ 783,060	\$ 799,576	\$ 945,846
Annual payment	1,276	1,279	1,428	1,240	1,536
Debt limit	63,098	70,321	78,306	79,958	94,585
Total net debt applicable to limit	4,919	19,398	18,384	15,707	15,077
Legal debt margin	58,179	50,923	59,922	64,251	79,508

Legal Debt Margin Calculation for the Current Fiscal Year

Assessed value	\$ 1,019,851
Exempt real property	(74,005)
	<u>945,846</u>
Debt Limit (10% of assessed value)	<u>94,585</u>
Debt applicable to limit	
General Obligation Bonds	14,960
Less: Amount set aside for repayment of general obligation debt	203
Total net debt applicable to limit	<u>14,757</u>
Legal debt margin	<u>\$ 79,828</u>

Note:

The Constitution of Texas in Article 11, section 5, limits the maximum amount that a home rule city can tax to \$2.50 per \$100 of valuation.

The Attorney General of Texas has created a rule for the guidance of home rule cities which states that bonds outstanding under this constitutional provision shall be on the basis of no greater than \$1.50 per \$100 of assessed valuation.

Calculations are based on a 20-year payment term and at an annual interest rate of 4%.

CITY OF JACKSONVILLE, TEXAS

PLEDGED-REVENUE COVERAGE

LAST TEN FISCAL YEARS

(Amounts Expressed in Thousands)

Fiscal Years	Water and Sewer Revenue Bonds					
	Utility Service Charges	Less Operating Expenses*	Net Available Revenue	Debt Service		Coverage
				Principal	Interest	
2014	4,343	2,474	1,869	-	-	N/A
2015	4,380	2,398	1,982	-	-	N/A
2016	4,665	2,543	2,122	-	-	N/A
2017	4,766	2,816	1,950	-	-	N/A
2018	5,573	3,204	2,369	-	-	N/A
2019	5,134	4,168	966	358	271	1.54
2020	5,644	3,157	2,487	303	182	5.13
2021	5,984	3,619	2,365	315	173	4.85
2022	6,089	4,744	1,345	325	165	2.75
2023	6,956	6,026	930	595	249	2.69

*Total operating expense excluding depreciation

*Refer to Table 11 for total business-type debt

Source: Prior years' financial statements.

TABLE 16

CITY OF JACKSONVILLE, TEXAS

DEMOGRAPHIC AND ECONOMIC STATISTICS

LAST TEN FISCAL YEARS

	Fiscal Year				
	2014	2015	2016	2107	2018
Population	14,825	14,884	14,955	14,884	15,064
Personal income (000s)	\$ 438,605	\$ 477,672	\$ 484,272	\$ 495,786	\$ 505,156
Per capita personal income	\$ 29,585	\$ 32,093	\$ 32,381	\$ 33,310	\$ 33,534
Median age	37.5	37.6	37.7	31.4	29.1
Education level in years of schooling					
Percentage with high school diploma or greater	72.8%	71.2%	71.4%	70.9%	71.4%
School enrollment	4,756	4,806	4,809	4,981	4,897
Unemployment rate	5.8%	5.1%	5.3%	4.1%	4.0%
	Fiscal Year				
	2019	2020	2021	2022	2023
Population	15,138	15,181	15,000	15,255	14,074
Personal income (000s)	\$ 521,777	\$ 535,054	\$ 572,850	\$ 661,701	\$ 610,769
Per capita personal income	\$ 34,468	\$ 35,245	\$ 38,190	\$ 43,376	\$ 43,397
Median age	31.6	33.0	31.0	38.8	30.8
Education level in years of schooling					
Percentage with high school diploma or greater	70.9%	66.8%	66.8%	52.5%	42.3%
School enrollment	4,855	4,720	4,750	4,750	4,795
Unemployment rate	3.6%	9.4%	5.4%	4.8%	4.6%

Sources: Texas Demographic Center
Bureau of Economic Analysis
City-Data.com
Jacksonville Independent School District
Bureau of Labor Statistics

TABLE 17

CITY OF JACKSONVILLE, TEXAS

PRINCIPAL EMPLOYERS

CURRENT YEAR

Employer	2022		Percentage of Total City Employment
	Employees	Rank	
Jacksonville Independent School District	965	1	26.5%
Bealls - Distribution Center	330	2	9.1%
Christus Mother Frances Hospital/Clinic	306	3	8.4%
Wal-Mart Supercenter	305	4	8.4%
Cardinal Health	278	5	7.6%
Federal Heath Sign Company	250	6	6.9%
UT Health Jacksonville	214	7	5.9%
STS Recycling	212	8	5.8%
Builder's Best	200	9	5.5%
Arrington Lumber and Pallet	175	10	4.8%
	<u>3,235</u>		<u>88.9%</u>
All Other	<u>405</u>		<u>11.1%</u>
Total	<u>3,640</u>		<u>100.0%</u>

The information for nine years ago is not available.

Sources: Jacksonville Economic Development Corporation

CITY OF JACKSONVILLE, TEXAS

BUDGETED FULL-TIME EQUIVALENT EMPLOYEES BY FUNCTION/PROGRAM

LAST TEN FISCAL YEARS

	Fiscal Year			
	2014	2015	2016	2017
General Fund				
Administration	4	4	4	4
Municipal Court	3	3	3	2
City Secretary	1	1	1	1
Finance	4	4	3	3
Human Resources	-	-	1	1
Police	37	37	38	37
Code Enforcement	5	5	5	5
Animal Control / Shelter	1	1	2	2
Fire / EMS	29	29	29	29
Community & Public Services	-	-	-	-
Development & Facility Services	-	-	-	-
Traffic & Lighting	-	-	-	-
Streets	8	8	8	8
Sanitation	-	-	-	-
Parks	4	4	4	4
Recreation	-	-	-	-
Cemetery	2	2	2	2
Library	4	4	4	4
Total General Fund	<u>102</u>	<u>102</u>	<u>104</u>	<u>102</u>
Utility Fund				
Administration	2	2	2	2
Water Production	3	3	3	3
Water Distribution	5	5	5	2
Wastewater Collection	-	-	-	-
Wastewater Treatment	8	8	8	8
Utility Billing	3	3	3	6
IT / GIS Technician	-	-	-	-
Total Utility Fund	<u>21</u>	<u>21</u>	<u>21</u>	<u>21</u>
Lake Fund	1	1	1	1
Sanitation Fund	7	7	7	7
MIS Fund	-	-	-	1
Total	<u>8</u>	<u>8</u>	<u>8</u>	<u>9</u>
Grand Total	<u>131</u>	<u>131</u>	<u>133</u>	<u>132</u>

Source: City Budget Book

TABLE 18

Fiscal Year					
2018	2019	2020	2021	2022	2023
4	4	5	4	4	4
3	3	3	4	4	4
1	-	-	-		
3	3	3	3	2	2
2	-	-	-	1	1
37	39	39	40	40	40
1	1	1	1	2	2
3	3	3	4	3	3
29	30	30	32	31	31
-	2	2	2	1	1
2	2	1	2	3	3
-	1	1	1	1	1
8	7	7	7	7	6
-	9	1	1	1	1
5	4	5	6	5	5
-	1	1	1	1	1
1	1	1	1	1	1
4	4	4	7	6	6
<u>103</u>	<u>114</u>	<u>107</u>	<u>115</u>	<u>113</u>	<u>112</u>
1	2	2	2	2	2
3	3	3	3	3	3
5	5	5	3	3	3.5
-	4	-	3	3	3.5
8	4	5	5	4	4
3	2	3	3	4	4
-	1	-	-	-	-
<u>20</u>	<u>21</u>	<u>18</u>	<u>19</u>	<u>19</u>	<u>20</u>
1	-	-	-	-	-
9	-	-	-	-	-
2	-	-	-	-	-
<u>12</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>135</u>	<u>135</u>	<u>125</u>	<u>134</u>	<u>132</u>	<u>132</u>

CITY OF JACKSONVILLE, TEXAS

OPERATING INDICATORS BY FUNCTION/PROGRAM

LAST TEN FISCAL YEARS

Function/Program	Fiscal Year			
	2014	2015	2016	2017
Police				
Calls for service	15,964	17,002	15,616	16,166
Avg. response time per call (minutes)	3	2	2	3
Clearance rate	79%	98%	64%	48%
Fire / EMS				
Number of calls answered- Fire	1,010	1,160	1,100	1,150
Number of calls answered- EMS	3,420	3,386	3,400	3,420
Reports processed	4,790	4,906	4,860	4,930
Inspections	360	360	360	360
Highway and Streets				
Street maintenance - man hours	14,258	16,046	14,913	16,640
Sanitation				
Annual tonnage at landfill	8,979	8,923	8,145	6,473
Culture and Recreation				
Park maintenance - man hours	11,101	11,463	13,600	14,300
Swimming pool attendance	*	3,550	3,545	3,326
Water				
Water meters read	80,172	80,184	80,472	80,844
Work orders processed	13,240	12,115	14,550	13,870
Total water consumption (thousands of gallons)	742,796	750,275	761,168	770,152
Cost per thousand gallons	\$ 1.42	\$ 1.51	\$ 1.52	\$ 1.53
Wastewater				
Average daily sewage treatment (thousands of gallons)	1,600	1,900	2,800	2,482

Sources: Various City departments

* Data not available

Note: Sanitation tonnage totals at the landfill for 2021 comes from a report from Royal Oaks Landfill. The previous years totals are only what the city calculated for large industrial dumpsters using the bills received from Republic Services.

TABLE 19

Fiscal Year					
2018	2019	2020	2021	2022	2023
16,493	22,074	21,496	27,021	22,160	19,094
4	4	3	5	9.17	6.72
50%	53%	63%	63%	83%	93%
1,090	1,112	1,092	1,250	977	1,034
3,150	3,130	3,345	2,878	2,559	3,007
4,606	4,604	4,790	5,437	3,826	4,297
366	362	354	398	290	256
15,349	14,215	15,629	11,282	12,557	10,802
9,445	8,936	8,645	8,074	8,624	6,982
14,068	14,574	13,049	12,747	10,202	11,348
6,000	6,200	2,500	3,640	6,144	3,800
64,740	71,424	66,000	66,148	66,698	66,739
12,973	9,885	12,948	**4,383	2,464	3,359
946,680	903,100	880,734	916,244	943,477	908,209
\$ 1.43	\$ 2.89	\$ 2.79	\$ 2.53	\$ 1.99	\$ 1.74
2,963	2,763	2,088	3,250	3,185	2,488

CITY OF JACKSONVILLE, TEXAS

CAPITAL ASSET STATISTICS BY FUNCTION/PROGRAM

LAST TEN FISCAL YEARS

Function/Program	Fiscal Year			
	2014	2015	2016	2017
Public Safety				
Police stations	1	1	1	1
Fire stations	2	2	2	2
Highway and Streets				
Streets- City (miles)	133.02	133.02	133.02	133.02
Streets- State Highway (miles)	24.17	24.17	24.17	24.17
Area in square miles	14.1	14.1	14.1	14.1
Culture and Recreation				
Libraries	1	1	1	1
Museums	1	1	1	1
Parks acreage	357	357	357	357
Swimming pools	1	1	1	1
Picnic areas and playgrounds	15	15	15	15
Cemeteries	2	2	2	2
Recreation center	1	1	1	1
Disc Golf Course	1	1	1	1
Basketball courts	7	7	7	7
Tennis courts	6	6	6	6
Camping sites	27	27	27	27
Boat ramps	3	3	3	3
Public swimming areas	2	2	2	2
Water				
Water main (miles)	100 +	100 +	100 +	100 +
Average daily consumption (millions of gallons)	2.04	2.06	2.09	2.11
Sewer				
Sanitary sewers (miles)	100 +	100 +	100 +	100 +
Maximum treatment capacity (millions of gallons)	2.9	2.9	2.9	2.9

Sources: Various City departments

TABLE 20

Fiscal Year					
2018	2019	2020	2021	2022	2023
1	1	1	1	2	2
2	2	2	2	2	2
133.02	133.02	133.02	133.02	133.02	133.02
24.17	24.17	24.17	24.17	24.17	24.17
14.1	14.1	14.1	14.1	14.1	14.1
1	1	1	1	1	1
1	1	1	1	1	1
357	357	357	357	357	357
1	1	1	1	1	1
15	15	15	15	15	15
2	2	2	2	2	2
1	1	1	1	2	2
1	1	1	1	1	1
7	7	7	7	7	7
6	6	6	6	6	6
27	27	27	27	27	27
3	3	3	3	3	2
2	2	2	2	2	2
100 +	100 +	100 +	100 +	100 +	100 +
2.59	2.84	2.41	2.51	2.58	2.49
100 +	100 +	100 +	100 +	100 +	100 +
2.9	2.9	2.9	2.9	2.9	2.9



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>3/12/2024</u>	ITEM NUMBER:	<u>9.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 13, 2024 City Council Meeting Minutes, March 7, 2024 Agenda Workshop Minutes</u>

EXECUTIVE SUMMARY:

These are the minutes for the February 13, 2024, city council meeting and the March 7, 2024, agenda workshop.

RECOMMENDED ACTION:

Approve the minutes.

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

STRATEGY MAP

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

POLICY/GOAL CONSIDERATION:**LEGAL:**

The council approves the minutes of all their meeting.

JACKSONVILLE CITY COUNCIL MEETING
TUESDAY, FEBRUARY 13, 2024
JACKSONVILLE CITY HALL COUNCIL CHAMBERS
315 S. RAGSDALE
6:00 PM

Meeting Items

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

551.071 CONSULT CITY ATTORNEY

551.072 REAL PROPERTY

CALL TO ORDER

Mayor Randy Gorham 6:01 pm.

INVOCATION

Mayor Randy Gorham

PLEDGE OF ALLEGIANCE US & TEXAS FLAGS

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

SPECIAL PRESENTATION –

**EMPLOYER OF THE MONTH PRESENTED BY JEDCO
PRESIDENT SHANE PACE - JACKSONVILLE CUSTOM
GUTTERS**

**JEDCO President Shane Pace presented Logan Russell, with
Jacksonville Gutter, with the employer of the month award.**

**PRESENTATION OF THE RACIAL PROFILING
REPORT BY POLICE CHIEF JOE WILLIAMS**

**Police Chief Joe Williams reviewed the report with the
council.**

**PRESENTATION OF FIRST PLACE NATIONAL NIGHT
OUT AWARD TO THE POLICE DEPARTMENT
PRESENTED BY MAYOR RANDY GORHAM**

**Mayor Randy Gorham presented several members of the
Jacksonville Police Department with the award.**

CITIZEN PARTICIPATION

**Jamie Moore came forward to voice concerns regarding the
possible erosion of Buckner Dam.
Micheal Moore came forward to voice concerns regarding
the possible erosion of Buckner Dam.
Mike McEwen came forward to voice his displeasure with the
naming of the civic center "The Jackson".**

**A) PUBLIC HEARING - HEAR AND RECEIVE INPUT
REGARDING AN APPLICATION FOR A ZONE CHANGE
REQUEST FROM B (ONE AND TWO FAMILY) TO C
(MULTI-FAMILY LOW DENSITY) ON 4.03 ACRES (LOT
2, WALDRUP S/D) ON THE SOUTH SIDE OF EAST
RUSK STREET AND ADJOINING 1741 EAST RUSK
STREET ON THE EAST SIDE, PROPERTY ID #144510
B) DISCUSS AND CONSIDER WITH POSSIBLE ACTION
AN ORDINANCE GRANTING THE REQUESTED ZONE
CHANGE**

**City Manager James Hubbard reviewed the request with the
council. Mayor Randy Gorham opened the public hearing at
6:18 pm. No one came forward. Mayor Randy Gorham
closed the public hearing at 6:18 pm. Councilwoman Letitia
Horace made a motion to approve the ordinance granting the
zone changes. Second, by Councilman Rob Gowin. 4 "Ayes".
1 Nay (Councilwoman Mindy Gellock) Item passes 4-1.**

**A) PUBLIC HEARING - HEAR AND RECEIVE INPUT
REGARDING AN APPLICATION FOR A REQUESTED
ZONE CHANGE FROM B (ONE AND TWO FAMILY), K
(INDUSTRIAL), M (HEAVY MANUFACTURING), AND O
(AGRICULTURAL), TO M (HEAVY MANUFACTURING)
LOCATED AT TRACT DESCRIBED AS: A 44 BLK 3270
TR 5 & 5A T QUEVADO & A 44 BLK 3270 TR 5B T
QUEVADO APPROX. 80.014 ACRES. LOCATED
BETWEEN THE WEST END OF WOODLAWN AVENUE
AND EAST OF THE 800 BLOCK OF PINEDA STREET
AND SOUTH OF WILLOW STREET. PROPERTY ID #
107663000, 985950401
B) DISCUSS AND CONSIDER WITH POSSIBLE ACTION
AN ORDINANCE GRANTING THE REQUESTED ZONE
CHANGE**

**City Manager James Hubbard reviewed the request and the
timeline with the council. Mr. Hubbard said the intended use
was for a solar farm. Mr. Hubbard said the P&Z unanimous
recommendation was to deny with prejudice. Mr. Hubbard
said he heard from the applicant and they no longer want to
install a solar farm and requested that the council not act on
the request tonight. Mr. Hubbard said the staff
recommendation is that the council deny the request with
prejudice. Mayor Randy Gorham opened the public hearing
at 6:27 pm. Mike McEwen pointed out the manufacturing
zoning would have an impact on the value of the residential
properties surrounding the property. Mr. Jeff Pelleteir said
due to the streets surrounding the property, there would be
no large truck access for construction of the project or the
operation of the solar farm. Mayor Randy Gorham closed
the public hearing at 6: 28 pm. Mayor Pro tem Tim McRae
made a motion to deny the request with prejudice. Second,
by Councilman Rob Gowin. Councilwoman Letitia Horace
asked the city manager about not being able to control what
was going in a location and just being able to control the
zoning. City Manager James Hubbard said with straight
zoning, it is not possible to deny a project if it is allowed
under our zoning ordinance. All voted "Aye" for denial with
prejudice.**

A) PUBLIC HEARING - HEAR AND RECEIVE INPUT REGARDING AN APPLICATION FOR A ZONE CHANGE REQUEST FROM A (SINGLE FAMILY) TO C (MULTI-FAMILY LOW DENSITY) LOCATED AT 502A, 502B, AND 504 NECHES STREET, PROPERTY ID# 222151000
B) DISCUSS AND CONSIDER WITH POSSIBLE ACTION AN ORDINANCE GRANTING THE REQUESTED ZONE CHANGE

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

MINUTES APPROVAL - JANUARY 9, 2024, CITY COUNCIL MEETING; SPECIAL COUNCIL MEETING JANUARY 23, 2024

APPROVE A RESOLUTION CALLING FOR A MAY 4, 2024, MUNICIPAL ELECTION FOR THE POSITIONS OF DISTRICT 2 AND DISTRICT 4 OF THE JACKSONVILLE CITY COUNCIL

APPROVE A JOINT ELECTION AGREEMENT BETWEEN THE CITY OF JACKSONVILLE AND THE JACKSONVILLE INDEPENDENT SCHOOL DISTRICT

APPROVE A CONTRACT WITH THE CHEROKEE COUNTY ELECTIONS OFFICE FOR ELECTION SERVICES

APPROVE THE REQUESTED STREET CLOSURE FOR THE FLAMIN J BBQ COOKOFF

APPROVE A DISTRICT 2 APPOINTMENT TO THE PARKS AND RECREATION BOARD TO FILL A VACANCY

APPROVE A STREET CLOSURE FOR THE 40TH ANNUAL TOMATO FEST FRIDAY, JUNE 7TH 5PM UNTIL SATURDAY, JUNE 8.

APPROVE A PROPERTY TAX REFUND AS REQUESTED BY THE CHEROKEE COUNTY APPRAISAL DISTRICT

ANY ACTION OUT OF EXECUTIVE SESSION IF NECESSARY

QUARTERLY FINANCIAL REPORT PRESENTED BY FINANCE DIRECTOR ROXANNA BRILEY

DISCUSS AND CONSIDER WITH POSSIBLE ACTION A RESOLUTION AUTHORIZING THE SUBMISSION OF AN APPLICATION TO THE PUBLIC SAFETY OFFICE OF THE OFFICE OF THE GOVERNOR FOR 20 BALLISTIC SHIELDS

DISCUSS AND CONSIDER WITH POSSIBLE ACTION THE PURCHASE OF A VACTOR COMBINATION SEWER JET AND VACUUM TRUCK

City Manager James Hubbard reviewed the request with the council. Mr. Hubbard said the applicant, in writing, had changed their request from "C" to "B". Mr. Hubbard said this is allowed under our zoning. Mayor Randy Gorham opened the public hearing at 6: 31 pm. Mrs. Regina Brook came forward to clarify which property the zone change was requested on. Mrs. Stacy William came forward and said the buyer is planning to build duplexes on the location. Councilman Rob Gowin made a motion to approve the requested zone change with the "B" designation. Second, by Mayor Pro tem Tim McRae. All voted "Aye".

Mayor Randy Gorham announced item "F" under consent would be removed from consent and be considered in a separate motion. Councilwoman Mindy Gellock made a motion to approve the consent agenda. Second, by Councilwoman Letitia Horace. All voted "Aye"

Councilwoman Mindy Gellock made a motion to appoint Jeff Pelletier to the parks and recreation board. Second, by Mayor Pro tem Tim McRae. All voted "Aye"

Councilwoman Mindy Gellock made a motion to authorize the City Manager to do all things necessary to enter into a temporary utility easement across approximately 47.58 acres of land owned by William Paul Kelly and Patricia Kelly located near the corner of Tena and Med-i-Vac streets, including but not limited to the execution of closing and ancillary documents and all to be on such terms and conditions as he may see proper and fit. Second, by Councilman Rob Gowin. All voted "Aye"

Finance Director Roxanna Briley presented the council with the fiscal first quarter 2023-2024 financial report. No action was taken.

City Manager James Hubbard told council this was a no-match grant. Councilman Rob Gowin made a motion to approve the resolution authorizing the grant application. Second, by Councilwoman Letitia Horace. Councilwoman Letitia Horace asked if the shields would be able to be purchased without the grant. Police Chief Joe Williams said they would not because they are \$7,500 each. All voted "Aye"

City Manager James Hubbard told the council the lead times for equipment are very long. This authorization would allow staff to secure a chassis and the truck would be budgeted in the 2024-2025 budget. Mr. Hubbard reviewed the current and possible new lease terms with the council. Mr. Hubbard reviewed the terms of the "Mile by Mile" lease program.

DISCUSS AND CONSIDER WITH POSSIBLE ACTION
APPROVING A STREET CLOSURE FOR A CAR SHOW
AND SWAP SHOP SATURDAY, APRIL 20 FROM 8 AM
TO 5 PM

OPEN FORUM FOR MAYOR AND COUNCIL

CITY MANAGER REPORT

ADJOURN

Councilwoman Letitia Horace asked how much the "mile by mile" program was. Mr. Hubbard said it was approximately \$50,000 over the 5-year term of the lease. Councilman Rob Gowin made a motion to approve the purchase. Second, by Mayor Pro tem Tim McRae. All voted "Aye"

This item was moved up on the agenda by Mayor Randy Gorham to allow interested parties to leave after the vote, if they so chose. City Manager James Hubbard told council this item was not on consent as it was a new event and not one of the annually scheduled street closures. Mr. Hubbard said this was a car show and swap shop and reviewed the proposed street closures with the council. Councilman Rob Gowin made a motion to approve the street closure. Second, by Councilwoman Mindy Gellock. All voted "Aye"

Mayor Pro tem Tim McRae congratulated City Manager James Hubbard on being awarded citizen of the year by the Chamber of Commerce.

City Manager James Hubbard told council the Texas Parks and Wildlife grant for improvements at Lincoln Park has been awarded to the city. Mr. Hubbard told everyone the city wide clean up day is April 13. Mr. Hubbard said the grand opening for The Jackson is February 20th, from 4 pm to 6:15 pm. Mr. Hubbard introduced new parks director Devin Fredrickson.

7:05 pm

Randy Gorham, Mayor
City of Jacksonville

Greg Lowe, City Clerk

JACKSONVILLE CITY COUNCIL MEETING
THURSDAY, MARCH 7, 2024
JACKSONVILLE CITY HALL EXECUTIVE CONFERENCE ROOM
315 S. RAGSDALE
12:00 PM

Meeting Items

CALL TO ORDER	Mayor Randy Gorham 12:00 pm
INVOCATION	Mayor Randy Gorham
CITIZEN PARTICIPATION	No one came forward.
FIRST READING OF A RESOLUTION IN SUPPORT OF AN ECONOMIC DEVELOPMENT PROJECT APPROVING ENGINEERING WORK FOR DOWNTOWN SIDEWALKS	JEDCO President Shane Pace reviewed the purpose of the resolution with the council. Mr. Pace said this resolution approves the engineering for the new sidewalk project downtown. Mr. Pace reviewed an aerial of the proposed area to be engineered. Councilman Rob Gowin asked why the area near the Tomato Bowl in front of Prosperity Bank was being engineered when it has relatively new sidewalks. Mr. Pace said there may need to be some planters, lighting or stamped concrete in the area and the JEDCO board wanted to incorporate them into the plans. Finance Director Roxanna Briley asked if the project would be eligible for grant funding. Mr. Pace said the plans are being designed so they can be submitted with grant applications. Councilwoman Letitia Horace asked if the east end of Commerce St. sidewalks are functioning and in good condition, why pay to have them re-engineered? Mr. Pace said this project will take several years and things may change or develop in the area, and the JEDCO board wanted to have the plans available to be able to do the work as the new development may occur. Mr. Pace read the resolution at 12:20 pm. No action was taken.
PRESENTATION BY PATILLO, HILL AND BROWN REGARDING THE 2022-2023 AUDIT	Mr. Cameron Aaron with Patillo, Hill and Brown gave the council a quick overview of the 2022-2023 audit. Mr. Aaron said the audit received an unmodified opinion.
UPDATE REGARDING SALES TAX	City Manager James Hubbard presented a slide showing sales tax down 2.85% for the calendar year. Finance Director Roxanna Briley told the council that sales tax was down \$75,000 year to year. Mrs. Briley reviewed the updated projections and sales tax history with the council. Mrs. Briley said there would be a budget adjustment presented for council consideration in May. Councilman Rob Gowin asked if increased or targeted marketing could help drive sales tax revenue. Mr. Hubbard said things like recruiting Braley's Hardware to come to town and the sidewalk improvements downtown would do more to bring people to town. No action was taken.
UPDATE REGARDING THE TEXAS PARKS AND WILDLIFE DEPARTMENT BOATING ACCESS GRANT	City Manager James Hubbard reviewed the timeline of the proposed project with the council. Mr. Hubbard said he hopes to be under construction by August 2024.
DISCUSS AND CONSIDER WITH POSSIBLE ACTION DECLARING AN EQUIPMENT EMERGENCY; EQUIPMENT EXEMPTION UNDER LOCAL GOVERNMENT CODE SECTION 252.022 (2) DAMAGE TO EQUIPMENT REGARDING THE HVAC SYSTEM AT THE JACKSON EVENT CENTER AND AUTHORIZING THE PURCHASE OF NEW EQUIPMENT IN EXCESS OF \$50,000	City Manager James Hubbard told council the recent bingo event was very hot due to the A/C's not working. Mr. Hubbard told the council the HVAC vendor who had been working on the units finally just said it was time for new units. Mr. Hubbard said the first bid we received was approximately \$78,000 and staff were obtaining three other quotes. Councilman Rob Gowin made a motion to declare an equipment emergency and authorize the purchase of new HVAC units in excess of \$50,000. Second, by Councilwoman Mindy Gellock. All voted "Aye"
REVIEW AND DISCUSS AGENDA FOR THE REGULAR COUNCIL MEETING 12TH DAY OF MARCH 2024 (SEE ATTACHED PROPOSED AGENDA) NO ACTION TO BE TAKEN – ITEMS MAY BE REMOVED OR ADDED TO THE PROPOSED AGENDA BY CITY COUNCIL, CITY MANAGER, CITY ATTORNEY OR CITY CLERK AS NEEDED ANY TIME PRIOR TO THE OFFICIAL POSTING OF MEETING AGENDA	City Manager James Hubbard reviewed the proposed agenda with the council. No action was taken.
QUESTIONS, COMMENTS, DISCUSSION	Mayor Randy Gorham asked if some of the ARPA funds would be used to paint and grease the existing fire hydrants

ADJOURN

in town. City Manager James Hubbard said the plan was to do just that.

1:19 pm

Randy Gorham, Mayor
City of Jacksonville

Greg Lowe, City Clerk



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>3/12/2024</u>	ITEM NUMBER:	<u>9.B.</u>
DEPARTMENT:	<u>Administration</u>	PREPARED BY:	<u>Greg Lowe, City Secretary</u>
INITIATED BY:	<u>Greg Lowe, City Secretary</u>	EXHIBITS:	<u></u>

EXECUTIVE SUMMARY:

Milly Lester has agreed to serve as election judge for the May 4, 2024, municipal election. Colleen Fuston, Pam Findley, Judy Terry, Becky Westbrook, Janet Moore and Jenny White have all agreed to serve as election workers.

RECOMMENDED ACTION:

Approve the appointment of election judge and workers.

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

STRATEGY MAP

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

POLICY/GOAL CONSIDERATION:**LEGAL:**

The council appoints all election workers for municipal elections.



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>3/12/2024</u>	ITEM NUMBER:	<u>9.C.</u>
DEPARTMENT:	<u>Administration</u>	PREPARED BY:	<u>Greg Lowe, City Secretary</u>
INITIATED BY:	<u>Greg Lowe, City Secretary</u>	EXHIBITS:	<u>Ordinance cancelling district 2 election 2024</u>

EXECUTIVE SUMMARY:

During the February 13, 2024, city council meeting, the city council passed a resolution calling for a May 4, 2024, municipal election for the positions of Districts 2 & 4 council members. Only one person applied for a place on the ballot for council district two. The ordinance up for consideration tonight cancels the previously called election and declares the lone candidate elected. The lone candidate for district 2 will take the oath of office during the June city council meeting and begin serving their three-year term at that meeting.

RECOMMENDED ACTION:

Approve the ordinance canceling the May 4, 2024, district 2 municipal election and declare Mindy Gellock elected.

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:**

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

ORDINANCE NO. 1468

AN ORDINANCE OF THE CITY OF JACKSONVILLE, TEXAS, CANCELLING THE MAY 4, 2024 GENERAL ELECTION AND DECLARING THE UNOPPOSED CANDIDATE ELECTED TO OFFICE; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

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

WHEREAS, in accordance with law, a general election has been ordered for May 4, 2024, for the purpose of electing council members to serve on the City Council in the City of Jacksonville, Texas; and,

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

WHEREAS, the City Clerk has certified in writing that the candidate on the ballot is unopposed for election to the district 2 seat; and

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

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

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

SECTION I. The following candidate, who is unopposed in the May 4, 2024 General Election, is hereby declared elected to office, and shall be issued a certificate of election.

DISTRICT 2 MINDY FOLDEN GELLOCK

SECTION II. The City Clerk is directed to post a copy of this Ordinance at each designated polling places on May 4, 2024.

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

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

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

ADOPTED AND APPROVED ON THIS THE 12TH DAY OF MARCH, 2024.

MAYOR, Randy Gorham

ATTEST:

CITY CLERK, Greg Lowe

APPROVED AS TO FORM:

CITY ATTORNEY, Brett Brewer



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>3/12/2024</u>	ITEM NUMBER:	<u>9.D.</u>
DEPARTMENT:	<u>Administration</u>	PREPARED BY:	<u>Greg Lowe, City Secretary</u>
INITIATED BY:	<u>Greg Lowe, City Secretary</u>	EXHIBITS:	<u>Tax Refund Bealls</u>

EXECUTIVE SUMMARY:

The Cherokee County Appraisal District has contacted staff regarding a tax refund in excess of \$2,500. Bealls protested their property valuation and were granted relief by the appraisal district. The refund is in the amount of \$17,000.

RECOMMENDED ACTION:

Approve a tax refund to Beall's of \$17,000.

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 tax refunds over \$2,500.

AGENDA REQUEST

**FOR THE AGENDA OF: March 12, 2024
City of Jacksonville**

ORIGINATING PERSON: Evelynn/Cherokee Central Appraisal District

DATE SUBMITTED: March 12, 2024

SUBJECT: REFUND OVER \$2,500.00

SUMMARY STATEMENT: CCAD is requesting approval of the attached application for a refund of over \$2,500.

Please return the signed application.

PLEASE NOTE THIS AGENDA REQUEST DOES NOT INCLUDE THE PENALTY FOR THE LATE PROTEST OR THE INTEREST.

CHEROKEE CENTRAL APPRAISAL DISTRICT

BUSINESS PERSONAL PROPERTY CARD 2023

Property ID: P 985950385
 Geo ID: 99884940000030-200849801-I
 Ref ID1:
 Ref ID2:
 Legal Desc: MACHINERY & EQUIPMENT 506
 BEALLS BLVD JACKSONVILLE

Owner ID: 9849677
 BEALLS INC
 PROPERTY TAX DEPT
 E R BEALL CENTER, 700 13TH AVE E
 BRADENTON, FL 34208-2624 US

Ownership %:
 100.00%
 Entities:
 37 100%
 46 100%
 CAD 100%
 JA 100%
 LR 100%

Exemptions:

Appraisal Year: 2023
 Appraised Value: ~~26,829,430~~
 Last Yr Value: 10,686,650
 Last Inspection Date:
 Last Appraiser:
 SIC Code:
 SIC Description:

Rendition Date: 03/30/2023

Submitted By:

SITUS

DBA

Remarks
 934762074

24,146,869

SEQ TYPE	DESCRIPTION	QUALITY/ DENSITY CLASS	AREA	UNIT COUNT	YEAR ACQ	ORIGINAL COST	UNIT PRICE	GOOD/ECON/ PHYS PCT	DEPR. TABLE/PCT	PRIOR VALUE	APPRAISED	MTH	MARKET
Grand Totals:			0	0.0000		0				0	0		0

DUE TO: LATE PROTEST

6/3/2005

2023 (JA) - \$17,104.80

TOTAL REFUND \$-17,104.80

9.5% interest

**A037 - Cherokee County Appraisal District
2023 Settlement and Waiver of Protest**

Key: 40598

Owner: 849801
BEALLS INC
PROPERTY TAX DEPT
E R BEALL CENTER
700 13TH AVE E
BRADENTON FL 34208-2624

Agent: RTI

PO BOX 460369 DEPT 500
HOUSTON

RECEIVED
MAR 06 2024

BY: _____

Account Status	Legal	Jurisdiction/Exemption	2022 Mkt	2023 Mkt	2023 Txbl
2-884940-000030	MACHINERY & EQUIPMENT	CC	10,686,649	24,146,869	24,146,869
985950385	506 BEALLS BLVD JACKSONVILLE	SJ	10,686,649	24,146,869	24,146,869
Appraiser: KRIS	849801 R Use: L2	TJ	10,686,649	24,146,869	24,146,869
NEW 2024-03-06 10:48 AM	985950385				
2-884940-000040	INVENTORY	CC	475,274	1,182,026	1,182,026
985950386	506 BEALLS BLVD JACKSONVILLE	SJ	475,274	1,182,026	1,182,026
Appraiser: KRIS	849801 R Use: L2	TJ	475,274	1,182,026	1,182,026
NEW 2023-07-10 12:25 PM	985950386				

Summary of Items	2022 Mkt	Objected Market	Objected Exemptions	Objected Taxable	Approved Market	Approved Exemptions	Approved Taxable
CC - CHEROKEE COUNTY	11,161,923	0	0	0	25,328,895	0	25,328,895
SJ - JACKSONVILLE ISD	11,161,923	0	0	0	25,328,895	0	25,328,895
TJ - CITY OF JACKSONVILLE	11,161,923	0	0	0	25,328,895	0	25,328,895

Acknowledgement of New Value for Ad Valorem Taxation

The above listed current values are recommended by the appraiser for the district and accepted by the owner/agent for the taxpayer as 2023 values. The owner/agent withdraws protest and waives the right to further notification of values.

To be valid this Settlement and Waiver must be executed and returned to Capitol Appraisal Group by midnight prior to your ARB hearing.

Agent Signature:

Serena Newman 3-6-2024

Appraiser Signature:

Kris D. A. 3/6/24

TAX RECEIPT

03/07/2024 02:35PM

CHEROKEE CENTRAL APPRAISAL DISTRICT
P O BOX 494 / 107 EAST SIXTH ST
RUSK, TX 75785

Receipt Number

760051

Date Posted	12/31/2023
Payment Type	P
Payment Code	Full
Total Paid	\$456,591.29

PAID BY:

BEALLS INC
PROPERTY TAX DEPT
E R BEALL CENTER, 700 13TH AVE E
BRADENTON, FL 34208-2624

Property ID	Geo	Legal Acres	Owner Name and Address									
985950385	99884940000030-200849801-I	0.0000	BEALLS INC PROPERTY TAX DEPT E R BEALL CENTER, 700 13TH AVE E BRADENTON, FL 34208-2624									
Legal Description												
MACHINERY & EQUIPMENT 506 BEALLS BLVD JACKSONVILLE												
Situs			DBA Name									
Entity	Year	Rate	Taxable Value	Stmt #	Void	Original Tax	Discnts	P&I	Att Fees	Overage	Amount Pd	
JACKSONVILLE CITY	2023	0.63763	24,146,870	104753	N	171,072.49	0.00	0.00	0.00	0.00	171,072.49	
JACKSONVILLE ISD	2023	1.06420	24,146,870	104753	N	285,518.80	0.00	0.00	0.00	0.00	285,518.80	
											456,591.29	
Balance Due As Of 12/31/2023: .00												

Operator Batch
Mandy 9175 (240108/MANDY)

Total Paid
456,591.29

Special Condition Exists for this Property
Page: 1

Receipt issued in Accordance with Section 31.075 of the Texas Property Tax Code
Page 148 of 404

True Automation, Inc.



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	3/12/2024	ITEM NUMBER:	11.
DEPARTMENT:	Fire	PREPARED BY:	Greg Lowe, City Secretary
INITIATED BY:	Paul Findley, Fire Chief	EXHIBITS:	FW_ Crane setup location Email, UT Health-Jacksonville_Crane Setup Location, gearbox lift plan_240302_103151

EXECUTIVE SUMMARY:

UT HEALTH TYLER IS REQUESTING TO CLOSE SOUTH RAGSDALE FROM JUST SOUTH OF THE MAIN HOSPITAL ENTRANCE TO JUST NORTH OF THE EMERGENCY ROOM ENTRANCE. THIS REQUEST IS SO A CRANE CAN BE SET UP TO DO ELEVATOR MAINTENANCE. THE STREET WOULD BE SHUT DOWN FROM 7 AM TO 3 PM.

RECOMMENDED ACTION:

Make a motion approving 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:**LEGAL:**

The council approves all street closures.

From: [Paul Findley](#)
To: [Greg Lowe](#)
Cc: [James Hubbard](#); [Joe Williams](#); [Fire Admin](#); [Fire Officers Group](#)
Subject: FW: Crane setup location
Date: Friday, March 8, 2024 12:04:23 PM
Attachments: [image001.png](#)
[image002.png](#)
[gearbox lift plan_240302_103151.pdf](#)
[UT Health-Jacksonville_Crane Setup Location.pdf](#)

Good afternoon, Greg.

Please find attached the specs and location for the temporary closure of Ragsdale St. on March 19th. As indicated in Mr. Correa's email below, they anticipate to have this section of Ragsdale St. blocked on March 19th from 7:00am – 3:00pm. While we don't anticipate any access issues, our emergency response personnel will be aware of the project. Please let me know if you need any additional information.

Thanks,

Paul

Chief Findley



Paul Findley
Fire Chief

911 S. Bolton St.
Jacksonville, TX 75766

Main: 903-586-7131
Direct: 903-339-3360
Mobile: 903-360-0553

paul.findley@jacksonvilletx.org
www.jacksonvillefire.org
www.jacksonvilletx.org

ATTENTION PUBLIC OFFICIALS: A "REPLY ALL" TO THIS E-MAIL COULD LEAD TO VIOLATIONS OF THE TEXAS OPEN MEETINGS ACT. PLEASE REPLY ONLY TO THE SENDER.

From: Gabriel Correa <gabriel.correa@uthet.com>
Sent: Friday, March 8, 2024 9:26 AM
To: Paul Findley <Paul.Findley@jacksonvilletx.org>
Cc: Karen Adams <Karen.Adams@uthet.com>; James Boales <James.Boales@uthet.com>; Michael Lawyer <Michael.Lawyer@uthet.com>; Alicia Whetsell <alicia.whetsell@jacksonvilletx.org>
Subject: Re: Crane setup location

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.

Paul,

Here are the crane specs and lift plan for our elevator project. We have this scheduled for Tuesday, March 19th, and would like to have an 8-hour window from 7:00am-3:00pm to have this section of Ragsdale blocked off for the crane. I've looped in a few others on this email, but go ahead share this information as needed. Please let me know if you have any questions or concerns. Thanks for your help with this.

Gabriel Correa

Facilities Manager

903-541-5119 office

903-530-2960 mobile

www.uthealthjacksonville.com

UT Health Jacksonville



From: Paul Findley <Paul.Findley@jacksonvilletx.org>

Sent: Monday, March 4, 2024 4:35 PM

To: Gabriel Correa <gabriel.correa@uthet.com>

Cc: Karen Adams <Karen.Adams@uthet.com>; James Boales <James.Boales@uthet.com>

Subject: RE: Crane setup location

Security Warning - External Message. Please use PhishAlert button to report suspicious messages.

Sounds good. Just let me know when you get the specs, and I'll walk it through the process.

Chief Findley



Paul Findley

Fire Chief

911 S. Bolton St.
Jacksonville, TX 75766

Main: 903-586-
7131
Direct: 903-339-3360
Mobile: 903-360-0553

paul.findley@jacksonvilletx.org
www.jacksonvilletx.org

ATTENTION PUBLIC OFFICIALS: A "REPLY ALL" TO THIS E-MAIL COULD LEAD TO VIOLATIONS OF THE TEXAS OPEN MEETINGS ACT. PLEASE REPLY ONLY TO THE SENDER.

From: Gabriel Correa <gabriel.correa@uthet.com>

Sent: Monday, March 4, 2024 10:26 AM

To: Paul Findley <Paul.Findley@jacksonvilletx.org>

Cc: Karen Adams <Karen.Adams@uthet.com>; James Boales <James.Boales@uthet.com>

Subject: Re: Crane setup location

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 morning Paul,

After discussions with the crane and elevator companies they have decided to move the crane setup day from March 7th to March 19th due to forecasted weather conditions. I'll send you over the lift plan and details later this week. Thanks for your help with this.

Gabriel Correa

Facilities Manager

903-541-5119 office

903-530-2960 mobile

www.uthealthjacksonville.com

Get [Outlook for iOS](#)

From: Gabriel Correa <gabriel.correa@uthet.com>
Sent: Friday, February 23, 2024 2:10:39 PM
To: paul.findley@jacksonvilletx.org <paul.findley@jacksonvilletx.org>
Subject: Crane setup location

Paul,

Here is a screenshot of the location that we would like to use for the crane setup. We're looking at the March 7th date that we spoke about on the phone. I'll be sending you a crane lift plan as soon as I get that from Joyce Crane as well as the crane specs for what they will be using. I appreciate your help with this.

Thanks

Gabriel Correa

Facilities Manager

903-541-5119 office

903-530-2960 mobile

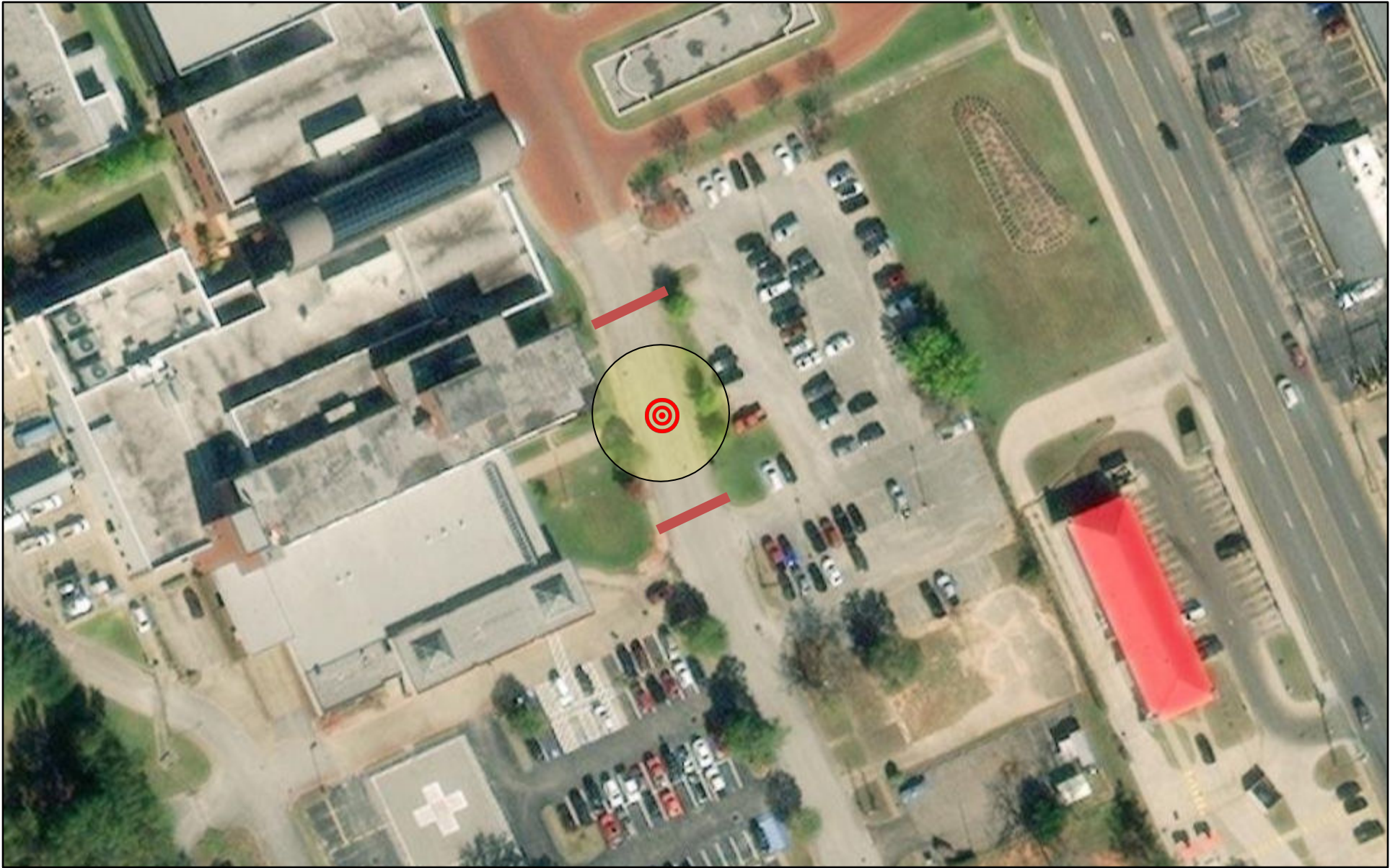
www.uthealthjacksonville.com

UT Health Jacksonville



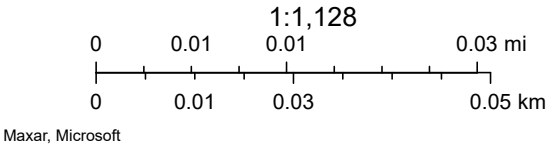
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Crane Location



3/8/2024, 11:56:39 AM

 Cherokee County Boundary



Crane

Liebherr LTM 1160-5.1 - T
203.4' Telescopic Boom (T) at 65.6°
Base: 100% Outriggers (26.1' x 24.6')
Counterweight: 102,500 lbs
80' Lift Radius (360°)
Crane Capacity at 80' = 19,700 lbs

Load

Block	1,044 lbs
Hook	500 lbs
Rigging	17 lbs

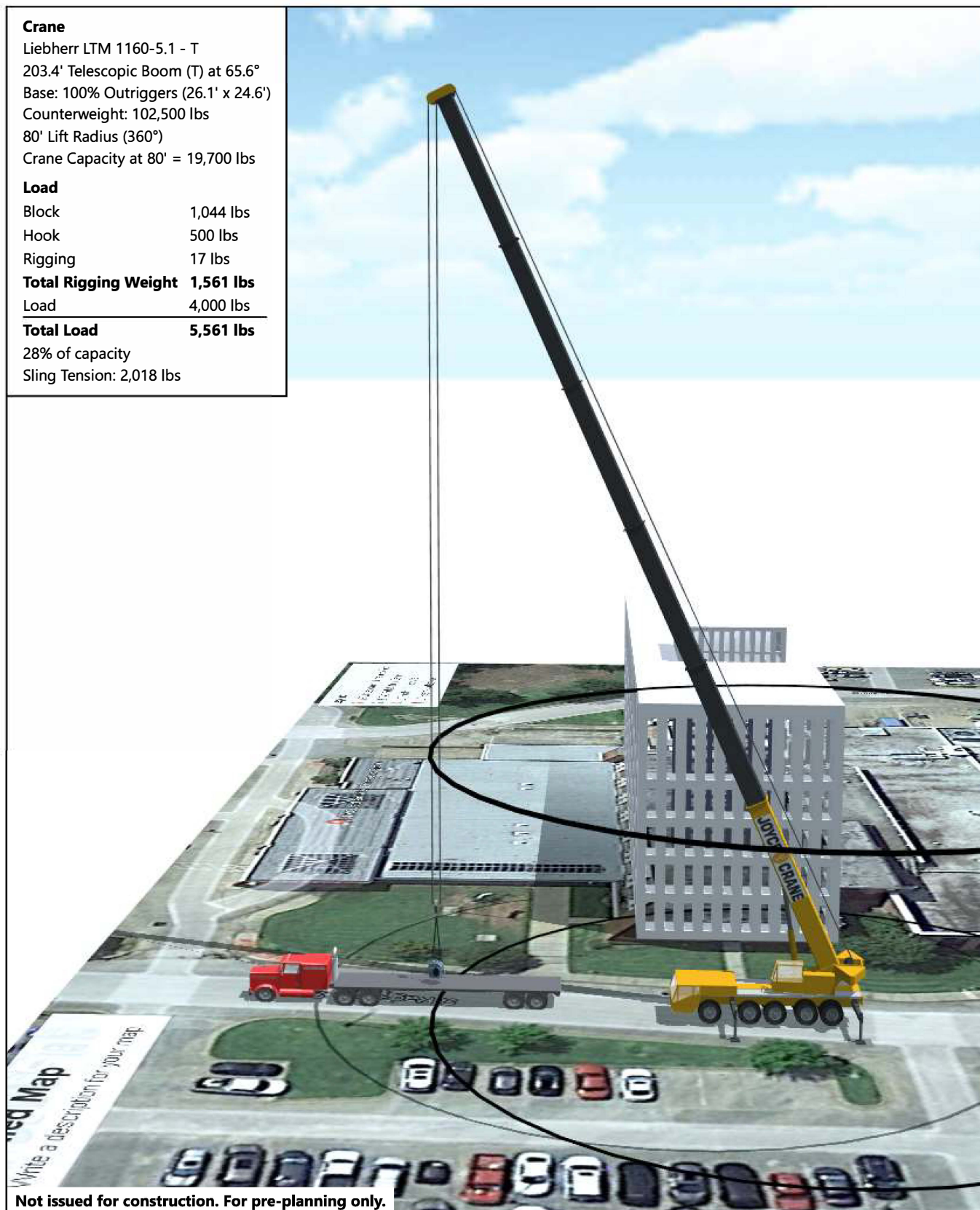
Total Rigging Weight 1,561 lbs

Load 4,000 lbs

Total Load	5,561 lbs
-------------------	------------------

28% of capacity

Sling Tension: 2,018 lbs



Not issued for construction. For pre-planning only.



Title	Lift Plan	
Project	Lift Plan 05232023RV-1160	
Customer	TKE	
Description	set gear box	
Drawn By	Adam Seale	3/1/2024

Crane

Liebherr LTM 1160-5.1 - T
203.4' Telescopic Boom (T) at 48.5°
Base: 100% Outriggers (26.1' x 24.6')
Counterweight: 102,500 lbs
130' Lift Radius (360°)
Crane Capacity at 130' = 12,000 lbs

Load

Block	1,044 lbs
Hook	500 lbs
Rigging	17 lbs

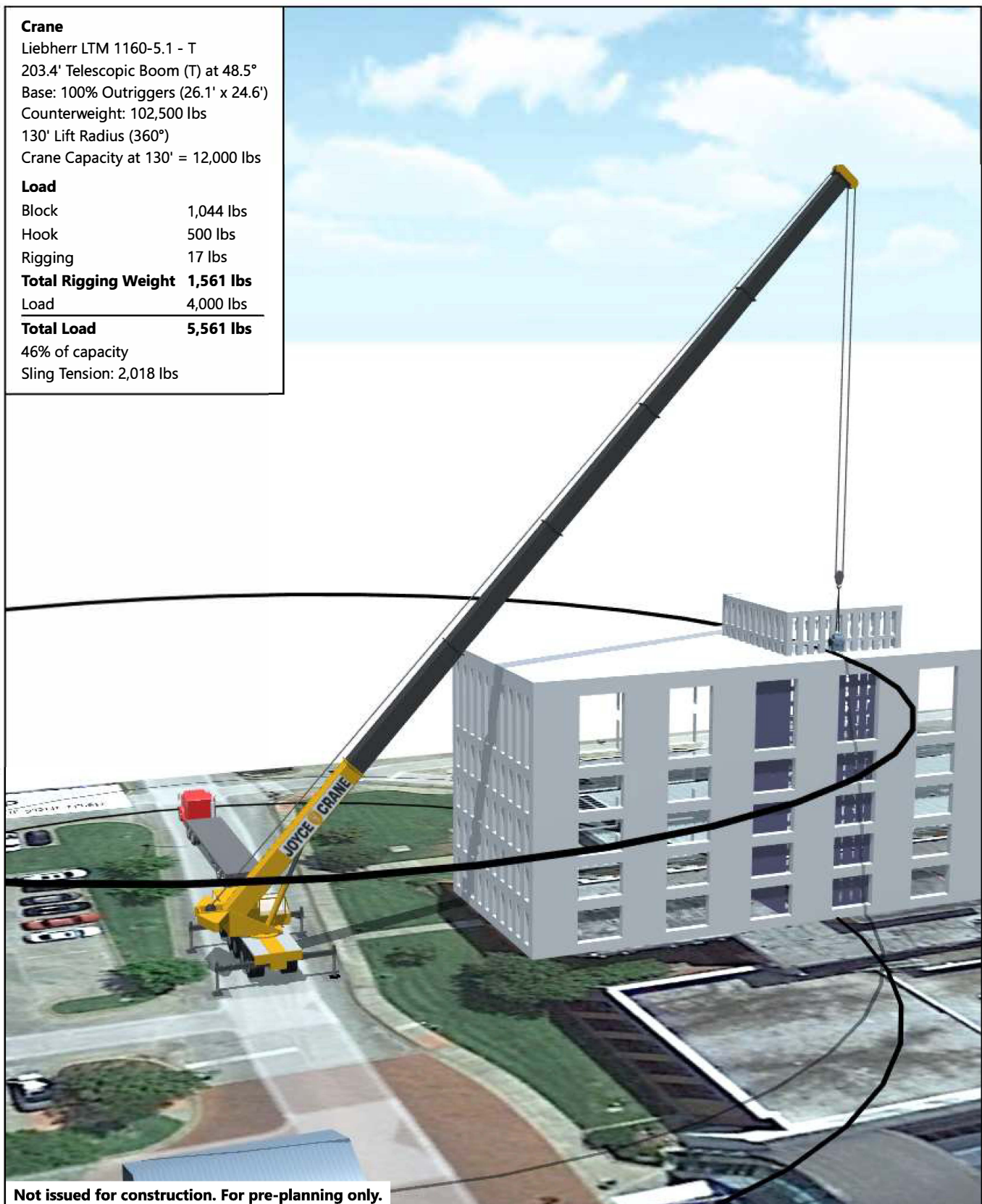
Total Rigging Weight 1,561 lbs

Load 4,000 lbs

Total Load	5,561 lbs
-------------------	------------------

46% of capacity

Sling Tension: 2,018 lbs



Not issued for construction. For pre-planning only.



Title	Lift Plan	
Project	Lift Plan 05232023RV-1160	
Customer	TKE	
Description	set gear box	
Drawn By	Adam Seale	3/1/2024

Lift Worksheet

Title	Lift Worksheet	Date	3/1/2024
Customer	TKE	P.O./Contract#	
Project	Lift Plan 05232023RV-1160	Job Number	
Description	set gear box		
Job Address			

Crane Information

Manufacturer	Liebherr
Model	LTM 1160-5.1 - T
Serial #	
Crane Rating	190 t
Crane Inspection Date	all inspections onboard crane

Lift Information

Crane Radius	130 ft
Crane Capacity at Radius	12,000 lbs
Crane Capacity at Pick Point	12,000
Crane Capacity at Set Point	12,000

Crane Configuration

Crane Carrier	100% Outriggers (26.1' x 24.6')
Counterweight	102,500 lbs
Main Boom Length	203.4' Telescopic Boom (T)
Main Sections	100-100-100-100-100
Boom Angle	48.5°
Jib	-
Jib Offset	-
Jib Angle from Ground	-
Overall Height	162.9 ft
Parts of Line	2
Line Size	21mm
Capacity of Line at Parts	38,600
Outrigger Load	107,000
Outrigger Load (Worst Case)	107,000

Rigging List

Item	Capacity	Weight	Qty	Total Weight
Block		1,044 lbs	1	1,044 lbs
Hook	59.1 t	500 lbs	1	500 lbs
Sling	2.5 t	6.3 lbs	2	13 lbs
Crosby Shackle G-209 3/4"	4.75 t	2.35 lbs	2	5 lbs
Total Rigging Weight				1,561 lbs
Load				4,000 lbs
Total Load				5,561 lbs

Mat Information

Mat Material	Steel
Ground Bearing Pressure Under Mat	4,280 psf
Mat Bending Stress	3,210 psi
Mat Shear Stress	

Not for construction use. For pre-planning only.

Title	Lift Worksheet	Date	3/1/2024
Project	Lift Plan 05232023RV-1160	Job Number	

Pre-Lift Checklist

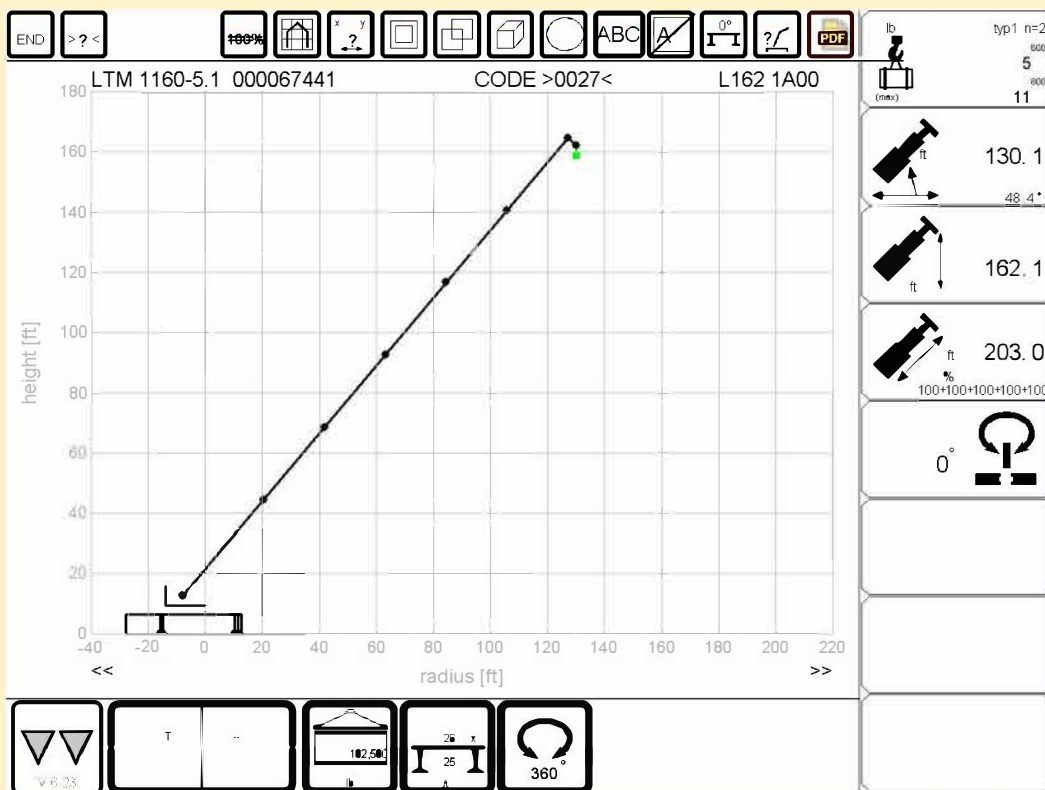
Crane operator	_____	
Signalperson	_____	
Communication method	_____	
Crane inspected by operator?	_____	Yes No
Rigging inspected?	_____	Yes No
All permits obtained?	_____	Yes No
Are weather conditions okay?	_____	Yes No
Wind okay?	_____	Yes No
Are there power lines?	_____	Yes No
Is operator's certification card current?	_____	Yes No
Is area okay for entry and exit of jobsite?	_____	Yes No
Has a pre-lift meeting between operator, signalperson, supervisor, and any and all other persons occurred?	_____	Yes No

Other Considerations _____

Signatures

	Name	Signature	Date
Client	_____	_____	_____
Supervisor	_____	_____	_____
Operator	_____	_____	_____
Flagman	_____	_____	_____

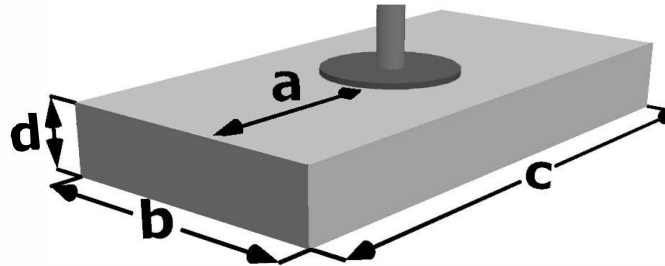
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Ground Bearing Pressure Below Crane Mats

Job Information

Project	Lift Plan 05232023RV-1160
Customer	TKE
Description	set gear box
Drawn By	Adam Seale
Date	3/1/2024



Calculations

Ground Bearing Pressure below mat...

$$q = P / (b \cdot c) \quad \mathbf{4,280 \text{ psf}}$$

Bending Stress on Mat...

$$f = 3 \cdot q \cdot a^2 \cdot n / d^2 \quad 3,210 \text{ psi} \quad \mathbf{OK}$$

27,000 psi maximum allowed

Crane Information

Liebherr LTM 1160-5.1	
203.4' Telescopic Boom (T)	
100% Outriggers (26.1' x 24.6')	
Cwt: 102,500 lbs	
Outrigger Load 'P'	107,000 lbs
Outrigger Pad Length	4 ft
Outrigger Pad Width	3 ft

Mat Information

Mat Material	Steel
Mat Thickness	2 in
Mat Length	5 ft
Mat Width	5 ft
Mats in Width	1
Effective Mat Length 'c'	5 ft
Effective Mat Width 'b'	5 ft
Moment Arm 'a'	1 ft
Matting Layers 'n'	1
Total Mat Thickness 'd'	2 in

Notes

Not for construction use. For pre-planning only.

Load Chart

Project Lift Plan 05232023RV-1160
 Customer TKE
 Description set gear box

Liebherr LTM 1160-5.1

Boom: Telescopic Boom (T)
 Jib: -
 Base: 100% Outriggers (26.1' x 24.6')
 Counterweight: 102,500 lbs
 Range: 360°
 Capacity: 85%
 Chart ID: 067570 - II 997

Boom Section Percentages	Boom Length (ft)	Boom Angle	Jib Length (ft)	Jib Offset	Tip Height (ft)	Lift Radius (ft)	Capacity (lbs)
100-100-100-100-100	203.4	77.8°	-	-	210.3	40	28,400
100-100-100-100-100	203.4	76.4°	-	-	209.1	45	27,300
100-100-100-100-100	203.4	74.9°	-	-	207.7	50	26,300
100-100-100-100-100	203.4	73.4°	-	-	206.1	55	25,200
100-100-100-100-100	203.4	71.9°	-	-	204.5	60	24,000
100-100-100-100-100	203.4	70.4°	-	-	202.7	65	22,900
100-100-100-100-100	203.4	68.9°	-	-	200.7	70	21,700
100-100-100-100-100	203.4	67.4°	-	-	198.6	75	20,700
100-100-100-100-100	203.4	65.9°	-	-	196.3	80	19,700
100-100-100-100-100	203.4	64.3°	-	-	193.9	85	18,800
100-100-100-100-100	203.4	62.7°	-	-	191.2	90	17,900
100-100-100-100-100	203.4	61.1°	-	-	188.4	95	17,000
100-100-100-100-100	203.4	59.4°	-	-	185.5	100	16,200
100-100-100-100-100	203.4	57.8°	-	-	182.3	105	15,400
100-100-100-100-100	203.4	56.1°	-	-	178.9	110	14,700
100-100-100-100-100	203.4	54.3°	-	-	175.3	115	14,000
100-100-100-100-100	203.4	52.6°	-	-	171.4	120	13,300
100-100-100-100-100	203.4	50.7°	-	-	167.3	125	12,500
100-100-100-100-100	203.4	48.9°	-	-	162.9	130	12,000
100-100-100-100-100	203.4	46.9°	-	-	158.2	135	11,500
100-100-100-100-100	203.4	44.9°	-	-	153.1	140	10,800
100-100-100-100-100	203.4	42.9°	-	-	147.7	145	10,000
100-100-100-100-100	203.4	40.7°	-	-	141.9	150	9,200
100-100-100-100-100	203.4	38.4°	-	-	135.6	155	8,400
100-100-100-100-100	203.4	36°	-	-	128.8	160	7,600
100-100-100-100-100	203.4	33.5°	-	-	121.2	165	6,900
100-100-100-100-100	203.4	30.8°	-	-	112.9	170	6,200
100-100-100-100-100	203.4	27.8°	-	-	103.6	175	5,600
100-100-100-100-100	203.4	24.4°	-	-	92.8	180	5,000
100-100-100-100-100	203.4	20.6°	-	-	80.1	185	4,500
100-100-100-100-100	203.4	15.8°	-	-	63.8	190	4,000
100-100-100-100-100	203.4	8.3°	-	-	37.8	195	3,600

This data is for reference use only. Operator must refer to in-cab charts to determine allowable lifting capacities.

Crosby® Screw Pin Shackles



G-209/S-209

G-209 Screw pin anchor shackles meet the performance requirements of Federal Specification RR-C-271G Type IVA, Grade A, Class 2, except for those provisions required of the contractor. For additional information, see page 452.

- Capacities 1/3 thru 55 metric tons, grade 6.
- Forged - Quenched and Tempered, with alloy pins.
- Working Load Limit and grade "6" permanently shown on every shackle.
- Hot Dip galvanized or self colored.
- Sizes 3/8 inch and below are mechanically galvanized.
- Fatigue rated.
- Shackles 25t and larger are RFID EQUIPPED.
- Shackles can be furnished proof tested with certificates to designated standards, such as ABS, DNV, Lloyds, or other certification. Proof testing and certification available when requested at the time of order, charges will apply.
- Approved for use at -40° C (-40° F) to 204° C (400° F).
- All 209 and 210 shackles can meet charpy requirements of 42 Joules (31 ft•lb) avg. at -20° C (-4° F) upon special request.
- Meets or exceeds all requirements of ASME B30.26.
- Type Approval certification in accordance with ABS 2016 Steel Vessel Rules and ABS Guide for Certification of Lifting Appliances available. Certificates available when requested at time of order and may include additional charges.
- Look for the Red Pin®... the mark of genuine Crosby quality.



G-210/S-210

G-210 Screw pin chain shackles meet the performance requirements of Federal Specification RR-C-271G Type IVB, Grade A, Class 2, except for those provisions required of the contractor. For additional information, see page 452.

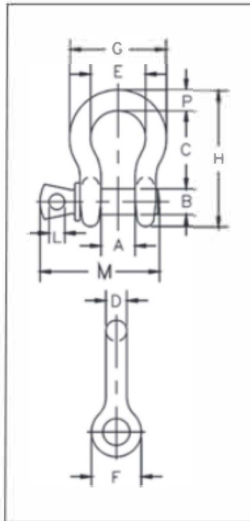
Shackles



SEE APPLICATION INFORMATION

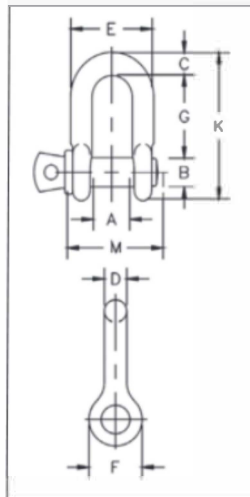
On Page 92 of the General Catalog
Para Español: www.thecrosbygroup.com

G-209 / S-209 Screw Pin Anchor Shackles



Nominal Size (in)	Working Load Limit (t)*	Stock No.		Weight Each (lb)	Dimensions (in)														Tolerance + / -	
		G-209	S-209		A	B	C	D	E	F	G	H	L	M	P	C	A			
3/16	1/3	1018357	—	.06	.38	.25	.88	.19	.60	.56	.98	1.47	.16	1.14	.19	.06	.06			
1/4	1/2	1018375	1018384	.10	.47	.31	1.13	.25	.78	.61	1.28	1.84	.19	1.43	.25	.06	.06			
5/16	3/4	1018393	1018400	.18	.53	.38	1.22	.31	.84	.75	1.47	2.09	.22	1.71	.31	.06	.06			
3/8	1	1018419	1018428	.31	.66	.44	1.44	.38	1.03	.91	1.78	2.49	.25	2.02	.38	.13	.06			
7/16	1-1/2	1018437	1018446	.38	.75	.50	1.69	.44	1.16	1.06	2.03	2.91	.31	2.37	.44	.13	.06			
1/2	2	1018455	1018464	.72	.81	.63	1.88	.50	1.31	1.19	2.31	3.28	.38	2.69	.50	.13	.06			
5/8	3-1/4	1018473	1018482	1.37	1.06	.75	2.38	.63	1.69	1.50	2.94	4.19	.44	3.34	.69	.13	.06			
3/4	4-3/4	1018491	1018507	2.35	1.25	.88	2.81	.75	2.00	1.81	3.50	4.97	.50	3.97	.81	.25	.06			
7/8	6-1/2	1018516	1018525	3.62	1.44	1.00	3.31	.88	2.28	2.09	4.03	5.83	.50	4.50	.97	.25	.06			
1	8-1/2	1018534	1018543	5.03	1.69	1.13	3.75	1.00	2.69	2.38	4.69	6.56	.56	5.13	1.06	.25	.06			
1-1/8	9-1/2	1018552	1018561	7.41	1.81	1.25	4.25	1.16	2.91	2.69	5.16	7.47	.63	5.71	1.25	.25	.06			
1-1/4	12	1018570	1018589	9.50	2.03	1.38	4.69	1.29	3.25	3.00	5.75	8.25	.69	6.25	1.38	.25	.06			
1-3/8	13-1/2	1018598	1018605	13.53	2.25	1.50	5.25	1.42	3.63	3.31	6.38	9.16	.75	6.83	1.50	.25	.13			
1-1/2	17	1018614	1018623	17.20	2.38	1.63	5.75	1.54	3.88	3.63	6.88	10.00	.81	7.33	1.62	.25	.13			
1-3/4	25	1018632	1018641	27.78	2.88	2.00	7.00	1.84	5.00	4.19	8.86	12.34	1.00	9.06	2.25	.25	.13			
2	35	1018650	1018669	45.00	3.25	2.25	7.75	2.08	5.75	4.81	9.97	13.68	1.22	10.35	2.40	.25	.13			
2-1/2	55	1018678	1018687	85.75	4.13	2.75	10.50	2.71	7.25	5.69	12.87	17.84	1.38	13.00	3.13	.25	.25			

G-210 / S-210 Screw Pin Chain Shackles



Nominal Size (in)	Working Load Limit (t)*	Stock No.		Weight Each (lb)	Dimensions (in)										Tolerance + / -	
		G-210	S-210		A	B	C	D	E	F	G	K	L	M	G	A
1/4	1/2	1019150	1019169	.11	.47	.31	.25	.25	.97	.62	.97	1.59	.19	1.43	.06	.06
5/16	3/4	1019178	1019187	.17	.53	.38	.31	.31	1.15	.75	1.07	1.91	.22	1.71	.06	.06
3/8	1	1019196	1019203	.28	.66	.44	.38	.38	1.42	.92	1.28	2.31	.25	2.02	.13	.06
7/16	1-1/2	1019212	1019221	.43	.75	.50	.44	.44	1.63	1.06	1.48	2.67	.31	2.37	.13	.06
1/2	2	1019230	1019249	.59	.81	.63	.50	.50	1.81	1.18	1.66	3.03	.38	2.69	.13	.06
5/8	3-1/4	1019258	1019267	1.25	1.06	.75	.63	.63	2.32	1.50	2.04	3.76	.44	3.34	.13	.06
3/4	4-3/4	1019276	1019285	2.63	1.25	.88	.81	.75	2.75	1.81	2.40	4.53	.50	3.97	.25	.06
7/8	6-1/2	1019294	1019301	3.16	1.44	1.00	.97	.88	3.20	2.10	2.86	5.33	.50	4.50	.25	.06
1	8-1/2	1019310	1019329	4.75	1.69	1.13	1.00	1.00	3.69	2.38	3.24	5.94	.56	5.13	.25	.06
1-1/8	9-1/2	1019338	1019347	6.75	1.81	1.25	1.25	1.13	4.07	2.69	3.61	6.78	.63	5.71	.25	.06
1-1/4	12	1019356	1019365	9.06	2.03	1.38	1.38	1.25	4.53	3.00	3.97	7.50	.69	6.25	.25	.06
1-3/8	13-1/2	1019374	1019383	11.63	2.25	1.50	1.50	1.38	5.01	3.31	4.43	8.28	.75	6.53	.25	.13
1-1/2	17	1019392	1019409	15.95	2.38	1.63	1.62	1.50	5.38	3.62	4.87	9.05	.81	7.33	.25	.13
1-3/4	25	1019418	1019427	26.75	2.88	2.00	2.12	1.75	6.38	4.19	5.78	10.97	1.00	9.06	.25	.13
2	35	1019436	1019445	42.31	3.25	2.25	2.36	2.10	7.25	5.00	6.77	12.74	1.13	10.35	.25	.13
2-1/2	55	1019454	1019463	71.75	4.12	2.75	2.63	2.63	9.38	5.68	8.07	14.85	1.38	13.00	.25	.25

* NOTE: Maximum Proof Load is 2 times the Working Load Limit. Minimum Ultimate Strength is 6 times the Working Load Limit. For Working Load Limit reduction due to side loading applications, see page 94.

TYPE 115 EIP IWRC: Mechanical Spliced Slings

Rated Capacity - US Tons



	Rope Dia. (")	Vert	Choker Hitch	Basket Hitch			Eye Dimensions (")		Thimble Dimensions (")		Alloy Hook	
								A	B	A	B	WLL Tons
		60	45	30								
6X19 OR 6X36 EIP	1/4	0.65	0.48	1.3	1.1	0.91	0.65	2.0	4	0.88	1.63	1
	5/16	1.0	0.74	2.0	1.7	1.4	1.0	2.5	5	1.06	1.88	1
	3/8	1.4	1.1	2.9	2.5	2.0	1.4	3.0	6	1.13	2.13	1 1/2
	7/16	1.9	1.4	3.9	3.4	2.7	1.9	3.5	7	1.25	2.38	2
	1/2	2.5	1.9	5.1	4.4	3.6	2.5	4.0	8	1.5	2.75	3
	9/16	3.2	2.4	6.4	5.5	4.5	3.2	4.5	9	1.5	2.75	5
	5/8	3.9	2.9	7.8	6.8	5.5	3.9	5.0	10	1.75	3.25	5
	3/4	5.6	4.1	11	9.7	7.9	5.6	6.0	12	2.0	3.75	7
	7/8	7.6	5.6	15	13	11	7.6	7.0	14	2.25	4.25	11
	1	9.8	7.2	20	17	14	9.8	8.0	16	2.5	4.5	11
6X36 EIP	1 1/8	12	9.1	24	21	17	12	9.0	18	2.88	5.13	15
	1 1/4	15	11	30	26	21	15	10	20	2.88	5.13	15
	1 3/8	18	13	36	31	25	18	11	22	3.5	6.25	22
	1 1/2	21	16	42	37	30	21	12	24	3.5	6.25	22
	1 3/4	28	21	57	49	40	28	14	28	4.5	9.0	30
	2	37	28	73	63	52	37	16	32	6.0	12	37
	2 1/4	44	35	89	77	63	44	18	36	7.0	14	45
	2 1/2	54	42	109	94	77	54	20	40	8.0	17.5	60
	2 3/4	65	51	130	113	92	65	22	44			
	3	77	60	153	133	108	77	24	48			
	3 1/2	102	79	203	176	144	102	28	56			
	4	130	101	260	224	183	130	32	64			
	4 1/2	160	120	320	277	226	160	36	72			

Rated Capacities in Basket Hitch based on D/d Ratio of 25.

Rated Capacities based on pin diameter no larger than natural eye width or less than the nominal sling diameter. Rated Capacities based on design factor of 5.

Horizontal sling angles of less than 30° shall not be used.



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>3/12/2024</u>	ITEM NUMBER:	<u>12.</u>
DEPARTMENT:	<u>Administration</u>	PREPARED BY:	<u>Greg Lowe, City Secretary</u>
INITIATED BY:	<u>Greg Lowe, City Secretary</u>	EXHIBITS:	<u>Car Show Alcohol Request</u>

EXECUTIVE SUMMARY:

During the February 13, 2024, city council meeting, a street closure for a car show and swap shop was approved by the council. The producers of the car show are requesting alcohol be allowed on the public right of way in the area of the approved street closure. The streets approved for closure are the Commerce from Neches to S. Ragsdale and S. Jackson (under the overpass) from Commerce to Wilson. This is not a city "sponsored or supported" event, so the producer of the car show will be required to hire off-duty police officers for security and follow all TABC requirements regarding barricading the area and properly posted signage.

RECOMMENDED ACTION:

Council decision.

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

STRATEGY MAP

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

POLICY/GOAL CONSIDERATION:**LEGAL:**

Requestor

- Jonathan Gary, President
903 Streetcars & Classics

Purpose

- Car show and swap meet

Date

- Saturday, April 20

Duration

- 8 am – 5 pm





Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>3/12/2024</u>	ITEM NUMBER:	<u>13.</u>
DEPARTMENT:	<u>Community and Public Services</u>	PREPARED BY:	<u>Kristie Marks,</u> <u>ADMINISTRATIVE ASSISTANT</u>
INITIATED BY:	<u>Chris Silvey, BUILDING</u> <u>INSPECTOR</u>	EXHIBITS:	<u>999 CR 3108 Boathouse</u> <u>Application</u>

EXECUTIVE SUMMARY:

Mr. William Tinker is requesting a variance to extend his boathouse 75' from the shore line to reach a water depth of 5'. The lake rules allow for a maximum of 50' from the shoreline. The rules also allow for a variance request in order to reach a minimum water depth of 5'.

RECOMMENDED ACTION:

Staff recommends approval

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

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



CITY OF JACKSONVILLE, TX

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

Variance Application

Property Information:

Business Name:

Phone (Cell Phone Preferred)

Email Address:

WILLIAM TINKER	469-855-8552	TINKER.BILL@ATT.NET	
Property Address:	City:	State:	Zip Code:
999 CIR 3108	JACKSONVILLE	TX	75766
Lot:	Block:	Addition:	
2		SOUTH SHORE PARK	

Owner Information:

Name:

Phone:

Email Address

WILLIAM TINKER	469-855-8552	TINKER.BILL@ATT.NET	
Personal Address:	City:	State:	Zip Code:
PO BOX 1700	GONZALES	TX	78629

Permit Information:

Status of Job:

☒ Not Started ☐ Under Construction ☐ Finished

Permit Number:

Plan Check Number:

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Specific ordinance modification desired:

EXTENSION of BOATHOUSE TO 75' FROM SHORE TO 5' WATER DEPTH

State why this ordinance is not practicable to comply with:

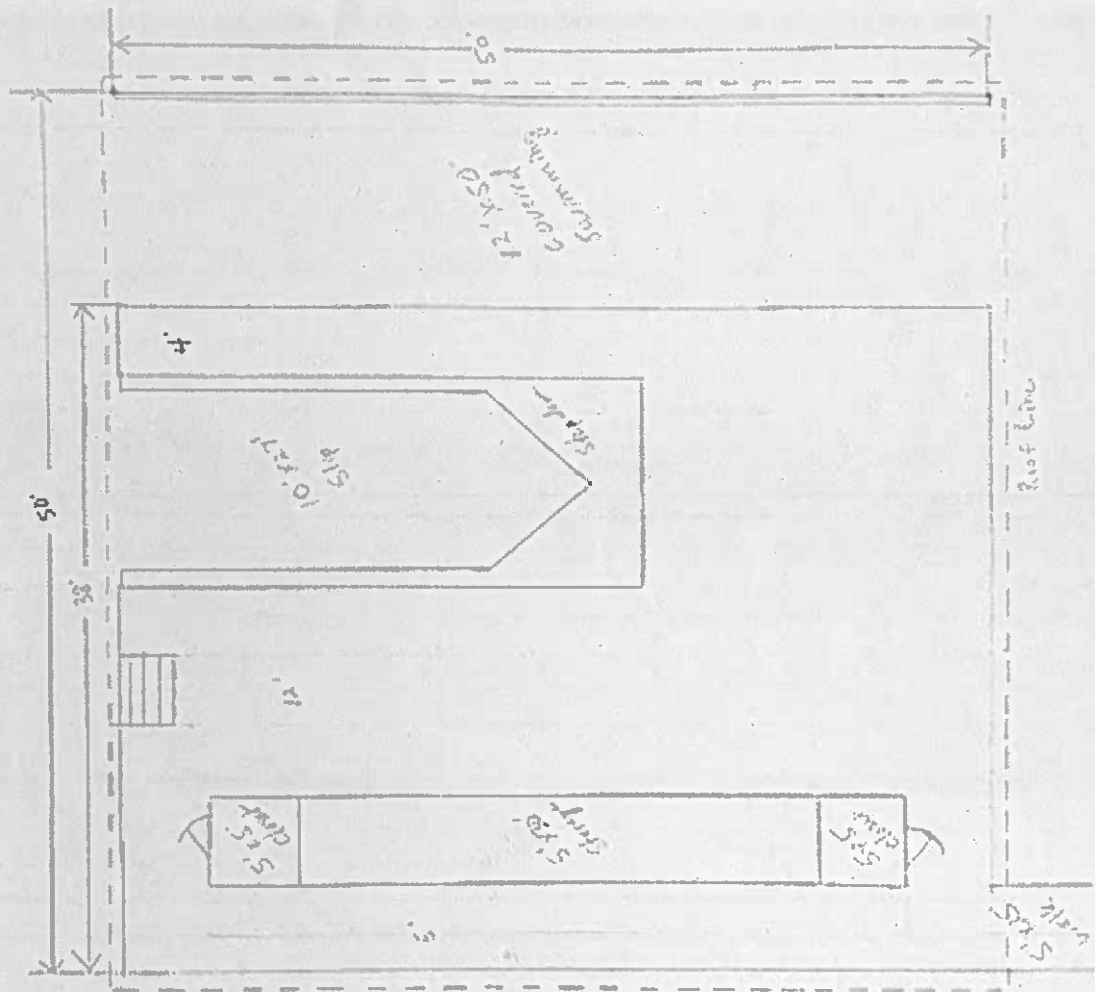
SHALLOW, ROCKY LAKE BOTTOM

Applicant Signature:

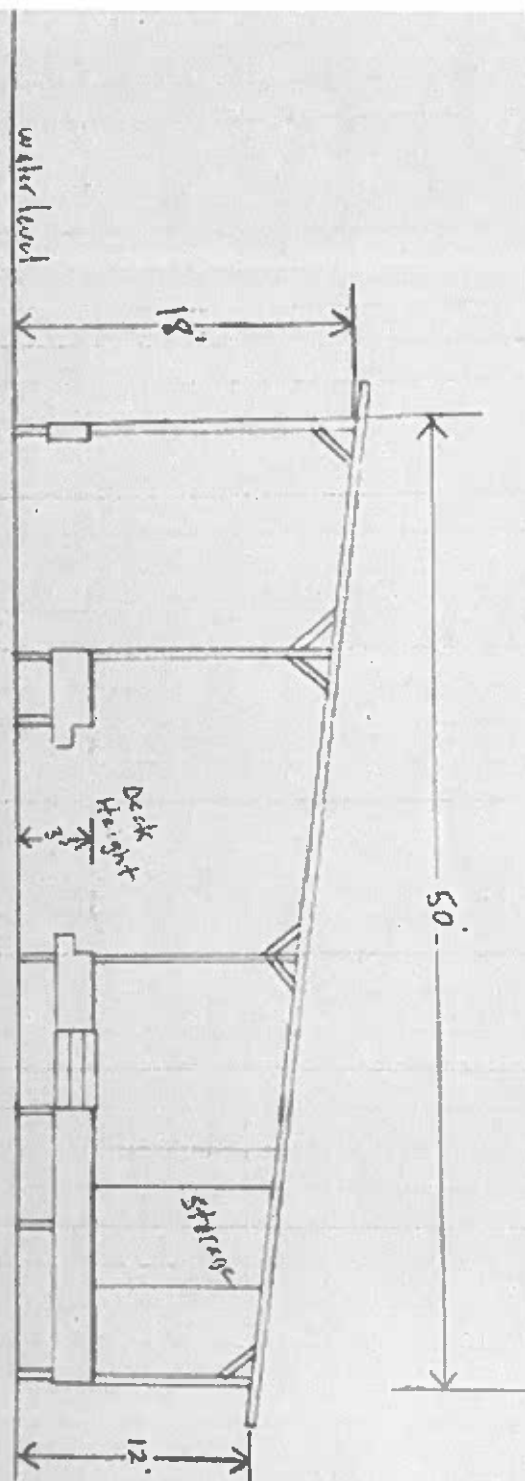
Date:

	02/23/24
--	----------

Revised January 2022



Single Slope Roof Bathroom Elevation



RULES & REGULATIONS GOVERNING LAKE JACKSONVILLE

SECTION 6. BOATHOUSE AND PIER CONSTRUCTION; APPROVAL, MAXIMUM SIZE, AND LOCATION

(A) Plans submitted to the City Building Official for proposed boathouses, docks and fishing piers shall include the location of property corners and lot lines. Lessees are responsible for accurately locating such platted property boundaries before plans are submitted. Construction may begin only if and when a Building Permit is issued. The lessee is required to post such Building Permit in a visible location at the work site before construction may begin.

(B) No structure shall be constructed or caused or allowed to be constructed by any Lake Jacksonville lot lessee if: (1) its length extends more than fifty (50) feet from normal lake shoreline (the water's edge at normal pool elevation).

Exceptions:

(a) In the event that the depth of water at 50 feet from shoreline at normal pool elevation is less than 5 feet, see SECTION 6 Paragraph (D) below.

(D) In the event the depth of the water at 50 feet from the shoreline at normal pool elevation is less than 5 feet, the City Building Official may permit a structure to extend outward from the shoreline past the 50 foot limit until a water depth of 5 feet is encountered, provided that:

(1) The proposed structure conforms to and complies with current Rules and Regulations Governing Lake Jacksonville in all respects; and

(2) The Jacksonville City Council, by majority vote of a quorum present for a duly called or scheduled City Council meeting, determines that the proposed structure will not have an unreasonable or adverse impact upon the use and enjoyment of the adjoining Lake Lots and any approved improvements thereupon; and

(3) In no event shall the structure extend more than 75 feet from the shoreline, regardless of whether a water depth of 5 feet is reached.







Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	3/12/2024	ITEM NUMBER:	14.
DEPARTMENT:	Administration	PREPARED BY:	Greg Lowe, City Secretary
INITIATED BY:	Devin Fredrickson, Parks and Recreation Director	EXHIBITS:	ATHLETIC FACILITY LICENSE AGREEMENT 2024 (Baseball) Signed, JSA Contract signed 24' Soccer Facility Use Agreement

EXECUTIVE SUMMARY:

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

RECOMMENDED ACTION:

Approve the agreements.

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:**

ATHLETIC FACILITY LICENSE AGREEMENT

This License Agreement (the "Agreement") is entered into on this **15th of March, 2024**, between the City of Jacksonville, Texas (the "City"), a Texas Home Rule Municipal Corporation and **Jacksonville Baseball/Softball Association** hereinafter referred to as "League", "Licensee", or "Association".

ARTICLE I

General Statement of Duties

Section 1.01. In consideration of the mutual covenants of this Agreement, and of other good and valuable consideration, the City hereby grants, upon the terms and conditions set forth in this Agreement, a license on and over certain property owned by the City and commonly known as **City of Jacksonville Baseball/Softball Complex** located at **Byrd Road**, in the City of Jacksonville, County of Cherokee, State of Texas, hereinafter referred to as "Property" or "facility," to Licensee, for the sole purpose of utilizing the Property for youth sports programs from **March 15, 2024** to the completion of the spring season. This agreement only covers regular season games and make up games. Any tournament will be by separate agreement.

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

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

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

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

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

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

ARTICLE II

Organization of League

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

ARTICLE III

Terms of Agreement

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

ARTICLE IV

Consideration

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

ARTICLE V

Administrative Provisions

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

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

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

Section 5.04. The City shall retain all authority placed in it which is non-delegable. No

provision of this Agreement shall be construed as delegating any non-delegable right, power or duty of the City.

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

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

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

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

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

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

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

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

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

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

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

- 2024 and Revenue (total)

- 2024 and Expenditures (total)
- Number of participants
- Description of proposed parks improvements projects
- Other reports required by the City of Jacksonville's City Manager, or their designee, to provide adequate information regarding the operation of League during the term or this agreement.
- **Acknowledgment from the Association that it will adhere to the NCAA Guideline IE Lightning Safety.**
- **Acknowledgment from the Association that the cancellation (or "calling") of games shall be the right of either the Association or the City of Jacksonville City Manager; or their designee. The City of Jacksonville reserves the final decision-making power to cancel any game due to weather, field conditions, or any other unforeseen circumstances.**

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

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

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

ARTICLE VI

Construction

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

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

ARTICLE VII

Insurance, Indemnity and Release

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

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

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

PART OR THIS AGREEMENT.

**THE INDEMNITY AND RELEASE PROVIDED HEREIN SHALL SURVIVE
THE TERMINATION OR VOIDANCE OR THIS AGREEMENT.**

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

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

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

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

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

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

ARTICLE VIII

Maintenance

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

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

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

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

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

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

ARTICLE IX

Concession Sales & Vendors

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

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

Section 9.03. If the League wishes to permit vendors (including but not limited to photographers) on the property must notify the City of Jacksonville City Manager; or their designee in writing. It is the responsibility of the licensee to ensure all vendors have the proper permits, required insurance and abide by city ordinances as well as state and Federal law. Any legal vendor must have the proper vendor permitting and approval of the City of Jacksonville City Manager; or their designee if that vendor wishes to sell in the City of Jacksonville Sports/Athletic

Complex. It will be the responsibility of the Association to NOT allow any vendor to operate with the City of Jacksonville Sports/Athletic Complex. If a vendor is encountered within City of

Jacksonville Sports/Athletic Complex without the proper permitting and approval, it will be the responsibility of the Association to notify the Jacksonville Police Department and have that vendor or individual removed from the City of Jacksonville Sports/Athletic Complex.

ARTICLE X

Utilities

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

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

ARTICLE XI

Termination

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

cure defaults if such time is, in the opinion of non-defaulting party, reasonably necessary.

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

Section I 1.03. Upon termination of this Agreement, Licensee shall have thirty (30) days to remove from Property all personal property owned by it.

ARTICLE XII

Enforcement

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

EXECUTED this 15 day of MARCH of the year 2024, by the duly authorized representatives of the City and Licensee.

CITY OF JACKSONVILLE:

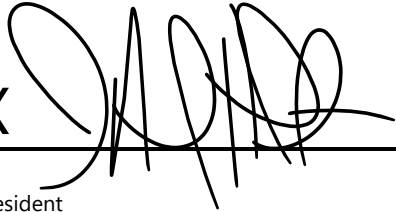
LEAGUE:

X

City Manager

APPROVED AS TO CONTENT:

X



President

APPROVED AS TO FORM:

X

City Attorney

ATHLETIC FACILITY LICENSE AGREEMENT

"EXHIBIT A"

Maintenance

Baseball and Softball:

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

Turf maintenance

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

Field maintenance

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

Routine Maintenance Issues

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

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

The Licensee shall be responsible to perform:

Infield Maintenance during Game nights.

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

City of Jacksonville Baseball/Softball Complex

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

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

ATHLETIC FACILITY LICENSE AGREEMENT

This License Agreement (the "Agreement") is entered into on this 15th of March, 2024, between the City of Jacksonville, Texas (the "City"), a Texas Home Rule Municipal Corporation and Jacksonville Soccer Association hereinafter referred to as "League", "Licensee", or "Association".

ARTICLE I

General Statement of Duties

Section 1.01. In consideration of the mutual covenants of this Agreement, and of other good and valuable consideration, the City hereby grants, upon the terms and conditions set forth in this Agreement, a license on and over certain property owned by the City and commonly known as City of Jacksonville Soccer Complex located at Byrd Road, in the City of Jacksonville, County of Cherokee, State of Texas, hereinafter referred to as "Property" or "facility," to

Licensee, for the sole purpose of utilizing the Property for youth sports programs from March 15, 2024 to the completion of the spring season. This agreement only covers regular season games and make up games. Any tournament will be by separate agreement.

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

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

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

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

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

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

ARTICLE II

Organization of League

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

ARTICLE III

Terms of Agreement

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

ARTICLE IV

Consideration

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

ARTICLE V

Administrative Provisions

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

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

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

Section 5.04. The City shall retain all authority placed in it which is non-delegable. No

provision of this Agreement shall be construed as delegating any non-delegable right, power or duty of the City.

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

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

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

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

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

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

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

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

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

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

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

- 2024 and Revenue (total)

- 2024 and Expenditures (total)
- Number of participants
- Description of proposed parks improvements projects
- Other reports required by the City of Jacksonville's City Manager, or their designee, to provide adequate information regarding the operation of League during the term or this agreement.
- **Acknowledgment from the Association that it will adhere to the NCAA Guideline IE Lightning Safety.**
- **Acknowledgment from the Association that the cancellation (or "calling") of games shall be the right of either the Association or the City of Jacksonville City Manager; or their designee. The City of Jacksonville reserves the final decision-making power to cancel any game due to weather, field conditions, or any other unforeseen circumstances.**

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

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

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

ARTICLE VI

Construction

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

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

ARTICLE VII

Insurance, Indemnity and Release

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

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

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

THE INDEMNITY AND RELEASE PROVIDED HEREIN SHALL SURVIVE THE

TERMINATION OR VOIDANCE OR THIS AGREEMENT.

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

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

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

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

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

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

ARTICLE VIII

Maintenance

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

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

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fertilizing or herbicide or pesticide application without written permission from the City of Jacksonville's City Manager, or their designee.

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

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Section 9.03. If the League wishes to permit vendors (including but not limited to photographers) on the property must notify the City of Jacksonville City Manager; or their designee in writing. It is the responsibility of the licensee to ensure all vendors have the proper permits, required insurance and abide by city ordinances as well as state and Federal law. Any legal vendor must have the proper vendor permitting and approval of the City of Jacksonville City Manager; or their designee if that vendor wishes to sell in the City of Jacksonville Sports/Athletic

Complex. It will be the responsibility of the Association to NOT allow any vendor to operate with the City of Jacksonville Sports/Athletic Complex. If a vendor is encountered within City of Jacksonville Sports/Athletic Complex without the proper permitting and approval, it will be the responsibility of the Association to notify the Jacksonville Police Department and have that vendor or individual removed

from the City of Jacksonville Sports/Athletic Complex.

ARTICLE X

Utilities

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

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

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

Non-defaulting party may, in its discretion, allow defaulting party more than thirty (30) days to

cure defaults if such time is, in the opinion of non-defaulting party, reasonably necessary.

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Enforcement

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

EXECUTED this 15 day of MARCH of the year 2024, by the duly authorized
representatives of the City and Licensee.

CITY OF JACKSONVILLE:

LEAGUE:

X_____

City Manager

X_____

J.B.S.A. Inc.

APPROVED AS TO CONTENT:

X _____

President

X_____

Treasurer

X_____

Secretary

APPROVED AS TO FORM:

X_____

City Attorney

ATHLETIC FACILITY LICENSE AGREEMENT

"EXHIBIT A"

Maintenance

Soccer:

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

maintenance

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

Field maintenance

This includes painting or chalking fields.

Routine Maintenance Issues

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

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

City of Jacksonville Soccer Complex

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

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

The Licensee shall be responsible to preform:

Field Equipment

The licensee will provide all netting for goals.

Field Maintenance during Game Days/Nights

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



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	3/12/2024	ITEM NUMBER:	15.
DEPARTMENT:	Administration	PREPARED BY:	Greg Lowe, City Secretary
INITIATED BY:	Devin Fredrickson, Parks and Recreation Director	EXHIBITS:	Cemetery Mowing Newspaper Ad 2024, BCBU, Tettenhorst, RFP Bid# 2024-802-01 James Worley, Breezy Day, Breezy Day RFP Spec, HUBCERT

EXECUTIVE SUMMARY:

The City of Jacksonville owns and operates two cemeteries. Old City Cemetery City is located on Kickapoo St. and Resthaven is located on Pineda St.

The staff recently placed the annual mowing contract for the cemeteries out for RFQ. Staff received a total of four bids. After reviewing the bids, staff recommends awarding the bid to Breezy Day in the amount of \$99, 936 for 23 mowings.

RECOMMENDED ACTION:

Award the cemetery mowing contract to Breezy Day.

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 contracts over \$50,000.

NOTICE TO BIDDERS

SEALED BID responses will be received at the City of Jacksonville – City Hall, 315 S. Ragsdale St., Jacksonville, TX 75766 until 10:00 a.m. on Friday, March 8th, 2024 for the purpose of furnishing all labor, materials and equipment and the performing of all work required in the Cemeteries Grounds Maintenance Contract, at which time and place the proposals will be publicly opened and read aloud and retained by the City for tabulation, checking and evaluation. Proposals received by the City after the submission deadline will be considered void and unacceptable. The City is not responsible for lateness or non-delivery of mail, courier, etc.

Submissions should include one (1) original and (3) copies of the proposal, along with one (1) digital copy, Fax or email copies will not be accepted. Incomplete or late proposals will be considered non-responsive and will not be reviewed. Each proposal must be complete when submitted. No changes, modifications, corrections, or additions may be made to the proposal once the City of Jacksonville receives it.

Interested parties shall contact Devin Fredrickson at Devin.Fredrickson@jacksonvilletx.org to request a copy of the Specifications and General Requirements.

The sealed envelope must be marked:

Bid # 2024-802-01
Cemetery Grounds Maintenance Contract
OPENS, 10:00 a.m. Friday, March 8th, 2024
City of Jacksonville – City Hall
315 S. Ragsdale St., Jacksonville, TX 75766

REQUEST FOR PROPOSAL FOR CEMETERY GROUNDS MAINTENANCE CONTRACT

For

City of Jacksonville



Bid # 2024-802-01

Bid Opening: March 8, 2024

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BACKGROUND

The purpose of Bid # 2024-802-01 is to obtain proposals for grounds maintenance services at two (2) City-owned cemeteries; 1) City Cemetery 2) Resthaven Cemetery. Desired services consist primarily of mowing, string trimming, edging, and removing litter and fallen tree limbs.

NOTICE TO BIDDERS

SEALED BID responses will be received at the City of Jacksonville – City Hall, 315 S. Ragsdale St., Jacksonville, TX 75766 until 10:00 a.m. on Friday, March 8th, 2024 for the purpose of furnishing all labor, materials and equipment and the performing of all work required in the Cemeteries Grounds Maintenance Contract, at which time and place the proposals will be publicly opened and read aloud and retained by the City for tabulation, checking and evaluation. Proposals received by the City after the submission deadline will be considered void and unacceptable. The City is not responsible for lateness or non-delivery of mail, courier, etc.

Submissions should include one (1) original and (3) copies of the proposal, along with one (1) digital copy, Fax or email copies will not be accepted. Incomplete or late proposals will be considered non-responsive and will not be reviewed. Each proposal must be complete when submitted. No changes, modifications, corrections, or additions may be made to the proposal once the City of Jacksonville receives it.

Interested parties shall contact Devin Fredrickson at Devin.Fredrickson@jacksonvilletx.org to request a copy of the Specifications and General Requirements.

The sealed envelope must be marked:

Bid # 2024-802-01
Cemetery Grounds Maintenance Contract
OPENS, 10:00 a.m. Friday, March 8th, 2024
City of Jacksonville – City Hall
315 S. Ragsdale St., Jacksonville, TX 75766

In case of ambiguity or lack of clearness in stating proposal price, City reserves the right to adopt the most advantageous service thereof, or to reject any or all bids. No bid may be withdrawn within ninety (90) days after date on which bids are opened.

ADVERTISEMENT DATES:

February 24, 2024
March 2, 2024

Bid # 2024-802-01

Bidders Initials JH

GENERAL TERMS AND CONDITIONS

1. **OPENING PLACE, TIME, AND DATE** – The City will conduct a public bid opening at the location, time and date as specified in the NOTICE TO BIDDERS. Bidders are encouraged to attend. A tabulation of the bid responses received at the time and date of the opening will be made available to all bidders at a later date.
2. **LATE PROPOSALS** – Proposals received by the City after the submission deadline will be considered void and unacceptable. The City is not responsible for lateness or non-delivery of mail, carrier, etc.
3. **WITHDRAWAL** – A proposal may not be withdrawn or cancelled by the bidder without the permission of the City for a period of ninety (90) days following the date designated for receipt of bids, and bidder so agrees upon submittal of their bid.
4. **CONTRACT** – This bid, accompanying documents, and any negotiated terms, when properly accepted by the City, shall constitute a contract equally binding between the successful bidder(s) and the City. No different or additional terms will become a part of this contract with the exception of Change Orders.
5. **DEFAULT** – The City reserves the right to enforce the performance of this contract in any manner prescribed by law or deemed to be in the best interest of the City in the event of breach or default of this contract. The City reserves the right to terminate the contract immediately in the event the successful bidder fails to:
 1. Substantially meet delivery or completion schedules
 2. Otherwise, substantially perform in accordance with the accepted bid

Breach of contractor or default authorizes the City to award to another bidder, purchase elsewhere and charge the full increase in cost and handling to the defaulting party.
6. **PRICES HELD FIRM** – The City reserves the right to require that submitted bids remain in force for a ninety (90) day period after opening or until award is made; whichever occurs first.
7. **RESOURCE CONTACT** – All information and/or questions pertaining to this bid shall be directed to the City at Devin.Fredrickson@jacksonvilletx.org. It is the bidder's responsibility to seek clarification of any uncertain terms.
8. **NEGOTIATION** – Any attempt to negotiate or give information on the contents of this bid with the City, or its representatives, prior to award shall be grounds for disqualification.

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Bidders Initials JH

9. **TAX EXEMPT** – The City is exempt from all sales and excise taxes. Tax exempt forms are available upon request.
10. **FORMS PROVIDED** – All bids must be submitted on the forms provided to insure uniformity and comparability of responses. Bids may be rejected if they show any omissions, alterations in wording, conditional clauses, or irregularities of any kind.
11. **PRICE FIXING** – In submitting a bid response to this request, the bidder thereby certifies that the bidder has not participated in nor been party to any collusion, price fixing, or any other agreements with any company, firm, or person concerning the pricing on the enclosed bid.
12. **GRATUITIES** – The City may, by written notice to the successful bidder, cancel this contract without liability to successful bidder if it is determined by the City that gratuities in the form of entertainments, gifts or otherwise, were offered or given by the successful bidder, or any agent or representative of the successful bidder, to any officer or employee of the City with a view towards securing or amending, or the making of any determinations with respect to the performance of such a contract.
13. **CONFLICT OF INTEREST** – No public official shall have an interest in this contract, in accordance with Vernon's Texas Code Annotated, Local Government Code Title 5, Subtitle C, Chapter 171.
14. **WARRANTY PRICE** – The price to be paid by the City shall be that contained in successful bidder's bid which successful bidder warrants to be not higher than the successful bidder's current prices on orders by others for products of the kind and specification covered by this agreement for similar quantities under similar or like conditions and methods of purchase. In the event successful bidder breaches this warranty, the prices of the items shall be reduced to the successful bidder's current prices on orders by others, or in the alternative, the City may cancel this contract without liability to successful bidder for breach of successful bidder's actual expense.
15. **FORCE MAJEURE** – Neither party shall be required to perform any term, condition or covenant in this contract so long as such performances are delayed or prevented by force majeure, which shall mean acts of God, strikes, lockouts, material or labor performance restrictions by any governmental authority, civil riots, floods, and any other cause not reasonably within the control of the party required to perform and which by the exercise of due diligence said party is unable, wholly or in part, to prevent or overcome.
16. **APPLICABLE LAW** – This agreement shall be governed by the Uniform Commercial Code. Wherever the term "Uniform Commercial Code" is used, it shall be construed as meaning the Uniform Commercial Code as adopted in the State of Texas as effective and in force on the date of this agreement.

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17. **TAXES, UNEMPLOYMENT BENEFITS, ETC.** – The successful bidder hereby accepts exclusive liability for, and agrees to indemnify the City against liability for the payment of any and all contributions or taxes for unemployment insurance, old age pensions or annuities or other purposes now or hereafter imposed by the Government of the United States and/or by the Government of any State of the United States, which are in whole or in part measured by and/or based upon the wages, salaries, or other remuneration paid to persons employed by the successful bidder on work in connection with this order.
18. **ANTI-DISCRIMINATION** – The successful bidder, in performing the work required hereunder, shall comply with the provisions of Executive Order Number 11246, and shall not discriminate against any employee or applicant for employment because of religion, race, sex, age or national origin.
19. **INVOICING AND PAYMENTS** – Invoicing is to be provided in duplicate to the City at PO Box 1390, Jacksonville, Texas 75766. The payment terms are net 30 days. Net 30 days means payment must be postmarked by the City no later than 30 days after receipt of correct invoicing or receipt of ordered supplies, whichever occurs later.
20. **FAIR LABOR STANDARDS ACT** - The successful bidder warrants that the materials covered by this order have been produced in compliance with the requirements of the Fair Labor Standards Act of 1938, as amended.
21. **LIENS** - The successful bidder agrees to and shall indemnify and hold harmless the City against any and all liens and encumbrances for all labor, goods, and services which may be provided under the request, by seller or seller's vendor(s) and if the City requests, a proper release of all liens or satisfactory evidence of freedom from liens shall be delivered to the City.
22. **MODIFICATIONS AND AMENDMENTS** – The City shall have the right to modify this order subject to an adjustment in the price in accordance with the applicable provisions of the Purchase Order, if any, or pursuant to mutual agreement. No agreement or understanding to modify this order shall be binding on the City unless in writing and signed by the City.
23. **ALTERING BIDS** - Bids cannot be altered or amended after submission deadline. Any interlineation, alteration, or erasure made before opening time and date, must be initialed by the signer of the bid, guaranteeing authenticity.
24. **CHANGE ORDERS** - No oral statement of any person shall modify or otherwise change, or affect the terms, conditions or specifications stated in the resulting contract. All change orders to the contract will be made in writing by the City.

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25. **ACCEPT/REJECT BIDS** – The City reserves the right to accept/reject any or all bids or parts of bids and to waive informalities in the bidding process.
26. **RETURN FORMS** - Bidders are required to return all pages and forms of this bid package. It is recommended that bidders retain a copy of the bid response for reference purposes.
27. **ASSIGNMENT** - The successful bidder shall not sell, assign, transfer or convey any contract resulting from this bid, in whole or in part, without the prior written consent of the City.
28. **VENUE** - This agreement will be governed and construed according to the laws of the State of Texas. This agreement is performable in the City of Jacksonville, Cherokee County, Texas, and venue shall lie exclusively in Cherokee County, Texas.
29. **PERFORMANCE** - Bids must comply with all federal, state, county, and local laws. Any vehicles or equipment shall contain all standard safety, emission, and noise controls required for these types and sizes of equipment at the time of their manufacture. The contractor agrees, during the performance of work or services, to comply with all applicable codes and ordinances of the City, County or State of Texas as they may apply, as these laws now read or as they may hereinafter be changed or amended.
30. **SILENCE OF SPECIFICATIONS** - The apparent silence of these specifications as to any 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 on the basis of this statement.

In case any one or more provisions contained in the contract shall for any reason be held invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not effect any other provision thereof and this contract shall be considered as if such invalid, illegal, or unenforceable provision had never been contained herein.

31. The notice of award of contract shall be given by the City within ninety (90) days following the opening of bids unless all bids are rejected.
32. Each Bidder must provide the information as detailed in the Bid Proposal. This bid, accompanying documents, and any negotiated terms, when properly accepted by the City, shall constitute a contract equally binding between the successful bidder(s) and the City. No different or additional terms will become a part of this contract with the exception of Change Orders.
33. Bidders should carefully examine the specifications and other documents, visit the site of the work, and fully inform themselves as to all conditions and matters which can in any way affect the work or the costs thereof.

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34. Bidders desiring further information, or specifications must make a request for such information in writing to the City prior to forty-eight (48) hours before the bid opening. Should a bidder find discrepancies in, or omissions from, the specifications, or other contract documents, or should he be in doubt as to their meaning, he should at once notify the City in order that a written Addendum may be sent to all bidders. Any Addenda issued prior to forty-eight (48) hours of the opening of bids will be mailed or delivered to each BIDDER contemplating the submission of a proposal of this work. The proposal as submitted by the BIDDER will be so constructed as to include any Addenda if such are issued by the City prior to forty-eight (48) hours of the opening of bids.
35. Within ten (10) days of receipt of notice of award of contract, the successful Bidder (hereinafter "Contractor") must provide, along with executed contract documents, proof of insurance for Comprehensive General Liability Insurance in an amount not less than \$1,000,000 with the City of Jacksonville listed as an additional insured.
36. Contractor covenants and agrees to, and does hereby, indemnify, hold harmless and defend the City, its officers, agents, servants and employees, from and against any and all claims or suits for property damage or loss and/or personal injury, including death, to any and all persons, of whatsoever kind or character, whether real or asserted, arising out of, or in connection with, directly or indirectly, the work and services to be performed hereunder by Contractor, its officers, agents, employees, contractors, subcontractors, licensees or invitees, whether or not caused, in whole or in part, by alleged negligence on the part of officers, agents, servants, employees, contractors, subcontractors, licensees and invitees of the City; and said Contractor does hereby covenant and agree to assume all liability and responsibility of owner, its officers, agents, servants and employees for property damage or loss, and /or personal injuries, including death, to any and all persons of whatsoever kind of character, whether real or asserted, arising out of or in connection with, directly or in directly, the work and services to be performed hereunder by the Contractor, its officers, agents, employees, contractors, subcontractors, licensees and invitees, whether or not caused, in whole or in part, by alleged negligence of officers, agents, servants, employees, contractors, subcontractors, licensees or invitees of the City. Contractor likewise covenants and agrees to, and does hereby, indemnify and hold harmless the City from and against all injuries, loss or damages to property of the City during the performance of any of the terms and conditions of this Contract, whether arising out of or in connection with or resulting from, in whole or in part, any and all alleged acts or omissions of officers, agents, servants, employees, contractors, subcontractors, licensees, or invitees of the City.
37. The Contractor shall provide one person, with authority to make decisions, to be in charge from the beginning to the end of this contract.

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Bidders Initials JA

INSTRUCTIONS TO BIDDERS

1. The Bid award shall be based on, but not necessarily limited to, the following factors:
 - a. Total Price
 - b. Operational Plan
 - c. Results of reference checks
 - d. Experience
 - e. Bidder's past performance record with the City
 - f. The City's evaluation of the Bidder's ability to perform
2. The City may make such investigations as it deems necessary to determine the ability of the Bidder to provide satisfactory performance in accordance with specifications, and the Bidder shall furnish to the City all such information and data for this purpose as the City may request.
3. Bidders are to bid on all items as specified. Bids will be awarded to one bidder based on the total bid.
4. The contract period will begin March 1, 2023 and continue through October 31, 2023. All pricing will remain firm throughout the contract period. The contract may be extended by mutual agreement of both parties for up to five (5) additional one (1) year periods. The Contractor shall submit the renewal proposal with price changes, and justification for price increase to the City no later than July 15th of each year. Increases in contract pricing shall not exceed the consumer price index of the Southern Urban region for the previous twelve-month period.
5. The contract may be cancelled by either party upon forty-five (45) days written notification. The City reserves the right to cancel the contract immediately if the City determines in its sole discretion, that the successful bidder is not fulfilling the assigned responsibilities under this agreement.
6. Contractor shall provide a minimum of three (3) current references with the bid. References shall be from clients the contractor has served in a similar capacity within the last 24 months, preferably businesses within the East Texas region.
7. Contractors bidding on these items shall have a minimum of five (3) years consecutive experience in landscape maintenance, which includes manicured turf maintenance.
8. Contractor must submit, with bid, a completed list of equipment to be used for this contract, on Maintenance and Support Equipment Form. Make additional copies of this form if required.

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9. **ALTERATION OF WORK** – The City reserves the right to limit work scheduled within a cycle in any area at any time or reduce number of mowing's for specific property or when the area in question is under construction or development. Charges for partial areas maintained shall meet the percentage of property with the percentage of cost per cycle.
10. **PERSONNEL REQUIREMENTS** - All maintenance and management personnel assigned to this contract shall meet the following standards:
 - a. All personnel will always utilize appropriate safety equipment.
 - b. Contractor shall provide the City with "after hour/emergency" contacts.
 - c. While on-site, all personnel shall be generally neat in appearance and professional in behavior.
11. **CONTRACT ADMINISTRATION** - Under this contract, the City will appoint its Director of Public and Community Services or his/her designee as contract administrator with the designated responsibility to ensure compliance with performance of contract requirements. Such responsibilities will include, but will not be limited to, the inspection and acceptance of all services performed under this contract. If an area is found to be unsuitable or incomplete in the service required by this contract, the CONTRACTOR will be called back without additional charge to the City. The contract administrator will serve as liaison between the City and the Contractor.
12. **CANCELLATION** - The Contractor shall strictly comply with the provisions of the contract with an adequate number of quality personnel and equipment to perform the work described in these specifications. Non-performance or non-compliance with the requirements of this specification by the awarded vendor shall be basis for the termination of the contract by the City immediately.

The Contractor shall be given forty-eight hours following receipt of notification of default in which to remedy the deficiencies. If the deficiencies are not remedied as a result of the notification, the contract shall be terminated.

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At the discretion of the City, subsequent notification(s) may be issued upon the occurrence of each default(s) and the contractor shall have forty-eight hours following receipt of the second notification to remedy the deficiencies. If deficiencies are not remedied following the subsequent notification(s) period, the Contractor shall be deemed in default of the contract and the contract shall be terminated.

The City shall not pay for services that are deemed by the City to be unsatisfactory. Vendors will be given reasonable opportunity, before termination, to correct any deficiencies; however, this in no way may be construed as negating the basis for cancellation.

Proposal calendar

The Following is a list of key dates:

Advertising:	February 24, March 2, 2024
Bid Opening:	March 8, 2024, 10:00 a.m.
Award/Notice:	March 12, 2024, Council Meeting

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Bidders Initials *HA*

CONTRACTOR SELECTION
METHOD OF AWARD – BEST VALUE RANKING APPROACH

The City intends to award a contract to the vendor who provides goods and services at the best value. The City may choose to award the contract based on the lowest responsible bid or the best value ranking, whichever is deemed to be in the best interest of the City. In determining the best value, the City will consider price and relevant experience/references to the extent to which the goods and services conform to the specifications herein.

Measurable criteria are used to determine the best value ranking. The measurable criteria are added together to determine the vendor's total score. The vendor with the highest score has the highest ranking. The award shall be made to the vendor with the highest ranking. If there is only one response to the solicitation, the evaluation process may be waived and award may be made to the only responsive, responsible vendor.

An agency evaluation committee, or a designated individual, will evaluate the information provided by the vendor(s) in response to the established measurable criteria contained in the solicitation. If more than one evaluator is used then the combined score of all evaluators for each vendor is the score to be used to determine the ranking for the vendor. Award will be made to the vendor with the highest ranking.

MEASURABLE CRITERIA

Price	50 points (percent)
Operational Plan	35 points (percent)
Experience/References	15 points (percent)

Each vendor is responsible for submitting all relevant, factual, and correct information with their bid. The evaluation committee will assign a ranking score to each vendor based on the available data. If additional sheets are attached to the bid specification package, the bidder shall clearly cross-reference the appropriate location in the solicitation (i.e. page number, paragraph, subject, etc.)

Price (50 points) - the bidder with the lowest price receives the maximum score. The bidder with the next lowest price receives points based on dividing his price into the next lowest price and multiplying that percentage by the available points, for example, assume \$50,000 is the low offer, then that bidder would receive 50 points ($\$50,000/\$50,000=1.00 \times 50=50$). Assume \$55,000 is the next low offer, then that bidder would receive 45.5 points ($\$50,000/\$55,000=0.91 \times 50=45.5$), etc.

Operational Plan (35 points) - 35 points will be the maximum point value given to the bidder. The bidders point value will be based on their measured score. Evaluation of the operational plan shall be based on submittals regarding the following information:

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1. Company Information
2. Equipment to perform contract requirements
3. Number of employees to perform contract requirements / Personnel Information
4. References
5. Experience with contracts similar in size and scope

Failure to meet any of the above requirements may result in bidder receiving zero points in this area.

References (15 points) - 15 points will be the maximum point value given to the bidder with the highest rated customer satisfaction and past performance with the City and/or relevant information provided by the client references who have done similar scope and size of work as specified herein. The bidders point value will be based on their measured score. Failure to include references shall cause the bid to be considered non-responsive.

BID EVALUATION – The City reserves the right to accept or reject in part or in whole any bid submitted, and to waive any technicalities for the best interest of the City. The City reserves the right to determine “or equal” status.

CONTRACTOR SELECTION - If awarded, the contract shall be based on the City's evaluation criteria of price, experience/references and compliance with bid requirements. A responsive bidder shall have submitted a complete sealed bid packet within the stated timeline and in accordance with the bid specifications. A responsible bidder shall demonstrate the ability to successfully deliver the supplies, equipment and/or services being procured.

A responsive bidder is defined to be one who submits a completed sealed bid packet within the stated time deadline and in accordance with the bid specifications.

A responsible bidder is defined to be one who demonstrates via their responses to the selection criteria his or her ability to successfully deliver the supplies, equipment, or services being procured.

BIDDERS QUALIFICATION REQUIREMENTS - Each bidder is responsible for submitting all relevant, factual, and correct information with their bid. The below listed criteria will be assessed by the vendors submitted data. If additional sheets are attached to the bid specification, the bidder shall clearly cross-reference the appropriate location in the solicitation (i.e. page number, paragraph, subject, etc.)

1. Landscape Maintenance Service Contractor shall have a minimum of five (3) consecutive years' experience in landscape maintenance, which includes manicured grass maintenance.

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2. Contractor shall have in his or her employment at the time of bid the minimum number of employees to successfully execute the bid as specified.

CONTRACTOR'S RESPONSIBILITY FOR WORK

1. The Contractor shall be responsible for the complete performance of all of the work under the Contract.
2. Contractor shall be responsible for furnishing all tools, equipment, labor, supplies, and incidentals required to complete the work.

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SPECIFICATIONS

SCOPE AND INTENT - The intent is to describe the minimum specifications for grounds maintenance contract for the City.

It is also the intent under these specifications that the contractor shall provide a complete and professional job for each grounds maintenance task assigned by the City. The omission, within a bid submittal of specific reference to any equipment, materials, or labor necessary for performance of contract per specifications, shall not relieve contractor of responsibility for furnishing such equipment, materials, or labor.

REQUIREMENTS

1. The successful bidder shall be responsible for mowing the areas identified in the Area Exhibits; edging all turf along walks, curbs, plant beds, signs and other obstacles; removing all litter (including litter in the roadways), fallen limbs from the entire property and hauling such debris away. Turf areas, which cannot be maintained with mowing equipment, shall be cut to specified turf height using a string-line trimmer. The property is to be free of windrows and chopped paper. Litter must be removed from turf before mowing. The successful bidder shall leave the area with a finished appearance with walks and curb areas appearing to have been swept. The successful bidder shall not simply blow litter, leaves, clippings, etc. into the streets or other property. All expansion joints, bridge abutments, light poles, signs, irrigation control boxes and equipment, irrigation valve box covers, trees and other maintenance barriers that fall within these designated grounds maintenance areas will also require trimming of grass and weeds on the specified maintenance schedule unless otherwise specified by the City. Grass and weeds growing over irrigation valve box covers shall be trimmed back to edge where valve box meets soil. Grass and weeds in expansion joints shall be cut flush with the pavement or treated with an approved herbicide. Remove grass clippings, debris, and trash from headstones and flat markers. Significant tree maintenance and tree/stump removal services are not part of this contract.
2. The successful bidder shall pick up and remove all broken glass from paved areas and turf. Any hazardous condition or any damage to City property is to be reported to the City.
3. Unless otherwise instructed, the successful bidder shall accomplish all tasks and, mowing cycles per schedules as agreed to by the City.
4. The successful bidder and the City will agree on a regular day and time for maintenance. Maintenance cycles shall be completed as specified by the City. If wet weather renders grounds too soft to carry weight of maintenance equipment without rutting, contractor shall not perform maintenance when wet grounds conditions will cause serious damage to grounds, turf, and irrigation equipment or other public or private infrastructure. Contractor shall notify the City of any significant delays (greater than 72 hours) in the maintenance

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JH

schedule resultant from wet conditions.

5. The successful bidder shall set mowing equipment to cut Bermuda grass areas to a height of one and one-half inches (1-1/2") unless otherwise instructed by the City. St. Augustine grass shall be cut at a two and one-half inch height (2-1/2") or as instructed by the City. All changes in mowing height to be approved by the City.

6. Edging along curbs and sidewalks must be cut with steel blade equipment to give a vertically cut edge.

7. The successful bidder will not be permitted to mow within 16" of each tree in order to avoid damage to the trees.

8. The successful bidder shall be responsible for any damage done to plant material, monuments, markers, and other property during the maintenance operation. The successful bidder shall be responsible for replacement of all trees, shrubs, and groundcover destroyed by the successful bidder, employees or agents of the successful bidder during the maintenance operation. Trees and shrubs must not be bumped or marked by mowing, trimming or edging equipment. The successful bidder must report damage immediately to the City. Contractor shall give instruction and ensure that all maintenance personnel refrain from string trimming around tree trunks in a manner which disturbs or damages tree bark. Contractor shall also give instruction to their maintenance personnel and ensure that no trees are damaged during mowing operations.

9. The successful bidder shall furnish all supplies, tools, and equipment to be used on the job. No chemicals, herbicides (weed-killers), insecticides, fungicides, or fertilizers are to be used without the written approval of the City. Expansion joints and paver areas, are the only locations to be sprayed to eradicate weeds without City approval.

10. The successful bidder shall comply with all applicable governmental laws and regulations.

11. The City shall not be liable for any loss or damage sustained by the successful bidder. The successful bidder/contractor shall hold the City harmless from any and all claims for liability or damage of whatsoever nature and kind, including cost of court and attorney's fees, suffered or asserted to have been suffered by any person or to any property of any person whomsoever, growing out of or resulting from or in any way connected with their performance of work under this agreement. The successful bidder shall exercise every necessary precaution for the safety of the work site and the protection of any kind and all persons and/or property located adjacent to or making passage through the work site. All mowing equipment is to have functional debris deflectors in place at all time. Deflectors

are to be standard, manufacturer approved equipment.

12. The successful bidder must provide a valid telephone number and address at all times to the City. The telephone number must be answered during normal working days, at least to take a
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message.

13. The successful bidder shall submit an invoice for the month that maintenance was completed within ten (10) days after completion of that month.
14. The successful bidder shall operate as an independent contractor and not as an agent, representative, partner or employee of the City, and shall control the operations at the work site, and be solely responsible for the acts of omissions of the successful bidder's employees or agents.
15. Unit prices are to reflect the charges for mowing and associated tasks at each location.
16. A bid response constitutes understanding and acceptance of all terms, conditions, instructions and specifications contained in this Request for Bid.
17. The successful bidder(s) will be responsible for any damages to the irrigation system(s) due to negligence on the part of the bidder or the bidder's representative. Any damage to an irrigation system is to be reported immediately to a City representative.
18. It shall be mandatory that a review of the contracted areas be conducted prior to beginning the first mowing cycle. Such a review shall be attended by the successful bidder and the City.
19. The City reserves the right to cancel scheduled mowing cycle on a week-to-week basis, based upon need, prevailing weather conditions and available funding. Contract is pay as perform for all maintenance tasks.
20. **QUALITY ASSURANCE** - The grounds may be inspected by the City to insure compliance with the specifications after each mowing.

EXAMINATION OF SITE AND CONDITIONS: Before submitting bid, bidders should:

1. Carefully examine the specifications and the contract documents, including the proposal form.
2. Be fully informed of existing conditions and limitations.
3. Visit the site of work. Determine routes of ingress and egress for completing entire project.
4. Include in the proposal sufficient compensation to cover all work and guarantee items required by the agreement.
5. Include contractor's site examinations, measurements and prior professional experience in submitting bid.

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MAINTENANCE AND SUPPORT EQUIPMENT REQUIREMENTS:

1. Only the appropriate equipment, in proper working order, shall be utilized for maintenance operations.
 2. Repair, servicing or fueling of equipment is not permitted within landscape areas or on turf areas.
 3. Equipment shall be operated in a safe and efficient manner at all times.
 4. The City reserves the right to inspect all equipment to be utilized in performance of this contract, and to inspect the equipment at any interval the City deems necessary to ensure compliance with Federal (OSHA), State, and City safety standards. If contractor's equipment is judged by the City as not meeting minimum safety standards, it shall not be used pursuant to this contract. This constraint from use shall be in effect until said equipment is brought into contract compliance and approved by the City.
 5. The City may request that bidders show evidence that equipment to be used in performance of this contract is in good working order, and adequate for performance of required mowing, trimming, and edging operations.
 6. Bidders must demonstrate, within bid submittal, the ability to provide the
- EXAMINATION OF SITE AND CONDITIONS:** Before submitting bid, bidders should:

1. Carefully examine the specifications and the contract documents, including the proposal form.
2. Be fully informed of existing conditions and limitations.

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4. Include in the proposal sufficient compensation to cover all work and guarantee items required by the agreement.
5. Include contractor's site examinations, measurements and prior professional experience in submitting bid.

MAINTENANCE AND SUPPORT EQUIPMENT REQUIREMENTS:

1. Only the appropriate equipment, in proper working order, shall be utilized for maintenance operations.
2. Repair, servicing or fueling of equipment is not permitted within landscape areas or on turf areas.
3. Equipment shall be operated in a safe and efficient manner at all times.
4. The City reserves the right to inspect all equipment to be utilized in performance of this contract, and to inspect the equipment at any interval the City deems necessary to ensure compliance with Federal (OSHA), State, and City safety standards. If contractor's equipment is judged by the City as not meeting minimum safety standards, it shall not be used pursuant to this contract. This constraint from use shall be in effect until said equipment is brought into contract compliance and approved by the City.
5. The City may request that bidders show evidence that equipment to be used in performance of this contract is in good working order, and adequate for performance of required mowing, trimming, and edging operations.
6. Bidders must demonstrate, within bid submittal, the ability to provide the necessary equipment required for grounds maintenance operations per specifications.

Bid # 2024-802-01

Bidders Initials JH

Bidder Questionnaire/Personnel Info

How long has your company been in business?

31 years

Is your company regional, or national?

regional

In what cities/states does your firm operate?

Jacksonville, Tx

Where is your company headquarters located?

Jacksonville, Tx

Does your company enlist the services of any contract labor force?

yes

What is your company policy regarding drug testing/abuse?

drug & alcohol free

How many employees will be assigned accomplish the requirements of this contract?

4 to 5

Briefly describe your operational plan for carrying out the specifications of this contract.

we will mow and weed-eat property every 8 to 12 days
or as needed

Bid # 2024-802-01

Bidders Initials H

References

Reference #1

Name of company/client: Shell Shack

Address of company/client: 7918 S. Broadway Ave Tyler TX

Contact person: Kylie Dorsey

Contact email: Shellshacktyler tx@gmail.com

Number of years providing services:

7

Reference #2

Name of company/client:

Peoples Church

Address of company/client:

14089 US-79 Jacksonville tx

Contact person:

Austin Schmidt

Contact email:

admin@peopleschurchtx.org

Number of years providing services:

1

Reference #3

Name of company/client:

Cricket Wireless

Address of company/client:

1201 S. Jackson St. Jacksonville tx

Contact person:

Tim Powell

Contact email:

N/A

Number of years providing services:

10

Bid # 2024-802-01

Bidders Initials JH

Maintenance and Support Equipment Log

The following information will assist the City in evaluating the comparative capabilities of competing bidders. It is understood and acknowledged that the information is requested by the City solely as an indication of the equipment resources available to the bidder to perform required work. Include transport, crew and supervisory vehicles. Please only identify equipment, vehicles, support equipment, etc. that will be utilized by Contractor in performance of this contract.

Type of Equipment	Quantity	Manufacturer	Current Hours	Equipment Age
Zero turn mower	1	John Deere	1470	4 1/2 years
zero turn mower	1	John Deere	590	2 1/2 years
zero turn mower	1	John Deere	290	1 1/2 years
Straight shaft mower ^{w/e}	1	Stihl		4 years
Straight shaft w/e	1	Stihl		3 years
Straight shaft w/e	1	Stihl		2 years
back pack blower	1	Stihl		3 1/2 years
hand held blower	1	Stihl		14 months
1/2 ton truck	1	dodge	169,001	11 years
16ft enclosed trailer	1	powerline		2 1/2 years

Bid # 2024-802-01

Bidders Initials JH

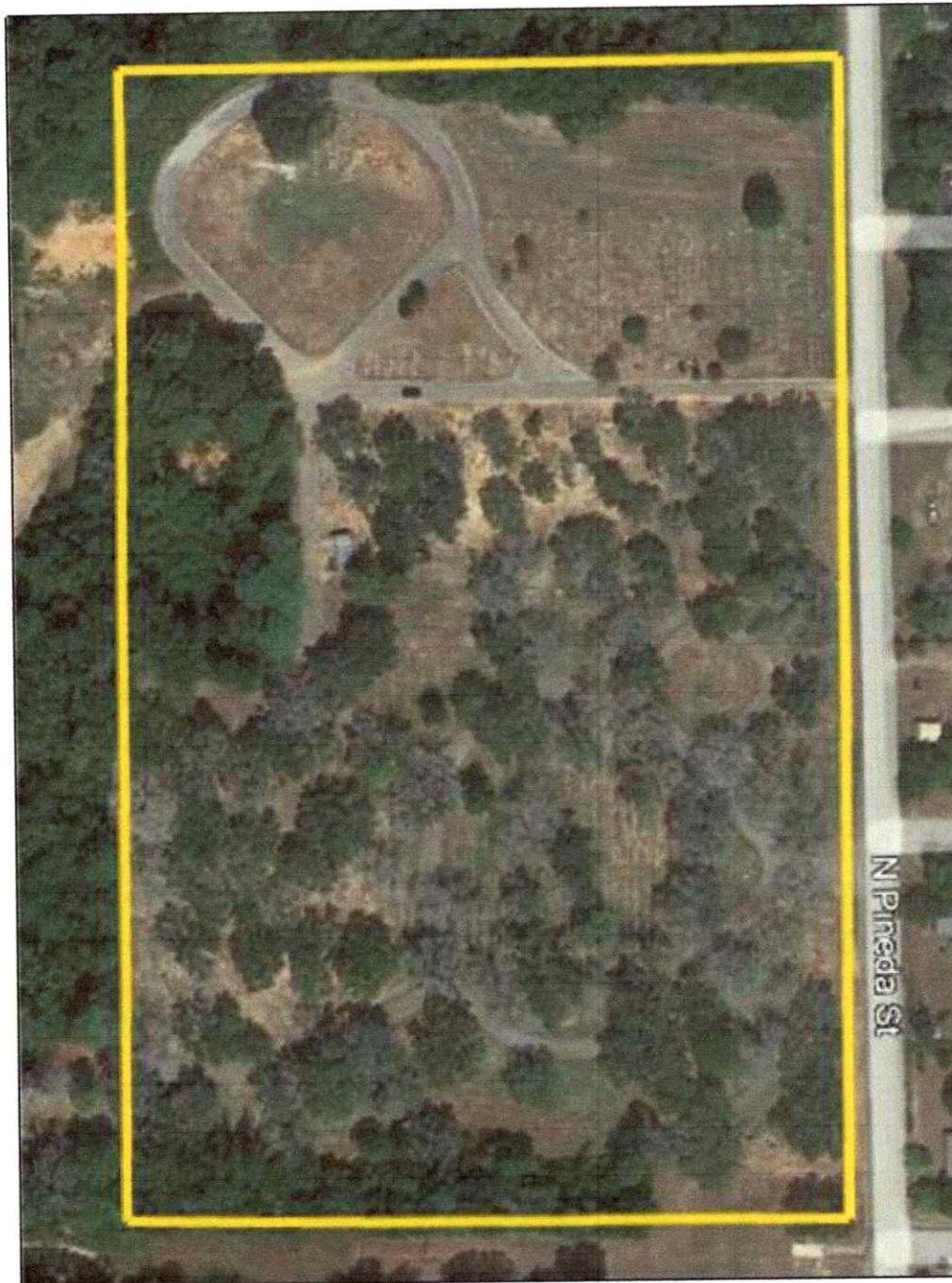
Schedule/Cycles

Month	<u># of Mowing Cycles</u> <u>(City and Resthaven)</u>
January	0
February	0
March	1
April	2
May	4
June	4
July	4
August	4
September	2
October	2
November	0
December	0
Total Cycles	23

Bid # 2024-802-01

Bidders Initials JH

Area Exhibit #1
Resthaven Cemetery
Approx. 17 acres



Bid # 2021-01

Bidders Initials H

Area Exhibit #2
City Cemetery
Approx. 32 acres



Bid # 2021-01

Bidders Initials *JH*

Bid Proposal

TO: City of Jacksonville – City Hall

315 S. Ragsdale St.

Jacksonville, Texas 75766

FOR: Cemetery Grounds Maintenance Contract

The undersigned, as bidder, declares that the only person or parties interested in this proposal as principals are those named herein, that this proposal is made without collusion with any other person, firm or corporation; that he has carefully examined the form of contract, Notice to Bidders, specifications, and the attachment(s) therein referred to, and has carefully examined the location and conditions of proposed work; and agrees that he will provide all the necessary labor, machinery, tools, apparatus, and other items incidental to maintenance tasks, and will do all the work and furnish all the materials called for in the contract and specifications in the manner prescribed therein and according to the requirements of the City as therein set forth.

It is understood that the City reserves the right to reject any and/or all bids.

The work proposed to be done shall be accepted when fully completed each month and finished in accordance with the specifications to the satisfaction of the City.

The undersigned certifies that the bid price contained in this proposal have been carefully checked and are submitted as correct and final.

Receipt is hereby acknowledged of the following addenda to the contract documents:

Addendum No. 1 dated _____	Received _____
Addendum No. 2 dated _____	Received _____
Addendum No. 3 dated _____	Received _____

It is understood that a lump sum price must be shown in words and figures for the item listed in this proposal, and in the event of discrepancy, the words shall control.

Did you visit the site(s)? ☒ Yes ☐ No

Did you attend the pre-bid conference? ☐ Yes ☒ No

Bid # 2022-607-01

Bidders Initials JH

Bid Proposal

TO: City of Jacksonville – City Hall

315 S. Ragsdale St.

Jacksonville, Texas 75766

FOR: Cemeteries Grounds Maintenance Contract

Respectfully submitted,

3-8-24

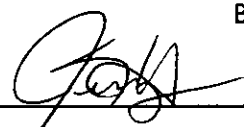
Date

BCBU

Company Name (please print)

Joshua L. Hendry

By (please print)

Signature: 

1118. Deaton St

Bidder's Street Address

Jacksonville Tx 75766

City, County, State, Zip

Phone Number: 903-284-8454

Email Address: Joshua.hendry77@yahoo.com

SEAL if Bidder is a Corporation:

All bid responses are required to be signed by an authorized representative of the bidding entity.
Bid responses received unsigned will not be considered.

Bid # 2022-607-01

Bidders Initials JH

**BID PROPOSAL FOR
CEMETERIES GROUNDS MAINTENANCE CONTRACT
March 18 – October 31, 2024**

Resthaven Cemetery	City Cemetery
Cost Per Cycle: \$ <u>1,408.00</u>	Cost Per Cycle: \$ <u>2,592.00</u>
TOTAL BID AMOUNT: \$ <u>92,000</u> (Resthaven Cycle + City Cycle) x (24 cycles) <u>23 cycles JH</u> $\$1,408 + 2,592 \times 23 = 92,000$	
GRAND TOTAL CEMETERIES GROUNDS MAINTENANCE CONTRACT AMOUNT: <u>Ninety two thousand dollars</u> DOLLARS <u>Zero</u> CENTS	
All above items must be filled in by the bidder. All corrections on the Bid Proposal shall be initialed by the bidder.	

CONFLICT OF INTEREST FORM

Bid # 2022-607-01

Bidders Initials JH



**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.

James Hubbard
City Manager
315 S. Ragsdale St
Jacksonville, TX 75766-1390

Bid # 2022-607-01

Bidders Initials JH

FORM CIQ

CONFLICT OF INTEREST QUESTIONNAIRE

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.

Joshua K. Hendry

☐

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?

Bid # 2022-607-01

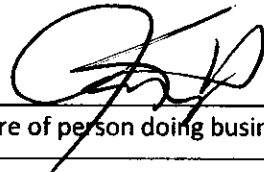
Bidders Initials JA

☐ 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

March 8, 2024

Date

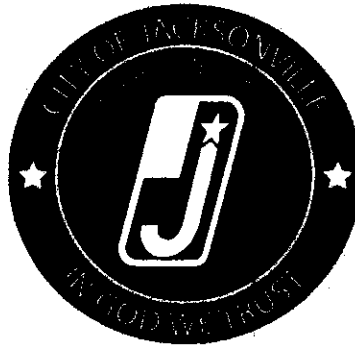
Bid # 2022-607-01

Bidders Initials JH

REQUEST FOR PROPOSAL FOR CEMETERY GROUNDS MAINTENANCE CONTRACT

For

City of Jacksonville



Bid # 2024-802-01

Bid Opening: March 8, 2024

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BACKGROUND

The purpose of Bid # 2024-802-01 is to obtain proposals for grounds maintenance services at two (2) City-owned cemeteries; 1) City Cemetery 2) Resthaven Cemetery. Desired services consist primarily of mowing, string trimming, edging, and removing litter and fallen tree limbs.

NOTICE TO BIDDERS

SEALED BID responses will be received at the City of Jacksonville – City Hall, 315 S. Ragsdale St., Jacksonville, TX 75766 until 10:00 a.m. on Friday, March 8th, 2024 for the purpose of furnishing all labor, materials and equipment and the performing of all work required in the Cemeteries Grounds Maintenance Contract, at which time and place the proposals will be publicly opened and read aloud and retained by the City for tabulation, checking and evaluation. Proposals received by the City after the submission deadline will be considered void and unacceptable. The City is not responsible for lateness or non-delivery of mail, courier, etc.

Submissions should include one (1) original and (3) copies of the proposal, along with one (1) digital copy, Fax or email copies will not be accepted. Incomplete or late proposals will be considered non-responsive and will not be reviewed. Each proposal must be complete when submitted. No changes, modifications, corrections, or additions may be made to the proposal once the City of Jacksonville receives it.

Interested parties shall contact Devin Fredrickson at Devin.Fredrickson@jacksonvilletx.org to request a copy of the Specifications and General Requirements.

The sealed envelope must be marked:

Bid # 2024-802-01
Cemetery Grounds Maintenance Contract
OPENS, 10:00 a.m. Friday, March 8th, 2024
City of Jacksonville – City Hall
315 S. Ragsdale St., Jacksonville, TX 75766

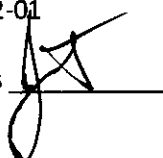
In case of ambiguity or lack of clearness in stating proposal price, City reserves the right to adopt the most advantageous service thereof, or to reject any or all bids. No bid may be withdrawn within ninety (90) days after date on which bids are opened.

ADVERTISEMENT DATES:

February 24, 2024
March 2, 2024

Bid # 2024-802-01

Bidders Initials

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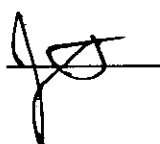
GENERAL TERMS AND CONDITIONS

1. **OPENING PLACE, TIME, AND DATE** – The City will conduct a public bid opening at the location, time and date as specified in the NOTICE TO BIDDERS. Bidders are encouraged to attend. A tabulation of the bid responses received at the time and date of the opening will be made available to all bidders at a later date.
2. **LATE PROPOSALS** – Proposals received by the City after the submission deadline will be considered void and unacceptable. The City is not responsible for lateness or non-delivery of mail, carrier, etc.
3. **WITHDRAWAL** – A proposal may not be withdrawn or cancelled by the bidder without the permission of the City for a period of ninety (90) days following the date designated for receipt of bids, and bidder so agrees upon submittal of their bid.
4. **CONTRACT** – This bid, accompanying documents, and any negotiated terms, when properly accepted by the City, shall constitute a contract equally binding between the successful bidder(s) and the City. No different or additional terms will become a part of this contract with the exception of Change Orders.
5. **DEFAULT** – The City reserves the right to enforce the performance of this contract in any manner prescribed by law or deemed to be in the best interest of the City in the event of breach or default of this contract. The City reserves the right to terminate the contract immediately in the event the successful bidder fails to:
 1. Substantially meet delivery or completion schedules
 2. Otherwise, substantially perform in accordance with the accepted bid

Breach of contractor or default authorizes the City to award to another bidder, purchase elsewhere and charge the full increase in cost and handling to the defaulting party.
6. **PRICES HELD FIRM** – The City reserves the right to require that submitted bids remain in force for a ninety (90) day period after opening or until award is made; whichever occurs first.
7. **RESOURCE CONTACT** – All information and/or questions pertaining to this bid shall be directed to the City at Devin.Fredrickson@jacksonvilletx.org. It is the bidder's responsibility to seek clarification of any uncertain terms.
8. **NEGOTIATION** – Any attempt to negotiate or give information on the contents of this bid with the City, or its representatives, prior to award shall be grounds for disqualification.

Bid # 2024-802-01

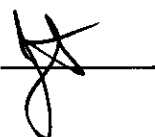
Bidders Initials



9. **TAX EXEMPT** – The City is exempt from all sales and excise taxes. Tax exempt forms are available upon request.
10. **FORMS PROVIDED** – All bids must be submitted on the forms provided to insure uniformity and comparability of responses. Bids may be rejected if they show any omissions, alterations in wording, conditional clauses, or irregularities of any kind.
11. **PRICE FIXING** – In submitting a bid response to this request, the bidder thereby certifies that the bidder has not participated in nor been party to any collusion, price fixing, or any other agreements with any company, firm, or person concerning the pricing on the enclosed bid.
12. **GRATUITIES** – The City may, by written notice to the successful bidder, cancel this contract without liability to successful bidder if it is determined by the City that gratuities in the form of entertainments, gifts or otherwise, were offered or given by the successful bidder, or any agent or representative of the successful bidder, to any officer or employee of the City with a view towards securing or amending, or the making of any determinations with respect to the performance of such a contract.
13. **CONFLICT OF INTEREST** – No public official shall have an interest in this contract, in accordance with Vernon's Texas Code Annotated, Local Government Code Title 5, Subtitle C, Chapter 171.
14. **WARRANTY PRICE** – The price to be paid by the City shall be that contained in successful bidder's bid which successful bidder warrants to be not higher than the successful bidder's current prices on orders by others for products of the kind and specification covered by this agreement for similar quantities under similar or like conditions and methods of purchase. In the event successful bidder breaches this warranty, the prices of the items shall be reduced to the successful bidder's current prices on orders by others, or in the alternative, the City may cancel this contract without liability to successful bidder for breach of successful bidder's actual expense.
15. **FORCE MAJEURE** – Neither party shall be required to perform any term, condition or covenant in this contract so long as such performances are delayed or prevented by force majeure, which shall mean acts of God, strikes, lockouts, material or labor performance restrictions by any governmental authority, civil riots, floods, and any other cause not reasonably within the control of the party required to perform and which by the exercise of due diligence said party is unable, wholly or in part, to prevent or overcome.
16. **APPLICABLE LAW** – This agreement shall be governed by the Uniform Commercial Code. Wherever the term "Uniform Commercial Code" is used, it shall be construed as meaning the Uniform Commercial Code as adopted in the State of Texas as effective and in force on the date of this agreement.

Bid # 2024-802-01

Bidders Initials

A handwritten signature in black ink, consisting of a stylized 'X' or 'A' shape with a long horizontal line extending to the right.

17. **TAXES, UNEMPLOYMENT BENEFITS, ETC.** – The successful bidder hereby accepts exclusive liability for, and agrees to indemnify the City against liability for the payment of any and all contributions or taxes for unemployment insurance, old age pensions or annuities or other purposes now or hereafter imposed by the Government of the United States and/or by the Government of any State of the United States, which are in whole or in part measured by and/or based upon the wages, salaries, or other remuneration paid to persons employed by the successful bidder on work in connection with this order.
18. **ANTI-DISCRIMINATION** – The successful bidder, in performing the work required hereunder, shall comply with the provisions of Executive Order Number 11246, and shall not discriminate against any employee or applicant for employment because of religion, race, sex, age or national origin.
19. **INVOICING AND PAYMENTS** – Invoicing is to be provided in duplicate to the City at PO Box 1390, Jacksonville, Texas 75766. The payment terms are net 30 days. Net 30 days means payment must be postmarked by the City no later than 30 days after receipt of correct invoicing or receipt of ordered supplies, whichever occurs later.
20. **FAIR LABOR STANDARDS ACT** - The successful bidder warrants that the materials covered by this order have been produced in compliance with the requirements of the Fair Labor Standards Act of 1938, as amended.
21. **LIENS** - The successful bidder agrees to and shall indemnify and hold harmless the City against any and all liens and encumbrances for all labor, goods, and services which may be provided under the request, by seller or seller's vendor(s) and if the City requests, a proper release of all liens or satisfactory evidence of freedom from liens shall be delivered to the City.
22. **MODIFICATIONS AND AMENDMENTS** – The City shall have the right to modify this order subject to an adjustment in the price in accordance with the applicable provisions of the Purchase Order, if any, or pursuant to mutual agreement. No agreement or understanding to modify this order shall be binding on the City unless in writing and signed by the City.
23. **ALTERING BIDS** - Bids cannot be altered or amended after submission deadline. Any interlineation, alteration, or erasure made before opening time and date, must be initialed by the signer of the bid, guaranteeing authenticity.
24. **CHANGE ORDERS** - No oral statement of any person shall modify or otherwise change, or affect the terms, conditions or specifications stated in the resulting contract. All change orders to the contract will be made in writing by the City.

Bid # 2024-802-01

Bidders Initials



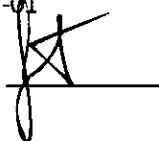
25. **ACCEPT/REJECT BIDS** – The City reserves the right to accept/reject any or all bids or parts of bids and to waive informalities in the bidding process.
26. **RETURN FORMS** - Bidders are required to return all pages and forms of this bid package. It is recommended that bidders retain a copy of the bid response for reference purposes.
27. **ASSIGNMENT** - The successful bidder shall not sell, assign, transfer or convey any contract resulting from this bid, in whole or in part, without the prior written consent of the City.
28. **VENUE** - This agreement will be governed and construed according to the laws of the State of Texas. This agreement is performable in the City of Jacksonville, Cherokee County, Texas, and venue shall lie exclusively in Cherokee County, Texas.
29. **PERFORMANCE** - Bids must comply with all federal, state, county, and local laws. Any vehicles or equipment shall contain all standard safety, emission, and noise controls required for these types and sizes of equipment at the time of their manufacture. The contractor agrees, during the performance of work or services, to comply with all applicable codes and ordinances of the City, County or State of Texas as they may apply, as these laws now read or as they may hereinafter be changed or amended.
30. **SILENCE OF SPECIFICATIONS** - The apparent silence of these specifications as to any 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 on the basis of this statement.

In case any one or more provisions contained in the contract shall for any reason be held invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not effect any other provision thereof and this contract shall be considered as if such invalid, illegal, or unenforceable provision had never been contained herein.

31. The notice of award of contract shall be given by the City within ninety (90) days following the opening of bids unless all bids are rejected.
32. Each Bidder must provide the information as detailed in the Bid Proposal. This bid, accompanying documents, and any negotiated terms, when properly accepted by the City, shall constitute a contract equally binding between the successful bidder(s) and the City. No different or additional terms will become a part of this contract with the exception of Change Orders.
33. Bidders should carefully examine the specifications and other documents, visit the site of the work, and fully inform themselves as to all conditions and matters which can in any way affect the work or the costs thereof.

Bid # 2024-802-01

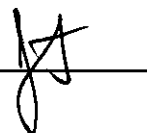
Bidders Initials

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34. Bidders desiring further information, or specifications must make a request for such information in writing to the City prior to forty-eight (48) hours before the bid opening. Should a bidder find discrepancies in, or omissions from, the specifications, or other contract documents, or should he be in doubt as to their meaning, he should at once notify the City in order that a written Addendum may be sent to all bidders. Any Addenda issued prior to forty-eight (48) hours of the opening of bids will be mailed or delivered to each BIDDER contemplating the submission of a proposal of this work. The proposal as submitted by the BIDDER will be so constructed as to include any Addenda if such are issued by the City prior to forty-eight (48) hours of the opening of bids.
35. Within ten (10) days of receipt of notice of award of contract, the successful Bidder (hereinafter "Contractor") must provide, along with executed contract documents, proof of insurance for Comprehensive General Liability Insurance in an amount not less than \$1,000,000 with the City of Jacksonville listed as an additional insured.
36. Contractor covenants and agrees to, and does hereby, indemnify, hold harmless and defend the City, its officers, agents, servants and employees, from and against any and all claims or suits for property damage or loss and/or personal injury, including death, to any and all persons, of whatsoever kind or character, whether real or asserted, arising out of, or in connection with, directly or indirectly, the work and services to be performed hereunder by Contractor, its officers, agents, employees, contractors, subcontractors, licensees or invitees, whether or not caused, in whole or in part, by alleged negligence on the part of officers, agents, servants, employees, contractors, subcontractors, licensees and invitees of the City; and said Contractor does hereby covenant and agree to assume all liability and responsibility of owner, its officers, agents, servants and employees for property damage or loss, and /or personal injuries, including death, to any and all persons of whatsoever kind of character, whether real or asserted, arising out of or in connection with, directly or indirectly, the work and services to be performed hereunder by the Contractor, its officers, agents, employees, contractors, subcontractors, licensees and invitees, whether or not caused, in whole or in part, by alleged negligence of officers, agents, servants, employees, contractors, subcontractors, licensees or invitees of the City. Contractor likewise covenants and agrees to, and does hereby, indemnify and hold harmless the City from and against all injuries, loss or damages to property of the City during the performance of any of the terms and conditions of this Contract, whether arising out of or in connection with or resulting from, in whole or in part, any and all alleged acts or omissions of officers, agents, servants, employees, contractors, subcontractors, licensees, or invitees of the City.
37. The Contractor shall provide one person, with authority to make decisions, to be in charge from the beginning to the end of this contract.

Bid # 2024-802-01

Bidders Initials

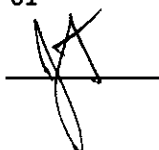
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INSTRUCTIONS TO BIDDERS

1. The Bid award shall be based on, but not necessarily limited to, the following factors:
 - a. Total Price
 - b. Operational Plan
 - c. Results of reference checks
 - d. Experience
 - e. Bidder's past performance record with the City
 - f. The City's evaluation of the Bidder's ability to perform
2. The City may make such investigations as it deems necessary to determine the ability of the Bidder to provide satisfactory performance in accordance with specifications, and the Bidder shall furnish to the City all such information and data for this purpose as the City may request.
3. Bidders are to bid on all items as specified. Bids will be awarded to one bidder based on the total bid.
4. The contract period will begin March 1, 2023 and continue through October 31, 2023. All pricing will remain firm throughout the contract period. The contract may be extended by mutual agreement of both parties for up to five (5) additional one (1) year periods. The Contractor shall submit the renewal proposal with price changes, and justification for price increase to the City no later than July 15th of each year. Increases in contract pricing shall not exceed the consumer price index of the Southern Urban region for the previous twelve-month period.
5. The contract may be cancelled by either party upon forty-five (45) days written notification. The City reserves the right to cancel the contract immediately if the City determines in its sole discretion, that the successful bidder is not fulfilling the assigned responsibilities under this agreement.
6. Contractor shall provide a minimum of three (3) current references with the bid. References shall be from clients the contractor has served in a similar capacity within the last 24 months, preferably businesses within the East Texas region.
7. Contractors bidding on these items shall have a minimum of five (3) years consecutive experience in landscape maintenance, which includes manicured turf maintenance.
8. Contractor must submit, with bid, a completed list of equipment to be used for this contract, on Maintenance and Support Equipment Form. Make additional copies of this form if required.

Bid # 2024-802-01

Bidders Initials

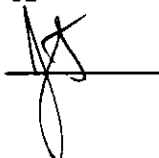
A handwritten signature in black ink, consisting of a stylized 'A' or 'K' shape, is written over a horizontal line.

9. **ALTERATION OF WORK** – The City reserves the right to limit work scheduled within a cycle in any area at any time or reduce number of mowing's for specific property or when the area in question is under construction or development. Charges for partial areas maintained shall meet the percentage of property with the percentage of cost per cycle.
10. **PERSONNEL REQUIREMENTS** - All maintenance and management personnel assigned to this contract shall meet the following standards:
- a. All personnel will always utilize appropriate safety equipment.
 - b. Contractor shall provide the City with "after hour/emergency" contacts.
 - c. While on-site, all personnel shall be generally neat in appearance and professional in behavior.
11. **CONTRACT ADMINISTRATION** - Under this contract, the City will appoint its Director of Public and Community Services or his/her designee as contract administrator with the designated responsibility to ensure compliance with performance of contract requirements. Such responsibilities will include, but will not be limited to, the inspection and acceptance of all services performed under this contract. If an area is found to be unsuitable or incomplete in the service required by this contract, the CONTRACTOR will be called back without additional charge to the City. The contract administrator will serve as liaison between the City and the Contractor.
12. **CANCELLATION** - The Contractor shall strictly comply with the provisions of the contract with an adequate number of quality personnel and equipment to perform the work described in these specifications. Non-performance or non-compliance with the requirements of this specification by the awarded vendor shall be basis for the termination of the contract by the City immediately.

The Contractor shall be given forty-eight hours following receipt of notification of default in which to remedy the deficiencies. If the deficiencies are not remedied as a result of the notification, the contract shall be terminated.

Bid # 2024-802-01

Bidders Initials

A handwritten signature in black ink, consisting of a stylized 'S' or 'J' shape with a long vertical stroke extending downwards.

At the discretion of the City, subsequent notification(s) may be issued upon the occurrence of each default(s) and the contractor shall have forty-eight hours following receipt of the second notification to remedy the deficiencies. If deficiencies are not remedied following the subsequent notification(s) period, the Contractor shall be deemed in default of the contract and the contract shall be terminated.

The City shall not pay for services that are deemed by the City to be unsatisfactory. Vendors will be given reasonable opportunity, before termination, to correct any deficiencies; however, this in no way may be construed as negating the basis for cancellation.

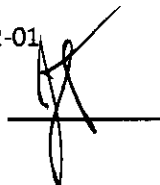
Proposal calendar

The Following is a list of key dates:

Advertising:	February 24, March 2, 2024
Bid Opening:	March 8, 2024, 10:00 a.m.
Award/Notice:	March 12, 2024, Council Meeting

Bid # 2024-802-01

Bidders Initials

A handwritten signature in black ink, consisting of a stylized 'K' or similar character, written over a horizontal line.

CONTRACTOR SELECTION

METHOD OF AWARD – BEST VALUE RANKING APPROACH

The City intends to award a contract to the vendor who provides goods and services at the best value. The City may choose to award the contract based on the lowest responsible bid or the best value ranking, whichever is deemed to be in the best interest of the City. In determining the best value, the City will consider price and relevant experience/references to the extent to which the goods and services conform to the specifications herein.

Measurable criteria are used to determine the best value ranking. The measurable criteria are added together to determine the vendor's total score. The vendor with the highest score has the highest ranking. The award shall be made to the vendor with the highest ranking. If there is only one response to the solicitation, the evaluation process may be waived and award may be made to the only responsive, responsible vendor.

An agency evaluation committee, or a designated individual, will evaluate the information provided by the vendor(s) in response to the established measurable criteria contained in the solicitation. If more than one evaluator is used then the combined score of all evaluators for each vendor is the score to be used to determine the ranking for the vendor. Award will be made to the vendor with the highest ranking.

MEASURABLE CRITERIA

Price	50 points (percent)
Operational Plan	35 points (percent)
Experience/References	15 points (percent)

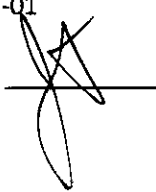
Each vendor is responsible for submitting all relevant, factual, and correct information with their bid. The evaluation committee will assign a ranking score to each vendor based on the available data. If additional sheets are attached to the bid specification package, the bidder shall clearly cross-reference the appropriate location in the solicitation (i.e. page number, paragraph, subject, etc.)

Price (50 points) - the bidder with the lowest price receives the maximum score. The bidder with the next lowest price receives points based on dividing his price into the next lowest price and multiplying that percentage by the available points, for example, assume \$50,000 is the low offer, then that bidder would receive 50 points ($\$50,000/\$50,000=1.00 \times 50=50$). Assume \$55,000 is the next low offer, then that bidder would receive 45.5 points ($\$50,000/\$55,000=0.91 \times 50=45.5$), etc.

Operational Plan (35 points) - 35 points will be the maximum point value given to the bidder. The bidders point value will be based on their measured score. Evaluation of the operational plan shall be based on submittals regarding the following information:

Bid # 2024-802-01

Bidders Initials



1. Company Information
2. Equipment to perform contract requirements
3. Number of employees to perform contract requirements / Personnel Information
4. References
5. Experience with contracts similar in size and scope

Failure to meet any of the above requirements may result in bidder receiving zero points in this area.

References (15 points) - 15 points will be the maximum point value given to the bidder with the highest rated customer satisfaction and past performance with the City and/or relevant information provided by the client references who have done similar scope and size of work as specified herein. The bidders point value will be based on their measured score. Failure to include references shall cause the bid to be considered non-responsive.

BID EVALUATION – The City reserves the right to accept or reject in part or in whole any bid submitted, and to waive any technicalities for the best interest of the City. The City reserves the right to determine “or equal” status.

CONTRACTOR SELECTION - If awarded, the contract shall be based on the City's evaluation criteria of price, experience/references and compliance with bid requirements. A responsive bidder shall have submitted a complete sealed bid packet within the stated timeline and in accordance with the bid specifications. A responsible bidder shall demonstrate the ability to successfully deliver the supplies, equipment and/or services being procured.

A responsive bidder is defined to be one who submits a completed sealed bid packet within the stated time deadline and in accordance with the bid specifications.

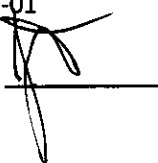
A responsible bidder is defined to be one who demonstrates via their responses to the selection criteria his or her ability to successfully deliver the supplies, equipment, or services being procured.

BIDDERS QUALIFICATION REQUIREMENTS - Each bidder is responsible for submitting all relevant, factual, and correct information with their bid. The below listed criteria will be assessed by the vendors submitted data. If additional sheets are attached to the bid specification, the bidder shall clearly cross-reference the appropriate location in the solicitation (i.e. page number, paragraph, subject, etc.)

1. Landscape Maintenance Service Contractor shall have a minimum of five (3) consecutive years' experience in landscape maintenance, which includes manicured grass maintenance.

Bid # 2024-802-01

Bidders Initials

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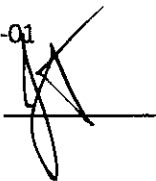
2. Contractor shall have in his or her employment at the time of bid the minimum number of employees to successfully execute the bid as specified.

CONTRACTOR'S RESPONSIBILITY FOR WORK

1. The Contractor shall be responsible for the complete performance of all of the work under the Contract.
2. Contractor shall be responsible for furnishing all tools, equipment, labor, supplies, and incidentals required to complete the work.

Bid # 2024-802-01

Bidders Initials

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SPECIFICATIONS

SCOPE AND INTENT - The intent is to describe the minimum specifications for grounds maintenance contract for the City.

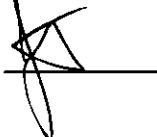
It is also the intent under these specifications that the contractor shall provide a complete and professional job for each grounds maintenance task assigned by the City. The omission, within a bid submittal of specific reference to any equipment, materials, or labor necessary for performance of contract per specifications, shall not relieve contractor of responsibility for furnishing such equipment, materials, or labor.

REQUIREMENTS

1. The successful bidder shall be responsible for mowing the areas identified in the Area Exhibits; edging all turf along walks, curbs, plant beds, signs and other obstacles; removing all litter (including litter in the roadways), fallen limbs from the entire property and hauling such debris away. Turf areas, which cannot be maintained with mowing equipment, shall be cut to specified turf height using a string-line trimmer. The property is to be free of windrows and chopped paper. Litter must be removed from turf before mowing. The successful bidder shall leave the area with a finished appearance with walks and curb areas appearing to have been swept. The successful bidder shall not simply blow litter, leaves, clippings, etc. into the streets or other property. All expansion joints, bridge abutments, light poles, signs, irrigation control boxes and equipment, irrigation valve box covers, trees and other maintenance barriers that fall within these designated grounds maintenance areas will also require trimming of grass and weeds on the specified maintenance schedule unless otherwise specified by the City. Grass and weeds growing over irrigation valve box covers shall be trimmed back to edge where valve box meets soil. Grass and weeds in expansion joints shall be cut flush with the pavement or treated with an approved herbicide. Remove grass clippings, debris, and trash from headstones and flat markers. Significant tree maintenance and tree/stump removal services are not part of this contract.
2. The successful bidder shall pick up and remove all broken glass from paved areas and turf. Any hazardous condition or any damage to City property is to be reported to the City.
3. Unless otherwise instructed, the successful bidder shall accomplish all tasks and, mowing cycles per schedules as agreed to by the City.
4. The successful bidder and the City will agree on a regular day and time for maintenance. Maintenance cycles shall be completed as specified by the City. If wet weather renders grounds too soft to carry weight of maintenance equipment without rutting, contractor shall not perform maintenance when wet grounds conditions will cause serious damage to grounds, turf, and irrigation equipment or other public or private infrastructure. Contractor shall notify the City of any significant delays (greater than 72 hours) in the maintenance

Bid # 2024-802-01

Bidders Initials



schedule resultant from wet conditions.

5. The successful bidder shall set mowing equipment to cut Bermuda grass areas to a height of one and one-half inches (1-1/2") unless otherwise instructed by the City. St. Augustine grass shall be cut at a two and one-half inch height (2-1/2") or as instructed by the City. All changes in mowing height to be approved by the City.

6. Edging along curbs and sidewalks must be cut with steel blade equipment to give a vertically cut edge.

7. The successful bidder will not be permitted to mow within 16" of each tree in order to avoid damage to the trees.

8. The successful bidder shall be responsible for any damage done to plant material, monuments, markers, and other property during the maintenance operation. The successful bidder shall be responsible for replacement of all trees, shrubs, and groundcover destroyed by the successful bidder, employees or agents of the successful bidder during the maintenance operation. Trees and shrubs must not be bumped or marked by mowing, trimming or edging equipment. The successful bidder must report damage immediately to the City. Contractor shall give instruction and ensure that all maintenance personnel refrain from string trimming around tree trunks in a manner which disturbs or damages tree bark. Contractor shall also give instruction to their maintenance personnel and ensure that no trees are damaged during mowing operations.

9. The successful bidder shall furnish all supplies, tools, and equipment to be used on the job. No chemicals, herbicides (weed-killers), insecticides, fungicides, or fertilizers are to be used without the written approval of the City. Expansion joints and paver areas, are the only locations to be sprayed to eradicate weeds without City approval.

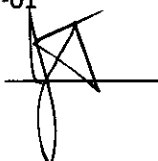
10. The successful bidder shall comply with all applicable governmental laws and regulations.

11. The City shall not be liable for any loss or damage sustained by the successful bidder. The successful bidder/contractor shall hold the City harmless from any and all claims for liability or damage of whatsoever nature and kind, including cost of court and attorney's fees, suffered or asserted to have been suffered by any person or to any property of any person whomsoever, growing out of or resulting from or in any way connected with their performance of work under this agreement. The successful bidder shall exercise every necessary precaution for the safety of the work site and the protection of any kind and all persons and/or property located adjacent to or making passage through the work site. All mowing equipment is to have functional debris deflectors in place at all time. Deflectors

are to be standard, manufacturer approved equipment.

12. The successful bidder must provide a valid telephone number and address at all times to the City. The telephone number must be answered during normal working days, at least to take a
Bid # 2024-802-01

Bidders Initials

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message.

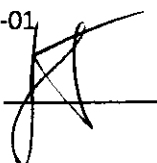
13. The successful bidder shall submit an invoice for the month that maintenance was completed within ten (10) days after completion of that month.
14. The successful bidder shall operate as an independent contractor and not as an agent, representative, partner or employee of the City, and shall control the operations at the work site, and be solely responsible for the acts of omissions of the successful bidder's employees or agents.
15. Unit prices are to reflect the charges for mowing and associated tasks at each location.
16. A bid response constitutes understanding and acceptance of all terms, conditions, instructions and specifications contained in this Request for Bid.
17. The successful bidder(s) will be responsible for any damages to the irrigation system(s) due to negligence on the part of the bidder or the bidder's representative. Any damage to an irrigation system is to be reported immediately to a City representative.
18. It shall be mandatory that a review of the contracted areas be conducted prior to beginning the first mowing cycle. Such a review shall be attended by the successful bidder and the City.
19. The City reserves the right to cancel scheduled mowing cycle on a week-to-week basis, based upon need, prevailing weather conditions and available funding. Contract is pay as perform for all maintenance tasks.
20. **QUALITY ASSURANCE** - The grounds may be inspected by the City to insure compliance with the specifications after each mowing.

EXAMINATION OF SITE AND CONDITIONS: Before submitting bid, bidders should:

1. Carefully examine the specifications and the contract documents, including the proposal form.
2. Be fully informed of existing conditions and limitations.
3. Visit the site of work. Determine routes of ingress and egress for completing entire project.
4. Include in the proposal sufficient compensation to cover all work and guarantee items required by the agreement.
5. Include contractor's site examinations, measurements and prior professional experience in submitting bid.

Bid # 2024-802-01

Bidders Initials

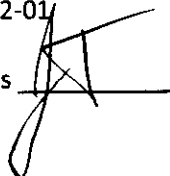
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MAINTENANCE AND SUPPORT EQUIPMENT REQUIREMENTS:

1. Only the appropriate equipment, in proper working order, shall be utilized for maintenance operations.
2. Repair, servicing or fueling of equipment is not permitted within landscape areas or on turf areas.
3. Equipment shall be operated in a safe and efficient manner at all times.
4. The City reserves the right to inspect all equipment to be utilized in performance of this contract, and to inspect the equipment at any interval the City deems necessary to ensure compliance with Federal (OSHA), State, and City safety standards. If contractor's equipment is judged by the City as not meeting minimum safety standards, it shall not be used pursuant to this contract. This constraint from use shall be in effect until said equipment is brought into contract compliance and approved by the City.
5. The City may request that bidders show evidence that equipment to be used in performance of this contract is in good working order, and adequate for performance of required mowing, trimming, and edging operations.
6. Bidders must demonstrate, within bid submittal, the ability to provide the
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Bid # 2024-802-01

Bidders Initials

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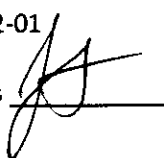
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5. The City may request that bidders show evidence that equipment to be used in performance of this contract is in good working order, and adequate for performance of required mowing, trimming, and edging operations.
6. Bidders must demonstrate, within bid submittal, the ability to provide the necessary equipment required for grounds maintenance operations per specifications.

Bid # 2024-802-01

Bidders Initials

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Bidder Questionnaire/Personnel Info

How long has your company been in business? 15 years

Is your company regional, or national? Regional

In what cities/states does your firm operate? Jacksonville, Tyler, Palestine
Texas

Where is your company headquarters located? Jacksonville

Does your company enlist the services of any contract labor force? no

What is your company policy regarding drug testing/abuse? no tolerance

How many employees will be assigned accomplish the requirements of this contract?

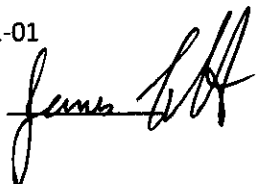
2 now hands - 4 weed Eater + Trim Hands

Briefly describe your operational plan for carrying out the specifications of this contract.

start mowing once mowers get ahead
start weed eating and Edging
Pick up sticks + Debris while mowing
work 8 hr days till complete

Bid # 2024-802-01

Bidders Initials



References

Reference #1

Name of company/client: City of Jacksonville

Address of company/client: 315 S. Ragsdale

Contact person: Public Works

Contact email:

Number of years providing services: 4

Reference #2

Name of company/client: Emily Farmer

Address of company/client: 1312 Hillcrest St

Contact person: Emily Farmer

Contact email:

Number of years providing services: 3

903 721-2766

Reference #3

Name of company/client: Wesley Beard

Address of company/client: Beard Properties

Contact person: Wesley Beard

Contact email:

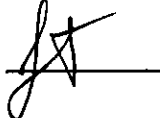
Number of years providing services:

903 541-6996

3

Bid # 2024-802-01

Bidders Initials



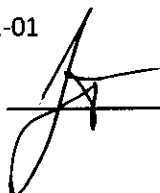
Maintenance and Support Equipment Log

The following information will assist the City in evaluating the comparative capabilities of competing bidders. It is understood and acknowledged that the information is requested by the City solely as an indication of the equipment resources available to the bidder to perform required work. Include transport, crew and supervisory vehicles. Please only identify equipment, vehicles, support equipment, etc. that will be utilized by Contractor in performance of this contract.

Type of Equipment	Quantity	Manufacturer	Current Hours	Equipment Age
Scag mower	2	Scag	20 hrs 125 hrs	2 years old
weed Eater	4	Stihl	NA	2 years old
Edger	1	Stihl	NA	2 years old
Blower	2	Stihl	NA	2 years old
Lawn mower	1	Big Tex	NA	3 years old
TRAILER Ford Truck	1	Ford	NA	1 year old
TREE Trimmer	1	Stihl	NA	2 years old

Bid # 2024-802-01

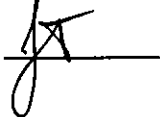
Bidders Initials



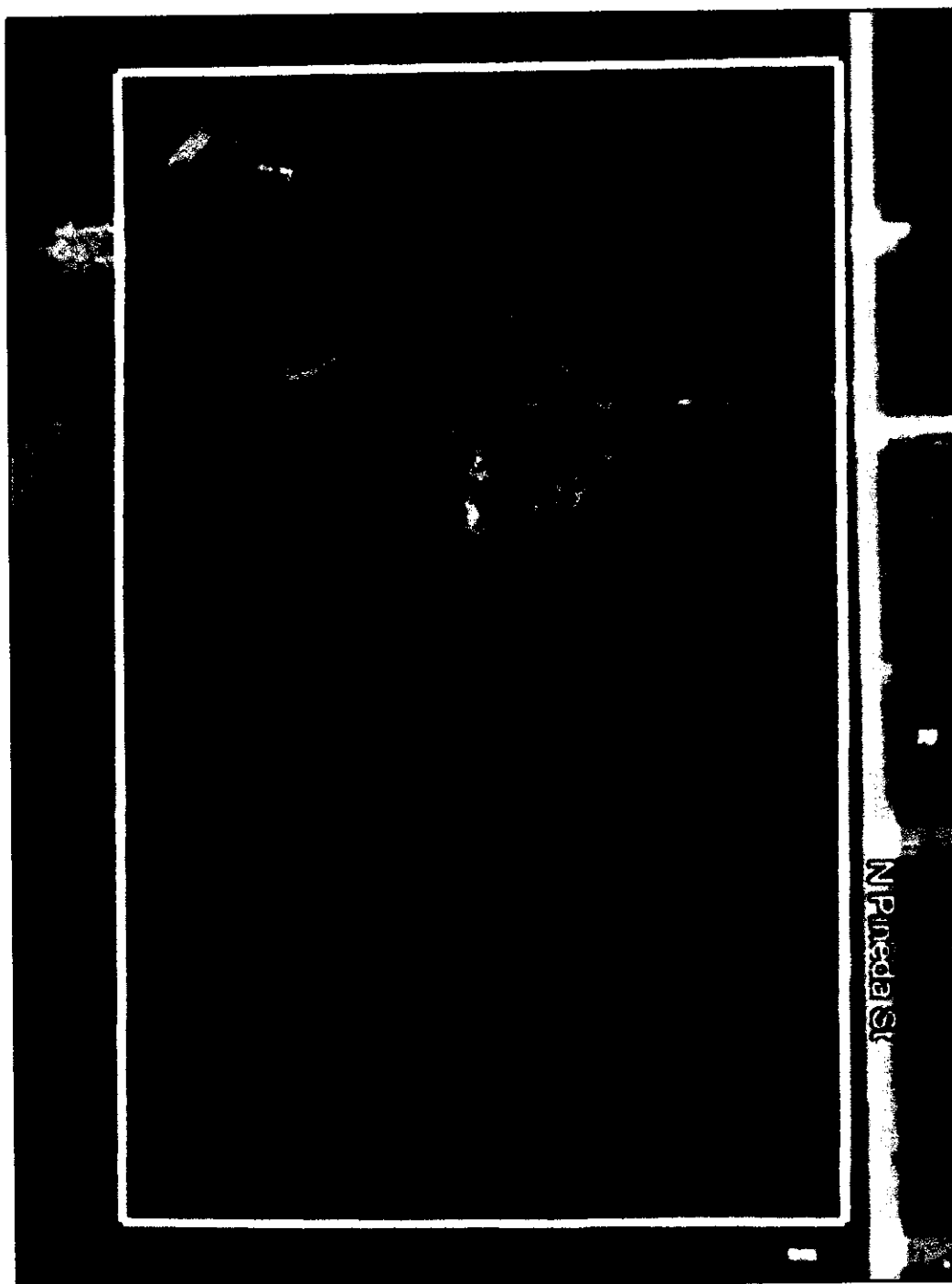
Schedule/Cycles

Month	<u># of Mowing Cycles</u> <u>(City and Resthaven)</u>
January	0
February	0
March	1
April	2
May	4
June	4
July	4
August	4
September	2
October	2
November	0
December	0
Total Cycles	23

Bid # 2024-802-01

Bidders Initials 

Area Exhibit #1
Resthaven Cemetery
Approx. 17 acres

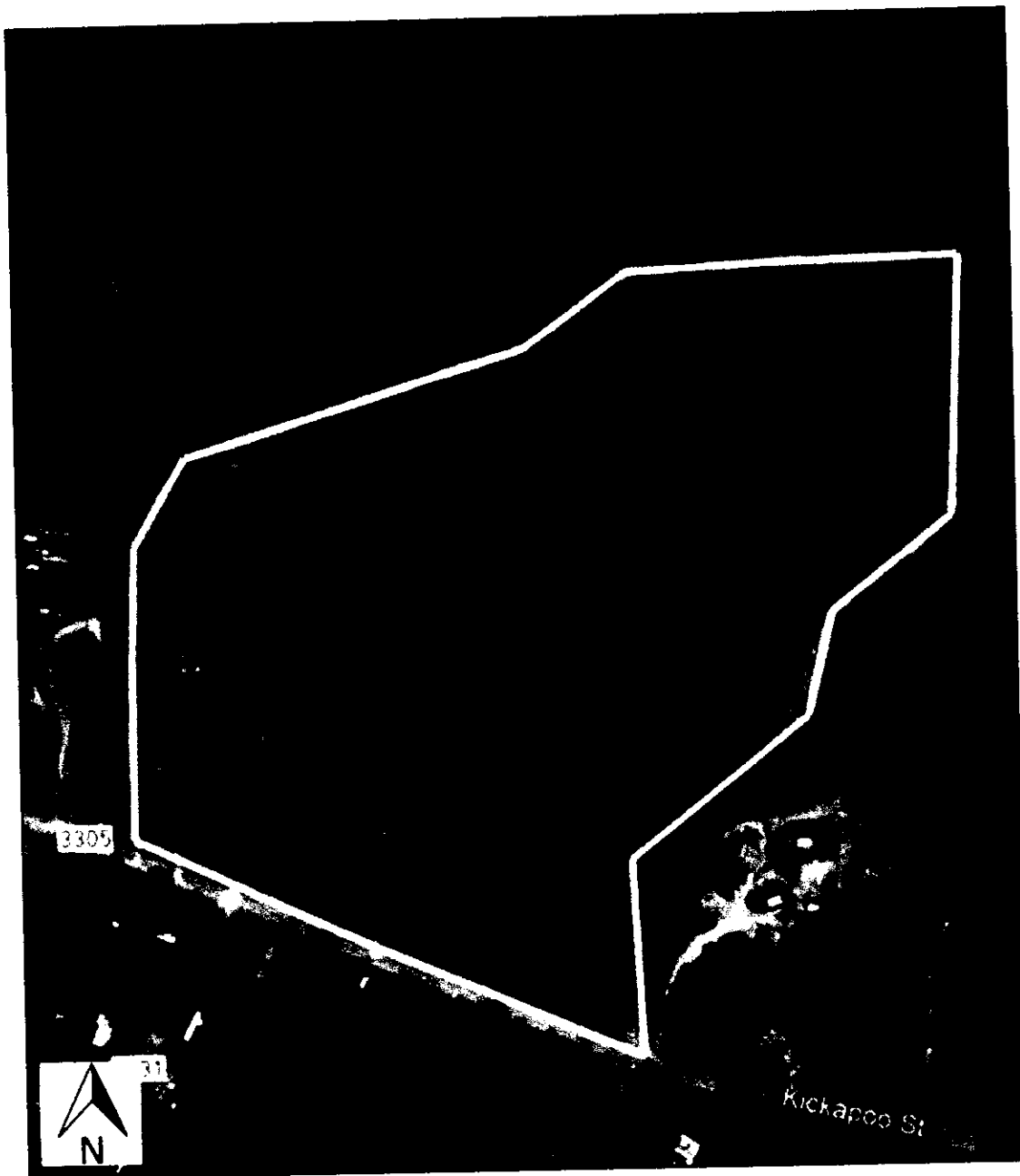


Bid # 2021-01

Bidders Initials

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Area Exhibit #2
City Cemetery
Approx. 32 acres



Bid # 2021-01

Bidders Initials

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Bid Proposal

TO: City of Jacksonville – City Hall
315 S. Ragsdale St.
Jacksonville, Texas 75766

FOR: Cemetery Grounds Maintenance Contract

The undersigned, as bidder, declares that the only person or parties interested in this proposal as principals are those named herein, that this proposal is made without collusion with any other person, firm or corporation; that he has carefully examined the form of contract, Notice to Bidders, specifications, and the attachment(s) therein referred to, and has carefully examined the location and conditions of proposed work; and agrees that he will provide all the necessary labor, machinery, tools, apparatus, and other items incidental to maintenance tasks, and will do all the work and furnish all the materials called for in the contract and specifications in the manner prescribed therein and according to the requirements of the City as therein set forth.

It is understood that the City reserves the right to reject any and/or all bids.

The work proposed to be done shall be accepted when fully completed each month and finished in accordance with the specifications to the satisfaction of the City.

The undersigned certifies that the bid price contained in this proposal have been carefully checked and are submitted as correct and final.

Receipt is hereby acknowledged of the following addenda to the contract documents:

Addendum No. 1 dated _____	Received _____
Addendum No. 2 dated _____	Received _____
Addendum No. 3 dated _____	Received _____

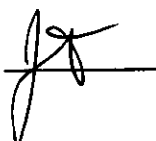
It is understood that a lump sum price must be shown in words and figures for the item listed in this proposal, and in the event of discrepancy, the words shall control.

Did you visit the site(s)? Yes No

Did you attend the pre-bid conference? Yes No

Bid # 2022-607-01

Bidders Initials



Bid Proposal

TO: City of Jacksonville – City Hall
315 S. Ragsdale St.
Jacksonville, Texas 75766

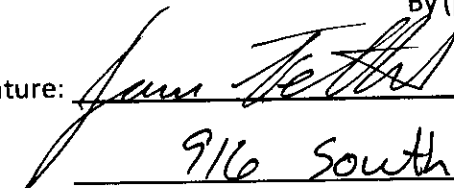
FOR: Cemeteries Grounds Maintenance Contract

Respectfully submitted,

2/7/24
Date

Tettenhorst Plumbing Services
Company Name (please print) **LLC**

James Tettenhorst
By (please print)

Signature: 

916 South Bolton
Bidder's Street Address

Jacksonville Cherokee Tr. 75766
City, County, State, Zip

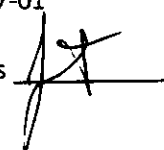
Phone Number: 903 521-1511

Email Address: JAMES.tettenhorst@gmail.com

SEAL if Bidder is a Corporation:

All bid responses are required to be signed by an authorized representative of the bidding entity.
Bid responses received unsigned will not be considered.

Bid # 2022-607-01

Bidders Initials 

**BID PROPOSAL FOR
CEMETERIES GROUNDS MAINTENANCE CONTRACT
March 18 – October 31, 2024**

Resthaven Cemetery	City Cemetery
Cost Per Cycle: \$ <u>2,000.⁰⁰</u>	Cost Per Cycle: \$ <u>4,000.⁰⁰</u>
TOTAL BID AMOUNT: (Resthaven Cycle + City Cycle) x (24 cycles)	\$ <u>144,000.⁰⁰</u>

**GRAND TOTAL CEMETERIES GROUNDS MAINTENANCE
CONTRACT AMOUNT:**

144,000

DOLLARS

00

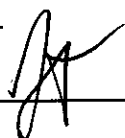
CENTS

All above items must be filled in by the bidder. All corrections on the Bid Proposal shall be initialed by the bidder.

CONFLICT OF INTEREST FORM

Bid # 2022-607-01

Bidders Initials



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.**OFFICE USE ONLY****Date Received:**

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

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?

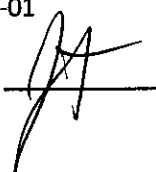
☐ Yes

☐ 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?

Bid # 2022-607-01

Bidders Initials



☐

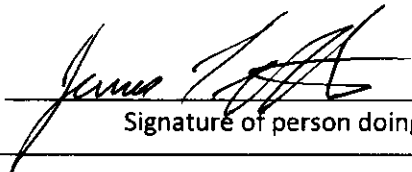
Yes

☐

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

2/6/24

Date

REQUEST FOR PROPOSAL FOR CEMETERY GROUNDS MAINTENANCE CONTRACT

For

City of Jacksonville



Bid # 2024-802-01

Bid Opening: March 8, 2024

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BACKGROUND

The purpose of Bid # 2024-802-01 is to obtain proposals for grounds maintenance services at two (2) City-owned cemeteries; 1) City Cemetery 2) Resthaven Cemetery. Desired services consist primarily of mowing, string trimming, edging, and removing litter and fallen tree limbs.

NOTICE TO BIDDERS

SEALED BID responses will be received at the City of Jacksonville – City Hall, 315 S. Ragsdale St., Jacksonville, TX 75766 until 10:00 a.m. on Friday, March 8th, 2024 for the purpose of furnishing all labor, materials and equipment and the performing of all work required in the Cemeteries Grounds Maintenance Contract, at which time and place the proposals will be publicly opened and read aloud and retained by the City for tabulation, checking and evaluation. Proposals received by the City after the submission deadline will be considered void and unacceptable. The City is not responsible for lateness or non-delivery of mail, courier, etc.

Submissions should include one (1) original and (3) copies of the proposal, along with one (1) digital copy, Fax or email copies will not be accepted. Incomplete or late proposals will be considered non-responsive and will not be reviewed. Each proposal must be complete when submitted. No changes, modifications, corrections, or additions may be made to the proposal once the City of Jacksonville receives it.

Interested parties shall contact Devin Fredrickson at Devin.Fredrickson@jacksonvilletx.org to request a copy of the Specifications and General Requirements.

The sealed envelope must be marked:

Bid # 2024-802-01
Cemetery Grounds Maintenance Contract
OPENS, 10:00 a.m. Friday, March 8th, 2024
City of Jacksonville – City Hall
315 S. Ragsdale St., Jacksonville, TX 75766

In case of ambiguity or lack of clearness in stating proposal price, City reserves the right to adopt the most advantageous service thereof, or to reject any or all bids. No bid may be withdrawn within ninety (90) days after date on which bids are opened.

ADVERTISEMENT DATES:

February 24, 2024
March 2, 2024

Bid # 2024-802-01

Bidders Initials

JW

GENERAL TERMS AND CONDITIONS

1. **OPENING PLACE, TIME, AND DATE** – The City will conduct a public bid opening at the location, time and date as specified in the NOTICE TO BIDDERS. Bidders are encouraged to attend. A tabulation of the bid responses received at the time and date of the opening will be made available to all bidders at a later date.

2. **LATE PROPOSALS** – Proposals received by the City after the submission deadline will be considered void and unacceptable. The City is not responsible for lateness or non-delivery of mail, carrier, etc.

3. **WITHDRAWAL** – A proposal may not be withdrawn or cancelled by the bidder without the permission of the City for a period of ninety (90) days following the date designated for receipt of bids, and bidder so agrees upon submittal of their bid.

4. **CONTRACT** – This bid, accompanying documents, and any negotiated terms, when properly accepted by the City, shall constitute a contract equally binding between the successful bidder(s) and the City. No different or additional terms will become a part of this contract with the exception of Change Orders.

5. **DEFAULT** – The City reserves the right to enforce the performance of this contract in any manner prescribed by law or deemed to be in the best interest of the City in the event of breach or default of this contract. The City reserves the right to terminate the contract immediately in the event the successful bidder fails to:
 1. Substantially meet delivery or completion schedules
 2. Otherwise, substantially perform in accordance with the accepted bid

Breach of contractor or default authorizes the City to award to another bidder, purchase elsewhere and charge the full increase in cost and handling to the defaulting party.

6. **PRICES HELD FIRM** – The City reserves the right to require that submitted bids remain in force for a ninety (90) day period after opening or until award is made; whichever occurs first.

7. **RESOURCE CONTACT** – All information and/or questions pertaining to this bid shall be directed to the City at Devin.Fredrickson@jacksonvilletx.org. It is the bidder's responsibility to seek clarification of any uncertain terms.

8. **NEGOTIATION** – Any attempt to negotiate or give information on the contents of this bid with the City, or its representatives, prior to award shall be grounds for disqualification.

Bid # 2024-802-01

Bidders Initials JW

9. **TAX EXEMPT** – The City is exempt from all sales and excise taxes. Tax exempt forms are available upon request.
10. **FORMS PROVIDED** – All bids must be submitted on the forms provided to insure uniformity and comparability of responses. Bids may be rejected if they show any omissions, alterations in wording, conditional clauses, or irregularities of any kind.
11. **PRICE FIXING** – In submitting a bid response to this request, the bidder thereby certifies that the bidder has not participated in nor been party to any collusion, price fixing, or any other agreements with any company, firm, or person concerning the pricing on the enclosed bid.
12. **GRATUITIES** – The City may, by written notice to the successful bidder, cancel this contract without liability to successful bidder if it is determined by the City that gratuities in the form of entertainments, gifts or otherwise, were offered or given by the successful bidder, or any agent or representative of the successful bidder, to any officer or employee of the City with a view towards securing or amending, or the making of any determinations with respect to the performance of such a contract.
13. **CONFLICT OF INTEREST** – No public official shall have an interest in this contract, in accordance with Vernon's Texas Code Annotated, Local Government Code Title 5, Subtitle C, Chapter 171.
14. **WARRANTY PRICE** – The price to be paid by the City shall be that contained in successful bidder's bid which successful bidder warrants to be not higher than the successful bidder's current prices on orders by others for products of the kind and specification covered by this agreement for similar quantities under similar or like conditions and methods of purchase. In the event successful bidder breaches this warranty, the prices of the items shall be reduced to the successful bidder's current prices on orders by others, or in the alternative, the City may cancel this contract without liability to successful bidder for breach of successful bidder's actual expense.
15. **FORCE MAJEURE** – Neither party shall be required to perform any term, condition or covenant in this contract so long as such performances are delayed or prevented by force majeure, which shall mean acts of God, strikes, lockouts, material or labor performance restrictions by any governmental authority, civil riots, floods, and any other cause not reasonably within the control of the party required to perform and which by the exercise of due diligence said party is unable, wholly or in part, to prevent or overcome.
16. **APPLICABLE LAW** – This agreement shall be governed by the Uniform Commercial Code. Wherever the term "Uniform Commercial Code" is used, it shall be construed as meaning the Uniform Commercial Code as adopted in the State of Texas as effective and in force on the date of this agreement.

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17. **TAXES, UNEMPLOYMENT BENEFITS, ETC.** – The successful bidder hereby accepts exclusive liability for, and agrees to indemnify the City against liability for the payment of any and all contributions or taxes for unemployment insurance, old age pensions or annuities or other purposes now or hereafter imposed by the Government of the United States and/or by the Government of any State of the United States, which are in whole or in part measured by and/or based upon the wages, salaries, or other remuneration paid to persons employed by the successful bidder on work in connection with this order.
18. **ANTI-DISCRIMINATION** – The successful bidder, in performing the work required hereunder, shall comply with the provisions of Executive Order Number 11246, and shall not discriminate against any employee or applicant for employment because of religion, race, sex, age or national origin.
19. **INVOICING AND PAYMENTS** – Invoicing is to be provided in duplicate to the City at PO Box 1390, Jacksonville, Texas 75766. The payment terms are net 30 days. Net 30 days means payment must be postmarked by the City no later than 30 days after receipt of correct invoicing or receipt of ordered supplies, whichever occurs later.
20. **FAIR LABOR STANDARDS ACT** - The successful bidder warrants that the materials covered by this order have been produced in compliance with the requirements of the Fair Labor Standards Act of 1938, as amended.
21. **LIENS** - The successful bidder agrees to and shall indemnify and hold harmless the City against any and all liens and encumbrances for all labor, goods, and services which may be provided under the request, by seller or seller's vendor(s) and if the City requests, a proper release of all liens or satisfactory evidence of freedom from liens shall be delivered to the City.
22. **MODIFICATIONS AND AMENDMENTS** – The City shall have the right to modify this order subject to an adjustment in the price in accordance with the applicable provisions of the Purchase Order, if any, or pursuant to mutual agreement. No agreement or understanding to modify this order shall be binding on the City unless in writing and signed by the City.
23. **ALTERING BIDS** - Bids cannot be altered or amended after submission deadline. Any interlineation, alteration, or erasure made before opening time and date, must be initialed by the signer of the bid, guaranteeing authenticity.
24. **CHANGE ORDERS** - No oral statement of any person shall modify or otherwise change, or affect the terms, conditions or specifications stated in the resulting contract. All change orders to the contract will be made in writing by the City.

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25. **ACCEPT/REJECT BIDS** – The City reserves the right to accept/reject any or all bids or parts of bids and to waive informalities in the bidding process.
26. **RETURN FORMS** - Bidders are required to return all pages and forms of this bid package. It is recommended that bidders retain a copy of the bid response for reference purposes.
27. **ASSIGNMENT** - The successful bidder shall not sell, assign, transfer or convey any contract resulting from this bid, in whole or in part, without the prior written consent of the City.
28. **VENUE** - This agreement will be governed and construed according to the laws of the State of Texas. This agreement is performable in the City of Jacksonville, Cherokee County, Texas, and venue shall lie exclusively in Cherokee County, Texas.
29. **PERFORMANCE** - Bids must comply with all federal, state, county, and local laws. Any vehicles or equipment shall contain all standard safety, emission, and noise controls required for these types and sizes of equipment at the time of their manufacture. The contractor agrees, during the performance of work or services, to comply with all applicable codes and ordinances of the City, County or State of Texas as they may apply, as these laws now read or as they may hereinafter be changed or amended.
30. **SILENCE OF SPECIFICATIONS** - The apparent silence of these specifications as to any 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 on the basis of this statement.

In case any one or more provisions contained in the contract shall for any reason be held invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not effect any other provision thereof and this contract shall be considered as if such invalid, illegal, or unenforceable provision had never been contained herein.

31. The notice of award of contract shall be given by the City within ninety (90) days following the opening of bids unless all bids are rejected.
32. Each Bidder must provide the information as detailed in the Bid Proposal. This bid, accompanying documents, and any negotiated terms, when properly accepted by the City, shall constitute a contract equally binding between the successful bidder(s) and the City. No different or additional terms will become a part of this contract with the exception of Change Orders.
33. Bidders should carefully examine the specifications and other documents, visit the site of the work, and fully inform themselves as to all conditions and matters which can in any way affect the work or the costs thereof.

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34. Bidders desiring further information, or specifications must make a request for such information in writing to the City prior to forty-eight (48) hours before the bid opening. Should a bidder find discrepancies in, or omissions from, the specifications, or other contract documents, or should he be in doubt as to their meaning, he should at once notify the City in order that a written Addendum may be sent to all bidders. Any Addenda issued prior to forty-eight (48) hours of the opening of bids will be mailed or delivered to each BIDDER contemplating the submission of a proposal of this work. The proposal as submitted by the BIDDER will be so constructed as to include any Addenda if such are issued by the City prior to forty-eight (48) hours of the opening of bids.
35. Within ten (10) days of receipt of notice of award of contract, the successful Bidder (hereinafter "Contractor") must provide, along with executed contract documents, proof of insurance for Comprehensive General Liability Insurance in an amount not less than \$1,000,000 with the City of Jacksonville listed as an additional insured.
36. Contractor covenants and agrees to, and does hereby, indemnify, hold harmless and defend the City, its officers, agents, servants and employees, from and against any and all claims or suits for property damage or loss and/or personal injury, including death, to any and all persons, of whatsoever kind or character, whether real or asserted, arising out of, or in connection with, directly or indirectly, the work and services to be performed hereunder by Contractor, its officers, agents, employees, contractors, subcontractors, licensees or invitees, whether or not caused, in whole or in part, by alleged negligence on the part of officers, agents, servants, employees, contractors, subcontractors, licensees and invitees of the City; and said Contractor does hereby covenant and agree to assume all liability and responsibility of owner, its officers, agents, servants and employees for property damage or loss, and /or personal injuries, including death, to any and all persons of whatsoever kind or character, whether real or asserted, arising out of or in connection with, directly or in directly, the work and services to be performed hereunder by the Contractor, its officers, agents, employees, contractors, subcontractors, licensees and invitees, whether or not caused, in whole or in part, by alleged negligence of officers, agents, servants, employees, contractors, subcontractors, licensees or invitees of the City. Contractor likewise covenants and agrees to, and does hereby, indemnify and hold harmless the City from and against all injuries, loss or damages to property of the City during the performance of any of the terms and conditions of this Contract, whether arising out of or in connection with or resulting from, in whole or in part, any and all alleged acts or omissions of officers, agents, servants, employees, contractors, subcontractors, licensees, or invitees of the City.
37. The Contractor shall provide one person, with authority to make decisions, to be in charge from the beginning to the end of this contract.

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Bidders Initials JW

INSTRUCTIONS TO BIDDERS

1. The Bid award shall be based on, but not necessarily limited to, the following factors:
 - a. Total Price
 - b. Operational Plan
 - c. Results of reference checks
 - d. Experience
 - e. Bidder's past performance record with the City
 - f. The City's evaluation of the Bidder's ability to perform
2. The City may make such investigations as it deems necessary to determine the ability of the Bidder to provide satisfactory performance in accordance with specifications, and the Bidder shall furnish to the City all such information and data for this purpose as the City may request.
3. Bidders are to bid on all items as specified. Bids will be awarded to one bidder based on the total bid.
4. The contract period will begin March 1, 2023 and continue through October 31, 2023. All pricing will remain firm throughout the contract period. The contract may be extended by mutual agreement of both parties for up to five (5) additional one (1) year periods. The Contractor shall submit the renewal proposal with price changes, and justification for price increase to the City no later than July 15th of each year. Increases in contract pricing shall not exceed the consumer price index of the Southern Urban region for the previous twelve-month period.
5. The contract may be cancelled by either party upon forty-five (45) days written notification. The City reserves the right to cancel the contract immediately if the City determines in its sole discretion, that the successful bidder is not fulfilling the assigned responsibilities under this agreement.
6. Contractor shall provide a minimum of three (3) current references with the bid. References shall be from clients the contractor has served in a similar capacity within the last 24 months, preferably businesses within the East Texas region.
7. Contractors bidding on these items shall have a minimum of five (3) years consecutive experience in landscape maintenance, which includes manicured turf maintenance.
8. Contractor must submit, with bid, a completed list of equipment to be used for this contract, on Maintenance and Support Equipment Form. Make additional copies of this form if required.

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9. **ALTERATION OF WORK** – The City reserves the right to limit work scheduled within a cycle in any area at any time or reduce number of mowing's for specific property or when the area in question is under construction or development. Charges for partial areas maintained shall meet the percentage of property with the percentage of cost per cycle.
10. **PERSONNEL REQUIREMENTS** - All maintenance and management personnel assigned to this contract shall meet the following standards:
 - a. All personnel will always utilize appropriate safety equipment.
 - b. Contractor shall provide the City with "after hour/emergency" contacts.
 - c. While on-site, all personnel shall be generally neat in appearance and professional in behavior.
11. **CONTRACT ADMINISTRATION** - Under this contract, the City will appoint its Director of Public and Community Services or his/her designee as contract administrator with the designated responsibility to ensure compliance with performance of contract requirements. Such responsibilities will include, but will not be limited to, the inspection and acceptance of all services performed under this contract. If an area is found to be unsuitable or incomplete in the service required by this contract, the CONTRACTOR will be called back without additional charge to the City. The contract administrator will serve as liaison between the City and the Contractor.
12. **CANCELLATION** - The Contractor shall strictly comply with the provisions of the contract with an adequate number of quality personnel and equipment to perform the work described in these specifications. Non-performance or non-compliance with the requirements of this specification by the awarded vendor shall be basis for the termination of the contract by the City immediately.

The Contractor shall be given forty-eight hours following receipt of notification of default in which to remedy the deficiencies. If the deficiencies are not remedied as a result of the notification, the contract shall be terminated.

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At the discretion of the City, subsequent notification(s) may be issued upon the occurrence of each default(s) and the contractor shall have forty-eight hours following receipt of the second notification to remedy the deficiencies. If deficiencies are not remedied following the subsequent notification(s) period, the Contractor shall be deemed in default of the contract and the contract shall be terminated.

The City shall not pay for services that are deemed by the City to be unsatisfactory. Vendors will be given reasonable opportunity, before termination, to correct any deficiencies; however, this in no way may be construed as negating the basis for cancellation.

Proposal calendar

The Following is a list of key dates:

Advertising:	February 24, March 2, 2024
Bid Opening:	March 8, 2024, 10:00 a.m.
Award/Notice:	March 12, 2024, Council Meeting

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Bidders Initials JW

CONTRACTOR SELECTION

METHOD OF AWARD – BEST VALUE RANKING APPROACH

The City intends to award a contract to the vendor who provides goods and services at the best value. The City may choose to award the contract based on the lowest responsible bid or the best value ranking, whichever is deemed to be in the best interest of the City. In determining the best value, the City will consider price and relevant experience/references to the extent to which the goods and services conform to the specifications herein.

Measurable criteria are used to determine the best value ranking. The measurable criteria are added together to determine the vendor's total score. The vendor with the highest score has the highest ranking. The award shall be made to the vendor with the highest ranking. If there is only one response to the solicitation, the evaluation process may be waived and award may be made to the only responsive, responsible vendor.

An agency evaluation committee, or a designated individual, will evaluate the information provided by the vendor(s) in response to the established measurable criteria contained in the solicitation. If more than one evaluator is used then the combined score of all evaluators for each vendor is the score to be used to determine the ranking for the vendor. Award will be made to the vendor with the highest ranking.

MEASURABLE CRITERIA

Price	50 points (percent)
Operational Plan	35 points (percent)
Experience/References	15 points (percent)

Each vendor is responsible for submitting all relevant, factual, and correct information with their bid. The evaluation committee will assign a ranking score to each vendor based on the available data. If additional sheets are attached to the bid specification package, the bidder shall clearly cross-reference the appropriate location in the solicitation (i.e. page number, paragraph, subject, etc.)

Price (50 points) - the bidder with the lowest price receives the maximum score. The bidder with the next lowest price receives points based on dividing his price into the next lowest price and multiplying that percentage by the available points, for example, assume \$50,000 is the low offer, then that bidder would receive 50 points ($\$50,000/\$50,000=1.00 \times 50=50$). Assume \$55,000 is the next low offer, then that bidder would receive 45.5 points ($\$50,000/\$55,000=0.91 \times 50=45.5$), etc.

Operational Plan (35 points) - 35 points will be the maximum point value given to the bidder. The bidders point value will be based on their measured score. Evaluation of the operational plan shall be based on submittals regarding the following information:

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Bidders Initials JW

1. Company Information
2. Equipment to perform contract requirements
3. Number of employees to perform contract requirements / Personnel Information
4. References
5. Experience with contracts similar in size and scope

Failure to meet any of the above requirements may result in bidder receiving zero points in this area.

References (15 points) - 15 points will be the maximum point value given to the bidder with the highest rated customer satisfaction and past performance with the City and/or relevant information provided by the client references who have done similar scope and size of work as specified herein. The bidders point value will be based on their measured score. Failure to include references shall cause the bid to be considered non-responsive.

BID EVALUATION – The City reserves the right to accept or reject in part or in whole any bid submitted, and to waive any technicalities for the best interest of the City. The City reserves the right to determine “or equal” status.

CONTRACTOR SELECTION - If awarded, the contract shall be based on the City's evaluation criteria of price, experience/references and compliance with bid requirements. A responsive bidder shall have submitted a complete sealed bid packet within the stated timeline and in accordance with the bid specifications. A responsible bidder shall demonstrate the ability to successfully deliver the supplies, equipment and/or services being procured.

A responsive bidder is defined to be one who submits a completed sealed bid packet within the stated time deadline and in accordance with the bid specifications.

A responsible bidder is defined to be one who demonstrates via their responses to the selection criteria his or her ability to successfully deliver the supplies, equipment, or services being procured.

BIDDERS QUALIFICATION REQUIREMENTS - Each bidder is responsible for submitting all relevant, factual, and correct information with their bid. The below listed criteria will be assessed by the vendors submitted data. If additional sheets are attached to the bid specification, the bidder shall clearly cross-reference the appropriate location in the solicitation (i.e. page number, paragraph, subject, etc.)

1. Landscape Maintenance Service Contractor shall have a minimum of five (3) consecutive years' experience in landscape maintenance, which includes manicured grass maintenance.

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2. Contractor shall have in his or her employment at the time of bid the minimum number of employees to successfully execute the bid as specified.

CONTRACTOR'S RESPONSIBILITY FOR WORK

1. The Contractor shall be responsible for the complete performance of all of the work under the Contract.
2. Contractor shall be responsible for furnishing all tools, equipment, labor, supplies, and incidentals required to complete the work.

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Bidders Initials SW

SPECIFICATIONS

SCOPE AND INTENT - The intent is to describe the minimum specifications for grounds maintenance contract for the City.

It is also the intent under these specifications that the contractor shall provide a complete and professional job for each grounds maintenance task assigned by the City. The omission, within a bid submittal of specific reference to any equipment, materials, or labor necessary for performance of contract per specifications, shall not relieve contractor of responsibility for furnishing such equipment, materials, or labor.

REQUIREMENTS

1. The successful bidder shall be responsible for mowing the areas identified in the Area Exhibits; edging all turf along walks, curbs, plant beds, signs and other obstacles; removing all litter (including litter in the roadways), fallen limbs from the entire property and hauling such debris away. Turf areas, which cannot be maintained with mowing equipment, shall be cut to specified turf height using a string-line trimmer. The property is to be free of windrows and chopped paper. Litter must be removed from turf before mowing. The successful bidder shall leave the area with a finished appearance with walks and curb areas appearing to have been swept. The successful bidder shall not simply blow litter, leaves, clippings, etc. into the streets or other property. All expansion joints, bridge abutments, light poles, signs, irrigation control boxes and equipment, irrigation valve box covers, trees and other maintenance barriers that fall within these designated grounds maintenance areas will also require trimming of grass and weeds on the specified maintenance schedule unless otherwise specified by the City. Grass and weeds growing over irrigation valve box covers shall be trimmed back to edge where valve box meets soil. Grass and weeds in expansion joints shall be cut flush with the pavement or treated with an approved herbicide. Remove grass clippings, debris, and trash from headstones and flat markers. Significant tree maintenance and tree/stump removal services are not part of this contract.
2. The successful bidder shall pick up and remove all broken glass from paved areas and turf. Any hazardous condition or any damage to City property is to be reported to the City.
3. Unless otherwise instructed, the successful bidder shall accomplish all tasks and, mowing cycles per schedules as agreed to by the City.
4. The successful bidder and the City will agree on a regular day and time for maintenance. Maintenance cycles shall be completed as specified by the City. If wet weather renders grounds too soft to carry weight of maintenance equipment without rutting, contractor shall not perform maintenance when wet grounds conditions will cause serious damage to grounds, turf, and irrigation equipment or other public or private infrastructure. Contractor shall notify the City of any significant delays (greater than 72 hours) in the maintenance

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schedule resultant from wet conditions.

5. The successful bidder shall set mowing equipment to cut Bermuda grass areas to a height of one and one-half inches (1-1/2") unless otherwise instructed by the City. St. Augustine grass shall be cut at a two and one-half inch height (2-1/2") or as instructed by the City. All changes in mowing height to be approved by the City.

6. Edging along curbs and sidewalks must be cut with steel blade equipment to give a vertically cut edge.

7. The successful bidder will not be permitted to mow within 16" of each tree in order to avoid damage to the trees.

8. The successful bidder shall be responsible for any damage done to plant material, monuments, markers, and other property during the maintenance operation. The successful bidder shall be responsible for replacement of all trees, shrubs, and groundcover destroyed by the successful bidder, employees or agents of the successful bidder during the maintenance operation. Trees and shrubs must not be bumped or marked by mowing, trimming or edging equipment. The successful bidder must report damage immediately to the City. Contractor shall give instruction and ensure that all maintenance personnel refrain from string trimming around tree trunks in a manner which disturbs or damages tree bark. Contractor shall also give instruction to their maintenance personnel and ensure that no trees are damaged during mowing operations.

9. The successful bidder shall furnish all supplies, tools, and equipment to be used on the job. No chemicals, herbicides (weed-killers), insecticides, fungicides, or fertilizers are to be used without the written approval of the City. Expansion joints and paver areas, are the only locations to be sprayed to eradicate weeds without City approval.

10. The successful bidder shall comply with all applicable governmental laws and regulations.

11. The City shall not be liable for any loss or damage sustained by the successful bidder. The successful bidder/contractor shall hold the City harmless from any and all claims for liability or damage of whatsoever nature and kind, including cost of court and attorney's fees, suffered or asserted to have been suffered by any person or to any property of any person whomsoever, growing out of or resulting from or in any way connected with their performance of work under this agreement. The successful bidder shall exercise every necessary precaution for the safety of the work site and the protection of any kind and all persons and/or property located adjacent to or making passage through the work site. All mowing equipment is to have functional debris deflectors in place at all time. Deflectors

are to be standard, manufacturer approved equipment.

12. The successful bidder must provide a valid telephone number and address at all times to the City. The telephone number must be answered during normal working days, at least to take a
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message.

13. The successful bidder shall submit an invoice for the month that maintenance was completed within ten (10) days after completion of that month.
14. The successful bidder shall operate as an independent contractor and not as an agent, representative, partner or employee of the City, and shall control the operations at the work site, and be solely responsible for the acts of omissions of the successful bidder's employees or agents.
15. Unit prices are to reflect the charges for mowing and associated tasks at each location.
16. A bid response constitutes understanding and acceptance of all terms, conditions, instructions and specifications contained in this Request for Bid.
17. The successful bidder(s) will be responsible for any damages to the irrigation system(s) due to negligence on the part of the bidder or the bidder's representative. Any damage to an irrigation system is to be reported immediately to a City representative.
18. It shall be mandatory that a review of the contracted areas be conducted prior to beginning the first mowing cycle. Such a review shall be attended by the successful bidder and the City.
19. The City reserves the right to cancel scheduled mowing cycle on a week-to-week basis, based upon need, prevailing weather conditions and available funding. Contract is pay as perform for all maintenance tasks.
20. **QUALITY ASSURANCE** - The grounds may be inspected by the City to insure compliance with the specifications after each mowing.

EXAMINATION OF SITE AND CONDITIONS: Before submitting bid, bidders should:

1. Carefully examine the specifications and the contract documents, including the proposal form.
2. Be fully informed of existing conditions and limitations.
3. Visit the site of work. Determine routes of ingress and egress for completing entire project.
4. Include in the proposal sufficient compensation to cover all work and guarantee items required by the agreement.
5. Include contractor's site examinations, measurements and prior professional experience in submitting bid.

Bid # 2024-802-01

Bidders Initials JW

MAINTENANCE AND SUPPORT EQUIPMENT REQUIREMENTS:

1. Only the appropriate equipment, in proper working order, shall be utilized for maintenance operations.
 2. Repair, servicing or fueling of equipment is not permitted within landscape areas or on turf areas.
 3. Equipment shall be operated in a safe and efficient manner at all times.
 4. The City reserves the right to inspect all equipment to be utilized in performance of this contract, and to inspect the equipment at any interval the City deems necessary to ensure compliance with Federal (OSHA), State, and City safety standards. If contractor's equipment is judged by the City as not meeting minimum safety standards, it shall not be used pursuant to this contract. This constraint from use shall be in effect until said equipment is brought into contract compliance and approved by the City.
 5. The City may request that bidders show evidence that equipment to be used in performance of this contract is in good working order, and adequate for performance of required mowing, trimming, and edging operations.
 6. Bidders must demonstrate, within bid submittal, the ability to provide the
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Bid # 2024-802-01

Bidders Initials JW

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5. The City may request that bidders show evidence that equipment to be used in performance of this contract is in good working order, and adequate for performance of required mowing, trimming, and edging operations.
6. Bidders must demonstrate, within bid submittal, the ability to provide the necessary equipment required for grounds maintenance operations per specifications.

Bid # 2024-802-01

Bidders Initials Jw

Bidder Questionnaire/Personnel Info

How long has your company been in business?

5 years

Is your company regional, or national?

regional

In what cities/states does your firm operate?

Jacksonville, Palestine, Bullard

Where is your company headquarters located?

Jacksonville, TX.

Does your company enlist the services of any contract labor force?

No

What is your company policy regarding drug testing/abuse?

Zero Tolerance

How many employees will be assigned accomplish the requirements of this contract?

4

Briefly describe your operational plan for carrying out the specifications of this contract.

To carry out the specifications in the contract, and exceed the expectations of the City. There is a combined experience of more than 30 years in lawn care + maintenance.

Bid # 2024-802-01

Bidders Initials JW

References

Reference #1

Name of company/client: Dyess Land Service
Address of company/client: 1104 Robs Road Jacksonville, TX. 75766
Contact person: Will Dyess Contact email: www.dyesslandservices.com
Number of years providing services: 3 years 903-985-4241

Reference #2

Name of company/client: Greg Chapman
Address of company/client: 947 C.R. 3112
Contact person: Greg Chapman Contact email:
Number of years providing services: 10 years 903-721-3160

Reference #3

Name of company/client: Josh Pruitt
Address of company/client: Fm. 344 E. Bullard, TX.
Contact person: Josh Pruitt Contact email:
Number of years providing services: 5 years 903-245-6760

Bid # 2024-802-01

Bidders Initials JW

Maintenance and Support Equipment Log

The following information will assist the City in evaluating the comparative capabilities of competing bidders. It is understood and acknowledged that the information is requested by the City solely as an indication of the equipment resources available to the bidder to perform required work. Include transport, crew and supervisory vehicles. Please only identify equipment, vehicles, support equipment, etc. that will be utilized by Contractor in performance of this contract.

Type of Equipment	Quantity	Manufacturer	Current Hours	Equipment Age
Zero Turn mower	1	Kubota	127	2 years
Zero Turn mower	1	Kubota	217	2 years
Zero Turn mower	1	Kubota	4	new
weed eater	1	STIHL	2	1 year
wood eater	1	STIHL		2 years
wood eater	1	STIHL		new
Back pack blower	2	STIHL		2 years

Bid # 2024-802-01

Bidders Initials JW

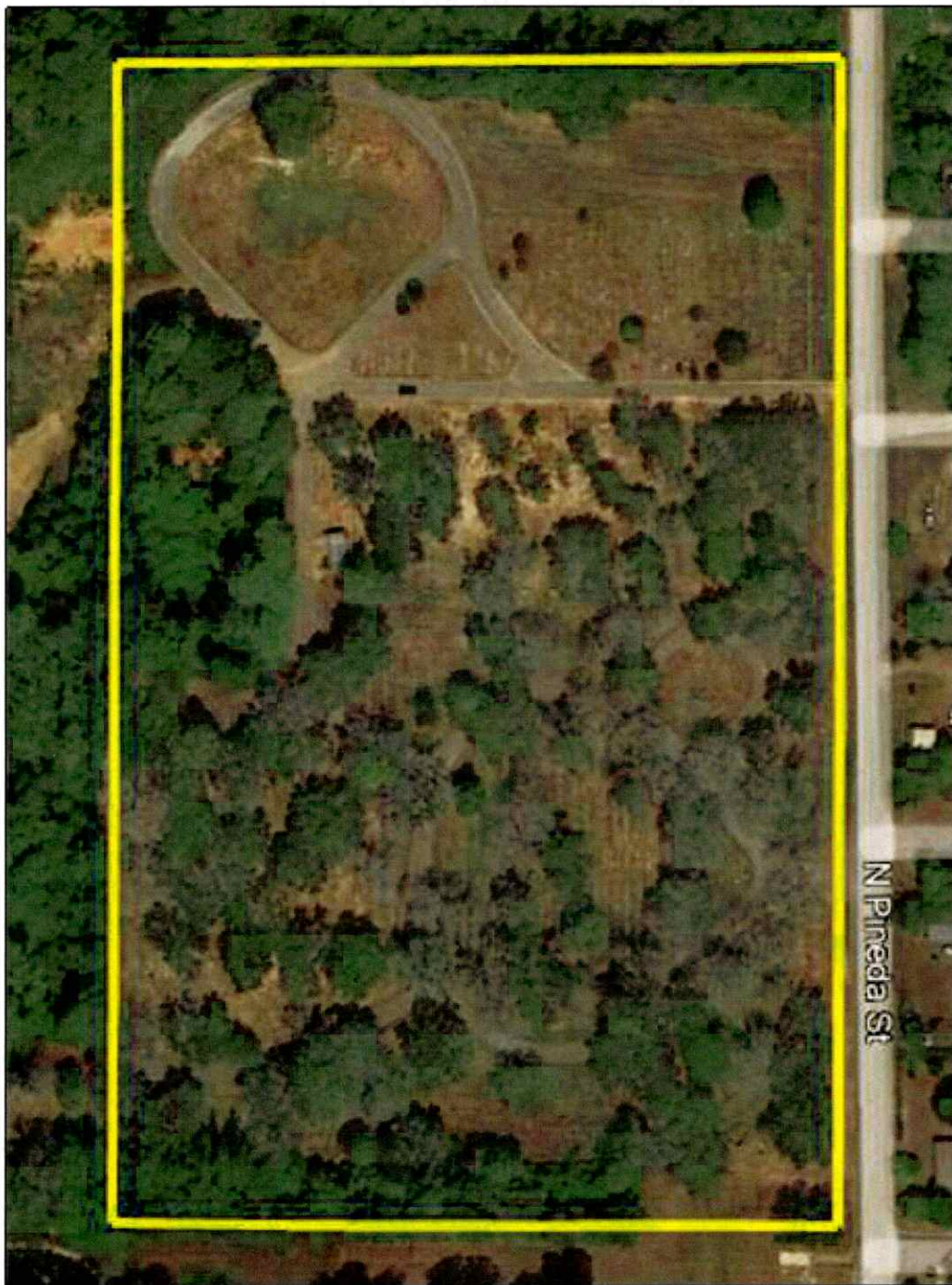
Schedule/Cycles

Month	<u># of Mowing Cycles</u> <u>(City and Resthaven)</u>
January	0
February	0
March	1
April	2
May	4
June	4
July	4
August	4
September	2
October	2
November	0
December	0
Total Cycles	23

Bid # 2024-802-01

Bidders Initials JW

Area Exhibit #1
Resthaven Cemetery
Approx. 17 acres



Bid # 2021-01

Bidders Initials SW

Area Exhibit #2
City Cemetery
Approx. 32 acres



Bid # 2021-01

Bidders Initials *Jw*

Bid Proposal

TO: City of Jacksonville – City Hall

315 S. Ragsdale St.
Jacksonville, Texas 75766

FOR: Cemetery Grounds Maintenance Contract

The undersigned, as bidder, declares that the only person or parties interested in this proposal as principals are those named herein, that this proposal is made without collusion with any other person, firm or corporation; that he has carefully examined the form of contract, Notice to Bidders, specifications, and the attachment(s) therein referred to, and has carefully examined the location and conditions of proposed work; and agrees that he will provide all the necessary labor, machinery, tools, apparatus, and other items incidental to maintenance tasks, and will do all the work and furnish all the materials called for in the contract and specifications in the manner prescribed therein and according to the requirements of the City as therein set forth.

It is understood that the City reserves the right to reject any and/or all bids.

The work proposed to be done shall be accepted when fully completed each month and finished in accordance with the specifications to the satisfaction of the City.

The undersigned certifies that the bid price contained in this proposal have been carefully checked and are submitted as correct and final.

Receipt is hereby acknowledged of the following addenda to the contract documents:

Addendum No. 1 dated _____	Received _____
Addendum No. 2 dated _____	Received _____
Addendum No. 3 dated _____	Received _____

It is understood that a lump sum price must be shown in words and figures for the item listed in this proposal, and in the event of discrepancy, the words shall control.

Did you visit the site(s)? Yes No

Did you attend the pre-bid conference? Yes No

Bid # 2022-607-01

Bidders Initials SW

Bid Proposal

TO: City of Jacksonville – City Hall
315 S. Ragsdale St.
Jacksonville, Texas 75766

FOR: Cemeteries Grounds Maintenance Contract

Respectfully submitted,

3-3-24

Date

James Worley Enterprises LLC
Company Name (please print)

James Worley
By (please print)

Signature: _____

James Worley

1011 C.R. 1408

Bidder's Street Address

Jacksonville, TX 75764

City, County, State, Zip

Phone Number: 903-721-0809

Email Address: _____

SEAL if Bidder is a Corporation:



All bid responses are required to be signed by an authorized representative of the bidding entity.
Bid responses received unsigned will not be considered.

Bid # 2022-607-01

Bidders Initials JW

**BID PROPOSAL FOR
CEMETERIES GROUNDS MAINTENANCE CONTRACT
March 18 – October 31, 2024**

Resthaven Cemetery	City Cemetery
Cost Per Cycle: \$ <u>2,150.00</u>	Cost Per Cycle: \$ <u>3,275.00</u>
TOTAL BID AMOUNT: \$ <u>130,200.00</u> (Resthaven Cycle + City Cycle) x (24 cycles)	
GRAND TOTAL CEMETERIES GROUNDS MAINTENANCE CONTRACT AMOUNT: \$ <u>130,200.00</u> <u>One Hundred Thirty thousand Two hundred dollars</u> DOLLARS <u>Zero</u> CENTS	
All above items must be filled in by the bidder. All corrections on the Bid Proposal shall be initialed by the bidder.	

CONFLICT OF INTEREST FORM

Bid # 2022-607-01

Bidders Initials JW



**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.

James Hubbard
City Manager
315 S. Ragsdale St
Jacksonville, TX 75766-1390

Bid # 2022-607-01

Bidders Initials JW

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.

OFFICE USE ONLY**Date Received:**

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

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?

Bid # 2022-607-01

Bidders Initials JS

☐

Yes

☐

No

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

4.

James Waul
Signature of person doing business with the governmental entity

3-3-24
Date

Bid # 2022-607-01

Bidders Initials JW



Cemetery Grounds Maintenance

Offerer:

BreezyDay LLC- Ashley Bryant

21134 County Road 113

Tyler, TX 75703

214-927-8966

ashley@breezydayllc.com

Texas Comptroller ID: 18447749542

Socioeconomic Status: Small Business/HUB Certification

Introduction:

BreezyDay LLC has managed various personal, commercial, and government projects since 2020. BreezyDay LLC's independent contractors have the experience to produce excellent strategies for companies to provide exceptional service to the customers. Projects such as lawn care service, construction, plumbing, and catering have been managed by BreezyDay LLC and have exceeded expectations. For this solicitation BreezyDay LLC will be working alongside Darell's Outdoor Service LLC. Darell's Outdoor Service LLC has been in the lawn care service since 2020. Darell's Outdoor Service LLC has been providing service for commercial and non-commercial customers. Darell's Outdoor Service LLC provides exceptional service big or small such as lawn mowing & maintenance, tree service, brush clearing, irrigation system repair & maintenance, etc. The reviews are a testimony to itself, ensuring quality care to fit anyone's needs.

Understanding of Requirements:

BreezyDay LLC & Darrell's Outdoor Services LLC are aware of the requirements specified in the solicitor and will comply with all applicable government laws and regulations. The understanding of requirements are as follows:

- Along with the city, there will be an agreement on day and time for maintenance. If weather prevents from performing in a timely manner, there will be a notification of delays if it exceeds more than 72 hours.
- All areas identified in the Area Exhibit will be mowed, trimmed, and maintained. The Bre,uda grass areas will be cut to one and one half inches. St. Augustine grass will be cut at two and one-half inches. Edging along curbs and sidewalks will be cut with steel blade equipment for a vertically cut edge. There will be no mowing within 16 inches of each tree in order to avoid damage to the trees.
- Any trash, leaves, debris, limbs, glass, etc. will be removed. Anything hazardous will be reported to the city.
- All equipment, supplies, and tools will be furnished. No chemicals are to be used unless by the city's approval.
- Taking accountability on any accidents or property damage that may occur. General Commercial Liability will be provided.

Operational Plan:

To go about this project efficiently, there will be at least six employees to take on the job. Each worker will have their own section to be able to complete in a timely manner, still

providing excellent service that exceeds the city's expectation. The work will take no more than two working days to complete, but will work hard to keep it at one working day.

Summary:

BreezyDay LLC along with Darell's Outdoor Services LLC are determined to exceed the expectation and requirements from the City of Jacksonville by creating and executing a plan to provide quality service. This is more than just lawn care service. This is allowing friends and family to come and pay their respects and know the people they cared for during their lifetime are still being respected and taken care of after. With positive responses, the city will know they made the right choice with choosing us for this venture and hopefully more to come.

References for BreezyDay LLC:

1. Catering Services-Texas Army National Guard Camp Bullis San Antonio, Texas
Dates- 2/9/2024-2/11/2024
Contact- Josie Atum 210-605-7850
2. Construction and Plumbing Service- Home Property Tyler, Texas
Dates- November 2022-January 2024
Contact- Virginia Davis 908-875-3867
3. Lawn Care Maintenance- Mimi's Love and DayCare Garland, Texas
Dates- 2021-current
Contact- Amanda Thomas 214-413-8726

*Darrell's Outdoor Services LLC's references will be provided on solicitation

REQUEST FOR PROPOSAL FOR CEMETERY GROUNDS MAINTENANCE CONTRACT

For

City of Jacksonville



Bid # 2024-802-01

Bid Opening: March 8, 2024

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BACKGROUND

The purpose of Bid # 2024-802-01 is to obtain proposals for grounds maintenance services at two (2) City-owned cemeteries; 1) City Cemetery 2) Resthaven Cemetery. Desired services consist primarily of mowing, string trimming, edging, and removing litter and fallen tree limbs.

NOTICE TO BIDDERS

SEALED BID responses will be received at the City of Jacksonville – City Hall, 315 S. Ragsdale St., Jacksonville, TX 75766 until 10:00 a.m. on Friday, March 8th, 2024 for the purpose of furnishing all labor, materials and equipment and the performing of all work required in the Cemeteries Grounds Maintenance Contract, at which time and place the proposals will be publicly opened and read aloud and retained by the City for tabulation, checking and evaluation. Proposals received by the City after the submission deadline will be considered void and unacceptable. The City is not responsible for lateness or non-delivery of mail, courier, etc.

Submissions should include one (1) original and (3) copies of the proposal, along with one (1) digital copy, Fax or email copies will not be accepted. Incomplete or late proposals will be considered non-responsive and will not be reviewed. Each proposal must be complete when submitted. No changes, modifications, corrections, or additions may be made to the proposal once the City of Jacksonville receives it.

Interested parties shall contact Devin Fredrickson at Devin.Fredrickson@jacksonvilletx.org to request a copy of the Specifications and General Requirements.

The sealed envelope must be marked:

Bid # 2024-802-01
Cemetery Grounds Maintenance Contract
OPENS, 10:00 a.m. Friday, March 8th, 2024
City of Jacksonville – City Hall
315 S. Ragsdale St., Jacksonville, TX 75766

In case of ambiguity or lack of clearness in stating proposal price, City reserves the right to adopt the most advantageous service thereof, or to reject any or all bids. No bid may be withdrawn within ninety (90) days after date on which bids are opened.

ADVERTISEMENT DATES:

February 24, 2024
March 2, 2024

Bid # 2024-802-01

Bidders Initials



GENERAL TERMS AND CONDITIONS

1. **OPENING PLACE, TIME, AND DATE** – The City will conduct a public bid opening at the location, time and date as specified in the NOTICE TO BIDDERS. Bidders are encouraged to attend. A tabulation of the bid responses received at the time and date of the opening will be made available to all bidders at a later date.
2. **LATE PROPOSALS** – Proposals received by the City after the submission deadline will be considered void and unacceptable. The City is not responsible for lateness or non-delivery of mail, carrier, etc.
3. **WITHDRAWAL** – A proposal may not be withdrawn or cancelled by the bidder without the permission of the City for a period of ninety (90) days following the date designated for receipt of bids, and bidder so agrees upon submittal of their bid.
4. **CONTRACT** – This bid, accompanying documents, and any negotiated terms, when properly accepted by the City, shall constitute a contract equally binding between the successful bidder(s) and the City. No different or additional terms will become a part of this contract with the exception of Change Orders.
5. **DEFAULT** – The City reserves the right to enforce the performance of this contract in any manner prescribed by law or deemed to be in the best interest of the City in the event of breach or default of this contract. The City reserves the right to terminate the contract immediately in the event the successful bidder fails to:
 1. Substantially meet delivery or completion schedules
 2. Otherwise, substantially perform in accordance with the accepted bid

Breach of contractor or default authorizes the City to award to another bidder, purchase elsewhere and charge the full increase in cost and handling to the defaulting party.

6. **PRICES HELD FIRM** – The City reserves the right to require that submitted bids remain in force for a ninety (90) day period after opening or until award is made; whichever occurs first.
7. **RESOURCE CONTACT** – All information and/or questions pertaining to this bid shall be directed to the City at Devin.Fredrickson@jacksonvilletx.org. It is the bidder's responsibility to seek clarification of any uncertain terms.
8. **NEGOTIATION** – Any attempt to negotiate or give information on the contents of this bid with the City, or its representatives, prior to award shall be grounds for disqualification.

Bid # 2024-802-01

Bidders Initials



9. **TAX EXEMPT** – The City is exempt from all sales and excise taxes. Tax exempt forms are available upon request.
10. **FORMS PROVIDED** – All bids must be submitted on the forms provided to insure uniformity and comparability of responses. Bids may be rejected if they show any omissions, alterations in wording, conditional clauses, or irregularities of any kind.
11. **PRICE FIXING** – In submitting a bid response to this request, the bidder thereby certifies that the bidder has not participated in nor been party to any collusion, price fixing, or any other agreements with any company, firm, or person concerning the pricing on the enclosed bid.
12. **GRATUITIES** – The City may, by written notice to the successful bidder, cancel this contract without liability to successful bidder if it is determined by the City that gratuities in the form of entertainments, gifts or otherwise, were offered or given by the successful bidder, or any agent or representative of the successful bidder, to any officer or employee of the City with a view towards securing or amending, or the making of any determinations with respect to the performance of such a contract.
13. **CONFLICT OF INTEREST** – No public official shall have an interest in this contract, in accordance with Vernon's Texas Code Annotated, Local Government Code Title 5, Subtitle C, Chapter 171.
14. **WARRANTY PRICE** – The price to be paid by the City shall be that contained in successful bidder's bid which successful bidder warrants to be not higher than the successful bidder's current prices on orders by others for products of the kind and specification covered by this agreement for similar quantities under similar or like conditions and methods of purchase. In the event successful bidder breaches this warranty, the prices of the items shall be reduced to the successful bidder's current prices on orders by others, or in the alternative, the City may cancel this contract without liability to successful bidder for breach of successful bidder's actual expense.
15. **FORCE MAJEURE** – Neither party shall be required to perform any term, condition or covenant in this contract so long as such performances are delayed or prevented by force majeure, which shall mean acts of God, strikes, lockouts, material or labor performance restrictions by any governmental authority, civil riots, floods, and any other cause not reasonably within the control of the party required to perform and which by the exercise of due diligence said party is unable, wholly or in part, to prevent or overcome.
16. **APPLICABLE LAW** – This agreement shall be governed by the Uniform Commercial Code. Wherever the term "Uniform Commercial Code" is used, it shall be construed as meaning the Uniform Commercial Code as adopted in the State of Texas as effective and in force on the date of this agreement.

Bid # 2024-802-01

Bidders Initials AB

17. **TAXES, UNEMPLOYMENT BENEFITS, ETC.** – The successful bidder hereby accepts exclusive liability for, and agrees to indemnify the City against liability for the payment of any and all contributions or taxes for unemployment insurance, old age pensions or annuities or other purposes now or hereafter imposed by the Government of the United States and/or by the Government of any State of the United States, which are in whole or in part measured by and/or based upon the wages, salaries, or other remuneration paid to persons employed by the successful bidder on work in connection with this order.
18. **ANTI-DISCRIMINATION** – The successful bidder, in performing the work required hereunder, shall comply with the provisions of Executive Order Number 11246, and shall not discriminate against any employee or applicant for employment because of religion, race, sex, age or national origin.
19. **INVOICING AND PAYMENTS** – Invoicing is to be provided in duplicate to the City at PO Box 1390, Jacksonville, Texas 75766. The payment terms are net 30 days. Net 30 days means payment must be postmarked by the City no later than 30 days after receipt of correct invoicing or receipt of ordered supplies, whichever occurs later.
20. **FAIR LABOR STANDARDS ACT** - The successful bidder warrants that the materials covered by this order have been produced in compliance with the requirements of the Fair Labor Standards Act of 1938, as amended.
21. **LIENS** - The successful bidder agrees to and shall indemnify and hold harmless the City against any and all liens and encumbrances for all labor, goods, and services which may be provided under the request, by seller or seller's vendor(s) and if the City requests, a proper release of all liens or satisfactory evidence of freedom from liens shall be delivered to the City.
22. **MODIFICATIONS AND AMENDMENTS** – The City shall have the right to modify this order subject to an adjustment in the price in accordance with the applicable provisions of the Purchase Order, if any, or pursuant to mutual agreement. No agreement or understanding to modify this order shall be binding on the City unless in writing and signed by the City.
23. **ALTERING BIDS** - Bids cannot be altered or amended after submission deadline. Any interlineation, alteration, or erasure made before opening time and date, must be initialed by the signer of the bid, guaranteeing authenticity.
24. **CHANGE ORDERS** - No oral statement of any person shall modify or otherwise change, or affect the terms, conditions or specifications stated in the resulting contract. All change orders to the contract will be made in writing by the City.

Bid # 2024-802-01

Bidders Initials



25. **ACCEPT/REJECT BIDS** – The City reserves the right to accept/reject any or all bids or parts of bids and to waive informalities in the bidding process.
26. **RETURN FORMS** - Bidders are required to return all pages and forms of this bid package. It is recommended that bidders retain a copy of the bid response for reference purposes.
27. **ASSIGNMENT** - The successful bidder shall not sell, assign, transfer or convey any contract resulting from this bid, in whole or in part, without the prior written consent of the City.
28. **VENUE** - This agreement will be governed and construed according to the laws of the State of Texas. This agreement is performable in the City of Jacksonville, Cherokee County, Texas, and venue shall lie exclusively in Cherokee County, Texas.
29. **PERFORMANCE** - Bids must comply with all federal, state, county, and local laws. Any vehicles or equipment shall contain all standard safety, emission, and noise controls required for these types and sizes of equipment at the time of their manufacture. The contractor agrees, during the performance of work or services, to comply with all applicable codes and ordinances of the City, County or State of Texas as they may apply, as these laws now read or as they may hereinafter be changed or amended.
30. **SILENCE OF SPECIFICATIONS** - The apparent silence of these specifications as to any 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 on the basis of this statement.

In case any one or more provisions contained in the contract shall for any reason be held invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not effect any other provision thereof and this contract shall be considered as if such invalid, illegal, or unenforceable provision had never been contained herein.

31. The notice of award of contract shall be given by the City within ninety (90) days following the opening of bids unless all bids are rejected.
32. Each Bidder must provide the information as detailed in the Bid Proposal. This bid, accompanying documents, and any negotiated terms, when properly accepted by the City, shall constitute a contract equally binding between the successful bidder(s) and the City. No different or additional terms will become a part of this contract with the exception of Change Orders.
33. Bidders should carefully examine the specifications and other documents, visit the site of the work, and fully inform themselves as to all conditions and matters which can in any way affect the work or the costs thereof.

Bid # 2024-802-01

Bidders Initials AB

34. Bidders desiring further information, or specifications must make a request for such information in writing to the City prior to forty-eight (48) hours before the bid opening. Should a bidder find discrepancies in, or omissions from, the specifications, or other contract documents, or should he be in doubt as to their meaning, he should at once notify the City in order that a written Addendum may be sent to all bidders. Any Addenda issued prior to forty-eight (48) hours of the opening of bids will be mailed or delivered to each BIDDER contemplating the submission of a proposal of this work. The proposal as submitted by the BIDDER will be so constructed as to include any Addenda if such are issued by the City prior to forty-eight (48) hours of the opening of bids.
35. Within ten (10) days of receipt of notice of award of contract, the successful Bidder (hereinafter "Contractor") must provide, along with executed contract documents, proof of insurance for Comprehensive General Liability Insurance in an amount not less than \$1,000,000 with the City of Jacksonville listed as an additional insured.
36. Contractor covenants and agrees to, and does hereby, indemnify, hold harmless and defend the City, its officers, agents, servants and employees, from and against any and all claims or suits for property damage or loss and/or personal injury, including death, to any and all persons, of whatsoever kind or character, whether real or asserted, arising out of, or in connection with, directly or indirectly, the work and services to be performed hereunder by Contractor, its officers, agents, employees, contractors, subcontractors, licensees or invitees, whether or not caused, in whole or in part, by alleged negligence on the part of officers, agents, servants, employees, contractors, subcontractors, licensees and invitees of the City; and said Contractor does hereby covenant and agree to assume all liability and responsibility of owner, its officers, agents, servants and employees for property damage or loss, and /or personal injuries, including death, to any and all persons of whatsoever kind of character, whether real or asserted, arising out of or in connection with, directly or in directly, the work and services to be performed hereunder by the Contractor, its officers, agents, employees, contractors, subcontractors, licensees and invitees, whether or not caused, in whole or in part, by alleged negligence of officers, agents, servants, employees, contractors, subcontractors, licensees or invitees of the City. Contractor likewise covenants and agrees to, and does hereby, indemnify and hold harmless the City from and against all injuries, loss or damages to property of the City during the performance of any of the terms and conditions of this Contract, whether arising out of or in connection with or resulting from, in whole or in part, any and all alleged acts or omissions of officers, agents, servants, employees, contractors, subcontractors, licensees, or invitees of the City.
37. The Contractor shall provide one person, with authority to make decisions, to be in charge from the beginning to the end of this contract.

INSTRUCTIONS TO BIDDERS

1. The Bid award shall be based on, but not necessarily limited to, the following factors:
 - a. Total Price
 - b. Operational Plan
 - c. Results of reference checks
 - d. Experience
 - e. Bidder's past performance record with the City
 - f. The City's evaluation of the Bidder's ability to perform
2. The City may make such investigations as it deems necessary to determine the ability of the Bidder to provide satisfactory performance in accordance with specifications, and the Bidder shall furnish to the City all such information and data for this purpose as the City may request.
3. Bidders are to bid on all items as specified. Bids will be awarded to one bidder based on the total bid.
4. The contract period will begin March 1, 2023 and continue through October 31, 2023. All pricing will remain firm throughout the contract period. The contract may be extended by mutual agreement of both parties for up to five (5) additional one (1) year periods. The Contractor shall submit the renewal proposal with price changes, and justification for price increase to the City no later than July 15th of each year. Increases in contract pricing shall not exceed the consumer price index of the Southern Urban region for the previous twelve-month period.
5. The contract may be cancelled by either party upon forty-five (45) days written notification. The City reserves the right to cancel the contract immediately if the City determines in its sole discretion, that the successful bidder is not fulfilling the assigned responsibilities under this agreement.
6. Contractor shall provide a minimum of three (3) current references with the bid. References shall be from clients the contractor has served in a similar capacity within the last 24 months, preferably businesses within the East Texas region.
7. Contractors bidding on these items shall have a minimum of five (3) years consecutive experience in landscape maintenance, which includes manicured turf maintenance.
8. Contractor must submit, with bid, a completed list of equipment to be used for this contract, on Maintenance and Support Equipment Form. Make additional copies of this form if required.



9. **ALTERATION OF WORK** – The City reserves the right to limit work scheduled within a cycle in any area at any time or reduce number of mowing's for specific property or when the area in question is under construction or development. Charges for partial areas maintained shall meet the percentage of property with the percentage of cost per cycle.
10. **PERSONNEL REQUIREMENTS** - All maintenance and management personnel assigned to this contract shall meet the following standards:
- a. All personnel will always utilize appropriate safety equipment.
 - b. Contractor shall provide the City with "after hour/emergency" contacts.
 - c. While on-site, all personnel shall be generally neat in appearance and professional in behavior.
11. **CONTRACT ADMINISTRATION** - Under this contract, the City will appoint its Director of Public and Community Services or his/her designee as contract administrator with the designated responsibility to ensure compliance with performance of contract requirements. Such responsibilities will include, but will not be limited to, the inspection and acceptance of all services performed under this contract. If an area is found to be unsuitable or incomplete in the service required by this contract, the CONTRACTOR will be called back without additional charge to the City. The contract administrator will serve as liaison between the City and the Contractor.
12. **CANCELLATION** - The Contractor shall strictly comply with the provisions of the contract with an adequate number of quality personnel and equipment to perform the work described in these specifications. Non-performance or non-compliance with the requirements of this specification by the awarded vendor shall be basis for the termination of the contract by the City immediately.

The Contractor shall be given forty-eight hours following receipt of notification of default in which to remedy the deficiencies. If the deficiencies are not remedied as a result of the notification, the contract shall be terminated.

At the discretion of the City, subsequent notification(s) may be issued upon the occurrence of each default(s) and the contractor shall have forty-eight hours following receipt of the second notification to remedy the deficiencies. If deficiencies are not remedied following the subsequent notification(s) period, the Contractor shall be deemed in default of the contract and the contract shall be terminated.

The City shall not pay for services that are deemed by the City to be unsatisfactory. Vendors will be given reasonable opportunity, before termination, to correct any deficiencies; however, this in no way may be construed as negating the basis for cancellation.

Proposal calendar

The Following is a list of key dates:

Advertising:	February 24, March 2, 2024
Bid Opening:	March 8, 2024, 10:00 a.m.
Award/Notice:	March 12, 2024, Council Meeting

CONTRACTOR SELECTION

METHOD OF AWARD – BEST VALUE RANKING APPROACH

The City intends to award a contract to the vendor who provides goods and services at the best value. The City may choose to award the contract based on the lowest responsible bid or the best value ranking, whichever is deemed to be in the best interest of the City. In determining the best value, the City will consider price and relevant experience/references to the extent to which the goods and services conform to the specifications herein.

Measurable criteria are used to determine the best value ranking. The measurable criteria are added together to determine the vendor's total score. The vendor with the highest score has the highest ranking. The award shall be made to the vendor with the highest ranking. If there is only one response to the solicitation, the evaluation process may be waived and award may be made to the only responsive, responsible vendor.

An agency evaluation committee, or a designated individual, will evaluate the information provided by the vendor(s) in response to the established measurable criteria contained in the solicitation. If more than one evaluator is used then the combined score of all evaluators for each vendor is the score to be used to determine the ranking for the vendor. Award will be made to the vendor with the highest ranking.

MEASURABLE CRITERIA

Price	50 points (percent)
Operational Plan	35 points (percent)
Experience/References	15 points (percent)

Each vendor is responsible for submitting all relevant, factual, and correct information with their bid. The evaluation committee will assign a ranking score to each vendor based on the available data. If additional sheets are attached to the bid specification package, the bidder shall clearly cross-reference the appropriate location in the solicitation (i.e. page number, paragraph, subject, etc.)

Price (50 points) - the bidder with the lowest price receives the maximum score. The bidder with the next lowest price receives points based on dividing his price into the next lowest price and multiplying that percentage by the available points, for example, assume \$50,000 is the low offer, then that bidder would receive 50 points ($\$50,000/\$50,000=1.00 \times 50=50$). Assume \$55,000 is the next low offer, then that bidder would receive 45.5 points ($\$50,000/\$55,000=0.91 \times 50=45.5$), etc.

Operational Plan (35 points) - 35 points will be the maximum point value given to the bidder. The bidders point value will be based on their measured score. Evaluation of the operational plan shall be based on submittals regarding the following information:

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1. Company Information
2. Equipment to perform contract requirements
3. Number of employees to perform contract requirements / Personnel Information
4. References
5. Experience with contracts similar in size and scope

Failure to meet any of the above requirements may result in bidder receiving zero points in this area.

References (15 points) - 15 points will be the maximum point value given to the bidder with the highest rated customer satisfaction and past performance with the City and/or relevant information provided by the client references who have done similar scope and size of work as specified herein. The bidders point value will be based on their measured score. Failure to include references shall cause the bid to be considered non-responsive.

BID EVALUATION – The City reserves the right to accept or reject in part or in whole any bid submitted, and to waive any technicalities for the best interest of the City. The City reserves the right to determine "or equal" status.

CONTRACTOR SELECTION - If awarded, the contract shall be based on the City's evaluation criteria of price, experience/references and compliance with bid requirements. A responsive bidder shall have submitted a complete sealed bid packet within the stated timeline and in accordance with the bid specifications. A responsible bidder shall demonstrate the ability to successfully deliver the supplies, equipment and/or services being procured.

A responsive bidder is defined to be one who submits a completed sealed bid packet within the stated time deadline and in accordance with the bid specifications.

A responsible bidder is defined to be one who demonstrates via their responses to the selection criteria his or her ability to successfully deliver the supplies, equipment, or services being procured.

BIDDERS QUALIFICATION REQUIREMENTS - Each bidder is responsible for submitting all relevant, factual, and correct information with their bid. The below listed criteria will be assessed by the vendors submitted data. If additional sheets are attached to the bid specification, the bidder shall clearly cross-reference the appropriate location in the solicitation (i.e. page number, paragraph, subject, etc.)

1. Landscape Maintenance Service Contractor shall have a minimum of five (3) consecutive years' experience in landscape maintenance, which includes manicured grass maintenance.

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2. Contractor shall have in his or her employment at the time of bid the minimum number of employees to successfully execute the bid as specified.

CONTRACTOR'S RESPONSIBILITY FOR WORK

1. The Contractor shall be responsible for the complete performance of all of the work under the Contract.
2. Contractor shall be responsible for furnishing all tools, equipment, labor, supplies, and incidentals required to complete the work.

SPECIFICATIONS

SCOPE AND INTENT - The intent is to describe the minimum specifications for grounds maintenance contract for the City.

It is also the intent under these specifications that the contractor shall provide a complete and professional job for each grounds maintenance task assigned by the City. The omission, within a bid submittal of specific reference to any equipment, materials, or labor necessary for performance of contract per specifications, shall not relieve contractor of responsibility for furnishing such equipment, materials, or labor.

REQUIREMENTS

1. The successful bidder shall be responsible for mowing the areas identified in the Area Exhibits; edging all turf along walks, curbs, plant beds, signs and other obstacles; removing all litter (including litter in the roadways), fallen limbs from the entire property and hauling such debris away. Turf areas, which cannot be maintained with mowing equipment, shall be cut to specified turf height using a string-line trimmer. The property is to be free of windrows and chopped paper. Litter must be removed from turf before mowing. The successful bidder shall leave the area with a finished appearance with walks and curb areas appearing to have been swept. The successful bidder shall not simply blow litter, leaves, clippings, etc. into the streets or other property. All expansions joints, bridge abutments, light poles, signs, irrigation control boxes and equipment, irrigation valve box covers, trees and other maintenance barriers that fall within these designated grounds maintenance areas will also require trimming of grass and weeds on the specified maintenance schedule unless otherwise specified by the City. Grass and weeds growing over irrigation valve box covers shall be trimmed back to edge where valve box meets soil. Grass and weeds in expansion joints shall be cut flush with the pavement or treated with an approved herbicide. Remove grass clippings, debris, and trash from headstones and flat markers. Significant tree maintenance and tree/stump removal services are not part of this contract.
2. The successful bidder shall pick up and remove all broken glass from paved areas and turf. Any hazardous condition or any damage to City property is to be reported to the City.
3. Unless otherwise instructed, the successful bidder shall accomplish all tasks and, mowing cycles per schedules as agreed to by the City.
4. The successful bidder and the City will agree on a regular day and time for maintenance. Maintenance cycles shall be completed as specified by the City. If wet weather renders grounds too soft to carry weight of maintenance equipment without rutting, contractor shall not perform maintenance when wet grounds conditions will cause serious damage to grounds, turf, and irrigation equipment or other public or private infrastructure. Contractor shall notify the City of any significant delays (greater than 72 hours) in the maintenance

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schedule resultant from wet conditions.

5. The successful bidder shall set mowing equipment to cut Bermuda grass areas to a height of one and one-half inches (1-1/2") unless otherwise instructed by the City. St. Augustine grass shall be cut at a two and one-half inch height (2-1/2") or as instructed by the City. All changes in mowing height to be approved by the City.

6. Edging along curbs and sidewalks must be cut with steel blade equipment to give a vertically cut edge.

7. The successful bidder will not be permitted to mow within 16" of each tree in order to avoid damage to the trees.

8. The successful bidder shall be responsible for any damage done to plant material, monuments, markers, and other property during the maintenance operation. The successful bidder shall be responsible for replacement of all trees, shrubs, and groundcover destroyed by the successful bidder, employees or agents of the successful bidder during the maintenance operation. Trees and shrubs must not be bumped or marked by mowing, trimming or edging equipment. The successful bidder must report damage immediately to the City. Contractor shall give instruction and ensure that all maintenance personnel refrain from string trimming around tree trunks in a manner which disturbs or damages tree bark. Contractor shall also give instruction to their maintenance personnel and ensure that no trees are damaged during mowing operations.

9. The successful bidder shall furnish all supplies, tools, and equipment to be used on the job. No chemicals, herbicides (weed-killers), insecticides, fungicides, or fertilizers are to be used without the written approval of the City. Expansion joints and paver areas, are the only locations to be sprayed to eradicate weeds without City approval.

10. The successful bidder shall comply with all applicable governmental laws and regulations.

11. The City shall not be liable for any loss or damage sustained by the successful bidder. The successful bidder/contractor shall hold the City harmless from any and all claims for liability or damage of whatsoever nature and kind, including cost of court and attorney's fees, suffered or asserted to have been suffered by any person or to any property of any person whomsoever, growing out of or resulting from or in any way connected with their performance of work under this agreement. The successful bidder shall exercise every necessary precaution for the safety of the work site and the protection of any kind and all persons and/or property located adjacent to or making passage through the work site. All mowing equipment is to have functional debris deflectors in place at all time. Deflectors

are to be standard, manufacturer approved equipment.

12. The successful bidder must provide a valid telephone number and address at all times to the City. The telephone number must be answered during normal working days, at least to take a

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message.

13. The successful bidder shall submit an invoice for the month that maintenance was completed within ten (10) days after completion of that month.
14. The successful bidder shall operate as an independent contractor and not as an agent, representative, partner or employee of the City, and shall control the operations at the work site, and be solely responsible for the acts of omissions of the successful bidder's employees or agents.
15. Unit prices are to reflect the charges for mowing and associated tasks at each location.
16. A bid response constitutes understanding and acceptance of all terms, conditions, instructions and specifications contained in this Request for Bid.
17. The successful bidder(s) will be responsible for any damages to the irrigation system(s) due to negligence on the part of the bidder or the bidder's representative. Any damage to an irrigation system is to be reported immediately to a City representative.
18. It shall be mandatory that a review of the contracted areas be conducted prior to beginning the first mowing cycle. Such a review shall be attended by the successful bidder and the City.
19. The City reserves the right to cancel scheduled mowing cycle on a week-to-week basis, based upon need, prevailing weather conditions and available funding. Contract is pay as perform for all maintenance tasks.
20. **QUALITY ASSURANCE** - The grounds may be inspected by the City to insure compliance with the specifications after each mowing.

EXAMINATION OF SITE AND CONDITIONS: Before submitting bid, bidders should:

1. Carefully examine the specifications and the contract documents, including the proposal form.
2. Be fully informed of existing conditions and limitations.
3. Visit the site of work. Determine routes of ingress and egress for completing entire project.
4. Include in the proposal sufficient compensation to cover all work and guarantee items required by the agreement.
5. Include contractor's site examinations, measurements and prior professional experience in submitting bid.

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Bidders Initials



MAINTENANCE AND SUPPORT EQUIPMENT REQUIREMENTS:

1. Only the appropriate equipment, in proper working order, shall be utilized for maintenance operations.
 2. Repair, servicing or fueling of equipment is not permitted within landscape areas or on turf areas.
 3. Equipment shall be operated in a safe and efficient manner at all times.
 4. The City reserves the right to inspect all equipment to be utilized in performance of this contract, and to inspect the equipment at any interval the City deems necessary to ensure compliance with Federal (OSHA), State, and City safety standards. If contractor's equipment is judged by the City as not meeting minimum safety standards, it shall not be used pursuant to this contract. This constraint from use shall be in effect until said equipment is brought into contract compliance and approved by the City.
 5. The City may request that bidders show evidence that equipment to be used in performance of this contract is in good working order, and adequate for performance of required mowing, trimming, and edging operations.
 6. Bidders must demonstrate, within bid submittal, the ability to provide the
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5. The City may request that bidders show evidence that equipment to be used in performance of this contract is in good working order, and adequate for performance of required mowing, trimming, and edging operations.
6. Bidders must demonstrate, within bid submittal, the ability to provide the necessary equipment required for grounds maintenance operations per specifications.



Bidder Questionnaire/Personnel Info

How long has your company been in business?

2020

Is your company regional, or national?

Regional

In what cities/states does your firm operate?

ARP, Overton, Troup, Tyler,
Jacksonville, Flint, Bullard, Chapel
Hill, Kilgore, New London

Where is your company headquarters located?

Arp, Texas

Does your company enlist the services of any contract labor force?

No

What is your company policy regarding drug testing/abuse?

Not Allowed

How many employees will be assigned accomplish the requirements of this contract?

Six Employees

Briefly describe your operational plan for carrying out the specifications of this contract.

Six men crew dividing acres. Working non
stop during daylight hours

References

Reference #1

Name of company/client: ARP ISD

Address of company/client: 101 Toney Drive
Arp, Texas 75750

Contact person: Shanon Arrington

Contact email: 903-859-4917

Number of years providing services:

Reference #2

Name of company/client: American State Bank, Arp Branch

Address of company/client: 102 W. Front Street
Arp, Texas 75750

Contact person: Karen Maxwell

Contact email: 903-859-1100

Number of years providing services:

Reference #3

Name of company/client: Burns Commercial Properties

Address of company/client: 909 ESE Loop 323, Suite 650

Contact person: Sandey Coker

Contact email: 903-534-1200

Number of years providing services:

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Bidders Initials



Maintenance and Support Equipment Log

The following information will assist the City in evaluating the comparative capabilities of competing bidders. It is understood and acknowledged that the information is requested by the City solely as an indication of the equipment resources available to the bidder to perform required work. Include transport, crew and supervisory vehicles. Please only identify equipment, vehicles, support equipment, etc. that will be utilized by Contractor in performance of this contract.

Type of Equipment	Quantity	Manufacturer	Current Hours	Equipment Age
Zereturn 72"	3	John Deere/ Hustler/ Spartan	430/ 610/210	1,2,&5 Years
Weed eater/ Edger	12	Still/Echo	N/A	1-3 Years
Blowers	6	Still/ Echo	Less than 200	1-2 Years
Trucks	5	Ford x2/ Chevy x3		
Trailers	5			

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Schedule/Cycles

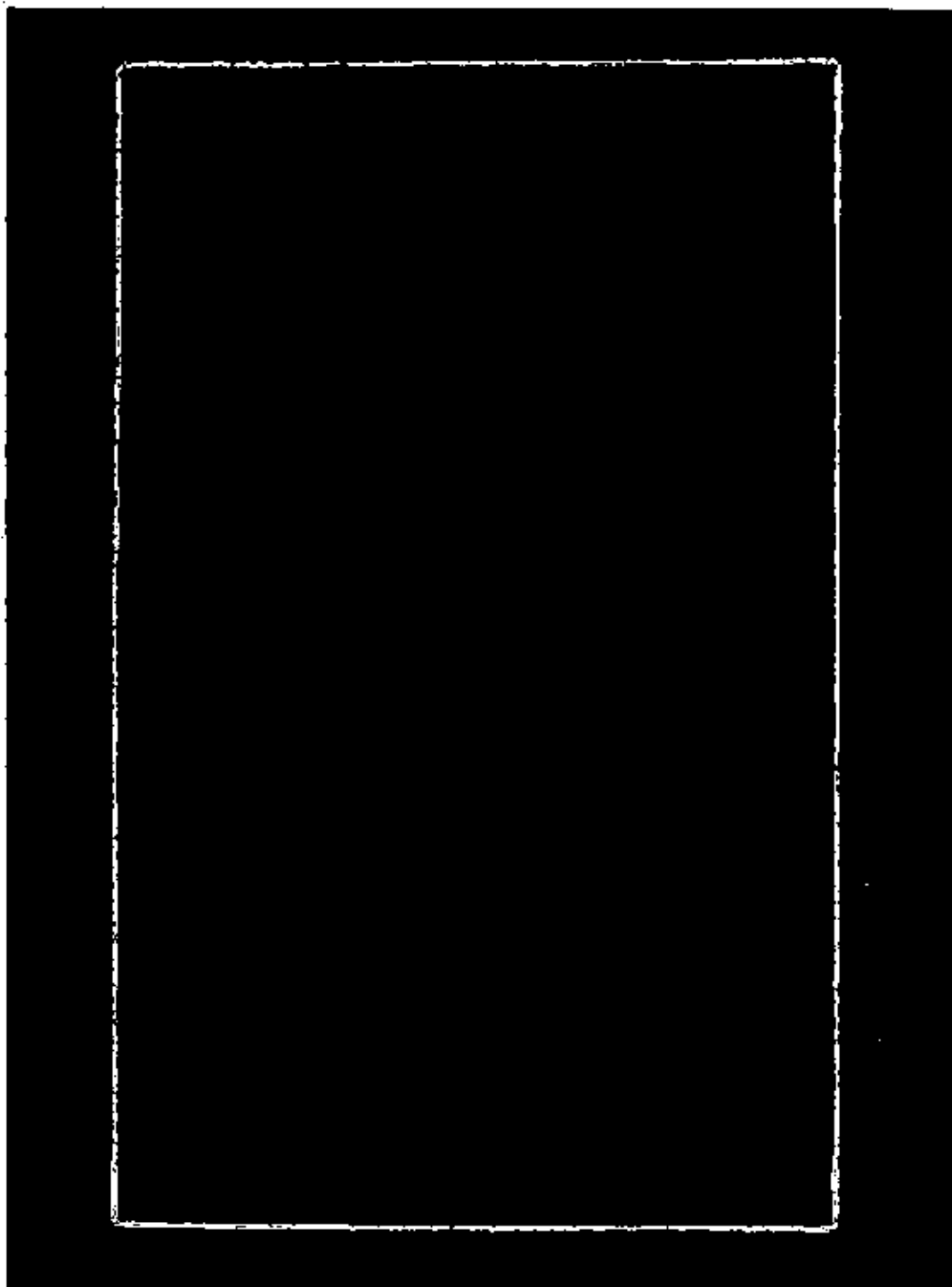
Month	# of Mowing Cycles (City and Resthaven)
January	0
February	0
March	1
April	2
May	4
June	4
July	4
August	4
September	2
October	2
November	0
December	0
Total Cycles	23

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Area Exhibit #1
Resthaven Cemetery
Approx. 17 acres

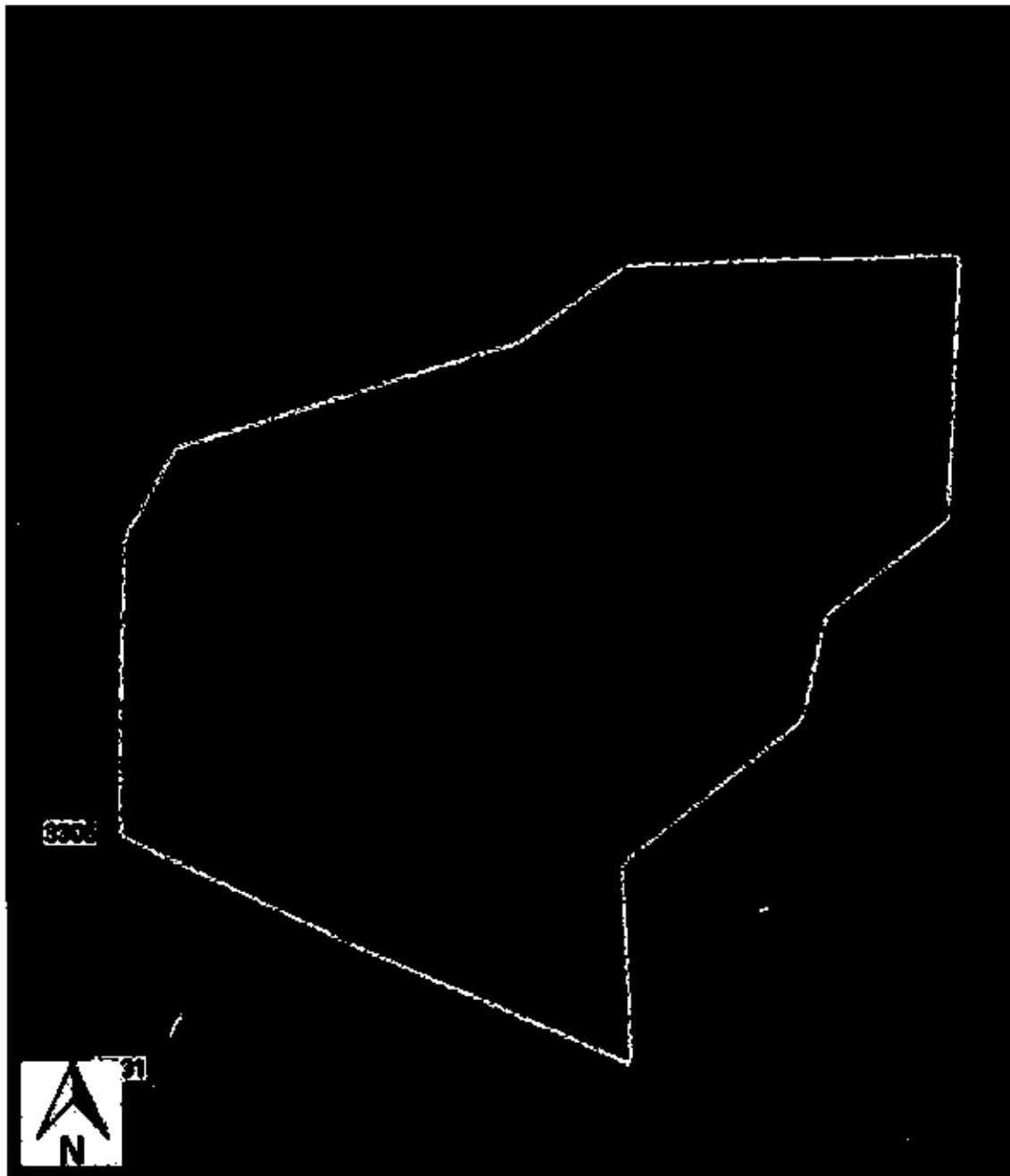


Bid # 2021-01

Bidders Initials

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Area Exhibit #2
City Cemetery
Approx. 32 acres



Bid # 2021-01

Bidders Initials

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Bid Proposal

TO: City of Jacksonville – City Hall
 315 S. Ragsdale St.
 Jacksonville, Texas 75766

FOR: Cemetery Grounds Maintenance Contract

The undersigned, as bidder, declares that the only person or parties interested in this proposal as principals are those named herein, that this proposal is made without collusion with any other person, firm or corporation; that he has carefully examined the form of contract, Notice to Bidders, specifications, and the attachment(s) therein referred to, and has carefully examined the location and conditions of proposed work; and agrees that he will provide all the necessary labor, machinery, tools, apparatus, and other items incidental to maintenance tasks, and will do all the work and furnish all the materials called for in the contract and specifications in the manner prescribed therein and according to the requirements of the City as therein set forth.

It is understood that the City reserves the right to reject any and/or all bids.

The work proposed to be done shall be accepted when fully completed each month and finished in accordance with the specifications to the satisfaction of the City.

The undersigned certifies that the bid price contained in this proposal have been carefully checked and are submitted as correct and final.

Receipt is hereby acknowledged of the following addenda to the contract documents:

Addendum No. 1 dated _____	Received _____
Addendum No. 2 dated _____	N/A Received _____
Addendum No. 3 dated _____	Received _____

It is understood that a lump sum price must be shown in words and figures for the item listed in this proposal, and in the event of discrepancy, the words shall control.

Did you visit the site(s)? ~~Yes~~ No

Did you attend the pre-bid conference? Yes ~~No~~

Bid # 2022-607-01

Bidders Initials



Bid Proposal

TO: City of Jacksonville – City Hall
315 S. Ragsdale St.
Jacksonville, Texas 75766

FOR: Cemeteries Grounds Maintenance Contract

Respectfully submitted,

March 5, 2024

Date

BreezyDay LLC

Company Name (please print)

Ashley Bryant

By (please print)

Signature: 

21134 County Road 113

Bidder's Street Address

Tyler, Texas 75703

City, County, State, Zip

Phone Number: 214-927-8966

Email Address: ashley@breezydayllc.com

SEAL if Bidder is a Corporation:

All bid responses are required to be signed by an authorized representative of the bidding entity.
Bid responses received unsigned will not be considered.

Bid # 2022-607-01

Bidders Initials 

**BID PROPOSAL FOR
CEMETERIES GROUNDS MAINTENANCE CONTRACT
March 18 – October 31, 2024**

Resthaven Cemetery	City Cemetery
Cost Per Cycle: \$ <u>2,083</u>	Cost Per Cycle: \$ <u>2,083</u>
TOTAL BID AMOUNT: (Resthaven Cycle + City Cycle) x (24 cycles)	\$ <u>99,936</u>

**GRAND TOTAL CEMETERIES GROUNDS MAINTENANCE
CONTRACT AMOUNT:**

Nine hundred ninety-nine thousand nine hundred thirty six

DOLLARS

No cents

CENTS

**All above items must be filled in by the bidder. All corrections on the Bid Proposal shall be
initialed by the bidder.**

CONFLICT OF INTEREST FORM

Bid # 2022-607-01

Bidders Initials

AB



**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.

James Hubbard
City Manager
315 S. Ragsdale St
Jacksonville, TX 75766-1390

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.

OFFICE USE ONLY**Date Received:**

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

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

N/A
☐

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.

N/A

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?

Bid # 2022-607-01

Bidders Initials



☐

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

AB

Texas Historically Underutilized Business (HUB) Certificate



Certificate/VID Number: 1844774954200
Approval Date: February 26, 2024
Scheduled Expiration Date: February 26, 2028

The Texas Comptroller of Public Accounts (CPA), hereby certifies that

BREEZYDAY LLC

has successfully met the established requirements of the State of Texas Historically Underutilized Business (HUB) Program to be recognized as a HUB. This certificate printed **February 26, 2024**, supersedes any registration and certificate previously issued by the HUB Program. If there are any changes regarding the information (i.e., business structure, ownership, day to day management, operational control, business location) provided in the submission of the business; application for registration/certification as a HUB, you must immediately (within 30 days of such changes) notify the HUB Program in writing. The CPA reserves the right to conduct a compliance review at any time to confirm HUB eligibility. HUB certification may be suspended or revoked upon findings of ineligibility.

*Statewide HUB Program
Statewide Procurement Division*

Note: In order for State agencies and institutions of higher education (universities) to be credited for utilizing this business as a HUB, they must award payment under the Certificate/VID Number identified above. Agencies, universities, and other contractors are encouraged to verify the company's HUB certification prior to issuing a notice of award by accessing the Internet at <https://mycpa.texas.gov/procurement/research/index.jsp> or by contacting the HUB Program at 512-463-5872 or toll-free in Texas at 1-888-863-5881.



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>3/12/2024</u>	ITEM NUMBER:	<u>16.</u>
DEPARTMENT:	<u>Administration</u>	PREPARED BY:	<u>Greg Lowe, City Secretary</u>
INITIATED BY:	<u>Devin Fredrickson, Parks and Recreation Director</u>	EXHIBITS:	<u>Newspaper ad Fire Hydrant, Location of Fire Hydrant replacements</u>

EXECUTIVE SUMMARY:

The City of Jacksonville is upgrading existing fire hydrant assemblies that have become non-serviceable with new fire hydrants along with individual isolation valves. The City has dedicated \$400,000 of ARPA funding towards this effort and to date has spent \$180,861.51 for the purchase of hydrants and valves. There is a balance of approximately \$219k available for the completion of this project. A Request for proposals was advertised for all related site work and labor to complete the removal and replacement of the designated hydrants. There are seventeen (17) designated hydrants that were identified for replacement under this Request for Proposal. The bid opening is 2pm on Friday. The recommendation of award will be forthcoming from staff and sent the the council prior to the Tuesday meeting.

RECOMMENDED ACTION:

Recommendation forth coming.

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

The City has dedicated \$400,000 of ARPA funding towards this project.

STRATEGY MAP

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

POLICY/GOAL CONSIDERATION:**LEGAL:**

REQUEST FOR PROPOSAL

Fire Hydrant Replacement Project

For The City of Jacksonville

The City of Jacksonville is soliciting Proposal(s) for the removal and replacement of seventeen (17) fire hydrants. These will be awarded by two separate groups. Group A which will consist of 9 hydrants and Group B which will consist of 8 hydrants.

Submissions should include one (1) original and (3) copies of the proposal, along with one (1) digital copy, of the proposal and should be returned in a sealed envelope. Fax or email copies will not be accepted. Incomplete or late proposals will be considered non-responsive and will not be reviewed. Each proposal must be complete when submitted. No changes, modifications, corrections, or additions may be made to the proposal once the City of Jacksonville receives it. Envelopes should be turned in 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 2024-610-01; Fire Hydrant Replacement Project."

Response packages will be accepted until 2:00 p.m. on March 8, 2024, and should be addressed to:

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

Bid Opening – Friday, March 8

Replacement of 17 hydrants

Group A:

526 N. Main
3300 Blk. CR 3301
1119 N. Bolton
908 N. Ragsdale
5656 N. Jackson
Austin @ San Antonio
726 Nacogdoches
Dallas @ Austin
Neches @ San Antonio

ARPA Funding: \$ 400,000.00

Spent: 180,861.50

Remaining: **\$ 219,138.50**

Group B:

1147 E. Rusk
Brown @ Devereaux
1237 W. Rusk
Bonner @ W. Rusk
1816 S. Bolton
140 Broiles
Dororthy @ Quevado
Skyline @ Davis



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>3/12/2024</u>	ITEM NUMBER:	<u>17.</u>
DEPARTMENT:	<u>Administration</u>	PREPARED BY:	<u>Greg Lowe, City Secretary</u>
INITIATED BY:	<u>James Hubbard, CITY MANAGER</u>	EXHIBITS:	<u></u>

EXECUTIVE SUMMARY:

In early 2020, the city of Jacksonville took delivery of a mobile restroom trailer. Since that time, it has been used less than two dozen times. Staff has determined there is no need to retain and maintain the mobile restroom trailer. Organizations believe it should be free and do not want to pay the fees for renting the trailer. In addition, the F350 dully used to pull the trailer will no longer be needed if the restroom trailer is sold.

RECOMMENDED ACTION:

Approve staff to auction/sell the mobile restroom trailer and F250 dually.

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

STRATEGY MAP

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

POLICY/GOAL CONSIDERATION:**LEGAL:**

The council approves the sale of all equipment and vehicles.



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>3/12/2024</u>	ITEM NUMBER:	<u>19.</u>
DEPARTMENT:	<u>Administration</u>	PREPARED BY:	<u>Greg Lowe, City Secretary</u>
INITIATED BY:	<u>Greg Lowe, City Secretary</u>	EXHIBITS:	<u>Jan 2024 Financial Report, Police Department Report Feb 2024, JFD Monthly Report_Feb.2024, CPS Feb 2024, Library Report February 2024, Museum Report February 24</u>

EXECUTIVE SUMMARY:

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

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 to provide the city council with a monthly report.

DELIBERATELY BETTER.



Monthly Financial Report for the period ending January 31, 2024

OVERVIEW

January 31st marks the end of the fourth period of the FY24 budget year. Therefore, the year-to-date budget percentage for budgetary comparison is 33.3%.

As of January 31st, 2024 general & utility fund combined revenue is \$8,816,331. This amount is greater than budgeted expectations at 37.0% of the annual budgeted amount. FY 2024 revenue is decreased \$(81,256), or (0.9)%, from FY 2023.

General & utility fund combined expenditures of \$6,613,893 are less than revenue received. This amount is also less than budgeted expectations at 22.9% of the annual budgeted amount. FY 2024 expenditures are increased \$570,033, or 9.4%, over FY 2023.

YEAR TO DATE (YTD) ACTIVITY

- ↑ Property Taxes are 61.9% of the Y-T-D projection
- ↕ Sales Taxes are 28.4% of the Y-T-D projection
- ↑ Sanitation Fees are 33.6% of the Y-T-D projection
- ↑ EMS/Ambulance Service Fees are 41.3% of the Y-T-D projection
- ↕ Water Sales are 28.5% of the Y-T-D projection
- ↕ Sewer Sales are 28.0% of the Y-T-D projection

COMPARISON TO LAST YEAR

- ↕ Property Taxes are 98.6% of prior year
- ↕ Sales Taxes are 90.8% of prior year
- ↑ Sanitation Fees are 110.5% of prior year
- ↑ EMS/Ambulance Service Fees are 131.3% of prior year
- ↑ Water Sales are 100.6% of prior year
- ↑ Sewer Sales are 129.5% of prior year

GENERAL FUND REVENUE

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

	January 2024				Year-To-Date				Annual			Prior Year		
	Signal	Actual	Projected	%	Signal	Actual	Projected	%	Actual	Projected	%	Actual	Projected	%
Taxes		\$ 1,391,094	\$ 714,179	194.8%		\$ 4,111,783	\$ 2,856,718	143.9%	\$ 4,111,783	\$ 8,570,153	48.0%	\$ 4,259,248	\$ 8,113,397	52.5%
Franchise Fees		164,744	114,000	144.5%		513,709	456,000	112.7%	513,709	1,368,000	37.6%	510,902	1,330,000	38.4%
Intergovernmental Revenue		-	4,167	0.0%		-	16,667	0.0%	-	50,000	0.0%	331,770	358,419	92.6%
Fines & Forfeiture		34,952	41,904	83.4%		164,534	167,617	98.2%	164,534	502,850	32.7%	127,763	488,492	26.2%
License & Permits		1,635	5,756	28.4%		12,780	23,025	55.5%	12,780	69,074	18.5%	10,034	48,358	20.8%
Fees & Charges For Services		255,553	208,822	122.4%		862,470	835,288	103.3%	862,470	2,505,865	34.4%	773,841	2,530,813	30.6%
Investment Income		33,659	27,220	123.7%		120,972	108,879	111.1%	120,972	326,638	37.0%	102,524	253,277	40.5%
Miscellaneous Receipts		1,692	14,630	11.6%		168,027	58,518	287.1%	168,027	175,555	95.7%	95,864	214,093	44.8%
Transfers In		127,675	127,675	100.0%		510,702	510,702	100.0%	510,702	1,532,105	33.3%	667,905	2,003,716	33.3%
Total Revenues		\$ 2,011,004	\$ 1,258,353	159.8%		\$ 6,464,977	\$ 5,033,413	128.4%	\$ 6,464,977	\$ 15,100,240	42.8%	\$ 6,879,852	\$ 15,340,565	44.8%

YEAR-TO-DATE OVERVIEW

January 31st, 2024 marks the end of the fourth period of the FY24 budget year. General fund non-property tax revenue of \$3,364,396 is \$626 grater than projected. Total revenue, including property taxes, is \$1,431,563 greater than projected but is decreased (6.0)% from last fiscal year.

PROPERTY TAXES

Tax collection of \$3,100,580 ended the period \$1,430,937 greater than projected but is decreased \$(45,095), or (1.4)%, from last fiscal year.

The majority of property tax receipts are received during the first five months of the fiscal year. Taxes are due by January 31st annually, after that time accounts become past due and penalties and interest begin accruing.

SALES TAXES

Through January 31st \$1,011,203 of sales tax revenue has been received. Receipts are \$(175,872) less than projected and are decreased \$(102,370) from last fiscal year.

FRANCHISE FEES

Year-to-date franchise fees total \$513,709. Receipts are \$57,709 greater than projected and are increased 0.5%, or \$2,806, over last fiscal year.

INTERGOVERNMENTAL REVENUE

Intergovernmental revenue is comprised of local, county, state, and federal grants and reimbursements received by the city. Through January 31st, 2024 no intergovernmental revenue has been received.

MUNICIPAL COURT

Revenue of \$164,534 ended the period \$(3,083) less than projected. However, collections are increased \$36,771 over fiscal year 2023.

LICENSES & PERMITS

Revenue of \$12,780 is \$(10,245) less than the year-to-date projection but is increased \$2,746 over FY 2023 receipts.

FEES & CHARGES FOR SERVICES

Fees & charges for services revenue year-to-date is \$862,470, which is \$27,182 greater than the year-to-date projection and is increased \$88,629, or 11.5%, over last fiscal year's receipts. This category is primarily made up of sanitation fees, EMS/ambulance service fees, and Lake Jacksonville leases.

INVESTMENT INCOME

Revenue of \$120,972 is \$12,093 greater than the year-to-date projection. Interest received on the city's investments is increased \$18,449 over FY 2023.

MISCELLANEOUS RECEIPTS

As of January 31st \$168,027 of miscellaneous revenue was received. Collections are \$109,508 greater than the year-to-date projection and are increased \$72,163 over prior year. Unbudgeted sale of capital property, \$130k, explains the variance to budget and prior year.

TRANSFERS IN

Monthly transfers reimburse the general fund for the transferring fund's share of general, administrative, and other applicable expenses.

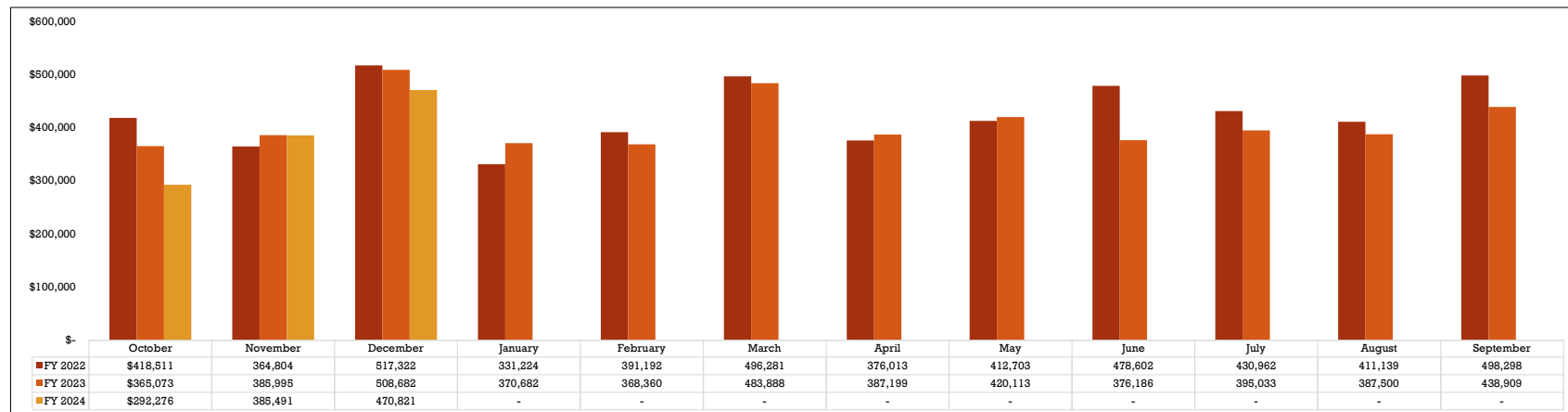
Total FY 2024 Transfers to General Fund:

- Water/Wastewater Utility \$1,472,014
- Hotel/Motel Occ Tax 52,551
- Court Security 7,540



Sales Tax History: Fiscal Years 2022 - 2024

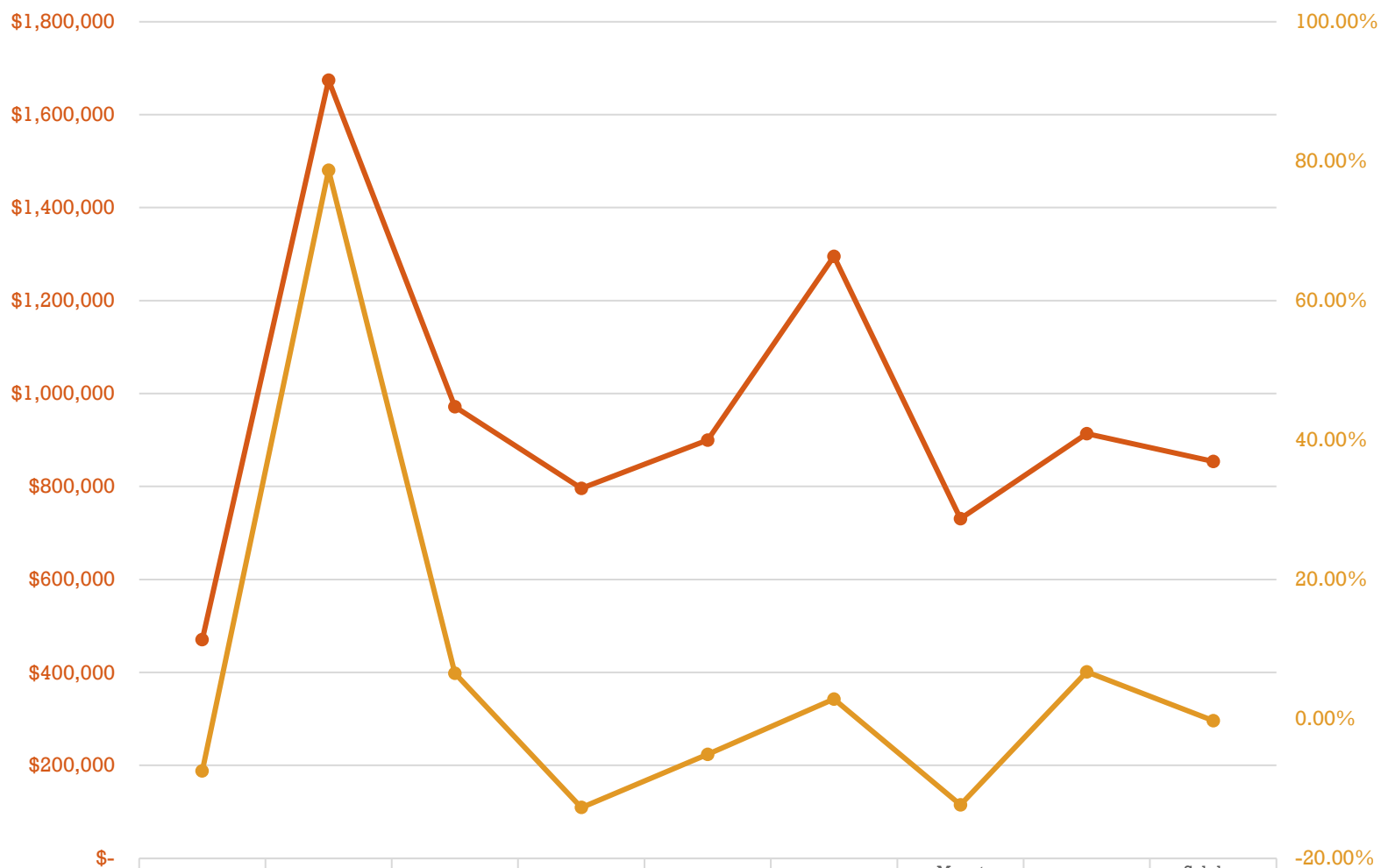
FY 2022					FY 2023					FY 2024				
	CITY	JEDCO	TOTAL			CITY	JEDCO	TOTAL			CITY	JEDCO	TOTAL	
	66.67%	33.33%	100.00%	CUMULATIVE TOTAL		66.67%	33.33%	100.00%	CUMULATIVE TOTAL		66.67%	33.33%	100.00%	CUMULATIVE TOTAL
October	\$ 279,008	\$ 139,504	\$ 418,511	\$ 418,511	October	\$ 243,382	\$ 121,691	\$ 365,073	\$ 365,073	October	\$ 194,851	\$ 97,425	\$ 292,276	\$ 292,276
November	243,203	121,601	364,804	783,316	November	257,330	128,665	385,995	751,068	November	256,994	128,497	385,491	677,767
December	344,882	172,441	517,322	1,300,638	December	339,121	169,561	508,682	1,259,750	December	313,881	156,940	470,821	1,148,588
January	220,816	110,408	331,224	1,631,863	January	247,121	123,561	370,682	1,630,432	January	-	-	-	1,148,588
February	260,794	130,397	391,192	2,023,054	February	245,573	122,787	368,360	1,998,791	February	-	-	-	1,148,588
March	330,854	165,427	496,281	2,519,335	March	322,592	161,296	483,888	2,482,679	March	-	-	-	1,148,588
April	250,676	125,338	376,013	2,895,348	April	258,133	129,066	387,199	2,869,878	April	-	-	-	1,148,588
May	275,135	137,568	412,703	3,308,051	May	280,075	140,038	420,113	3,289,991	May	-	-	-	1,148,588
June	319,068	159,534	478,602	3,786,653	June	250,791	125,395	376,186	3,666,177	June	-	-	-	1,148,588
July	287,308	143,654	430,962	4,217,615	July	263,355	131,678	395,033	4,061,210	July	-	-	-	1,148,588
August	274,093	137,046	411,139	4,628,754	August	258,334	129,167	387,500	4,448,710	August	-	-	-	1,148,588
September	332,198	166,099	498,298	5,127,052	September	292,606	146,303	438,909	4,887,620	September	-	-	-	1,148,588
##### \$1,709,017 \$5,127,052					\$3,258,413 \$1,629,207 \$4,887,620					\$ 765,725 \$ 382,863 \$1,148,588				





City of Jacksonville, Texas
Financial Statement
As of January 31, 2024

Sales Tax FY 2024 - December - Period 3





Comparator Cities Calendar Year 2023-2024 Sales Tax Comparison % Δ

	Jacksonville			Athens	Corsicana	Henderson	Kilgore	Marshall	Mount Pleasant	Palestine	Sulphur Springs	Weighted Average
	2024 - 2021	2024 - 2022	2024 - 2023	2024 - 2023								
	% 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-23	29.1%	13.3%	-5.7%	6.0%	1.4%	5.1%	3.1%	14.2%	8.1%	14.6%	-0.8%	5.7%
Nov-23	16.7%	3.6%	-11.9%	8.5%	-15.1%	0.9%	16.5%	-2.7%	-5.4%	0.6%	-0.2%	-1.1%
Dec-23	-2.9%	-30.2%	-19.9%	15.9%	-16.7%	14.9%	8.2%	16.2%	6.7%	-5.5%	-7.9%	2.3%
Jan-24	25.4%	5.7%	-0.1%	16.3%	-20.6%	21.3%	-10.7%	1.4%	-4.1%	-16.0%	6.8%	-2.1%
Feb-24	17.9%	-9.0%	-7.4%	78.7%	6.5%	-12.7%	-5.1%	2.8%	-12.3%	6.8%	-0.3%	7.3%
Mar-24												
Apr-24												
May-24												
Jun-24												
Jul-24												
Aug-24												
Sep-24												
	2024 - 2021	2024 - 2022	2024 - 2023	2024 - 2023								
	% 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-23	29.1%	13.3%	-5.7%	6.0%	1.4%	5.1%	3.1%	14.2%	8.1%	14.6%	-0.8%	5.7%
Nov-23	22.2%	7.9%	-9.1%	7.3%	-7.8%	2.8%	9.8%	4.6%	0.9%	7.2%	-0.5%	2.0%
Dec-23	14.5%	-5.5%	-12.2%	9.8%	-10.9%	6.5%	9.3%	8.1%	2.7%	3.3%	-2.8%	2.1%
Jan-24	17.1%	-2.9%	-9.4%	11.3%	-13.4%	10.0%	4.1%	6.5%	1.0%	-2.6%	-0.4%	1.1%
Feb-24	17.3%	-4.4%	-9.0%	28.7%	-9.4%	4.5%	2.0%	5.7%	-2.0%	-0.4%	-0.4%	2.5%
Mar-24												
Apr-24												
May-24												
Jun-24												
Jul-24												
Aug-24												
Sep-24												

"Month" is month in which revenue is received.



GENERAL FUND EXPENDITURES

Department	January 2024			Prior Year		
	YTD Actual	Annual Budget	% of Budget	YTD Actual	Annual Budget	% of Budget
Non-Department	\$ 184,105	\$ 273,040	67.4%	\$ 172,907	\$ 366,635	47.2%
Administration	190,318	936,155	20.3%	196,265	710,949	27.6%
I.T.	38,091	233,023	16.3%	104,591	261,977	39.9%
Communications	21,321	50,485	42.2%	19,451	68,033	28.6%
H.R.	71,517	219,103	32.6%	56,374	194,177	29.0%
Finance	196,864	490,090	40.2%	145,684	401,679	36.3%
Municipal Court	61,578	203,294	30.3%	68,014	239,275	28.4%
Police	1,151,078	3,616,763	31.8%	907,617	3,398,284	26.7%
Dispatch	137,549	458,051	30.0%	98,010	333,090	29.4%
Code Enforcement	71,631	261,553	27.4%	59,954	211,290	28.4%
Animal Services	73,706	278,436	26.5%	64,876	272,014	23.9%
Fire & EMS	1,138,141	3,646,628	31.2%	1,186,276	3,797,738	31.2%
Public & Community Services	26,103	122,693	21.3%	27,849	100,342	27.8%
Development Services	55,419	303,244	18.3%	59,279	319,796	18.5%
Traffic & Lighting	56,442	293,243	19.2%	60,466	295,790	20.4%
Streets	184,906	842,135	22.0%	170,654	718,104	23.8%
Sanitation	255,147	1,008,099	25.3%	236,007	1,017,355	23.2%
Library	141,613	440,588	32.1%	114,493	406,778	28.1%
Texana Museum	19,338	44,507	43.4%	9,149	36,922	24.8%
Parks	111,539	795,713	14.0%	134,198	674,810	19.9%
Recreation	20,338	167,043	12.2%	16,727	155,037	10.8%
Cemetery	34,292	168,569	20.3%	33,384	177,504	18.8%
Lake	7,528	131,984	5.7%	10,252	138,449	7.4%
Total Expenditures	\$ 4,248,563	\$ 14,984,439	28.4%	\$ 3,952,475	\$ 14,296,028	27.6%

YEAR-TO-DATE OVERVIEW

January 31st, 2024, marks the end of the fourth period of the FY 2024 budget year. The year-to-date budget percentage for budgetary comparison is therefore 33.3%. Total general fund expenditures of \$4,248,563 are below budgetary expectations at 28.4% expended.

NON-DEPARTMENT

Non-Department expenditures, currently at 67.4% of budgeted expectations, represent the annual payment for our property, plants, and equipment liability insurance.

COMMUNICATIONS

Communications department expenditures, currently at 42.2% of budgeted expectations, represent the payment, in full, of annual software costs.

FINANCE

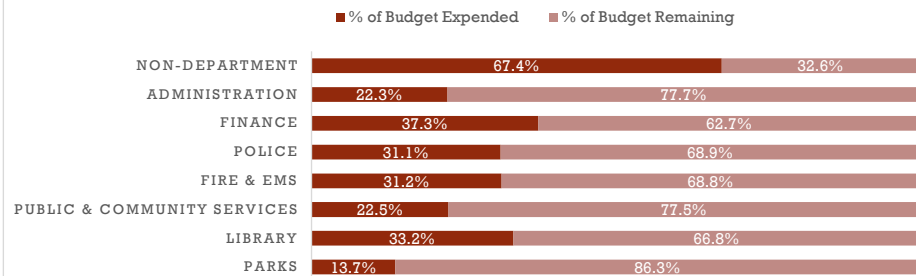
Finance department expenditures, currently at 40.2% of budgeted expectations, represent the payment of two quarters appraisal, billing, and collection services to Cherokee County and payment in full of software costs.

MUSEUM

The museum department is ahead of budgeted expectations, at this time, related to the unbudgeted purchase of a new gas air conditioning unit at the museum.

All other departments finished the period either at or below budgeted expectations.

BUDGET COMPARISON





UTILITY FUND REVENUES

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

	Jan-24					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		-	75,000	0.0%			73,104	300,000	24.4%		73,104	900,000	8.1%		-	-	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		505,345	629,220	80.3%			2,140,144	2,516,880	85.0%		2,140,144	7,550,640	28.3%		1,928,478	6,610,300	29.2%	
Investment Income		34,210	20,344	168.2%			135,752	81,377	166.8%		135,752	244,132	55.6%		75,148	249,249	30.1%	
Miscellaneous Receipts		-	1,729	0.0%			2,354	6,917	34.0%		2,354	20,750	11.3%		14,108	114,565	12.3%	
Transfers In		-	-	0.0%			-	-	0.0%		-	-	0.0%		-	-	0.0%	
Total Revenues		\$ 539,554	\$ 726,294	74.3%			\$ 2,351,354	\$ 2,905,174	80.9%		\$ 2,351,354	\$ 8,715,522	27.0%		\$ 2,017,735	\$ 6,974,114	28.9%	

YEAR-TO-DATE OVERVIEW

Total utility fund revenue of \$2,351,354 ended January \$(553,820) less than the monthly projection but \$333,620 greater than prior year collections.

INTERGOVERNMENTAL REVENUE

Intergovernmental revenue is comprised of local, county, state, and federal grants and reimbursements received by the city. Through January 31st, 2024 \$73,104 in ARPA intergovernmental revenue has been received.

WATER SALES

Revenue totaling \$1,148,815 is \$(194,510) less than the year-to-date projection. Water sales, through January 31st, are up about 0.6% when compared to FY 2023.

For the month of January, the city billed out 58,788,972 gallons of water. This amount is (8.7)% less than gallons billed January 2023. Year-to-date, the city has billed out 260,626,255 gallons. This amount is 85.6% of FY 2023 year-to-date billing.

SEWER CHARGES

Revenue of \$920,826 is \$(176,329) less than the monthly projection. However, billing is up about 29.5%, or \$209,988, when compared to January 2023. Sanitary sewer billings are driven by water consumption.

OTHER CHARGES FOR SERVICE

Revenue of \$12,733 ended January \$(1,334) 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 water and sewer systems).

FINES AND FORFEITURES

Revenue (penalties assessed on past due utility bills) of \$57,770 ended January \$(4,563) 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 \$135,752 finished the month up about 66.8% over the projection and \$60,603 greater than prior year receipts. This is related to earnings on the TWDB project funds.

MISCELLANEOUS RECEIPTS

Miscellaneous revenue includes revenue from sources not classified elsewhere, such as sale of items not normally held for resale, collections, and recoveries.



UTILITY FUND EXPENDITURES

	Jan-24			Prior Year		
	YTD Actual	Annual Budget	% of Budget	YTD Actual	Annual Budget	% of Budget
Department						
Non-Department	\$ 950,682	\$ 7,758,715	12.3%	\$ 928,803	\$ 8,247,733	11.3%
Administration						
Communications	8,229	28,055	29.3%	8,051	26,674	30.2%
Finance						
Utility Billing	204,213	592,030	34.5%	191,873	622,104	30.8%
Public & Community Services						
Water Production	170,147	814,443	20.9%	189,653	775,603	24.5%
Water Distribution	273,234	969,076	28.2%	181,846	968,190	18.8%
Wastewater Collection	147,946	1,489,370	9.9%	170,049	525,102	32.4%
Wastewater Treatment	292,321	870,301	33.6%	149,823	812,888	18.4%
Wastewater Treatment	318,558	1,389,959	22.9%	271,287	1,015,482	26.7%
Total Expenditures	\$ 2,365,330	\$ 13,911,949	17.0%	\$ 2,091,385	\$ 12,993,776	16.1%

OVERVIEW

January 31st, 2024, marks the end of the fourth period of the FY 2024 budget year. The year-to-date budget percentage for budgetary comparison is therefore 33.3%. Year to date expenditures total \$2,365,330, or 17.0%, of the budget.

UTILITY BILLING

The utility billing department finished the period ahead of budget, at 34.5% expended. The increase is related to purchase of AMI meters and parts for inventory, and annual payment of software related to the smart meters.

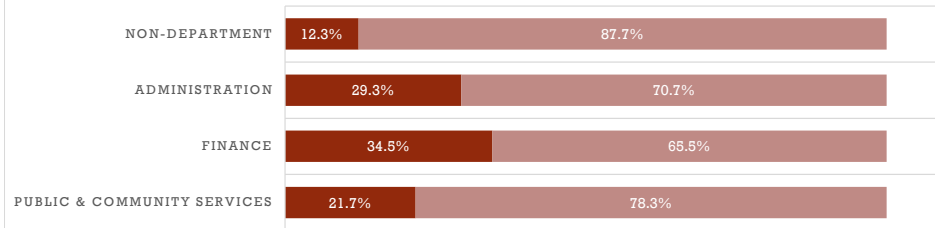
WASTEWATER COLLECTION

At 33.6% expended, the wastewater collection department is ahead of budgeted expectations at this time. The variance to budget is primarily related to the budgeted \$72K purchase of a new Bobcat compact excavator.

All other departments finished the period either at or below budgeted expectations.

BUDGET COMPARISON

■ % of Budget Expended ■ % of Budget Remaining





City of Jacksonville, Texas
Financial Statement
As of January 31, 2024

Department	Account ID	Capital Project	FY 2024 Budget	Y-T-D Activity
Administration	103-100-01-58880-037	Roof at former City Hall ARPA Funded	\$ 80,000	\$ 32,875
Administration Total			80,000	32,875
Information Technology	101-101-01-58881-000	Computer Replacement Program	43,600	-
Information Technology	103-101-01-58881-037	IT Infrastructure- ARPA Funded \$100K FY23	-	2,258
IT Total			43,600	2,258
Civic Center	120-102-05-58880-000	Civic Center (Engineering)	96,030	-
Civic Center	120-102-05-58880-000	Civic Center (Construction/Maintenance)	550,000	154,611
Civic Center	120-102-05-58880-000	Civic Center (Other)	40,714	6,500
Civic Center Total			686,744	161,111
Police	101-400-02-58880-000	Concrete Pad for Donated Storage Building	-	5,825
Police	101-400-02-58881-000	Tasers for New Officers	-	3,295
Police	104-400-02-58883-000	Police Vehicle Upfitting, From FY23 Budget	80,000	-
Police	104-400-02-58883-000	Police Vehicles	279,000	-
Police Total			359,000	9,120
Code Enforcement	101-402-02-58883-000	Graphics for New Code Enforcement Unit VIN8357	-	3,675
Code Enforcement Total			-	3,675
Fire / EMS	101-500-02-58882-000	Operative IQ	8,720	-
Fire / EMS	103-500-02-58880-000	Fire Station 2 Remodel	200,000	-
Fire / EMS	104-500-02-58883-000	Ambulance	265,750	-
Fire / EMS Total			474,470	-
Public & Community Services	103-600-01-58881-037	Back-up Generator City Hall & PCS ARPA Funded	50,000	-
Public & Community Services Total			50,000	-
Development Services	103-601-01-55805-037	Demolition ARPA Funded	192,222	-
Development Services Total			192,222	-
Streets & Infrastructure	101-603-03-58881-000	20ft Utility Trailer	5,000	-
Streets & Infrastructure	101-603-03-58881-000	Walk Behind Concrete Saw	6,640	-
Streets & Infrastructure	103-603-03-52710-000	Streets Projects- not yet identified	111,615	-
Streets & Infrastructure	103-603-03-52710-000	Allocation for Street Improvement Projects	100,000	-
Streets & Infrastructure	103-603-03-52710-000	Additional Streets Proposed for 2024 Overlay and Seal Coat (under review)	855,937	-
Streets & Infrastructure	103-603-03-52710-000	2024 Overlay & Seal Coat	369,383	-
Streets & Infrastructure	103-603-03-52710-000	Street Reconstruction Project	863,933	692
Streets & Infrastructure	103-603-03-52710-000	Canada Street Improvement Project	2,400,000	-
Streets & Infrastructure	103-603-03-52710-000	Hwy. 79 @ Brookside Creek & roadway	56,000	-
Streets & Infrastructure	103-603-03-52710-000	Forest Trail & Meadow Hill Creek Wall Repair	37,000	-
Streets & Infrastructure	103-603-03-55812-037	Street Reconstruction Project (Engineering)	150,000	13,525
Streets & Infrastructure	103-603-03-55812-037	Canada Street Improvement Project (Engineering)	350,000	120,000
Streets & Infrastructure	104-603-03-58881-000	Side by Side	21,918	20,773
Streets & Infrastructure	104-603-03-58881-000	6-8 yd. Dump Truck	160,000	-
Streets & Infrastructure Total			5,487,426	154,989



City of Jacksonville, Texas
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Department	Account ID	Capital Project	FY 2024 Budget	Y-T-D Activity
Library	101-700-04-58887-000	Library Books & Materials	42,000	16,069
Library	103-700-04-58880-037	Library Facade Project- ARPA Funded	100,000	-
Library Total			142,000	16,069
Parks	103-800-04-58880-037	Batting Cage Storage Area (partnership with JBSA)- ARPA Funded	20,000	9,595
Parks	103-800-04-58884-037	Lincoln Park- ARPA Funded	100,000	22,500
Parks	103-800-04-58884-037	Hazel Tilton Park- ARPA Funded	90,000	-
Parks	103-800-04-58884-044	Lincoln Park- Sale of Lake Lots Funded	150,000	-
Parks	103-800-04-58884-044	Hazel Tilton Park- Sale of Lake Lots Funded	310,865	-
Parks	104-800-04-58881-000	Kubota RTX 900 side by side & sprayer	20,365	16,451
Parks	104-800-04-58881-000	Toro 4000 w/ cab 10ft mower	116,124	-
Parks	110-800-04-58884-041	Buckner Park Improvements	117,150	102,899
Parks Total			924,504	151,444
Recreation	101-801-04-58882-000	Security cameras at Buckner Pool	-	8,947
Recreation Total			-	8,947
Cemetery	103-802-04-55824-037	Tree removal (cemeteries) ARPA Funded	100,000	41,700
Cemetery Total			100,000	41,700
Lake Jacksonville	101-803-04-58882-000	Buoys for Lake Jacksonville	5,000	-
Lake Jacksonville	103-803-04-58884-000	Lake Jacksonville replacement of damaged picnic tables, BBQ pits, and litter receptacles	30,000	-
Lake Jacksonville	103-803-04-58884-000	New camp host RV pad/ 20x20 camp office	47,500	-
Lake Jacksonville	103-803-04-58884-037	Lake Jacksonville Hut repairs ARPA Funded (YR. 1)	50,000	-
Lake Jacksonville	110-803-04-55812-011	Concession Park Ramp (Study/Design)	41,500	-
Lake Jacksonville	110-803-04-58884-011	Concession Park Ramp (Construction/Maintenance)	1,500,000	-
Lake Jacksonville Total			1,674,000	-
Non Department	201-000-06-52712-000	South Bolton Trunk Main and Lake Shore Lift Station (Study/Design)	165,000	77,736
Non Department	201-000-06-52712-000	South Bolton Trunk Main and Lake Shore Lift Station (Engineering)	105,000	-
Non Department	201-000-06-52712-000	South Bolton Trunk Main and Lake Shore Lift Station (Land/Right-of-way)	150,000	-
Non Department	201-000-06-52712-000	South Bolton Trunk Main and Lake Shore Lift Station (Construction/Maintenance)	4,485,500	-
Non Department	201-000-06-52712-000	South Bolton Trunk Main and Lake Shore Lift Station (Contingency)	250,780	-
Non Department	201-000-06-52712-000	South Bolton Trunk Main and Lake Shore Lift Station (Other)	175,184	-
Non Department Total			5,331,464	77,736
Water Production	201-609-06-52714-000	Water Well Concrete Pad Sites for Ton Cylinders	12,000	-
Water Production	201-609-06-52714-000	Replace Booster Pump at Water Well #5	58,111	-
Water Production	201-609-06-58880-000	Cleaning of Drying Beds at Surface Water Treatment Plant	30,000	-
Water Production	201-609-06-58880-000	Outside Lights at Wells	8,850	-
Water Production	201-609-06-58881-000	Chlorinator change over	58,303	-
Water Production	201-609-06-58881-000	Air Compressor	7,800	-
Water Production	201-609-06-58881-000	Electric Pallet Jack	6,000	-
Water Production Total			181,064	-
Water Distribution	201-610-06-52712-000	US Hwy 175 Utility relocation	500,000	1,498
Water Distribution	201-610-06-52712-000	Fire Hydrant Replacement Program- ARPA Funded	400,000	-
Water Distribution	201-610-06-52712-000	Loop 456 and Timberline Water Main Replacement	50,000	-
Water Distribution	201-610-06-58881-000	Small Air Compressor W/ Generator	5,050	-
Water Distribution	201-610-06-58881-000	Tapping Machine	12,612	-
Water Distribution Total			967,662	1,498



City of Jacksonville, Texas
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Department	Account ID	Capital Project	FY 2024 Budget	Y-T-D Activity
Wastewater Collection	201-611-06-52702-000	Live Oak Apartments/Sunnydale St. Supplemental Environmental Project (SEP) Lift station	250,000	-
Wastewater Collection	201-611-06-58881-000	Bobcat E42 R2-Series Compact Excavator	75,000	72,443
Wastewater Collection Total			325,000	72,443
Wastewater Treatment	201-612-06-52702-000	Woodside LS Upgrade	38,515	-
Wastewater Treatment	201-612-06-52702-000	Tremont Lift Station (Construction/Maintenance)	12,000	-
Wastewater Treatment	201-612-06-52702-000	Tremont Lift Station (Equipment/Vehicle/Furnishings)	65,000	-
Wastewater Treatment	201-612-06-52711-000	Aeration Upgrade (Yr. 1 for 4)	88,000	-
Wastewater Treatment	201-612-06-52711-000	100 Hp Influent Pump for WWTP (FY23 budget, budget not rolled over)	-	47,972
Wastewater Treatment	201-612-06-58880-000	Upgrade Lighting in Double Creek WWTP Building's	6,400	-
Wastewater Treatment	201-612-06-58881-000	SCADA for Double Creek WWTP	50,000	-
Wastewater Treatment	201-612-06-58881-000	Kubota Zero Turn Lawn Mower	18,190	17,462
Wastewater Treatment Total			278,105	65,433
GRAND TOTAL			\$ 17,297,260	\$ 799,299



FUND BALANCE SUMMARY (unaudited)

Fund	Beginning Fund Balance 09/30/2023	Revenue	Expense	Ending Fund Balance 1/31/2024	Target Fund Balance	Over / (Under) Target Fund Balance
101 GENERAL FUND	\$ 4,616,900.83	\$ 6,453,033.49	\$ 4,243,511.22	\$ 6,826,423.10	\$ 2,996,887.81	\$ 3,829,535.29
DESIGNATED DONATIONS- STATE OF THE CITY DONATIONS	1,020.00	-	-	1,020.00		
DESIGNATED DONATIONS- POLICE DONATIONS	19,811.15	4,150.00	4,589.83	19,371.32		
DESIGNATED DONATIONS- ANIMAL SHELTER DONATIONS	4,835.35	3,374.53	270.62	7,939.26		
DESIGNATED DONATIONS- FIRE/EMS DONATIONS	(1,995.00)	400.00	-	(1,595.00)		
DESIGNATED DONATIONS- PARKS & REC DONATIONS	2,152.00	-	-	2,152.00		
DESIGNATED DONATIONS- LIBRARY DONATIONS	7,311.22	1,716.55	-	9,027.77		
DESIGNATED DONATIONS- LIBRARY NWSPPR DGTZTN	21,960.00	-	-	21,960.00		
DESIGNATED DONATIONS- MUSEUM DONATIONS	8,041.13	402.05	191.23	8,251.95		
DESIGNATED DONATIONS- MUSEUM RENOVATION	-	1,900.00	-	1,900.00		
102 DEBT SERVICE FUND	247,672.24	1,322,865.49	1,650.00	1,568,887.73	211,101.71	1,357,786.02
103 CAPITAL PROJECTS FUND (GENERAL)	6,182,651.13	349,241.89	409,810.69	6,122,082.33		
104 VEHICLE / EQUIPMENT REPLACEMENT FUND	1,281,675.97	21,815.10	37,223.58	1,266,267.49		
110 GRANT FUND	389,541.87	226,272.13	116,731.01	499,082.99		
Total Major Governmental Funds	12,781,577.89	8,385,171.23	4,813,978.18	16,352,770.94		
111 HOTEL / MOTEL OCCUPANCY TAX FUND	806,051.57	121,968.66	265,114.83	662,905.40		
112 COURT TECHNOLOGY FUND	-	(21,575.49)	-	(21,575.49)		
113 COURT SECURITY FUND	151,868.53	6,509.18	2,513.32	155,864.39		
114 COURT CHILD SAFETY TRUST FUND	12,440.42	959.72	-	13,400.14		
115 POLICE STATE FORFEITURE FUND	12,567.05	208.55	-	12,775.60		
116 POLICE FEDERAL FORFEITURE FUND	6,705.07	111.30	-	6,816.37		
119 WAR MEMORIAL FUND	10,394.55	172.55	-	10,567.10		
120 VENUE PROJECT FUND	383,098.39	261,571.48	267,340.63	377,329.24		
Total Nonmajor Governmental Funds	1,383,125.58	369,925.95	534,968.78	1,218,082.75		
201 WATER & WASTEWATER UTILITY FUND	8,154,375.00	2,351,354.06	2,365,329.94	8,140,399.12	3,430,343.58	4,710,055.54
Total Enterprise Funds	8,154,375.00	2,351,354.06	2,365,329.94	8,140,399.12		
301 BEAUTIFICATION FUND	22,789.84	3,373.43	4,687.65	21,475.62		
Total Fiduciary Fund	22,789.84	3,373.43	4,687.65	21,475.62		
Grand Total- All Funds	\$ 22,341,868.31	\$ 11,109,824.67	\$ 7,718,964.55	\$ 25,732,728.43		



City of Jacksonville, Texas
Financial Statement
As of January 31, 2024

		Original	Current	M-T-D	Y-T-D	% of	Budget	Prior Year	INC/(DEC)
		Total Budget	Total Budget	Activity	Activity	Budget	Remaining	Y-T-D	Prior Year
101 -GENERAL FUND- DETAIL									
REVENUE									
41-TAXES									
101-41400	AD VALOREM TAX- CURRENT	\$ 4,898,701	\$ 4,898,701	\$ 1,172,611	\$ 3,092,442	63.1%	\$ 1,806,259	\$ 3,093,078	\$ (636)
101-41401	AD VALOREM TAX- PRIOR	95,868	95,868	9,931	45,927	47.9%	49,941	30,204	15,723
101-41402	AD VALOREM TAX- PENALTY & INTEREST	72,500	72,500	2,794	15,520	21.4%	56,980	22,393	(6,873)
101-41403	AD VALOREM TAX- MISCELLANEOUS	9,800	9,800	-	-	0.0%	9,800	-	-
101-41404	SALES TAX	3,539,673	3,539,673	256,994	1,002,784	28.3%	2,536,889	1,107,004	(104,219)
101-41405	SALES TAX- TIMELY FILING DISCOUNT	550	550	48	193	35.0%	357	170	22
101-41406	MIXED BEVERAGE TAX	21,000	21,000	2,026	8,225	39.2%	12,775	6,399	1,826
101-41408	PROPERTY TAX REBATE	(67,939)	(67,939)	(53,309)	(53,309)	78.5%	(14,630)	-	(53,309)
*** REVENUE CATEGORY TOTALS ***		8,570,153	8,570,153	1,391,094	4,111,783	48.0%	4,458,370	4,259,248	(147,465)
42-FRANCHISE FEES									
101-42410	ROW RENTAL FEES- ELECTRICITY	526,000	526,000	110,144	272,503	51.8%	253,497	275,977	(3,474)
101-42411	ROW RENTAL FEES- GAS UTILITIES	200,000	200,000	-	22,408	11.2%	177,592	25,820	(3,411)
101-42412	ROW RENTAL FEES- TELECOM	17,000	17,000	2,384	6,566	38.6%	10,434	4,404	2,162
101-42413	ROW RENTAL FEES- CABLE TV	95,000	95,000	-	24,809	26.1%	70,191	25,536	(727)
101-42414	SANITATION FRANCHISE FEES	110,000	110,000	19,125	49,581	45.1%	60,419	35,695	13,886
101-42415	LANDFILL CONTRACT FEES	420,000	420,000	33,092	137,841	32.8%	282,159	143,471	(5,629)
*** REVENUE CATEGORY TOTALS ***		1,368,000	1,368,000	164,744	513,709	37.6%	854,291	510,902	2,806
43-INTERGOVERNMENTAL REVENUE									
101-43426	JEDCO FINANCING	50,000	50,000	-	-	0.0%	50,000	-	-
101-43427	MISCELLANEOUS GRANT REVENUE	-	-	-	-	0.0%	-	331,770	(331,770)
*** REVENUE CATEGORY TOTALS ***		50,000	50,000	-	-	0.0%	50,000	331,770	(331,770)
44-FINES & FORFEITURE									
101-44440	MUNICIPAL COURT- ADMINISTRATION FEES	240,000	240,000	17,062	77,284	32.2%	162,716	65,593	11,691
101-44444	MUNICIPAL COURT- FINES	250,000	250,000	16,975	83,086	33.2%	166,914	58,816	24,270
101-44445	MUNICIPAL COURT- JUDICIAL ADMIN FUND	600	600	34	102	17.0%	498	186	(84)
101-44446	MUNICIPAL COURT- JURY FUND	250	250	17	79	31.7%	171	62	18
101-44447	MUNICIPAL COURT- TRUANCY PREVENTION & DIVERSION	12,000	12,000	863	3,983	33.2%	8,017	3,106	876
*** REVENUE CATEGORY TOTALS ***		502,850	502,850	34,952	164,534	32.7%	338,316	127,763	36,771
45-LICENSE & PERMITS									
101-45450	BEER & WINE PERMIT-OFF PREMISE	300	300	-	30	10.0%	270	98	(68)
101-45451	BUILDING PERMITS	48,274	48,274	200	6,162	12.8%	42,112	3,999	2,163
101-45452	DEMOLITION PERMITS	1,600	1,600	-	400	25.0%	1,200	300	100
101-45453	ELECTRICAL PERMITS & LICENSES	7,500	7,500	458	1,968	26.2%	5,532	1,919	49
101-45454	EXCAVATION PERMITS	750	750	25	150	20.0%	600	200	(50)
101-45456	HOUSE MOVING PERMITS	150	150	-	-	0.0%	150	-	-
101-45457	MECHANICAL PERMITS	1,000	1,000	420	555	55.5%	445	352	204
101-45458	OUTDOOR BURNING PERMITS	1,200	1,200	-	450	37.5%	750	300	150
101-45459	PLAT PERMITS	350	350	-	-	0.0%	350	180	(180)
101-45460	PLUMBING & GAS PERMITS	5,500	5,500	383	2,090	38.0%	3,411	2,088	2
101-45461	SIGN PERMITS	1,500	1,500	75	400	26.7%	1,100	300	100
101-45462	SPRINKLER SYSTEM PERMITS	350	350	75	100	28.6%	250	75	25
101-45465	VENDOR PERMITS	200	200	-	-	0.0%	200	-	-
101-45466	ZONING PERMITS	400	400	-	475	118.8%	(75)	225	250
*** REVENUE CATEGORY TOTALS ***		69,074	69,074	1,635	12,780	18.5%	56,294	10,034	2,746
46-FEES & CHARGES FOR SERVICES									
101-46470	AMBULANCE FEES	715,000	715,000	68,553	295,571	41.3%	419,429	225,040	70,531
101-46471	AMBULANCE MEMBERSHIP FEES	26,650	26,650	2,112	8,514	31.9%	18,136	8,628	(114)



City of Jacksonville, Texas
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		Original Total Budget	Current Total Budget	M-T-D Activity	Y-T-D Activity	% of Budget	Budget Remaining	Prior Year Y-T-D	INC/(DEC) Prior Year
101-46472	ACCOUNT TRANSFER FEES	6,000	6,000	-	1,000	16.7%	5,000	400	600
101-46473	LAKE LOT LEASE FEES	90,000	90,000	33,481	34,481	38.3%	55,519	32,860	1,621
101-46474	FUEL PUMP SALES	100,000	100,000	95	2,051	2.1%	97,949	2,627	(576)
101-46475	CAMPGROUND RENTAL FEES	82,000	82,000	11,345	17,200	21.0%	64,800	20,555	(3,355)
101-46477	SANITATION FEES	1,401,876	1,401,876	120,071	470,777	33.6%	931,100	425,886	44,891
101-46478	GARBAGE CAN RENTAL FEES	-	-	-	12	0.0%	(12)	3,311	(3,299)
101-46479	SPECIAL PICK UP FEES	20,000	20,000	425	5,110	25.5%	14,890	4,903	207
101-46489	NSF CHECK FEES	-	-	-	30	0.0%	(30)	-	30
101-46493	POLICE DEPT FEES	2,500	2,500	-	162	6.5%	2,338	247	(84)
101-46494	ANIMAL SERVICES FEES	14,000	14,000	767	2,297	16.4%	11,703	5,190	(2,893)
101-46496	CEMETERY LOT SALES	25,550	25,550	2,830	6,880	26.9%	18,670	4,950	1,930
101-46497	INDUSTRIAL PARK RENTAL	3,089	3,089	3,526	3,526	114.1%	(437)	33,089	(29,563)
101-46498	LIBRARY FEES	12,000	12,000	844	3,355	28.0%	8,645	3,157	198
101-46500	RENTAL FEES	7,200	7,200	11,505	11,505	159.8%	(4,305)	3,000	8,505
*** REVENUE CATEGORY TOTALS ***		2,505,865	2,505,865	255,553	862,470	34.4%	1,643,395	773,841	88,629
47-INVESTMENT INCOME									
101-47510	INTEREST INCOME	350,000	350,000	33,659	120,972	34.6%	229,028	102,524	18,449
101-47511	UNREALIZED GAIN/LOSS ON INVESTMENTS	(23,362)	(23,362)	-	-	0.0%	(23,362)	-	-
*** REVENUE CATEGORY TOTALS ***		326,638	326,638	33,659	120,972	37.0%	205,666	102,524	18,449
48-MISCELLANEOUS RECEIPTS									
101-48515	MISCELLANEOUS REVENUE	20,000	20,000	66	549	2.7%	19,451	47,395	(46,847)
101-48517	REBATES & DISCOUNTS	20,000	20,000	-	18,262	91.3%	1,738	18,384	(121)
101-48518	INSURANCE PROCEEDS	59,200	59,200	-	6,900	11.7%	52,300	-	6,900
101-48522	SALE OF CAPITAL EQUIPMENT	20,534	20,534	-	-	0.0%	20,534	41,067	(41,067)
101-48523	SALE OF CAPITAL PROPERTY	-	-	-	130,373	0.0%	(130,373)	-	130,373
101-48525	SALE OF CAPITAL VEHICLES	10,821	10,821	-	-	0.0%	10,821	4,056	(4,056)
101-48528	CASH OVER/SHORT	-	-	-	-	0.0%	-	(246)	246
101-48533	DESIGNATED DONATIONS- CRIME PREVENTION DONATIONS	-	-	-	-	0.0%	-	(164)	164
101-48534	DESIGNATED DONATIONS- POLICE DONATIONS	15,000	15,000	93	4,150	27.7%	10,850	1,675	2,475
101-48535	DESIGNATED DONATIONS- ANIMAL SHELTER DONATIONS	10,000	10,000	-	3,375	33.7%	6,625	(1,100)	4,475
101-48536	DESIGNATED DONATIONS- FIRE/EMS DONATIONS	10,000	10,000	93	400	4.0%	9,600	-	400
101-48537	DESIGNATED DONATIONS- PARKS & REC DONATIONS	1,000	1,000	-	-	0.0%	1,000	-	-
101-48539	DESIGNATED DONATIONS- LIBRARY DONATIONS	4,000	4,000	1,343	1,717	42.9%	2,283	15	1,701
101-48540	DESIGNATED DONATIONS- MUSEUM DONATIONS	4,000	4,000	98	402	10.1%	3,598	546	(144)
101-48544	DESIGNATED DONATIONS- SESQUICENTENNIAL	-	-	-	-	0.0%	-	(15,764)	15,764
101-48545	DESIGNATED DONATIONS- SANITATION	1,000	1,000	-	-	0.0%	1,000	-	-
101-48546	DESIGNATED DONATIONS- MUSEUM RENOVATION	-	-	-	1,900	0.0%	(1,900)	-	1,900
*** REVENUE CATEGORY TOTALS ***		175,555	175,555	1,692	168,027	95.7%	7,528	95,864	72,163
49-TRANSFERS IN									
101-49552	TRANSFER FROM COURT SECURITY FUND	7,540	7,540	628	2,513	33.3%	5,027	2,513	(0)
101-49553	TRANSFER FROM UTILITY FUND	1,472,014	1,472,014	122,668	490,671	33.3%	981,343	517,357	(26,686)
101-49554	TRANSFER FROM HOTEL/MOTEL OCC TAX FUND	52,551	52,551	4,379	17,517	33.3%	35,034	14,701	2,816
101-49555	TRANSFER FROM GRANT FUND	-	-	-	-	0.0%	-	133,333	(133,333)
*** REVENUE CATEGORY TOTALS ***		1,532,105	1,532,105	127,675	510,702	33.3%	1,021,403	667,905	(157,203)
*** TOTAL REVENUE ***		15,100,240	15,100,240	2,011,004	6,464,977	42.8%	8,635,264	6,879,852	(414,875)
10 -GENERAL FUND- DETAIL									
EXPENSE									
51-EMPLOYEE SERVICES									
101-51600	SUPERVISION	1,213,058	1,213,058	89,568	349,239	28.8%	863,819	350,697	(1,458)
101-51601	OPERATIONAL	5,196,969	5,196,969	410,150	1,533,497	29.5%	3,663,472	1,388,802	144,695
101-51602	PERMANENT PART-TIME	189,564	189,564	11,915	40,314	21.3%	149,250	31,141	9,172



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101-51604	SEASONAL PART-TIME POOL	59,786	59,786	-	-	0.0%	59,786	-	-
101-51607	OVERTIME- TRANSFER TRUCK	-	-	-	-	0.0%	-	12,981	(12,981)
101-51609	FIELD TRAINING OFFICER STIPEND	14,727	14,727	805	3,766	25.6%	10,961	3,400	366
101-51611	K9 CARE STIPEND	7,060	7,060	542	2,147	30.4%	4,913	2,301	(155)
101-51612	ON CALL STIPEND	7,300	7,300	545	2,173	29.8%	5,128	1,745	428
101-51613	BI-LINGUAL PAY	28,800	28,800	2,550	8,464	29.4%	20,336	8,325	139
101-51614	CERTIFICATION PAY	123,297	123,297	10,413	35,514	28.8%	87,783	36,100	(586)
101-51615	DIFFERENTIAL PAY	23,100	23,100	2,800	12,156	52.6%	10,944	5,075	7,081
101-51616	EDUCATION PAY	34,800	34,800	3,500	11,739	33.7%	23,061	8,725	3,014
101-51617	LONGEVITY PAY	37,082	37,082	2,814	9,559	25.8%	27,523	11,377	(1,819)
101-51620	AUTO ALLOWANCE	14,000	14,000	1,092	3,275	23.4%	10,725	3,275	-
101-51621	CELL PHONE ALLOWANCE	4,800	4,800	430	1,219	25.4%	3,581	1,184	35
101-51622	CLOTHING ALLOWANCE	4,000	4,000	-	3,500	87.5%	500	4,000	(500)
101-51623	OVERTIME- CALL-OUT	-	-	-	-	0.0%	-	4,582	(4,582)
101-51624	OVERTIME- COURT	-	-	-	-	0.0%	-	1,736	(1,736)
101-51625	OVERTIME- FIRE PREVENTION	-	-	-	-	0.0%	-	1,810	(1,810)
101-51627	OVERTIME-INCREASED MANPOWER	-	-	-	-	0.0%	-	1,777	(1,777)
101-51629	OVERTIME	656,655	656,655	47,058	203,479	31.0%	453,176	16,747	186,732
101-51630	OVERTIME- TRAINING	-	-	-	-	0.0%	-	5,316	(5,316)
101-51632	OVERTIME- SCHEDULED (MANDATED)	-	-	-	-	0.0%	-	82,996	(82,996)
101-51633	OVERTIME- SHIFT COVERAGE	-	-	-	-	0.0%	-	44,797	(44,797)
101-51634	OVERTIME- SPECIAL EVENTS	-	-	-	-	0.0%	-	5,554	(5,554)
101-51636	OVERTIME- TRAFFIC STEP	-	-	-	-	0.0%	-	452	(452)
101-51638	FICA	580,766	580,766	42,927	163,963	28.2%	416,803	150,525	13,438
101-51639	DENTAL INSURANCE	36,162	36,162	2,866	9,712	26.9%	26,450	9,295	417
101-51640	HEALTH INSURANCE	667,472	667,472	52,839	180,104	27.0%	487,368	170,969	9,135
101-51641	LIFE INSURANCE	2,022	2,022	224	(116)	-5.7%	2,138	502	(618)
101-51642	TMRS	773,991	773,991	60,246	224,100	29.0%	549,891	211,329	12,771
101-51643	WORKER'S COMPENSATION	177,863	177,863	7,967	43,595	24.5%	134,268	49,559	(5,964)
101-51644	CONTRA WAGE EXPENSE	(60,951)	(60,951)	(11,976)	(11,976)	19.6%	(48,975)	(65,212)	53,236
101-51645	UNEMPLOYMENT	-	-	-	-	0.0%	-	4,101	(4,101)
101-51646	CONTRACT LABOR	235,405	235,405	6,594	35,171	14.9%	200,235	28,099	7,071
101-51647	BENEFIT ADMINISTRATION	4,518	4,518	148	511	11.3%	4,007	554	(43)
101-51648	EMPLOYEE TESTING	7,225	7,225	89	509	7.0%	6,716	2,675	(2,166)
101-51649	OTHER EMPLOYEE COSTS	16,670	16,670	716	11,512	69.1%	5,158	2,328	9,183
101-51650	RECRUITING & RETENTION	2,400	2,400	-	375	15.6%	2,025	-	375
101-51652	VOLUNTEER FIRE PENSION	2,600	2,600	-	2,600	100.0%	-	2,600	-
*** EXPENSE CATEGORY TOTALS ***		10,061,141	10,061,141	746,822	2,880,100	28.6%	7,181,041	2,602,221	277,878
52-MAINTENANCE									
101-52700	R/M BUILDINGS & STRUCTURES	130,615	130,615	3,078	32,864	25.2%	97,752	24,207	8,656
101-52701	R/M EQUIPMENT & MACHINERY	139,028	139,028	13,824	55,956	40.2%	83,071	44,087	11,870
101-52705	R/M MOTOR VEHICLES	100,097	100,097	12,733	28,311	28.3%	71,786	33,767	(5,466)
101-52706	R/M OFFICE EQUIPMENT	700	700	-	-	0.0%	700	-	-
101-52707	R/M PARKS	109,225	109,225	2,406	15,294	14.0%	93,931	22,753	(7,459)
101-52708	R/M RADIO COMMUNICATION	6,500	6,500	161	757	11.6%	5,743	182	574
101-52709	R/M SIDEWALKS CULVERTS BRIDGES	25,000	25,000	-	6,250	25.0%	18,750	3,900	2,350
101-52710	R/M STREETS & ALLEYS	300,000	300,000	-	8,275	2.8%	291,725	5,042	3,233
101-52715	DAMAGES & CLAIMS	57,100	57,100	28,509	34,964	61.2%	22,136	5,271	29,692
*** EXPENSE CATEGORY TOTALS ***		868,265	868,265	60,710	182,671	21.0%	685,594	139,210	43,460
53-UTILITIES									
101-53730	ELECTRICITY	330,143	330,143	23,396	61,058	18.5%	269,085	68,456	(7,398)
101-53731	NATURAL GAS	28,150	28,150	1,200	3,888	13.8%	24,262	10,548	(6,660)
101-53732	PHONE/CABLE/INTERNET	166,426	166,426	17,152	51,224	30.8%	115,202	61,331	(10,107)
101-53733	WATER/SEWER & GARBAGE	70,232	70,232	3,303	8,649	12.3%	61,583	12,827	(4,178)
*** EXPENSE CATEGORY TOTALS ***		594,951	594,951	45,050	124,819	21.0%	470,132	153,161	(28,343)
54-SUPPLIES									



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101-54740	AMBULANCE SUPPLIES	48,000	48,000	4,344	18,070	37.6%	29,930	12,741	5,329
101-54741	ANIMAL CARE SUPPLIES	6,000	6,000	275	1,815	30.3%	4,185	836	979
101-54742	ANIMAL FOOD	5,000	5,000	694	1,073	21.5%	3,927	491	582
101-54743	BOOK SUPPLIES	6,010	6,010	355	2,305	38.4%	3,705	2,335	(29)
101-54744	BOTANICAL SUPPLIES	2,500	2,500	-	247	9.9%	2,253	2,624	(2,377)
101-54745	CASH OVER/SHORT	-	-	-	61	0.0%	(61)	395	(335)
101-54746	CHEMICAL SUPPLIES	51,600	51,600	320	1,818	3.5%	49,782	2,753	(934)
101-54749	FIRE ARM TRAINING SUPPLIES	9,000	9,000	-	-	0.0%	9,000	4,235	(4,235)
101-54750	FIRE FIGHTING FOAM	1,155	1,155	1,200	1,200	103.9%	(45)	-	1,200
101-54751	FIRE HOSE SUPPLIES	5,200	5,200	-	-	0.0%	5,200	4,161	(4,161)
101-54752	FOOD	21,566	21,566	1,720	9,762	45.3%	11,804	7,751	2,011
101-54755	INVESTIGATION SUPPLIES	3,920	3,920	59	628	16.0%	3,292	1,086	(458)
101-54756	JANITORIAL SUPPLIES	27,827	27,827	2,752	9,568	34.4%	18,259	9,034	534
101-54757	K-9 CARE SUPPLIES	10,600	10,600	125	487	4.6%	10,113	961	(473)
101-54762	MINOR TOOLS & EQUIPMENT	47,582	47,582	6,394	14,131	29.7%	33,451	13,011	1,120
101-54763	MISCELLANEOUS SUPPLIES	18,313	18,313	852	2,520	13.8%	15,794	5,174	(2,655)
101-54764	MOTOR VEHICLE FUEL	233,785	233,785	19,309	60,412	25.8%	173,373	57,845	2,567
101-54765	OFFICE EQUIP/FURNITURE/FIXTR	4,329	4,329	80	1,990	46.0%	2,339	299	1,691
101-54766	OFFICE SUPPLIES	25,263	25,263	1,372	5,403	21.4%	19,860	5,458	(55)
101-54767	OXYGEN SUPPLIES	6,575	6,575	1,930	2,923	44.5%	3,652	1,195	1,729
101-54768	PLAQUES & AWARDS	2,500	2,500	656	960	38.4%	1,540	1,874	(914)
101-54769	POSTAGE	13,164	13,164	831	2,833	21.5%	10,331	3,081	(247)
101-54770	PRINTING SUPPLIES	10,646	10,646	387	2,035	19.1%	8,611	1,170	866
101-54771	PROGRAMMING SUPPLIES	3,873	3,873	488	1,966	50.8%	1,907	884	1,082
101-54772	PROTECTIVE CLOTHING	3,900	3,900	13	3,229	82.8%	671	72,762	(69,533)
101-54773	PUBLIC EDUCATION SUPPLIES	3,400	3,400	-	-	0.0%	3,400	-	-
101-54774	RECREATION SUPPLIES	2,048	2,048	-	-	0.0%	2,048	70	(70)
101-54775	RESALE GASOLINE	76,798	76,798	392	392	0.5%	76,406	45	347
101-54776	SAFETY EQUIPMENT	5,000	5,000	-	-	0.0%	5,000	-	-
101-54777	STREET SIGN SUPPLIES	24,000	24,000	308	308	1.3%	23,692	225	83
101-54778	TECHNOLOGY SUPPLIES	8,818	8,818	129	2,872	32.6%	5,946	225	2,647
101-54779	WEARING APPAREL	74,854	74,854	756	17,255	23.1%	57,599	18,361	(1,106)
101-54781	DESIGNATED DONATIONS	45,000	45,000	-	5,052	11.2%	39,948	-	5,052
*** EXPENSE CATEGORY TOTALS ***		808,226	808,226	45,741	171,316	21.2%	636,910	231,078	(59,762)
55-SERVICES									
101-55800	ACCOUNTING & AUDITING	25,650	25,650	-	-	0.0%	25,650	-	-
101-55801	APPRAISAL DISTRICT	155,623	155,623	(7,844)	73,853	47.5%	81,770	63,958	9,895
101-55802	BAD DEBT EXPENSE	16,500	16,500	-	-	0.0%	16,500	-	-
101-55803	BANKING FEES	600	600	117	125	20.8%	476	-	125
101-55804	BILLING & COLLECTION SERVICES	133,416	133,416	13,996	40,671	30.5%	92,745	34,754	5,917
101-55805	CONSTRUCTION CONTRACTS	100,000	100,000	-	-	0.0%	100,000	-	-
101-55806	CONSULTING SERVICES	16,652	16,652	4,485	6,985	41.9%	9,667	3,333	3,652
101-55807	CONTINGENCY	250,000	250,000	-	-	0.0%	250,000	-	-
101-55809	CREDIT CARD PROCESSING FEES	29,402	29,402	(1,641)	6,196	21.1%	23,206	5,212	985
101-55810	ELECTION COSTS	13,000	13,000	-	-	0.0%	13,000	12,596	(12,596)
101-55812	ENGINEERING SERVICES	15,500	15,500	-	-	0.0%	15,500	-	-
101-55813	FEES & PERMITS	195	195	20	30	15.4%	165	-	30
101-55815	INSURANCE-PROPERTY, PLANT, & EQUIPMENT	176,937	176,937	-	197,003	111.3%	(20,066)	172,815	24,188
101-55816	IT SUPPORT	-	-	-	-	0.0%	-	60,000	(60,000)
101-55817	JANITORIAL SERVICES	2,000	2,000	-	-	0.0%	2,000	144	(144)
101-55819	LEASE/RENTAL OF EQUIPMENT	40,949	40,949	2,697	6,399	15.6%	34,550	10,432	(4,033)
101-55820	LEASE/RENTAL OF PROPERTY	6,000	6,000	-	500	8.3%	5,500	2,000	(1,500)
101-55821	LEGAL ADVERTISING	17,293	17,293	-	5,174	29.9%	12,119	4,987	187
101-55822	LEGAL SERVICES	500	500	-	2,073	414.6%	(1,573)	526	1,547
101-55824	MISCELLANEOUS SERVICES	32,040	32,040	187	13,873	43.3%	18,167	5,315	8,558
101-55826	PUBLIC COMMUNICATION	2,118	2,118	-	435	20.5%	1,683	275	160
101-55828	SOFTWARE	154,234	154,234	32,856	91,661	59.4%	62,573	75,257	16,404
101-55830	SUPPORT OF COMMUNITY SERVICES	5,000	5,000	-	281	5.6%	4,719	500	(219)
101-55833	VETERINARY SERVICES	10,000	10,000	122	576	5.8%	9,424	-	576
101-55834	SOLID WASTE & SLUDGE DISPOSAL	925,000	925,000	79,124	248,240	26.8%	676,760	215,446	32,794



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*** EXPENSE CATEGORY TOTALS ***									
		2,128,608	2,128,608	124,119	694,074	32.6%	1,434,534	667,549	26,525
56-TRAVEL & EDUCATION EXPENDITURES									
101-56851	MEMBERSHIP DUES	30,010	30,010	666	7,593	25.3%	22,417	6,975	618
101-56852	TRAINING EXPENSES	83,961	83,961	2,170	23,285	27.7%	60,676	16,376	6,909
101-56853	TRAVEL & LODGING EXPENSES	51,597	51,597	1,869	15,700	30.4%	35,897	10,329	5,371
*** EXPENSE CATEGORY TOTALS ***		165,568	165,568	4,705	46,577	28.1%	118,991	33,680	12,897
57-DEBT SERVICE									
101-57862	CAPITAL LEASE INTEREST	13,322	13,322	9,647	9,647	72.4%	3,674	13,456	(3,808)
101-57863	CAPITAL LEASE PRINCIPAL	223,758	223,758	124,398	124,398	55.6%	99,360	120,590	3,808
*** EXPENSE CATEGORY TOTALS ***		237,080	237,080	134,045	134,045	56.5%	103,034	134,045	(0)
58-CAPITAL EXPENDITURES									
101-58880	CAPITAL BUILDINGS & STRUCTURES	-	-	-	5,825	0.0%	(5,825)	-	5,825
101-58881	CAPITAL MACHINERY & EQUIPMENT	55,240	55,240	-	3,295	6.0%	51,945	-	3,295
101-58882	CAPITAL MISCELLANEOUS	13,720	13,720	8,947	8,947	65.2%	4,773	-	8,947
101-58883	CAPITAL MOTOR VEHICLES	-	-	-	3,675	0.0%	(3,675)	2,896	779
101-58887	LIBRARY BOOKS & MATERIALS	42,000	42,000	3,185	16,069	38.3%	25,931	7,005	9,064
*** EXPENSE CATEGORY TOTALS ***		110,960	110,960	12,132	37,811	34.1%	73,149	9,901	27,911
59 - TRANSFERS OUT									
101-59906	TRANSFER TO BEAUTIFICATION FUND	6,000	6,000	500	2,000	33.3%	4,000	2,000	-
101-59909	TRANSFER TO COURT TECHNOLOGY FUND	3,641	3,641	-	(24,851)	-682.5%	28,492	(20,371)	(4,479)
*** EXPENSE CATEGORY TOTALS ***		9,641	9,641	500	(22,851)	-237.0%	32,492	(18,371)	(4,479)
*** TOTAL EXPENSE ***		\$ 14,984,439	\$ 14,984,439	\$ 1,173,826	\$ 4,248,563	28.4%	\$ 10,735,876	\$ 3,952,475	\$ 296,087
102 -DEBT SERVICE FUND- DETAIL									
REVENUE									
102-41400	AD VALOREM TAX- CURRENT	\$ 1,509,811	\$ 1,509,811	\$ 361,399	\$ 953,092	63.1%	\$ 556,719	\$ 1,034,418	\$ (81,326)
102-41401	AD VALOREM TAX- PRIOR	24,540	24,540	3,292	15,489	63.1%	9,051	9,709	5,780
102-41402	AD VALOREM TAX- PENALTY & INTEREST	25,000	25,000	926	5,464	21.9%	19,536	3,408	2,057
102-47510	INTEREST INCOME	43,000	43,000	6,483	16,370	38.1%	26,630	11,289	5,081
102-47511	UNREALIZED GAIN/LOSS ON INVESTMENTS	(566)	(566)	-	-	0.0%	(566)	-	-
102-49553	TRANSFER FROM UTILITY FUND	844,872	844,872	70,406	281,624	33.3%	563,248	291,553	(9,930)
102-49554	TRANSFER FROM HOTEL/MOTEL OCC TAX FUND	-	-	-	-	0.0%	-	41,487	(41,487)
102-49561	TRANSFER FROM VENUE PROJECT FUND	152,478	152,478	12,707	50,826	33.3%	101,652	13,829	36,997
*** TOTAL REVENUE ***		2,599,135	2,599,135	455,213	1,322,865	50.9%	1,276,270	1,405,693	(82,828)
102 -DEBT SERVICE FUND- DETAIL									
EXPENSE									
102-57864	CONTINUING DISCLOSURE	3,500	3,500	-	-	0.0%	3,500	-	-
102-57865	DEBT SERVICE INTEREST	821,152	821,152	-	-	0.0%	821,152	-	-
102-57866	DEBT SERVICE PRINCIPAL	1,709,000	1,709,000	-	-	0.0%	1,709,000	-	-
102-57867	PAYING AGENT FEES	2,650	2,650	-	1,650	62.3%	1,000	1,500	150
*** TOTAL EXPENSE ***		\$ 2,536,302	\$ 2,536,302	\$ -	\$ 1,650	0.1%	\$ 2,534,652	\$ 1,500	\$ 150

103 -CAPITAL PROJECTS FUND (GENERAL)- DETAIL
REVENUE



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		Original Total Budget	Current Total Budget	M-T-D Activity	Y-T-D Activity	% of Budget	Budget Remaining	Prior Year Y-T-D	INC/(DEC) Prior Year
103-43427	MISCELLANEOUS GRANT REVENUE	\$ 1,292,222	\$ 1,292,222	\$ 77,907	\$ 242,452	18.8%	\$ 1,049,770	\$ 56,401	\$ 186,051
103-47510	INTEREST INCOME	123,301	123,301	26,664	106,790	86.6%	16,511	68,304	38,486
103-47511	UNREALIZED GAIN/LOSS ON INVESTMENTS	(4,241)	(4,241)	-	-	0.0%	(4,241)	-	-
103-48523	SALE OF CAPITAL PROPERTY	-	-	-	-	0.0%	-	207,936	(207,936)
*** TOTAL REVENUE ***		<u>1,411,282</u>	<u>1,411,282</u>	<u>104,571</u>	<u>349,242</u>	<u>24.7%</u>	<u>1,062,040</u>	<u>332,641</u>	<u>16,601</u>
103 -CAPITAL PROJECTS FUND (GENERAL)- DETAIL									
EXPENSE									
103-52710	R/M STREETS & ALLEYS	4,793,869	4,793,869	692	692	0.0%	4,793,177	-	692
103-55803	BANKING FEES	-	-	-	-	0.0%	-	40	(40)
103-55805	CONSTRUCTION CONTRACTS	192,222	192,222	-	-	0.0%	192,222	-	-
103-55812	ENGINEERING SERVICES	500,000	500,000	27,407	133,525	26.7%	366,476	-	133,525
103-55824	MISCELLANEOUS SERVICES	100,000	100,000	28,000	41,700	41.7%	58,300	8,000	33,700
103-57862	CAPITAL LEASE INTEREST	-	-	-	-	0.0%	-	7,417	(7,417)
103-58880	CAPITAL BUILDINGS & STRUCTURES	400,000	400,000	-	42,470	10.6%	357,530	-	42,470
103-58881	CAPITAL MACHINERY & EQUIPMENT	50,000	50,000	-	2,258	4.5%	47,742	53,814	(51,556)
103-58883	CAPITAL MOTOR VEHICLES	-	-	-	-	0.0%	-	56,401	(56,401)
103-58884	CAPITAL PARK IMPROVEMENTS	778,365	778,365	22,500	22,500	2.9%	755,865	-	22,500
103-59903	TRANSFER TO GRANT FUND	500,000	500,000	41,667	166,667	33.3%	333,333	213,045	(46,378)
*** TOTAL EXPENSE ***		<u>\$ 7,314,456</u>	<u>\$ 7,314,456</u>	<u>\$ 120,266</u>	<u>\$ 409,811</u>	<u>5.6%</u>	<u>\$ 6,904,645</u>	<u>\$ 338,717</u>	<u>\$ 71,094</u>
104 -VEHICLE & EQUIPMENT REPLACEMENT FUND - DETAIL									
REVENUE									
104-47510	INTEREST INCOME	\$ 50,000	\$ 50,000	\$ 5,254	\$ 21,815	43.6%	\$ 28,185	\$ -	\$ 21,815
104-48525	SALE OF CAPITAL VEHICLES	65,000	65,000	-	-	0.0%	65,000	-	-
*** TOTAL REVENUE ***		<u>115,000</u>	<u>115,000</u>	<u>5,254</u>	<u>21,815</u>	<u>19.0%</u>	<u>93,185</u>	<u>-</u>	<u>21,815</u>
104 -VEHICLE & EQUIPMENT REPLACEMENT FUND - DETAIL									
EXPENSE									
104-58881	CAPITAL MACHINERY & EQUIPMENT	318,407	318,407	-	37,224	11.7%	281,183	-	37,224
104-58883	CAPITAL MOTOR VEHICLES	624,750	624,750	-	-	0.0%	624,750	-	-
*** TOTAL EXPENSE ***		<u>\$ 943,157</u>	<u>\$ 943,157</u>	<u>\$ -</u>	<u>\$ 37,224</u>	<u>3.9%</u>	<u>\$ 905,933</u>	<u>\$ -</u>	<u>\$ 37,224</u>
Fund: 110 - GRANT FUND- DETAIL									
REVENUE									
110-43420	DEPT OF JUSTICE GRANT REVENUE	\$ 53,421	\$ 53,421	\$ 13,393	\$ 13,393	25.1%	\$ 40,028	\$ 65,450	\$ (52,057)
110-43421	TX DEPT OF STATE HEALTH SERVICES GRANT REVENUE	8,250	8,250	-	-	0.0%	8,250	-	-
110-43425	TX STATE LIB & ARC COMMISS GRANT REVENUE	7,610	7,610	-	-	0.0%	7,610	-	-
110-43431	TXDOT GRANT REVENUE	9,000	9,000	312	312	3.5%	8,688	212	100
110-43433	TX PARKS & WILDLIFE GRANT REVENUE	756,040	756,040	-	-	0.0%	756,040	51,000	(51,000)
110-43435	TX DEPT OF AGRICULTURE GRANT REVENUE	-	-	45,900	45,900	0.0%	(45,900)	59,800	(13,900)
110-49556	TRANSFER FROM GEN CAPITAL PROJECTS FUND	500,000	500,000	41,667	166,667	33.3%	333,333	213,045	(46,378)
*** TOTAL REVENUE ***		<u>1,334,321</u>	<u>1,334,321</u>	<u>101,272</u>	<u>226,272</u>	<u>17.0%</u>	<u>1,108,049</u>	<u>389,507</u>	<u>(163,235)</u>
Fund: 110 - GRANT FUND- DETAIL									
EXPENSE									
110-51601	OPERATIONAL	51,951	51,951	11,664	11,664	22.5%	40,287	65,000	(53,336)
110-51629	OVERTIME	9,000	9,000	312	312	3.5%	8,688	-	312
110-51636	OVERTIME- TRAFFIC STEP	-	-	-	-	0.0%	-	212	(212)
110-53732	PHONE/CABLE/INTERNET	6,480	6,480	-	-	0.0%	6,480	-	-
110-54740	AMBULANCE SUPPLIES	8,250	8,250	-	-	0.0%	8,250	-	-



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		Original	Current	M-T-D	Y-T-D	% of	Budget	Prior Year	INC/(DEC)
		Total Budget	Total Budget	Activity	Activity	Budget	Remaining	Y-T-D	Prior Year
110-54760	LIBRARY SUPPLIES	-	-	-	136	0.0%	(136)	-	136
110-54765	OFFICE EQUIP/FURNITURE/FIXTR	-	-	-	-	0.0%	-	5,000	(5,000)
110-54771	PROGRAMMING SUPPLIES	1,130	1,130	-	-	0.0%	1,130	-	-
110-54779	WEARING APPAREL	1,470	1,470	1,729	1,729	117.6%	(259)	-	1,729
110-55812	ENGINEERING SERVICES	41,500	41,500	-	-	0.0%	41,500	29,245	(29,245)
110-58884	CAPITAL PARK IMPROVEMENTS	1,617,150	1,617,150	102,899	102,899	6.4%	1,514,251	5,616	97,283
110-58885	CAPITAL SDWLKS/CLVRTS/BRDGS	-	-	-	-	0.0%	-	394,243	(394,243)
110-58887	LIBRARY BOOKS & MATERIALS	-	-	-	(9)	0.0%	9	-	(9)
110-59900	TRANSFER TO GENERAL FUND	-	-	-	-	0.0%	-	133,333	(133,333)
*** TOTAL EXPENSE ***		\$ 1,736,931	\$ 1,736,931	\$ 116,604	\$ 116,731	6.7%	\$ 1,620,200	\$ 632,649	\$ (515,918)

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

201-43427	MISCELLANEOUS GRANT REVENUE	\$ 900,000	\$ 900,000	\$ -	\$ 73,104	8.1%	\$ 826,896	\$ -	\$ 73,104
201-46472	ACCOUNT TRANSFER FEES	3,000	3,000	150	450	15.0%	2,550	550	(100)
201-46480	WATER SALES	4,029,975	4,029,975	266,487	1,148,815	28.5%	2,881,160	1,142,516	6,299
201-46481	WATER TAP FEES	6,000	6,000	-	750	12.5%	5,250	2,000	(1,250)
201-46482	SEWER SALES	3,291,465	3,291,465	224,238	920,826	28.0%	2,370,639	710,839	209,988
201-46483	SEWER TAP FEES	7,500	7,500	-	1,500	20.0%	6,000	2,000	(500)
201-46484	PENALTIES	185,000	185,000	12,673	56,960	30.8%	128,040	62,412	(5,482)
201-46486	RECONNECT FEES	100	100	-	-	0.0%	100	36	(36)
201-46488	METER TAMPERING FEES	600	600	467	467	77.8%	133	330	137
201-46489	NSF CHECK FEES	2,000	2,000	330	810	40.5%	1,190	600	210
201-46491	SERVICE APPLICATION FEES	13,000	13,000	1,000	4,260	32.8%	8,740	4,150	110
201-46501	METER PURCHASE FEE	12,000	12,000	-	2,306	19.2%	9,694	3,046	(739)
201-46504	WATER BORE FEES	-	-	-	3,000	0.0%	(3,000)	-	3,000
201-47510	INTEREST INCOME	250,000	250,000	34,210	135,752	54.3%	114,248	75,148	60,603
201-47511	UNREALIZED GAIN/LOSS ON INVESTMENTS	(5,868)	(5,868)	-	-	0.0%	(5,868)	-	-
201-48515	MISCELLANEOUS REVENUE	1,500	1,500	-	-	0.0%	1,500	1,003	(1,003)
201-48517	REBATES & DISCOUNTS	4,000	4,000	-	2,354	58.9%	1,646	4,246	(1,891)
201-48518	INSURANCE PROCEEDS	15,250	15,250	-	-	0.0%	15,250	-	-
201-48522	SALE OF CAPITAL EQUIPMENT	-	-	-	-	0.0%	-	8,860	(8,860)
*** TOTAL REVENUE ***		8,715,522	8,715,522	539,554	2,351,354	27.0%	6,364,168	2,017,735	333,620

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

51-EMPLOYEE SERVICES									
201-51600	SUPERVISION	147,869	147,869	11,375	45,092	30.5%	102,777	43,277	1,815
201-51601	OPERATIONAL	781,501	781,501	62,633	239,737	30.7%	541,764	239,118	619
201-51612	ON CALL STIPEND	9,125	9,125	155	570	6.2%	8,555	1,590	(1,020)
201-51613	BI-LINGUAL PAY	1,800	1,800	150	520	28.9%	1,280	525	(5)
201-51614	CERTIFICATION PAY	6,900	6,900	625	2,165	31.4%	4,735	2,013	153
201-51616	EDUCATION PAY	3,900	3,900	325	1,126	28.9%	2,774	2,188	(1,062)
201-51617	LONGEVITY PAY	11,122	11,122	909	3,127	28.1%	7,995	3,481	(354)
201-51620	AUTO ALLOWANCE	2,001	2,001	167	500	25.0%	1,501	500	-
201-51621	CELL PHONE ALLOWANCE	2,100	2,100	175	525	25.0%	1,575	525	-
201-51623	OVERTIME- CALL-OUT	-	-	-	-	0.0%	-	26,912	(26,912)
201-51626	OVERTIME- HOLIDAY WORKED	-	-	-	-	0.0%	-	9,223	(9,223)
201-51629	OVERTIME	189,721	189,721	7,887	32,514	17.1%	157,207	11,944	20,570
201-51632	OVERTIME- SCHEDULED (MANDATED)	-	-	-	-	0.0%	-	19,217	(19,217)
201-51638	FICA	88,447	88,447	6,331	24,468	27.7%	63,979	27,250	(2,782)
201-51639	DENTAL INSURANCE	6,466	6,466	547	1,893	29.3%	4,573	1,840	53
201-51640	HEALTH INSURANCE	104,851	104,851	8,910	30,980	29.5%	73,871	28,304	2,677
201-51641	LIFE INSURANCE	366	366	43	(31)	-8.3%	397	105	(136)
201-51642	TMRS	122,897	122,897	8,972	33,797	27.5%	89,100	38,388	(4,591)
201-51643	WORKER'S COMPENSATION	23,096	23,096	1,927	5,912	25.6%	17,184	6,071	(159)
201-51646	CONTRACT LABOR	4,800	4,800	-	-	0.0%	4,800	1,320	(1,320)



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		Total Budget	Total Budget	Activity	Activity	Budget	Remaining	Y-T-D	Prior Year
*** EXPENSE CATEGORY TOTALS ***									
		1,506,962	1,506,962	111,130	422,895	28.1%	1,084,067	463,791	(40,895)
52-MAINTENANCE									
201-52700	R/M BUILDINGS & STRUCTURES	165,501	165,501	153	115,305	69.7%	50,195	10,132	105,173
201-52701	R/M EQUIPMENT & MACHINERY	57,364	57,364	1,676	12,688	22.1%	44,676	12,229	459
201-52702	R/M LIFT STATIONS	470,000	470,000	1,000	4,123	0.9%	465,877	17,511	(13,388)
201-52703	R/M METERS TAPS SVC CONNECTS	100,000	100,000	2,458	27,470	27.5%	72,530	36,208	(8,738)
201-52704	R/M MISCELLANEOUS	-	-	-	-	0.0%	-	108	(108)
201-52705	R/M MOTOR VEHICLES	6,110	6,110	169	529	8.7%	5,581	841	(312)
201-52710	R/M STREETS & ALLEYS	45,000	45,000	1,001	14,186	31.5%	30,814	4,258	9,928
201-52711	R/M WASTEWATER PLANTS	160,000	160,000	843	56,768	35.5%	103,232	1,748	55,020
201-52712	R/M WATER & WASTEWATER MAINS	6,494,214	6,494,214	38,447	197,401	3.0%	6,296,813	72,867	124,535
201-52713	R/M WATER STORAGE TANKS	30,000	30,000	-	-	0.0%	30,000	-	-
201-52714	R/M WATER WELLS	140,460	140,460	9,408	13,437	9.6%	127,023	4,368	9,069
201-52715	DAMAGES & CLAIMS	15,250	15,250	-	1,360	8.9%	13,890	485	875
*** EXPENSE CATEGORY TOTALS ***		7,683,899	7,683,899	55,154	443,267	5.8%	7,240,631	160,754	282,514
53-UTILITIES									
201-53730	ELECTRICITY	525,000	525,000	36,666	94,168	17.9%	430,832	116,069	(21,902)
201-53731	NATURAL GAS	606	606	-	102	16.9%	504	153	(51)
201-53732	PHONE/CABLE/INTERNET	18,431	18,431	2,777	5,040	27.3%	13,391	5,899	(860)
201-53733	WATER/SEWER & GARBAGE	42,600	42,600	3,366	8,235	19.3%	34,365	7,105	1,129
*** EXPENSE CATEGORY TOTALS ***		586,637	586,637	42,808	107,544	18.3%	479,093	129,227	(21,683)
54-SUPPLIES									
201-54745	CASH OVER/SHORT	-	-	27	8	0.0%	(8)	5	3
201-54746	CHEMICAL SUPPLIES	307,075	307,075	27,867	80,696	26.3%	226,379	70,631	10,065
201-54752	FOOD	2,800	2,800	307	1,233	44.0%	1,567	1,331	(99)
201-54753	GROUNDWATER PURCHASES	35,000	35,000	7,259	7,259	20.7%	27,741	7,976	(717)
201-54756	JANITORIAL SUPPLIES	5,550	5,550	466	981	17.7%	4,569	906	75
201-54758	LAB EQUIPMENT & SUPPLIES	8,865	8,865	580	1,697	19.1%	7,168	2,786	(1,089)
201-54762	MINOR TOOLS & EQUIPMENT	21,726	21,726	490	2,297	10.6%	19,429	2,074	223
201-54763	MISCELLANEOUS SUPPLIES	4,395	4,395	934	1,667	37.9%	2,728	1,626	41
201-54764	MOTOR VEHICLE FUEL	58,215	58,215	5,528	16,634	28.6%	41,581	18,478	(1,844)
201-54765	OFFICE EQUIP/FURNITURE/FIXTR	532	532	-	-	0.0%	532	-	-
201-54766	OFFICE SUPPLIES	3,974	3,974	322	1,174	29.5%	2,800	671	503
201-54768	PLAQUES & AWARDS	867	867	-	-	0.0%	867	62	(62)
201-54769	POSTAGE	658	658	37	108	16.3%	551	142	(35)
201-54778	TECHNOLOGY SUPPLIES	61,240	61,240	159	159	0.3%	61,081	61,240	(61,081)
201-54779	WEARING APPAREL	17,076	17,076	88	2,869	16.8%	14,206	3,534	(664)
*** EXPENSE CATEGORY TOTALS ***		527,972	527,972	44,064	116,782	22.1%	411,191	171,461	(54,679)
55-SERVICES									
201-55800	ACCOUNTING & AUDITING	17,100	17,100	-	-	0.0%	17,100	-	-
201-55803	BANKING FEES	840	840	90	210	25.0%	630	-	210
201-55804	BILLING & COLLECTION SERVICES	50,000	50,000	4,133	7,978	16.0%	42,022	13,169	(5,191)
201-55809	CREDIT CARD PROCESSING FEES	113,440	113,440	19,033	32,162	28.4%	81,278	22,555	9,607
201-55811	ELECTROINC PAYMENT- UB CREDITS	24,240	24,240	2,137	8,533	35.2%	15,707	14,168	(5,635)
201-55812	ENGINEERING SERVICES	56,508	56,508	1,200	5,778	10.2%	50,730	-	5,778
201-55813	FEES & PERMITS	38,000	38,000	15,228	34,202	90.0%	3,798	35,100	(898)
201-55815	INSURANCE-PROPERTY, PLANT, & EQUIPMENT	91,226	91,226	-	100,441	110.1%	(9,215)	91,107	9,334
201-55818	LAB SERVICES	168,044	168,044	6,749	25,162	15.0%	142,882	18,498	6,664
201-55819	LEASE/RENTAL OF EQUIPMENT	34,904	34,904	178	368	1.1%	34,536	248	120
201-55821	LEGAL ADVERTISING	1,050	1,050	-	-	0.0%	1,050	-	-
201-55824	MISCELLANEOUS SERVICES	30,199	30,199	1,442	3,686	12.2%	26,513	6,783	(3,098)
201-55826	PUBLIC COMMUNICATION	5,000	5,000	-	-	0.0%	5,000	3,164	(3,164)
201-55828	SOFTWARE	3,646	3,646	-	63,128	1731.6%	(59,483)	-	63,128



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201-55834	SOLID WASTE & SLUDGE DISPOSAL	200,000	200,000	15,701	74,032	37.0%	125,968	55,748	18,284
	*** EXPENSE CATEGORY TOTALS ***	834,196	834,196	65,892	355,678	42.6%	478,517	260,540	95,138
	56-TRAVEL & EDUCATION EXPENDITURES								
201-56851	MEMBERSHIP DUES	627	627	-	-	0.0%	627	-	-
201-56852	TRAINING EXPENSES	13,989	13,989	-	114	0.8%	13,875	222	(108)
201-56853	TRAVEL & LODGING EXPENSES	2,995	2,995	-	-	0.0%	2,995	-	-
	*** EXPENSE CATEGORY TOTALS ***	17,611	17,611	-	114	0.6%	17,497	222	(108)
	57-DEBT SERVICE								
201-57862	CAPITAL LEASE INTEREST	4,991	4,991	-	2,068	41.4%	2,923	3,074	(1,006)
201-57863	CAPITAL LEASE PRINCIPAL	154,592	154,592	-	54,781	35.4%	99,811	53,775	1,006
	*** EXPENSE CATEGORY TOTALS ***	159,583	159,583	-	56,849	35.6%	102,734	56,849	(0)
	58-CAPITAL EXPENDITURES								
201-58880	CAPITAL BUILDINGS & STRUCTURES	45,250	45,250	-	-	0.0%	45,250	11,350	(11,350)
201-58881	CAPITAL MACHINERY & EQUIPMENT	232,955	232,955	-	89,905	38.6%	143,050	-	89,905
	*** EXPENSE CATEGORY TOTALS ***	278,205	278,205	-	89,905	32.3%	188,300	11,350	78,555
	59-TRANSFERS OUT								
201-59900	TRANSFER TO GENERAL FUND	1,472,014	1,472,014	122,668	490,671	33.3%	981,343	517,357	(26,686)
201-59901	TRANSFER TO DEBT SERVICE FUND	844,871	844,871	70,406	281,624	33.3%	563,247	291,553	(9,930)
201-59905	TRANSFER TO UT CAPITAL PROJECTS FUND	-	-	-	-	0.0%	-	28,280	(28,280)
	*** EXPENSE CATEGORY TOTALS ***	2,316,885	2,316,885	193,074	772,295	33.3%	1,544,590	837,191	(64,896)
	*** TOTAL EXPENSE ***	\$ 13,911,949	\$ 13,911,949	\$ 512,121	\$ 2,365,330	17.0%	\$ 11,546,619	\$ 2,091,385	\$ 273,945
203 -CAPITAL PROJECTS FUND (UTILITY)- DETAIL									
REVENUE									
203-47510	INTEREST INCOME	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 9,016	\$ (9,016)
203-48515	MISCELLANEOUS REVENUE	-	-	-	-	0.0%	-	8,877	(8,877)
203-49553	TRANSFER FROM UTILITY FUND	-	-	-	-	0.0%	-	28,280	(28,280)
	*** TOTAL REVENUE ***	-	-	-	-	0.0%	-	46,173	(46,173)
203 -CAPITAL PROJECTS FUND (UTILITY)- DETAIL									
EXPENSE									
203-52700	R/M BUILDINGS & STRUCTURES	-	-	-	-	0.0%	-	15,687	(15,687)
203-52712	R/M WATER & WASTEWATER MAINS	-	-	-	-	0.0%	-	455,108	(455,108)
203-55812	ENGINEERING SERVICES	-	-	-	-	0.0%	-	56,290	(56,290)
203-55824	MISCELLANEOUS SERVICES	-	-	-	-	0.0%	-	600	(600)
	*** TOTAL EXPENSE ***	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 527,685	\$ (527,685)



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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	\$ 806,052	\$ -	\$ 151,869	\$ 12,440	\$ 12,567
<u>REVENUE</u>					
TAXES	111,864	-	-	-	-
FRANCHISE FEES	-	-	-	-	-
INTERGOVERNMENTAL REVENUE	-	-	-	-	-
FINES & FORFEITURE	-	3,275	3,970	746	-
LICENSE & PERMITS	-	-	-	-	-
FEES & CHARGES FOR SERVICES	180	-	-	-	-
INVESTMENT INCOME	9,924	-	2,539	214	209
MISCELLANEOUS RECEIPTS	1	-	-	-	-
TRANSFERS IN	-	(24,851)	-	-	-
Total	121,969	(21,575)	6,509	960	209
<u>EXPENSE</u>					
EMPLOYEE SERVICES	8,383	-	-	-	-
MAINTENANCE	37	-	-	-	-
UTILITIES	677	-	-	-	-
SUPPLIES	3,133	-	-	-	-
SERVICES	15,844	-	-	-	-
TRAVEL & EDUCATION EXPENDITURES	250	-	-	-	-
DEBT SERVICE	-	-	-	-	-
CAPITAL EXPENDITURES	-	-	-	-	-
TRANSFERS OUT	236,790	-	2,513	-	-
Total	265,115	-	2,513	-	-
Surplus (Deficit)	(143,146)	(21,575)	3,996	960	209
Ending Fund Balance	\$ 662,905	\$ (21,575)	\$ 155,864	\$ 13,400	\$ 12,776



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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	\$ 6,705	\$ 10,395	\$ 383,098	\$ 1,383,126	\$ 22,790
<u>REVENUE</u>					
TAXES	-	-	31,760	143,624	-
FRANCHISE FEES	-	-	-	-	-
INTERGOVERNMENTAL REVENUE	-	-	-	-	-
FINES & FORFEITURE	-	-	-	7,991	-
LICENSE & PERMITS	-	-	-	-	-
FEES & CHARGES FOR SERVICES	-	-	1,827	2,007	-
INVESTMENT INCOME	111	173	7,683	20,853	349
MISCELLANEOUS RECEIPTS	-	-	1,029	1,030	1,025
TRANSFERS IN	-	-	219,273	194,422	2,000
Total	111	173	261,571	369,926	3,373
<u>EXPENSE</u>					
EMPLOYEE SERVICES	-	-	20,321	28,705	-
MAINTENANCE	-	-	4,216	4,253	-
UTILITIES	-	-	4,745	5,422	-
SUPPLIES	-	-	7,294	10,427	4,688
SERVICES	-	-	18,827	34,672	-
TRAVEL & EDUCATION EXPENDITURES	-	-	-	250	-
DEBT SERVICE	-	-	-	-	-
CAPITAL EXPENDITURES	-	-	161,111	161,111	-
TRANSFERS OUT	-	-	50,826	290,129	-
Total	-	-	267,341	534,969	4,688
Surplus (Deficit)	111	173	(5,769)	(165,043)	(1,314)
Ending Fund Balance	\$ 6,816	\$ 10,567	\$ 377,329	\$ 1,218,083	\$ 21,476



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Summary of Cash and Investment Activity				
	Par Value	Book Value	Market Value	Ratio Market-to-Book Value
Beginning Balances				
Cash	\$ 6,182,112.81	\$ 6,182,112.81	\$ 6,182,112.81	100.00%
Investments	18,905,512.04	18,905,512.04	18,905,512.04	100.00%
Total	25,087,624.85	25,087,624.85	25,087,624.85	100.00%
Activity				
Cash	706,695.75	706,695.75	706,695.75	
Investments				
Net Accretion & Amortization				
Purchases	78,426.53	78,426.53	78,426.53	
Maturities/Calls	(271,073.15)	(271,073.15)	(271,073.15)	
Changes to Market Value	-	-	(28,171.76)	
Net Monthly Activity	514,049.13	514,049.13	485,877.37	
Ending Balances				
Cash	6,888,808.56	6,888,808.56	6,888,808.56	100.00%
Investments	18,712,865.42	18,712,865.42	18,684,693.66	99.85%
Total	\$ 25,601,673.98	\$ 25,601,673.98	\$ 25,573,502.22	99.89%



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 Prosperity Bank	\$1,301		\$ 100.000	0.150%	\$ 1,301	\$ 1,301	\$ 1,301	\$ -	1
N/A	N/A	N/A	Cash In Austin Bank	1,063,032		100.000	5.370%	1,063,032	1,063,032	1,063,032	-	1
N/A	N/A	N/A	Cash In BOK Financial	5,824,475		100.000	5.070%	5,824,475	5,824,475	5,824,475	-	1
N/A	N/A	N/A	FNC - Cash, Money Funds, and Bank Deposits	10,663		100.000	4.420%	10,663	10,663	10,663	-	1
N/A	N/A	N/A	LOGIC	2,212,389		100.000	5.510%	2,212,389	2,212,389	2,212,389	-	1
N/A	N/A	N/A	TexSTAR	1,824,175		100.000	5.320%	1,824,175	1,824,175	1,824,175	-	1
N/A	N/A	N/A	TexasDAILY	1,824,333		100.000	5.360%	1,824,333	1,824,333	1,824,333	-	1
N/A	N/A	N/A	Lone Star	1,824,243		100.000	5.340%	1,824,243	1,824,243	1,824,243	-	1
N/A	N/A	N/A	Texas FIT	6,731,062		100.000	5.250%	6,731,062	6,731,062	6,731,062	-	1
03/07/2023	3/7/2024	3715LER7	CD - First Technology Fed Cr Un San Jose Ca	249,000		100.000	5.150%	249,000	249,000	248,955	(45)	36
3/4/2022	3/15/2024	39573LCX4	CD - Greenstate Cr Un North Liberty Iowa	249,000		100.000	1.600%	249,000	249,000	247,922	(1,078)	44
3/14/2022	3/18/2024	PER200JA8	CD - Comenity Bank Wilmington De	200,000		100.000	1.600%	200,000	200,000	198,924	(1,076)	47
9/8/2023	3/18/2024	48714LCZ0	CD - Kearny Bk New Jersey	249,000		100.000	5.390%	249,000	249,000	249,065	65	47
3/24/2023	3/25/2024	39981MAC6	CD - Grow Finl Fed Cr Un Tampa Fla	249,000		100.000	5.340%	249,000	249,000	249,002	2	54
4/6/2022	4/8/2024	14042TFB8	CD - Capital One Bk Usa Natl Assn Glen Allen Va	112,000		100.000	2.210%	112,000	112,000	111,388	(612)	68
4/21/2022	4/22/2024	02007GPS6	CD - Ally Bk Sandy Utah	249,000		100.000	2.410%	249,000	249,000	247,464	(1,536)	82
10/31/2022	4/30/2024	91334AAA1	CD - United Heritage Cr Un Austin Tex	249,000		100.000	4.650%	249,000	249,000	248,691	(309)	90
5/30/2023	5/30/2024	37892MAG9	CD - Global Fed Cr Un Anchorage Alask	248,000		100.000	5.290%	248,000	248,000	248,012	12	120
12/14/2023	6/14/2024	67886WAJ6	CD - Oklahomas Cr Un Okla City Okla	248,000		100.000	5.680%	248,000	248,000	248,536	536	135
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	248,980	(20)	138
6/21/2023	6/20/2024	68584JAC3	CD - Oregon Cmnty Cr Un	249,000		100.000	5.440%	249,000	249,000	249,204	204	141
6/29/2022	7/1/2024	05961SNS9	CD - Banc Calif NA Irvine Ca	249,000		100.000	3.220%	249,000	249,000	247,095	(1,905)	152
8/25/2023	8/23/2024	20825WCK4	CD - Connexus Cr Un Wausau Wis	249,000		100.000	5.530%	249,000	249,000	249,620	620	205
9/14/2023	9/20/2024	15643VAC6	CD - Centris Fed Cr Un Omaha Neb	241,000		100.000	5.720%	241,000	241,000	242,048	1,048	233
1/31/2022	1/31/2025	70962LBA9	CD - Pentagon Federal Cr Un Tysons Corner Va	249,000		100.000	1.290%	249,000	249,000	240,315	(8,685)	366
2/23/2022	3/3/2025	02589ABM3	CD - American Express Natl Bk	248,000		100.000	1.850%	248,000	248,000	240,178	(7,822)	397
2/15/2022	2/14/2025	3133ENPG9	US Agency- Federal Farm Credit Bank	250,000		100.000	1.800%	250,000	250,000	242,428	(7,573)	380



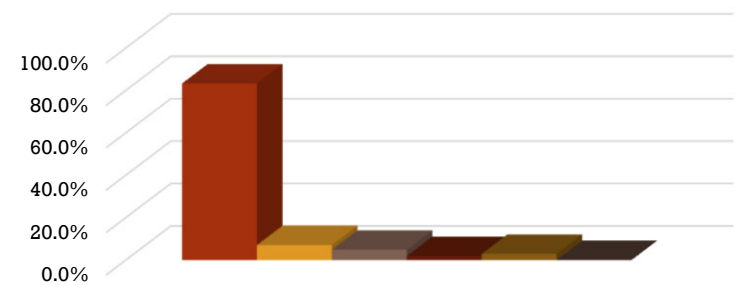
Summary of Cash and Investment Activity												
Purchase Date	Maturity Date	CUSIP / CD Number	Security Type	Par Value	Coupon	Purchase			Book Value	Market Value	Gain / (Loss)	Days to Maturity
						Price	Yield	Principal				
Totals/Weighted Average				\$ 25,601,674			5.032%	\$25,601,674	\$25,601,674	\$ 25,573,502	\$ (28,172)	27
Benchmark - 4-week Treasury Bill Rates Coupon Equivalent							5.380%					



Summary of Cash and Investment Activity

Distribution by Maturity

	Par Value	Percent
1 to 30 days	\$21,315,674	83.3%
31 to 90 days	1,806,000	7.1%
91 to 180 days	1,243,000	4.9%
181 days to 1 year	490,000	1.9%
1 to 2 years	747,000	2.9%
More than 2 years	-	0.0%
	<u>\$25,601,674</u>	<u>100.0%</u>

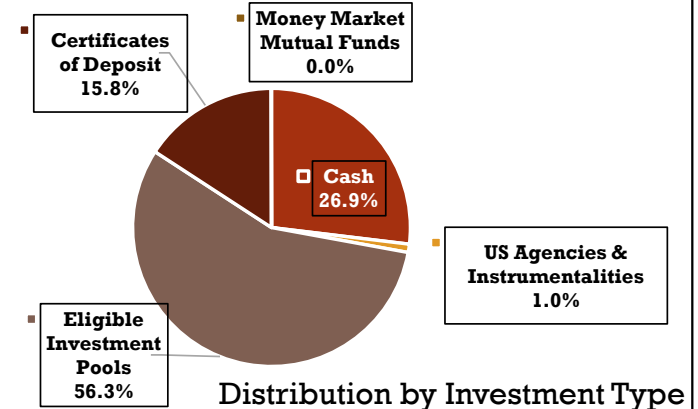


Distribution by Maturity

■ 1 to 30 days
 ■ 31 to 90 days
 ■ 91 to 180 days
■ 181 days to 1 year
 ■ 1 to 2 years
 ■ More than 2 years

Distribution by Investment Type

	Book Value	Percent
Cash	\$6,888,809	26.9%
US Agencies & Instrumentalities	250,000	1.0%
Eligible Investment Pools	14,416,202	56.3%
Certificates of Deposit	4,036,000	15.8%
US Treasury Bills / Notes / Bonds	-	0.0%
Money Market Mutual Funds	10,663	0.0%
Repurchase Agreements	-	0.0%
	<u>\$25,601,674</u>	<u>100.0%</u>



Distribution by Investment Type



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	\$ 268,178	\$ 268,178	\$ 268,178	\$ 10,663	\$ 10,663	\$ 10,663
N/A	N/A	LOGIC	Investment Pool	2,202,085	2,202,085	2,202,085	2,212,389	2,212,389	2,212,389
N/A	N/A	TexSTAR	Investment Pool	1,815,971	1,815,971	1,815,971	1,824,175	1,824,175	1,824,175
N/A	N/A	Texas Range	Investment Pool	1,816,087	1,816,087	1,816,087	1,824,333	1,824,333	1,824,333
N/A	N/A	Lone Star	Investment Pool	1,816,025	1,816,025	1,816,025	1,824,243	1,824,243	1,824,243
N/A	N/A	Texas FIT	Investment Pool	6,701,165	6,701,165	6,701,165	6,731,062	6,731,062	6,731,062
03/07/2023	3/7/2024	CD - First Technology Fed Cr Un San Jose Ca	Certificate of Deposit	249,000	249,000	249,000	249,000	249,000	248,955
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	247,922
3/14/2022	3/18/2024	CD - Comenity Bank Wilmington De	Certificate of Deposit	200,000	200,000	200,000	200,000	200,000	198,924
9/8/2023	3/18/2024	CD - Kearny Bk New Jersey	Certificate of Deposit	249,000	249,000	249,000	249,000	249,000	249,065
3/24/2023	3/25/2024	CD - Grow Finl Fed Cr Un Tampa Fla	Certificate of Deposit	249,000	249,000	249,000	249,000	249,000	249,002
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	111,388
4/21/2022	4/22/2024	CD - Ally Bk Sandy Utah	Certificate of Deposit	249,000	249,000	249,000	249,000	249,000	247,464
10/31/2022	4/30/2024	CD - United Heritage Cr Un Austin Tex	Certificate of Deposit	249,000	249,000	249,000	249,000	249,000	248,691
5/30/2023	5/30/2024	CD - Global Fed Cr Un Anchorage Alask	Certificate of Deposit	248,000	248,000	248,000	248,000	248,000	248,012
12/14/2023	6/14/2024	CD - Oklahomas Cr Un Okla City Okla	Certificate of Deposit	248,000	248,000	248,000	248,000	248,000	248,536
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	248,980
6/21/2023	6/20/2024	CD - Oregon Cmnty Cr Un	Certificate of Deposit	249,000	249,000	249,000	249,000	249,000	249,204
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	247,095
8/25/2023	8/23/2024	CD - Connexus Cr Un Wausau Wis	Certificate of Deposit	249,000	249,000	249,000	249,000	249,000	249,620
9/14/2023	9/20/2024	CD - Centris Fed Cr Un Omaha Neb	Certificate of Deposit	241,000	241,000	241,000	241,000	241,000	242,048
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	240,315
2/23/2022	3/3/2025	CD - American Express Natl Bk	Certificate of Deposit	248,000	248,000	248,000	248,000	248,000	240,178
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	242,428



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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								
Total of Investments				18,905,512	18,905,512	18,905,512	18,712,865	18,712,865	18,684,694
Cash					6,182,113	6,182,113		6,888,809	6,888,809
Total Investments & Cash					<u>\$ 25,087,625</u>	<u>\$ 25,087,625</u>		<u>\$ 25,601,674</u>	<u>\$ 25,573,502</u>



City of Jacksonville, Texas
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Cash and Investment Distribution by Fund										
Transaction Information		101 GENERAL FUND	102 DEBT SERVICE FUND	103 CAPITAL PROJECTS FUND	104 VEHICLE / EQUIPMENT REPLACEMENT FUND	110 GRANT FUND	111 HOTEL / MOTEL OCCUPANCY TAX FUND	112 COURT TECHNOLOGY FUND	113 COURT SECURITY FUND	114 COURT CHILD SAFETY TRUST FUND
Description	Security Type									
LOGIC	Investment Pool	\$ 712,149	\$ 193,158	\$ 154,607	\$ 156,539	\$ 268,266	\$ 77,092	\$ (2,671)	\$ 19,374	\$ 1,665
TexSTAR	Investment Pool	711,780	193,058	154,527	156,458	268,127	77,052	(2,669)	19,364	1,664
TexasDAILY	Investment Pool	711,842	193,074	154,541	156,472	268,150	77,059	(2,669)	19,366	1,665
Lone Star	Investment Pool	711,807	193,065	154,533	156,464	268,137	77,055	(2,669)	19,365	1,665
Texas FIT	Investment Pool	711,322	192,933	5,062,488	156,358	267,954	77,003	(2,667)	19,352	1,663
FNC	Money Market Mutual Funds	4,161	1,129	903	915	1,567	450	(16)	113	10
FNC Brokered CD's, Agencies	Certificates of Deposit, Agencies	1,672,367	453,600	363,071	367,607	629,979	181,039	(6,271)	45,497	3,911
Total of Investments		5,235,428	1,420,016	6,044,671	1,150,812	1,972,181	566,750	(19,633)	142,431	12,243
Cash		415,295	112,641	90,161	91,287	156,441	44,957	(1,557)	11,298	971
Total Investments & Cash		5,650,724	1,532,657	6,134,831	1,242,100	2,128,622	611,707	(21,190)	153,729	13,214

Transaction Information		115 POLICE STATE FORFEITURE FUND	116 POLICE FEDERAL FORFEITURE FUND	119 WAR MEMORIAL FUND	120 VENUE PROJECT FUND	201 WATER & WASTEWATER UTILITY FUND	301 BEAUTIFICATION FUND	801 PAYROLL PAYABLES	TOTAL
Description	Security Type								
LOGIC	Investment Pool	1,588	847	1,314	349,249	272,239	2,644	4,326	2,212,389
TexSTAR	Investment Pool	1,587	847	1,313	(38,000)	272,098	2,643	4,324	1,824,175
TexasDAILY	Investment Pool	1,587	847	1,313	(38,003)	272,122	2,643	4,325	1,824,333
Lone Star	Investment Pool	1,587	847	1,313	(38,001)	272,109	2,643	4,324	1,824,243
Texas FIT	Investment Pool	1,586	846	1,312	(37,975)	271,923	2,641	4,321	6,731,062
FNC	Money Market Mutual Funds	9	5	8	(222)	1,591	15	25	10,663
FNC Brokered CD's, Agencies	Certificates of Deposit, Agencies	3,729	1,990	3,085	(89,282)	639,310	6,209	10,160	4,286,000
Total of Investments		11,674	6,230	9,658	107,767	2,001,392	19,439	31,806	18,712,865
Cash		926	494	766	(22,171)	5,983,234	1,542	2,523	6,888,809
Total Investments & Cash		\$ 12,600	\$ 6,724	\$ 10,425	\$ 85,596	\$ 7,984,626	\$ 20,981	\$ 34,329	\$ 25,601,673.98



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Summary of Cash and Investment Activity

Summary of Investment Earnings

Description	101 GENERAL FUND	102 DEBT SERVICE FUND	104 VEHICLE / EQUIPMENT REPLACEMENT 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	\$ 1,386.66	\$ 376.11	\$ 301.04	\$ 304.80	\$ 522.35	\$ 150.11	\$ (5.20)	\$ 37.72	\$ 3.24
LOGIC	3,316.74	899.61	720.06	729.06	1,249.41	359.05	(12.44)	90.23	7.76
TexSTAR	3,201.17	868.26	694.97	703.66	1,205.88	346.54	(12.00)	87.09	7.49
TexasDAILY	3,217.43	872.67	698.50	707.23	1,212.00	348.30	(12.07)	87.53	7.52
Lone Star	3,206.66	869.75	696.17	704.86	1,207.95	347.13	(12.03)	87.24	7.50
Texas FIT	3,159.35	856.92	22,485.16	694.47	1,190.13	342.01	(11.85)	85.95	7.39
FNC Money Market Mutual Funds	102.98	27.93	22.36	22.64	38.79	11.15	(0.39)	2.80	0.24
FNC Brokered CD's, US Agencies	6,467.00	1,754.06	1,403.98	1,421.53	2,436.11	700.07	(24.25)	175.94	15.12
Total	24,057.99	6,525.30		5,288.25	9,062.62	2,604.35	(90.22)	654.50	56.26

Summary of Investment Earnings

Description	115 POLICE STATE FORFEITURE FUND	116 POLICE FEDERAL FORFEITURE FUND	119 WAR MEMORIAL FUND	120 VENUE PROJECT FUND	201 WATER & WASTEWATER UTILITY FUND	301 BEAUTIFICATION FUND	801 PAYROLL PAYABLES	TOTAL
Bank Interest	3.09	1.65	2.56	(74.03)	25,597.98	5.15	8.42	28,621.66
LOGIC	7.40	3.95	6.12	1,626.59	1,267.92	12.31	20.15	10,303.92
TexSTAR	7.14	3.81	5.91	(170.90)	1,223.74	11.89	19.45	8,204.08
TexasDAILY	7.17	3.83	5.94	(171.77)	1,229.95	11.95	19.55	8,245.73
Lone Star	7.15	3.82	5.92	(171.19)	1,225.84	11.91	19.48	8,218.14
Texas FIT	7.04	3.76	5.83	(168.67)	1,207.75	11.73	19.19	29,896.16
FNC Money Market Mutual Funds	0.23	0.12	0.19	(5.50)	39.37	0.38	0.63	263.92
FNC Brokered CD's, US Agencies	14.42	7.70	11.93	(345.25)	2,472.19	24.01	39.29	16,573.84
Total	\$ 53.64	\$ 28.63	\$ 44.38	\$ 519.28	\$ 34,264.74	\$ 89.33	\$ 146.16	\$ 110,327.45

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

Roxanna Briley

Roxanna Briley
Finance Director



JACKSONVILLE POLICE DEPARTMENT

MONTHLY REPORT

February 2024

POPULATION DATA		
January-23	14,923	
January-24	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 2024	2024 Per 1000/capita	YTD 2023	2023 Per 1000/capita	Amount of Change	Percent Increase/Decrease
Murder	0	0	No Change	*NC	0	0.00	0	0.00	No Change	*NC
Rape	1	0	1	*NC	1	0.07	2	0.13	-1	-50.00
Robbery	0	0	No Change	*NC	0	0.00	1	0.07	-1	-100.00
Individual	0	0	No Change	*NC	0	0.00	0	0.00	No Change	*NC
Business	0	0	No Change	*NC	0	0.00	1	0.07	-1	-100.00
Assaults	18	20	-2	-10.00	38	2.68	41	2.75	-3	-7.32
Aggravated	4	4	No Change	0.00	8	0.56	9	0.60	-1	-11.11
Other Assaults	14	16	-2	-12.50	30	2.11	32	2.14	-2	-6.25
Burglary	4	4	No Change	0.00	8	0.56	6	0.40	2	33.33
Habitation	3	3	No Change	0.00	6	0.42	3	0.20	3	100.00
Building	1	1	No Change	0.00	2	0.14	3	0.20	-1	-33.33
Theft	15	26	-11	-42.31	41	2.89	54	3.62	-13	-24.07
Burglary Vehicle	0	1	-1	-100.00	1	0.07	3	0.20	-2	-66.67
Burglary Coin-Op Machine	0	0	No Change	*NC	0	0.00	0	0.00	No Change	*NC
Thefts	15	25	-10	-40.00	40	2.82	51	3.42	-11	-21.57
Motor Vehicle Theft	2	2	No Change	0.00	4	0.28	10	0.67	-6	-60.00
TOTAL OFFENSES	40	52	-12	-23.08	92	6.48	114	7.64	-22	-19.30

TRAFFIC ACCIDENT SUMMARY

ACTIVITY	MONTHLY				YEAR TO DATE					
	Monthly Totals	Previous Month's Totals	Amount of Change	Percent Increase/Decrease	YTD 2024	2024 Per 1000/capita	YTD 2023	2023 Per 1000/capita	Amount of Change	Percent Increase/Decrease
Motor Vehicle Accidents	21	32	-11	-34.38	53	3.73	51	3.42	2	3.92
Injury Accidents	7	6	1	16.67	13	0.92	12	0.80	1	8.33
Number Transported	10	8	2	25.00	18	1.27	10	0.67	8	80.00
Fatality Accidents	0	0	No Change	*NC	0	0.00	0	0.00	No Change	*NC
Fatalities	0	0	No Change	*NC	0	0.00	0	0.00	No Change	*NC

PATROL & TRAFFIC DIVISIONS ACTIVITY

ACTIVITY	MONTHLY				YEAR TO DATE					
	Monthly Totals	Previous Month's Totals	Amount of Change	Percent Increase/Decrease	YTD 2024	2024 Per 1000/capita	YTD 2023	2023 Per 1000/capita	Amount of Change	Percent Increase/Decrease
Calls for Service	2,136	1,460	676	46.30	3,596	253.36	2,983	199.89	613	20.55
Citations	315	311	4	1.29	626	44.11	530	35.52	96	18.11
Offense Reports	126	117	9	7.69	243	17.12	286	-391.78	-43	-15.03
Response Time Avg. Emergency	7.42	4.57	2.85	62.36	7.18		6.06		1.12	18.48
Response Time Avg. Non-Emer.	9.51	5.11	4.40	86.11	7.46		6.90		0.56	8.12

COMMUNICATIONS DIVISION ACTIVITY

ACTIVITY	MONTHLY				YEAR TO DATE					
	Monthly Totals	Previous Month's Totals	Amount of Change	Percent Increase/Decrease	YTD 2024	2024 Per 1000/capita	YTD 2023	2023 Per 1000/capita	Amount of Change	Percent Increase/Decrease
NCIC/TCIC Entries	431	422	9	2.13	85	5.99	825	55.28	-740	-89.70
911 Calls - Total	347	375	-28	-7.47	722	50.87	592	39.67	130	21.96
911 Calls - Police	214	209	5	2.39	423	29.80	360	24.12	63	17.50
911 Calls - Fire	76	77	-1	-1.30	153	10.78	113	7.57	40	35.40
911 Calls - EMS	133	173	-40	-23.12	306	21.56	260	17.42	46	17.69

CRIMINAL INVESTIGATION DIVISION ACTIVITY

ACTIVITY	MONTHLY				YEAR TO DATE					
	Monthly Totals	Previous Month's Totals	Amount of Change	Percent Increase/Decrease	YTD 2024	2024 Per 1000/capita	YTD 2023	2023 Per 1000/capita	Amount of Change	Percent Increase/Decrease
Cases Assigned	44	84	-40	-47.62	128	9.02	128	8.58	No Change	0.00
Cases Cleared	45	60	-15	-25.00	105	7.40	145	9.72	-40	-27.59
Cases Filed (Misdemeanor)	43	71	-28	-39.44	114	8.03	114	7.64	No Change	0.00
Cases Filed (Felony)	29	38	-9	-23.68	67	4.72	83	5.56	-16	-19.28
Cases Filed (Juvenile)	4	2	2	100.00	6	0.42	0	0.00	6	*NC

ARRESTS

ACTIVITY	MONTHLY				YEAR TO DATE					
	Monthly Totals	Previous Month's Totals	Amount of Change	Percent Increase/Decrease	YTD 2024	2024 Per 1000/capita	YTD 2023	2023 Per 1000/capita	Amount of Change	Percent Increase/Decrease
DWI Arrest	19	12	7	58.33	31	2.18	19	1.27	12	63.16
Adult Arrests	182	122	60	49.18	304	21.42	116	7.77	188	162.07
City Warrant Cleared	142	130	12	9.23	272	19.16	199	13.34	73	36.68
Drug Related Arrests	42	17	25	147.06	59	4.16	41	2.75	18	43.90
Juvenile Arrests	1	4	-3	-75.00	5	0.35	1	0.07	4	400.00

POLICE PERSONNEL

ACTIVITY	MONTHLY				YEAR TO DATE					
	Monthly Totals	Previous Month's Totals	Amount of Change	Percent Increase/Decrease	YTD 2024	2024 Per 1000/capita	YTD 2023	2023 Per 1000/capita	Amount of Change	Percent Increase/Decrease
TCOLE Training Hours	151	102	49	48.04	253	17.83	112	7.51	141	125.89
Community Meetings	4	3	1	33.33	7	0.49	16	1.07	-9	-56.25
Lake Patrol Hours	0	0	No Change	*NC	0	0.00	0	0.00	No Change	*NC
Volunteer Hours	42	39	3	7.69	81	5.71	111	7.44	-30	-27.03
Volunteer Security Checks	31	30	1	3.33	61	4.30	326	21.85	-265	-81.29
Open Records Requests	96	160	-64	-40.00	256	18.04	285	19.10	-29	-10.18
Special Events	0	0	No Change	*NC	0	0.00	0	0.00	No Change	*NC

CODE ENFORCEMENT ACTIVITY

ACTIVITY	MONTHLY				YEAR TO DATE					
	Monthly Totals	Previous Month's Totals	Amount of Change	Percent Increase/Decrease	YTD 2024	2024 Per 1000/capita	YTD 2023	2023 Per 1000/capita	Amount of Change	Percent Increase/Decrease
Inspections - Trash	17	103	-86	-83	120	8.45	68	4.56	52	76.5
- Junk Vehicles	7	38	-31	-82	45	3.17	15	1.01	30	200.0
- Grass/Weeds	0	30	-30	-100	30	2.11	6	0.40	24	400.0
- Illegal Signs	41	57	-16	-28	98	6.90	99	6.63	-1	-1.0
- Unsafe Conditions	0	0	No Change	*NC	0	0.00	3	0.20	-3	-100.0
- Vendors	2	0	2	*NC	2	0.14	2	0.13	No Change	0.0
- Other	23	26	-3	-12	49	3.45	14	0.94	35	250.0
Resolved - Trash	55	78	-23	-29	133	9.37	30	2.01	103	343.3
- Junk Vehicles	19	14	5	36	33	2.33	10	0.67	23	230.0
- Grass/Weeds	26	16	10	63	42	2.96	6	0.40	36	600.0
- Illegal Signs	42	57	-15	-26	99	6.98	99	6.63	No Change	0.0
- Unsafe Conditions	0	0	No Change	*NC	0	0.00	3	0.20	-3	-100.0
- Vendors	2	0	2	*NC	2	0.14	2	0.13	No Change	0.0
- Other	23	13	10	77	36	2.54	13	0.87	23	176.9

ANIMAL SERVICES ACTIVITY

ACTIVITY	MONTHLY				YEAR TO DATE					
	Monthly Totals	Previous Month's Totals	Amount of Change	Percent Increase/Decrease	YTD 2024	2024 Per 1000/capita	YTD 2023	2023 Per 1000/capita	Amount of Change	Percent Increase/Decrease
Dogs - Intake	34	37	-3	-8	71	5.00	48	3.22	23	47.9
Dogs - Adopted / Rescued	14	13	1	8	27	-36.99	36	2.41	-9	-25.0
Dogs - Reclaimed by Owner	3	7	-4	-57	10	0.70	12	0.80	-2	-16.7
Cats - Intake	12	8	4	50	20	1.41	23	1.54	-3	-13.0
Cats - Adopted / Rescued	8	10	-2	-20	18	1.27	7	0.47	11	157.1
Cats - Reclaimed by Owner	1	0	1	*NC	1	0.07	0	0.00	1	*NC
Calls for Service Total	118	114	4	4	232	16.35	175	11.73	57	32.6
Barking Dogs	1	0	1	*NC	1	0.07	4	0.27	-3	-75.0
Loose Animals	112	58	54	93	213	15.01	143	9.58	70	49.0
Other Wildlife - Livestock	5	2	3	150	7	0.49	10	0.67	-3	-30.0
Value of Donated Materials	\$200	\$350	-150	-43	\$550	38.75	\$1,220	81.75	-\$670	-54.9
Volunteer Hours	7	1	6	600	8	0.56	34	2.28	-26	-76.5
Community Service Hours	196	248	-52	-21	444	31.28	573	38.40	-129	-22.5



MONTHLY REPORT

FEBRUARY 2024



Contact Us

-  (903) 586-7131
-  fireadmin@jacksonvilletx.org
-  www.jacksonvillefire.org
-  911 South Bolton St.
Jacksonville, TX 75766

EMPLOYEE SPOTLIGHTS



MIKE TERRY

25th
ANNIVERSARY



DAN PARSONS

20th
ANNIVERSARY



DRAKE WILSON

13th
ANNIVERSARY

HAPPY BIRTHDAY



NATHAN PALMER

FIREFIGHTER / PARAMEDIC

February 1st



ALEX BOOTHE

FIREFIGHTER / PARAMEDIC

February 23rd

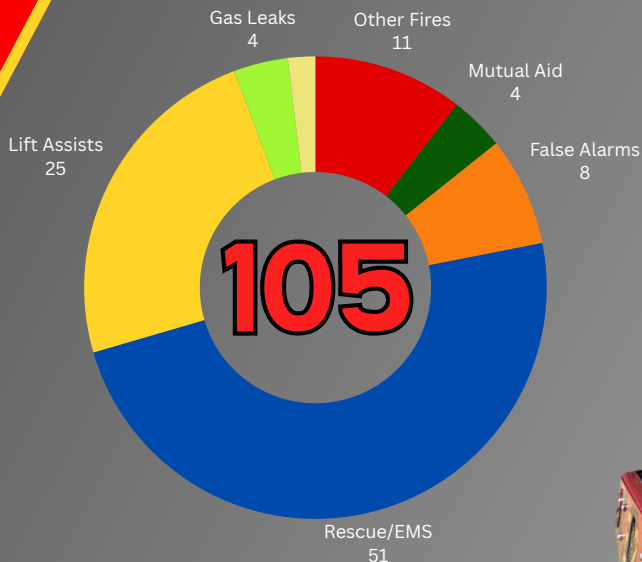


MARK SIMMONS

CAPTAIN / PARAMEDIC

February 26th

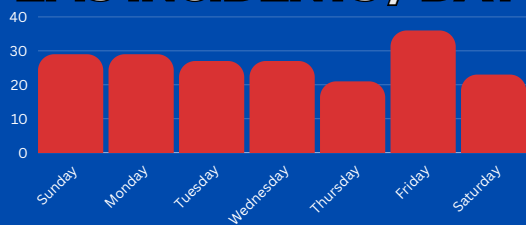




FIRE INCIDENTS



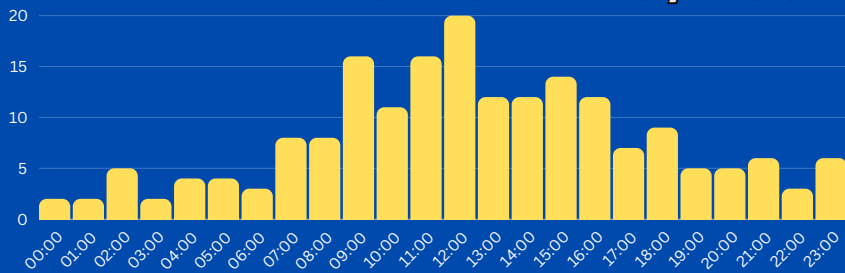
EMS INCIDENTS / DAY



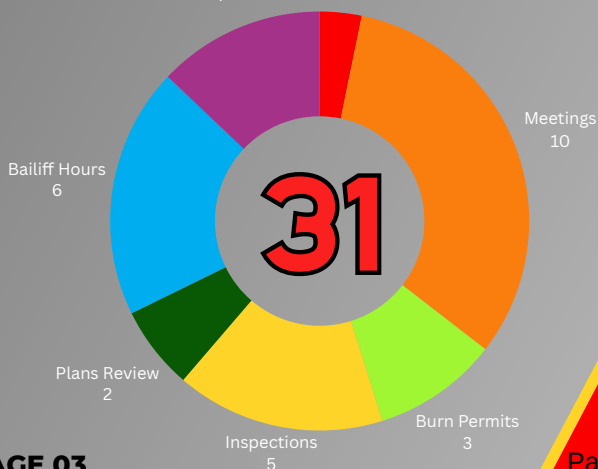
EMS INCIDENTS

192

EMS INCIDENTS / HOUR



Applicant Background Investigations



PREVENTION



www.jacksonvillefire.org

YEAR-TO-DATE COMPS

2023 - 2024



TOTAL EMS CALL VOLUME
FEBRUARY 1 - FEBRUARY 29

192

FEBRUARY HIGHLIGHTS



The Jacksonville Garden Club recently stopped by to donate cases of water for our personnel.



Texas Fire Apparatus stopped by in February to let our Apparatus Committee inspect a new quint apparatus on the way to its new home in El Paso, Texas.

JACKSONVILLE



**JACKSONVILLE FIRE DEPT.
FIRE/EMS/RESCUE**

903-586-7131
911 S. Bolton St.
Jacksonville, TX 75766

OPEN POSITION

• Firefighter/EMT (Paramedic Preferred)

WE ARE

HIRING!

COME JOIN OUR TEAM

HIRING STEPS

- Application
- Orientation
- Physical Ability Test
- Hiring/Interview Board
- Fire Chief's Interview
- Conditional Job Offer
- Medical Evaluation

APPLY NOW



Contact Us

- (903) 586-7131
- fireadmin@jacksonvilletx.org
- www.jacksonvillefire.org
- 911 South Bolton St.
Jacksonville, TX 75766



Community & Public Services Reported Concerns



Monthly Report

February-24

Gov Pilot Work Orders

Building

CONCERN

Building

Illegal Use of Occupancy

Misc. - Issue Internal Use

General

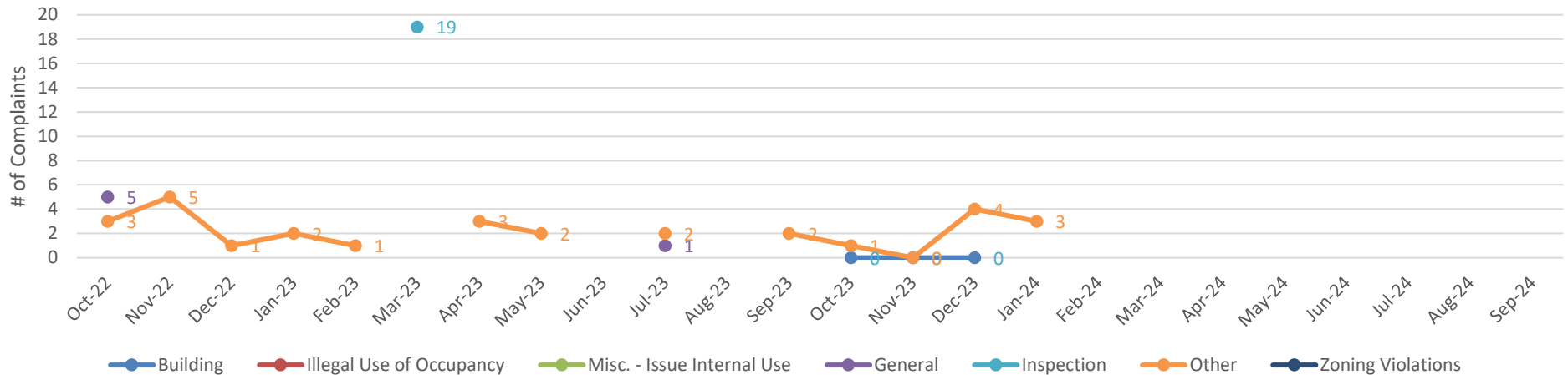
Inspection

Other

Zoning Violations

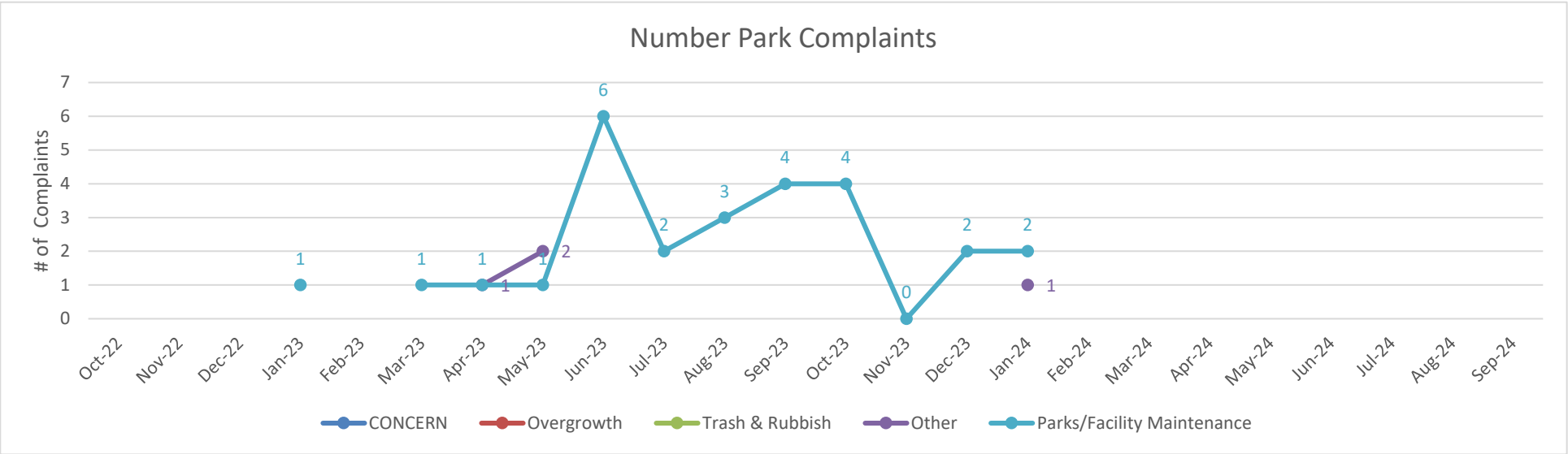
Feb-24	Oct. 1 - YTD	Notes:
0	0	
0	0	
0	0	
0	0	
0	0	
3	8	
0	0	

Number Building Complaints



Parks
CONCERN
Overgrowth
Trash & Rubbish
Other
Parks/Facility Maintenance

Feb-24	Oct. 1 - YTD	Notes:
0	0	
0	0	
0	1	
0	8	

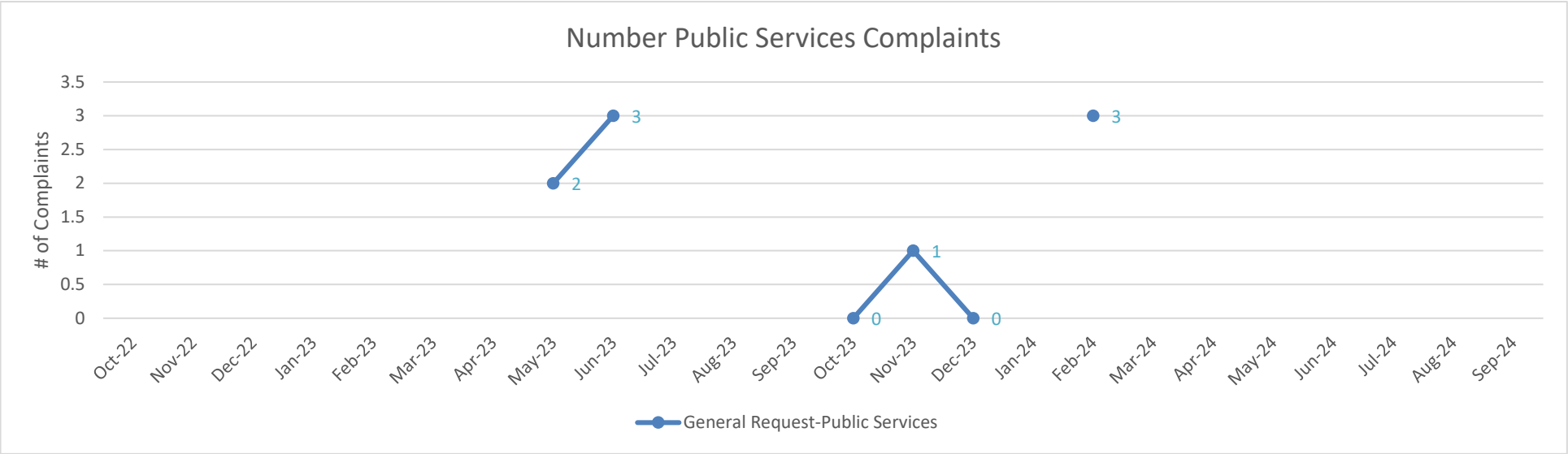


Public Services

CONCERN

General Request-Public Services

Feb-24	Oct. 1 - YTD	Notes:
0	4	



Sanitation

CONCERN

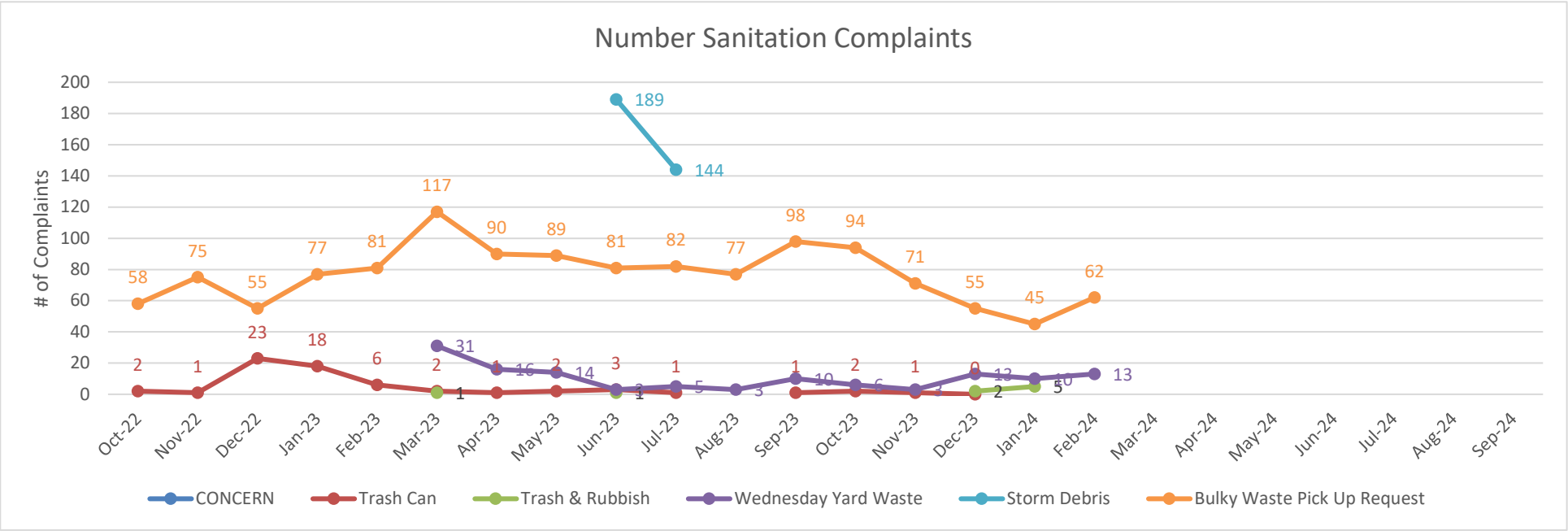
Trash Can

Trash & Rubbish

Wednesday Yard Waste

Bulky Waste Pick Up Request

Feb-24	Oct. 1 - YTD	Notes:
0	3	7 Christmas Trees
0	7	
13	45	
62	327	

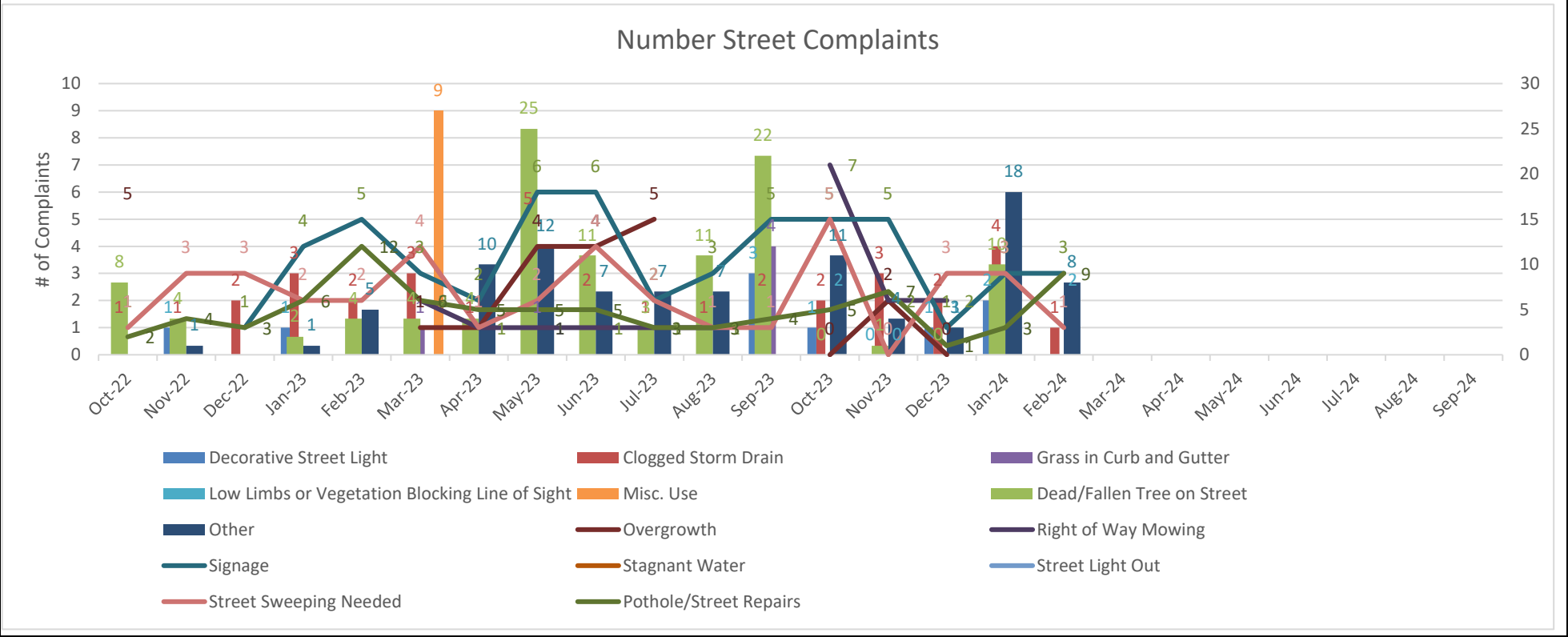


Streets

CONCERN

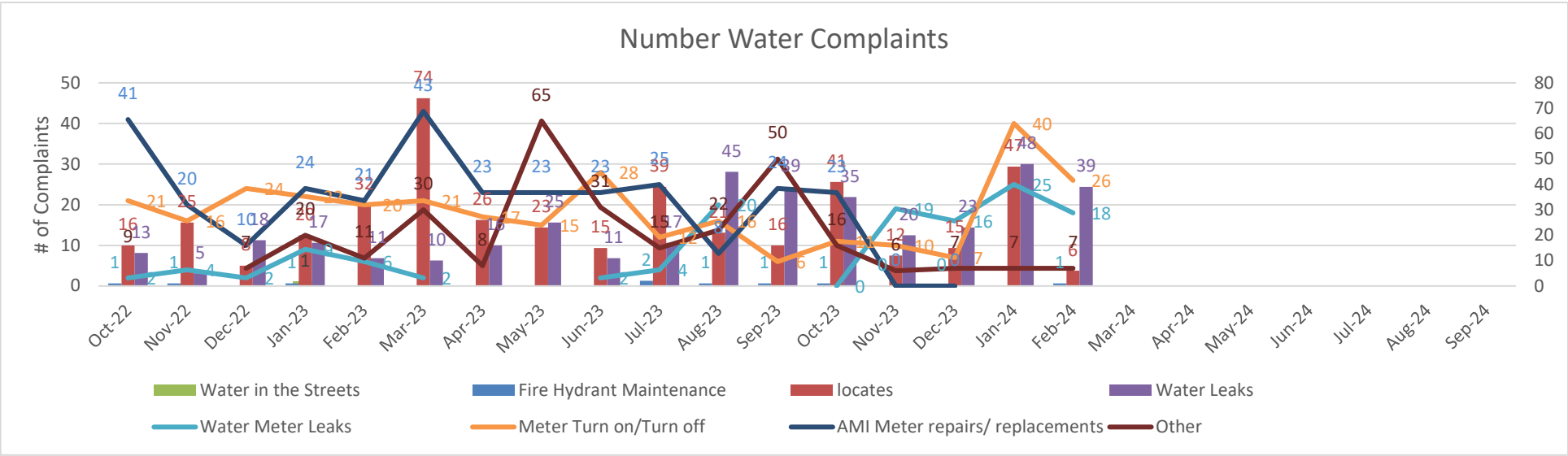
- Decorative Street Light
- Clogged Storm Drain
- Dead/Fallen Tree on Street
- Grass in Curb and Gutter
- Low Limbs or Vegetation Blocking Line of Sight
- Misc. Use
- Other
- Overgrowth
- Pothole/Street Repairs
- Right of Way Mowing
- Signage
- Stagnant Water
- Street Light Out
- Street Sweeping Needed

Feb-24	Oct. 1 - YTD	Notes:
0	4	
1	12	
0	11	
0	0	
2	5	
0	0	
8	44	
0	2	
9	25	
0	11	
3	17	
0	0	
0	0	
1	12	



Water
CONCERN
Fire Hydrant Maintenance
locates
Water in the Streets
Water Leaks
Water Meter Leaks
Meter Turn on/Turn off
AMI Meter repairs/ replacements
Other

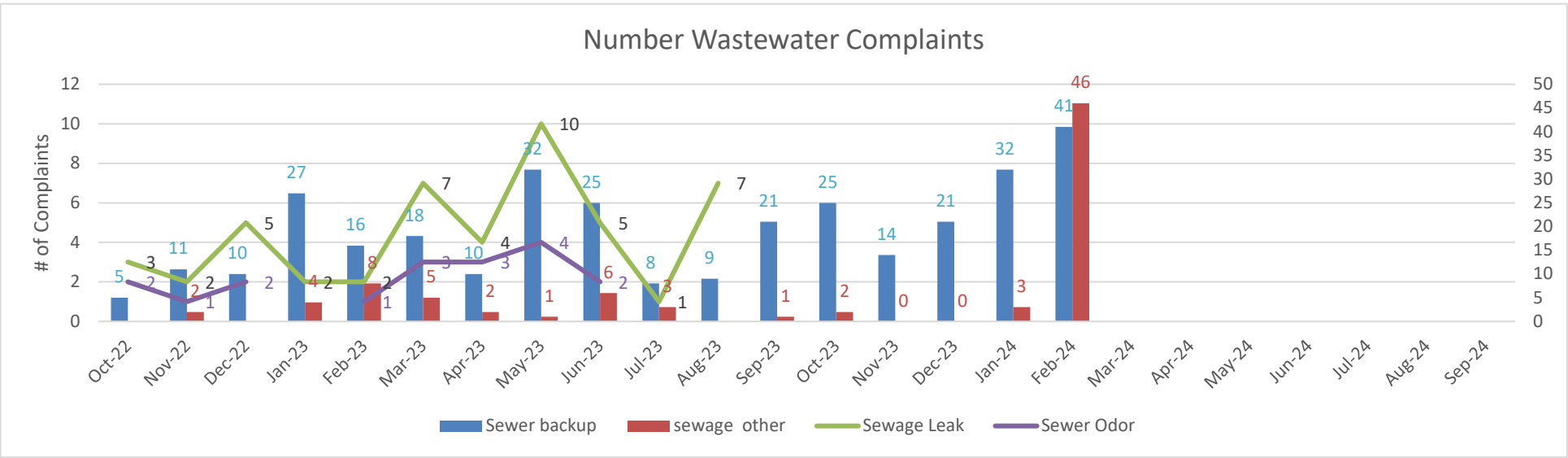
Feb-24	Oct. 1 - YTD	Notes:
1	2	
6	121	
0	0	
39	165	
18	78	
26	94	
0	23	
7	43	



Wastewater Collection

CONCERN
Sewer backup
sewage other
Sewage Leak
Sewer Odor

Feb-24	Oct. 1 - YTD	Notes:
41	133	
46	51	
0	0	
0	0	



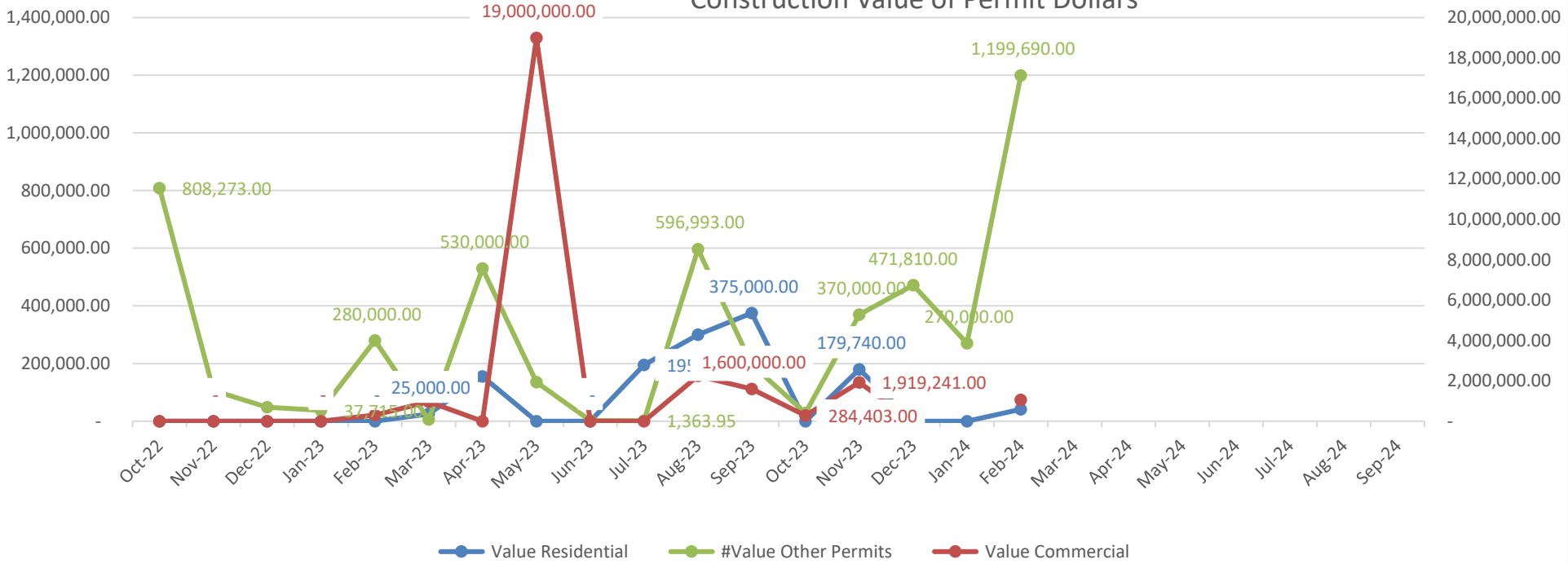
Gov Pilot Totals	286	1256
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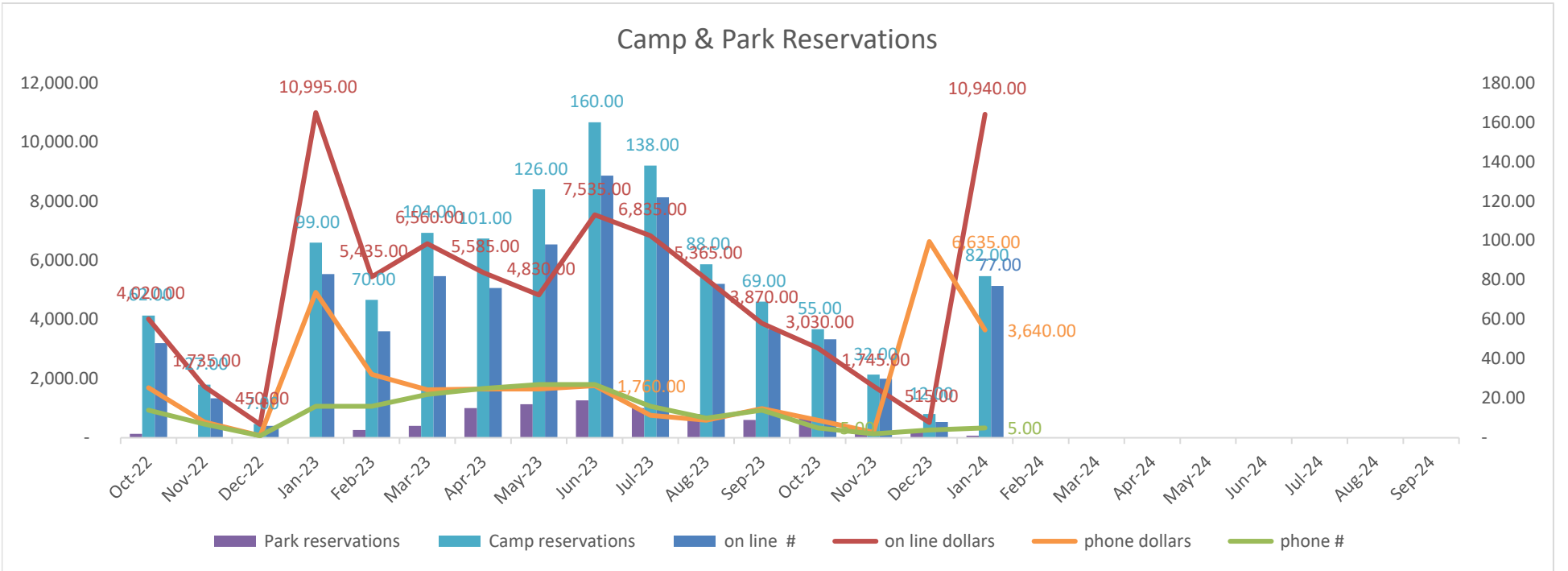
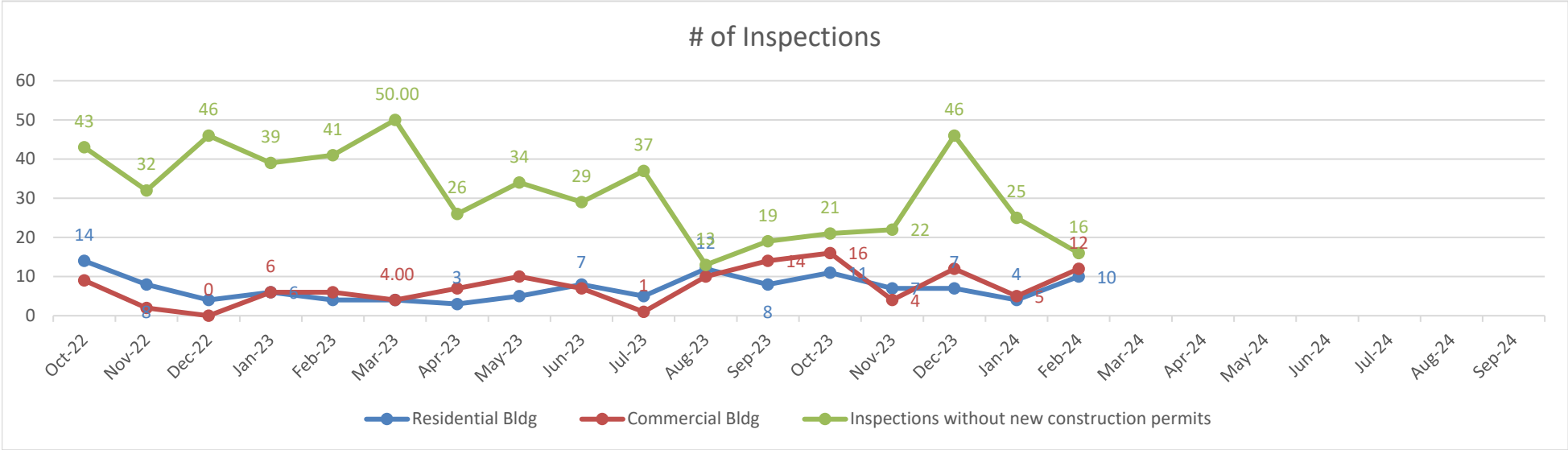
Building Department

Number Building Permits Issued



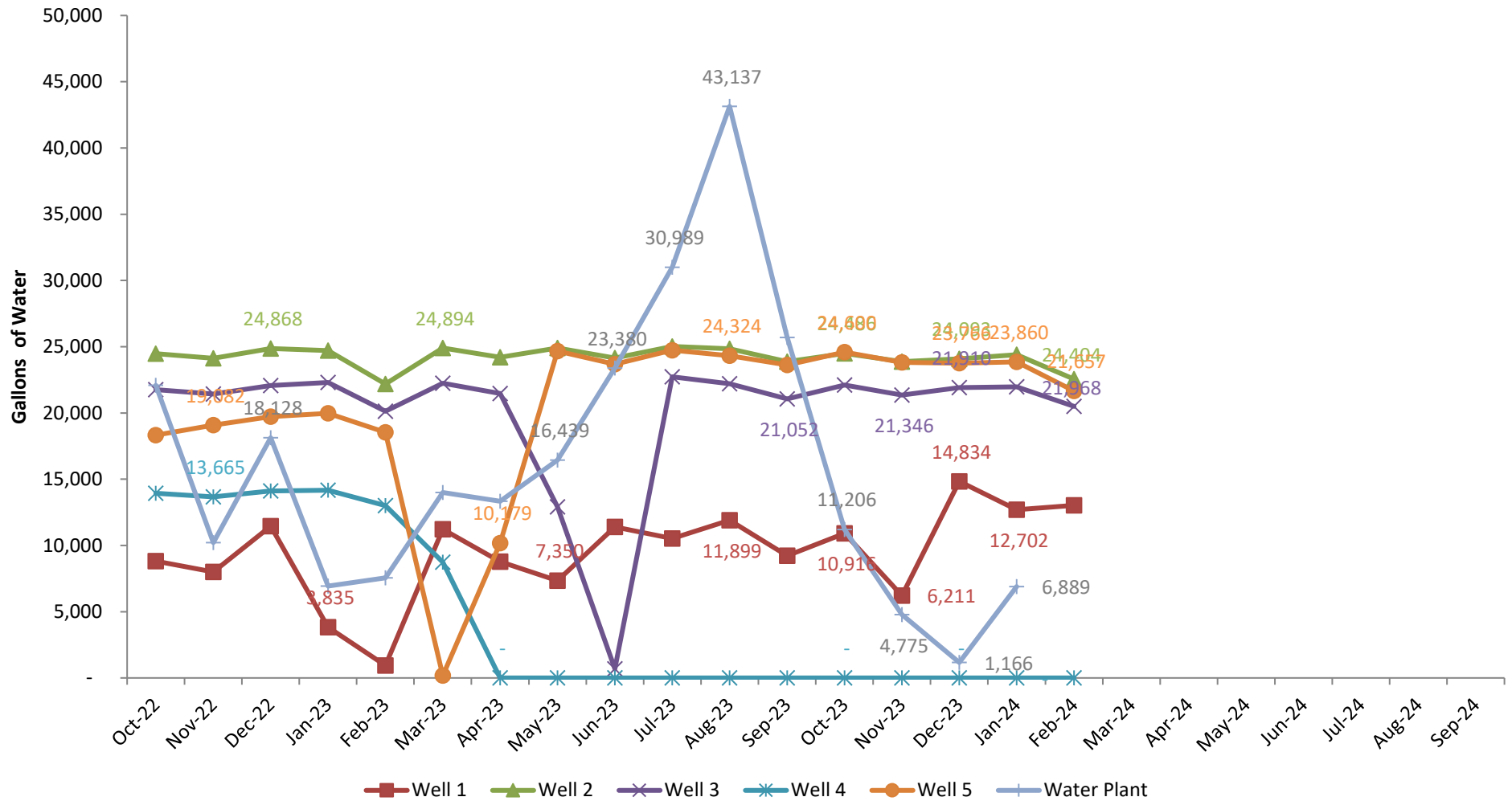
Construction Value of Permit Dollars





Water Production Department

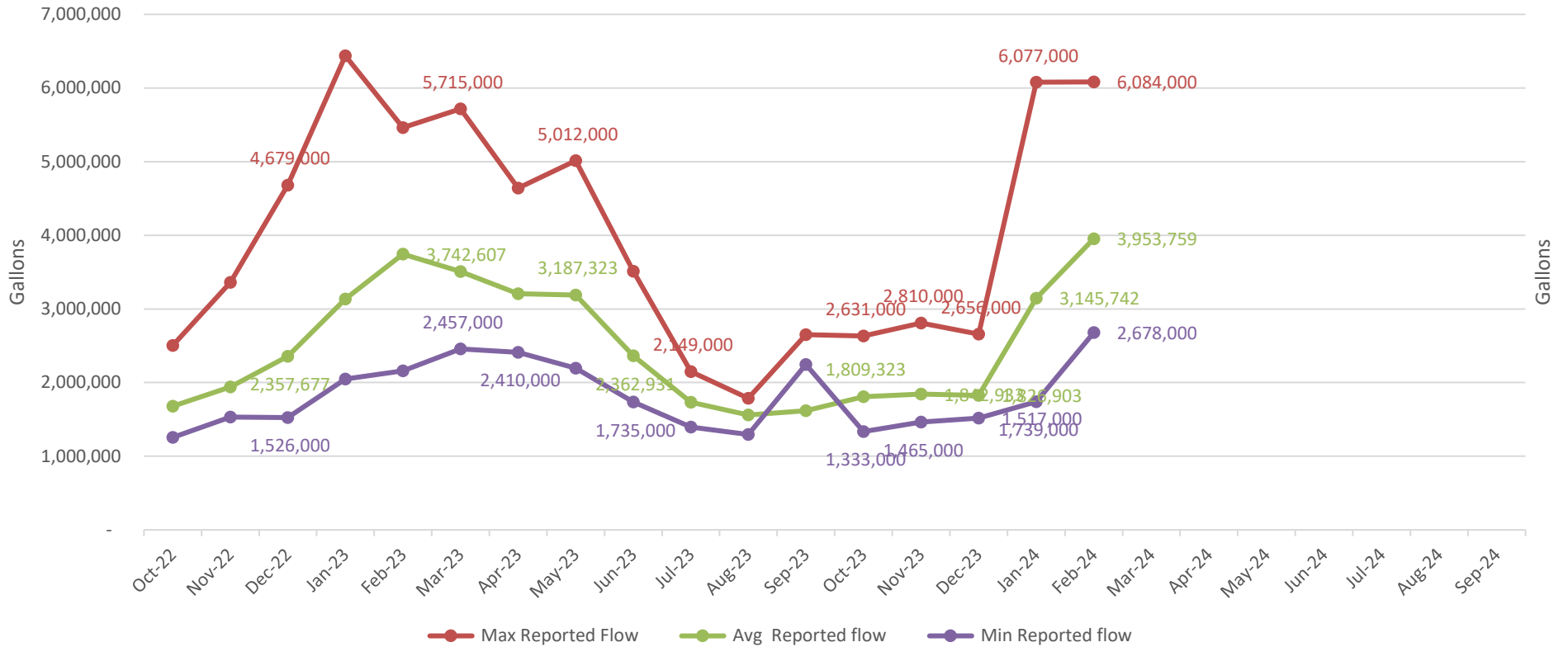
Monthly Water Production

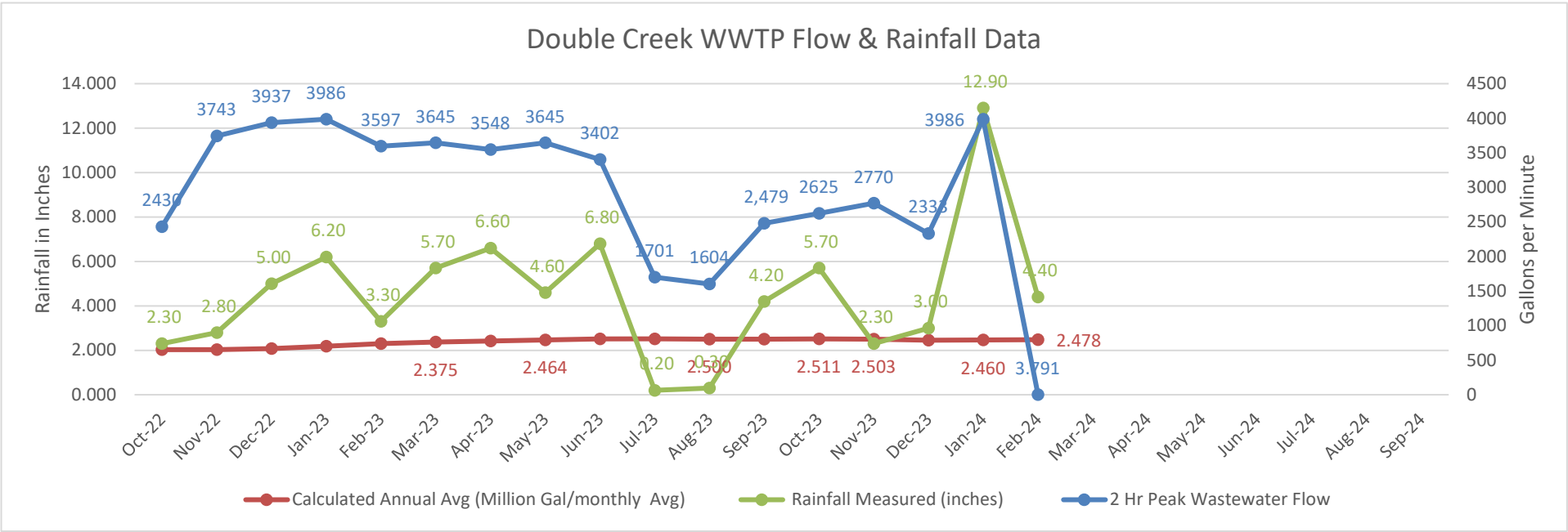


** information from Water Plant Daily Production Logs

Wastewater Treatment Department

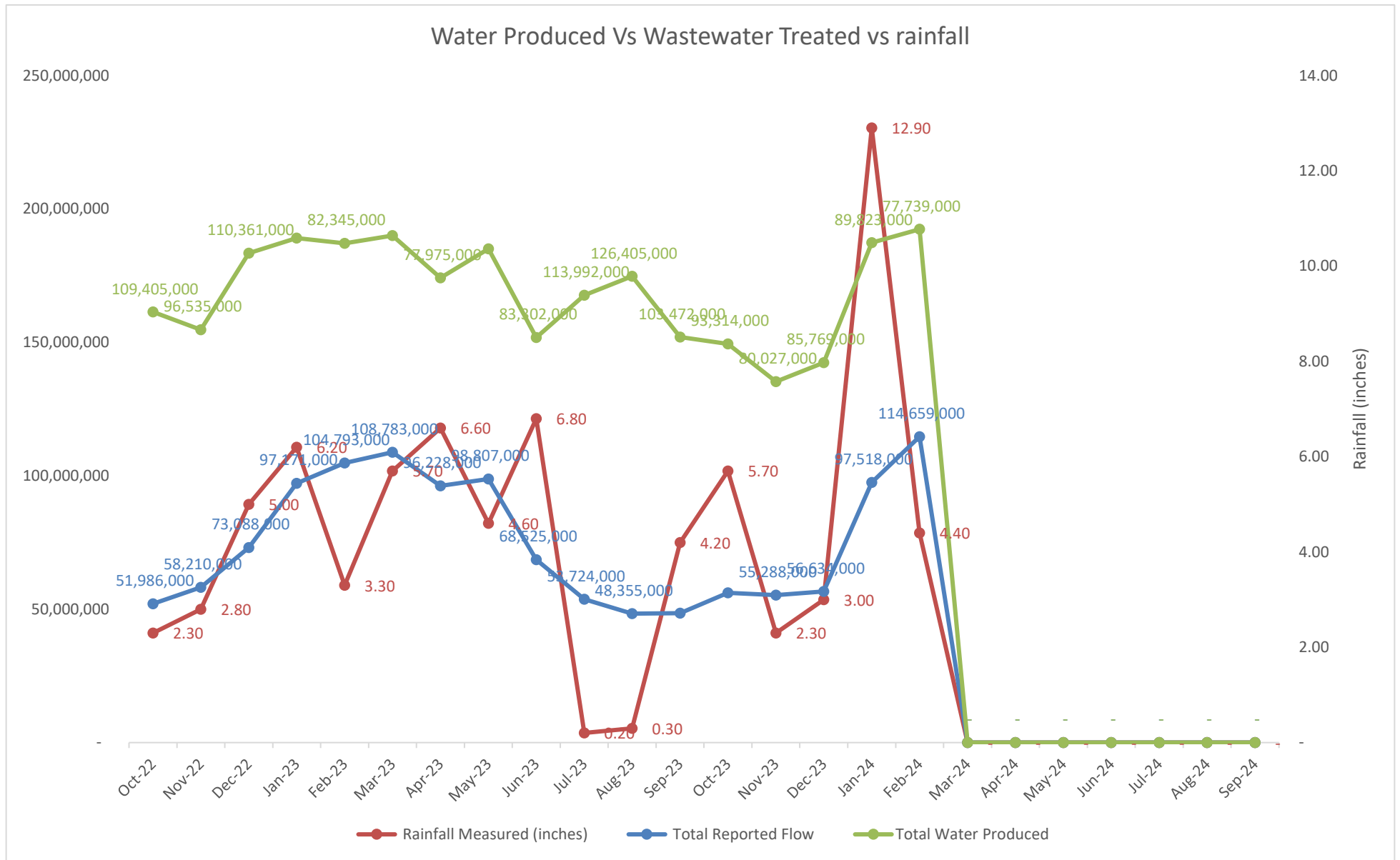
Double Creek WWTP reported Flows





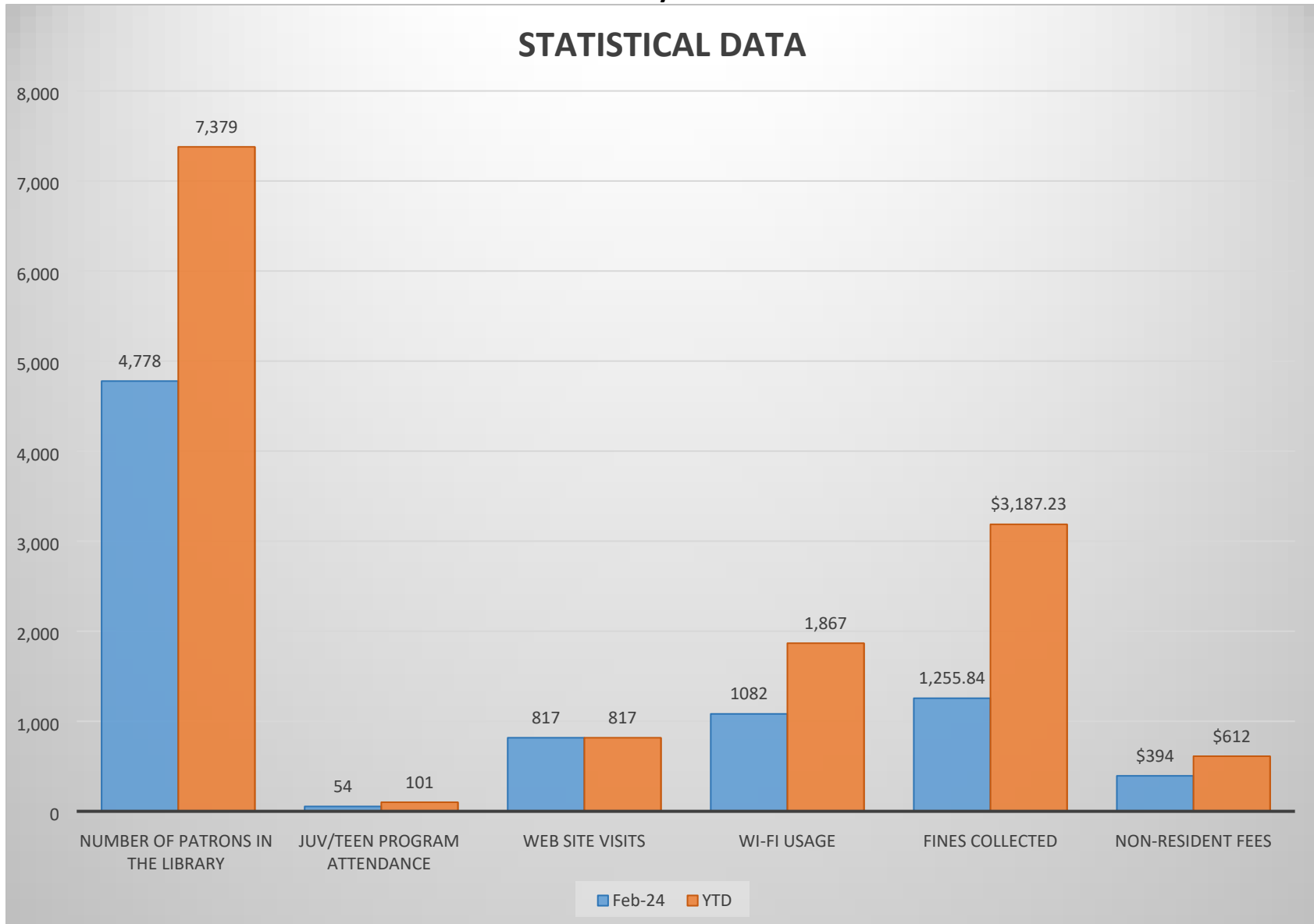
** information from WasteWater Plant Daily Log Reports

Water Vs Wastewater Treatment Comparison



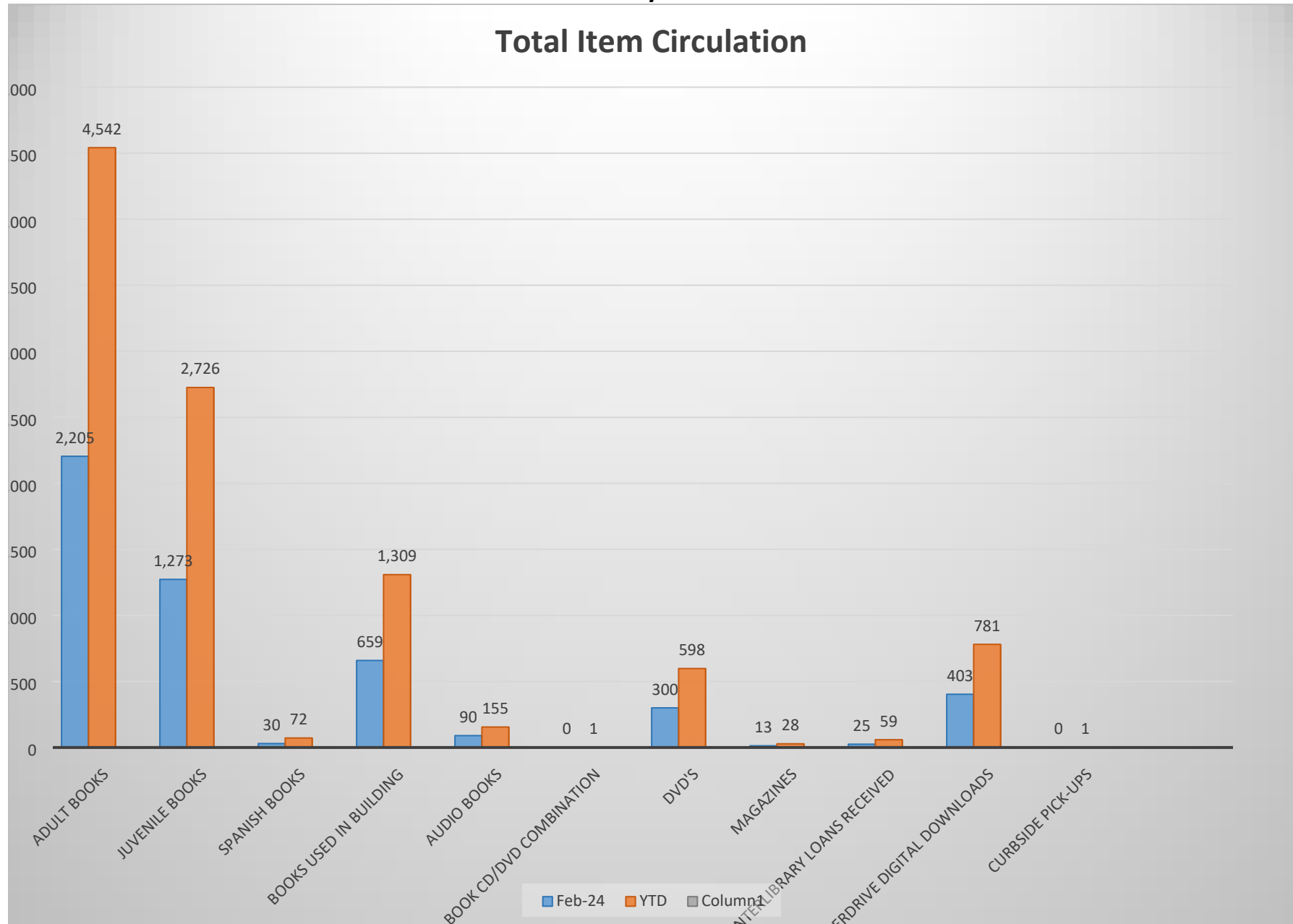
CITY OF JACKSONVILLE
PUBLIC LIBRARY
MONTHLY REPORT
February 2024

STATISTICAL DATA



CITY OF JACKSONVILLE
PUBLIC LIBRARY
MONTHLY REPORT
February 2024

Total Item Circulation



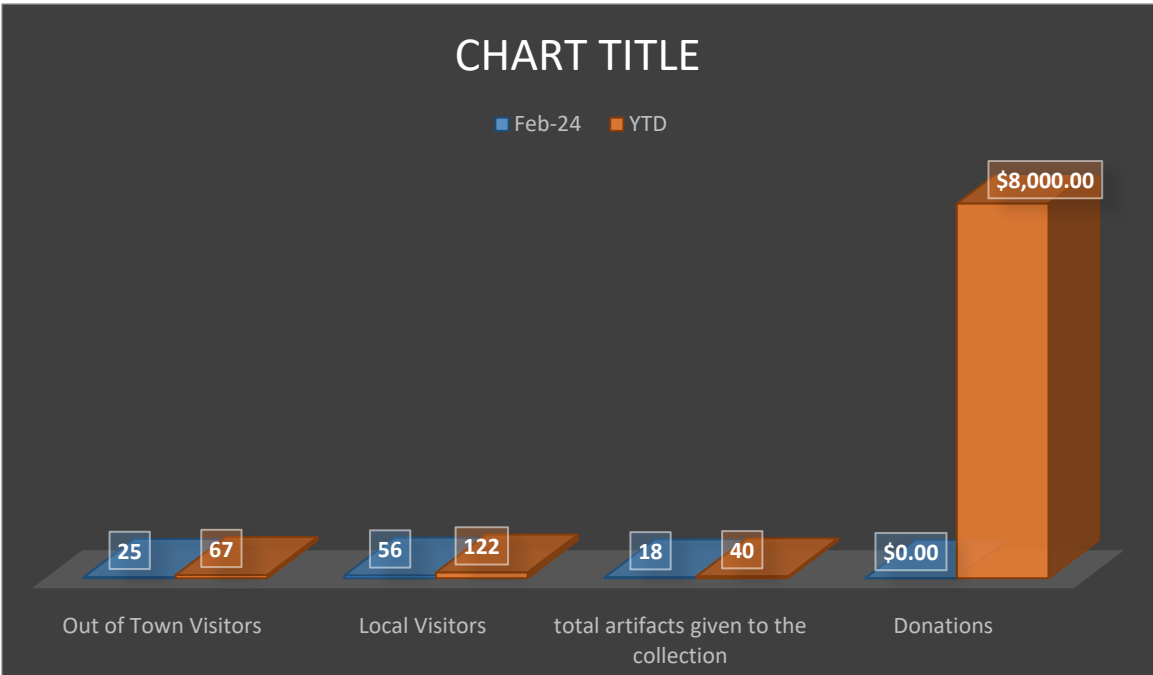
**CITY OF JACKSONVILLE
PUBLIC LIBRARY
MONTHLY REPORT
February 2024**

Items provided to other libraries through Interlibrary Loan: 21 monthly / YTD 55 total.

Book and DVD gifts to the library for the month of January: 8 items / YTD 23 items.

The data for this report was gathered on March 1, 2024.

CITY OF JACKSONVILLE
Vanishing Texana Museum
MONTHLY REPORT
February 2024



February 2024 total museum visitors - 81

Artifacts loaned for February = 6

Special Events for February - 1