



THE CITY OF JACKSONVILLE

**JACKSONVILLE CITY COUNCIL MEETING
JACKSONVILLE CITY HALL COUNCIL CHAMBERS
315 S. RAGSDALE
TUESDAY, AUGUST 13, 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. 551.074 PERSONNEL MATTERS - CITY MANAGER ANNUAL REVIEW****
 - 2. 6:00 PM CALL TO ORDER**
 - 3. INVOCATION**
 - 4. PLEDGE OF ALLEGIANCE US & TEXAS FLAGS**
 - 5. SPECIAL PRESENTATION –
 - A. BUSINESS OF THE MONTH PRESENTED BY JEDCO PRESIDENT SHANE PACE - ALL SMILES****
 - 6. CITIZEN PARTICIPATION**
 - 7. CONSENT AGENDA - ITEMS UNDER CONSENT AGENDA REQUIRE LITTLE OR NO DELIBERATIONS BY COUNCIL. APPROVAL OF CONSENT AGENDA AUTHORIZES THE CITY MANAGER OR HIS DESIGNEES TO PROCEED WITH CONCLUSION OF EACH ITEM IN ACCORDANCE WITH STAFF RECOMMENDATION
 - A. MINUTES APPROVAL - JULY 9, 2024, REGULAR COUNCIL MEETING; JULY 26, 2024, SPECIAL CALLED COUNCIL MEETING; AUGUST 9, 2024, AGENDA AND BUDGET WORKSHOP**
 - B. JINGLE JOG ROUTE APPROVAL DECEMBER 14, 2024**
 - C. APPROVE A STREET CLOSURE FOR THE ANNUAL TRUNK OR TREAT EVENT MONDAY, OCTOBER 28, 2024, BEGINNING AT 3:45 PM**
 - D. APPROVE A STREET CLOSURE FOR NATIONAL NIGHT OUT ON OCTOBER 1, 2024****
 - 8. ANY ACTION OUT OF EXECUTIVE SESSION IF NECESSARY**
 - 9. QUARTERLY FINANCIAL REPORT AS PRESENTED BY FINANCE DIRECTOR ROXANNA BRILEY**
 - 10. DISCUSS AND CONSIDER WITH POSSIBLE ACTION MAKING AN APPOINTMENT TO THE LAKE ADVISORY BOARD**
 - 11. DISCUSS AND CONSIDER ACTION PROPOSING A TAX RATE AND SETTING SEPTEMBER 10, 2024, AT 6:00 PM AS THE DATE AND TIME TO HOLD A PUBLIC HEARING ON THE PROPOSED TAX RATE AND BUDGET. TAKE AN INDIVIDUAL VOTE OF EACH COUNCIL MEMBER REGARDING THE PROPOSED TAX RATE**



THE CITY OF JACKSONVILLE

AUGUST 13, 2024

PAGE 2

- 12. A) DISCUSS AND CONSIDER CALLING A SPECIAL CITY COUNCIL MEETING FOR AUGUST 20, 2024, AT 5:15 PM FOR A PRESENTATION REGARDING TMRS BENEFITS
B) DISCUSS AND CONSIDER CALLING A SPECIAL CITY COUNCIL MEETING FOR AUGUST 20, 2024, AT 6:00 PM FOR THE CONSIDERATION OF THE ISSUANCE OF CERTIFICATES OF OBLIGATION**
- 13. DISCUSS AND CONSIDER ACTION APPROVING THE 2024-2025 JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION BUDGET**
- 14. DISCUSS AND CONSIDER POSSIBLE ACTION APPROVING A CONTRACT FOR GRANT ADMINISTRATOR SERVICES FOR THE SEWER MAIN REPLACEMENT GRANT PROJECT**
- 15. DISCUSS AND CONSIDER POSSIBLE ACTION APPROVING A CONTRACT FOR ENGINEERING FOR THE SEWER MAIN REPLACEMENT GRANT PROJECT**
- 16. DISCUSS AND CONSIDER POSSIBLE ACTION A CONTRACT WITH SHAUMBURG AND POLK FOR BIDDING INSPECTION SERVICES - HWY 175 UTILITIES**
- 17. DISCUSS AND CONSIDER POSSIBLE ACTION APPROVING THE "FOSTERING 5K" ROUTE NOVEMBER 2, 2024**
- 18. OPEN FORUM FOR MAYOR AND COUNCIL**
- 19. CITY MANAGER REPORT**
- 20. ADJOURN**

Posted this the 9th day of August 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

AUGUST 13, 2024
PAGE 3



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	8/13/2024	ITEM NUMBER:	7.A.
DEPARTMENT:	Council and Board	PREPARED BY:	Greg Lowe, City Secretary
INITIATED BY:	Greg Lowe, City Secretary	EXHIBITS:	July 9, 2024, City Council Meeting Minutes, July 26, 2024, Special Called Council Meeting, August 9, 2024, Agenda and Budget Workshop Minutes

EXECUTIVE SUMMARY:

This is the approval of July 9, 2024, Regular Council Meeting, July 26, 2024, Special Called Meeting, and the August 9, 2024, Budget/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 its meetings.

JACKSONVILLE CITY COUNCIL MEETING
TUESDAY, JULY 9, 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

**551.087 DELIBERATIONS REGARDING ECONOMIC
DEVELOPMENT NEGOTIATIONS**

6:00 PM CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE US & TEXAS FLAGS

SPECIAL PRESENTATION –

**BUSINESS OF THE MONTH PRESENTED BY JEDCO
PRESIDENT SHANE PACE - RUBY’S MEXICAN
RESTAURANT #4**

**A. SECOND READING OF A RESOLUTION IN SUPPORT
OF ECONOMIC DEVELOPMENT INCENTIVES
B. DISCUSS AND CONSIDER POSSIBLE ACTION A
RESOLUTION IN SUPPORT OF ECONOMIC
DEVELOPMENT INCENTIVES**

CITIZEN PARTICIPATION

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

**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 - JUNE 11, 2024, CITY COUNCIL
MEETING; JULY 2, 2024, AGENDA WORKSKHOP**

**APPOINT AMANDA CHILDRESS TO THE KEEP
JACKSONVILLE BEAUTIFUL BOARD (MAYORAL
APPOINTMENT)**

**APPROVE A \$7,970.38 TAX REFUND TO TEXAS STAR
HOTEL LLC AS SUBMITTED BY CHEROKEE COUNTY
APPRAISAL DISTRICT**

**APPROVE A \$6,376.30 TAX REFUND TO PROPERTY 91
LLC AS SUBMITTED BY THE CHEROKEE COUNTY
APPRAISAL DISTRICT**

**DISCUSS AND CONSIDER POSSIBLE ACTION FOR
APPROVING A MASTER FEE ORDINANCE UPDATING
/ OUTLINING ALL CITY FEES**

6:00 pm Mayor Randy Gorham

Dr. Carl Hansen, Jacksonville Police Department Chaplain

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

**JEDCO President Shane Pace presented representatives
from Ruby's Mexican Restaurant with the award.**

**A) JEDCO President Shane Pace told the council that this
resolution approved \$75,000 for One Tri properties to install
the necessary infrastructure for a residential housing
complex at the corner of O'Keefe Road and E. Loop 456. In
addition, Mr. Pace said the resolution also authorizes an
expenditure not to exceed \$300,000 for the abatement and
demolition of property at 520 S. Jackson, 425, 509, and 507
Neches Street. Mr. Pace read the resolution at 6:09 pm.
B) Councilman Rob Gowin made a motion to approve the
resolution authorizing the expenditures. Second, by Mayor
Pro tem Tim McRae. All voted "Aye."**

**Mr. Mike McEwen came forward to inform the council that
Cherokee County Federal Credit Union is starting
construction on the Jacksonville office at the corner of loop
204 and Hwy. 69.**

No action was taken.

**Mayor Pro tem Tim McRae made a motion to approve the
consent agenda. Second, by Councilwoman Mindy Gellock.
All voted "Aye."**

**City Manager James Hubbard told the council that this
ordinance will consolidate over 300 fees, increase
transparency, and allow for easier and more frequent
changes to the city's fees. Councilwoman Mindy Gellock
made a motion to approve the ordinance. Second, by**

DISCUSS AND CONSIDER POSSIBLE ACTION FOR
AWARDING A CONTRACT FOR THE TEXAS PARKS
AND WILDLIFE BOATING ACCESS GRANT
CONSTRUCTION PROJECT

DISCUSS AND CONSIDER POSSIBLE ACTION
APPROVING AN INTERLOCAL AGREEMENT WITH
THE CITY OF CASTROVILLE FOR THE PURCHASE OF
THE RESTROOM TRAILER

DISCUSS AND CONSIDER POSSIBLE ACTION
REGARDING A RESOLUTION APPROVING AN
ADVANCE FUNDING AGREEMENT WITH THE TEXAS
DEPARTMENT OF TRANSPORTATION FOR HIGHWAY
SAFETY IMPROVEMENT PROGRAM OFF-SYSTEM
IMPROVEMENTS

OPEN FORUM FOR MAYOR AND COUNCIL

CITY MANAGER REPORT

ADJOURN

Councilwoman Letitia Horace. Mayor Randy Gorham asked if this is just consolidation or if some of the fees are changing. City Manager James Hubbard said that some fees were changing and some were being eliminated. All voted "Aye."

.City Manager James Hubbard told the council the first request for proposal only received one bid, and it was over \$3 million, while the estimate for the project was \$1.6 million. Mr. Hubbard said the council had directed staff to go back out for bid. Mr. Hubbard said the second request generated four bids, with the low bid being \$1.8 million from Heart Beat Construction. Councilwoman Mindy Gellock made a motion to award the contract to Heart Beat Construction. Second, by Councilman Rob Gowin. Councilman Tim McRae asked if we knew anything about Heart Beat. City Manager James Hubbard said the engineer had four positive references for Heart Beat. Mr. Hubbard added that the project was not value-engineered and bid the second time as it was bid the first time. All voted "Aye."

City Manager James Hubbard told the council the trailer had been purchased for \$76,000, and the council had previously authorized the sale of the trailer. Mr. Hubbard said this agreement was to sell the trailer for \$70,000 to the City of Castroville. Mr. Hubbard said they would come and pick up the trailer, and the funds from the sale would go back into the Hotel Motel tax fund. Mayor Pro tem Tim McRae made a motion to approve the interlocal agreement to sell the trailer. Second, by Councilwoman Letitia Horace. All voted "Aye."

City Manager James Hubbard told the council that the city had been notified that an application we submitted in late 2023 was approved for 100% federal funding through the Texas Department of Transportation. This money will improve safety at 18 city intersections by adding signage and other improvements at each intersection. Mr. Hubbard said the city's project cost is \$51,825.53, with federal funding being \$184,572.40. Mr. Hubbard said in this agreement that the city will reimburse TxDot for the city's portion of the project. Mr. Hubbard reviewed the proposed intersections included in the project with the council. Councilman Rob Gowin made a motion to approve the resolution authorizing the advance fund agreement with TxDot. Second, by Mayor Pro tem Tim McRae. Councilwoman Letitia Horace asked if this project would include any traffic lighting. Mr. Hubbard said it would not; it is just signage, lane markings, and crosswalk striping. Councilwoman Letitia Horace asked if we knew the timeline for the project. Mr. Hubbard said TxDot will review and approve the agreement in late August, and he expects construction to begin towards the end of the year. All voted "Aye."

Councilwoman Letitia Horace told everyone that four scholarships for swim lessons had been awarded to District One residents and that the Juneteenth celebration was a big success.

City Manager James Hubbard told the council that 49 residents had received swim lessons. Mr. Hubbard said the city would hold a Jr. Golf Clinic for 6-18 year olds. Mr. Hubbard thanked the staff for their efforts during tropical storm Beryl this past Monday. Mr. Hubbard reviewed the holidays that trash service does not run and told everyone that Splash Day at the Splash Pad would be July 27.

6:28 pm

Randy Gorham, Mayor
City of Jacksonville

Greg Lowe, City Clerk

JACKSONVILLE CITY COUNCIL MEETING
FRIDAY, JULY 26, 2024
JACKSONVILLE CITY HALL COUNCIL CHAMBERS
315 S. RAGSDALE
8:30 AM

Meeting Items

CALL TO ORDER	Mayor Randy Gorham 8:30 am
	Present: Mayor Randy Gorham, Mayor Pro tem Tim McRae, Councilwoman Mindy Gellock, Councilwoman Letitia Horace
	Absent: Councilman Rob Gowin
CLOSED EXECUTIVE SESSION CITY HALL CONFERENCE ROOM-PER OPEN MEETINGS ACT-PER TEXAS GOVERNMENT CODE SECTION:	8:30 am
551.072 DELIBERATIONS ABOUT REAL PROPERTY	
551.087 DELIBERATIONS REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS	
ANY ACTION OUT OF EXECUTIVE SESSION	Reconvened: 9:02 am
	Councilwoman Mindy Gellock made a motion to authorize the City Manager to negotiate and execute all documents appropriate for the City of Jacksonville to convey Lot 3 of the Custom Coil Subdivision, City of Jacksonville, Cherokee County, Texas, being located at the southwest corner of Anvil Street and HWY 69 to Jacksonville Economic Development Corporation pursuant to a Conveyance Agreement under Texas Local Government Code, Sec. 253.012. Second, by Mayor Pro tem Tim McRae. All voted "Aye". 4-0
	Councilwoman Mindy Gellock made a motion to authorize the City Manager to participate as the JEDCO President negotiates and executes all documents appropriate for JEDCO to enter into a contract with an identified prospect for the sale of Lot 3 of the Custom Coil Subdivision, City of Jacksonville, Cherokee County, Texas, being located at the southwest corner of Anvil Street and HWY 69, the said contract being subject to a subsequent final approval of the JEDCO Board and the City Council including a finding by the city council that the conveyance shall promote a public purpose of the City, including but not limited to job creation and increasing the City's tax base. Second, by Councilwoman Letitia Horace. All voted "Aye". 4-0
ADJOURN	9:04 am
	Randy Gorham, Mayor City of Jacksonville
	Greg Lowe, City Clerk

JACKSONVILLE CITY COUNCIL MEETING
FRIDAY, AUGUST 9, 2024
PUBLIC SAFETY COMPLEX - EMERGENCY OPERATIONS CENTER
911 S. BOLTON
9:00 AM

Meeting Items

CALL TO ORDER	Mayor Randy Gorham 9:00 am Present: Mayor Randy Gorham, Mayor Pro tem Tim McRae, Councilman Rob Gowin, Councilwoman Mindy Gellock, Councilwoman Letitia Horace
INVOCATION	Mayor Randy Gorham
CITIZEN PARTICIPATION	No one came forward.
REVIEW AND DISCUSS THE AGENDA FOR THE REGULAR COUNCIL MEETING 13TH DAY OF AUGUST 2024 (SEE ATTACHED PROPOSED AGENDA). NO ACTION TO BE TAKEN – ITEMS MAY BE REMOVED OR ADDED TO THE PROPOSED AGENDA BY THE CITY COUNCIL, CITY MANAGER, CITY ATTORNEY, OR CITY CLERK AS NEEDED ANY TIME BEFORE THE OFFICIAL POSTING OF MEETING AGENDA	City Manager James Hubbard reviewed the proposed agenda with the council. No action was taken.
PRESENTATION OF THE 2024-2025 JACKSONVILLE ECONOMIC DEVELOPMENT CORPORATION BUDGET PRESENTED BY JEDCO PRESIDENT SHANE PACE	JEDCO President Shane Pace presented the proposed budget to the council. No action was taken.
BUDGET WORKSHOP - PRESENTATION AND DISCUSSION REGARDING THE 2024-2025 BUDGET FOR THE CITY OF JACKSONVILLE AS PRESENTED BY STAFF	City Manager James Hubbard reviewed the proposed budget with the council. Mr. Hubbard reviewed some of the lower property valuations impacting the proposed budget. Mr. Hubbard reviewed some possible fees and taxes the council could consider to increase revenues in the future. No action was taken.
DISCUSS AND CONSIDER POSSIBLE ACTION A RESOLUTION AMENDING THE ORIGINAL ARPA FUNDS OBLIGATION RESOLUTION NUMBER 06-2024-01	City Manager James Hubbard reviewed the list of projects and changes to the ARPA funds allocation. Mayor Pro tem Tim McRae made a motion to approve the resolution, reallocating the ARPA funds. Second, by Councilman Rob Gowin. All voted "Aye."
QUESTIONS, COMMENTS, DISCUSSION	Councilwoman Letitia Horace asked how the lake advisory appointment would be handled. Mr. Hubbard said the item would be added to Tuesday's agenda, and the council could make the appointment then.
ADJOURN	11:02 am Randy Gorham, Mayor City of Jacksonville Greg Lowe, City Clerk



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>8/13/2024</u>	ITEM NUMBER:	<u>7.B.</u>
DEPARTMENT:	<u>Administration</u>	PREPARED BY:	<u>Greg Lowe, City Secretary</u>
INITIATED BY:	<u>Greg Lowe, City Secretary</u>	EXHIBITS:	<u>Jingle Jog Route</u>

EXECUTIVE SUMMARY:

Christus Trinity Mother Frances Hospital is holding its 8th annual Jingle Jog. The event will take place on Saturday, December 14, from 7:30 to 11:30 a.m. This item seeks approval of their proposed route. This is NOT a street closure approval, only a route approval. (Please see the attached proposed route map.)

RECOMMENDED ACTION:

Approve the route.

BID AND AWARD:

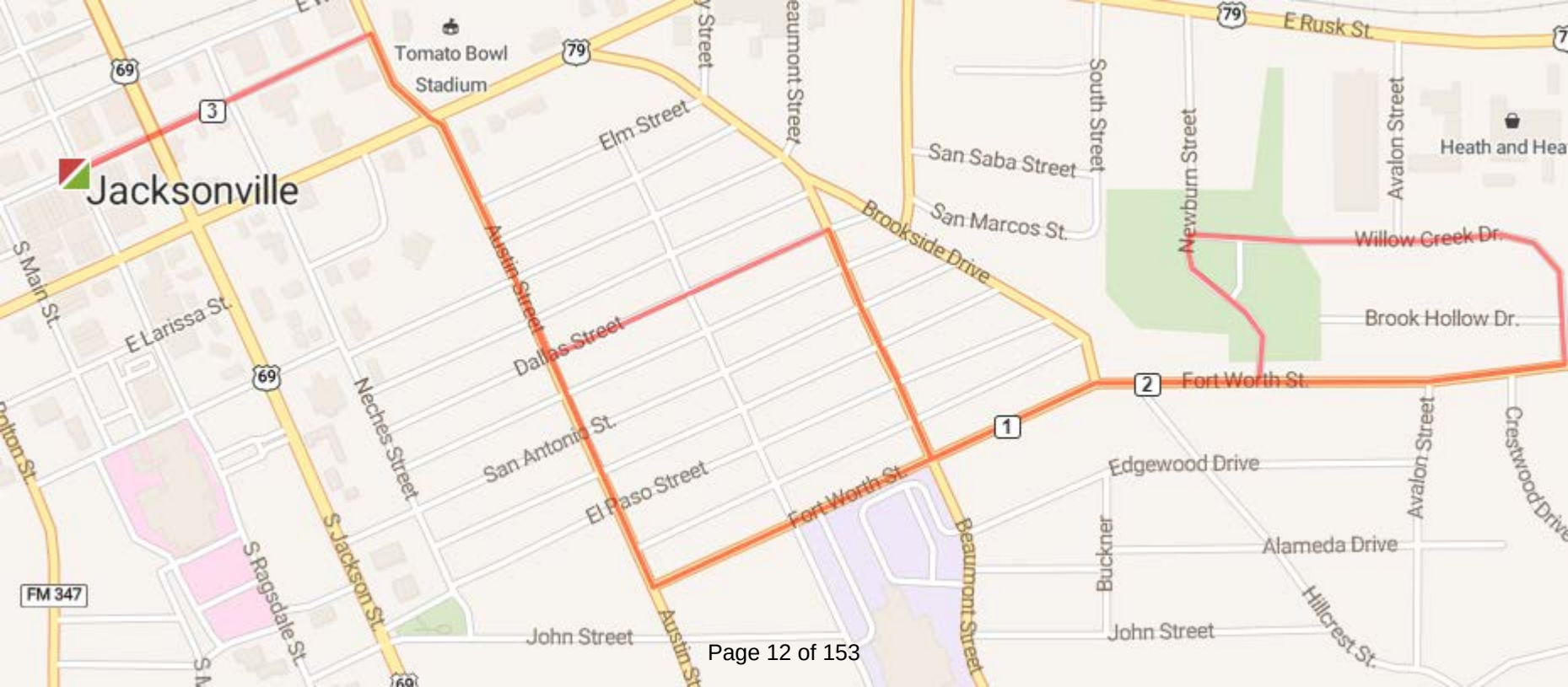
BUDGET DATA:

BUDGET JUSTIFICATION:

STRATEGY MAP

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

POLICY/GOAL CONSIDERATION:**LEGAL:**





Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>8/13/2024</u>	ITEM NUMBER:	<u>7.C.</u>
DEPARTMENT:	<u>Administration</u>	PREPARED BY:	<u>Greg Lowe, City Secretary</u>
INITIATED BY:	<u>Greg Lowe, City Secretary</u>	EXHIBITS:	<u>Signed Trunk or Treat Letter, Trunk Or Treat Map 2024</u>

EXECUTIVE SUMMARY:

HOPE is requesting a street closure for Monday, October 28, 2024, beginning at 3:45 pm. The requested streets to be closed are Commerce Street from Bolton Street to Ragsdale Street and Main Street from Wilson to the alley of Ritual on Main Street. The closure will enable an estimated 50 businesses to set up for the event, which will open at 5:00 pm. HOPE is estimating that 4,000 people will be in attendance.

RECOMMENDED ACTION:

Approve the street closure.

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

STRATEGY MAP

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

POLICY/GOAL CONSIDERATION:**LEGAL:**

The council approves all street closures.



July 26, 2024

Randy Gorham, Mayor

City of Jacksonville

P.O. Box 1390

Jacksonville, Tx 75766

Dear Mayor Gorham,

HOPE, Inc. is planning for the upcoming Trunk or Treat in downtown Jacksonville on Monday, October 28th, 2024. We would like to request the Council approval to close streets for this community event.

To prepare for an estimated 4,000 in attendance, we would like to request street closure Beginning at 3:45 p.m. that day. Commerce Street from Bolton Street to Ragsdale Street and Main Street from Wilson to the alley of Ritual located on Main Street.

The closure will enable the estimated 50 businesses to set up for the event that will open at 5:00 p.m.

Thank you,

Priscilla Muniz

HOPE Executive Director

Trunk or Treat

Legend

 Trunk or Treat Street Closing





Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>8/13/2024</u>	ITEM NUMBER:	<u>7.D.</u>
DEPARTMENT:	<u>Administration</u>	PREPARED BY:	<u>Greg Lowe, City Secretary</u>
INITIATED BY:	<u>Greg Lowe, City Secretary</u>	EXHIBITS:	<u>National Night Out Map</u>

EXECUTIVE SUMMARY:

The Jacksonville Police Department will hold its fourth annual National Night Out on Tuesday, October 1, 2024, at 6:00 pm. They are requesting that Austin Street from Hwy 79 to Wilson and Commerce St. from Austin to Ragsale be closed.

RECOMMENDED ACTION:

Approve the street closure.

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

STRATEGY MAP

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

POLICY/GOAL CONSIDERATION:**LEGAL:**

The council approves all street closures.

National Night Out

Requested Street Closure

Legend

 National Night Out

 Requested Street Closure National Night Out





Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>8/13/2024</u>	ITEM NUMBER:	<u>9.</u>
DEPARTMENT:	<u>Finance</u>	PREPARED BY:	<u>Greg Lowe, City Secretary</u>
INITIATED BY:	<u>Roxanna Briley, Finance Director</u>	EXHIBITS:	<u>June 2024 Financial Report</u>

EXECUTIVE SUMMARY:

This is the quarterly financial report presented by Finance Director Roxanna Briley for the third quarter of fiscal year 2023-2024.

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:									

DELIBERATELY BETTER.



OVERVIEW

June 30th marks the end of the ninth period, or third quarter, of the FY24 budget year. Therefore, the year-to-date budget percentage for budgetary comparison is 75.0%.

As of June 30th, 2024 general & utility fund combined revenue is \$17,940,009. This amount is slightly less than budgeted expectations at 74.8% of the annual budgeted amount. FY 2024 revenue is increased \$144,359, or 0.8%, over FY 2023.

General & utility fund combined expenditures of \$16,363,738 are less than revenue received. This amount is also less than budgeted expectations at 66.0% of the annual budgeted amount. FY 2024 expenditures are increased \$969,618, or 6.3%, over FY 2023.

YEAR TO DATE (YTD) ACTIVITY

- ↑ Property Taxes are 96.1% of the Y-T-D projection
- ↕ Sales Taxes are 71.8% of the Y-T-D projection
- ↕ Sanitation Fees are 74.8% of the Y-T-D projection
- ↕ EMS/Ambulance Service Fees are 70.9% of the Y-T-D projection
- ↕ Water Sales are 66.2% of the Y-T-D projection
- ↕ Sewer Sales are 68.1% of the Y-T-D projection

COMPARISON TO LAST YEAR

- ↑ Property Taxes are 107.4% of prior year
- ↕ Sales Taxes are 96.6% of prior year
- ↑ Sanitation Fees are 106.4% of prior year
- ↑ EMS/Ambulance Service Fees are 113.2% of prior year
- ↕ Water Sales are 98.4% of prior year
- ↑ Sewer Sales are 120.0% of prior year

GENERAL FUND REVENUE

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

	June 2024				Year-To-Date				Annual				Prior Year			
	Signal	Actual	Projected	%	Signal	Actual	Projected	%	Actual	Projected	%		Actual	Projected	%	
Taxes		\$ 299,406	\$ 703,930	42.5%		\$ 7,289,117	\$ 6,335,372	115.1%	\$ 7,289,117	\$ 8,447,162	86.3%		\$ 7,039,644	\$ 8,113,397	86.8%	
Franchise Fees		56,959	106,833	53.3%		992,937	961,500	103.3%	992,937	1,282,000	77.5%		1,023,574	1,330,000	77.0%	
Intergovernmental Revenue		-	12,500	0.0%		-	112,500	0.0%	-	150,000	0.0%		358,419	358,419	100.0%	
Fines & Forfeiture		38,450	46,904	82.0%		379,727	422,138	90.0%	379,727	562,850	67.5%		365,425	488,492	74.8%	
License & Permits		3,559	3,817	93.2%		29,004	34,350	84.4%	29,004	45,800	63.3%		56,775	48,358	117.4%	
Fees & Charges For Services		262,935	230,901	113.9%		2,023,382	2,078,106	97.4%	2,023,382	2,770,807	73.0%		1,944,455	2,530,813	76.8%	
Investment Income		28,708	32,083	89.5%		299,020	288,750	103.6%	299,020	385,000	77.7%		287,308	253,277	113.4%	
Miscellaneous Receipts		1,001	21,298	4.7%		222,534	191,680	116.1%	222,534	255,573	87.1%		210,122	214,093	98.1%	
Transfers In		127,675	127,675	100.0%		1,149,980	1,149,079	100.1%	1,149,980	1,532,105	75.1%		1,502,787	2,003,716	75.0%	
Total Revenues		\$ 818,692	\$ 1,285,941	63.7%		\$ 12,385,701	\$ 11,573,473	107.0%	\$ 12,385,701	\$ 15,431,297	80.3%		\$ 12,788,509	\$ 15,340,565	83.4%	

YEAR-TO-DATE OVERVIEW

June 30th, 2024 marks the end of the ninth period, or third quarter, of the FY24 budget year. General fund non-property tax revenue of \$7,546,483 is \$(250,036) less than projected. Total revenue, including property taxes, is \$812,228 greater than projected but is decreased (3.1)% from last fiscal year.

PROPERTY TAXES

Tax collection of \$4,839,218 ended the period \$1,062,264 greater than projected and is increased \$335,471, or 7.4%, over 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 June 30th \$2,449,898 of sales tax revenue has been received. Receipts are \$(108,519) less than projected and are decreased \$(85,999) from last fiscal year.

FRANCHISE FEES

Year-to-date franchise fees total \$992,937. Receipts are \$31,437 greater than projected but are decreased (3.0)%, or \$(30,637), from last fiscal year.

INTERGOVERNMENTAL REVENUE

Intergovernmental revenue is comprised of local, county, state, and federal grants and reimbursements received by the city. Through June 30th, 2024 no intergovernmental revenue has been received.

MUNICIPAL COURT

Revenue of \$379,727 ended the period \$(42,411) less than projected however, collections are increased \$14,302 over fiscal year 2023.

LICENSES & PERMITS

Revenue of \$29,004 is \$(5,346) less than the year-to-date projection and is decreased \$(27,772) from FY 2023 receipts.

FEES & CHARGES FOR SERVICES

Fees & charges for services revenue year-to-date is \$2,023,382, which is \$(54,724) less than the year-to-date projection. Collections are increased \$78,927, or 4.1%, 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 \$299,020 is \$10,270 greater than the year-to-date projection. Interest received on the city's investments is increased \$11,712 over FY 2023.

MISCELLANEOUS RECEIPTS

As of June 30th \$222,534 of miscellaneous revenue was received. Collections are \$30,854 greater than the year-to-date projection and are increased \$12,412 over prior year.

TRANSFERS IN

Monthly transfers reimburse the general fund for the transferring fund's share of general, administrative, and other applicable expenses.

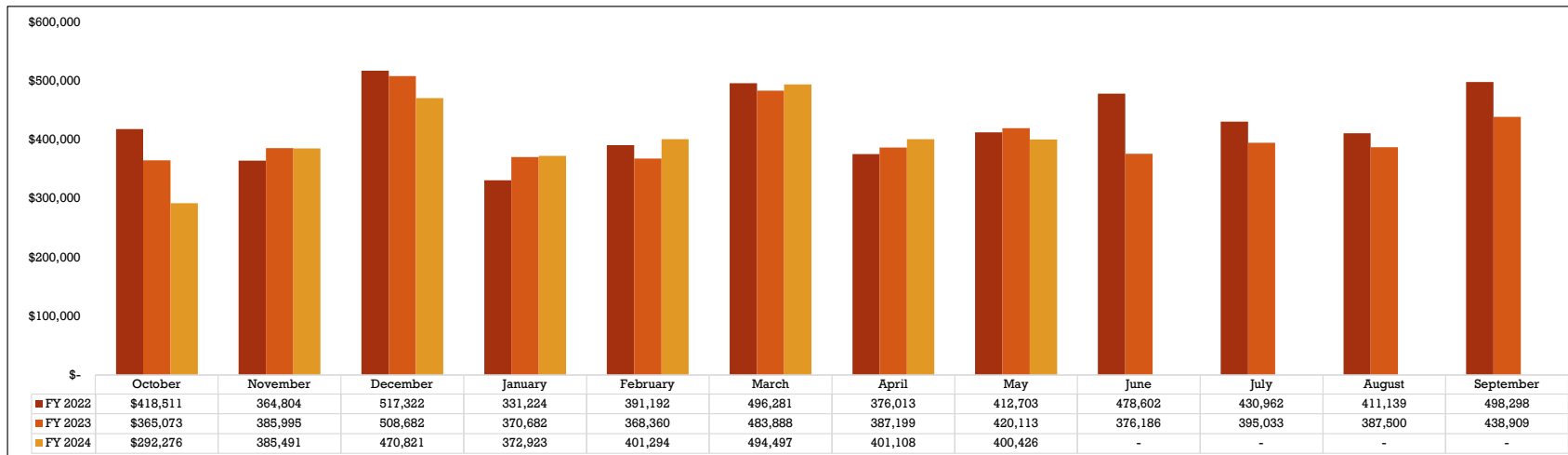
Total FY 2024 Transfers to General Fund:

- Water/Wastewater Utility \$1,472,014
- Hotel/Motel Occ Tax 52,551
- Court Security 7,540



Sales Tax History: Fiscal Years 2022 - 2024

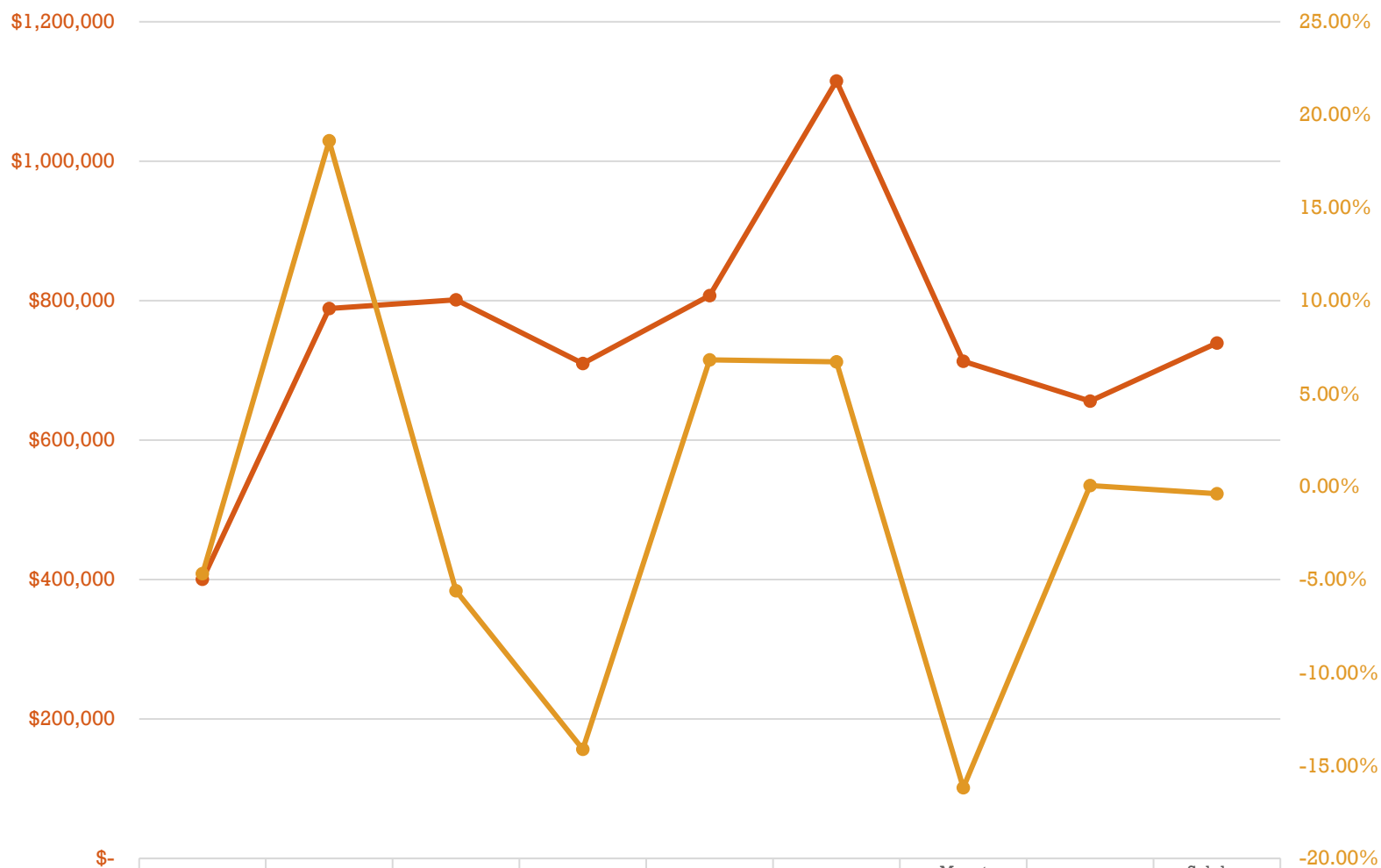
FY 2022					FY 2023					FY 2024				
	CITY	JEDCO	TOTAL	CUMULATIVE		CITY	JEDCO	TOTAL	CUMULATIVE		CITY	JEDCO	TOTAL	CUMULATIVE
	66.67%	33.33%	100.00%	TOTAL		66.67%	33.33%	100.00%	TOTAL		66.67%	33.33%	100.00%	TOTAL
October	\$ 279,008	\$ 139,504	\$ 418,511	\$ 418,511	October	\$ 243,382	\$ 121,691	\$ 365,073	\$ 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	248,616	124,308	372,923	1,521,512
February	260,794	130,397	391,192	2,023,054	February	245,573	122,787	368,360	1,998,791	February	267,530	133,765	401,294	1,922,806
March	330,854	165,427	496,281	2,519,335	March	322,592	161,296	483,888	2,482,679	March	329,665	164,832	494,497	2,417,303
April	250,676	125,338	376,013	2,895,348	April	258,133	129,066	387,199	2,869,878	April	267,405	133,703	401,108	2,818,410
May	275,135	137,568	412,703	3,308,051	May	280,075	140,038	420,113	3,289,991	May	266,951	133,475	400,426	3,218,837
June	319,068	159,534	478,602	3,786,653	June	250,791	125,395	376,186	3,666,177	June	-	-	-	3,218,837
July	287,308	143,654	430,962	4,217,615	July	263,355	131,678	395,033	4,061,210	July	-	-	-	3,218,837
August	274,093	137,046	411,139	4,628,754	August	258,334	129,167	387,500	4,448,710	August	-	-	-	3,218,837
September	332,198	166,099	498,298	5,127,052	September	292,606	146,303	438,909	4,887,620	September	-	-	-	3,218,837
##### \$1,709,017 \$5,127,052					\$3,258,413 \$1,629,207 \$4,887,620					\$2,145,891 \$1,072,946 \$3,218,837				





City of Jacksonville, Texas
Financial Statement
As of June 30, 2024

Sales Tax FY 2024 - May - Period 8



	Jacksonville	Athens	Corsicana	Henderson	Kilgore	Marshall	Mount Pleasant	Palestine	Sulphur Springs
\$ Sales Tax Received July-2024	400,426.48	788,744.77	801,047.79	709,843.07	807,201.25	1,114,999.31	712,949.60	655,686.62	739,192.15
% Inc(+) Dec(-) from prior year	-4.69%	18.59%	-5.60%	-14.13%	6.81%	6.70%	-16.20%	0.05%	-0.39%



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	% Δ	% Δ	% Δ	% Δ	% Δ	% Δ	% Δ	% Δ	% Δ	% Δ	% Δ
	Month	Month	Month	Month	Month	Month	Month	Month	Month	Month	Month	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	17.0%	12.6%	0.6%	-100.0%	-20.4%	14.5%	-10.1%	-1.8%	-3.4%	0.3%	-0.2%	-14.0%
Apr-24	41.4%	2.6%	8.9%	-32.0%	5.5%	-3.7%	-12.1%	4.7%	-1.1%	10.7%	6.3%	-1.7%
May-24	2.4%	-0.4%	2.2%	-1.0%	2.8%	-8.6%	-0.8%	13.2%	2.5%	4.9%	2.7%	2.5%
Jun-24	9.4%	6.7%	3.6%	4.8%	1.8%	-6.5%	4.6%	-1.4%	0.8%	10.7%	13.0%	3.0%
Jul-24	42.7%	-3.0%	-4.7%	18.6%	-5.6%	-14.1%	6.8%	6.7%	-16.2%	0.0%	-0.4%	-1.2%
Aug-24												
Sep-24												
	2024 - 2021	2024 - 2022	2024 - 2023	2024 - 2023								
	% Δ	% Δ	% Δ	% Δ	% Δ	% Δ	% Δ	% Δ	% Δ	% Δ	% Δ	% Δ
	YTD	YTD	YTD	YTD	YTD	YTD	YTD	YTD	YTD	YTD	YTD	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	17.2%	-2.1%	-7.6%	9.4%	-11.1%	5.8%	0.1%	4.5%	-2.2%	-0.3%	-0.4%	0.1%
Apr-24	20.2%	-1.4%	-5.5%	4.2%	-9.2%	4.5%	-1.6%	4.5%	-2.1%	1.0%	0.5%	-0.2%
May-24	17.1%	-1.3%	-4.4%	3.5%	-7.6%	2.4%	-1.5%	5.8%	-1.4%	1.6%	0.8%	0.2%
Jun-24	16.2%	-0.4%	-3.6%	3.6%	-6.7%	1.5%	-0.9%	5.1%	-1.2%	2.5%	2.0%	0.5%
Jul-24	18.4%	-0.7%	-3.7%	5.1%	-6.6%	-0.3%	-0.2%	5.3%	-2.9%	2.2%	1.8%	0.3%
Aug-24												
Sep-24												

"Month" is month in which revenue is received.



GENERAL FUND EXPENDITURES

Department	June 2024			Prior Year		
	YTD Actual	Annual Budget	% of Budget	YTD Actual	Annual Budget	% of Budget
Non-Department	\$ 691,119	\$ 911,106	75.9%	\$ 873,729	\$ 366,635	238.3%
Administration	459,988	933,155	49.3%	441,771	710,949	62.1%
I.T.	201,673	233,023	86.5%	240,418	261,977	91.8%
Communications	36,057	53,465	67.4%	42,774	68,033	62.9%
H.R.	170,069	231,270	73.5%	140,961	194,177	72.6%
Finance	414,660	491,090	84.4%	342,338	401,679	85.2%
Municipal Court	152,227	218,089	69.8%	163,786	239,275	68.5%
Police	2,754,271	3,643,810	75.6%	2,313,461	3,398,284	68.1%
Dispatch	313,861	440,151	71.3%	251,500	333,090	75.5%
Code Enforcement	186,032	267,545	69.5%	147,188	211,290	69.7%
Animal Services	190,642	268,727	70.9%	158,868	272,014	58.4%
Fire & EMS	2,585,579	3,528,593	73.3%	2,797,784	3,797,738	73.7%
Public & Community Services	74,451	106,721	69.8%	70,577	100,342	70.3%
Development Services	132,744	397,516	33.4%	191,308	319,796	59.8%
Traffic & Lighting	160,934	248,338	64.8%	175,924	295,790	59.5%
Streets	370,963	489,018	75.9%	353,098	718,104	49.2%
Sanitation	702,990	1,067,467	65.9%	684,055	1,017,355	67.2%
Library	327,310	446,918	73.2%	283,720	406,778	69.7%
Texana Museum	39,571	54,245	72.9%	23,968	36,922	64.9%
Parks	422,389	783,392	53.9%	401,550	674,810	59.5%
Recreation	69,742	179,355	38.9%	123,688	155,037	79.8%
Cemetery	105,817	193,039	54.8%	105,372	177,504	59.4%
Lake	47,866	113,468	42.2%	65,371	138,449	47.2%
Total Expenditures	\$ 10,610,956	\$ 15,299,501	69.4%	\$ 10,393,208	\$ 14,296,028	72.7%

YEAR-TO-DATE OVERVIEW

June 30th, 2024, marks the end of the ninth period, or third quarter, of the FY 2024 budget year. The year-to-date budget percentage for budgetary comparison is therefore 75.0%. Total general fund expenditures of \$10,610,956 are below budgetary expectations at 69.4% expended.

NON-DEPARTMENT

Non-Department expenditures, currently at 75.9% of budgeted expectations, represent the annual payment for our property, plants, and equipment liability insurance.

INFORMATION TECHNOLOGY

The IT department paid off the general fund's portion of the Tyler Technologies ERP Pro 10 software this month. This explains the variance to budget.

FINANCE

Finance department expenditures, currently at 84.4% of budgeted expectations, represent the payment in full for appraisal, billing, and collection services to Cherokee County and payment in full of ClearGov software costs.

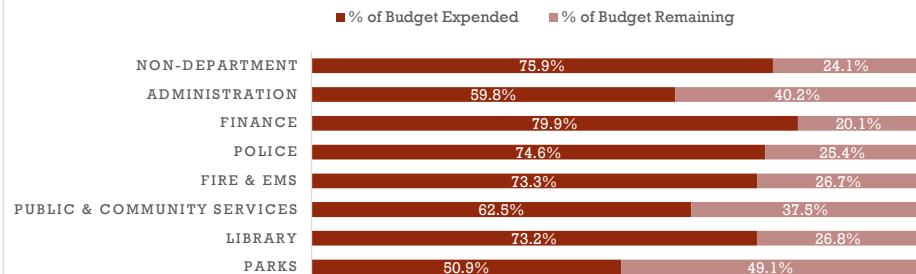
POLICE

The police department has expended 75.6% of the department's budgeted allocation through the end of June. This overage is related to building maintenance, repair & maintenance of motor vehicles, damages & claims, legal services, travel & education expenditures, and 100% of debt service and capital expenditures categories being fully spent.

STREETS & INFRASTRUCTURE

The streets department shows to be ahead of budgeted expectations through

BUDGET COMPARISON





UTILITY FUND REVENUES

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

	June 2024					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		80,947	59,178	136.8%			229,958	532,604	43.2%		229,958	710,138	32.4%		4,450	-	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		620,148	620,305	100.0%			5,003,443	5,582,749	89.6%		5,003,443	7,443,665	67.2%		4,680,470	6,610,300	70.8%
Investment Income		32,015	32,013	100.0%			296,458	288,116	102.9%		296,458	384,155	77.2%		210,210	249,249	84.3%
Miscellaneous Receipts		-	2,135	0.0%			24,448	19,211	127.3%		24,448	25,614	95.4%		112,011	114,565	97.8%
Transfers In		-	-	0.0%			-	-	0.0%		-	-	0.0%		-	-	0.0%
Total Revenues		\$ 733,109	\$ 713,631	102.7%			\$ 5,554,308	\$ 6,422,679	86.5%		\$ 5,554,308	\$ 8,563,572	64.9%		\$ 5,007,141	\$ 6,974,114	71.8%

YEAR-TO-DATE OVERVIEW

Total utility fund revenue of \$5,554,308 ended June \$(868,371) less than the monthly projection but \$547,167 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 June 30th \$229,958 in ARPA intergovernmental revenue has been received.

WATER SALES

Revenue totaling \$2,583,727 is \$(341,273) less than the year-to-date projection. Water sales, through June 30th, are down about (1.6)% when compared to FY 2023.

For the month of June, the city billed out 72,689,851 gallons of water. This amount is (12.7)% less than gallons billed June 2023. Year-to-date, the city has billed out 572,027,876 gallons. This amount is 88.1% of FY 2023 year-to-date billing.

SEWER CHARGES

Revenue of \$2,261,089 is \$(230,009) less than the monthly projection. However, billing is up about 20.0%, or \$376,510, when compared to June 2023. Sanitary sewer billings are driven by water consumption.

OTHER CHARGES FOR SERVICE

Revenue of \$27,889 ended June \$(6,011) 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 \$130,739 ended June \$(2,011) 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 \$296,458 finished the month up about 2.9% over the projection and \$86,248 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

	June 2024			Prior Year		
	YTD Actual	Annual Budget	% of Budget	YTD Actual	Annual Budget	% of Budget
Department						
Non-Department	\$ 2,101,491	\$ 3,356,466	62.6%	\$ 2,036,870	\$ 8,247,733	24.7%
Administration						
Communications	19,999	28,055	71.3%	19,327	26,674	72.5%
Finance						
Utility Billing	443,998	609,385	72.9%	441,942	622,104	71.0%
Public & Community Serv	502,904	785,218	64.0%	515,764	775,603	66.5%
Water Production	799,170	1,299,475	61.5%	495,629	968,190	51.2%
Water Distribution	563,682	1,300,718	43.3%	339,580	525,102	64.7%
Wastewater Collection	491,797	910,323	54.0%	477,240	812,888	58.7%
Wastewater Treatment	829,741	1,196,969	69.3%	674,560	1,015,482	66.4%
Total Expenditures	\$ 5,752,782	\$ 9,486,609	60.6%	\$ 5,000,912	\$ 12,993,776	38.5%

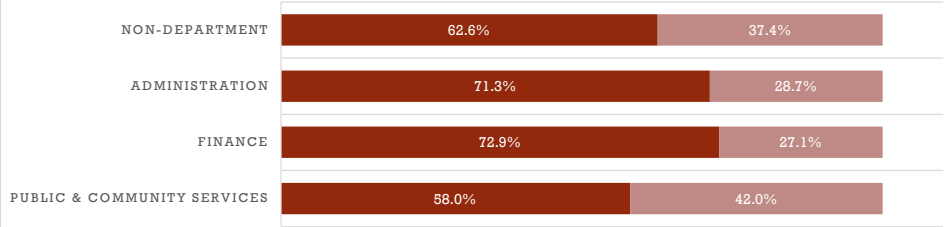
OVERVIEW

June 30th, 2024, marks the end of the ninth period, or third quarter, of the FY 2024 budget year. The year-to-date budget percentage for budgetary comparison is therefore 75.0%. Year to date expenditures total \$5,752,782, or 60.6%, of the budget.

All 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 June 30, 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	\$ 32,875	\$ 32,875
Administration	103-100-01-58881-037	Back-up Generator City Hall- ARPA Funded	50,000	-
Administration Total			82,875	32,875
Information Technology	101-101-01-58881-000	Computer Replacement Program	43,600	26,978
Information Technology	103-101-01-58881-037	IT Infrastructure- ARPA Funded \$100K FY23	2,258	2,258
IT Total			45,858	29,236
Civic Center	120-102-05-58880-000	Civic Center (Engineering)	96,030	13,501
Civic Center	120-102-05-58880-000	Civic Center (Construction/Maintenance)	743,000	676,088
Civic Center	120-102-05-58880-000	Civic Center (Other)	40,714	36,095
Civic Center	120-102-05-58881-000	Civic Center Chairs, Tables, & Accessories	33,000	33,180
Civic Center Total			912,744	758,863
Police	101-400-02-58880-000	Concrete Pad for Donated Storage Building	5,825	5,825
Police	101-400-02-58881-000	Tasers for New Officers	3,295	3,295
Police	104-400-02-58883-000	Police Vehicle Upfitting, From FY23 Budget	80,000	26,843
Police	104-400-02-58883-000	Police Vehicles	279,000	170,445
Police Total			368,120	206,408
Code Enforcement	101-402-02-58883-000	Graphics & Lights for New Code Enforcement Unit VIN8357	4,795	6,351
Code Enforcement Total			4,795	6,351
Fire / EMS	103-500-02-58880-000	Fire Station 2 Remodel	200,000	-
Fire / EMS	103-500-02-58881-037	Back-up Generator Fire St. No. 2- ARPA Funded	-	14,396
Fire / EMS	104-500-02-58883-000	Ambulance	308,446	771
Fire / EMS Total			508,446	15,167
Public & Community Services	103-600-01-58881-037	Back-up Generator PCS- ARPA Funded	50,000	-
Public & Community Services Total			50,000	-
Development Services	103-601-01-55805-037	Demolition ARPA Funded	192,222	131,400
Development Services Total			192,222	131,400
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	5,610
Streets & Infrastructure	101-603-03-58881-000	100 gal RSM LP Rectangle Skid Sprayer	-	5,080
Streets & Infrastructure	103-603-03-52710-000	Streets Projects- not yet identified	111,615	7,122
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 Crack Seal	369,383	108,106
Streets & Infrastructure	103-603-03-52710-000	Street Reconstruction Project	863,933	980,134
Streets & Infrastructure	103-603-03-52710-000	Canada Street Improvement Project	2,400,000	-
Streets & Infrastructure	103-603-03-52710-000	2024 HSIP Project	38,887	-
Streets & Infrastructure	103-603-03-52710-000	Allocation for Street Improvement Projects	100,000	-
Streets & Infrastructure	103-603-03-52710-000	Hwy. 79 @ Brookside Creek & roadway	56,000	48,991
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)	145,555	27,227
Streets & Infrastructure	103-603-03-55812-037	Canada Street Improvement Project (Engineering)	350,000	155,250
Streets & Infrastructure	104-603-03-58881-000	Side by Side	20,773	20,773
Streets & Infrastructure	104-603-03-58881-000	6-8 yd. Dump Truck	128,360	128,360
Streets & Infrastructure Total			5,489,083	1,486,653



City of Jacksonville, Texas
Financial Statement
As of June 30, 2024

Department	Account ID	Capital Project	FY 2024 Budget	Y-T-D Activity
Library	101-700-04-58887-000	Library Books & Materials	42,000	34,060
Library	103-700-04-58880-037	Library Facade Project- ARPA Funded	100,000	-
Library Total			142,000	34,060
Parks	103-800-04-58880-037	Batting Cage Storage Area (partnership with JBSA)- ARPA Funded	16,075	16,075
Parks	103-800-04-58884-037	Lincoln Park- ARPA Funded	92,700	77,973
Parks	103-800-04-58884-037	Hazel Tilton Park- ARPA Funded	74,038	16,990
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	21,401	21,401
Parks	104-800-04-58881-000	Toro 4000 w/ cab 10ft mower	118,242	-
Parks	110-800-04-58884-041	Buckner Park Improvements	134,338	133,436
Parks Total			917,659	265,874
Recreation	101-801-04-58882-000	Security cameras at Buckner Pool	8,947	8,947
Recreation Total			8,947	8,947
Cemetery	103-802-04-55824-037	Tree removal (cemeteries) ARPA Funded	55,900	50,775
Cemetery Total			55,900	50,775
Lake Jacksonville	101-803-04-58882-000	Buoys for Lake Jacksonville	5,000	5,203
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	5,449
Lake Jacksonville	103-803-04-58884-037	Lake Jacksonville Hut repairs ARPA Funded (YR. 1)	50,000	2,875
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	13,527
Non Department	201-000-06-52712-000	South Bolton Trunk Main and Lake Shore Lift Station (Planning Services)	375,000	114,868
Non Department	201-000-06-52712-000	South Bolton Trunk Main and Lake Shore Lift Station (Design Services)	180,000	-
Non Department	201-000-06-52712-000	South Bolton Trunk Main and Lake Shore Lift Station (Construction Phase Services)	105,000	-
Non Department	201-000-06-52712-000	South Bolton Trunk Main and Lake Shore Lift Station (Environmental)	60,000	49,064
Non Department	201-000-06-52712-000	South Bolton Trunk Main and Lake Shore Lift Station (Land/Easements Acquisition)	150,000	85,000
Non Department	201-000-06-52712-000	South Bolton Trunk Main and Lake Shore Lift Station (Legal Expenses)	50,000	-
Non Department Total			920,000	248,932
Water Production	201-609-06-52700-000	SWTP Filter Media Upgrade	311,500	311,500
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	12,058
Water Production	201-609-06-52714-000	Cleaning Well #4	-	73,450
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	7,859
Water Production	201-609-06-58881-000	Electric Pallet Jack	6,000	5,930
Water Production Total			492,564	410,297
Water Distribution	201-610-06-52712-000	US Hwy 175 Utility relocation - ARPA Funded	491,000	106,948
Water Distribution	201-610-06-52712-000	Fire Hydrant Replacement Program- ARPA Funded	219,139	26,320
Water Distribution	201-610-06-52712-000	Loop 456 and Timberline Water Main Replacement	50,000	43,075
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			777,801	176,343



City of Jacksonville, Texas
Financial Statement
As of June 30, 2024

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	72,443	72,443
Wastewater Collection Total			322,443	72,443
Wastewater Treatment	201-612-06-52702-000	Woodside LS Upgrade	38,515	16,650
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	68,400
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	150,483
GRAND TOTAL			\$ 13,243,561	\$ 4,099,135



FUND BALANCE SUMMARY (unaudited)

Fund	Beginning Fund Balance 09/30/2023	Revenue	Expense	Ending Fund Balance 6/30/2024	Target Fund Balance	Over / (Under) Target Fund Balance
101 GENERAL FUND	\$ 4,616,900.83	\$ 12,370,611.85	\$ 10,598,786.02	\$ 6,388,726.66	\$ 3,059,900.11	\$ 3,328,826.55
DESIGNATED DONATIONS- STATE OF THE CITY DONATIONS	1,020.00	-	-	1,020.00		
DESIGNATED DONATIONS- POLICE DONATIONS	19,811.15	4,500.00	6,548.78	17,762.37		
DESIGNATED DONATIONS- ANIMAL SHELTER DONATIONS	4,835.35	4,206.53	270.62	8,771.26		
DESIGNATED DONATIONS- FIRE/EMS DONATIONS	(1,995.00)	600.00	-	(1,395.00)		
DESIGNATED DONATIONS- PARKS & REC DONATIONS	2,152.00	-	-	2,152.00		
DESIGNATED DONATIONS- LIBRARY DONATIONS	7,311.22	2,672.80	519.98	9,464.04		
DESIGNATED DONATIONS- LIBRARY NWSPPR DGTZTN	21,960.00	-	-	21,960.00		
DESIGNATED DONATIONS- MUSEUM DONATIONS	8,041.13	1,209.77	4,830.13	4,420.77		
DESIGNATED DONATIONS- MUSEUM RENOVATION	-	1,900.00	-	1,900.00		
102 DEBT SERVICE FUND	247,672.24	2,294,288.26	1,028,568.48	1,513,392.02	211,101.71	1,302,290.31
103 CAPITAL PROJECTS FUND (GENERAL)	6,182,651.13	748,121.00	2,052,895.38	4,877,876.75		
104 VEHICLE / EQUIPMENT REPLACEMENT FUND	1,281,675.97	497,170.80	368,592.37	1,410,254.40		
110 GRANT FUND	389,541.87	597,875.06	175,554.28	811,862.65		
Total Major Governmental Funds	12,781,577.89	16,523,156.07	14,236,566.04	15,068,167.92		
111 HOTEL / MOTEL OCCUPANCY TAX FUND	806,051.57	291,839.72	606,975.52	490,915.77		
112 COURT TECHNOLOGY FUND	-	(17,216.17)	14,141.02	(31,357.19)		
113 COURT SECURITY FUND	151,868.53	15,021.02	5,654.97	161,234.58		
114 COURT CHILD SAFETY TRUST FUND	12,440.42	1,905.77	-	14,346.19		
115 POLICE STATE FORFEITURE FUND	12,567.05	473.64	-	13,040.69		
116 POLICE FEDERAL FORFEITURE FUND	6,705.07	239.56	3,474.00	3,470.63		
118 POLICE LEOSE FUND	-	5,725.02	-	5,725.02		
119 WAR MEMORIAL FUND	10,394.55	391.88	-	10,786.43		
120 VENUE PROJECT FUND	383,098.39	615,912.00	1,132,743.90	(133,733.51)		
Total Nonmajor Governmental Funds	1,383,125.58	914,292.44	1,762,989.41	534,428.61		
201 WATER & WASTEWATER UTILITY FUND	8,154,375.00	5,554,307.67	5,752,782.01	7,955,900.66	2,339,163.85	5,616,736.81
Total Enterprise Funds	8,154,375.00	5,554,307.67	5,752,782.01	7,955,900.66		
301 BEAUTIFICATION FUND	22,789.84	7,549.64	9,145.12	21,194.36		
Total Fiduciary Fund	22,789.84	7,549.64	9,145.12	21,194.36		
Grand Total- All Funds	\$ 22,341,868.31	\$ 22,999,305.82	\$ 21,761,482.58	\$ 23,579,691.55		



City of Jacksonville, Texas
Financial Statement
As of June 30, 2024

		Original	Current Total	M-T-D	Y-T-D	% of	Budget	Prior Year	INC/(DEC)
		Total Budget	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	\$ 23,979	\$ 4,719,660	96.3%	\$ 179,041	\$ 4,359,641	\$ 360,019
101-41401	AD VALOREM TAX- PRIOR	95,868	95,868	(214)	90,851	94.8%	5,017	63,697	27,164
101-41402	AD VALOREM TAX- PENALTY & INTEREST	72,500	72,500	5,869	68,570	94.6%	3,930	58,158	10,412
101-41403	AD VALOREM TAX- MISCELLANEOUS	9,800	9,800	-	1,067	10.9%	8,733	22,250	(21,184)
101-41404	SALES TAX	3,539,673	3,389,673	267,405	2,429,880	71.7%	959,793	2,519,544	(89,664)
101-41405	SALES TAX- TIMELY FILING DISCOUNT	550	550	50	441	80.2%	109	410	30
101-41406	MIXED BEVERAGE TAX	21,000	21,000	2,316	19,578	93.2%	1,422	15,943	3,635
101-41408	PROPERTY TAX REBATE	(67,939)	(53,309)	-	(53,309)	100.0%	(0)	-	(53,309)
101-41409	PAYMENT IN LIEU OF TAX	-	12,379	-	12,379	100.0%	0	-	12,379
*** REVENUE CATEGORY TOTALS ***		8,570,153	8,447,162	299,406	7,289,117	86.3%	1,158,045	7,039,644	249,473
42-FRANCHISE FEES									
101-42410	ROW RENTAL FEES- ELECTRICITY	526,000	500,000	-	381,066	76.2%	118,934	390,708	(9,642)
101-42411	ROW RENTAL FEES- GAS UTILITIES	200,000	125,000	-	97,437	77.9%	27,563	149,365	(51,928)
101-42412	ROW RENTAL FEES- TELECOM	17,000	17,000	-	12,161	71.5%	4,839	12,978	(817)
101-42413	ROW RENTAL FEES- CABLE TV	95,000	95,000	-	73,444	77.3%	21,556	75,940	(2,496)
101-42414	SANITATION FRANCHISE FEES	110,000	125,000	9,386	99,845	79.9%	25,156	80,768	19,076
101-42415	LANDFILL CONTRACT FEES	420,000	420,000	47,573	328,986	78.3%	91,014	313,815	15,171
*** REVENUE CATEGORY TOTALS ***		1,368,000	1,282,000	56,959	992,937	77.5%	289,063	1,023,574	(30,637)
43-INTERGOVERNMENTAL REVENUE									
101-43426	JEDCO FINANCING	50,000	150,000	-	-	0.0%	150,000	50,000	(50,000)
101-43427	MISCELLANEOUS GRANT REVENUE	-	-	-	-	0.0%	-	308,419	(308,419)
*** REVENUE CATEGORY TOTALS ***		50,000	150,000	-	-	0.0%	150,000	358,419	(358,419)
44-FINES & FORFEITURE									
101-44440	MUNICIPAL COURT- ADMINISTRATION FEES	240,000	240,000	15,574	162,671	67.8%	77,329	172,945	(10,274)
101-44444	MUNICIPAL COURT- FINES	250,000	310,000	21,805	207,404	66.9%	102,596	183,308	24,096
101-44445	MUNICIPAL COURT- JUDICIAL ADMIN FUND	600	600	24	277	46.2%	323	457	(180)
101-44446	MUNICIPAL COURT- JURY FUND	250	250	20	183	73.3%	67	170	13
101-44447	MUNICIPAL COURT- TRUANCY PREVENTION & DIVERSION	12,000	12,000	1,026	9,192	76.6%	2,808	8,546	646
*** REVENUE CATEGORY TOTALS ***		502,850	562,850	38,450	379,727	67.5%	183,123	365,425	14,302
45-LICENSE & PERMITS									
101-45450	BEER & WINE PERMIT-OFF PREMISE	300	300	120	270	90.0%	30	180	90
101-45451	BUILDING PERMITS	48,274	25,000	1,323	15,821	63.3%	9,180	42,601	(26,781)
101-45452	DEMOLITION PERMITS	1,600	1,600	-	500	31.3%	1,100	800	(300)
101-45453	ELECTRICAL PERMITS & LICENSES	7,500	7,500	1,540	5,350	71.3%	2,150	4,800	550
101-45454	EXCAVATION PERMITS	750	750	50	300	40.0%	450	445	(145)
101-45456	HOUSE MOVING PERMITS	150	150	-	-	0.0%	150	100	(100)
101-45457	MECHANICAL PERMITS	1,000	1,000	-	625	62.5%	375	607	19
101-45458	OUTDOOR BURNING PERMITS	1,200	1,200	150	800	66.7%	400	1,050	(250)
101-45459	PLAT PERMITS	350	350	48	96	27.4%	254	228	(132)
101-45460	PLUMBING & GAS PERMITS	5,500	5,500	303	3,393	61.7%	2,108	3,890	(497)
101-45461	SIGN PERMITS	1,500	1,500	-	775	51.7%	725	1,125	(350)
101-45462	SPRINKLER SYSTEM PERMITS	350	350	25	250	71.4%	100	275	(25)
101-45465	VENDOR PERMITS	200	200	-	100	50.0%	100	300	(200)
101-45466	ZONING PERMITS	400	400	-	725	181.3%	(325)	375	350
*** REVENUE CATEGORY TOTALS ***		69,074	45,800	3,559	29,004	63.3%	16,796	56,775	(27,772)
46-FEES & CHARGES FOR SERVICES									
101-46470	AMBULANCE FEES	715,000	935,000	40,280	662,624	70.9%	272,376	585,452	77,172



City of Jacksonville, Texas
Financial Statement
As of June 30, 2024

		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
101-46471	AMBULANCE MEMBERSHIP FEES	26,650	26,650	2,104	19,002	71.3%	7,648	19,337	(335)
101-46472	ACCOUNT TRANSFER FEES	6,000	6,000	200	2,600	43.3%	3,400	3,600	(1,000)
101-46473	LAKE LOT LEASE FEES	90,000	90,000	57,526	93,007	103.3%	(3,007)	87,453	5,554
101-46474	FUEL PUMP SALES	100,000	80,000	12,850	26,484	33.1%	53,516	41,091	(14,607)
101-46475	CAMPGROUND RENTAL FEES	82,000	82,000	7,187	56,024	68.3%	25,976	61,435	(5,411)
101-46477	SANITATION FEES	1,401,876	1,436,876	121,118	1,075,060	74.8%	361,816	1,010,008	65,053
101-46478	GARBAGE CAN RENTAL FEES	-	-	-	16	0.0%	(16)	3,337	(3,321)
101-46479	SPECIAL PICK UP FEES	20,000	20,000	2,440	15,085	75.4%	4,915	13,540	1,545
101-46489	NSF CHECK FEES	-	-	-	30	0.0%	(30)	-	30
101-46493	POLICE DEPT FEES	2,500	2,500	1,761	2,100	84.0%	400	2,121	(21)
101-46494	ANIMAL SERVICES FEES	14,000	14,000	170	4,137	29.6%	9,863	9,374	(5,237)
101-46496	CEMETERY LOT SALES	25,550	25,550	1,810	19,380	75.9%	6,170	19,840	(460)
101-46497	INDUSTRIAL PARK RENTAL	3,089	21,526	9,000	12,526	58.2%	9,000	72,089	(59,563)
101-46498	LIBRARY FEES	12,000	12,000	1,648	9,147	76.2%	2,853	8,878	268
101-46499	PARKS & RECREATION FEES	-	-	2,340	4,056	0.0%	(4,056)	-	4,056
101-46500	RENTAL FEES	7,200	18,705	2,500	22,105	118.2%	(3,400)	6,900	15,205
*** REVENUE CATEGORY TOTALS ***		2,505,865	2,770,807	262,935	2,023,382	73.0%	747,425	1,944,455	78,927
47-INVESTMENT INCOME									
101-47510	INTEREST INCOME	350,000	385,000	28,708	299,020	77.7%	85,980	287,308	11,712
101-47511	UNREALIZED GAIN/LOSS ON INVESTMENTS	(23,362)	-	-	-	0.0%	-	-	-
*** REVENUE CATEGORY TOTALS ***		326,638	385,000	28,708	299,020	77.7%	85,980	287,308	11,712
48-MISCELLANEOUS RECEIPTS									
101-48515	MISCELLANEOUS REVENUE	20,000	1,000	-	5,299	529.9%	(4,299)	16,647	(11,347)
101-48516	PRIOR YEARS REIMBURSEMENTS	-	-	-	515	0.0%	(515)	3,972	(3,457)
101-48517	REBATES & DISCOUNTS	20,000	20,000	-	18,285	91.4%	1,715	18,384	(98)
101-48518	INSURANCE PROCEEDS	59,200	59,200	-	53,773	90.8%	5,427	43,912	9,861
101-48522	SALE OF CAPITAL EQUIPMENT	20,534	-	-	-	0.0%	-	41,067	(41,067)
101-48523	SALE OF CAPITAL PROPERTY	-	130,373	-	130,373	100.0%	1	-	130,373
101-48525	SALE OF CAPITAL VEHICLES	10,821	-	-	-	0.0%	-	21,641	(21,641)
101-48528	CASH OVER/SHORT	-	-	-	-	0.0%	-	70	(70)
101-48533	DESIGNATED DONATIONS- CRIME PREVENTION DONATIONS	-	-	-	-	0.0%	-	-	-
101-48534	DESIGNATED DONATIONS- POLICE DONATIONS	15,000	15,000	-	4,500	30.0%	10,500	12,800	(8,300)
101-48535	DESIGNATED DONATIONS- ANIMAL SHELTER DONATIONS	10,000	10,000	540	4,207	42.1%	5,793	431	3,776
101-48536	DESIGNATED DONATIONS- FIRE/EMS DONATIONS	10,000	10,000	-	600	6.0%	9,400	5,000	(4,400)
101-48537	DESIGNATED DONATIONS- PARKS & REC DONATIONS	1,000	1,000	-	(800)	-80.0%	1,800	860	(1,660)
101-48539	DESIGNATED DONATIONS- LIBRARY DONATIONS	4,000	4,000	227	2,673	66.8%	1,327	1,740	933
101-48540	DESIGNATED DONATIONS- MUSEUM DONATIONS	4,000	4,000	234	1,210	30.2%	2,790	2,718	(1,509)
101-48544	DESIGNATED DONATIONS- SESQUICENTENNIAL	-	-	-	-	0.0%	-	39,880	(39,880)
101-48545	DESIGNATED DONATIONS- SANITATION	1,000	1,000	-	-	0.0%	1,000	1,000	(1,000)
101-48546	DESIGNATED DONATIONS- MUSEUM RENOVATION	-	-	-	1,900	0.0%	(1,900)	-	1,900
*** REVENUE CATEGORY TOTALS ***		175,555	255,573	1,001	222,534	87.1%	33,039	210,122	12,412
49-TRANSFERS IN									
101-49552	TRANSFER FROM COURT SECURITY FUND	7,540	7,540	628	5,655	75.0%	1,885	5,655	(0)
101-49553	TRANSFER FROM UTILITY FUND	1,472,014	1,472,014	122,668	1,104,010	75.0%	368,004	1,164,054	(60,044)
101-49554	TRANSFER FROM HOTEL/MOTEL OCC TAX FUND	52,551	52,551	4,379	39,413	75.0%	13,138	33,077	6,336
101-49555	TRANSFER FROM GRANT FUND	-	-	-	902	0.0%	(902)	300,000	(299,098)
*** REVENUE CATEGORY TOTALS ***		1,532,105	1,532,105	127,675	1,149,980	75.1%	382,125	1,502,787	(352,806)
*** TOTAL REVENUE ***		15,100,240	15,431,297	818,692	12,385,701	80.3%	3,045,596	12,788,509	(402,808)

10 -GENERAL FUND- DETAIL
EXPENSE

51-EMPLOYEE SERVICES



City of Jacksonville, Texas
Financial Statement
As of June 30, 2024

		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
101-51600	SUPERVISION	1,213,058	1,204,408	91,722	870,289	72.3%	334,119	830,660	39,629
101-51601	OPERATIONAL	5,196,969	4,845,024	390,859	3,568,816	73.7%	1,276,208	3,249,666	319,150
101-51602	PERMANENT PART-TIME	189,564	150,592	10,695	96,819	64.3%	53,773	85,539	11,280
101-51604	SEASONAL PART-TIME POOL	59,786	59,786	10,322	10,418	17.4%	49,368	14,672	(4,254)
101-51605	SEASONAL PART-TIME SUMMER	-	-	7,755	16,755	0.0%	(16,755)	-	16,755
101-51607	OVERTIME- TRANSFER TRUCK	-	-	-	-	0.0%	-	12,981	(12,981)
101-51609	FIELD TRAINING OFFICER STIPEND	14,727	27,900	1,875	15,073	54.0%	12,827	11,020	4,053
101-51611	K9 CARE STIPEND	7,060	7,060	542	5,125	72.6%	1,935	5,280	(155)
101-51612	ON CALL STIPEND	7,300	6,000	560	5,268	87.8%	733	4,300	968
101-51613	BI-LINGUAL PAY	28,800	27,900	2,700	21,514	77.1%	6,386	21,000	514
101-51614	CERTIFICATION PAY	123,297	127,998	10,063	87,872	68.7%	40,126	84,628	3,244
101-51615	DIFFERENTIAL PAY	23,100	34,200	2,625	25,981	76.0%	8,219	13,388	12,594
101-51616	EDUCATION PAY	34,800	38,507	3,300	28,077	72.9%	10,430	22,838	5,239
101-51617	LONGEVITY PAY	37,082	35,421	2,839	23,790	67.2%	11,631	25,550	(1,759)
101-51620	AUTO ALLOWANCE	14,000	18,000	1,592	11,233	62.4%	6,767	8,733	2,500
101-51621	CELL PHONE ALLOWANCE	4,800	5,220	480	3,618	69.3%	1,602	2,983	635
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	744,237	64,789	558,001	75.0%	186,236	346,725	211,276
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	562,764	44,547	395,479	70.3%	167,285	362,489	32,990
101-51639	DENTAL INSURANCE	36,162	34,575	2,746	23,736	68.7%	10,839	22,245	1,491
101-51640	HEALTH INSURANCE	667,472	575,845	50,372	437,579	76.0%	138,266	403,280	34,299
101-51641	LIFE INSURANCE	2,022	2,018	215	982	48.7%	1,036	1,205	(223)
101-51642	TMRS	773,991	760,121	60,465	545,309	71.7%	214,812	495,177	50,133
101-51643	WORKER'S COMPENSATION	177,863	162,896	12,860	110,412	67.8%	52,484	111,379	(967)
101-51644	CONTRA WAGE EXPENSE	(60,951)	(60,951)	(3,823)	(28,565)	46.9%	(32,386)	(33,015)	4,450
101-51645	UNEMPLOYMENT	-	-	-	-	0.0%	-	4,145	(4,145)
101-51646	CONTRACT LABOR	235,405	254,500	29,693	133,911	52.6%	120,589	94,522	39,389
101-51647	BENEFIT ADMINISTRATION	4,518	4,518	393	2,184	48.3%	2,334	2,681	(496)
101-51648	EMPLOYEE TESTING	7,225	4,625	1,730	4,521	97.8%	104	8,340	(3,819)
101-51649	OTHER EMPLOYEE COSTS	16,670	22,358	98	18,842	84.3%	3,516	4,645	14,196
101-51650	RECRUITING & RETENTION	2,400	2,400	-	2,456	102.4%	(56)	92	2,364
101-51652	VOLUNTEER FIRE PENSION	2,600	2,600	-	3,400	130.8%	(800)	2,600	800
*** EXPENSE CATEGORY TOTALS ***		10,061,141	9,664,522	802,010	7,002,396	72.5%	2,662,126	6,372,767	629,630
52-MAINTENANCE									
101-52700	R/M BUILDINGS & STRUCTURES	130,615	163,229	29,550	102,836	63.0%	60,393	77,786	25,049
101-52701	R/M EQUIPMENT & MACHINERY	139,028	149,269	3,747	95,391	63.9%	53,877	86,136	9,255
101-52705	R/M MOTOR VEHICLES	100,097	185,815	13,679	121,073	65.2%	64,742	80,801	40,271
101-52706	R/M OFFICE EQUIPMENT	700	700	-	-	0.0%	700	7	(7)
101-52707	R/M PARKS	109,225	109,225	5,662	55,595	50.9%	53,630	55,580	15
101-52708	R/M RADIO COMMUNICATION	6,500	5,723	-	3,493	61.0%	2,230	2,255	1,238
101-52709	R/M SIDEWALKS CULVERTS BRIDGES	25,000	15,000	376	13,031	86.9%	1,969	10,264	2,767
101-52710	R/M STREETS & ALLEYS	300,000	50,000	724	13,984	28.0%	36,016	22,063	(8,079)
101-52715	DAMAGES & CLAIMS	57,100	82,552	11,935	75,615	91.6%	6,937	66,390	9,224
*** EXPENSE CATEGORY TOTALS ***		868,265	761,513	65,673	481,017	63.2%	280,496	401,283	79,734
53-UTILITIES									
101-53730	ELECTRICITY	330,143	304,018	28,617	191,159	62.9%	112,859	199,408	(8,249)
101-53731	NATURAL GAS	28,150	25,465	618	14,189	55.7%	11,276	22,695	(8,506)
101-53732	PHONE/CABLE/INTERNET	166,426	162,260	5,731	122,048	75.2%	40,212	151,490	(29,442)
101-53733	WATER/SEWER & GARBAGE	70,232	67,072	3,847	21,534	32.1%	45,538	25,553	(4,019)



City of Jacksonville, Texas
Financial Statement
As of June 30, 2024

		Original	Current Total	M-T-D	Y-T-D	% of	Budget	Prior Year	INC/(DEC)
		Total Budget	Budget	Activity	Activity	Budget	Remaining	Y-T-D	Prior Year
*** EXPENSE CATEGORY TOTALS ***		594,951	558,815	38,812	348,929	62.4%	209,885	399,146	(50,217)
54-SUPPLIES									
101-54740	AMBULANCE SUPPLIES	48,000	51,000	6,296	41,160	80.7%	9,840	25,750	15,411
101-54741	ANIMAL CARE SUPPLIES	6,000	6,000	317	3,826	63.8%	2,174	2,688	1,138
101-54742	ANIMAL FOOD	5,000	5,000	167	2,771	55.4%	2,229	1,771	1,001
101-54743	BOOK SUPPLIES	6,010	7,500	526	4,222	56.3%	3,278	4,852	(630)
101-54744	BOTANICAL SUPPLIES	2,500	2,500	-	247	9.9%	2,253	2,624	(2,377)
101-54745	CASH OVER/SHORT	-	-	60	(28)	0.0%	28	(270)	242
101-54746	CHEMICAL SUPPLIES	51,600	51,600	214	8,009	15.5%	43,591	26,906	(18,897)
101-54749	FIRE ARM TRAINING SUPPLIES	9,000	9,000	-	7,885	87.6%	1,115	4,623	3,261
101-54750	HAZMAT RESPONSE/CLEANUP SUPPLIES	1,155	1,200	-	1,200	100.0%	-	950	250
101-54751	FIRE HOSE SUPPLIES	5,200	5,200	-	-	0.0%	5,200	4,161	(4,161)
101-54752	FOOD	21,566	26,593	3,981	22,956	86.3%	3,637	18,668	4,288
101-54755	INVESTIGATION SUPPLIES	3,920	2,220	-	2,697	121.5%	(477)	3,478	(781)
101-54756	JANITORIAL SUPPLIES	27,827	32,735	3,116	25,804	78.8%	6,931	20,742	5,062
101-54757	K-9 CARE SUPPLIES	10,600	7,600	274	3,145	41.4%	4,455	3,705	(560)
101-54762	MINOR TOOLS & EQUIPMENT	47,582	50,798	1,290	37,787	74.4%	13,011	41,161	(3,374)
101-54763	MISCELLANEOUS SUPPLIES	18,313	19,963	1,515	15,167	76.0%	4,796	15,960	(792)
101-54764	MOTOR VEHICLE FUEL	233,785	236,809	179	142,237	60.1%	94,572	140,266	1,971
101-54765	OFFICE EQUIP/FURNITURE/FIXTR	4,329	6,350	-	2,156	34.0%	4,194	3,447	(1,292)
101-54766	OFFICE SUPPLIES	25,263	27,397	2,155	20,440	74.6%	6,957	11,935	8,504
101-54767	OXYGEN SUPPLIES	6,575	7,874	-	6,277	79.7%	1,597	4,756	1,521
101-54768	PLAQUES & AWARDS	2,500	2,500	-	960	38.4%	1,540	2,064	(1,104)
101-54769	POSTAGE	13,164	14,114	727	6,904	48.9%	7,210	7,071	(167)
101-54770	PRINTING SUPPLIES	10,646	8,646	116	4,015	46.4%	4,631	4,496	(481)
101-54771	PROGRAMMING SUPPLIES	3,873	5,450	518	1,598	29.3%	3,852	3,419	(1,821)
101-54772	PROTECTIVE CLOTHING	3,900	5,000	-	3,467	69.3%	1,533	73,906	(70,438)
101-54773	PUBLIC EDUCATION SUPPLIES	3,400	6,500	231	1,145	17.6%	5,355	2,485	(1,340)
101-54774	RECREATION SUPPLIES	2,048	2,048	170	170	8.3%	1,878	1,041	(871)
101-54775	RESALE GASOLINE	76,798	56,798	7,350	12,132	21.4%	44,666	31,823	(19,691)
101-54776	SAFETY EQUIPMENT	5,000	5,000	29	4,898	98.0%	102	-	4,898
101-54777	STREET SIGN SUPPLIES	24,000	9,000	308	2,216	24.6%	6,784	6,073	(3,857)
101-54778	TECHNOLOGY SUPPLIES	8,818	13,168	-	8,310	63.1%	4,858	2,662	5,649
101-54779	WEARING APPAREL	74,854	69,954	1,681	50,037	71.5%	19,917	42,457	7,581
101-54781	DESIGNATED DONATIONS	45,000	30,563	773	12,170	39.8%	18,393	76,837	(64,668)
*** EXPENSE CATEGORY TOTALS ***		808,226	786,080	31,991	455,980	58.0%	330,100	592,504	(136,524)
55-SERVICES									
101-55800	ACCOUNTING & AUDITING	25,650	25,650	-	21,120	82.3%	4,530	20,850	270
101-55801	APPRAISAL DISTRICT	155,623	155,623	40,885	155,623	100.0%	-	129,894	25,729
101-55802	BAD DEBT EXPENSE	16,500	16,500	-	-	0.0%	16,500	-	-
101-55803	BANKING FEES	600	600	25	362	60.3%	239	75	287
101-55804	BILLING & COLLECTION SERVICES	133,416	166,197	11,161	98,736	59.4%	67,461	78,101	20,635
101-55805	CONSTRUCTION CONTRACTS	100,000	200,000	-	178	0.1%	199,822	44,881	(44,703)
101-55806	CONSULTING SERVICES	16,652	31,202	1,667	28,702	92.0%	2,500	13,239	15,463
101-55807	CONTINGENCY	250,000	250,000	-	-	0.0%	250,000	-	-
101-55809	CREDIT CARD PROCESSING FEES	29,402	38,097	3,796	20,877	54.8%	17,220	18,522	2,356
101-55810	ELECTION COSTS	13,000	10,000	50	8,001	80.0%	1,999	12,596	(4,595)
101-55812	ENGINEERING SERVICES	15,500	3,000	-	1,784	59.5%	1,216	5,000	(3,216)
101-55813	FEES & PERMITS	195	267	-	30	11.2%	237	93	(63)
101-55815	INSURANCE-PROPERTY, PLANT, & EQUIPMENT	176,937	197,003	-	197,003	100.0%	(0)	172,815	24,188
101-55816	IT SUPPORT	-	-	-	-	0.0%	-	60,000	(60,000)
101-55817	JANITORIAL SERVICES	2,000	-	-	-	0.0%	-	-	-
101-55819	LEASE/RENTAL OF EQUIPMENT	40,949	39,177	3,071	31,037	79.2%	8,140	26,568	4,469
101-55820	LEASE/RENTAL OF PROPERTY	6,000	6,000	500	3,500	58.3%	2,500	4,500	(1,000)
101-55821	LEGAL ADVERTISING	17,293	13,195	-	7,473	56.6%	5,722	9,411	(1,938)
101-55822	LEGAL SERVICES	500	3,844	3,007	7,348	191.2%	(3,504)	564	6,785
101-55824	MISCELLANEOUS SERVICES	32,040	43,369	2,303	38,634	89.1%	4,736	27,952	10,681
101-55826	PUBLIC COMMUNICATION	2,118	4,084	-	1,276	31.2%	2,808	275	1,001



City of Jacksonville, Texas
Financial Statement
As of June 30, 2024

		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
101-55828	SOFTWARE	154,234	163,674	5,519	149,832	91.5%	13,842	131,190	18,642
101-55829	SPECIAL SERVICES	-	-	-	-	0.0%	-	-	-
101-55830	SUPPORT OF COMMUNITY SERVICES	5,000	5,000	240	1,297	25.9%	3,703	500	797
101-55833	VETERINARY SERVICES	10,000	10,000	354	2,763	27.6%	7,237	279	2,484
101-55834	SOLID WASTE & SLUDGE DISPOSAL	925,000	1,004,559	84,905	672,601	67.0%	331,958	630,430	42,171
*** EXPENSE CATEGORY TOTALS ***		2,128,608	2,387,041	157,482	1,448,177	60.7%	938,863	1,387,735	60,443
56-TRAVEL & EDUCATION EXPENDITURES									
101-56851	MEMBERSHIP DUES	30,010	27,867	608	20,978	75.3%	6,889	17,076	3,902
101-56852	TRAINING EXPENSES	83,961	95,500	9,398	46,617	48.8%	48,883	40,982	5,635
101-56853	TRAVEL & LODGING EXPENSES	51,597	46,341	5,768	38,783	83.7%	7,558	22,145	16,638
*** EXPENSE CATEGORY TOTALS ***		165,568	169,708	15,774	106,378	62.7%	63,330	80,203	26,175
57-DEBT SERVICE									
101-57862	CAPITAL LEASE INTEREST	13,322	13,322	2,176	13,321	100.0%	0	19,961	(6,640)
101-57863	CAPITAL LEASE PRINCIPAL	223,758	223,758	68,726	223,757	100.0%	0	217,118	6,640
*** EXPENSE CATEGORY TOTALS ***		237,080	237,080	70,902	237,079	100.0%	1	237,079	(0)
58-CAPITAL EXPENDITURES									
101-58880	CAPITAL BUILDINGS & STRUCTURES	-	5,825	-	5,825	100.0%	-	-	5,825
101-58881	CAPITAL MACHINERY & EQUIPMENT	55,240	58,535	-	40,963	70.0%	17,572	13,245	27,719
101-58882	CAPITAL MISCELLANEOUS	13,720	13,947	4,003	14,150	101.5%	(203)	-	14,150
101-58883	CAPITAL MOTOR VEHICLES	-	4,795	-	6,351	132.5%	(1,556)	254,895	(248,544)
101-58887	LIBRARY BOOKS & MATERIALS	42,000	42,000	1,225	34,060	81.1%	7,940	26,913	7,147
101-58891	CAPITAL PROPERTY	-	-	-	-	0.0%	-	57,630	(57,630)
*** EXPENSE CATEGORY TOTALS ***		110,960	125,102	5,228	101,349	81.0%	23,753	352,682	(251,333)
59 - TRANSFERS OUT									
101-59902	TRANSFER TO GEN CAPITAL PROJECTS FUND	-	-	-	-	0.0%	-	585,681	(585,681)
101-59906	TRANSFER TO BEAUTIFICATION FUND	6,000	6,000	500	4,500	75.0%	1,500	4,500	-
101-59909	TRANSFER TO COURT TECHNOLOGY FUND	3,641	3,641	-	(24,851)	-682.5%	28,492	(20,371)	(4,479)
101-59911	TRANSFER TO VEHICLE / EQUIPMENT REPLACEMENT FUND	-	600,000	50,000	450,000	75.0%	150,000	-	450,000
*** EXPENSE CATEGORY TOTALS ***		9,641	609,641	50,500	429,649	70.5%	179,992	569,810	(140,160)
*** TOTAL EXPENSE ***		\$ 14,984,439	\$ 15,299,501	\$ 1,238,373	\$ 10,610,956	69.4%	\$ 4,688,545	\$ 10,393,208	\$ 217,748
102 -DEBT SERVICE FUND- DETAIL									
REVENUE									
102-41400	AD VALOREM TAX- CURRENT	\$ 1,509,811	\$ 1,496,395	\$ 7,390	\$ 1,449,856	96.9%	\$ 46,539	\$ 1,457,858	\$ (8,002)
102-41401	AD VALOREM TAX- PRIOR	24,540	33,692	(64)	30,856	91.6%	2,836	20,808	10,049
102-41402	AD VALOREM TAX- PENALTY & INTEREST	25,000	27,937	1,874	22,798	81.6%	5,139	19,986	2,812
102-47510	INTEREST INCOME	43,000	50,466	5,708	42,766	84.7%	7,700	34,192	8,575
102-47511	UNREALIZED GAIN/LOSS ON INVESTMENTS	(566)	-	-	-	0.0%	-	-	-
102-49553	TRANSFER FROM UTILITY FUND	844,872	844,872	70,406	633,653	75.0%	211,219	655,995	(22,342)
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	114,359	75.0%	38,120	82,974	31,384
*** TOTAL REVENUE ***		2,599,135	2,605,840	98,022	2,294,288	88.0%	311,552	2,313,300	(19,011)
102 -DEBT SERVICE FUND- DETAIL									
EXPENSE									
102-55803	BANKING FEES	-	450	-	225	50.0%	225	-	225
102-57864	CONTINUING DISCLOSURE	3,500	3,500	3,500	3,500	100.0%	-	3,500	-
102-57865	DEBT SERVICE INTEREST	821,152	821,152	-	414,393	50.5%	406,759	426,843	(12,449)



City of Jacksonville, Texas
Financial Statement
As of June 30, 2024

		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
102-57866	DEBT SERVICE PRINCIPAL	1,709,000	1,709,000	-	608,000	35.6%	1,101,000	595,000	13,000
102-57867	PAYING AGENT FEES	2,650	4,150	-	2,450	59.0%	1,700	2,650	(200)
*** TOTAL EXPENSE ***		\$ 2,536,302	\$ 2,538,252	\$ 3,500	\$ 1,028,568	40.5%	\$ 1,509,684	\$ 1,027,993	\$ 576

**103 -CAPITAL PROJECTS FUND (GENERAL)- DETAIL
REVENUE**

103-43427	MISCELLANEOUS GRANT REVENUE	\$ 1,292,222	\$ 1,211,623	\$ 92,159	\$ 528,094	43.6%	\$ 683,529	\$ 167,122	\$ 360,972
103-47510	INTEREST INCOME	123,301	312,049	20,438	220,027	70.5%	92,022	184,952	35,076
103-47511	UNREALIZED GAIN/LOSS ON INVESTMENTS	(4,241)	-	-	-	0.0%	-	-	-
103-48523	SALE OF CAPITAL PROPERTY	-	-	-	-	0.0%	-	1,095,257	(1,095,257)
103-48525	SALE OF CAPITAL VEHICLES	-	-	-	-	0.0%	-	169,000	(169,000)
103-49550	TRANSFER FROM GENERAL FUND	-	-	-	-	0.0%	-	585,681	(585,681)
*** TOTAL REVENUE ***		1,411,282	1,523,672	112,597	748,121	49.1%	775,551	2,202,012	(1,453,891)

**103 -CAPITAL PROJECTS FUND (GENERAL)- DETAIL
EXPENSE**

103-52710	R/M STREETS & ALLEYS	4,793,869	4,832,756	19,987	1,144,353	23.7%	3,688,403	-	1,144,353
103-55803	BANKING FEES	-	-	-	-	0.0%	-	60	(60)
103-55805	CONSTRUCTION CONTRACTS	192,222	192,222	65,000	131,400	68.4%	60,822	-	131,400
103-55812	ENGINEERING SERVICES	500,000	495,555	25,250	182,477	36.8%	313,078	-	182,477
103-55824	MISCELLANEOUS SERVICES	100,000	55,900	1,500	50,775	90.8%	5,125	-	50,775
103-57862	CAPITAL LEASE INTEREST	-	-	-	-	0.0%	-	14,469	(14,469)
103-57863	CAPITAL LEASE PRINCIPAL	-	-	-	-	0.0%	-	754,681	(754,681)
103-58880	CAPITAL BUILDINGS & STRUCTURES	400,000	348,950	-	48,950	14.0%	300,000	20,188	28,762
103-58881	CAPITAL MACHINERY & EQUIPMENT	50,000	102,258	-	16,654	16.3%	85,604	53,814	(37,160)
103-58883	CAPITAL MOTOR VEHICLES	-	-	-	-	0.0%	-	167,122	(167,122)
103-58884	CAPITAL PARK IMPROVEMENTS	778,365	755,103	409	103,287	13.7%	651,816	34,891	68,396
103-59903	TRANSFER TO GRANT FUND	500,000	500,000	41,667	375,000	75.0%	125,000	479,351	(104,351)
*** TOTAL EXPENSE ***		\$ 7,314,456	\$ 7,282,744	\$ 153,812	\$ 2,052,895	28.2%	\$ 5,229,849	\$ 1,524,576	\$ 528,319

**104 -VEHICLE & EQUIPMENT REPLACEMENT FUND - DETAIL
REVENUE**

104-47510	INTEREST INCOME	\$ 50,000	\$ 62,000	\$ 5,343	\$ 47,171	76.1%	\$ 14,829	\$ -	\$ 47,171
104-48525	SALE OF CAPITAL VEHICLES	65,000	81,000	-	-	0.0%	81,000	-	-
104-49550	TRANSFER FROM GENERAL FUND	-	600,000	50,000	450,000	75.0%	150,000	-	450,000
*** TOTAL REVENUE ***		115,000	743,000	55,343	497,171	66.9%	245,829	-	497,171

**104 -VEHICLE & EQUIPMENT REPLACEMENT FUND - DETAIL
EXPENSE**

104-58881	CAPITAL MACHINERY & EQUIPMENT	318,407	288,776	-	170,534	59.1%	118,242	-	170,534
104-58883	CAPITAL MOTOR VEHICLES	624,750	667,446	738	198,058	29.7%	469,388	-	198,058
*** TOTAL EXPENSE ***		\$ 943,157	\$ 956,222	\$ 738	\$ 368,592	38.5%	\$ 587,630	\$ -	\$ 368,592

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

110-43420	DEPT OF JUSTICE GRANT REVENUE	\$ 53,421	\$ 44,563	\$ -	\$ 23,146	51.9%	\$ 21,417	\$ 26,590	\$ (3,444)
110-43421	TX DEPT OF STATE HEALTH SERVICES GRANT REVENUE	8,250	9,133	-	9,133	100.0%	1	40,017	(30,884)
110-43425	TX STATE LIB & ARC COMMISS GRANT REVENUE	7,610	8,127	6,480	6,480	79.7%	1,647	-	6,480
110-43427	MISCELLANEOUS GRANT REVENUE	-	-	-	6,513	0.0%	(6,513)	22,305	(15,792)
110-43431	TXDOT GRANT REVENUE	9,000	12,843	-	664	5.2%	12,179	1,618	(954)



City of Jacksonville, Texas
Financial Statement
As of June 30, 2024

		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
110-43433	TX PARKS & WILDLIFE GRANT REVENUE	756,040	1,131,040	-	131,040	11.6%	1,000,000	-	131,040
110-43435	TX DEPT OF AGRICULTURE GRANT REVENUE	-	45,900	-	45,900	100.0%	-	260,800	(214,900)
110-49556	TRANSFER FROM GEN CAPITAL PROJECTS FUND	500,000	500,000	41,667	375,000	75.0%	125,000	479,351	(104,351)
*** TOTAL REVENUE ***		1,334,321	1,751,606	48,147	597,875	34.1%	1,153,731	830,681	(232,806)
Fund: 110 - GRANT FUND- DETAIL									
EXPENSE									
110-51601	OPERATIONAL	51,951	42,834	-	21,417	50.0%	21,417	26,119	(4,703)
110-51629	OVERTIME	9,000	12,843	-	664	5.2%	12,179	859	(195)
110-51636	OVERTIME- TRAFFIC STEP	-	-	-	-	0.0%	-	759	(759)
110-53732	PHONE/CABLE/INTERNET	6,480	6,480	6,480	6,480	100.0%	-	-	6,480
110-54740	AMBULANCE SUPPLIES	8,250	9,133	-	9,133	100.0%	1	8,217	916
110-54760	LIBRARY SUPPLIES	-	1,803	-	136	7.5%	1,667	-	136
110-54765	OFFICE EQUIP/FURNITURE/FIXTR	-	-	-	-	0.0%	-	6,897	(6,897)
110-54771	PROGRAMMING SUPPLIES	1,130	1,647	-	1,667	101.2%	(20)	1,246	421
110-54779	WEARING APPAREL	1,470	1,729	-	1,729	100.0%	(0)	971	758
110-55812	ENGINEERING SERVICES	41,500	41,500	-	-	0.0%	41,500	33,708	(33,708)
110-55814	GRANT ADMINISTRATION	-	-	-	-	0.0%	-	4,900	(4,900)
110-55821	LEGAL ADVERTISING	-	-	-	-	0.0%	-	296	(296)
110-56852	TRAINING EXPENSES	-	-	-	-	0.0%	-	31,800	(31,800)
110-58884	CAPITAL PARK IMPROVEMENTS	1,617,150	1,634,338	-	133,436	8.2%	1,500,902	26,676	106,760
110-58885	CAPITAL SDWLKS/CLVRTS/BRDGS	-	-	-	-	0.0%	-	259,807	(259,807)
110-58887	LIBRARY BOOKS & MATERIALS	-	(9)	-	(9)	101.9%	0	-	(9)
110-59900	TRANSFER TO GENERAL FUND	-	-	-	902	0.0%	(902)	300,003	(299,101)
*** TOTAL EXPENSE ***		\$ 1,736,931	\$ 1,752,298	\$ 6,480	\$ 175,554	10.0%	\$ 1,576,744	\$ 702,257	\$ (526,703)

201 -WATER & WASTEWATER UTILITY FUND- DETAIL
REVENUE

201-43426	JEDCO FINANCING	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 4,450	\$ (4,450)
201-43427	MISCELLANEOUS GRANT REVENUE	900,000	710,138	80,947	229,958	32.4%	480,180	-	229,958
201-46472	ACCOUNT TRANSFER FEES	3,000	3,000	50	1,850	61.7%	1,150	1,650	200
201-46480	WATER SALES	4,029,975	3,900,000	315,925	2,583,727	66.2%	1,316,273	2,624,857	(41,131)
201-46481	WATER TAP FEES	6,000	6,000	500	2,000	33.3%	4,000	4,000	(2,000)
201-46482	SEWER SALES	3,291,465	3,321,465	285,196	2,261,089	68.1%	1,060,376	1,884,579	376,510
201-46483	SEWER TAP FEES	7,500	7,500	1,000	3,000	40.0%	4,500	5,000	(2,000)
201-46484	PENALTIES	185,000	175,000	14,922	129,209	73.8%	45,791	139,884	(10,675)
201-46486	RECONNECT FEES	100	100	-	30	30.0%	70	61	(31)
201-46488	METER TAMPERING FEES	600	600	-	467	77.8%	133	444	22
201-46489	NSF CHECK FEES	2,000	2,000	90	1,530	76.5%	470	1,410	120
201-46491	SERVICE APPLICATION FEES	13,000	13,000	1,175	9,241	71.1%	3,759	9,600	(359)
201-46501	METER PURCHASE FEE	12,000	12,000	1,289	8,301	69.2%	3,699	8,984	(683)
201-46504	WATER BORE FEES	-	3,000	-	3,000	100.0%	-	-	3,000
201-47510	INTEREST INCOME	250,000	384,155	32,015	296,458	77.2%	87,697	210,210	86,248
201-47511	UNREALIZED GAIN/LOSS ON INVESTMENTS	(5,868)	-	-	-	0.0%	-	-	-
201-48515	MISCELLANEOUS REVENUE	1,500	1,500	-	-	0.0%	1,500	753	(753)
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	-	18,499	121.3%	(3,249)	98,153	(79,655)
201-48522	SALE OF CAPITAL EQUIPMENT	-	-	-	-	0.0%	-	8,860	(8,860)
201-48547	SCRAP METAL REVENUE	-	4,864	-	3,595	73.9%	1,269	-	3,595
*** TOTAL REVENUE ***		8,715,522	8,563,572	733,109	5,554,308	64.9%	3,009,264	5,007,141	547,167

201 -WATER & WASTEWATER UTILITY FUND- DETAIL
EXPENSE

51-EMPLOYEE SERVICES									
201-51600	SUPERVISION	147,869	147,869	11,375	107,652	72.8%	40,217	103,902	3,749
201-51601	OPERATIONAL	781,501	778,548	55,913	560,123	71.9%	218,425	545,701	14,422



City of Jacksonville, Texas
Financial Statement
As of June 30, 2024

		Original	Current Total	M-T-D	Y-T-D	% of	Budget	Prior Year	INC/(DEC)
		Total Budget	Budget	Activity	Activity	Budget	Remaining	Y-T-D	Prior Year
201-51612	ON CALL STIPEND	9,125	1,840	140	1,340	72.8%	500	3,365	(2,025)
201-51613	BI-LINGUAL PAY	1,800	1,800	150	1,270	70.5%	530	1,275	(5)
201-51614	CERTIFICATION PAY	6,900	6,900	625	5,290	76.7%	1,610	4,888	403
201-51616	EDUCATION PAY	3,900	3,900	325	2,751	70.5%	1,149	4,113	(1,362)
201-51617	LONGEVITY PAY	11,122	11,122	913	7,673	69.0%	3,449	7,808	(135)
201-51620	AUTO ALLOWANCE	2,001	2,001	167	1,334	66.6%	667	1,334	-
201-51621	CELL PHONE ALLOWANCE	2,100	2,100	175	1,400	66.7%	700	1,400	-
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	145,251	15,237	102,212	70.4%	43,039	85,744	16,468
201-51632	OVERTIME- SCHEDULED (MANDATED)	-	-	-	-	0.0%	-	19,217	(19,217)
201-51638	FICA	88,447	84,047	6,390	59,436	70.7%	24,611	61,543	(2,107)
201-51639	DENTAL INSURANCE	6,466	6,466	505	4,566	70.9%	1,880	4,481	105
201-51640	HEALTH INSURANCE	104,851	82,351	8,169	74,803	90.8%	7,548	68,861	5,942
201-51641	LIFE INSURANCE	366	366	40	183	50.0%	183	252	(69)
201-51642	TMRS	122,897	109,047	9,040	83,251	76.3%	25,796	85,103	(1,852)
201-51643	WORKER'S COMPENSATION	23,096	19,196	1,361	13,538	70.5%	5,658	13,153	385
201-51644	CONTRA WAGE EXPENSE	-	-	(2,037)	(2,037)	0.0%	2,037	(258)	(1,780)
201-51646	CONTRACT LABOR	4,800	4,800	-	2,100	43.8%	2,700	2,875	(775)
*** EXPENSE CATEGORY TOTALS ***		1,506,962	1,407,604	108,487	1,026,903	73.0%	380,701	1,050,892	(23,988)
52-MAINTENANCE									
201-52700	R/M BUILDINGS & STRUCTURES	165,501	542,417	1,302	383,078	70.6%	159,339	59,363	323,715
201-52701	R/M EQUIPMENT & MACHINERY	57,364	68,805	7,730	39,830	57.9%	28,975	33,944	5,866
201-52702	R/M LIFT STATIONS	470,000	410,000	(28,278)	50,398	12.3%	359,602	40,339	10,058
201-52703	R/M METERS TAPS SVC CONNECTS	100,000	92,800	2,566	54,982	59.2%	37,818	59,533	(4,551)
201-52704	R/M MISCELLANEOUS	-	300	-	156	52.1%	144	108	48
201-52705	R/M MOTOR VEHICLES	6,110	6,610	677	4,775	72.2%	1,836	3,915	860
201-52710	R/M STREETS & ALLEYS	45,000	84,977	7,614	40,118	47.2%	44,859	25,666	14,452
201-52711	R/M WASTEWATER PLANTS	160,000	120,000	5,318	140,270	116.9%	(20,270)	28,251	112,019
201-52712	R/M WATER & WASTEWATER MAINS	6,494,214	1,913,004	130,677	655,804	34.3%	1,257,200	248,190	407,614
201-52713	R/M WATER STORAGE TANKS	30,000	18,500	-	7,691	41.6%	10,809	-	7,691
201-52714	R/M WATER WELLS	140,460	134,060	921	98,773	73.7%	35,287	13,099	85,675
201-52715	DAMAGES & CLAIMS	15,250	40,086	29,106	34,085	85.0%	6,001	104,518	(70,433)
*** EXPENSE CATEGORY TOTALS ***		7,683,899	3,431,559	157,632	1,509,959	44.0%	1,921,600	616,926	893,033
53-UTILITIES									
201-53730	ELECTRICITY	525,000	500,000	42,173	303,128	60.6%	196,872	320,701	(17,573)
201-53731	NATURAL GAS	606	606	51	414	68.3%	192	388	26
201-53732	PHONE/CABLE/INTERNET	18,431	13,931	1,494	12,466	89.5%	1,465	13,695	(1,229)
201-53733	WATER/SEWER & GARBAGE	42,600	46,100	3,169	25,939	56.3%	20,161	27,425	(1,486)
*** EXPENSE CATEGORY TOTALS ***		586,637	560,637	46,887	341,947	61.0%	218,690	362,209	(20,262)
54-SUPPLIES									
201-54745	CASH OVER/SHORT	-	-	(71)	(37)	0.0%	37	46	(83)
201-54746	CHEMICAL SUPPLIES	307,075	283,975	9,025	167,874	59.1%	116,101	156,779	11,095
201-54752	FOOD	2,800	3,800	-	2,757	72.6%	1,043	3,967	(1,210)
201-54753	GROUNDWATER PURCHASES	35,000	30,000	-	14,532	48.4%	15,468	14,787	(255)
201-54756	JANITORIAL SUPPLIES	5,550	6,550	685	4,022	61.4%	2,528	3,799	223
201-54758	LAB EQUIPMENT & SUPPLIES	8,865	7,000	269	4,430	63.3%	2,570	9,738	(5,309)
201-54762	MINOR TOOLS & EQUIPMENT	21,726	14,713	1,662	19,881	135.1%	(5,169)	33,717	(13,836)
201-54763	MISCELLANEOUS SUPPLIES	4,395	6,145	1,401	3,972	64.6%	2,173	4,937	(964)
201-54764	MOTOR VEHICLE FUEL	58,215	62,965	1,782	48,304	76.7%	14,661	52,784	(4,480)
201-54765	OFFICE EQUIP/FURNITURE/FIXTR	532	532	-	-	0.0%	532	465	(465)
201-54766	OFFICE SUPPLIES	3,974	4,074	319	3,089	75.8%	985	1,985	1,104
201-54768	PLAQUES & AWARDS	867	867	-	-	0.0%	867	413	(413)
201-54769	POSTAGE	658	658	32	257	39.1%	401	347	(90)
201-54778	TECHNOLOGY SUPPLIES	61,240	63,475	-	65,265	102.8%	(1,790)	61,294	3,971
201-54779	WEARING APPAREL	17,076	12,245	686	7,924	64.7%	4,321	8,467	(544)



City of Jacksonville, Texas
Financial Statement
As of June 30, 2024

		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
*** EXPENSE CATEGORY TOTALS ***									
		527,972	496,998	15,791	342,270	68.9%	154,728	353,525	(11,255)
55-SERVICES									
201-55800	ACCOUNTING & AUDITING	17,100	17,100	-	14,080	82.3%	3,020	13,900	180
201-55803	BANKING FEES	840	840	15	375	44.6%	465	93	283
201-55804	BILLING & COLLECTION SERVICES	50,000	58,000	5,667	30,337	52.3%	27,663	32,890	(2,553)
201-55809	CREDIT CARD PROCESSING FEES	113,440	128,440	7,503	78,808	61.4%	49,632	57,232	21,577
201-55811	ELECTROINC PAYMENT- UB CREDITS	24,240	25,240	2,204	19,376	76.8%	5,864	33,558	(14,182)
201-55812	ENGINEERING SERVICES	56,508	55,958	-	15,488	27.7%	40,470	(188)	15,675
201-55813	FEES & PERMITS	38,000	36,500	-	37,697	103.3%	(1,197)	35,213	2,484
201-55815	INSURANCE-PROPERTY, PLANT, & EQUIPMENT	91,226	100,441	-	100,441	100.0%	0	91,107	9,334
201-55818	LAB SERVICES	168,044	71,687	7,223	53,397	74.5%	18,290	40,228	13,169
201-55819	LEASE/RENTAL OF EQUIPMENT	34,904	21,404	197	13,964	65.2%	7,440	34,009	(20,046)
201-55821	LEGAL ADVERTISING	1,050	1,050	-	2,184	208.0%	(1,134)	773	1,411
201-55824	MISCELLANEOUS SERVICES	30,199	32,030	3,598	20,167	63.0%	11,863	82,310	(62,143)
201-55826	PUBLIC COMMUNICATION	5,000	5,000	-	-	0.0%	5,000	3,571	(3,571)
201-55828	SOFTWARE	3,646	3,646	-	3,346	91.8%	300	3,173	173
201-55829	SPECIAL SERVICES	-	-	-	-	0.0%	-	-	-
201-55834	SOLID WASTE & SLUDGE DISPOSAL	200,000	272,250	22,355	202,728	74.5%	69,522	163,633	39,095
*** EXPENSE CATEGORY TOTALS ***									
		834,196	829,585	48,763	592,387	71.4%	237,197	591,502	886
56-TRAVEL & EDUCATION EXPENDITURES									
201-56851	MEMBERSHIP DUES	627	627	-	-	0.0%	627	210	(210)
201-56852	TRAINING EXPENSES	13,989	6,489	77	1,457	22.5%	5,032	4,021	(2,564)
201-56853	TRAVEL & LODGING EXPENSES	2,995	995	-	-	0.0%	995	1,596	(1,596)
*** EXPENSE CATEGORY TOTALS ***									
		17,611	8,111	77	1,457	18.0%	6,654	5,826	(4,370)
57-DEBT SERVICE									
201-57862	CAPITAL LEASE INTEREST	4,991	4,991	1,217	3,285	65.8%	1,706	5,470	(2,185)
201-57863	CAPITAL LEASE PRINCIPAL	154,592	154,592	38,435	93,216	60.3%	61,376	91,031	2,185
*** EXPENSE CATEGORY TOTALS ***									
		159,583	159,583	39,652	96,501	60.5%	63,082	96,501	(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	230,398	-	103,694	45.0%	126,704	20,741	82,953
*** EXPENSE CATEGORY TOTALS ***									
		278,205	275,648	-	103,694	37.6%	171,954	32,091	71,603
59-TRANSFERS OUT									
201-59900	TRANSFER TO GENERAL FUND	1,472,014	1,472,014	122,668	1,104,010	75.0%	368,004	1,164,054	(60,044)
201-59901	TRANSFER TO DEBT SERVICE FUND	844,871	844,871	70,406	633,653	75.0%	211,218	655,995	(22,342)
201-59905	TRANSFER TO UT CAPITAL PROJECTS FUND	-	-	-	-	0.0%	-	71,392	(71,392)
*** EXPENSE CATEGORY TOTALS ***									
		2,316,885	2,316,885	193,074	1,737,664	75.0%	579,221	1,891,441	(153,777)
*** TOTAL EXPENSE ***									
		\$ 13,911,949	\$ 9,486,609	\$ 610,361	\$ 5,752,782	60.6%	\$ 3,733,827	\$ 5,000,912	\$ 751,870
203 -CAPITAL PROJECTS FUND (UTILITY)- DETAIL									
REVENUE									
203-43427	MISCELLANEOUS GRANT REVENUE	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 659,775	\$ (659,775)
203-47510	INTEREST INCOME	-	-	-	-	0.0%	-	22,367	(22,367)
203-48515	MISCELLANEOUS REVENUE	-	-	-	-	0.0%	-	45,777	(45,777)
203-49553	TRANSFER FROM UTILITY FUND	-	-	-	-	0.0%	-	71,392	(71,392)
*** TOTAL REVENUE ***									
		-	-	-	-	0.0%	-	799,311	(799,311)



City of Jacksonville, Texas
Financial Statement
As of June 30, 2024

		Original	Current Total	M-T-D	Y-T-D	% of	Budget	Prior Year	INC/(DEC)
		Total Budget	Budget	Activity	Activity	Budget	Remaining	Y-T-D	Prior Year
203 - CAPITAL PROJECTS FUND (UTILITY)- DETAIL									
EXPENSE									
203-52700	R/M BUILDINGS & STRUCTURES	-	-	-	-	0.0%	-	15,687	(15,687)
203-52702	R/M LIFT STATIONS	-	-	-	-	0.0%	-	33,817	(33,817)
203-52711	R/M WASTEWATER PLANTS	-	-	-	-	0.0%	-	2,482	(2,482)
203-52712	R/M WATER & WASTEWATER MAINS	-	-	-	-	0.0%	-	731,167	(731,167)
203-52714	R/M WATER WELLS	-	-	-	-	0.0%	-	53,700	(53,700)
203-55812	ENGINEERING SERVICES	-	-	-	-	0.0%	-	114,152	(114,152)
203-55824	MISCELLANEOUS SERVICES	-	-	-	-	0.0%	-	1,991	(1,991)
203-58880	CAPITAL BUILDINGS & STRUCTURES	-	-	-	-	0.0%	-	16,857	(16,857)
*** TOTAL EXPENSE ***		\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 969,851	\$ (969,851)



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	116 POLICE FEDERAL FORFEITURE FUND
Beginning Fund Balance	\$ 806,052	\$ -	\$ 151,869	\$ 12,440	\$ 12,567	\$ 6,705
REVENUE						
TAXES	227,373	-	-	-	-	-
FRANCHISE FEES	-	-	-	-	-	-
INTERGOVERNMENTAL REVENUE	-	-	-	-	-	-
FINES & FORFEITURE	-	7,635	9,219	1,406	-	-
LICENSE & PERMITS	-	-	-	-	-	-
FEES & CHARGES FOR SERVICES	1,180	-	-	-	-	-
INVESTMENT INCOME	19,256	-	5,802	500	474	240
MISCELLANEOUS RECEIPTS	44,031	-	-	-	-	-
TRANSFERS IN	-	(24,851)	-	-	-	-
Total	291,840	(17,216)	15,021	1,906	474	240
EXPENSE						
EMPLOYEE SERVICES	28,672	-	-	-	-	-
MAINTENANCE	45	-	-	-	-	-
UTILITIES	1,577	-	-	-	-	-
SUPPLIES	4,448	-	-	-	-	3,474
SERVICES	39,208	-	-	-	-	-
TRAVEL & EDUCATION EXPENDITURE	250	-	-	-	-	-
DEBT SERVICE	-	14,141	-	-	-	-
CAPITAL EXPENDITURES	-	-	-	-	-	-
TRANSFERS OUT	532,777	-	5,655	-	-	-
Total	606,976	14,141	5,655	-	-	3,474
Surplus (Deficit)	(315,136)	(31,357)	9,366	1,906	474	(3,234)
Ending Fund Balance	\$ 490,916	\$ (31,357)	\$ 161,235	\$ 14,346	\$ 13,041	\$ 3,471



City of Jacksonville, Texas
Financial Statement
As of June 30, 2024

NON MAJOR FUNDS SUMMARY					Keep Jacksonville Beautiful
	118 POLICE LEOSE	119 WAR MEMORIAL FUND	120 VENUE PROJECT FUND	TOTAL	301 BEAUTIFICATION FUND
Beginning Fund Balance	\$ -	\$ 10,395	\$ 383,098	\$ 1,383,126	\$ 22,790
REVENUE					
TAXES	-	-	64,973	292,346	-
FRANCHISE FEES	-	-	-	-	-
INTERGOVERNMENTAL REVENUE	5,631	-	-	-	-
FINES & FORFEITURE	-	-	-	18,259	-
LICENSE & PERMITS	-	-	-	-	-
FEES & CHARGES FOR SERVICES	-	-	19,547	20,727	-
INVESTMENT INCOME	94	392	8,911	35,575	796
MISCELLANEOUS RECEIPTS	-	-	29,116	73,147	2,254
TRANSFERS IN	-	-	493,364	468,513	4,500
Total	5,725	392	615,912	908,567	7,550
EXPENSE					
EMPLOYEE SERVICES	-	-	56,669	85,341	-
MAINTENANCE	-	-	128,100	128,145	-
UTILITIES	-	-	16,226	17,802	-
SUPPLIES	-	-	17,509	25,431	9,145
SERVICES	-	-	41,018	80,226	-
TRAVEL & EDUCATION EXPENDITURES	-	-	-	250	-
DEBT SERVICE	-	-	-	14,141	-
CAPITAL EXPENDITURES	-	-	758,863	758,863	-
TRANSFERS OUT	-	-	114,359	652,790	-
Total	-	-	1,132,744	1,762,989	9,145
Surplus (Deficit)	5,725	392	(516,832)	(854,422)	(1,595)
Ending Fund Balance	\$ 5,725	\$ 10,786	\$ (133,734)	\$ 528,704	\$ 21,194



City of Jacksonville, Texas
Financial Statement
As of June 30, 2024

Summary of Cash and Investment Activity				
	Par Value	Book Value	Market Value	Ratio Market-to-Book Value
Beginning Balances				
Cash	\$ 6,234,931.98	\$ 6,234,931.98	\$ 6,234,931.98	100.00%
Investments	17,795,486.98	17,795,486.98	17,795,486.98	100.00%
Total	24,030,418.96	24,030,418.96	24,030,418.96	100.00%
Activity				
Cash	(108,817.49)	(108,817.49)	(108,817.49)	
Investments				
Net Accretion & Amortization				
Purchases	64,466.24	64,466.24	64,466.24	
Maturities/Calls	(352,367.49)	(352,367.49)	(352,367.49)	
Changes to Market Value	-	-	(18,620.93)	
Net Monthly Activity	(396,718.74)	(396,718.74)	(415,339.67)	
Ending Balances				
Cash	6,126,114.49	6,126,114.49	6,126,114.49	100.00%
Investments	17,507,585.73	17,507,585.73	17,488,964.80	99.89%
Total	\$ 23,633,700.22	\$ 23,633,700.22	\$ 23,615,079.29	99.92%



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	\$1,182		\$ 100.000	0.150%	\$ 1,182	\$ 1,182	\$ 1,182	\$ -	1
N/A	N/A	N/A	Cash In Austin Bank	316,867		100.000	5.320%	316,867	316,867	316,867	-	1
N/A	N/A	N/A	Cash In BOK Financial	5,808,065		100.000	5.060%	5,808,065	5,808,065	5,808,065	-	1
N/A	N/A	N/A	FNC - Cash, Money Funds, and Bank Deposits	36,673		100.000	4.380%	36,673	36,673	36,673	-	1
N/A	N/A	N/A	LOGIC	1,956,055		100.000	5.411%	1,956,055	1,956,055	1,956,055	-	1
N/A	N/A	N/A	TexSTAR	1,800,355		100.000	5.313%	1,800,355	1,800,355	1,800,355	-	1
N/A	N/A	N/A	TexasDAILY	1,800,252		100.000	5.300%	1,800,252	1,800,252	1,800,252	-	1
N/A	N/A	N/A	Lone Star	1,800,546		100.000	5.330%	1,800,546	1,800,546	1,800,546	-	1
N/A	N/A	N/A	Texas FIT	5,684,706		100.000	5.240%	5,684,706	5,684,706	5,684,706	-	1
6/29/2022	7/1/2024	05961SNS9	CD - Banc Calif Na Irvine Ca	249,000		100.000	3.200%	249,000	249,000	248,955	(45)	1
8/25/2023	8/23/2024	20825WCK4	CD - Connexus Cr Un Wausau Wis	249,000		100.000	5.550%	249,000	249,000	248,970	(30)	54
9/14/2023	9/20/2024	15643VAC6	CD - Centris Fed Cr Un Omaha Neb	241,000		100.000	5.740%	241,000	241,000	241,063	63	82
1/31/2022	1/31/2025	70962LBA9	CD - Pentagon Federal Cr Un Tysons Corner Va	249,000		100.000	1.280%	249,000	249,000	243,153	(5,847)	215
2/15/2022	2/14/2025	3133ENPG9	US Agency- Federal Farm Credit Bank	250,000		100.000	1.780%	250,000	250,000	244,503	(5,498)	229
2/23/2022	3/3/2025	02589ABM3	CD - American Express Natl Bk	248,000		100.000	1.840%	248,000	248,000	242,224	(5,776)	246
3/7/2024	3/7/2025	06051XBA9	CD - Bank Amer Na Charlotte NC	237,000		100.000	5.150%	237,000	237,000	236,673	(327)	250
3/13/2024	3/13/2025	319477AX3	CD - First-Citizens Bk & Tr Co Raleigh NC	237,000		100.000	5.150%	237,000	237,000	236,682	(318)	256
6/5/2024	6/5/2025	15987UCUO	CD - Charles Schwab Bk SSB Westlake Tex	248,000		100.000	5.340%	248,000	248,000	248,270	270	340
3/6/2024	6/6/2025	33847GEK4	CD - Flagstar Bk Natl Assn Hicksville New York	240,000		100.000	5.150%	240,000	240,000	239,794	(206)	341
6/26/2024	6/26/2025	200339GFO	CD - Comerica Bk Dallas Tex	249,000		100.000	5.340%	249,000	249,000	249,351	351	361
3/12/2024	9/12/2025	95763PSJ1	CD - Western Alliance Bk Phoenix	240,000		100.000	5.100%	240,000	240,000	239,755	(245)	439
3/8/2024	12/8/2025	27002YGG5	CD - Eaglebank Bethesda Md	248,000		100.000	4.860%	248,000	248,000	247,293	(707)	526
6/20/2024	12/19/2025	05584CPQ3	CD - BNY Mellon Na Instl	249,000		100.000	5.090%	249,000	249,000	249,184	184	537
5/3/2024	5/4/2026	17312Q4UO	CD- Citibank Natl Assn Sioux Falls	249,000		100.000	4.990%	249,000	249,000	249,212	212	673
6/20/2024	12/21/2026	61768E5Q2	CD - Morgan Stanley Private Bk Natl Assn	248,000		100.000	5.030%	248,000	248,000	248,977	977	904
3/28/2024	3/29/2027	369674CV6	CD - General Elec Cr Un Cincinnati	249,000		100.000	4.760%	249,000	249,000	248,203	(797)	1,002
4/30/2024	4/30/2027	91739JAG0	CD - Utah First Fed Cr Un Salt Lake City	249,000		100.000	4.760%	249,000	249,000	248,116	(884)	1,034



City of Jacksonville, Texas
Financial Statement
As of June 30, 2024

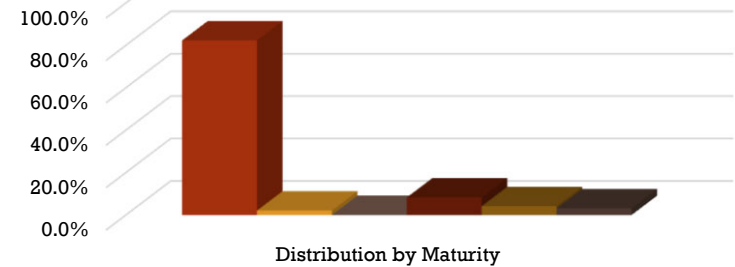
Summary of Cash and Investment Activity															
Purchase Date	Maturity Date	CUSIP / CD Number	Security Type	Par Value	Coupon	Purchase			Book Value	Market Value	Gain / (Loss)	Days to Maturity			
						Price	Yield	Principal							
Totals/Weighted Average				\$ 23,633,700			5.077%	\$23,633,700	\$23,633,700	\$ 23,615,079	\$ (18,621)	79			
Benchmark - 8-week Treasury Bill Rates Coupon Equivalent							5.390%								



Summary of Cash and Investment Activity

Distribution by Maturity

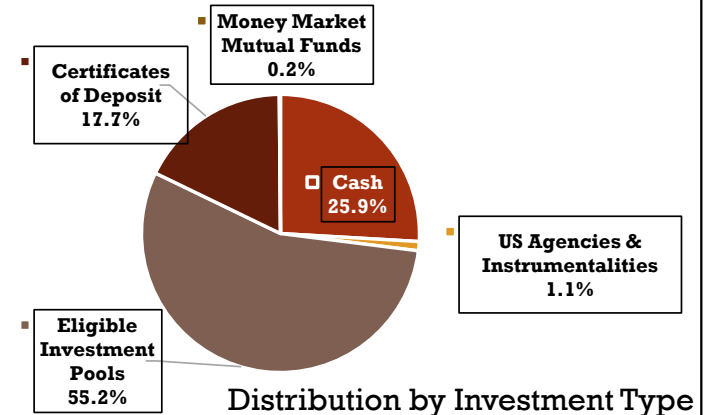
	Par Value	Percent
1 to 30 days	\$19,453,700	82.3%
31 to 90 days	490,000	2.1%
91 to 180 days	-	0.0%
181 days to 1 year	1,958,000	8.3%
1 to 2 years	986,000	4.2%
More than 2 years	746,000	3.2%
	<u>\$23,633,700</u>	<u>100.0%</u>



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	\$6,126,114	25.9%
US Agencies & Instrumentalities	250,000	1.1%
Eligible Investment Pools	13,041,913	55.2%
Certificates of Deposit	4,179,000	17.7%
US Treasury Bills / Notes / Bonds	-	0.0%
Money Market Mutual Funds	36,673	0.2%
Repurchase Agreements	-	0.0%
	<u>\$23,633,700</u>	<u>100.0%</u>





City of Jacksonville, Texas
Financial Statement
As of June 30, 2024

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	\$ 276,873	\$ 276,873	\$ 276,873	\$ 36,673	\$ 36,673	\$ 36,673
N/A	N/A	LOGIC	Investment Pool	2,299,557	2,299,557	2,299,557	1,956,055	1,956,055	1,956,055
N/A	N/A	TexSTAR	Investment Pool	1,792,530	1,792,530	1,792,530	1,800,355	1,800,355	1,800,355
N/A	N/A	TexasDAILY	Investment Pool	1,792,463	1,792,463	1,792,463	1,800,252	1,800,252	1,800,252
N/A	N/A	Lone Star	Investment Pool	1,792,715	1,792,715	1,792,715	1,800,546	1,800,546	1,800,546
N/A	N/A	Texas FIT	Investment Pool	5,660,348	5,660,348	5,660,348	5,684,706	5,684,706	5,684,706
12/14/2023	6/14/2024	CD - Oklahomas Cr Un Okla City Okla	Certificate of Deposit	248,000	248,000	248,000	-	-	-
12/16/2022	6/17/2024	CD - Workers Fed Cr Un Littleton Ma Sh	Certificate of Deposit	249,000	249,000	249,000	-	-	-
6/21/2023	6/20/2024	CD - Oregon Cmnty Cr Un	Certificate of Deposit	249,000	249,000	249,000	-	-	-
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	248,955
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	248,970
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	241,063
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	243,153
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	244,503
2/23/2022	3/3/2025	CD - American Express Natl Bk	Certificate of Deposit	248,000	248,000	248,000	248,000	248,000	242,224
3/7/2024	3/7/2025	CD - Bank Amer Na Charlotte NC	Certificate of Deposit	237,000	237,000	237,000	237,000	237,000	236,673
3/13/2024	3/13/2025	CD - First-Citizens Bk & Tr Co Raleigh NC	Certificate of Deposit	237,000	237,000	237,000	237,000	237,000	236,682
6/5/2024	6/5/2025	CD - Charles Schwab Bk SSB Westlake Tex	Certificate of Deposit	-	-	-	248,000	248,000	248,270
3/6/2024	6/6/2025	CD - Flagstar Bk Natl Assn Hicksville New York	Certificate of Deposit	240,000	240,000	240,000	240,000	240,000	239,794
6/26/2024	6/26/2025	CD - Comerica Bk Dallas Tex	Certificate of Deposit	-	-	-	249,000	249,000	249,351
3/12/2024	9/12/2025	CD - Western Alliance Bk Phoenix	Certificate of Deposit	240,000	240,000	240,000	240,000	240,000	239,755
3/8/2024	12/8/2025	CD - Eaglebank Bethesda Md	Certificate of Deposit	248,000	248,000	248,000	248,000	248,000	247,293
6/20/2024	12/19/2025	CD - BNY Mellon Na Instl	Certificate of Deposit	-	-	-	249,000	249,000	249,184
5/3/2024	5/4/2026	CD- Citibank Natl Assn Sioux Falls	Certificate of Deposit	249,000	249,000	249,000	249,000	249,000	249,212
6/20/2024	12/21/2026	CD - Morgan Stanley Private Bk Natl Assn	Certificate of Deposit	-	-	-	248,000	248,000	248,977



City of Jacksonville, Texas
Financial Statement
As of June 30, 2024

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								
3/28/2024	3/29/2027	CD - General Elec Cr Un Cincinnati	Certificate of Deposit	249,000	249,000	249,000	249,000	249,000	248,203
4/30/2024	4/30/2027	CD - Utah First Fed Cr Un Salt Lake City	Certificate of Deposit	249,000	249,000	249,000	249,000	249,000	248,116
Total of Investments				17,795,487	17,795,487	17,795,487	17,507,586	17,507,586	17,488,965
Cash					6,234,932	6,234,932		6,126,114	6,126,114
Total Investments & Cash					<u>\$ 24,030,419</u>	<u>\$ 24,030,419</u>		<u>\$ 23,633,700</u>	<u>\$ 23,615,079</u>



City of Jacksonville, Texas
Financial Statement
As of June 30, 2024

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	\$ 764,444	\$ 213,843	\$ 142,084	\$ 200,152	\$ 291,646	\$ 64,059	\$ (4,455)	\$ 23,003	\$ 2,046
TexSTAR	Investment Pool	703,596	196,821	130,774	184,220	268,431	58,960	(4,101)	21,172	1,883
TexasDAILY	Investment Pool	703,555	196,810	130,766	184,209	268,416	58,957	(4,101)	21,171	1,883
Lone Star	Investment Pool	703,670	196,842	130,788	184,239	268,459	58,966	(4,101)	21,174	1,883
Texas FIT	Investment Pool	703,403	196,767	4,015,582	184,169	268,358	58,944	(4,100)	21,166	1,883
FNC	Money Market Mutual Funds	14,332	4,009	2,664	3,753	5,468	1,201	(84)	431	38
FNC Brokered CD's, Agencies	Certificates of Deposit, Agencies	1,730,894	484,193	321,713	453,194	660,359	145,046	(10,088)	52,084	4,633
Total of Investments		5,323,894	1,489,285	4,874,370	1,393,936	2,031,136	446,133	(31,029)	160,201	14,249
Cash		124,297	34,770	23,102	32,544	47,421	10,416	(724)	3,740	333
Total Investments & Cash		5,448,191	1,524,055	4,897,472	1,426,480	2,078,557	456,549	(31,754)	163,941	14,582

Transaction Information		115 POLICE STATE FORFEITURE FUND	116 POLICE FEDERAL FORFEITURE FUND	118 POLICE LEOSE 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	1,860	497	813	1,539	(19,523)	264,913	2,996	6,138	1,956,055
TexSTAR	Investment Pool	1,712	458	749	1,417	(17,969)	243,826	2,757	5,650	1,800,355
TexasDAILY	Investment Pool	1,712	458	749	1,417	(17,968)	243,812	2,757	5,649	1,800,252
Lone Star	Investment Pool	1,713	458	749	1,417	(17,971)	243,852	2,758	5,650	1,800,546
Texas FIT	Investment Pool	1,712	458	748	1,416	(17,964)	243,760	2,756	5,648	5,684,706
FNC	Money Market Mutual Funds	35	9	15	29	(366)	4,967	56	115	36,673
FNC Brokered CD's, Agencies	Certificates of Deposit, Agencies	4,213	1,126	1,842	3,485	(44,206)	599,830	6,783	13,898	4,429,000
Total of Investments		12,957	3,464	5,665	10,720	(135,968)	1,844,961	20,863	42,748	17,507,586
Cash		303	81	132	250	(3,174)	5,851,139	487	998	6,126,114
Total Investments & Cash		\$ 13,259	\$ 3,545	\$ 5,797	\$ 10,970	\$ (139,142)	\$ 7,696,100	\$ 21,350	\$ 43,746	\$ 23,633,700.22



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	\$ 950.93	\$ 266.01	\$ 176.74	\$ 248.98	\$ 362.79	\$ 79.69	\$ (5.54)	\$ 28.61	\$ 2.55
LOGIC	3,464.72	969.21	643.97	907.16	1,321.84	290.34	(20.19)	104.26	9.27
TexSTAR	3,057.98	855.43	568.37	800.66	1,166.66	256.25	(17.82)	92.02	8.18
TexasDAILY	3,043.72	851.44	565.72	796.93	1,161.22	255.06	(17.74)	91.59	8.15
Lone Star	3,060.39	856.10	568.82	801.29	1,167.58	256.46	(17.84)	92.09	8.19
Texas FIT	3,013.92	843.10	17,205.78	789.12	1,149.85	252.56	(17.57)	90.69	8.07
FNC Money Market Mutual Funds	1.60	0.45	0.30	0.42	0.61	0.13	(0.01)	0.05	0.00
FNC Brokered CD's, US Agencies	4,006.32	1,120.71	744.63	1,048.96	1,528.46	335.72	(23.35)	120.55	10.72
Total	20,599.59	5,762.45		5,393.52	7,859.02	1,726.21	(120.06)	619.86	55.14

Summary of Investment Earnings

Description	115 POLICE STATE FORFEITURE FUND	116 POLICE FEDERAL FORFEITURE FUND	118 POLICE LEOSE FUND	119 WAR MEMORIAL FUND	120 VENUE PROJECT FUND	201 WATER & WASTEWATER UTILITY FUND	301 BEAUTIFICATION FUND	801 PAYROLL PAYABLES	TOTAL
Bank Interest	2.31	0.62	1.01	1.91	(24.29)	25,248.84	3.73	7.64	27,352.53
LOGIC	8.43	2.25	3.69	6.98	(88.49)	1,200.68	13.58	27.82	8,865.51
TexSTAR	7.44	1.99	3.25	6.16	(78.10)	1,059.72	11.98	24.55	7,824.74
TexasDAILY	7.41	1.98	3.24	6.13	(77.73)	1,054.78	11.93	24.44	7,788.26
Lone Star	7.45	1.99	3.26	6.16	(78.16)	1,060.56	11.99	24.57	7,830.90
Texas FIT	7.34	1.96	3.21	6.07	(76.97)	1,044.45	11.81	24.20	24,357.60
FNC Money Market Mutual Funds	0.00	0.00	0.00	0.00	(0.04)	0.56	0.01	0.01	4.10
FNC Brokered CD's, US Agencies	9.75	2.61	4.26	8.07	(102.32)	1,388.36	15.70	32.17	10,251.34
Total	\$ 50.13	\$ 13.40	\$ 21.92	\$ 41.48	\$ (526.10)	\$ 32,057.95	\$ 80.73	\$ 165.41	\$ 94,274.98

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 City Council

AGENDA ITEM REPORT

AGENDA DATE:	8/13/2024	ITEM NUMBER:	10.
DEPARTMENT:	Council and Board	PREPARED BY:	Greg Lowe, City Secretary
INITIATED BY:	Greg Lowe, City Secretary	EXHIBITS:	

EXECUTIVE SUMMARY:

In July 2021, the Lake Advisory Board was expanded from five voting members to seven voting members. There are currently six members on the board, and an additional member is needed to join. The Lake Advisory Board makes recommendations it deems appropriate to the city council regarding ordinances, rules, regulations, and/or operations concerning Lake Jacksonville and Lake Jacksonville Lakefront lots. This appointment will be an unexpired term that will expire in January 2025.

RECOMMENDED ACTION:

Make a motion to appoint an additional member to the Lake Advisory board.

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 makes all appointments to the Lake Advisory Board.



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	8/13/2024	ITEM NUMBER:	11.
DEPARTMENT:	Finance	PREPARED BY:	Roxanna Briley, Finance Director
INITIATED BY:	Roxanna Briley, Finance Director	EXHIBITS:	

EXECUTIVE SUMMARY:

Certain action items are determined by the state tax code and/or state local government code and/or city charter. The designated officer or employee must submit the no-new-revenue and voter-approval tax rates to the city council, the city council must set a date for public hearings on the budget and the tax rate, and the city council must hold a record vote approving a proposed tax rate.

RECOMMENDED ACTION:

Set September 10, 2024, at 6:00 pm as the date and time to hold a public hearing on the budget and tax rate. Hold a record vote approving the proposed tax rate.

BID AND AWARD:

BUDGET DATA:

BUDGET JUSTIFICATION:

STRATEGY MAP

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

POLICY/GOAL CONSIDERATION:

LEGAL:



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	8/13/2024	ITEM NUMBER:	12.
DEPARTMENT:	Finance	PREPARED BY:	Greg Lowe, City Secretary
INITIATED BY:	Greg Lowe, City Secretary	EXHIBITS:	

EXECUTIVE SUMMARY:

A) A representative from the Texas Municipal Retirement System (TMRS) will be present to provide detailed information about the newly available repeating cost-of-living adjustment (COLA) provision. This new provision, became available on May 27, 2023, offers a more cost-effective option for cities wishing to provide retirees with COLA benefits.

B) During the June 11, 2024, city council meeting, the council authorized the staff to publish and post the city's intent to issue certificates of obligation. The staff is now requesting the council to call a special meeting for consideration and possible approval by the council to issue the certificates of obligation.

The city manages a debt financing program to support its capital improvement initiatives. By August 2024, three debt obligations will be fully paid, freeing up approximately \$300,000 annually for new debt issuance. Our financial advisors conducted an analysis to determine how much funding the city could receive while maintaining a flat debt service (I&S) tax rate. The result of this analysis is a \$4,110,000 deposit into our capital project fund. The projects under consideration include a new fire engine (pumper), an aerial platform fire truck, improvements to the public safety complex, and street acquisition, construction, and maintenance projects.

RECOMMENDED ACTION:

A) Call a special city council meeting on August 20, 2024, at 5:15 pm for a presentation regarding TMRS benefits.

B) Call a special city council meeting on August 20, 2024, at 6:00 pm to consider issuing certificates of obligation.

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 Charter, Article II, Sec. 6: "The Mayor or any two councilmembers, may call a special meeting at any time deemed advisable."



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	8/13/2024	ITEM NUMBER:	13.
DEPARTMENT:	Jacksonville Economic Development Corporation	PREPARED BY:	Shane Pace
INITIATED BY:	Shane Pace	EXHIBITS:	JEDCO Fiscal Year 2025 Budget_CC

EXECUTIVE SUMMARY:

Per the Jacksonville Economic Development Corporation (JEDCO) bylaws, the JEDCO Board of Directors shall prepare a budget for the next fiscal year no later than August 1 of each year, which shall be submitted to and approved by the Jacksonville City Council.

The purpose of this item is to consider for approval the Fiscal Year 2024-2025 Budget. The JEDCO Board unanimously approved the attached budget of Directors at their July 18, 2024, meeting.

RECOMMENDED ACTION:

Approve the 2024-2025 JEDCO budget.

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 JEDCO's annual budget.



Fiscal Year 2024-2025 Budget

Approved by JEDCO Board of Directors
July 18, 2024

Jacksonville Economic Development Corporation
Fiscal Year 2024-2025
Budget

	FY24-25 Budget Proposed	FY23-24 Budget Adopted
<u>Cash Balance</u>		
Beginning Cash Balance	\$5,100,000	\$5,500,000
<u>Revenue</u>		
Sales Tax	\$1,769,571	\$1,769,571
Interest Income	\$250,602	\$125,000
Lease Income	\$101,818	\$141,532
Total Revenue	\$2,121,991.00	\$2,036,103
<u>Expenses</u>		
Administrative & Operating Expenses (Exhibit A)	\$352,000	\$308,000
Legal & Professional Services (Exhibit B)	\$80,500	\$72,000
JEDCO Owned Property Expenses (Exhibit C)	\$55,200	\$55,200
Advertising, Travel/Training, & Promotions (Exhibit D)	\$68,000	\$57,000
Total Expenses	\$555,700.00	\$492,200
<u>Economic Development Projects</u>		
Committed Projects (Exhibit E)	\$775,000	\$200,000
Matching Grants (Exhibit E)	\$400,000	\$400,000
Workforce Development (Exhibit E)	\$20,000	\$20,000
Community Development (Exhibit E)	\$500,000	\$500,000
Infrastructure (Exhibit E)	\$500,000	\$500,000
Future Projects (Exhibit E)	\$1,500,000	\$2,000,000
Total Economic Development Projects	\$3,695,000.00	\$3,620,000
Total Budget	\$4,250,700	\$4,112,200

Cash Balance

Beginning Cash Balance - \$5,100,000:

Approximate beginning cash balance for Fiscal Year 2024-2025.

Revenue

Sales Tax - \$1,769,571:

Projected sales tax revenue is estimated by the City.

Interest Income - \$250,602:

JEDCO follows the City of Jacksonville Investment Policy, which currently results in approximately \$20,883 of interest income per month.

Lease Income - \$136,818:

- **140 Broiles St.** - \$21,000
 Tenant: A&W Field Services
 Monthly payment: \$1,750
 Lease expiration: March 31, 2026
- **Golf Course** - \$54,818
 Tenant: Cherokee Ranch Golf Club, Inc.
 Monthly payment: \$4,568.20
 Lease expiration: February 21, 2047
- **Golf Course** - \$0
 Receivable from: City of Jacksonville
 Annual Payment: \$35,714 deferred to 2026
 Term Expiration: 2029
- **1801 Norman Dr.** - \$26,000
 Tenant: Freedom Fab
 Monthly payment: Four months @ \$1,500; Eight months @ \$2,500.00
 Lease expiration: January 29, 2026

Exhibit A
Administrative & Operating Expenses

Salaries & Administrative	\$305,000
Office Supplies & Miscellaneous	\$15,000
Maintenance	\$10,000
Website & Software	\$12,000
Utilities	\$10,000
Total	\$352,000.00

Salaries & Administrative - \$305,000:

Salaries, retirement, health insurance, FICA, and related expenses for the JEDCO President, the full-time Economic Development Specialist, and a part-time Administrative Assistant. This also includes a car and cell phone allowance for the position of President.

Office Supplies & Miscellaneous- \$15,000:

Office related expenses, including JEDCO stationary, postage, printing, computer maintenance, meals for board meetings, office equipment, and other direct operating and miscellaneous expenses.

Maintenance - \$10,000:

Maintenance and improvements for 309 E. Commerce Street.

Website/Software and IT Support - \$12,000:

- ZacTax annual license: \$3,000
- Website support and license: \$700
- Hubspot data management software: \$4,100
- Constant Contact – Newsletters, events, marketing: \$500
- Impact Data Source: \$1,000

Utilities - \$10,000:

309 E. Commerce Street:

- Internet and Telephone (4-lines): \$3,800
- Alarm system: \$400
- Water: \$600
- Gas: \$1,000
- Electric: \$3,600

Exhibit B
Legal & Professional Services

Legal Expenses	\$27,500
Accounting Services	\$3,000
Audit Cost	\$5,000
Consulting	\$25,000
Contractors	\$20,000
Total	\$80,500.00

Legal Expenses - \$27,500:

Annual salary contribution towards in-house legal counsel. Paid monthly to City. Representation as needed. Preparation and review of performance agreements, real estate contracts, and other documents.

Accounting Services - \$3,000:

Third-party accounting services for preparation of monthly financial reports, check preparation, and preparation of tax forms required by the Internal Revenue Service.

Audit Cost - \$5,000:

Annual audit in conjunction with the City.

Consulting - \$25,000:

Professional consulting fees requiring a professional service or opinion.

- Area Plans, Property Marketing, Brokerage

Contractors - \$20,000:

Independent contractors performing services such as site evaluations, reports, or ancillary duties.

- Industrial/Retail Recruitment

Exhibit C
JEDCO Owned Property Expenses

Maintenance	\$50,000
Utilities	\$2,000
Insurance	\$3,200
Total	\$55,200.00

Maintenance - \$50,000:

Maintenance of the industrial park to include regular mowing within the ROW and of JEDCO owned properties. Litter control and special projects/repairs to property.

- Golf Course Driveway maintenance/repair
- Brush Clean-Up

Utilities - \$2,000:

Water and electric service for monument entrance signs.

Insurance - \$3,200:

Property insurance for the JEDCO-owned properties:

- 1801 Norman Drive
- 140 Broiles Street
- Golf Course
- 300 S. Main Street
- 309 E. Commerce Street

Exhibit D
Advertising, Travel/Training, & Promotions

Advertisements	\$4,000
Business Development	\$12,000
Promotional/Marketing Material	\$4,000
Travel	\$25,000
Trade Show/Site Selection Events	\$4,000
Training/Education	\$4,000
Professional Memberships	\$ 5,000
Job Fair/Other Sponsorships	\$10,000
Total	\$68,000.00

Advertisements - \$4,000:

Advertisements such as billboards, trade publications, Chamber of Commerce promotions, and other miscellaneous publications.

Business Development - \$12,000:

Appreciation efforts and events, BRE and prospect expenses, Workforce Roundtable, and Business of the Month plaques.

Promotional/ Marketing Materials - \$4,000:

Promotional items/give-a-ways and marketing materials.

Travel - \$25,000:

Travel and lodging for trade shows, site selection events, professional conferences, training, BRE, and prospect visits/recruitment (NETEA).

Trade Shows/Site Selection Events - \$4,000:

Local and national retail and industrial recruiting events.

- FABTEC Chicago (Shane): \$500
- PLASTECH WEST (Shane): \$500
- International Council of Shopping Centers (ICSC)
 - Las Vegas Expo (Shane): \$660

Training/Education - \$4,000:

Local and national professional conferences and training courses.

- Texas Economic Development Council (TEDC)
 - Annual Conference (Shane): \$500
 - Mid-year Conference (Sherri): \$350
- Texas Municipal League
 - ED Conference (Shane and Directors): \$1,000 (\$250/each)
- American Planning Association
 - Texas APA Conference (to maintain CE credits for AICP credentials)

Memberships – \$5000

Includes memberships to professional and civic organizations.

- Texas Economic Development Council (TEDC) (Shane & Sherri): \$1,000
- Int'l. Council of Shopping Centers (JEDCO & Shane) (ICSC): \$225
- Kiwanis (Sherri): \$600
- Rotary (Shane): \$700
- Chamber of Commerce (JEDCO): \$200
- American Planning Association (APA) (Shane) \$550

Job Fair/Other Sponsorships - \$10,000:

Sponsorship pays for advertising (radio and signage), hospitality room, printed materials for Job Fair, other JEDCO-sponsored events, etc.

Exhibit E

Economic Development Projects

Committed Projects	\$775,000
• LU-VE/Zyklus Heat Transfer	\$125,000
• Braly Ace Hardware	\$150,000
• Oncor Building	\$200,000
• Tradewinds	\$300,000
Matching Grants	\$400,000
Workforce Development	\$20,000
Parks and Recreation Grant	\$500,000
Infrastructure	\$500,000
Future Projects	\$1,500,000
Total	\$3,695,000

Committed Projects

- **LU-VE \$125,000**

The second half of reimbursement toward the purchase of land is to be paid upon receipt of the Certificate of Occupancy for the new building.

- **Bralys Ace Hardware - \$150,000**

Performance grant for construction of building expansion. Paid upon completion of building and receipt of certificate of occupancy.

- **Tradewinds - \$300,000**

Performance grant for asbestos abatement and demolition of structures at 520 S. Jackson Street, 425 Neches Street, 509 Neches Street, and 507 Neches Street.

- **Oncor Building - \$200,000**

Demolition of existing building and construction of a parking lot.

Matching Grants - \$400,000

Funding for façade, demolition and downtown redevelopment grant program.

Current Obligations going into FY24 include:

- 201 & 205 E. Commerce (DRP) - \$100,000
- COJ – Annual Demolition Assistance - \$50,000
- Bralys Ace Hardware - \$100,000

Workforce Development - \$20,000

Employer-specific training initiatives.

Parks and Recreation Matching Grant - \$500,000

Funding for parks and recreation matching grant program.

- Kiwanis International-Buckner Park - \$25,000

Infrastructure - \$500,000

Funding for targeted infrastructure projects (i.e. utility extensions, sidewalks, roadway improvements, etc.).

Future Projects - \$1,500,000

This fund provides for expansion of existing businesses, prospective industries, property acquisitions, and expansion, or improvements to JEDCO-owned property.



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>8/13/2024</u>	ITEM NUMBER:	<u>14.</u>
DEPARTMENT:	<u>Community and Public Services</u>	PREPARED BY:	<u>Greg Lowe, City Secretary</u>
INITIATED BY:	<u>Greg Lowe, City Secretary</u>	EXHIBITS:	<u>Jacksonville - GRT Contract partially executed</u>

EXECUTIVE SUMMARY:

In the April 2023 city council meeting, the council approved a resolution authorizing the staff to submit an application for a 2023-2024 community development block grant. The grant funds will be used for two sewer improvement projects, the first on Sycamore Street and the second at Nichols Green Park. The grant administration was awarded to Traylor and Associates in September 2022. This is the contract approval for the grant administration to Traylor and Associates.

RECOMMENDED ACTION:

Approve the contract with Traylor and Associates for grant administration services for the CDBG sewer line improvement project at Sycamore and Nichols Green.

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:**

CONTRACT FOR MANAGEMENT SERVICES

PART I AGREEMENT

THIS AGREEMENT, entered into this **9th** day of **July, 2024** by and between the CITY OF JACKSONVILLE, hereinafter called the "City," acting herein by Randy Gorham, Mayor hereunto duly authorized, and Traylor & Associates, Inc. hereinafter called "the Contractor," acting herein by Mark Taylor, President.

City: City of Jacksonville
P.O. Box 1390
Jacksonville, Texas 75766

Contractor: Traylor & Associates, Inc.
P. O. Box 7035
Tyler, Texas 75711

Project: Sewer Improvements – **Contract# CDV23-0193**
2024 Texas Community Development Block Grant Program (TxCDBG)
Texas Department of Agriculture (TDA)

WITNESSETH THAT:

WHEREAS, the City of Jacksonville desires to implement the following: sewer improvements under the general direction of the Texas Community Development Block Grant (hereinafter called "TxCDBG") Program administered by the Texas Department of Agriculture; and Whereas the City desires to engage Traylor & Associates, Inc. to render certain professional administrative services in connection with this TxCDBG Project, Contract Number CDV23-0193.

NOW THEREFORE, the parties do mutually agree as follows:

1. Scope of Services

The Contractor will perform the services set out in Part II, Scope of Services.

2. Time of Performance - The services of the Contractor shall commence on the day following the execution of this contract. All services required to be performed hereunder shall be completed in accordance with Contract milestones on or before the 60th day following the expiration of the Grant Agreement between the City and TDA.

3. Local Program Liaison - For purposes of this Contract, the City Manager or equivalent authorized person will serve as the Local Program Liaison and primary point of contact for the Contractor. All required progress reports and communication regarding the project shall be directed to this liaison and other local personnel as appropriate.

4. Access to Records - The U.S. Department of Housing and Urban Development (HUD), Inspectors General, the Comptroller General of the United States, the Texas Department of Agriculture (TDA),

and the City, or any of their authorized representatives, shall have access to any documents, papers, or other records of the Contractor which are pertinent to the TxCDBG award, in order to make audits, examinations, excerpts, and transcripts, and to closeout the City's TxCDBG contract with TDA.

5. Retention of Records - The Contractor shall retain all required records for three years after the City makes its final payment and all pending matters are closed.
6. Compensation and Method of Payment - The maximum amount of compensation and reimbursement to be paid hereunder shall not exceed **Forty-eight Thousand Five Hundred and No/100 Dollars (\$48,500.00)**. Payment to the Contractor shall be based on satisfactory completion of identified milestones in Part III – A and monthly installments in Part III – B Payment Schedules of this Agreement. Payment of the fees described herein shall be contingent on CDBG funding. In the event that grant funds are not awarded to the City by TDA through the TxCDBG program, this agreement shall be terminated by the City.
7. Indemnification – The Contractor shall comply with the requirements of all applicable laws, rules and regulations, and shall exonerate, indemnify, and hold harmless the City and its agency members from and against any and all claims, costs, suits, and damages, including attorneys' fees, arising out of the Contractor's performance or nonperformance of the activities, services or subject matter called for in this agreement or in connection with the management and administration of the TxCDBG contract, and shall assume full responsibility for payments of Federal, State and local taxes on contributions imposed or required under the Social Security, worker's compensation and income tax laws.
8. Miscellaneous Provisions
 - a. This Agreement shall be construed under and in accord with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in Cherokee County, Texas.
 - b. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, executors, administrators, legal representatives, successors and assigns where permitted by this Agreement.
 - c. In any case one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.
 - d. If any action at law or in equity is necessary to enforce or interpret the terms of this Agreement, the prevailing party shall be entitled to reasonable attorney's fees, costs, and necessary disbursements in addition to any other relief to which such party may be entitled.
 - e. This Agreement may be amended by mutual agreement of the parties hereto and a writing to be attached to and incorporated into this Agreement.
9. Extent of Agreement

This Agreement, which includes Parts I-IV, represents the entire and integrated agreement between the City and the Contractor and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by authorized representatives of both City and Contractor.

IN WITNESSETH WHEREOF, the parties have executed this Agreement by causing the same to be signed on the day and year first above written.

BY: _____
Local City Official

Randy Gorham
Printed Name

Mayor
Title

BY: 
Contractor's Authorized Representative

Mark Taylor
Printed Name

President
Title

PART II

SCOPE OF SERVICES

The Contractor shall provide the following scope of services:

A. Project Management

1. Develop a recordkeeping system consistent with program guidelines, including the establishment of a filing system.
2. Maintenance of filing system.
3. Provide general advice and technical assistance to the City personnel on implementation of project and regulatory matters.
4. Assist in the procurement of professional consulting engineering services through the request for proposal process, if applicable, and as required by the TxCDBG regulations.
5. Furnish City with necessary forms and procedures required for implementation of project.
6. Assist the City in meeting all special condition requirements that may be stipulated in the contract between the City and TDA.
7. Prepare and submit to TDA documentation necessary for amending the TxCDBG contract.
8. Conduct re-assessment of environmental clearance for any program amendments.
9. Prepare and submit quarterly reports (progress and minority hiring).
10. Prepare Financial Information Report or City.
11. Establish procedures to document expenditures associated with local administration of the project.
12. Provide guidance and assistance to City regarding acquisition of property:
 - Submit required reports concerning acquisition activities to TDA;
 - Establish a separate acquisition file for each parcel of real property acquired;
 - Determine necessary method(s) for acquiring real property;
 - Prepare correspondence to the property owners for the City's signature to acquire the property or to secure an easement; and
 - Assist the City in negotiation with property owner(s).
13. Maintain TxCDBG Property Management register for any property/equipment purchased or leased.
14. Serve as liaison for the City during any monitoring visit by staff representatives from either TDA or the U.S. Department of Housing and Urban Development (HUD).

B. Financial Management

1. Assist the City in proving its ability to manage the grant funds to the state's audit division.
2. Assist the City in establishing and maintaining a bank account (Direct Deposit account) and/or separate local bank account, journals and ledgers.
3. Assist the City in submitting the required Accounting System Certification letter, Direct Deposit Authorization Form (if applicable), and/or Depository/Authorized Signatory form to TDA.
4. Prepare all fund drawdowns on behalf of the City in order to ensure orderly, timely payments to all contracting parties within the allotted time period.
5. Review invoices received for payment and file back-up documentation.
6. Provide general advice and technical assistance to City personnel on implementation of project and regulatory matters.
7. Assist the City in establishing procedures to handle the use of any TxCDBG program income.

C. Environmental Review

1. Prepare environmental assessment.
2. Coordinate environmental clearance procedures with other federal or state agencies and interested parties responsible for implementing applicable laws.
3. Document consideration of any public comments.
4. Prepare any required re-assessment of environmental assessment.
5. Prepare Request for Release of Funds and certifications to be sent to TDA.

D. Acquisition

1. Prepare required acquisition reports(s).
2. Obtain documentation of ownership for City-owned property and/or Right of Way (ROWS).
3. Maintain a separate file for each parcel of real property acquired.
4. Determine necessary method(s) for acquiring real property.
5. Prepare correspondence with property owners.
6. Assist City in negotiations with property owner(s).
7. Prepare required acquisition reports and submit to TDA.

E. Construction Management

1. Establish procedures to document expenditures associated with local construction of the project (if force account is applicable).
 - Assist City in determining whether and/or what TxCDBG contract activities will be carried out in whole or in part via force account labor.
 - Assist City in determining whether or not it will be necessary to hire temporary employees to specifically carry out TxCDBG contract activities.
 - Assist City in maintaining adequate documentation of personnel, equipment and materials expended/used and their costs.
2. Assist City in documenting compliance with all federal and state requirements related to equal employment opportunity.
3. Assist City in documenting compliance with all federal and state requirements related to minimum wage and overtime pay requirements.
4. Provide assistance to or act as local labor standards officer. Notify TDA in writing of name, address, and phone number of appointed labor standards compliance officer.
5. Request wage rates from TDA.
6. Provide sample TxCDBG contract documents to engineer.
7. Advertise for bids.
8. Make ten-day call to TDA.
9. Verify construction contractor eligibility with TDA.
10. Review construction contract.
11. Conduct pre-construction conference and prepare minutes.
12. Submit any reports of additional classification and rates to TDA.
13. Issue Notice of Start of Construction to TDA.
14. Review weekly payrolls, including compliance follow-ups. Conduct employee interviews.
15. Process change orders approved by City and the project engineer and submit to TDA prior to execution with the construction contractor.
16. Obtain Certificate of Construction Completion/Final Wage Compliance Report and submit to TDA.

17. Provide general advice and technical assistance to City personnel on implementation of project and regulatory matters.

F. Fair Housing / Equal Opportunity

1. Assist the City in developing, implementing and documenting new activities to affirmatively further fair housing during the contract period.
2. Maintain documentation of all project beneficiaries by ethnicity and gender.
3. Assist with the development and administration of the Citizen Participation Plan per 24 CFR Part 91, including grievance procedures.
4. Assist with Section 3 requirements per 24 CFR Part 135.
5. Prepare all Section 504 requirements per 24 CFR Part 8.
6. Provide all applicable equal opportunity provisions and certifications for inclusion in bid packet.
7. Ensure adoption of Excessive Force provision per 24 CFR Part 91.
8. Ensure the adequate publication of required notices.

G. Relocation

1. Prepare and submit local relocation guidelines to TDA for approval.
2. Assist City in identifying individuals to be relocated and prepare appropriate notices.
3. Interview relocatees and identify assistance needs.
4. Maintain a relocation record for each individual/family.
5. Provide education/assistance to relocatees.
6. Inventory local available housing resources and maintain a referral list.
7. Issue appropriate notices to relocatees.
8. Ensure that all payments are made in a timely manner.

H. Rehabilitation of Private Property

1. Prepare and submit local rehabilitation guidelines to TDA for approval.
2. Assist City in establishing escrow account and obtaining TDA approval.
3. Develop outreach and necessary application processing/verification forms.
4. Screen applicants.
5. Prepare work write-ups and cost estimates.
6. Issue Notice to Proceed to construction contractor(s).
7. Conduct interim/final inspections, process final contract documents, and maintain a record of beneficiaries.
8. Maintain client files following TDA requirements.

I. Audit / Close-out Procedures

1. Prepare the final Project Completion Report, including the General Report, Recipient Beneficiary Report, Final Financial Interest Report, and any required documentation regarding citizen participation/equal rights/fair housing and Certificate of Completion.
2. Assist City in resolving any monitoring and audit findings.
3. Assist City in resolving any third party claims.
4. Provide auditor with TxCDBG audit guidelines.

PART III – A
MILESTONE PAYMENT SCHEDULE

Grant Funds

City shall reimburse the Contractor for management/administrative services provided for completion of the following project milestones per the following percentages of the maximum contract amount:

- | | |
|---|------|
| 1. Submittal of all Start-up and Civil Rights Documentation | 25% |
| 2. Environmental Review / Receipt of Authority to Use Grant Funds | 25% |
| 3. Submittal of all Construction Documentation | 20% |
| 4. 50% Completion of Construction | 20% |
| 5. Preparation and Submission of Close-out Documentation | 10% |
| | 100% |

Compensation for the services described under **PART III – A, MILESTONE PAYMENT SCHEDULE** shall be ***Eighteen Thousand Five Hundred and No/100 Dollars (\$18,500.00)***, payable as follows:

FEE SCHEDULE

Item Number	Percentage	Amount
1	25%	\$ 4,625
2	25%	\$ 4,625
3	20%	\$ 3,700
4	20%	\$ 3,700
5	10%	\$ 1,850
TOTAL	100%	\$ 18,500

PART III – B
MONTHLY PAYMENT SCHEDULE

City Matching Funds

For and in consideration of the services to be rendered by the Contractor, the City shall pay, and the Contractor shall receive the compensation hereinafter set forth.

Should City fail to make payment to the Contractor of the sum named in any partial or final statement, when payment is past due for more than thirty days, Contractor shall notify City of a delinquent payment and provide City an opportunity to cure the late payment. It is agreed that late payments not cured within 30 days after Contractor's notification shall begin accruing interest thereon at the rate of 1.5 percent per month from the date of Contractor's delinquent payment notification to City, until fully paid. The amount so paid shall fully liquidate any injury to the Contractor arising from such delay in payment; however, the right is expressly reserved to the Contractor, in the event delinquent payments are not made as provided herein, at any time after the expiration of the thirty-day period following Contractor's delinquent payment notification to City, outlined in this section, to treat the Agreement as terminated by the City and recover compensation as provided by Section VII of the Agreement.

Compensation for the services described under **PART III – B, MONTHLY PAYMENT SCHEDULE** shall be ***Thirty Thousand and No/100 Dollars (\$30,000.00)***, payable as follows:

1. A fixed fee of Twenty-nine Thousand and No/100 Dollars (\$29,000.00), in twenty (20) equal monthly payments of One Thousand Four Hundred Fifty and No/100 Dollars (\$1,450.00) for the ongoing services. Monthly payments to the Contractor are to become due upon the 1st day of each month, beginning on the first day of the month following City's notification of grant award and are to be paid by the 10th day of the month in which due. Should the program be completed and closed out in less than twenty (20) months, any remaining monthly payments shall become immediately due and payable, and the Contractor shall be paid the balance of any remaining compensation under this part in a lump sum.
2. A fixed fee of One Thousand and No/100 Dollars (\$1,000.00), payable to the Contractor upon submission of a Project Completion Report to the Office of Rural Affairs - Texas Department of Agriculture.

PART IV
TERMS AND CONDITIONS

1. Termination for Cause. If the Contractor fails to fulfill in a timely and proper manner its obligations under this Agreement, or if the Contractor violates any of the covenants, conditions, agreements, or stipulations of this Agreement, the City shall have the right to terminate this Agreement by giving written notice to the Contractor of such termination and specifying the effective date thereof, which shall be at least five days before the effective date of such termination. In the event of termination for cause, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs and reports prepared by the Contractor pursuant to this Agreement shall, at the option of the City, be turned over to the City and become the property of the City. In the event of termination for cause, the Contractor shall be entitled to receive reasonable compensation for any necessary services actually and satisfactorily performed prior to the date of termination.

Notwithstanding the above, the Contractor shall not be relieved of liability to the City for damages sustained by the City by virtue of any breach of contract by the Contractor, and the City may set-off the damages it incurred as a result of the Contractor's breach of contract from any amounts it might otherwise owe the Contractor.

2. Termination for Convenience of the City. The City may at any time and for any reason terminate The Contractor's services and work at the City's convenience upon providing written notice to the Contractor specifying the extent of termination and the effective date. Upon receipt of such notice, The Contractor shall, unless the notice directs otherwise, immediately discontinue the work and placing of orders for materials, facilities and supplies in connection with the performance of this Agreement.

Upon such termination, the Contractor shall be entitled to payment only as follows: (1) the actual cost of the work completed in conformity with this Agreement; plus, (2) such other costs actually incurred by the Contractor as are permitted by the prime contract and approved by City; (3) plus ten percent (10%) of the cost of the work referred to in subparagraph (1) above for overhead and profit. There shall be deducted from such sums as provided in this subparagraph the amount of any payments made to the Contractor prior to the date of the termination of this Agreement. The Contractor shall not be entitled to any claim or claim of lien against City for any additional compensation or damages in the event of such termination and payment.

3. Changes. The City may, from time to time, request changes in the services the Contractor will perform under this Agreement. Such changes, including any increase or decrease in the amount of the Contractor's compensation, must be agreed to by all parties and finalized through a signed, written amendment to this Agreement.
4. Resolution of Program Non-Compliance and Disallowed Costs. In the event of any dispute, claim, question, or disagreement arising from or relating to this Agreement, or the breach thereof, including determination of responsibility for any costs disallowed as a result of non-compliance with federal, state or TxDBG program requirements, the parties hereto shall use their best efforts to settle the dispute, claim, question or disagreement. To this effect, the parties shall consult and negotiate with each other in good faith within 30 days of receipt of a written notice of

the dispute or invitation to negotiate, and attempt to reach a just and equitable solution satisfactory to both parties. If the matter is not resolved by negotiation within 30 days of receipt of written notice or invitation to negotiate, the parties agree first to try in good faith to settle the matter by mediation administered by the American Arbitration Association under its Commercial Mediation Procedures before resorting to arbitration, litigation, or some other dispute resolution procedure. The parties may enter into a written amendment to this Agreement and choose a mediator that is not affiliated with the American Arbitration Association. The parties shall bear the costs of such mediation equally. [This section may also provide for the qualifications of the mediator(s), the locale of meetings, time limits, or any other item of concern to the parties.] If the matter is not resolved through such mediation within 60 days of the initiation of that procedure, either party may proceed to file suit.

5. Personnel.

- a. The Contractor represents that he/she/it has, or will secure at its own expense, all personnel required in performing the services under this Agreement. Such personnel shall not be employees of or have any contractual relationship with the City.
- b. All of the services required hereunder will be performed by the Contractor or under its supervision and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under State and Local law to perform such services.
- c. None of the work or services covered by this Agreement shall be subcontracted without the prior written approval of the City. Any work or services subcontracted hereunder shall be specified by written contract or agreement and shall be subject to each provision of this Agreement.

6. Assignability. The Contractor shall not assign any interest on this Agreement and shall not transfer any interest in the same (whether by assignment or novation), without the prior written consent of the City thereto; Provided, however, that claims for money by the Contractor from the City under this Agreement may be assigned to a bank, trust company, or other financial institution without such approval. Written notice of any such assignment or transfer shall be furnished promptly to the City.

7. Reports and Information. The Contractor, at such times and in such forms as the City may require, shall furnish the City such periodic reports as it may request pertaining to the work or services undertaken pursuant to this Agreement, the costs and obligations incurred or to be incurred in connection therewith, and any other matters covered by this Agreement.

8. Records and Audits. The Contractor shall insure that the City maintains fiscal records and supporting documentation for all expenditures of funds made under this contract in a manner that conforms to 2 CFR 200.300-.309, 24 CFR 570.490, and this Agreement. Such records must include data on the racial, ethnic, and gender characteristics of persons who are applicants for, participants in, or beneficiaries of the funds provided under this Agreement. City shall retain such records, and any supporting documentation, for the greater of three years from closeout of the Agreement or the period required by other applicable laws and regulations.

9. Findings Confidential. All of the reports, information, data, etc., prepared or assembled by the Contractor under this contract are confidential and the Contractor agrees that they shall not be made available to any individual or organization without the prior written approval of the City.

10. Copyright. No report, maps, or other documents produced in whole or in part under this Agreement shall be the subject of an application for copyright by or on behalf of the Contractor.
11. Compliance with Local Laws. The Contractor shall comply with all applicable laws, ordinances and codes of the State and local governments, and the Contractor shall save the City harmless with respect to any damages arising from any tort done in performing any of the work embraced by this Agreement.
12. Conflicts of interest.
 - a. Governing Body. No member of the governing body of the City and no other officer, employee, or agent of the City, who exercises any functions or responsibilities in connection with administration, construction, engineering, or implementation of the TxCDBG award between TDA and the City shall have any personal financial interest, direct or indirect, in the Contractor or this Agreement; and the Contractor shall take appropriate steps to assure compliance.
 - b. Other Local Public Officials. No other public official who exercises any functions or responsibilities in connection with the planning and carrying out of administration, construction, engineering or implementation of the TxCDBG award between TDA and the City shall have any personal financial interest, direct or indirect, in the Contractor or this Agreement; and the Contractor shall take appropriate steps to assure compliance.
 - c. Contractor and Employees. The Contractor warrants and represents that it has no conflict of interest associated with the TxCDBG award between TDA and the City or this Agreement. The Contractor further warrants and represents that it shall not acquire an interest, direct or indirect, in any geographic area that may benefit from the TxCDBG award between TDA and the City or in any business, entity, organization or person that may benefit from the award. The Contractor further agrees that it will not employ an individual with a conflict of interest as described herein.
13. Debarment and Suspension (Executive Orders 12549 and 12689). The Contractor certifies, by entering into this Agreement, that neither it nor its principals are presently debarred, suspended, or otherwise excluded from or ineligible for participation in federally-assisted programs under Executive Orders 12549 (1986) and 12689 (1989). The term "principal" for purposes of this Agreement is defined as an officer, director, owner, partner, key employee, or other person with primary management or supervisory responsibilities, or a person who has a critical influence on or substantive control over the operations of the Contractor. The Contractor understands that it must not make any award or permit any award (or contract) at any tier to any party which is debarred or suspended or is otherwise excluded from or ineligible for participation in Federal assistance programs under Executive Order 12549, "Debarment and Suspension."

Federal Civil Rights Compliance.

During the performance of this contract, the Contractor agrees as follows:

14. Equal Opportunity Clause (applicable to contracts and subcontracts over \$10,000).
 - a. The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be

limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

- b. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.
- c. The Contractor will not discourage or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the contractor's legal duty to furnish information.
- d. The Contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the Contractor's commitments under this section and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- e. The Contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, "Equal Employment Opportunity," and of the rules, regulations, and relevant orders of the Secretary of Labor.
- f. The Contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
- g. In the event of the Contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the Contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.
- h. The Contractor will include the portion of the sentence immediately preceding paragraph (a) and the provisions of paragraphs (a) through (h) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The Contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: Provided, however, That in the event a Contractor becomes involved in, or is threatened with, litigation with a subcontractor or

vendor as a result of such direction by the administering agency the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

The applicant further agrees that it will be bound by the above equal opportunity clause with respect to its own employment practices when it participates in federally assisted construction work: Provided, that if the applicant so participating is a State or local government, the above equal opportunity clause is not applicable to any agency, instrumentality or subdivision of such government which does not participate in work on or under the contract.

The applicant agrees that it will assist and cooperate actively with the administering agency and the Secretary of Labor in obtaining the compliance of contractors and subcontractors with the equal opportunity clause and the rules, regulations, and relevant orders of the Secretary of Labor, that it will furnish the administering agency and the Secretary of Labor such information as they may require for the supervision of such compliance, and that it will otherwise assist the administering agency in the discharge of the agency's primary responsibility for securing compliance.

The applicant further agrees that it will refrain from entering into any contract or contract modification subject to Executive Order 11246 of September 24, 1965, with a contractor debarred from, or who has not demonstrated eligibility for, Government contracts and federally assisted construction contracts pursuant to the Executive order and will carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by the administering agency or the Secretary of Labor pursuant to Part II, Subpart D of the Executive order. In addition, the applicant agrees that if it fails or refuses to comply with these undertakings, the administering agency may take any or all of the following actions: Cancel, terminate, or suspend in whole or in part this grant (contract, loan, insurance, guarantee); refrain from extending any further assistance to the applicant under the program with respect to which the failure or refund occurred until satisfactory assurance of future compliance has been received from such applicant; and refer the case to the Department of Justice for appropriate legal proceedings.

- i. Subcontracts. Each nonexempt prime contractor or subcontractor shall include the equal opportunity clause in each of its nonexempt subcontracts.
- j. Incorporation by reference. The equal opportunity clause may be incorporated by reference in all Government contracts and subcontracts, including Government bills of lading, transportation requests, contracts for deposit of Government funds, and contracts for issuing and paying U.S. savings bonds and notes, and such other contracts and subcontracts as the Deputy Assistant Secretary may designate.
- k. Incorporation by operation of the order. By operation of the order, the equal opportunity clause shall be considered to be a part of every contract and subcontract required by the order and the regulations in this part to include such a clause whether or not it is physically incorporated in such contracts and whether or not the contract between the agency and the contractor is written.
- l. Adaptation of language. Such necessary changes in language may be made in the equal opportunity clause as shall be appropriate to identify properly the parties and their undertakings.

15. Civil Rights Act of 1964. Under Title VI of the Civil Rights Act of 1964, no person shall, on the grounds of race, color, religion, sex, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.
16. Section 109 of the Housing and Community Development Act of 1974. The Contractor shall comply with the provisions of Section 109 of the Housing and Community Development Act of 1974. No person in the United States shall on the ground of race, color, national origin, religion, or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with funds made available under this title.
17. Section 504 Rehabilitation Act of 1973, as amended. The Contractor agrees that no otherwise qualified individual with disabilities shall, solely by reason of his/her disability, be denied the benefits of, or be subjected to discrimination, including discrimination in employment, under any program or activity receiving federal financial assistance.
18. Age Discrimination Act of 1975. The Contractor shall comply with the Age Discrimination Act of 1975 which provides that no person in the United States shall on the basis of age be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.
19. Economic Opportunities for Section 3 Residents and Section 3 Business Concerns.
 - a. The work to be performed under this contract is subject to the requirements of section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (section 3). The purpose of section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.
 - b. The parties to this contract agree to comply with HUD's regulations in 24 CFR part 75, which implement section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 75 regulations.
 - c. The Contractor agrees to include this section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 75, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 75. The Contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 75.
 - d. The Contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the Contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 75 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 75.
 - e. Noncompliance with HUD's regulations in 24 CFR part 75 may result in sanctions, termination of this Agreement for default, and debarment or suspension from future HUD assisted contracts.

20. § 200.322 Domestic preferences for procurements.

- a. As appropriate and to the extent consistent with law and to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all subawards including all contracts and purchase orders for work or products under this award.
- b. For purposes of this section:
 - 1) “Produced in the United States” means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.
 - 2) “Manufactured products” means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

21. CONTRACTS WITH COMPANIES ENGAGED IN BUSINESS WITH IRAN, SUDAN, OR FOREIGN TERRORIST ORGANIZATION PROHIBITED.

A governmental entity may not enter into a governmental contract with a company that is identified on a list prepared and maintained under Section 2270.0052, 2270.0102, or 2270.0152. In accordance with Texas Government Code, Chapter 2252, Subchapter F, **Respondent** hereby represents and warrants that it is not a company identified on the lists prepared and maintained under Texas Government Code §§ 2270.0052 (companies with business operations in Sudan), 2270.0102 (companies with business operations in Iran), or 2270.0152 (companies known to have contracts with or provide supplies or services to a foreign terrorist organization). Notwithstanding the foregoing, a company that the United States government affirmatively declares to be excluded from its federal sanction’s regime relating to Sudan, Iran, or to a foreign terrorist organization, is not subject to contract prohibition under this clause. A company claiming such an exemption must submit an official copy of the declaration.

22. PROVISION REQUIRED IN CONTRACT. This section applies only to certain solicitations and contracts. Section 2271.002 of the Texas Government Code states the following:

- a. This section applies only to a contract that:
 - 1) Is between a governmental entity and a company with 10 or more full-time employees; and
 - 2) has a value of \$100,000 or more that is to be paid wholly or partly from public funds of the governmental entity.
- b. A governmental entity may not enter into a contract with a company for goods or services unless the contract contains a written verification from the company that it:
 - 1) does not boycott Israel; and
 - 2) will not boycott Israel during the term of the contract. Section 2271.001(2) of the Government Code defines “company” to be the meaning assigned by Section 808.001 of the Texas Government Code, except that the term does not include a sole proprietorship.



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>8/13/2024</u>	ITEM NUMBER:	<u>15.</u>
DEPARTMENT:	<u>Community and Public Services</u>	PREPARED BY:	<u>Greg Lowe, City Secretary</u>
INITIATED BY:	<u>Greg Lowe, City Secretary</u>	EXHIBITS:	<u>Engineering Contract Nichols Sewer Project</u>

EXECUTIVE SUMMARY:

In the April 2023 city council meeting, the council approved a resolution authorizing the staff to submit an application for a 2023-2024 community development block grant. The grant funds will be used for two sewer improvement projects, the first on Sycamore Street and the second at Nichols Green Park. Engineering services were awarded to Stokes and Associates in February 2023. This is the contract approval for the engineering services to Stokes and Associates.

RECOMMENDED ACTION:

Approve the contract for engineering services with Stokes and Associates for the CDBG sewer line project at Sycamore and Nichols Green.

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:**

DISCLAIMER: This sample draft document was developed for TxCDBG grant projects and does not include all applicable provisions. This document has important legal consequences. Please consult with your legal counsel with respect to its completion or modification to insure that it is in compliance with any appropriate local, state and federal laws applicable.

Sample Contract

ENGINEERING/ARCHITECTURAL/SURVEYOR SERVICES

PART I AGREEMENT

THIS AGREEMENT, entered into this _____ day of _____, by and between the CITY/COUNTY OF JACKSONVILLE, hereinafter called the "City"/"County", acting herein by _____ hereunto duly authorized, and Stokes & Associates, Inc. hereinafter called "Firm," acting herein by Neal Holland, President.

WITNESSETH THAT:

WHEREAS, the City/County of Jacksonville desires to [implement/construct/etc.] the following Sanitary Sewer System Upgrades: 1) Sycamore Street between US 79 and Sunset Avenue, and 2) Nichols Green sewer main beginning approximately 500' east of Corinth Road and continue in a southwesterly direction, crossing Corinth Road onto City Park property totaling approximately 3,200 LF and connecting into an existing 18" concrete sewer main. under the general direction of the Texas Community Development Block Grant (hereinafter called "TxCDBG") Program administered by the Texas Department of Agriculture (TDA); and Whereas the City/County desires to engage Stokes & Associates, Inc. to render certain engineering/surveyor/architectural services in connection with the TxCDBG Project, Contract Number CDV-0193.

NOW THEREFORE, the parties do mutually agree as follows:

1. Scope of Services

The Firm will perform the services set out in Part II, Scope of Services.

2. Time of Performance - The services of the Firm shall commence on the date of contract execution between the City and TxCDBG. In any event, all of the services required and performed hereunder shall be completed no later than _____.

3. Local Program Liaison - For purposes of this Agreement, the [e.g. City Manager/County or equivalent authorized person will serve as the Local Program Liaison and primary point of contact for the Firm. All required progress reports and communication regarding the project shall be directed to this liaison and other local personnel as appropriate.

4. Access to Records - The U.S. Department of Housing and Urban Development (HUD), Inspectors General, the Comptroller General of the United States, the Texas Department of Agriculture (TDA), and the City/County, or any of their authorized representatives, shall have access to any

documents, papers, or other records of the Firm which are pertinent to the TxCDBG award, in order to make audits, examinations, excerpts, and transcripts, and to closeout the City/County's TxCDBG contract with TDA.

5. Retention of Records - The Firm shall retain all required records for three years after the City/County makes its final payment and all pending matters are closed.
6. Compensation and Method of Payment - The maximum amount of compensation and reimbursement to be paid hereunder shall not exceed \$ 72,000.00. Payment to the Firm shall be based on satisfactory completion of identified milestones in Part III - Payment Schedule of this Agreement.
7. Indemnification – The Firm shall comply with the requirements of all applicable laws, rules and regulations, and shall exonerate, indemnify, and hold harmless the City/County and its agency members from and against any and all claims, costs, suits, and damages, including attorney's fees, arising out of the Firm's performance or nonperformance of the activities, services or subject matter called for in this Agreement, and shall assume full responsibility for payments of Federal, State and local taxes on contributions imposed or required under the Social Security, worker's compensation and income tax laws.
9. Miscellaneous Provisions
 - a. This Agreement shall be construed under and accord with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in Cherokee County, Texas.
 - b. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, executors, administrators, legal representatives, successors and assigns where permitted by this Agreement.
 - c. In any case one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.
 - d. If any action at law or in equity is necessary to enforce or interpret the terms of this Agreement, the prevailing party shall be entitled to reasonable attorney's fees, costs, and necessary disbursements in addition to any other relief to which such party may be entitled.
 - e. This Agreement may be amended by mutual agreement of the parties hereto and a writing to be attached to an incorporated into this Agreement.
10. Extent of Agreement

This Agreement, which includes Parts I-V, [*and if applicable*, including the following exhibits/attachments: represents the entire and integrated agreement between the City/County and the Firm and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by authorized representatives of both City/County and the Firm.

IN WITNESSETH WHEREOF, the parties have executed this Agreement by causing the same to be signed on the day and year first above written.

BY: _____
 (Local City/County Official)

 (Printed Name)

 (Title)

BY: Neal Holland
 (Firm/Contractor’s Authorized Representative)
 Neal Holland
 (Printed Name)
 President

 (Title)

PART II

SCOPE OF SERVICES

The Firm shall render the following professional services necessary for the development of the project:
(Choose appropriate contracted services)

SCOPE OF SERVICES

1. Attend preliminary conferences with the City/County regarding the requirements of the project.
2. Determine necessity for acquisition of any additional real property/easements/right-of-ways (ROWS) for the TxCDBG project and, if applicable, furnish to the City/County:
 - a. Name and address of property owners;
 - b. Legal description of parcels to be acquired; and
 - c. Map showing entire tract with designation of part to be acquired.
3. Make any necessary surveys of existing rights-of-way, topography, utilities, or other field data required for proper design of the project. Provide consultation and advice as to the necessity of the City/County providing or obtaining other services such as auger borings, core borings, soil tests, or other subsurface explorations; laboratory testing and inspecting of samples or materials; other special consultations. The Firm will review any tests required and act as the City/County's representative in connection with any such services.
4. Prepare railroad/highway permits.
5. Prepare a preliminary engineering/architectural study and report on the project in sufficient detail to indicate clearly the problems involved and the alternate solutions available to the City/County, to include preliminary layouts, sketches and cost estimates for the project, and to set forth clearly the Firm's recommendations; to be completed within _____ days of execution of this Agreement.
6. Furnish the City/County copies of the preliminary report, if applicable (additional copies will be furnished to the City/County at direct cost of reproduction).
7. Make periodic visits, no less than every 30 days during the construction period, to the construction site to observe the progress and quality of the work, to ensure that the work conforms with the approved plans and specifications, and to determine if the work is proceeding in accordance with the Agreement.
8. Furnish the City/County a written monthly status report at least seven (7) days prior to the regularly scheduled council/commissioner's court meeting until the project is closed by TDA. The format for this report is attached to this Agreement as Exhibit 1.
9. Submit detailed drawings and plans/specifications to appropriate regulatory agency(ies) and obtain clearance.
10. Prepare bid packet/contract documents/advertisement for bids. At the time the bid packet is completed, the Firm shall also furnish to the City/County an updated written Estimate of Probable Costs for the Project.
11. Make 10-day call to confirm prevailing wage decision.
12. Incorporate any and all wage rate modifications or supersedes via bid addendum (if applicable).
13. Conduct bid opening and prepare minutes.
14. Tabulate, analyze, and review bids for completeness and accuracy.
15. Accomplish construction contractor's eligibility verification through www.SAM.gov.
16. Conduct pre-construction conference and prepare copy of report/minutes.
17. Issue Notice to Proceed to construction contractor.
18. Provide in all proposed construction contracts deductive alternatives where feasible, so that should the lowest responsive base bid for construction exceed the funds available, deductive alternatives can be taken to reduce the bid price.

19. Design for access by persons with disabilities for those facilities to be used by the public in accordance with Public Law 504.
20. Use TDA-approved forms for instructions to bidders, general conditions, contract, bid bond, performance bond, and payment bond.
21. Consult with and advise the City/County during construction; issue to contractors all instructions requested by the City/County; and prepare routine change orders if required, at no charge for engineering services to the City/County when the change order is required to correct errors or omissions by the Firm; provide price analysis for change orders; process change orders approved by City/County and the Firm and submit to TDA for approval prior to execution with the construction contractor.
22. Review shop and working drawings furnished by contractors for compliance with design concept and with information given in contract documents (contractors will be responsible for dimensions to be confirmed and correlated at job site).
23. Resolve all payment requests within 14 days of receipt of signed pay request from the construction contractor.
24. Based on the Firm's on-site observations and review of the contractor's applications for payment, determine the amount owed to the contractor in such amounts; such approvals of payment to constitute a representation to the City/County, based on such observations and review, that the work has progressed to the point indicated and that the quality of work is in accordance with the plans, specifications and contract documents.
25. Recommend that a 10% retainage is withheld from all payments on construction contracts until final acceptance by the City/County and approval by TDA, unless State or local law provides otherwise.
26. Prepare Certificate of Construction Completion and Clean Lien Certificate. A Clean Lien Certificate may be prepared for each of the Prime Contractor(s) and each of the subcontractor(s).
27. Conduct interim/final inspections.
28. Revise contract drawings to show the work as actually constructed, and furnish the City/County with a set of "record drawings" plans.
29. The Firm will provide a copy of the final project record drawing(s) engineering schematic(s), as constructed using funds under this contract. These maps shall be provided in digital format containing the source map data (original vector data) and the graphic data in files on machine readable media, such as compact disc (CD), which are compatible with computer systems owned or readily available to the owner. The digital copy provided shall not include a digital representation of the engineer's seal but the accompanying documentation from the Firm shall include a signed statement of when the map was authorized, that the digital map is a true representation of the original sealed document, and that a printed version with the seal has been provided to the City/County. In addition, complete documentation as to the content and layout of the data files and the name of the software package(s) used to generate the data and maps shall be provided to the owner in written form.

SUBCONTRACTS

1. No work under this Agreement shall be subcontracted by the Firm without prior approval, in writing, from the City/County.
2. The Firm shall, prior to proceeding with the work, notify the City/County in writing of the name of any subcontractors proposed for the work, including the extent and character of the work to be done by each.
3. If any time during progress of the work, the City/County determines that any subcontractor is incompetent or undesirable, the City/County will notify the Firm who shall take reasonable and immediate steps to satisfactorily cure the problem, substitute performance, or cancel such subcontract. Subletting by subcontractors shall be subject to the same regulations. Nothing

contained in this Agreement shall create any contractual relation between any subcontractor and the City/County.

4. The Firm will include in all contracts and subcontracts in excess of \$150,000 a provision which requires compliance with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C 7401-7671q) and the Federal Water Pollution Control Act, as amended (33 U.S.C. 1251-1387). The provisions shall require reporting of violations to TDA and to the Regional Office of the Environmental Protection Agency (EPA).
5. The Firm will include in all contracts and subcontracts in excess of \$150,000 provisions or conditions which will allow for administrative, contractual or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as may be appropriate.
6. The Firm will include in all contracts and subcontracts in excess of \$10,000 provisions addressing termination for cause and for convenience by the City/County including the manner by which it will be effected and the basis for settlement..
7. The Firm will include in all contracts and subcontracts provisions requiring compliance with the following, if applicable:
 - a. Prime construction contracts in excess of \$2,000, compliance with the Davis-Bacon Act, as amended (40 U.S.C.3141-3144, 3146-3148) as supplemented by Department of Labor regulations (29 CFR part 5);
 - b. Prime construction contracts in excess of \$2,000, compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR part 3)
 - c. Contracts greater than \$10,000, the inclusion of the Equal Opportunity clause provided under 41 CFR 60-1.4(b) (Executive Order 11246);
 - d. Section 3 of the Housing and Urban Development Act of 1968;
 - e. Contracts exceeding \$100,000, compliance with the Byrd Anti-Lobbying Amendment (31 U.S.C. 1352);
 - f. For contracts in excess of \$100,000 that involve the employment of mechanics or laborers, compliance with the Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708), including work week requirements and safety conditions for workers, as supplemented by Department of Labor regulations (29 CFR Part 5); and
8. The Firm will include in all negotiated contracts and subcontracts a provision which indicates that funds will not be awarded under this contract to any party which is debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs under Executive Order 12549 and 2 CFR Part 2424. A certification shall be provided and received from each proposed subcontractor under this contract and its principals.
9. The Firm will include in all negotiated contracts and subcontracts a provision to the effect that the City/County, TDA, the Texas Comptroller of Public Accounts, the Comptroller General of the United States, the U.S. Department of Housing and Urban Development (HUD), or any of their duly authorized representatives, shall have access to any books, documents, papers and records of the contractor which are directly pertinent to that specific contract, for the purpose of making audit, examination, excerpts, and transcriptions.
10. The Firm will include in all contracts and subcontracts a requirement that the contractor maintain all relevant project records for three (3) years after the City/County has made final payment to the contractor and all other pending matters are closed.

STANDARD OF PERFORMANCE AND DEFICIENCIES

1. All services of the Firm and its independent professional associates, consultants and subcontractors will be performed in a professional, reasonable and prudent manner in

accordance with generally accepted professional practice. The Firm represents that it has the required skills and capacity to perform work and services to be provided under this Agreement.

2. The Firm represents that services provided under this Agreement shall be performed within the limits prescribed by the City/County in a manner consistent with that level of care and skill ordinarily exercised by other professional consultants under similar circumstances.
 3. Any deficiency in Firm's work and services performed under this contract shall be subject to the provisions of applicable state and federal law. Any deficiency discovered shall be corrected upon notice from City/County and at the Firm's expense if the deficiency is due to Firm's negligence. The City/County shall notify the Firm in writing of any such deficiency and provide an opportunity for mutual investigation and resolution of the problem prior to pursuit of any judicial remedy. In any case, this provision shall in no way limit the judicial remedies available to the City/County under applicable state or federal law.
 4. The Firm agrees to and shall hold harmless the City/County, its officers, employees, and agents from all claims and liability of whatsoever kind or character due to or arising solely out of the negligent acts or omissions of the Firm, its officers, agents, employees, subcontractors, and others acting for or under the direction of the Firm doing the work herein contracted for or by or in consequence of any negligence in the performance of this Agreement, or by or on account of any omission in the performance of this Agreement.
-

PART III -

PAYMENT SCHEDULE

City/County shall reimburse the Firm for professional services provided upon completion of the following project milestones per the following percentages of the maximum contract amount:

Milestone	% of Contract Fee
• Approval of Preliminary Engineering Plans and Specifications by City/County.	20%
• Approval of Plans and Specifications by Regulatory Agency(ies).	30%
• Completion of bid advertisement and contract award.	20%
• Completion of construction staking.	10%
• Completion of Final Closeout Assessment and submittal of “As Builts” to City/County.	10%
• Completion of final inspection and acceptance by the City/County.	10%
Total	100%

NOTE: Percentages of payment listed here are general guidelines based on engineering services typically provided. These are negotiable, and should serve only as a guide. Payment schedule should be tied directly to the actual Scope of Work identified in Part II - Scope of Services.

SPECIAL SERVICES

Special Services shall be reimbursed under the following hourly rate schedule: (List all applicable services to include overhead charge).

Registered Surveyor	\$150
Survey Crew (3 members)	\$225
Project Engineer	\$150
Engineering Technician	\$125
Project Representative	\$75
Draftsman	\$

The fee for all other Special Services shall not exceed a total of Seven Thousand and No/100 Dollars (\$7,000.00). The payment for these Special Services shall be paid as a lump sum, per the following schedule:

1. The Firm shall be paid upon completion of surveying, necessary field data, and acquisition data, if applicable, the sum of Seven Thousand and No/100 Dollars (\$7,000.00).
2. The Firm shall be reimbursed the actual costs of necessary testing based on itemized billing statements from the independent testing laboratory, plus a _____ percent (____%) overhead charge. All fees for testing shall not exceed a total of _____ and No/100 Dollars (\$_____).
3. The payment requests shall be prepared by the Firm and be accompanied by such supporting data to substantiate the amounts requested.
4. Any work performed by the Firm prior to the execution of this Agreement is at the Firm's sole risk and expense.

PART IV

TERMS AND CONDITIONS

1. Termination of Agreement for Cause. If the Firm fails to fulfill in a timely and proper manner its obligations under this Agreement, or if the Firm violates any of the covenants, conditions, agreements, or stipulations of this Agreement, the City/County shall have the right to terminate this Agreement by giving written notice to the Firm of such termination and specifying the effective date thereof, which shall be at least five days before the effective date of such termination. In the event of termination for cause, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs and reports prepared by the Firm pursuant to this Agreement shall, at the option of the City/County, be turned over to the City / County and become the property of the City / County. In the event of termination for cause, the Firm shall be entitled to receive reasonable compensation for any necessary services actually and satisfactorily performed prior to the date of termination.

Notwithstanding the above, the Firm shall not be relieved of liability to the City/County for damages sustained by the City/County by virtue of any breach of the Agreement by the Firm, and the City/County may set-off the damages it incurred as a result of the Firm's breach of the contract from any amounts it might otherwise owe the Firm.

2. Termination for Convenience of the City/County.

City/County may at any time and for any reason terminate Contractor's services and work at City/County's convenience upon providing written notice to the Contractor specifying the extent of termination and the effective date. Upon receipt of such notice, Contractor shall, unless the notice directs otherwise, immediately discontinue the work and placing of orders for materials, facilities and supplies in connection with the performance of this Agreement.

[Parties should include the manner by which such termination will be effected and the basis for settlement or any other terms and conditions concerning payment upon such termination.]

3. Changes. The City/County may, from time to time, request changes in the services the Firm will perform under this Agreement. Such changes, including any increase or decrease in the amount of the Firm's compensation, must be agreed to by all parties and finalized through a signed, written amendment to this Agreement.
4. Resolution of Program Non-Compliance and Disallowed Costs. In the event of any dispute, claim, question, or disagreement arising from or relating to this Agreement, or the breach thereof, including determination of responsibility for any costs disallowed as a result of non-compliance with federal, state or TxCDBG program requirements, the parties hereto shall use their best efforts to settle the dispute, claim, question or disagreement. To this effect, the parties shall consult and negotiate with each other in good faith within 30 days of receipt of a written notice of the dispute or invitation to negotiate, and attempt to reach a just and equitable solution satisfactory to both parties. If the matter is not resolved by negotiation within 30 days of receipt of written notice or invitation to negotiate, the parties agree first to try in good faith to settle the matter by mediation administered by the American Arbitration Association under its Commercial Mediation Procedures before resorting to arbitration, litigation, or some other dispute resolution procedure. The parties may enter into a written amendment to this Amendment and choose a mediator that is not affiliated with the American Arbitration Association. The parties shall bear the costs of such mediation equally. *[This section may also provide for the qualifications of the mediator(s), the locale of meetings, time limits, or any other item of concern to the parties.]* If the matter is not resolved through such mediation within 60 days of the initiation of that procedure, either party may proceed to file suit.

5. Personnel.

- a. The Firm represents that he/she/it has, or will secure at its own expense, all personnel required in performing the services under this Agreement. Such personnel shall not be employees of or have any contractual relationship with the City/County.
- b. All of the services required hereunder will be performed by the Firm or under its supervision and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under State and Local law to perform such services.
- c. None of the work or services covered by this Agreement shall be subcontracted without the prior written approval of the City/County. Any work or services subcontracted hereunder shall be specified by written contract or agreement and shall be subject to each provision of this Agreement.

6. Assignability. The Firm shall not assign any interest on this Agreement, and shall not transfer any interest in the same (whether by assignment or novation), without the prior written consent of the City/County thereto; Provided, however, that claims for money by the Firm from the City/County under this Agreement may be assigned to a bank, trust company, or other financial institution without such approval. Written notice of any such assignment or transfer shall be furnished promptly to the City/County.

7. Reports and Information. The Firm, at such times and in such forms as the City/County may require, shall furnish the City/County such periodic reports as it may request pertaining to the work or services undertaken pursuant to this Agreement, the costs and obligations incurred or to be incurred in connection therewith, and any other matters covered by this Agreement.

8. Records and Audits. The Firm shall insure that the City/County maintains fiscal records and supporting documentation for all expenditures of funds made under this contract in a manner that conforms to 2 CFR 200.300-.309, 24 CFR 570.490, and this Agreement. Such records must include data on the racial, ethnic, and gender characteristics of persons who are applicants for, participants in, or beneficiaries of the funds provided under this Agreement. The Firm and the City/County shall retain such records, and any supporting documentation, for the greater of three years from closeout of the Agreement or the period required by other applicable laws and regulations.

9. Findings Confidential. All of the reports, information, data, etc., prepared or assembled by the Firm under this contract are confidential and the Firm agrees that they shall not be made available to any individual or organization without the prior written approval of the City/County.

10. Copyright. No report, maps, or other documents produced in whole or in part under this Agreement shall be the subject of an application for copyright by or on behalf of the Firm.

11. Compliance with Local Laws. The Firm shall comply with all applicable laws, ordinances and codes of the State and local governments, and the Firm shall save the City/County harmless with respect to any damages arising from any tort done in performing any of the work embraced by this Agreement.

12. Conflicts of interest.

- a. Governing Body. No member of the governing body of the City/County and no other officer, employee, or agent of the City/County, who exercises any functions or responsibilities in

connection with administration, construction, engineering, or implementation of TxCDBG award between TDA and the City / County, shall have any personal financial interest, direct or indirect, in the Firm or this Agreement; and the Firm shall take appropriate steps to assure compliance.

- b. Other Local Public Officials. No other public official, who exercises any functions or responsibilities in connection with the planning and carrying out of administration, construction, engineering or implementation of the TxCDBG award between TDA and the City/County, shall have any personal financial interest, direct or indirect, in the Firm or this Agreement; and the Firm shall take appropriate steps to assure compliance.
- a. The Firm and Employees. The Firm warrants and represents that it has no conflict of interest associated with the TxCDBG award between TDA and the City/County or this Agreement. The Firm further warrants and represents that it shall not acquire an interest, direct or indirect, in any geographic area that may benefit from the TxCDBG award between TDA and the City/County or in any business, entity, organization or person that may benefit from the award. The Firm further agrees that it will not employ an individual with a conflict of interest as described herein.

13. Debarment and Suspension (Executive Orders 12549 and 12689)

The Firm certifies, by entering into this Agreement, that neither it nor its principals are presently debarred, suspended, or otherwise excluded from or ineligible for participation in federally-assisted programs under Executive Orders 12549 (1986) and 12689 (1989). The term "principal" for purposes of this Agreement is defined as an officer, director, owner, partner, key employee, or other person with primary management or supervisory responsibilities, or a person who has a critical influence on or substantive control over the operations of the Firm. The Firm understands that it must not make any award or permit any award (or contract) at any tier to any party which is debarred or suspended or is otherwise excluded from or ineligible for participation in Federal assistance programs under Executive Order 12549, "Debarment and Suspension."

Federal Civil Rights Compliance.

14. Equal Opportunity Clause (applicable to federally assisted construction contracts and subcontracts over \$10,000).

During the performance of this contract, the Firm agrees as follows:

- a. The Firm will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The Firm will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Firm agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.
- b. The Firm will, in all solicitations or advertisements for employees placed by or on behalf of the Firm, state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.

- c. The Firm will not discourage or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the contractor's legal duty to furnish information.
 - d. The Firm will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the Firm's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
 - e. The Firm will comply with all provisions of Executive Order 11246 of September 24, 1965, "Equal Employment Opportunity," and of the rules, regulations, and relevant orders of the Secretary of Labor.
 - f. The Firm will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
 - g. In the event of the Firm's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the Firm may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.
 - h. The Firm will include the portion of the sentence immediately preceding paragraph (a) and the provisions of paragraphs (a) through (h) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The Firm will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: Provided, however, That in the event a Firm becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency the Firm may request the United States to enter into such litigation to protect the interests of the United States.
15. Civil Rights Act of 1964. Under Title VI of the Civil Rights Act of 1964, no person shall, on the grounds of race, color, religion, sex, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

16. Section 109 of the Housing and Community Development Act of 1974. The Firm shall comply with the provisions of Section 109 of the Housing and Community Development Act of 1974. No person in the United States shall on the ground of race, color, national origin, religion, or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with funds made available under this title.
17. Section 504 of the Rehabilitation Act of 1973, as amended. The Firm agrees that no otherwise qualified individual with disabilities shall, solely by reason of his/her disability, be denied the benefits of, or be subjected to discrimination, including discrimination in employment, under any program or activity receiving federal financial assistance.
18. Age Discrimination Act of 1975. The Firm shall comply with the Age Discrimination Act of 1975 which provides that no person in the United States shall on the basis of age be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.
19. Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) (if contract greater than or equal to \$100,000) The Firm certifies that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining this contract. The Firm shall disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award.
20. Economic Opportunities for Section 3 Residents and Section 3 Business Concerns.
 - (a) The work to be performed under this Contract is subject to the requirements of section 3 of the Housing and Urban Development (HUD) Act of 1968, as amended, 12 U.S.C. 1701u (section 3). The purpose of section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.
 - (b) The parties to this Contract agree to comply with HUD's regulations in 24 CFR part 75, which implement section 3. As evidenced by their execution of this Contract, the parties to this Contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 75 regulations.
 - (c) The Contractor agrees to include this section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 75, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 75. The Contractor will not subcontract with any subcontractor where the Contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 75.
 - (d) The Contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the Contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 75 require employment opportunities to be directed, were not filled to circumvent the Contractor's obligations under 24 CFR part 75. Minimum expectations of effort to direct employment opportunities to such workers are identified in the TxCDBG Project Implementation Manual.

(e) Noncompliance with HUD's regulations in 24 CFR part 75 may result in sanctions, termination of this Contract for default, and debarment or suspension from future HUD assisted contracts.

PART V
PROJECT TIME SCHEDULE
ENGINEERING/ARCHITECTURAL/SURVEYOR
PROFESSIONAL SERVICES

TxCDBG Contract Award/Kickoff Meeting with Client	7 Working Days
Deed Research, Surveying	21 Working Days
Approval of Preliminary Engineering Plans and Specifications by City	110 Working Days
Approval of Plans and Specifications by Regulatory Agencies	30 Working Days
Completion of bid advertisement and contract award	30 Working Days
Construction and Administrative Services During construction phase	150 Working Days
Completion of Final Closeout Assessment and submittal of "As-Builts" to City	15 Working Days
Completion of final inspection and acceptance by the City	15 Working Days

MONTHLY STATUS REPORT

Grant Recipient: _____ Date Submitted: _____

Grant No.: _____ Reporting Period: _____

Project Status:

Date of Last Inspection: _____

Name of Inspector: _____

Inspection Description:

Projected Date of Construction Completion: _____

Amount of Last Pay Request: _____

Date of Last Pay Request: _____

Status of Last Pay Request: _____

List of Subcontractors Onsite

Name	Date Cleared by Grant Administrator
------	-------------------------------------

_____	_____
_____	_____
_____	_____

**This report may be e-mailed or faxed to the Grant Recipient*

CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor doing business with local governmental entity

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

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

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

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

OFFICE USE ONLY

Date Received

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

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

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

Name of Officer

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

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

☐ Yes

☐ No

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

☐ Yes

☐ No

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

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

7

Signature of vendor doing business with the governmental entity

August 1, 2024

Date

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

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

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

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

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

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

(2) the vendor:

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

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

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

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

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor.

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

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

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

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

(1) the date that the vendor:

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

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

(2) the date the vendor becomes aware:

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

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

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



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	8/13/2024	ITEM NUMBER:	16.
DEPARTMENT:	Administration	PREPARED BY:	James Hubbard, CITY MANAGER
INITIATED BY:	James Hubbard, CITY MANAGER	EXHIBITS:	Engineering Contract - Hwy 175 Bidding & Construction

EXECUTIVE SUMMARY:

The City of Jacksonville is responsible for relocating its infrastructure (water and sewer) in conflict with the TxDOT US 175 widening project. At the October 10, 2023 meeting, the City Council approved a professional services agreement (PSA) in an amount of \$111,000 with Schaumburg and Polk, Inc. (SPI) for the design of utility relocations along US 175. The scope of work included preliminary and final design of water and sanitary sewer system relocations. This PSA did not include assistance with bidding or construction management.

In July, 2024, SPI submitted plans to TxDOT for review.

Staff is seeking City Council approval of an additional PSA with SPI for bidding, procurement, and construction phase services in an amount not to exceed \$82,500. In summary, this PSA would enable SPI to aid in the selection of a qualified contractor, continued coordination with TxDOT, review of submittals and pay applications, and would fund approximately 10-hours of on-site representation per week during the expected 6-month project. The full scope of services included with this PSA is attached as Exhibit A.

Construction of the City's utility relocation project is estimated to cost approximately \$1.8 million. Pending TxDOT permitting, the project is expected start around early 2025. The TxDOT US 175 widening project is expected to be completed in June 2028.

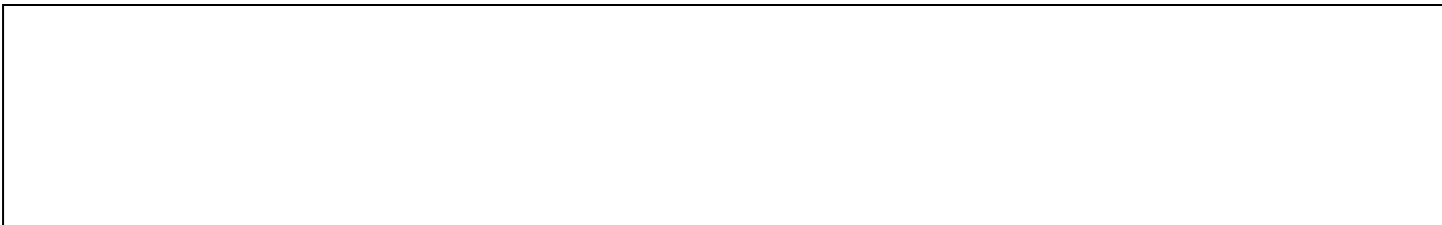
RECOMMENDED ACTION:

Approve the contract with Schaumburg and Polk for inspection services.

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:**

**SHORT FORM OF AGREEMENT
BETWEEN OWNER AND ENGINEER
FOR PROFESSIONAL SERVICES**

THIS IS AN AGREEMENT effective as of _____ (“Effective Date”) between City of Jacksonville, Texas (“Owner”) and Schaumburg & Polk, Inc. (“Engineer”).

Owner’s Project, of which Engineer’s services under this Agreement are a part, is generally identified as follows: Hwy 175 Utility Relocates – Bidding & Construction (“Project”).

Engineer’s services under this Agreement are generally identified as follows:

Engineer’s services are described in the attached two-page, “Scope of Work” document dated July, 2024. This proposal is Exhibit “A” to this Agreement and becomes a binding part of this Agreement.

 (“Services”).

Owner and Engineer further agree as follows:

1.01 *Basic Agreement and Period of Service*

- A. Engineer shall provide or furnish the Services set forth in this Agreement. If authorized by Owner, and if required because of changes in the Project, Engineer shall furnish services in addition to those set forth above (“Additional Services”).
- B. Engineer shall complete its Services within the following specific time period: 1 year.
- C. If, through no fault of Engineer, such periods of time or dates are changed, or the orderly and continuous progress of Engineer’s Services is impaired, or Engineer’s Services are delayed or suspended, then the time for completion of Engineer’s Services, and the rates and amounts of Engineer’s compensation, shall be adjusted equitably.

2.01 *Payment Procedures*

- A. *Invoices:* Engineer shall prepare invoices in accordance with its standard invoicing practices and submit the invoices to Owner on a monthly basis. Invoices are due and payable within 30 days of receipt. If Owner fails to make any payment due Engineer for Services, Additional Services, and expenses within 30 days after receipt of Engineer’s invoice, then (1) the amounts due Engineer will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day, and (2) in addition Engineer may, after giving seven days written notice to Owner, suspend Services under this Agreement until Engineer has been paid in full all amounts due for Services, Additional Services, expenses, and other related charges. Owner waives any and all claims against Engineer for any such suspension.
- B. *Payment:* As compensation for Engineer providing or furnishing Services and Additional Services, Owner shall pay Engineer as set forth in Paragraphs 2.01, 2.02 (Services), and 2.03 (Additional Services). If Owner disputes an invoice, either as to amount or entitlement, then Owner shall promptly advise Engineer in

writing of the specific basis for doing so, may withhold only that portion so disputed, and must pay the undisputed portion.

2.02 *Basis of Payment—Lump Sum*

- A. Owner shall pay Engineer for Services as follows:
 - 1. A Lump Sum amount of \$82,500.
- B. The portion of the compensation amount billed monthly for Engineer's Services will be based upon Engineer's estimate of the percentage of the total Services actually completed during the billing period.

2.03 *Additional Services:* For Additional Services, Owner shall pay Engineer an amount equal to the cumulative hours charged in providing the Additional Services by each class of Engineer's employees, times standard hourly rates for each applicable billing class; plus reimbursement of expenses incurred in connection with providing the Additional Services and Engineer's consultants' charges, if any. Engineer's current standard hourly rates will be used for additional services.

3.01 *Termination*

- A. The obligation to continue performance under this Agreement may be terminated:
 - 1. For cause,
 - a. By either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement's terms through no fault of the terminating party. Failure to pay Engineer for its services is a substantial failure to perform and a basis for termination.
 - b. By Engineer:
 - 1) upon seven days written notice if Owner demands that Engineer furnish or perform services contrary to Engineer's responsibilities as a licensed professional; or
 - 2) upon seven days written notice if the Engineer's Services are delayed for more than 90 days for reasons beyond Engineer's control, or as the result of the presence at the Site of undisclosed Constituents of Concern, as set forth in Paragraph 5.01.I.
 - c. Engineer shall have no liability to Owner on account of a termination for cause by Engineer.
 - d. Notwithstanding the foregoing, this Agreement will not terminate as a result of a substantial failure under Paragraph 3.01.A.1.a if the party receiving such notice begins, within seven days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30 days of receipt of notice; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.

2. For convenience, by Owner effective upon Engineer's receipt of written notice from Owner.

- B. In the event of any termination under Paragraph 3.01, Engineer will be entitled to invoice Owner and to receive full payment for all Services and Additional Services performed or furnished in accordance with this Agreement, plus reimbursement of expenses incurred through the effective date of termination in connection with providing the Services and Additional Services, and Engineer's consultants' charges, if any.

4.01 *Successors, Assigns, and Beneficiaries*

- A. Owner and Engineer are hereby bound and the successors, executors, administrators, and legal representatives of Owner and Engineer (and to the extent permitted by Paragraph 4.01.B the assigns of Owner and Engineer) are hereby bound to the other party to this Agreement and to the successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.
- B. Neither Owner nor Engineer may assign, sublet, or transfer any rights under or interest (including, but without limitation, money that is due or may become due) in this Agreement without the written consent of the other party, except to the extent that any assignment, subletting, or transfer is mandated by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.
- C. Unless expressly provided otherwise, nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Owner or Engineer to any Constructor, other third-party individual or entity, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and Engineer and not for the benefit of any other party.

5.01 *General Considerations*

- A. The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with any services performed or furnished by Engineer. Subject to the foregoing standard of care, Engineer and its consultants may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.
- B. Engineer shall not at any time supervise, direct, control, or have authority over any Constructor's work, nor shall Engineer have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any Constructor, or the safety precautions and programs incident thereto, for security or safety at the Project site, nor for any failure of a Constructor to comply with laws and regulations applicable to such Constructor's furnishing and performing of its work. Engineer shall not be responsible for the acts or omissions of any Constructor.
- C. Engineer neither guarantees the performance of any Constructor nor assumes responsibility for any Constructor's failure to furnish and perform its work.

- D. Engineer's opinions (if any) of probable construction cost are to be made on the basis of Engineer's experience, qualifications, and general familiarity with the construction industry. However, because Engineer has no control over the cost of labor, materials, equipment, or services furnished by others, or over contractors' methods of determining prices, or over competitive bidding or market conditions, Engineer cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from opinions of probable construction cost prepared by Engineer. If Owner requires greater assurance as to probable construction cost, then Owner agrees to obtain an independent cost estimate.
- E. Engineer shall not be responsible for any decision made regarding the construction contract requirements, or any application, interpretation, clarification, or modification of the construction contract documents other than those made by Engineer or its consultants.
- F. All documents prepared or furnished by Engineer are instruments of service, and Engineer retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed. Owner shall have a limited license to use the documents on the Project, extensions of the Project, and for related uses of the Owner, subject to receipt by Engineer of full payment due and owing for all Services and Additional Services relating to preparation of the documents and subject to the following limitations:
1. Owner acknowledges that such documents are not intended or represented to be suitable for use on the Project unless completed by Engineer, or for use or reuse by Owner or others on extensions of the Project, on any other project, or for any other use or purpose, without written verification or adaptation by Engineer;
 2. any such use or reuse, or any modification of the documents, without written verification, completion, or adaptation by Engineer, as appropriate for the specific purpose intended, will be at Owner's sole risk and without liability or legal exposure to Engineer or to its officers, directors, members, partners, agents, employees, and consultants;
 3. Owner shall indemnify and hold harmless Engineer and its officers, directors, members, partners, agents, employees, and consultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification of the documents without written verification, completion, or adaptation by Engineer; and
 4. such limited license to Owner shall not create any rights in third parties.
- G. Owner and Engineer may transmit, and shall accept, Project-related correspondence, documents, text, data, drawings, information, and graphics, in electronic media or digital format, either directly, or through access to a secure Project website, in accordance with a mutually agreeable protocol.
- H. To the fullest extent permitted by law, Owner and Engineer (1) waive against each other, and the other's employees, officers, directors, members, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Agreement or the Project, and (2) agree that Engineer's total liability to Owner under this Agreement shall be limited to \$100,000 or the total amount of compensation received by Engineer, whichever is greater.

- I. The parties acknowledge that Engineer's Services do not include any services related to unknown or undisclosed Constituents of Concern. If Engineer or any other party encounters, uncovers, or reveals an unknown or undisclosed Constituent of Concern, then Engineer may, at its option and without liability for consequential or any other damages, suspend performance of Services on the portion of the Project affected thereby until such portion of the Project is no longer affected, or terminate this Agreement for cause if it is not practical to continue providing Services.
- J. Owner and Engineer agree to negotiate each dispute between them in good faith during the 30 days after notice of dispute. If negotiations are unsuccessful in resolving the dispute, then the dispute shall be mediated. If mediation is unsuccessful, then the parties may exercise their rights at law.
- K. This Agreement is to be governed by the law of the state in which the Project is located.
- L. Engineer's Services and Additional Services do not include: (1) serving as a "municipal advisor" for purposes of the registration requirements of Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act (2010) or the municipal advisor registration rules issued by the Securities and Exchange Commission; (2) advising Owner, or any municipal entity or other person or entity, regarding municipal financial products or the issuance of municipal securities, including advice with respect to the structure, timing, terms, or other similar matters concerning such products or issuances; (3) providing surety bonding or insurance-related advice, recommendations, counseling, or research, or enforcement of construction insurance or surety bonding requirements; or (4) providing legal advice or representation.

6.01 *Total Agreement*

- A. This Agreement (including any expressly incorporated attachments), constitutes the entire agreement between Owner and Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

7.01 *Definitions*

- A. *Constructor*—Any person or entity (not including the Engineer, its employees, agents, representatives, and consultants), performing or supporting construction activities relating to the Project, including but not limited to contractors, subcontractors, suppliers, Owner's work forces, utility companies, construction managers, testing firms, shippers, and truckers, and the employees, agents, and representatives of any or all of them.
- B. *Constituent of Concern*—Asbestos, petroleum (other than ordinary street pavement components), radioactive material, polychlorinated biphenyls (PCBs), hazardous waste, and any substance, product, waste, or other material of any nature whatsoever that is or becomes listed, regulated, or addressed pursuant to (a) the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. §§9601 et seq. ("CERCLA"); (b) the Hazardous Materials Transportation Act, 49 U.S.C. §§5101 et seq.; (c) the Resource Conservation and Recovery Act, 42 U.S.C. §§6901 et seq. ("RCRA"); (d) the Toxic Substances Control Act, 15 U.S.C. §§2601 et seq.; (e) the Clean Water Act, 33 U.S.C. §§1251 et seq.; (f) the Clean Air Act, 42 U.S.C. §§7401 et seq.; or (g) any other federal, State, or local statute, law, rule, regulation, ordinance, resolution, code, order, or decree regulating, relating to, or imposing liability or standards of conduct concerning, any hazardous, toxic, or dangerous waste, substance, or material.

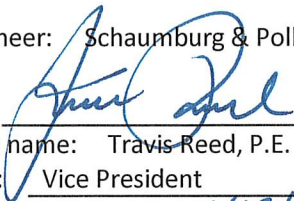
8.01 *Attachments: Exhibit A, Scope of Work*

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, the Effective Date of which is indicated on page 1.

Owner: City of Jacksonville, Tx

Engineer: Schaumburg & Polk, Inc.

By: _____
Print name: _____
Title: _____
Date Signed: _____

By:  _____
Print name: Travis Reed, P.E.
Title: Vice President
Date Signed: 7/17/24

Engineer License or Firm's Certificate No. (if required): _____

State of: Texas, Firm Registration # F-520

Address for Owner's receipt of notices:
315 South Ragsdale Street
Jacksonville, Tx 75766

Address for Engineer's receipt of notices:
320 South Broadway Avenue, Suite 200
Tyler, Tx 75702

EXHIBIT A
Scope of Work
City of Jacksonville, Texas
Hwy 175 Utility Relocates – Bidding & Construction
July 2024

General Project Description: Water and sewer system relocates along Hwy 175 to facilitate TxDOT's improvements.

General services to be provided include bidding, construction phase administration, and construction review.

BASIC SERVICES

1. Bidding

- A. Assist City in bidding project.
- B. Contact Contractors directly to help advertise project.
- C. Advertise in newspaper (City responsible for advertisement costs).
- D. Advertise in on-line planrooms.
- E. Print and distribute Plans and Contract Books to responsive contractors.
- F. Issue addendums as necessary.
- G. Conduct bid opening and then evaluate and tabulate bids.
- H. Review qualifications of the Contractor and present findings to the City.
- I. Coordinate execution of construction contracts between the Contractor and the City.

2. Construction Phase

- A. Conduct Pre-Construction Meeting.
- B. Review and determine the acceptability of any schedules that the Contractor is required to submit to the Engineer.
- C. Make visits to the Site at intervals appropriate to the various stages of construction, as the Engineer deems necessary, to observe the progress and quality of the Contractor's executed work. We estimate construction to last 6 months. SPI's construction representative is to be on-site an average of 10 hours per week during construction.
- D. Issue necessary clarifications and interpretations of the contract documents as appropriate to the orderly completion of the Contractor's work.
- E. Recommend and prepare Change Orders and Work Change Directives to Owner, as appropriate.
- F. Review and approve or take other appropriate action with respect to Shop Drawings, Samples, and other data which Contractor is required to submit.
- G. Evaluate and determine the acceptability of substitute or "or-equal" materials and methods proposed by Contractor.
- H. Require such special inspections or tests of Contractor's work as deemed reasonably necessary, and receive and review all certificates of inspections, tests, and approvals required by Laws and Regulations or the Contract Documents.

- I. Coordinate materials testing as necessary (City responsible for any material testing costs)
- J. Process Contractor's pay applications.
- K. Conduct a final inspection to determine if the completed Work of Contractor is acceptable so that Engineer may recommend, in writing, final payment to Contractor.
- L. Assemble a final set of as-built drawings based on Contractors field plan set, Engineer's working plan set, and the Construction Representative's field set of plans.

SPI PROJECT DELIVERABLES

- 1. As-Built Drawings

COST RESPONSIBILITIES OF OWNER

- 1. Bid advertisement costs.
- 2. Any material testing costs.

END OF 2-PAGE SCOPE OF WORK



Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>8/13/2024</u>	ITEM NUMBER:	<u>17.</u>
DEPARTMENT:	<u>Administration</u>	PREPARED BY:	<u>Greg Lowe, City Secretary</u>
INITIATED BY:	<u>Greg Lowe, City Secretary</u>	EXHIBITS:	<u>Fostering 5K Route</u>

EXECUTIVE SUMMARY:

Fostering Bridges is seeking route approval for a 5k run on Saturday, November 2, 2024, beginning at 9 a.m. Fostering Bridges promotes foster care and supports foster parents and children. This is NOT a street closure; it is just approval of the route.

RECOMMENDED ACTION:

Make a motion approving the route.

BID AND AWARD:

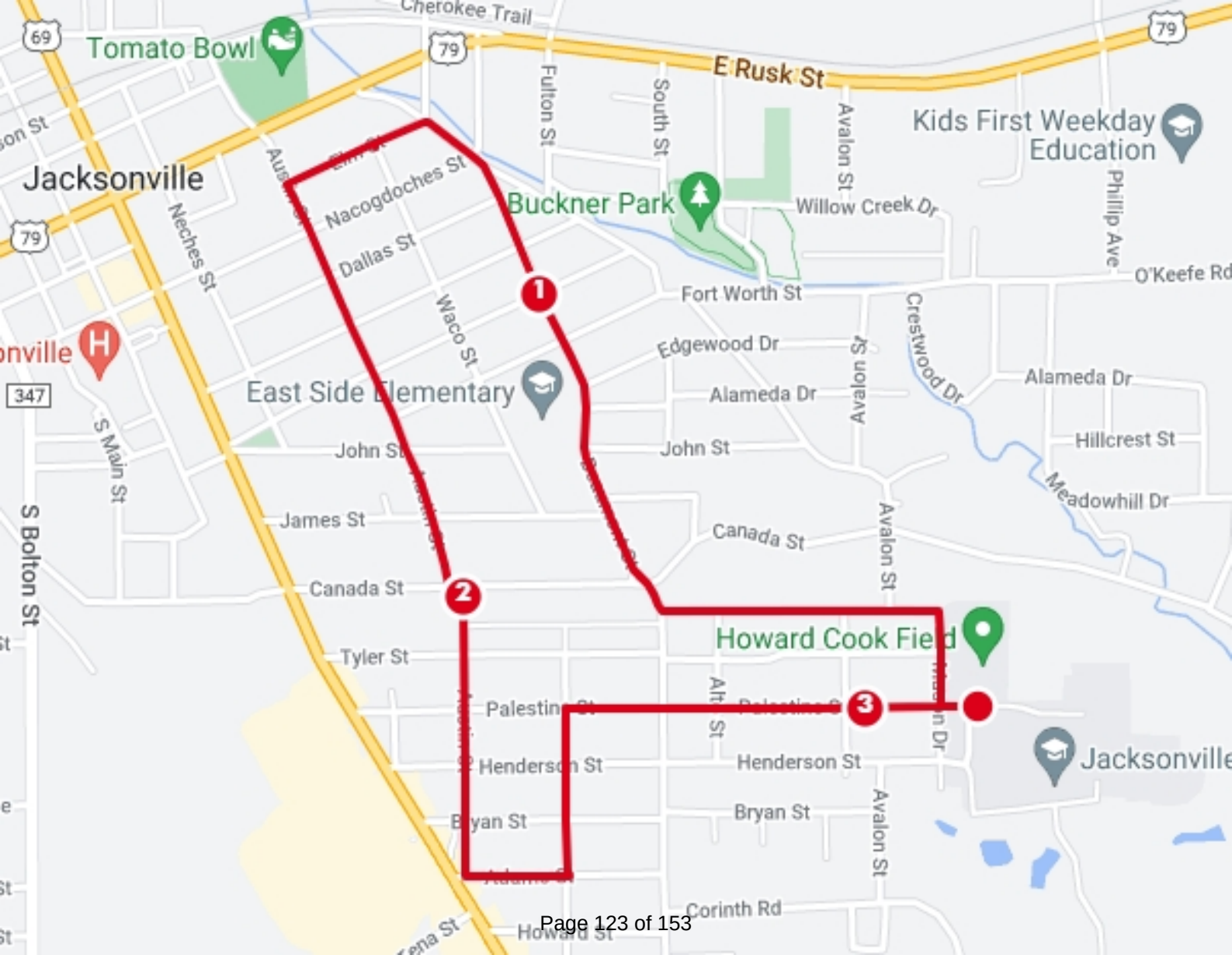
BUDGET DATA:

BUDGET JUSTIFICATION:

STRATEGY MAP

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

POLICY/GOAL CONSIDERATION:**LEGAL:**





Jacksonville City Council

AGENDA ITEM REPORT

AGENDA DATE:	<u>8/13/2024</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>PD Jul 2024, JFD Monthly Report_Jul.2024, P&CS council report July 2024, Library Report July 2024, Museum Report July 24</u>

EXECUTIVE SUMMARY:

The reports that follow this council agenda report are the monthly departmental reports and serve as part of the city managers' 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 charter requires the city manager to give a monthly report to the council.



JACKSONVILLE POLICE DEPARTMENT

MONTHLY REPORT

July 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	1	0.07	2	0.13	-1	-50.00
Rape	0	1	-1	-100.00	6	0.42	5	0.34	1	20.00
Robbery	0	1	-1	-100.00	3	0.21	2	0.13	1	50.00
Individual	0	1	-1	-100.00	2	0.14	0	0.00	2	*NC
Business	0	0	No Change	*NC	1	0.07	2	0.13	-1	-50.00
Assaults	24	24	No Change	0.00	151	10.64	174	11.66	-23	-13.22
Aggravated	4	4	No Change	0.00	25	1.76	34	2.28	-9	-26.47
Other Assaults	20	20	No Change	0.00	126	8.88	140	9.38	-14	-10.00
Burglary	3	1	2	200.00	25	1.76	36	2.41	-11	-30.56
Habitation	1	1	No Change	0.00	17	1.20	14	0.94	3	21.43
Building	2	0	2	*NC	8	0.56	22	1.47	-14	-63.64
Theft	18	12	6	50.00	126	8.88	166	11.12	-40	-24.10
Burglary Vehicle	3	0	3	*NC	4	0.28	6	0.40	-2	-33.33
Burglary Coin-Op Machine	0	0	No Change	*NC	0	0.00	0	0.00	No Change	*NC
Thefts	15	12	3	25.00	122	8.60	160	10.72	-38	-23.75
Motor Vehicle Theft	0	2	-2	-100.00	12	0.85	21	1.41	-9	-42.86
TOTAL OFFENSES	45	41	4	9.76	324	22.83	406	27.21	-82	-20.20

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	31	24	7	29.17	199	14.02	185	12.40	14	7.57
Injury Accidents	9	7	2	28.57	48	3.38	49	3.28	-1	-2.04
Number Transported	5	2	2	150.00	38	2.68	38	2.55	No Change	0.00
Fatality Accidents	0	0	No Change	*NC	1	0.07	0	0.00	1	*NC
Fatalities	0	0	No Change	*NC	1	0.07	0	0.00	1	*NC

PATROL & TRAFFIC DIVISIONS ACTIVITY

ACTIVITY	MONTHLY				YEAR TO DATE					
	Monthly Totals	Previous Month's Totals	Amount of Change	Percent Increase/Decrease	YTD 2024	2024 Per 1000/capita	YTD 2023	2023 Per 1000/capita	Amount of Change	Percent Increase/Decrease
Calls for Service	1,954	2,536	-582	-22.95	14,564	1026.14	10,570	708.30	3994	37.79
Citations	301	383	-82	-21.41	2,255	158.88	2,132	142.87	123	5.77
Offense Reports	152	136	16	11.76	947	66.72	1,046	-1432.88	-99	-9.46
Response Time Avg. Emergency	4.87	8.02	-3.15	-39.28	4.87		5.84		-0.97	-16.61
Response Time Avg. Non-Emer.	7.26	6.22	1.04	16.72	6.61		8.07		-1.46	-18.09

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	434	428	6	1.40	1,997	140.70	2,380	159.49	-383	-16.09
911 Calls - Total	342	351	-9	-2.56	2,541	179.03	2,372	158.95	169	7.12
911 Calls - Police	215	202	13	6.44	1,524	107.38	1,431	95.89	93	6.50
911 Calls - Fire	53	96	-43	-44.79	535	37.69	462	30.96	73	15.80
911 Calls - EMS	129	150	-21	-14.00	1010	71.16	981	65.74	29	2.96

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	48	39	9	23.08	355	25.01	436	29.22	-81	-18.58
Cases Cleared	56	40	16	40.00	319	22.48	442	29.62	-123	-27.83
Cases Filed (Misdemeanor)	57	47	10	21.28	342	24.10	323	21.64	19	5.88
Cases Filed (Felony)	27	37	-10	-27.03	211	14.87	214	14.34	-3	-1.40
Cases Filed (Juvenile)	0	3	-3	-100.00	18	1.27	10	0.70	8	80.00

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	9	8	1	12.50	53	3.73	66	4.42	-13	-19.70
Adult Arrests	82	59	23	38.98	421	29.66	441	29.55	-20	-4.54
City Warrant Cleared	64	29	35	120.69	285	20.08	599	40.14	-314	-52.42
Drug Related Arrests	13	10	3	30.00	89	6.27	201	13.47	-112	-55.72
Juvenile Arrests	0	0	No Change	*NC	10	0.70	9	0.60	1	11.11

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	141	25	116	464.00	2,987	210.46	4,730	316.96	-1743	-36.85
Community Meetings	8	7	1	14.29	58	4.09	62	4.15	-4	-6.45
Lake Patrol Hours	53	44	9	20.45	123	8.67	112	7.51	11	9.82
Volunteer Hours	40	58	-18	-31.03	370	26.07	344	23.05	26	7.56
Volunteer Security Checks	24	40	-16	-40.00	235	16.56	887	59.44	-652	-73.51
Open Records Requests	103	169	-66	-39.05	946	66.65	1,210	81.08	-264	-21.82
Special Events	1	3	-2	-66.67	7	0.49	8	0.54	-1	-12.50

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	22	33	-11	-33	235	16.56	208	13.94	27	13.0
- Junk Vehicles	1	10	-9	-90	72	5.07	61	4.09	11	18.0
- Grass/Weeds	21	63	-42	-67	215	15.15	229	15.35	-14	-6.1
- Illegal Signs	57	109	-52	-48	368	25.93	318	21.31	50	15.7
- Unsafe Conditions	0	1	-1	-100	4	0.28	6	0.40	-2	-33.3
- Vendors	0	0	No Change	*NC	2	0.14	13	0.87	-11	-84.6
- Other	16	7	9	129	105	7.40	37	2.48	68	183.8
Resolved - Trash	36	17	19	112	238	16.77	134	8.98	104	77.6
- Junk Vehicles	7	4	3	75	62	4.37	43	2.88	19	44.2
- Grass/Weeds	53	11	42	382	178	12.54	131	8.78	47	35.9
- Illegal Signs	57	109	-52	-48	369	26.00	317	21.24	52	16.4
- Unsafe Conditions	0	1	-1	-100	2	0.14	6	0.40	-4	-66.7
- Vendors	0	0	No Change	*NC	2	0.14	13	0.87	-11	-84.6
- Other	16	6	10	167	79	5.57	35	2.35	44	125.7

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	42	30	12	40	255	17.97	203	13.60	52	25.6
Dogs - Adopted / Rescued	7	21	-14	-67	115	-157.53	114	7.64	1	0.9
Dogs - Reclaimed by Owner	10	3	7	233	42	2.96	51	3.42	-9	-17.6
Cats - Intake	25	27	-2	-7	126	8.88	69	4.62	57	82.6
Cats - Adopted / Rescued	19	15	4	27	98	6.90	59	3.95	39	66.1
Cats - Reclaimed by Owner	0	0	No Change	*NC	1	0.07	0	0.00	1	*NC
Calls for Service Total	141	105	36	34	794	55.94	802	53.74	-8	-1.0
Barking Dogs	0	0	No Change	*NC	1	0.07	5	0.34	-4	-80.0
Loose Animals	118	76	42	55	600	42.27	660	44.23	-60	-9.1
Other Wildlife - Livestock	4	3	1	33	23	1.62	30	2.01	-7	-23.3
Value of Donated Materials	\$350	\$200	150	75	\$1,650	116.25	\$3,420	229.18	-\$1,770	-51.8
Volunteer Hours	2	4	-2	-50	28	1.97	174	11.66	-146	-83.9
Community Service Hours	132	152	-20	-13	1,264	89.06	1,499	100.45	-235	-15.7



JACKSONVILLE FIRE/EMS

MONTHLY REPORT: JULY 2024

NEWS FROM THE JFD



MESSAGE FROM THE CHIEF

It's an exciting time to be part of the team/family at the JFD. I'm thankful that we have outstanding personnel serving in our department each day. The results of this high-quality, customer-focused care are seen daily, as our personnel respond to emergency and non-emergency incidents involving our community members each day. It's an honor to work alongside these men and women, as we protect and serve our community members.

Chief Findley

Firefighter Applicant Interviews

The JFD Interview/Hiring Board is currently conducting the first round of interviews on July 30th and August 6th.

Successful candidates will progress to the next step: Physical Ability Testing.



FIREFIGHTER/EMT (PARAMEDIC PREFERRED)

\$49,536* → **\$51,811*** → **\$54,000***
YEAR 1 YEAR 2 YEAR 3

*INCLUDES \$3,600/YR PARAMEDIC PAY, BEFORE FLSA OR EDUCATION PAY

QUALIFIED APPLICANTS INCLUDE:

- Firefighter / EMT (paramedic training funded by department*)
- Paramedic Only (Fire academy funded by department*)
- Firefighter / Paramedic



FREE EDUCATION

- 11 PAID HOLIDAYS
- PAID VACATION
- CERTIFICATION/EDUCATION PAY
- CITY MATCHED 2:1 RETIREMENT
- EMPLOYER PAID HEALTH, DENTAL, AND LIFE INSURANCE
- VESTED AFTER FIVE YEARS OF SERVICE
- ELIGIBLE FOR RETIREMENT AFTER 20 YEARS



UPCOMING EVENTS

Promotional Assessment FIRE LIEUTENANT



The first phase of the promotional process will begin on Monday, August 12th. Assessors from outside of our department will meet with each of the applicants. The second phase will follow with individual interviews with the Fire Chief.

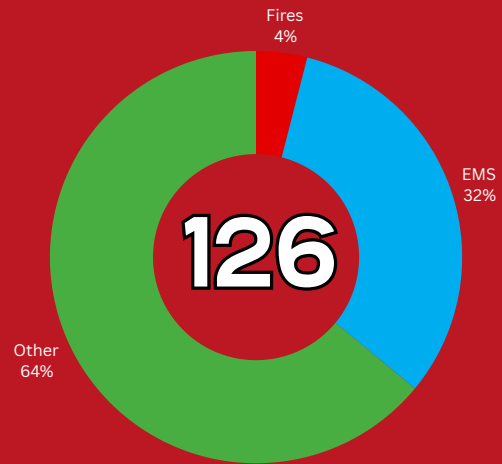
Firefighter Applicant Interview Board and Physical Ability Testing (PAT)



To date, we have received over 30 applications. We'll interview approximately 12 candidates before moving to the next phase of the hiring process.



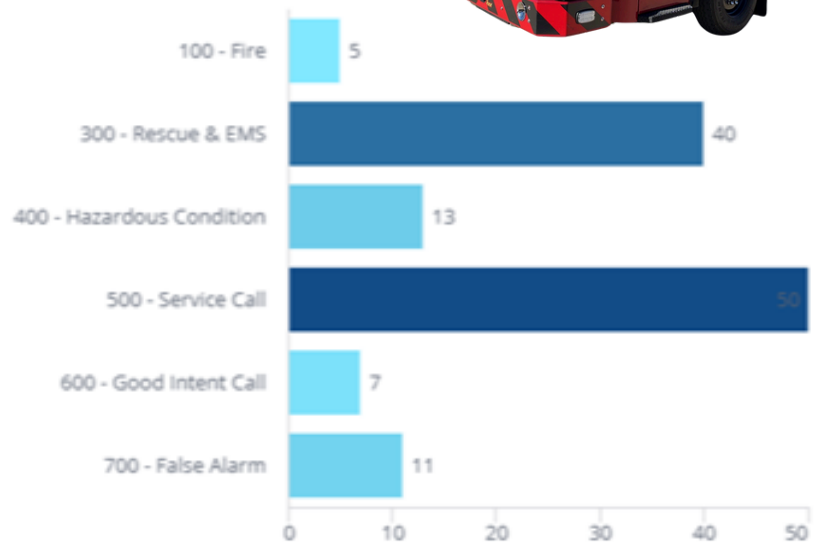
MONTHLY FIRE STATS TOTAL INCIDENTS



FIRE RESPONSE: INCIDENT TYPES

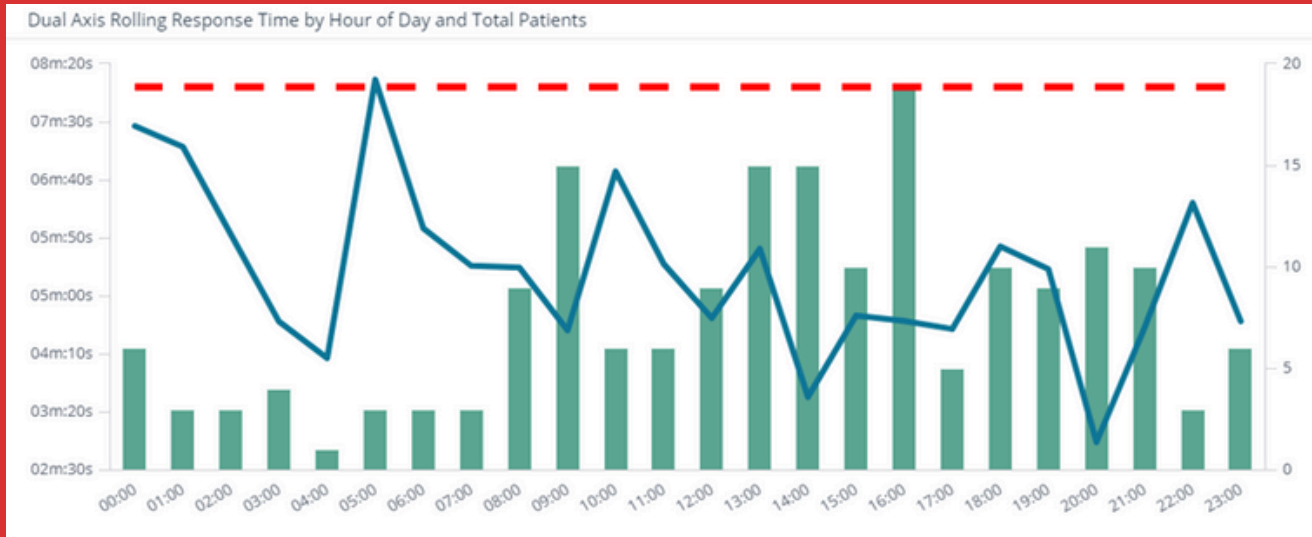


Count of Incidents by Incident Type



JFD - EMS STATS

RESPONSE TIME ANALYSIS



EMS INCIDENTS

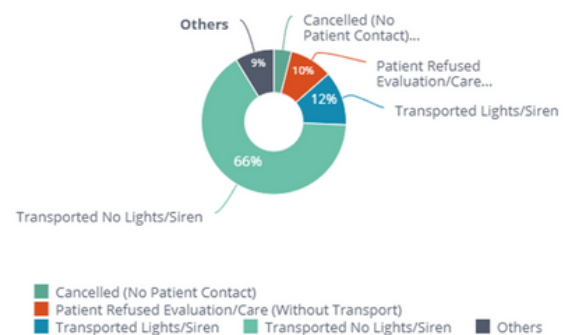
183

AVERAGE RESPONSE TIME

05m:01s



Calls by Disposition



FIRE PREVENTION

-Community Risk Reduction-

Bailiff Hours
6

Plans Review
3

Meetings
15

41

Inspections
13

Burn Permits
4





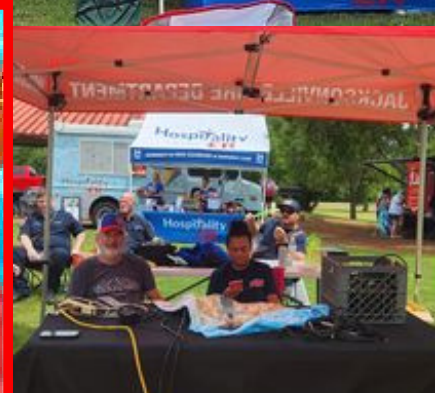
Splash Day!

SATURDAY, JULY 27

10AM - 1PM

NICHOLS GREEN SPLASH PAD
1923 S. JACKSON ST.

Jacksonville
Hospitality Health ER
Sadler's







Community & Public Services Reported Concerns



Monthly Report

July-24

Gov Pilot Work Orders

Building

CONCERN

Building

Illegal Use of Occupancy

Misc. - Issue Internal Use

General

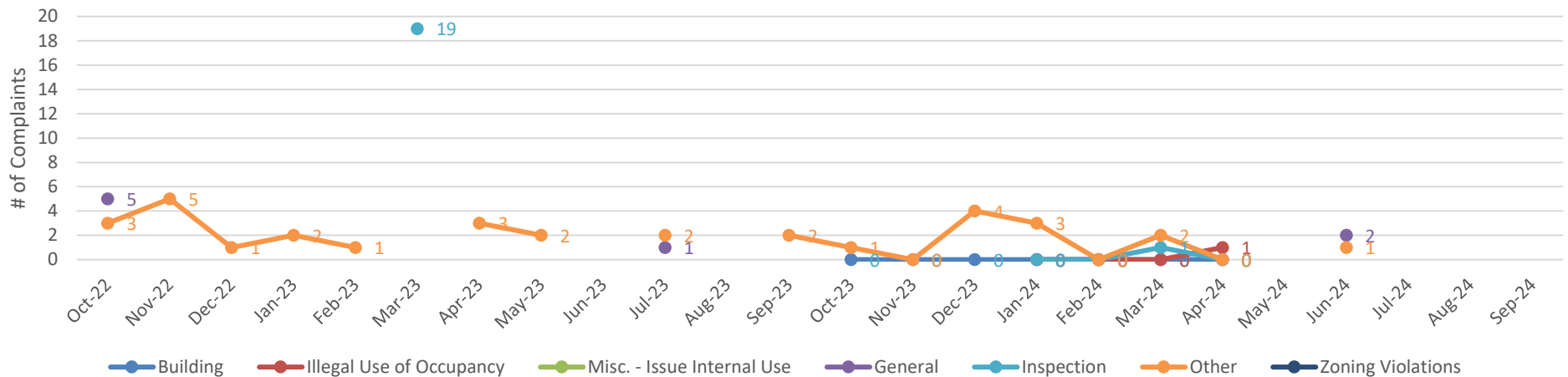
Inspection

Other

Zoning Violations

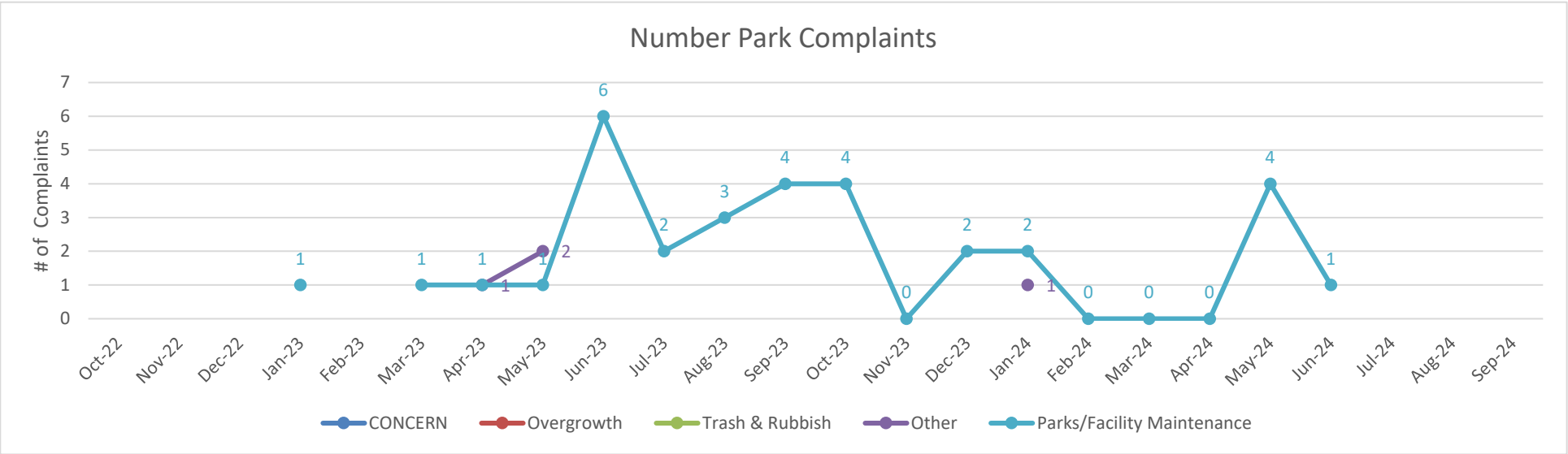
Jul-24	Oct. 1 - YTD	Notes:
0	0	
0	1	
0	0	
0	2	
0	1	
0	11	
0	0	

Number Building Complaints



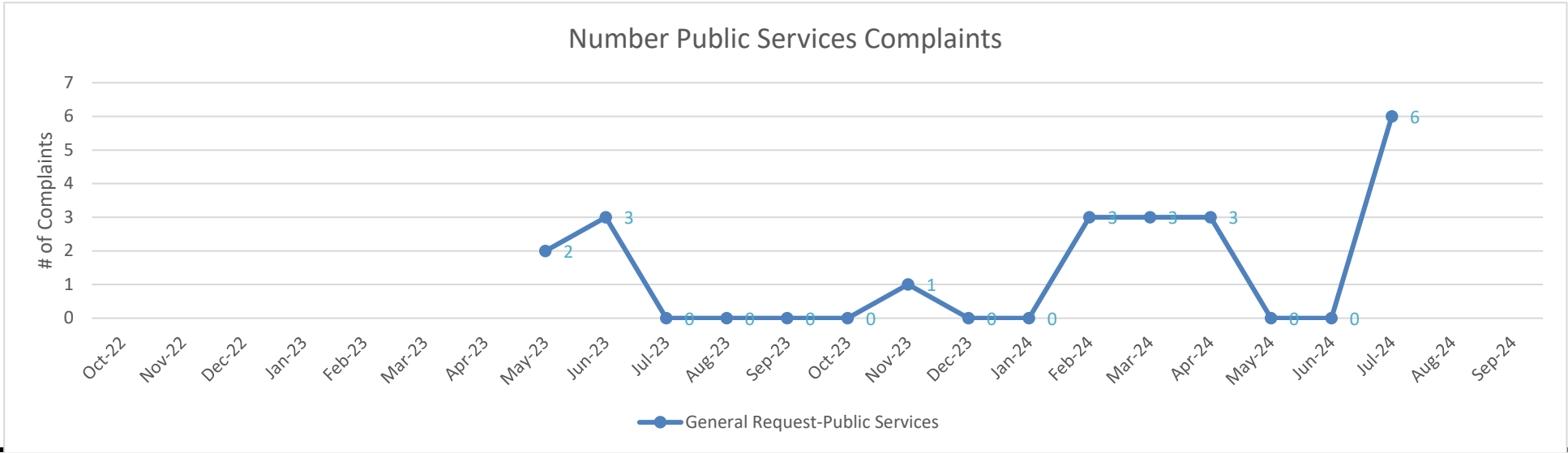
Parks
CONCERN
Overgrowth
Trash & Rubbish
Other
Parks/Facility Maintenance

Jul-24	Oct. 1 - YTD	Notes:
0	0	
0	0	
0	1	
0	13	



Public Services
CONCERN
General Request-Public Services

Jul-24	Oct. 1 - YTD	Notes:
6	16	



Sanitation

CONCERN

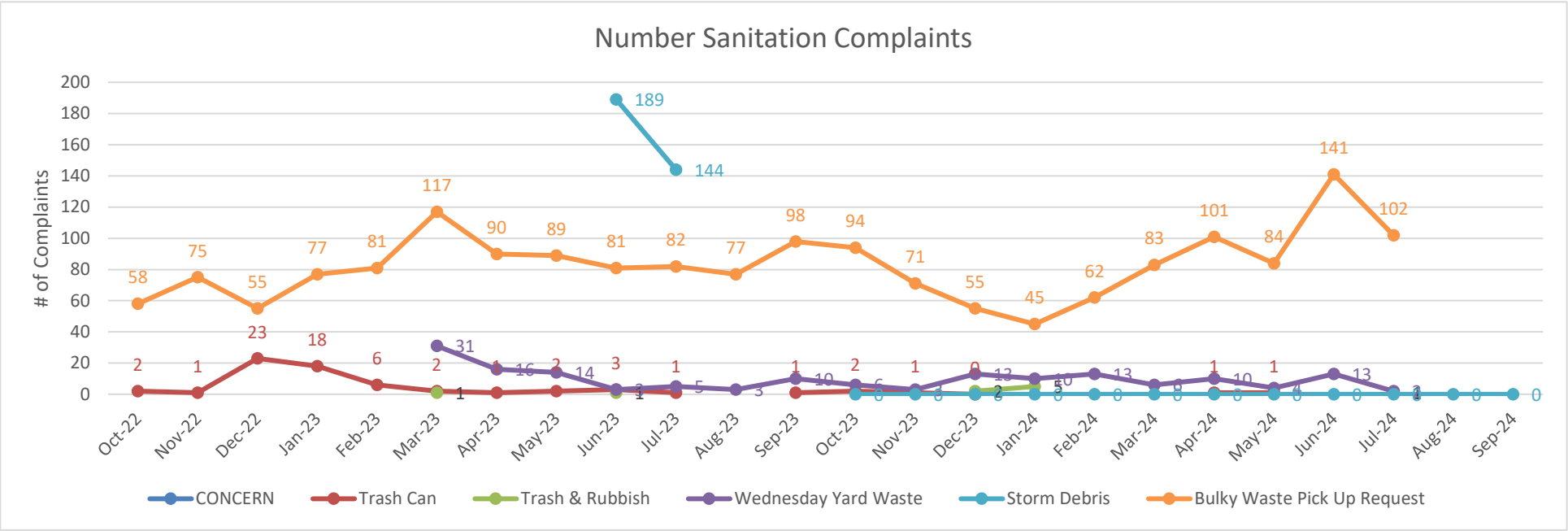
Trash Can

Trash & Rubbish

Wednesday Yard Waste

Bulky Waste Pick Up Request

Jul-24	Oct. 1 - YTD	Notes:
0	5	7 Christmas Trees
1	8	
2	80	
102	838	

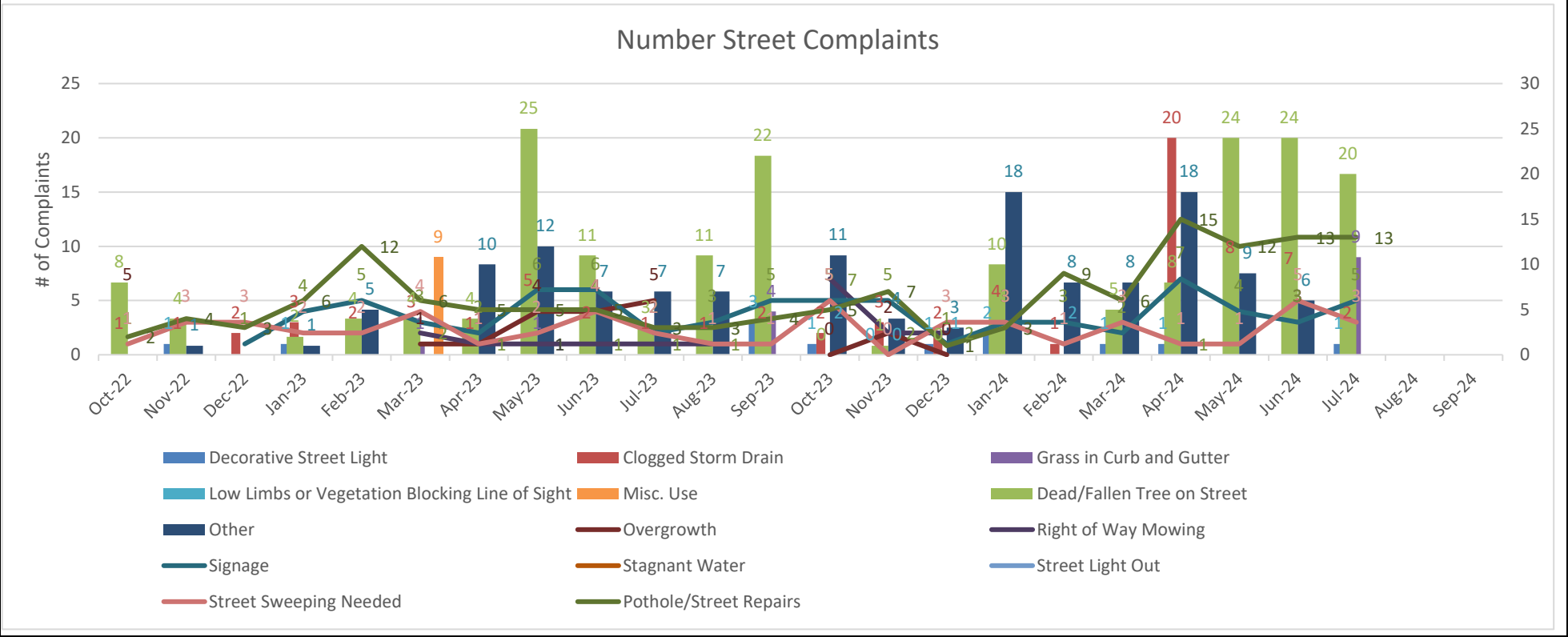


Streets

CONCERN

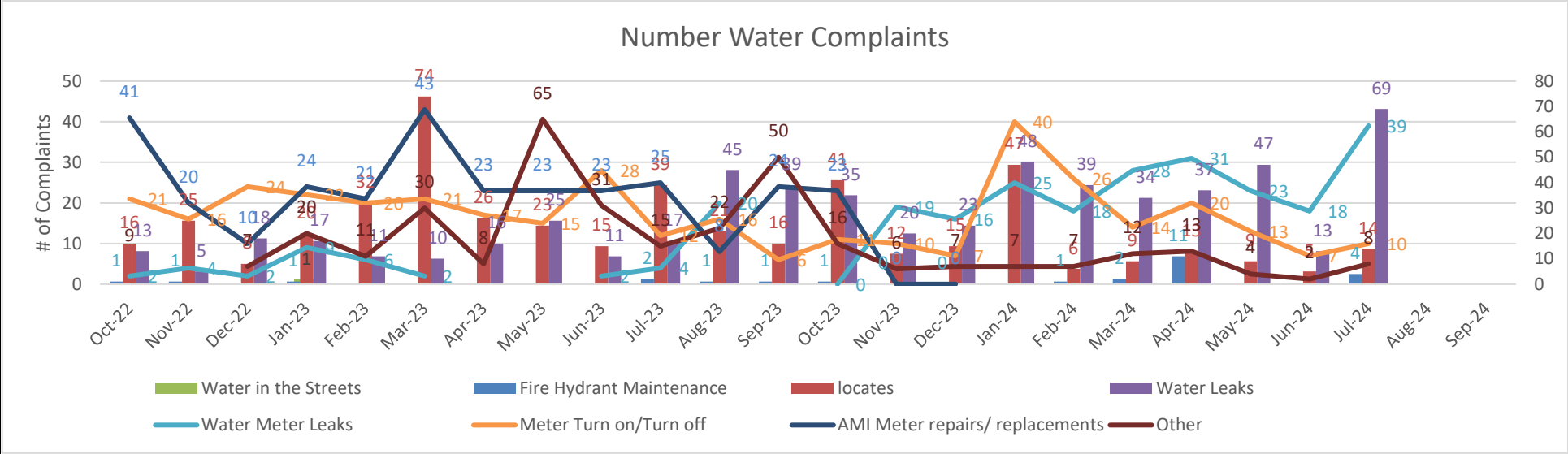
- Decorative Street Light
- Clogged Storm Drain
- Dead/Fallen Tree on Street
- Grass in Curb and Gutter
- Low Limbs or Vegetation Blocking Line of Sight
- Misc. Use
- Other
- Overgrowth
- Pothole/Street Repairs
- Right of Way Mowing
- Signage
- Stagnant Water
- Street Light Out
- Street Sweeping Needed

Jul-24	Oct. 1 - YTD	Notes:
1	7	
2	49	
20	92	
0	9	
0	5	
0	0	
9	85	
0	5	
13	84	
0	12	
5	38	
0	0	
0	0	
3	25	



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

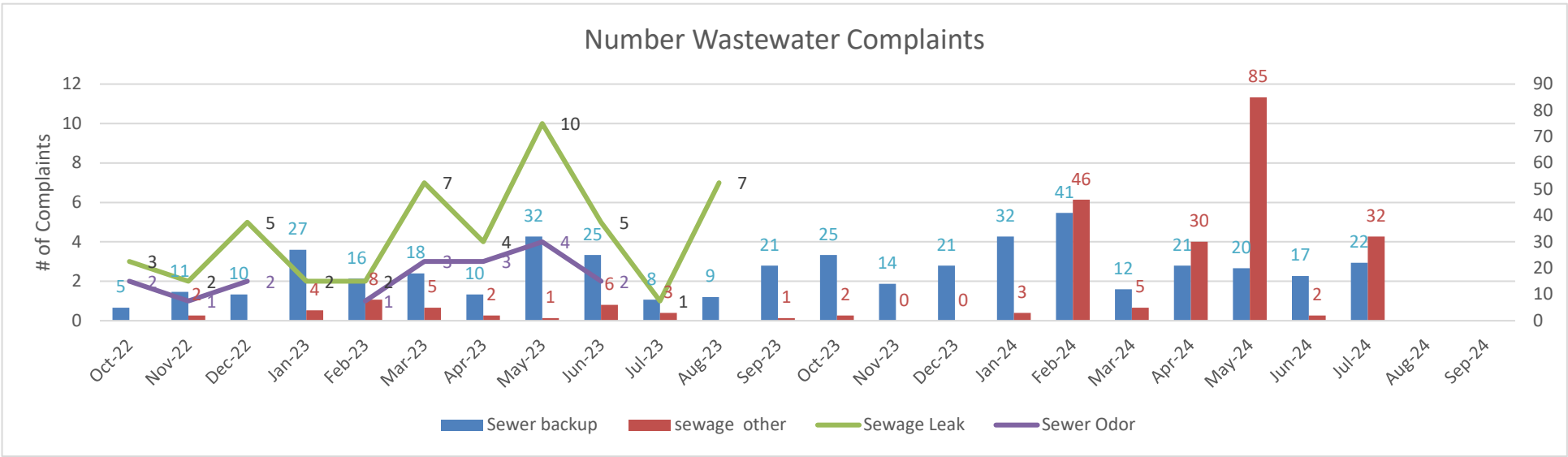
Jul-24	Oct. 1 - YTD	Notes:
4	19	
14	171	
0	0	
69	365	
39	217	
10	158	
0	23	
8	82	



Wastewater Collection

CONCERN
Sewer backup
sewage other
Sewage Leak
Sewer Odor

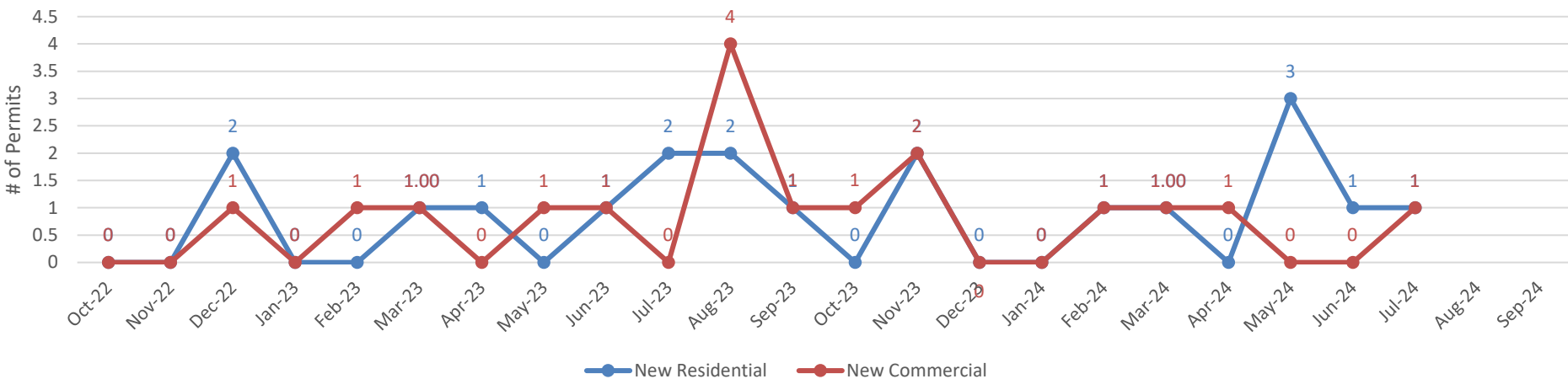
Jul-24	Oct. 1 - YTD	Notes:
22	225	
32	205	
0	0	
0	0	



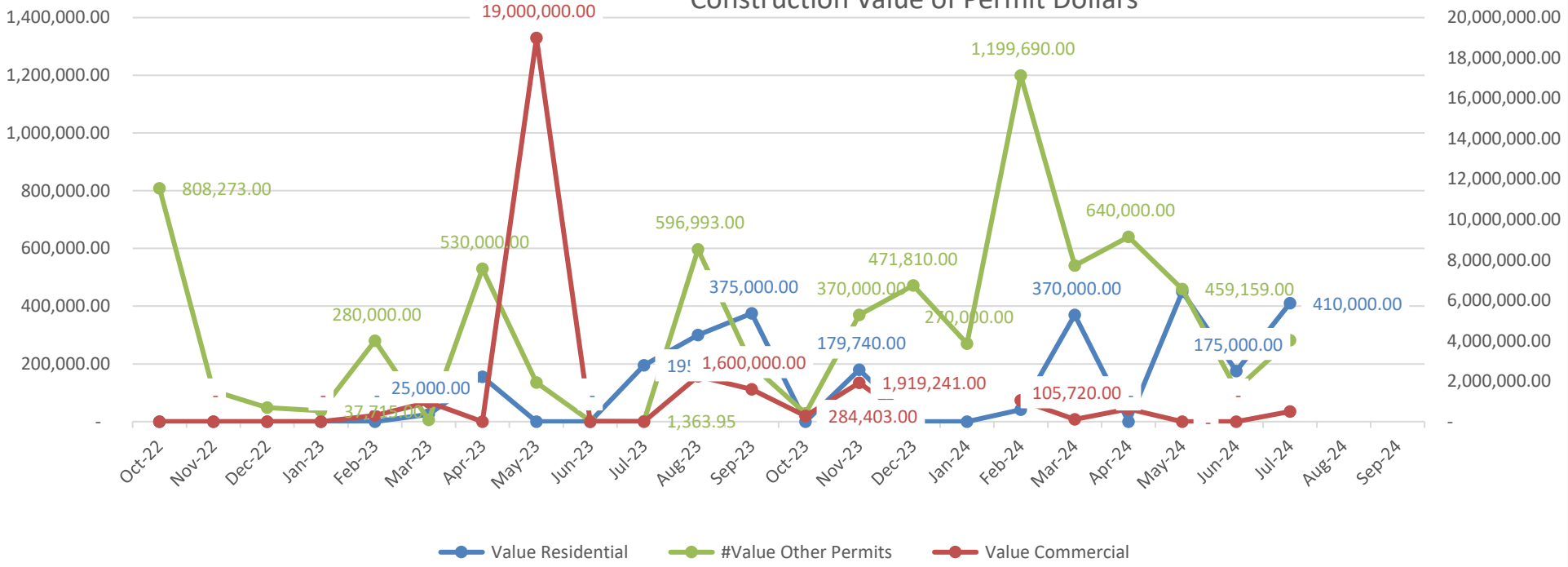
Gov Pilot Totals	362	2852
------------------	-----	------

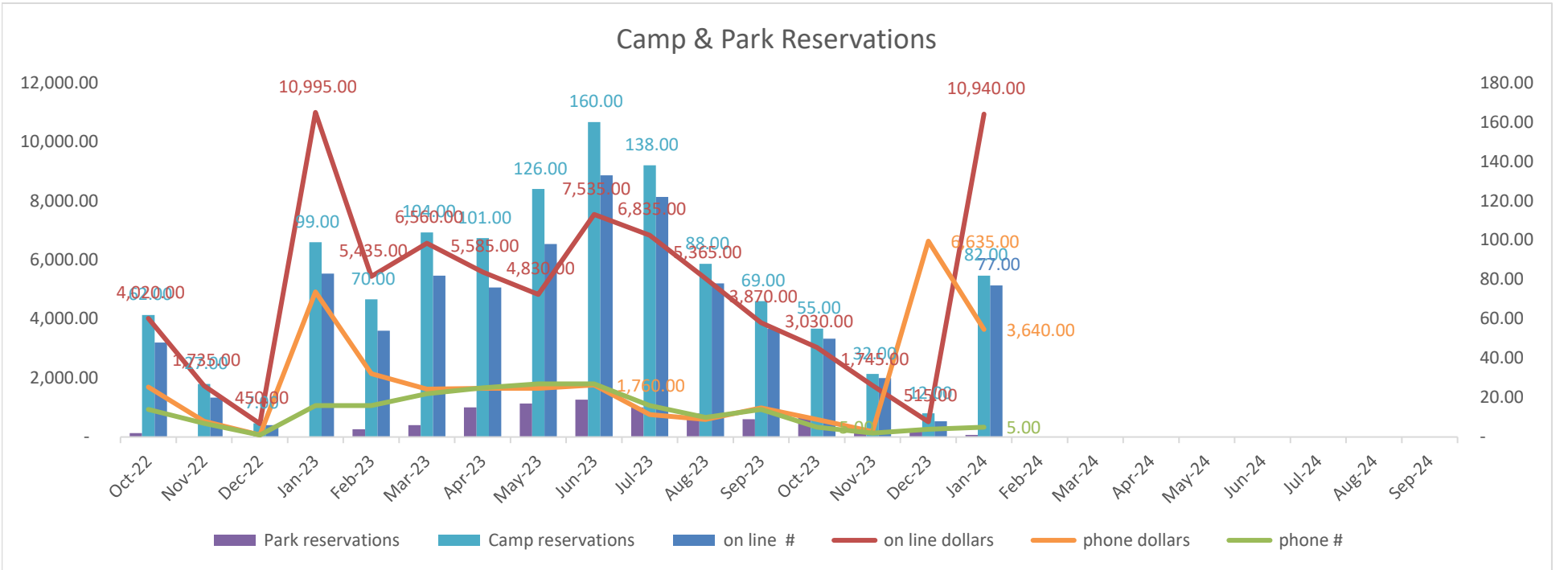
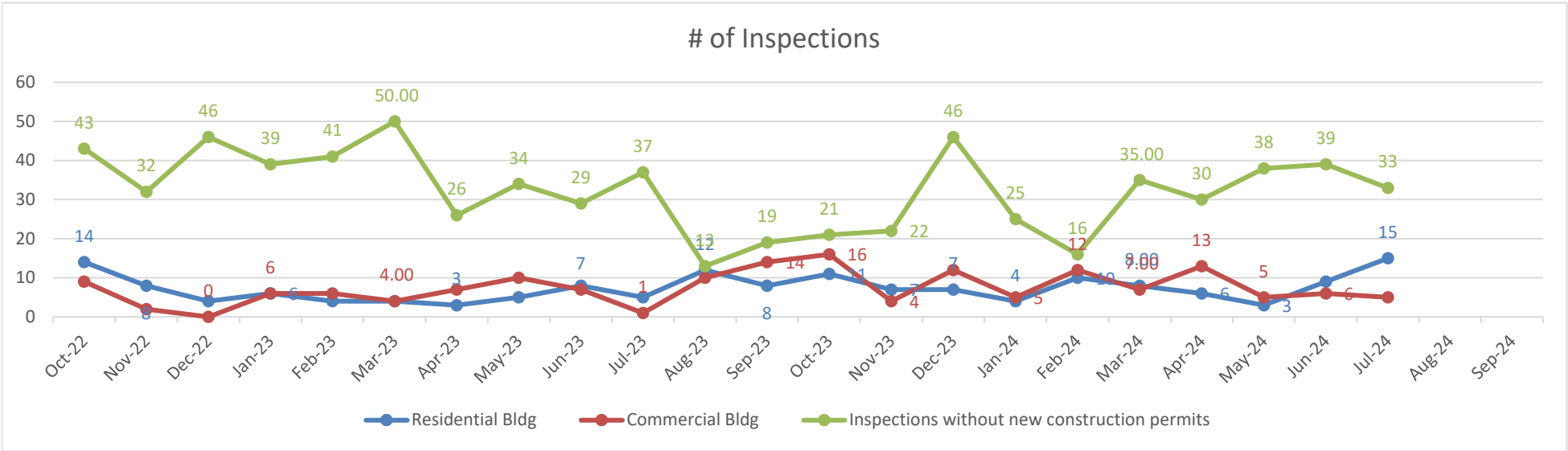
Building Department

Number Building Permits Issued



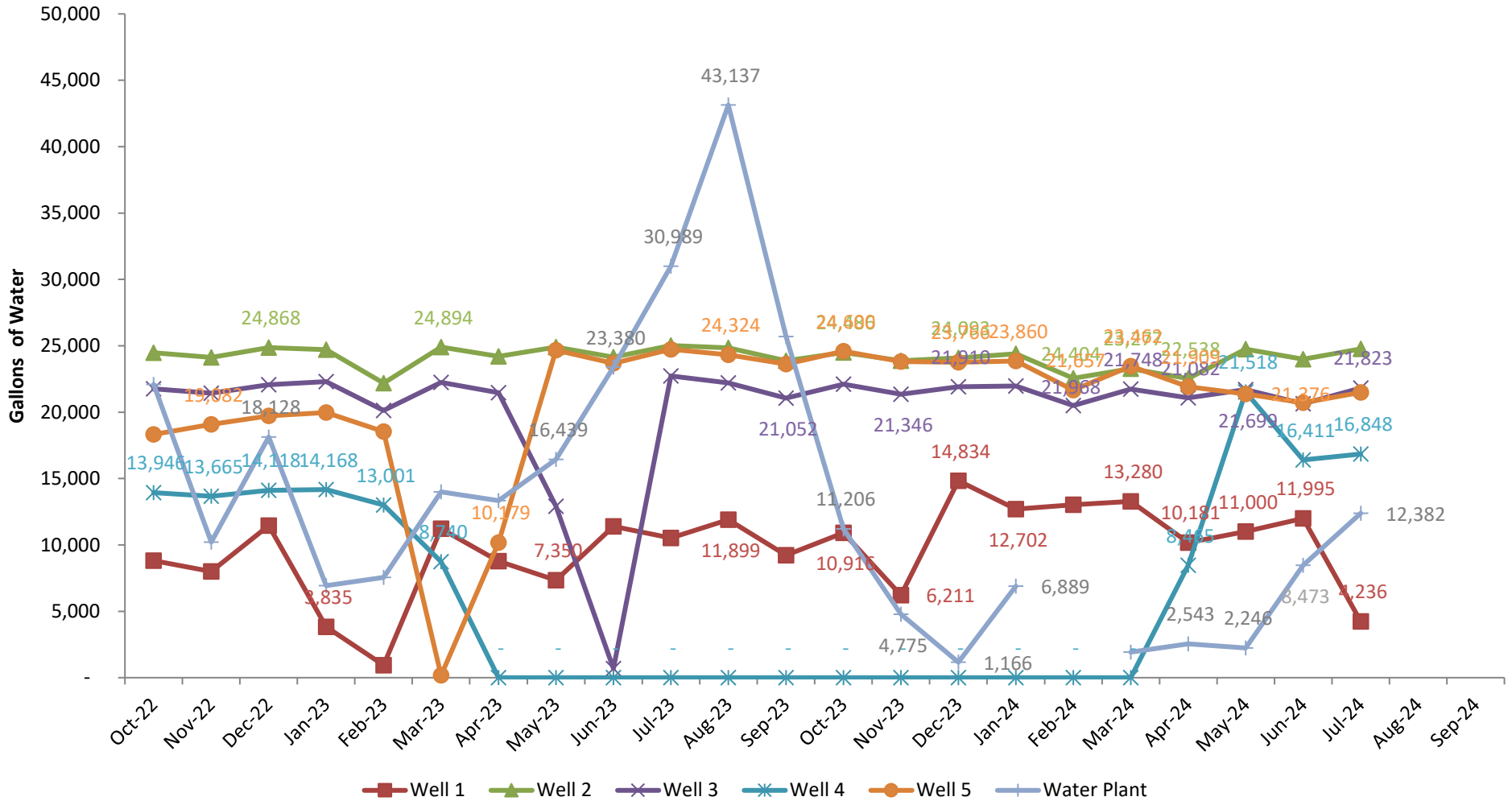
Construction Value of Permit Dollars





Water Production Department

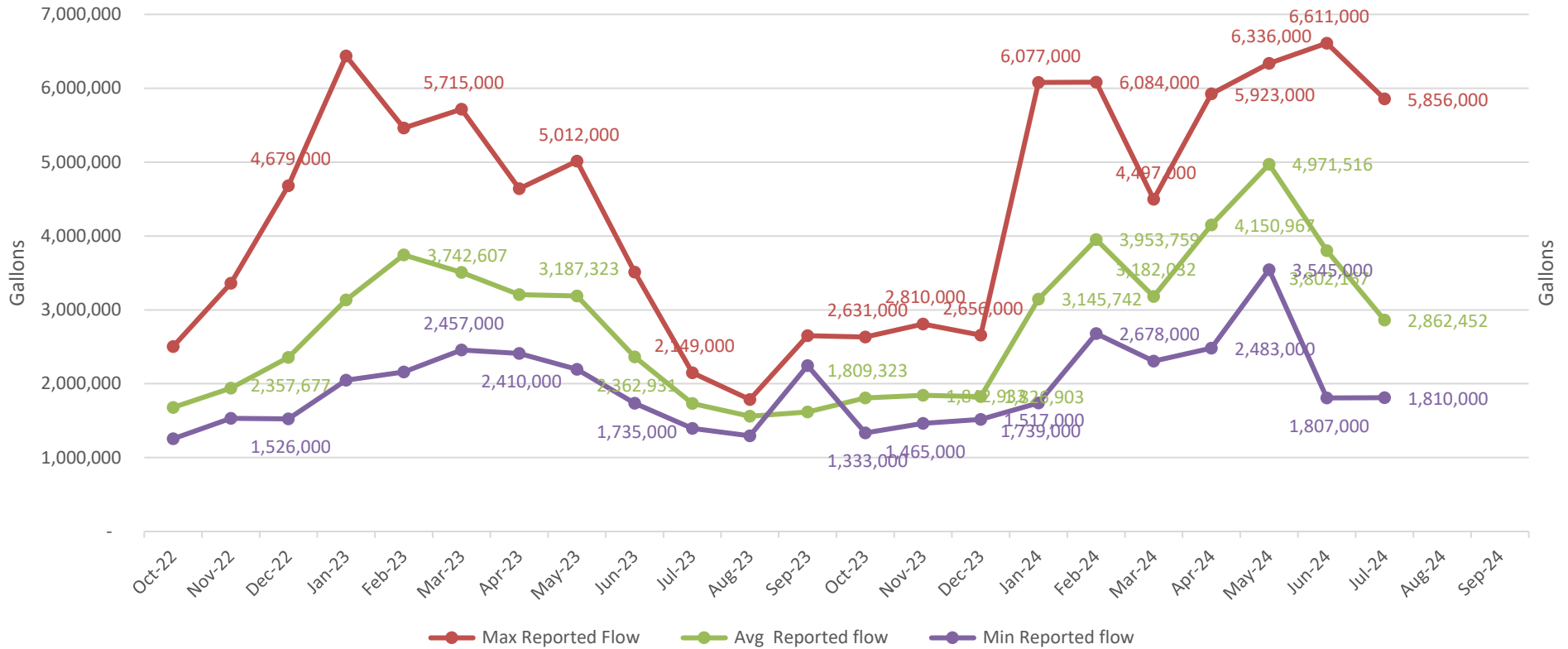
Monthly Water Production

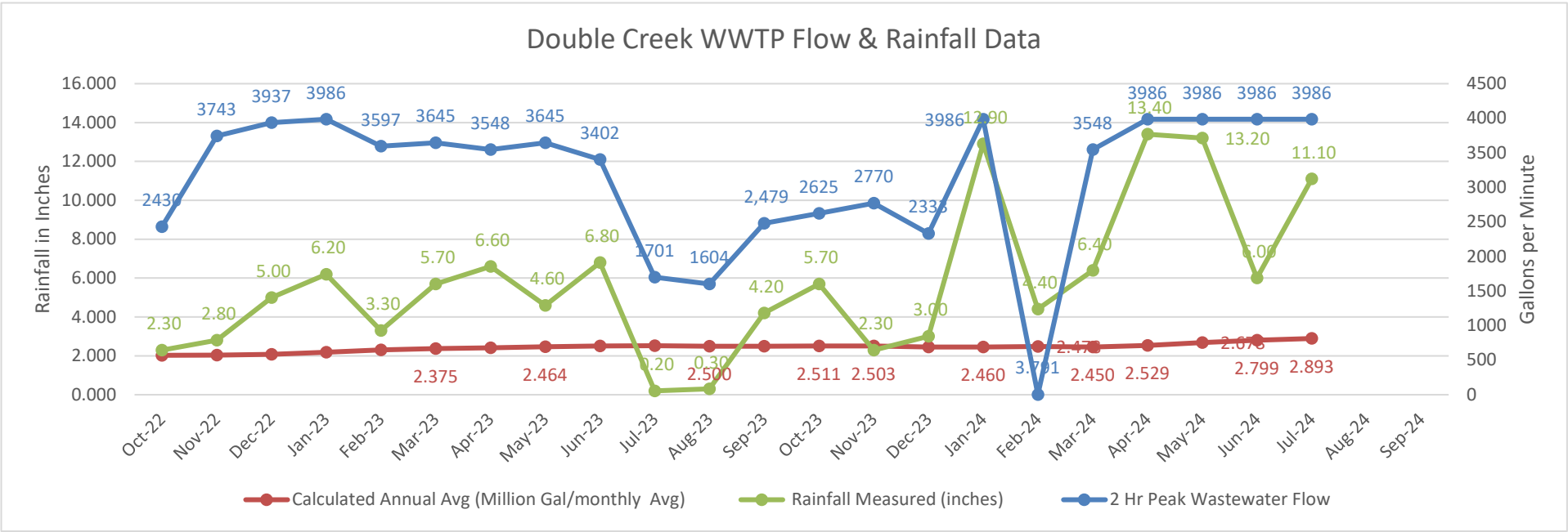


** information from Water Plant Daily Production Logs

Wastewater Treatment Department

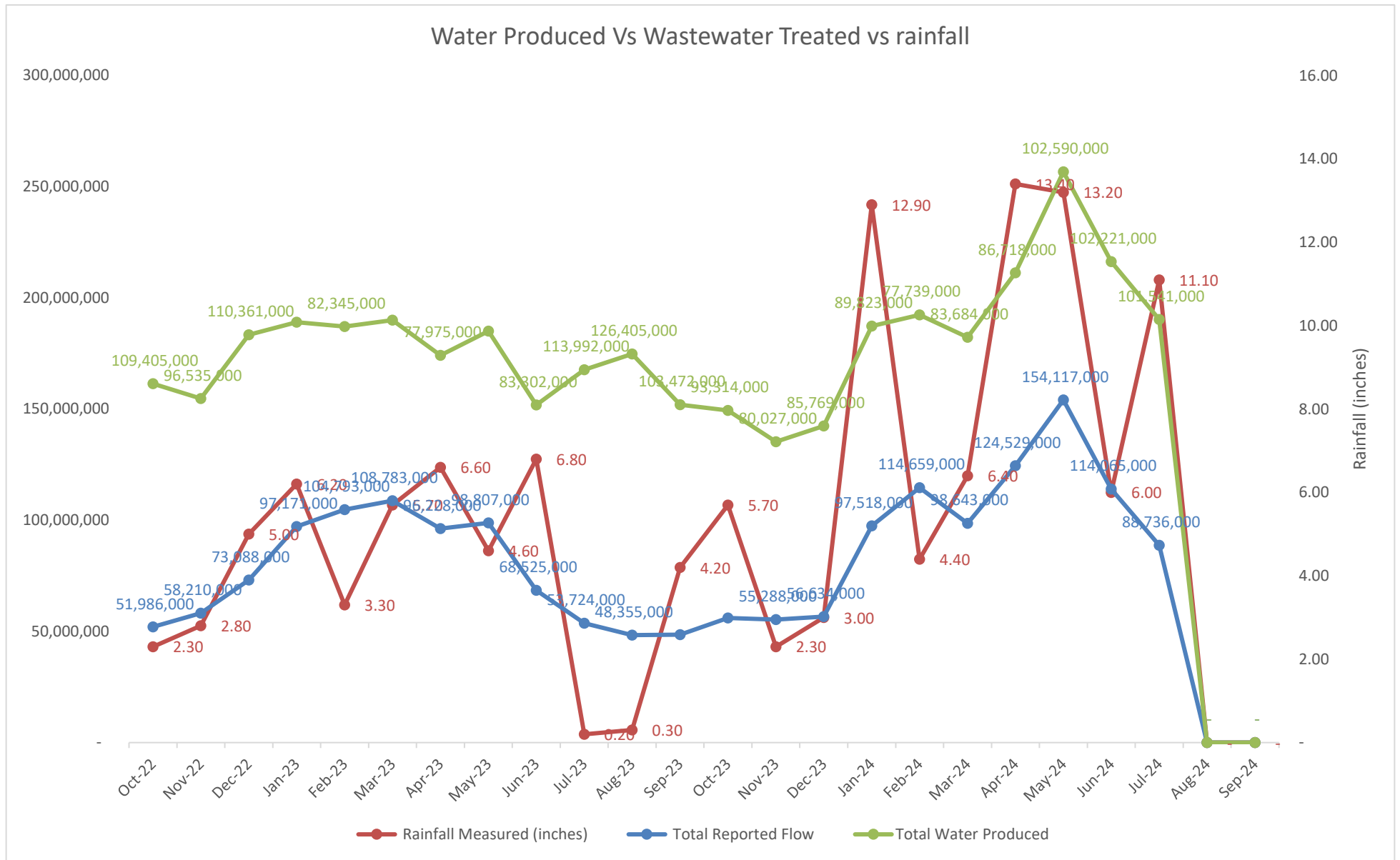
Double Creek WWTP reported Flows



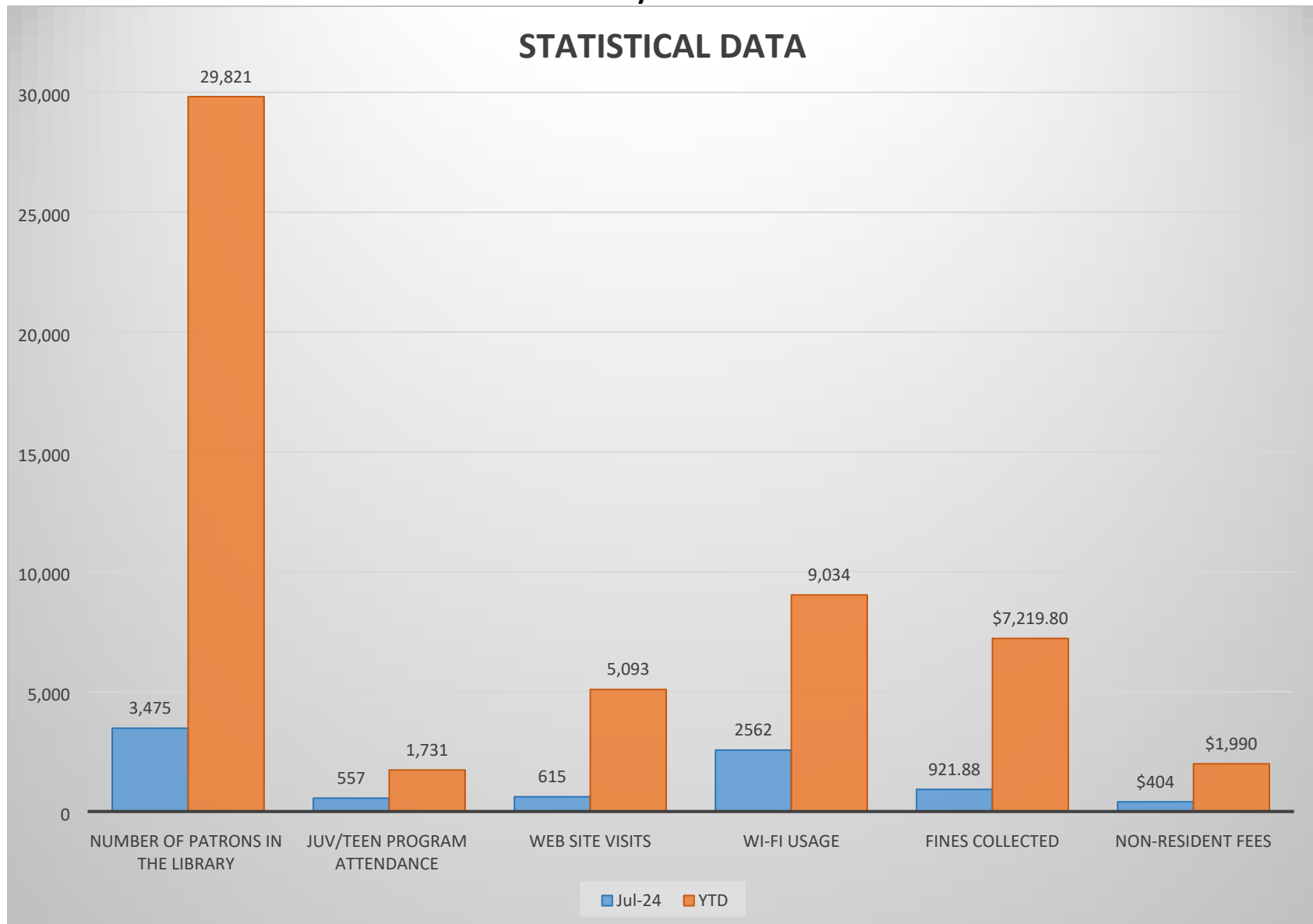


** information from WasteWater Plant Daily Log Reports

Water Vs Wastewater Treatment Comparison

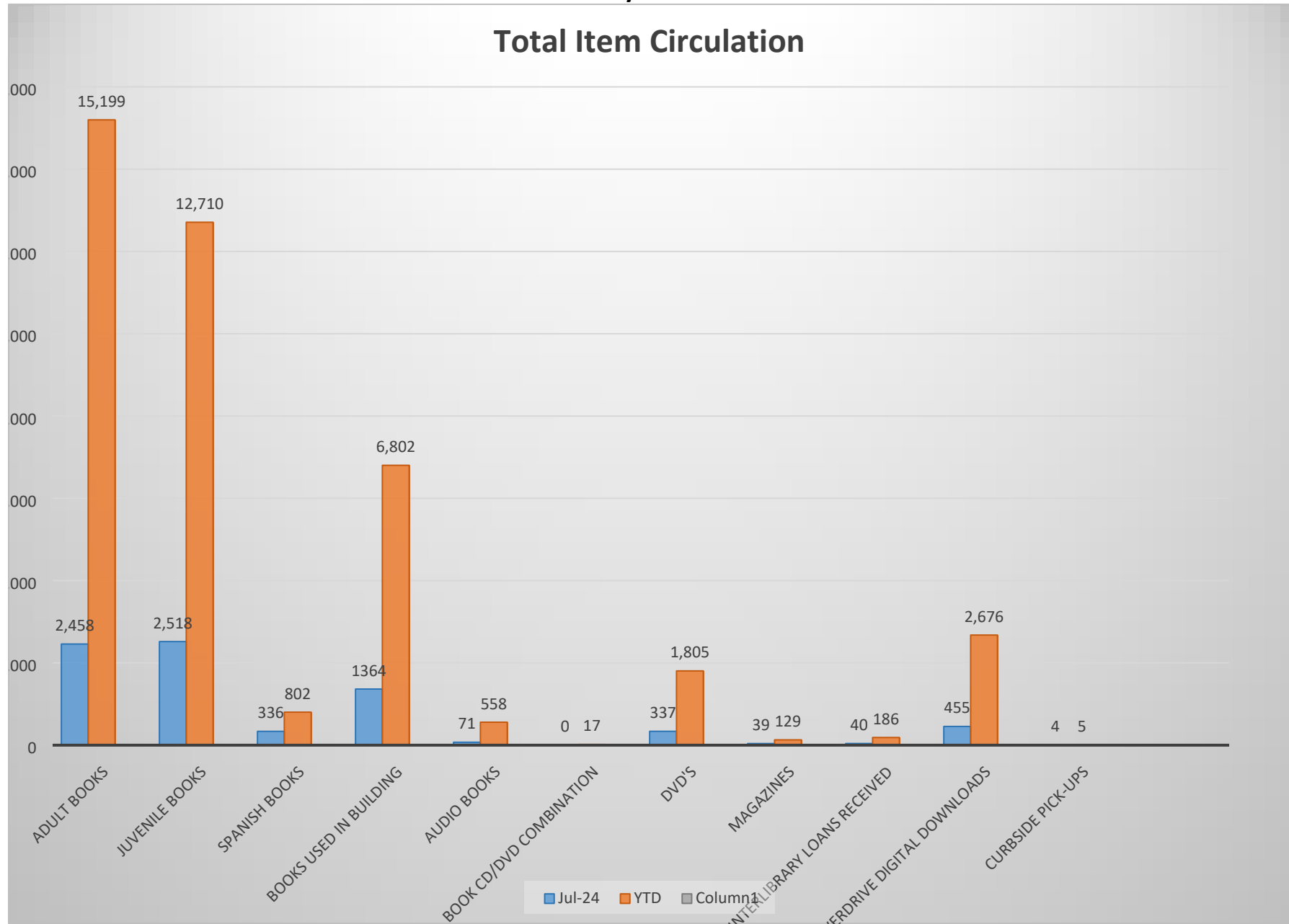


CITY OF JACKSONVILLE
PUBLIC LIBRARY
MONTHLY REPORT
July 2024



CITY OF JACKSONVILLE
PUBLIC LIBRARY
MONTHLY REPORT
July 2024

Total Item Circulation



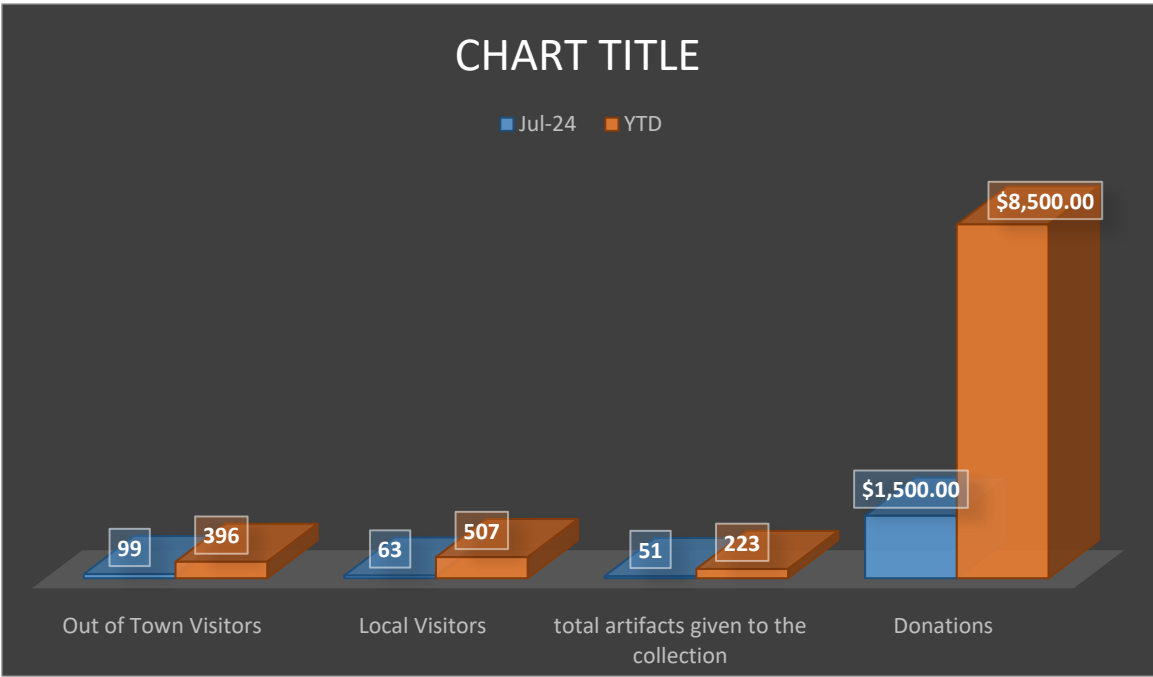
**CITY OF JACKSONVILLE
PUBLIC LIBRARY
MONTHLY REPORT
July 2024**

Items provided to other libraries through Interlibrary Loan: 3 monthly / YTD 140 total.

Book and DVD gifts to the library for the month of July: 14 items / YTD 190 items.

The data for this report was gathered on August, 1 2024.

CITY OF JACKSONVILLE
Vanishing Texana Museum
MONTHLY REPORT
July 2024



July 2024 total museum visitors - 162

Artifacts loaned for July = 142

Special Events for July- 2