

CITY OF GROVES

Notice of Regular Meeting of the City Council

**City Council Chamber
February 26, 2024**

**Groves City Hall
5:00 p.m.**

AGENDA

- I. Call Meeting to Order and Prayer.**
- II. Roll Call.**
- III. Welcome and Recognize Guests and News Media.**
- IV. Approve the minutes of the February 12, 2024 City Council Meeting.**
- V. Reports/Citizen Comments:**
 - a. Presentation of the 2023 UCR/NIBIRS Report – Interim City Marshal Christopher Robin.
 - b. Presentation of the 2023 Racial Profiling Report – Interim City Marshal Christopher Robin.
- VI. Mayor:**
 - a. Deliberate and act on a proposal to conduct a utilities rate analysis.
 - b. Deliberate and act to authorize the City Manager to issue requests for proposals for administrative services and requests for qualifications for engineering services for the American Rescue Plan.
- VII. City Manager:**
 - a. Invoices
- VIII. Executive Session:** The City Council will meet in Executive Session pursuant to Texas Local Government Code Section 551.071 which authorizes a governmental body to consult with its Attorney in an Executive Session to seek his or her advice on legal matters.
- IX. Reconvene Open Session:**
- X. Councilmember Comments:**
- XI. Adjourn.**

City of Groves
Agenda Item Information Form

Council Meeting Date: Feb 26th, 2024 Department: Police Agenda Item No. 1

Title for Item (same as to be placed on Agenda): Presentation of the 2023 UCR/NIBIRS Report – Interim City Marshal Christopher Robin

Party(ies) requesting placement of this item on the agenda: Interim City Marshal

Submitted to City Manager's Office on: Date: 2/20/2024 Time: 11:00 AM By: Marshal

Explanation of Item: This is an annual presentation of the yearly Uniform Crime Report statistics. Multiple previous years of data are also included for reference and comparison.

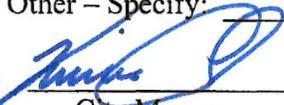
Deadline for Approval: Immediately

Staff Recommendation: Not an action item, deliberation only.

Alternative (if any) for consideration: None

Identify any attachments to this document: Memo, attached reports

Specific Council Action Requested: None (Information item only) Motion
Ordinance – Number _____ Resolution – Number _____ Other – Specify: _____

Signed:  Date: 2/20/24 Approved:  Date: 02/21/24
Department Head City Manager

FUNDING (IF APPLICABLE)

Are sufficient funds specifically designated and currently available for this purpose? YES NO
If yes, specify account no. _____ If no, explain and identify intended funding source: _____

PAYMENT REQUEST

Amount of requested payment \$ N/A Cumulative total of payments to date for this project/item
(if applicable): \$ _____ Balance due for this project/purchase (if applicable): \$ _____

ACTION TAKEN BY COUNCIL

APPROVED: NOT APPROVED: Any follow-up action required? YES NO
If yes, explain _____

MEMORANDUM

To: Mayor Chris Borne, City Council Members Mark McAdams,
Pete Konidis, Paul Oliver, and Rhonda Dugas

From: Christopher Robin, Interim City Marshal

Date: February 20, 2024

Re: 2023 Uniform Crime Report Statistics



I have attached a UCR crime comparison chart which contains data from 2002 and continues through 2023. In 2023, the total number of UCR crimes increased slightly from 2022 (251 total) to 265. This was a difference of 14 crimes committed.

- Murder - 0
- Rape - 10
- Robbery - 5
- Aggravated Assault - 48
- Burglary - 35
- Theft - 142
- Auto Theft - 25

The total of 265 remains well below average when looking at UCRs since 2002. In addition, our clearance rate (crimes solved) continues to remain at an acceptable level. We still seek to prioritize proactive policing versus reactive policing. We are less than full staff and hope to have testing dates within the next few weeks, in terms of applicants. Reaching full staff will assist us in achieving our proactivity goals.

Please see the attached reports and charts for trend comparisons.



Groves Crime Summary from 2002 to 2023

2023	Murder	Rape	Robbery	Agg. Assault	Burglary	Theft	Auto Theft	Total
	0	10	5	48	35	142	25	265
2022	Murder	Rape	Robbery	Agg. Assault	Burglary	Theft	Auto Theft	Total
	1	7	5	43	44	130	21	251
2021	Murder	Rape	Robbery	Agg. Assault	Burglary	Theft	Auto Theft	Total
	0	17	11	65	41	135	32	301
2020	Murder	Rape	Robbery	Agg. Assault	Burglary	Theft	Auto Theft	Total
	1	6	12	75	54	232	35	415
2019	Murder	Rape	Robbery	Agg. Assault	Burglary	Theft	Auto Theft	Total
	0	7	9	68	58	215	31	389
2018	Murder	Rape	Robbery	Agg. Assault	Burglary	Theft	Auto Theft	Total
	0	7	13	51	63	231	20	385
2017	Murder	Rape	Robbery	Agg. Assault	Burglary	Theft	Auto Theft	Total
	0	13	10	54	85	268	31	461
2016	Murder	Rape	Robbery	Agg. Assault	Burglary	Theft	Auto Theft	Total
	0	8	13	62	86	281	20	470
2015	Murder	Rape	Robbery	Agg. Assault	Burglary	Theft	Auto Theft	Total
	0	9	13	69	107	282	14	494
2014	Murder	Rape	Robbery	Agg. Assault	Burglary	Theft	Auto Theft	Total
	1	10	19	66	92	370	34	592
2013	Murder	Rape	Robbery	Agg. Assault	Burglary	Theft	Auto Theft	Total
	0	8	17	54	130	364	29	602
2012	Murder	Rape	Robbery	Agg. Assault	Burglary	Theft	Auto Theft	Total
	1	7	8	57	124	399	15	611
2011	Murder	Rape	Robbery	Agg. Assault	Burglary	Theft	Auto Theft	Total
	1	3	14	42	153	462	29	628
2010	Murder	Rape	Robbery	Agg. Assault	Burglary	Theft	Auto Theft	Total
	0	2	12	38	148	333	22	555
2009	Murder	Rape	Robbery	Agg. Assault	Burglary	Theft	Auto Theft	Total
	1	1	18	33	139	305	31	528

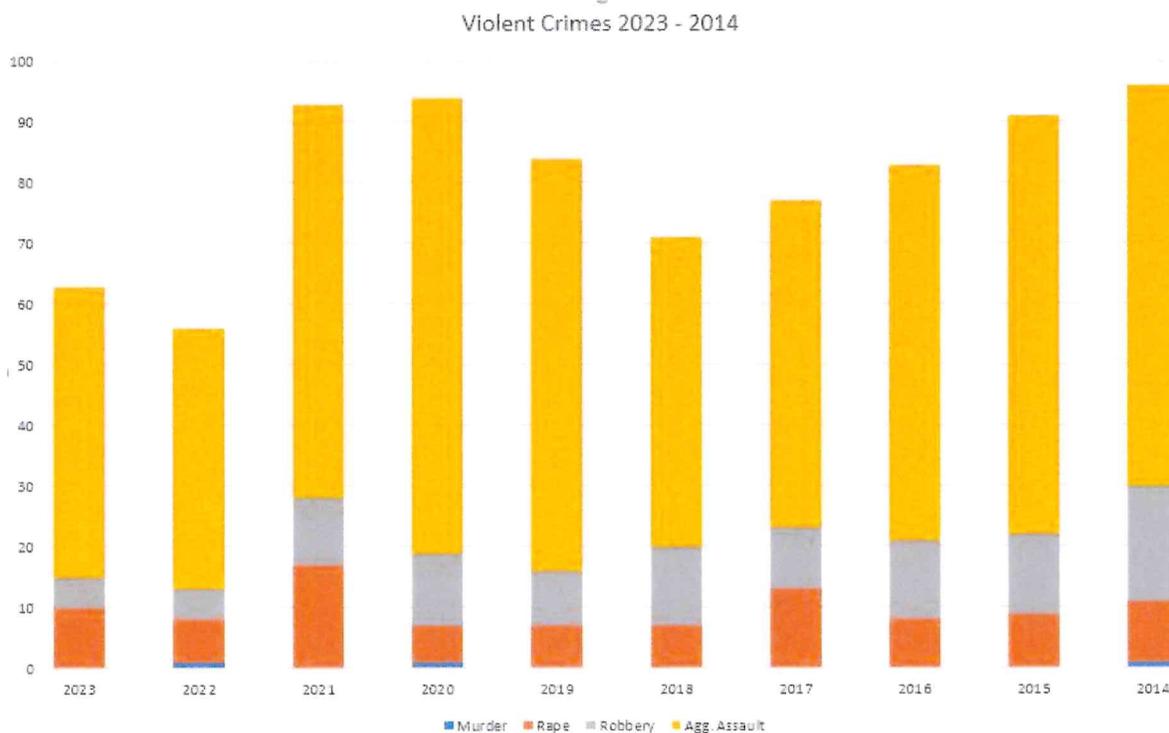
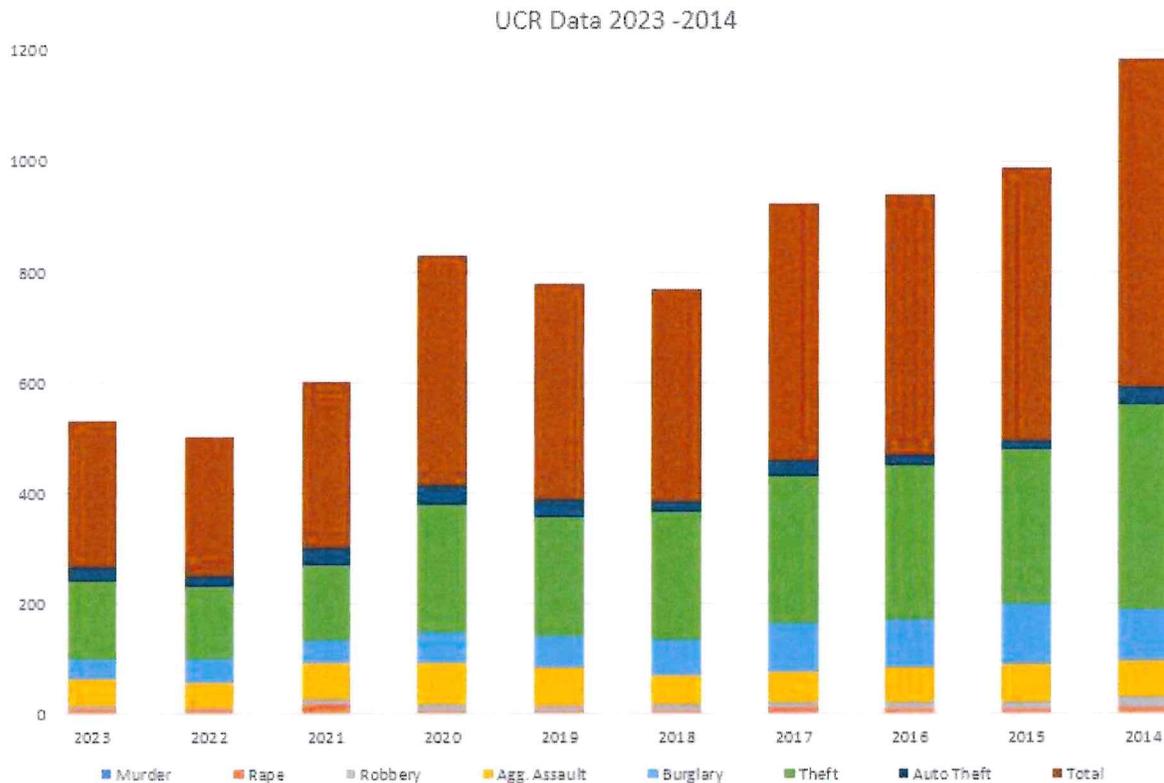


Groves Crime Summary from 2002 to 2023

2008	Murder	Rape	Robbery	Agg. Assault	Burglary	Theft	Auto Theft	Total
	0	6	16	21	133	330	41	547
2007	Murder	Rape	Robbery	Agg. Assault	Burglary	Theft	Auto Theft	Total
	0	4	20	16	147	332	44	563
2006	Murder	Rape	Robbery	Agg. Assault	Burglary	Theft	Auto Theft	Total
	1	0	20	17	135	330	35	538
2005	Murder	Rape	Robbery	Agg. Assault	Burglary	Theft	Auto Theft	Total
	0	0	8	14	140	379	56	597
2004	Murder	Rape	Robbery	Agg. Assault	Burglary	Theft	Auto Theft	Total
	0	1	6	13	139	424	50	633
2003	Murder	Rape	Robbery	Agg. Assault	Burglary	Theft	Auto Theft	Total
	1	0	17	7	167	409	45	646
2002	Murder	Rape	Robbery	Agg. Assault	Burglary	Theft	Auto Theft	Total
	0	1	28	13	157	487	59	745
All	Murder	Rape	Robbery	Agg. Assault	Burglary	Theft	Auto Theft	Total
Avg	0.36	5.77	13.36	42.09	108.05	310.91	32.68	509.82



Groves Crime Summary from 2002 to 2023



City of Groves
Agenda Item Information Form

Council Meeting Date: Feb 26th, 2024 Department: Police Agenda Item No. 2

Title for Item (same as to be placed on Agenda): Presentation of the 2023 Racial Profiling Report – Interim City Marshal Christopher Robin

Party(ies) requesting placement of this item on the agenda: Interim City Marshal

Submitted to City Manager’s Office on: Date: 2/20/2024 Time: 11:00 AM By: Marshal

Explanation of Item: Each agency in the State of Texas is required by law to file an annual Racial Profiling Report to the state and to its governing body.

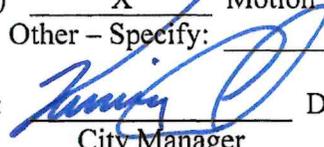
Deadline for Approval: Immediately

Staff Recommendation: Not an action item, deliberation only.

Alternative (if any) for consideration: None

Identify any attachments to this document: Memo, attached reports

Specific Council Action Requested: None (Information item only) Motion
Ordinance – Number _____ Resolution – Number _____ Other – Specify: _____

Signed:  Date: 2/20/24 Approved:  Date: 02/21/24
Department Head City Manager

FUNDING (IF APPLICABLE)

Are sufficient funds specifically designated and currently available for this purpose? YES NO
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PAYMENT REQUEST

Amount of requested payment \$ N/A Cumulative total of payments to date for this project/item
(if applicable): \$ _____ Balance due for this project/purchase (if applicable): \$ _____

ACTION TAKEN BY COUNCIL

APPROVED: NOT APPROVED: Any follow-up action required? YES NO
If yes, explain _____

MEMORANDUM

To: Mayor Chris Borne, City Council Members Mark McAdams, Pete Konidis, Paul Oliver, and Rhonda Dugas

From: Christopher Robin, Interim City Marshal

Date: February 20, 2024

Re: 2023 Racial Profiling Report



Each agency in the State of Texas must file an annual Racial Profiling Report to their governing body. The first of these reports was submitted to the city council in 2003. In 2011, we also began submitting the data online to the Texas Commission on Law Enforcement (TCOLE), the regulatory state agency that establishes and enforces standards for law enforcement in Texas. During those years, the numbers collected by the Groves Police Department verify there has never been a disproportionate number of stops, searches, or arrests of minorities. Racism is not tolerated in this agency and the Groves Police Department does not condone selective enforcement of any kind. These reports can be accessed on the commission's website (www.tcole.texas.gov) for public review.

Attached to this memo is the 2023 Groves Police Department Racial Profiling Report submitted to TCOLE. The report contains data collected from traffic/pedestrian stops conducted by the Groves Police Department. Data must be collected by every law enforcement agency in Texas that makes routine traffic stops and has working audio-visual equipment in every motor vehicle regularly used to make traffic stops.

Data collected by the Groves Police Department includes the race or ethnicity of the individual detained (African American, Asian, Caucasian, Hispanic, or Native American) and whether a search was conducted (consent or custodial). An online racial profiling report of this agency's general public contact information was submitted to TCOLE, as seen in the attachment.

As has been presented in previous years, a comparison of the demographics between Jefferson County as a whole and our city can be referenced below. This table demonstrates that officers can come into contact with a diverse ethnic population.

Traffic Stops – Groves Demographics vs. Jefferson County Demographics

Race/Ethnicity	Stops/Percentage	Groves/Jefferson County
African American	1223 / 19.44%	9% / 34.5%
Asian	163 / 2.59%	6.39% / 6%
Caucasian	3143 / 49.97%	54.9% / 37.4%
Hispanic	1702 / 27.06%	29.7% / 21.0%
Native American	59 / 0.94%	0.01% / 1.1%

4201 Main Avenue, Groves, Texas 77619 Phone: (409) 962-0244 Fax: (409) 960-5749

www.cigrovestx.com

Racial Profiling Report | Full

Agency Name: GROVES POLICE DEPT.

Reporting Date: 02/16/2024

TCOLE Agency Number: 245204

Chief Administrator: CHRISTOPHER G. ROBIN

Agency Contact Information:

Phone: (409) 962-0244

Email: crobin@cigrovestx.com

Mailing Address:

4201 Main Avenue

GROVES, TX 77619

This Agency filed a full report

GROVES POLICE DEPT. has adopted a detailed written policy on racial profiling. Our policy:

- 1) clearly defines acts constituting racial profiling;
- 2) strictly prohibits peace officers employed by the GROVES POLICE DEPT. from engaging in racial profiling;
- 3) implements a process by which an individual may file a complaint with the GROVES POLICE DEPT. if the individual believes that a peace officer employed by the GROVES POLICE DEPT. has engaged in racial profiling with respect to the individual;
- 4) provides public education relating to the agency's complaint process;
- 5) requires appropriate corrective action to be taken against a peace officer employed by the GROVES POLICE DEPT. who, after an investigation, is shown to have engaged in racial profiling in violation of the GROVES POLICE DEPT. policy;
- 6) requires collection of information relating to motor vehicle stops in which a warning or citation is issued and to arrests made as a result of those stops, including information relating to:
 - a. the race or ethnicity of the individual detained;
 - b. whether a search was conducted and, if so, whether the individual detained consented to the search;
 - c. whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual;
 - d. whether the peace officer used physical force that resulted in bodily injury during the stop;
 - e. the location of the stop;
 - f. the reason for the stop.
- 7) requires the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision (6) to:
 - a. the Commission on Law Enforcement; and
 - b. the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

The GROVES POLICE DEPT. has satisfied the statutory data audit requirements as prescribed in Article 2.133(c), Code of Criminal Procedure during the reporting period.

Executed by: Christopher G. Robin
Interim City Marshal

Date: 02/16/2024

Total stops: 6290

Street address or approximate location of the stop

City street	6136
US highway	0
County road	3
State highway	85
Private property or other	66

Was race or ethnicity known prior to stop?

Yes	342
No	5948

Race / Ethnicity

Alaska Native / American Indian	59
Asian / Pacific Islander	163
Black	1223
White	3143
Hispanic / Latino	1702

Gender

Female	2402
Alaska Native / American Indian	11
Asian / Pacific Islander	40
Black	471
White	1330
Hispanic / Latino	550
Male	3888
Alaska Native / American Indian	48
Asian / Pacific Islander	123
Black	752
White	1813
Hispanic / Latino	1152

Reason for stop?

Violation of law	91
Alaska Native / American Indian	1
Asian / Pacific Islander	0
Black	24
White	48

Hispanic / Latino	18
Preexisting knowledge	14
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	5
White	7
Hispanic / Latino	2
Moving traffic violation	5726
Alaska Native / American Indian	56
Asian / Pacific Islander	154
Black	1104
White	2853
Hispanic / Latino	1559
Vehicle traffic violation	459
Alaska Native / American Indian	2
Asian / Pacific Islander	9
Black	90
White	235
Hispanic / Latino	123
Was a search conducted?	
Yes	53
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	19
White	26
Hispanic / Latino	8
No	6237
Alaska Native / American Indian	59
Asian / Pacific Islander	163
Black	1204
White	3117
Hispanic / Latino	1694
Reason for Search?	
Consent	18
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	3
White	11

Hispanic / Latino	4		
Contraband	3		
Alaska Native / American Indian	0		
Asian / Pacific Islander	0		
Black	3		
White	0		
Hispanic / Latino	0		
Probable	26		
Alaska Native / American Indian	0		
Asian / Pacific Islander	0		
Black	13		
White	11		
Hispanic / Latino	2		
Inventory	4		
Alaska Native / American Indian	0		
Asian / Pacific Islander	0		
Black	0		
White	2		
Hispanic / Latino	2		
Incident to arrest	2		
Alaska Native / American Indian	0		
Asian / Pacific Islander	0		
Black	0		
White	2		
Hispanic / Latino	0		
Was Contraband discovered?			
Yes	33	Did the finding result in arrest?	
		(total should equal previous column)	
Alaska Native / American Indian	0	Yes 0	No 0
Asian / Pacific Islander	0	Yes 0	No 0
Black	15	Yes 1	No 14
White	15	Yes 3	No 12
Hispanic / Latino	3	Yes 1	No 2
No	20		
Alaska Native / American Indian	0		
Asian / Pacific Islander	0		
Black	4		
White	11		
Hispanic / Latino	5		

Description of contraband

Drugs	28
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	13
White	13
Hispanic / Latino	2
Weapons	1
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	1
Currency	1
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	1
White	0
Hispanic / Latino	0
Alcohol	3
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	2
White	0
Hispanic / Latino	1
Stolen property	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Other	8
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	2
White	5
Hispanic / Latino	1
Result of the stop	
Verbal warning	0

Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Written warning	5381
Alaska Native / American Indian	51
Asian / Pacific Islander	148
Black	1023
White	2770
Hispanic / Latino	1389
Citation	892
Alaska Native / American Indian	8
Asian / Pacific Islander	15
Black	196
White	364
Hispanic / Latino	309
Written warning and arrest	13
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	2
White	8
Hispanic / Latino	3
Citation and arrest	4
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	2
White	1
Hispanic / Latino	1
Arrest	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Arrest based on	
Violation of Penal Code	8
Alaska Native / American Indian	0
Asian / Pacific Islander	0

Black	1
White	5
Hispanic / Latino	2
Violation of Traffic Law	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Violation of City Ordinance	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Outstanding Warrant	9
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	3
White	4
Hispanic / Latino	2

Was physical force resulting in bodily injury used during stop?

Yes	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Resulting in Bodily Injury To:	
Suspect	0
Officer	0
Both	0
No	6290
Alaska Native / American Indian	59
Asian / Pacific Islander	163
Black	1223
White	3143
Hispanic / Latino	1702

Number of complaints of racial profiling

Total	0
Resulted in disciplinary action	0
Did not result in disciplinary action	0

Comparative Analysis

Use TCOLE's auto generated analysis	<input checked="" type="checkbox"/>
Use Department's submitted analysis	<input type="checkbox"/>

Optional Narrative

N/A

Submitted electronically to the



The Texas Commission on Law Enforcement

Racial Profiling Analysis Report

GROVES POLICE DEPT.

01. Total Traffic Stops:	6290	
02. Location of Stop:		
a. City Street	6136	97.55%
b. US Highway	0	0.00%
c. County Road	3	0.05%
d. State Highway	85	1.35%
e. Private Property or Other	66	1.05%
03. Was Race known prior to Stop:		
a. NO	5948	94.56%
b. YES	342	5.44%
04. Race or Ethnicity:		
a. Alaska/ Native American/ Indian	59	0.94%
b. Asian/ Pacific Islander	163	2.59%
c. Black	1223	19.44%
d. White	3143	49.97%
e. Hispanic/ Latino	1702	27.06%
05. Gender:		
a. Female	2402	38.19%
i. Alaska/ Native American/ Indian	11	0.17%
ii. Asian/ Pacific Islander	40	0.64%
iii. Black	471	7.49%
iv. White	1330	21.14%
v. Hispanic/ Latino	550	8.74%
b. Male	3888	61.81%
i. Alaska/ Native American/ Indian	48	0.76%
ii. Asian/ Pacific Islander	123	1.96%
iii. Black	752	11.96%
iv. White	1813	28.82%
v. Hispanic/ Latino	1152	18.31%
06. Reason for Stop:		
a. Violation of Law	91	1.45%
i. Alaska/ Native American/ Indian	1	1.10%
ii. Asian/ Pacific Islander	0	0.00%

Racial Profiling Analysis Report

iii. Black	24	26.37%
iv. White	48	52.75%
v. Hispanic/ Latino	18	19.78%
b. Pre-Existing Knowledge	14	0.22%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	5	35.71%
iv. White	7	50.00%
v. Hispanic/ Latino	2	14.29%
c. Moving Traffic Violation	5726	91.03%
i. Alaska/ Native American/ Indian	56	0.98%
ii. Asian/ Pacific Islander	154	2.69%
iii. Black	1104	19.28%
iv. White	2853	49.83%
v. Hispanic/ Latino	1559	27.23%
d. Vehicle Traffic Violation	459	7.30%
i. Alaska/ Native American/ Indian	2	0.44%
ii. Asian/ Pacific Islander	9	1.96%
iii. Black	90	19.61%
iv. White	235	51.20%
v. Hispanic/ Latino	123	26.80%
07. Was a Search Conducted:		
a. NO	6237	99.16%
i. Alaska/ Native American/ Indian	59	0.95%
ii. Asian/ Pacific Islander	163	2.61%
iii. Black	1204	19.30%
iv. White	3117	49.98%
v. Hispanic/ Latino	1694	27.16%
b. YES	53	0.84%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	19	35.85%
iv. White	26	49.06%
v. Hispanic/ Latino	8	15.09%
08. Reason for Search:		
a. Consent	18	0.29%

Racial Profiling Analysis Report

i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	3	16.67%
iv. White	11	61.11%
v. Hispanic/ Latino	4	22.22%
b. Contraband in Plain View	3	0.05%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	3	100.00%
iv. White	0	0.00%
v. Hispanic/ Latino	0	0.00%
c. Probable Cause	26	0.41%
ii. Alaska/ Native American/ Indian	0	0.00%
i. Asian/ Pacific Islander	0	0.00%
iii. Black	13	50.00%
iv. White	11	42.31%
v. Hispanic/ Latino	2	7.69%
d. Inventory	4	0.06%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	2	50.00%
v. Hispanic/ Latino	2	50.00%
e. Incident to Arrest	2	0.03%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	2	100.00%
v. Hispanic/ Latino	0	0.00%
09. Was Contraband Discovered:		
YES	33	0.52%
i. Alaska/ Native American/ Indian	0	0.00%
Finding resulted in arrest - YES	0	
Finding resulted in arrest - NO	0	
ii. Asian/ Pacific Islander	0	0.00%
Finding resulted in arrest - YES	0	
Finding resulted in arrest - NO	0	
iii. Black	15	45.45%

Racial Profiling Analysis Report

Finding resulted in arrest - YES	1	
Finding resulted in arrest - NO	14	
iv. White	15	45.45%
Finding resulted in arrest - YES	3	
Finding resulted in arrest - NO	12	
v. Hispanic/ Latino	3	9.09%
Finding resulted in arrest - YES	1	
Finding resulted in arrest - NO	2	
b. NO	20	0.32%
i. Alaska/ Native American/ Indian	0	0.00%
i. Asian/ Pacific Islander	0	0.00%
iii. Black	4	20.00%
iv. White	11	55.00%
v. Hispanic/ Latino	5	25.00%
10. Description of Contraband:		
a. Drugs	28	0.45%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	13	46.43%
iv. White	13	46.43%
v. Hispanic/ Latino	2	7.14%
b. Currency	1	0.02%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	1	100.00%
iv. White	0	0.00%
v. Hispanic/ Latino	0	0.00%
c. Weapons	1	0.02%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	0	0.00%
v. Hispanic/ Latino	1	100.00%
d. Alcohol	3	0.05%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	2	66.67%
iv. White	0	0.00%

Racial Profiling Analysis Report

v. Hispanic/ Latino	1	33.33%
e. Stolen Property	0	0.00%
i. Alaska/ Native American/ Indian	0	
ii. Asian/ Pacific Islander	0	
iii. Black	0	
iv. White	0	
v. Hispanic/ Latino	0	
f. Other	8	0.13%
i. Alaska/ Native American/ Indian	0	0.00%
i. Asian/ Pacific Islander	0	0.00%
iii. Black	2	25.00%
iv. White	5	62.50%
v. Hispanic/ Latino	1	12.50%
11. Result of Stop:		
a. Verbal Warning	0	0.00%
i. Alaska/ Native American/ Indian	0	
ii. Asian/ Pacific Islander	0	
iii. Black	0	
iv. White	0	
v. Hispanic/ Latino	0	
b. Written Warning	5381	85.55%
i. Alaska/ Native American/ Indian	51	0.95%
ii. Asian/ Pacific Islander	148	2.75%
iii. Black	1023	19.01%
iv. White	2770	51.48%
v. Hispanic/ Latino	1389	25.81%
c. Citation	892	14.18%
i. Alaska/ Native American/ Indian	8	0.90%
ii. Asian/ Pacific Islander	15	1.68%
iii. Black	196	21.97%
iv. White	364	40.81%
v. Hispanic/ Latino	309	34.64%
d. Written Warning and Arrest	13	0.21%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	2	15.38%
iv. White	8	61.54%
v. Hispanic/ Latino	3	23.08%

Racial Profiling Analysis Report

e. Citation and Arrest	4	0.06%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	2	50.00%
iv. White	1	25.00%
v. Hispanic/ Latino	1	25.00%
f. Arrest	0	0.00%
i. Alaska/ Native American/ Indian	0	
ii. Asian/ Pacific Islander	0	
iii. Black	0	
iv. White	0	
v. Hispanic/ Latino	0	
12. Arrest Based On:		
a. Violation of Penal Code	8	0.13%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	1	12.50%
iv. White	5	62.50%
v. Hispanic/ Latino	2	25.00%
b. Violation of Traffic Law	0	0.00%
i. Alaska/ Native American/ Indian	0	
ii. Asian/ Pacific Islander	0	
iii. Black	0	
iv. White	0	
v. Hispanic/ Latino	0	
c. Violation of City Ordinance	0	0.00%
i. Alaska/ Native American/ Indian	0	
ii. Asian/ Pacific Islander	0	
iii. Black	0	
iv. White	0	
v. Hispanic/ Latino	0	
d. Outstanding Warrant	9	0.14%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	3	33.33%
iv. White	4	44.44%
v. Hispanic/ Latino	2	22.22%

Racial Profiling Analysis Report

13. Was Physical Force Used:		
a. NO	6290	100.00%
i. Alaska/ Native American/ Indian	59	0.94%
ii. Asian/ Pacific Islander	163	2.59%
iii. Black	1223	19.44%
iv. White	3143	49.97%
v. Hispanic/ Latino	1702	27.06%
b. YES	0	0.00%
i. Alaska/ Native American/ Indian	0	
ii. Asian/ Pacific Islander	0	
iii. Black	0	
iv. White	0	
v. Hispanic/ Latino	0	
b 1. YES: Physical Force Resulting in Bodily Injury to Suspect	0	
b 2. YES: Physical Force Resulting in Bodily Injury to Officer	0	
b 3. YES: Physical Force Resulting in Bodily Injury to Both	0	
14. Total Number of Racial Profiling Complaints Received:	0	

REPORT DATE COMPILED 02/16/2024

City of Groves
Agenda Item Information Form

Council Meeting Date: 2/26/2024 Department: City Manager Agenda Item No. 3

Title for Item (same as to be placed on Agenda): Deliberate and act on a proposal to conduct a utilities rate analysis.

Party(ies) requesting placement of this item on the agenda: City Manager Kevin Carruth

Submitted to City Manager's Office on: Date: 2/21/24 Time: 2:51 p.m. By: C. THIBODEAUX

Explanation of Item: See attached memo and rate analysis.

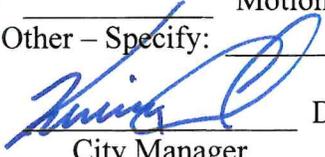
Deadline for Approval: Immediately

Staff Recommendation: Approval of this request, as presented.

Alternative (if any) for consideration: _____

Identify any attachments to this document: Memo to Council, 2/21/24 and rate analysis.

Specific Council Action Requested: None (Information item only) _____ Motion X
Ordinance – Number _____ Resolution – Number _____ Other – Specify: _____

Signed: _____ Date: _____ Approved:  Date: 02/26/24
Department Head City Manager

FUNDING (IF APPLICABLE)

Are sufficient funds specifically designated and currently available for this purpose? YES _____ NO
If yes, specify account no. _____ If no, explain and identify intended funding source: _____

PAYMENT REQUEST

Amount of requested payment \$ _____ Cumulative total of payments to date for this project/item
(if applicable): \$ _____ Balance due for this project/purchase (if applicable): \$ _____

ACTION TAKEN BY COUNCIL

APPROVED: NOT APPROVED: Any follow-up action required? YES NO
If yes, explain _____

MEMORANDUM

To: Mayor and City Council

From: Kevin Carruth, City Manager 

Date: February 21, 2024

Re: Proposal to Conduct a Water and Wastewater Rate Analysis



The City's utility system is not only a critical public service but also a critical revenue stream for the City, comprising 30 percent of the total FY 2023-2024 Budget. As an enterprise fund and of all of the functions the City performs, the utility system should be run most like a private sector business. The utility system rate structure should not only support system operations throughout the year but also provide a sinking fund for future capital improvements.

While much has been done in the last few years, the City's utility system has a dire need for capital improvements to overcome inadequate system investment over several decades. Finding a balance between funding these needed improvements and a rate structure that can be sustained by the customer base is a delicate process. Previous rate schedules have been established in-house and with a somewhat imprecise process. As detailed in the accompanying proposal from NewGen Strategies, their process is more comprehensive and sensitive to the complexities of rate-making that we do not have in-house. For a sustained effect, I recommend City Council accept the multi-year pricing proposal of three years with two one-year options.



275 W. Campbell
Suite 440
Richardson, TX 75080
Phone: (972) 680-2000

December 1, 2023

Mr. Kevin Carruth
City Manager
City of Groves
3947 Lincoln Avenue
Groves, TX 77619

Subject: Proposal to Conduct Water and Wastewater Rate Analysis

Dear Mr. Carruth:

The City of Groves (City) utilities operate in a complex and ever-evolving landscape to provide public services that are affordable, reliable, and sustainable. At the same time, the pace of change in the utility market is accelerating, directly impacting your ability to provide quality service to your customers. Navigating the challenges of balancing long-term infrastructure investment, maintaining customer satisfaction and overall affordability of rates and charges, and the sheer amount of data available to drive decision making is overwhelming. How do you optimize data analysis to identify and inform the best strategic approach to deliver the right programs, address stakeholder demands, and ensure public trust?

Understanding your community, your organization, and your data are the three essential elements to developing actionable strategies to maximize your future services. NewGen Strategies and Solutions, LLC (NewGen) believes that strategy dictates everything. Our approach works across your data, markets, and communities to provide an integrated view designed to make long-term decisions with confidence. We leverage innovative modeling technology and market expertise in multiple utilities to solve your most complicated issues. Through proactive collaboration, we upgrade or design strategies to ensure they are responsive, transparent, and reliable while paving the way for successful buy-in across all your stakeholders.

We are pleased to submit to you our statement of qualifications to once again perform a more detailed Utility Study and possible future updates for the City. While the enclosure to this letter sets forth our project approach, experience, and qualifications, there are a few key points we would like to stress:

- **Operational Insights** – NewGen makes data operational, resulting in actionable decisions with defensible results. We harness existing and untapped data to optimize operations, develop demand management or water conservation strategies, estimate the impacts of capital investments, and identify the rational nexus underlying rate structure decisions. NewGen has helped our clients recover costs, improve service delivery, and respond to changing market conditions.
- **Stakeholder Communication** – NewGen presents complex concepts by combining visual tools and our training expertise to ensure that our clients gain a deep understanding of how the issues and underlying data drive our recommendations and scenarios. This directly impacts the evaluation of the scenarios we present, streamlines decision making, and successfully obtains buy-in from elected officials, advisory committees, regulatory bodies, utility senior management, and utility customers.
- **Expert Credentials** – NewGen professionals have served as expert witnesses in over 200 regulatory and civil proceedings and employs four of the less than twenty Accredited Senior Appraisers (ASA)

Mr. Kevin Carruth
December 1, 2023
Page 2

certified by the American Society of Appraisers with a public utilities designation in the United States. Every project at NewGen integrates nationally recognized experts and their insights into our analysis and deliverables, which have been pressure tested through the regulatory and civil process to deliver results with confidence. Specific to this engagement, NewGen's proposed Project Manager, Mr. Matthew Garrett, is a former municipal finance director who brings a unique perspective to the engagement, enabling our Project Team to better understand the unique intricacies of communicating and facilitating discussions with the City Council and achieving buy-in from key decision makers. Additionally, our designated Technical Advisor, Mr. Chris Ekrut, is a recognized expert before Rate Regulatory agencies in cost of service and rate design and serves as a speaker in workshops throughout the nation to instruct others in industry-approved cost of service and rate design methodologies.

- **Demonstrated Performance** – The issues being faced by the City are similar to those being faced by NewGen's clients throughout the country. NewGen's Project Team members have successfully completed similar projects to the City's requested services and understand the key issues and challenges facing the City.

Project Methodology

When undertaking a cost of service, rate, or fee study for a municipal utility (enterprise fund), it is important that the participants in the study have a shared vision of the objectives that must be reflected in the study. Our approach to reviewing and evaluating municipal utility rates is governed by the view that the ideal rate structure must satisfy seven criteria:

1. **Legal and Regulatory Compliance** is a prime consideration because rate structures must incorporate applicable local, state, and federal statutes.
2. **Equity** requires that rates and charges result in no undue discrimination among customers.
3. **Efficiency** refers to the ability of the rate schedule to encourage wise use of the resources.
4. **Revenue Adequacy** recognizes that rates and fees are cost driven.
5. **Affordability** means the recommended rates must result in bills that are realistically within the ability of customers to pay.
6. **Sustainability** means the objective of the rate methodology is to keep rates low over time, not to merely keep them low for the short-term by omitting or deferring needed expenses.
7. **Administrative Simplicity** recognizes that limits must be placed on the number of customer classes, complexity of the rate schedule, and frequency of billing.

Rate structures must be tailored to community perceptions, realities, and values if the project is to proceed smoothly and timely. Our standard approach to completing a cost of service/rate/fee study is predicated on a four-step process using industry standard methodology that is explicit and replicable, including:

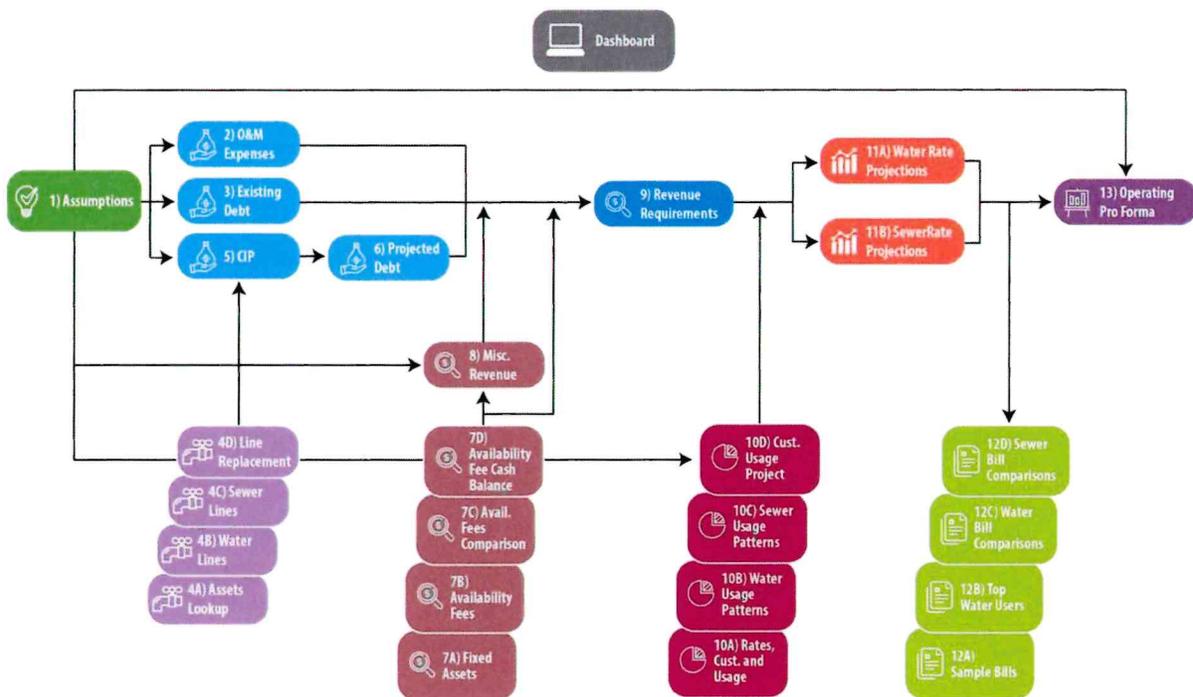
- **Revenue Requirements:** Develop and document the full cost of providing each separate service, including those costs that may not be explicitly identified in the utility's budget (such as the need for repair and replacement).

Mr. Kevin Carruth
 December 1, 2023
 Page 3

- **Cost of Service:** Allocate revenue requirements to customer classes or types of customers and functions based on the cost of providing service, to the extent necessary.
- **Financial Plan:** Develop a financial plan to fund system revenue requirements considering customer and usage demand forecasts.
- **Utility Pricing:** Review and evaluation of rate/fee designs based on revenue needs and policy goals related to rate design (e.g., encouragement of consumption or conservation, support for economic development, affordability, etc.).

A detailed diagram of the type of interactive financial plan/rate analysis models that will be developed for the City is detailed in the diagram below. The schematic depicts the Table of Contents for our typical water and sewer Excel-based financial model, with each linked box representing a schedule/module within the model and the arrows indicating the linked relationship between each module. Every model we develop is fully customized to suit our client’s data and needs and is formatted to tie to the client’s budgeting and account structures and breakdowns.

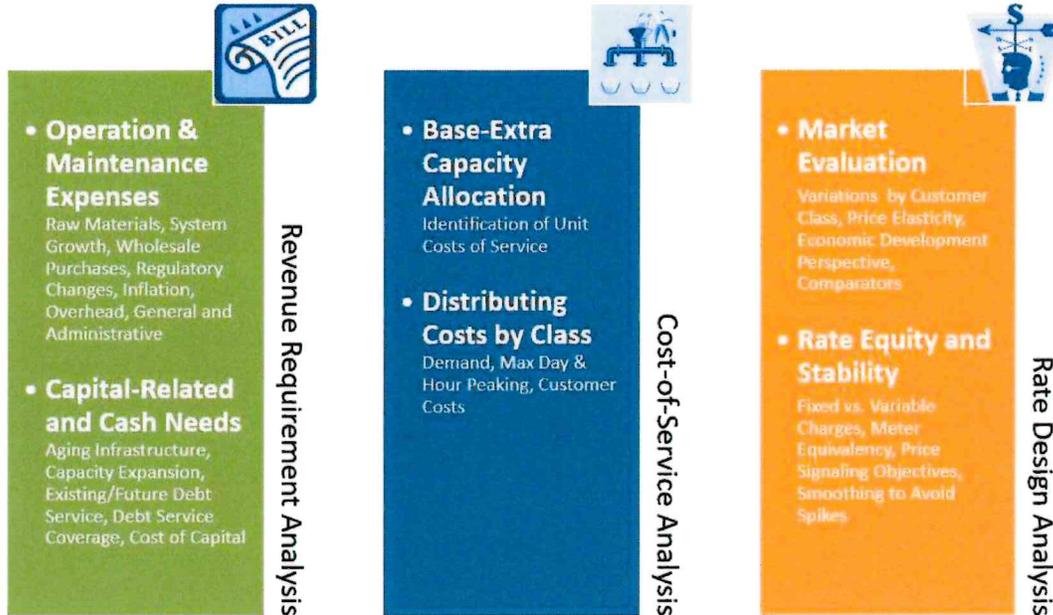
Financial Model Schematic Diagram



Scope of Services/ Workplan

To meet the City’s goals and objectives for this project NewGen will refine, customize, and finalize the work plan with the City upon notice to proceed and reflective of the City’s schedule. NewGen approaches each rate study with a focus on three major rate study components as illustrated below. A thorough analysis and understanding of each component is crucial to a rate study and successful rate actions.

Mr. Kevin Carruth
 December 1, 2023
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In an effort to be concise, a brief overview of the work to be accomplished during each of the tasks is provided below. If desired, NewGen will be glad to provide a more detailed listing for each task. NewGen proposes to conduct this analysis in a timely and efficient manner, with the work laid out in the following phases:

- **Phase 1 – Determine Water and Wastewater Revenue Requirements**
- **Phase 2 – Design Water and Wastewater Rates**
- **Phase 3 – Report and Presentation**
- **Phase 4 – Financial Model**

A brief overview of the work to be accomplished during each of the phases is provided below.

Phase 1 – Determine Water and Wastewater Revenue Requirements

In this phase, NewGen will gather the necessary data required to determine the cost of providing utility services to the City’s retail customers. Data to be collected will include the City’s budgets, audited financial statements, contracts, capital improvement plan, loan documents, water pumpage and usage records, etc. NewGen will plan a meeting with the appropriate City staff in order to ensure our understanding of the goals for the study, review data provided, review relevant system history, and answer questions from City staff.

Once the necessary data has been collected, NewGen will review the historical and projected trends with regard to operations and maintenance (O&M) costs, debt service, capital improvements, usage, etc. NewGen will adjust expenditures as necessary (normalize, annualize, etc.) in order to develop an annual revenue requirement that is representative of the utility’s financial needs. Upon completion of this phase, we will have developed a five-year revenue requirement forecast for the utilities, which will reflect the revenue necessary from rates to ensure the financial sustainability of the City.

Mr. Kevin Carruth
December 1, 2023
Page 5

This will include all O&M expenses, funding for capital programs, debt service and related requirements, financial reserve requirements, and other costs (as appropriate). The funding for capital programs will be developed based on an assessment of the needs for proper renewal and replacement funding to keep the utility in good working condition in addition to any planned major capital projects. Further, NewGen will help the City evaluate the appropriate balance of debt and cash funding for capital projects based on rate impacts.

Phase 2 – Design Water and Wastewater Rates

In Phase 2, we will develop a rate structure that will recover the revenue requirement, as defined in Phase 1. In many cases it is the rate structure that will determine whether or not a new set of rates will be accepted by the utility's customers. NewGen's familiarity with the regulatory environment in Texas will ensure that all rate design issues are fully vetted.

Per discussions with City staff, NewGen expects to evaluate a few alternate rate design options, including:

- Review of the current rate structures by class in comparison to market norms and best practices.
- Review and provision of recommendations on cost recovery from residential and non-residential classes consistent with City objectives.

A clear and distinct understanding of the City's overall goals, and contractual commitments, will serve as a basis for the development of the proposed rates. All rate design options will be discussed with City staff to ensure the ultimate recommendations are appropriate and accomplish the City's goals.

Phase 3 – Report and Presentation

Upon completion of Phase 2, NewGen will issue a draft report that summarizes our financial analysis, methodology, and rate recommendations. A conference call will be held with the City to discuss any staff recommended changes to the draft report, with a final report issued within one week of receiving the final comments from City staff. A presentation of the final report will then be made by Mr. Garrett to the City Council, including a PowerPoint presentation summarizing our findings and recommendations.

Phase 4 – Financial Model

We will develop an easy-to-use dynamic and interactive financial model in Microsoft Excel for the City's future use. Our projects typically involve expert modeling and analysis of the client's rates, revenues, funds, capital and operating expenditures, debt commitments, miscellaneous charges, non-rate fees, and other financial data. In these instances, we employ advanced financial modeling techniques and graphical interfaces to develop sophisticated and flexible financial models to guide the client through operating and financial scenarios, while evaluating the impact of policy assumptions and reserve and capital financing alternatives. Our project teams include consultants with experience in the design, implementation, and execution of solutions utilizing a variety of software systems and coding languages, including Power BI, Visual Basic for Applications (VBA), and Data Analysis Expressions (DAX) if needed.

The model will produce a series of interactive schedules, each of which will address a principal topic (e.g., O&M costs, debt service, demand/usage, cost of service, etc.). Built into the model is a series of summary-level graphics that can be used as stand-alone charts (e.g., average bill by year, total outstanding debt by year, cash balance by year, projected rate increases by year, etc.).

We will develop the model with the ability to import the City's budget directly from a folder on their system to streamline the updating process. Similarly, the model may be configured to import the City's

Mr. Kevin Carruth
December 1, 2023
Page 6

account and volume data directly from files exported from the City's billing system. The graphic below represents an "import paths" page where the City could upload budget, account, and volume data from a specific location (i.e., file path) on their system.

The functionality of the rate model will be developed to revise critical model inputs and other financial assumptions over a multi-year period as circumstances change. NewGen will also provide training in how to use and maintain the model. The model, combined with training, will enable City staff to readily and easily adjust expenses, revenues, debt financing, capital projects, rates, and other financial assumptions over a multi-year period as circumstances change.

Project Team

NewGen evaluates the needs of each project and responds by assembling a Project Team of knowledgeable professionals who are uniquely qualified to provide the services needed. This Project Team assembled for this engagement includes widely recognized experts in utility cost of service and rate-making that possess a unique knowledge of regulatory requirements and industry trends as well as best practices to develop utility rates which balance the goals and objectives of the City and its customers. The study will be conducted in compliance with Industry standards and defensible with the State of Texas regulatory authorities.

Matthew Garrett, Managing Partner – Water Practice

PROJECT ROLE: Project Director | **LOCATION:** Dallas, TX | **EMAIL:** mgarrett@newgenstrategies.net



Mr. Matthew Garrett, MBA, CGFO, CPM, Managing Partner of NewGen's Water Practice, will serve as Project Manager for this engagement. Mr. Garrett joined NewGen in October 2013. Prior to joining NewGen, he served as the Finance Director for Prosper, Texas for over five years. In that capacity, Matthew oversaw not only the Budget and Accounting functions, but also managed Human Resources, Utility Billing, and outsourced Information Technology contracts.

During his time at NewGen, Matthew has provided a variety of client services including, but not limited to, wholesale and retail cost of service and rate design studies, general fund user fee studies, impact fee credit calculations, strategic utility services planning, economic feasibility studies, valuations, transportation fee design, utility billing system audits, process mapping of operations, stormwater fee models, franchise fee audits, CCN valuations, and litigation support.

Chris Ekrut, Chief Financial Officer

PROJECT ROLE: Technical and QA/QC Advisor | **LOCATION:** Dallas, TX | **EMAIL:** cekrut@newgenstrategies.net



Mr. Chris Ekrut, MPA, Chief Financial Officer for NewGen, will serve as the Technical and QA/QC Advisor for this engagement. Chris has been providing consulting services since 2004, with the majority of projects centered in the water and wastewater industry around user/impact fees. He has filed expert witness testimony with regard to cost of service and rate design, as well as provided litigation support before rate regulatory agencies. He has conducted a number of wholesale and retail water and wastewater rate studies, developed water and wastewater rate models, storm water fee models, and assisted in the negotiation and/or litigation involving a number of wholesale water contracts. Chris also serves as an instructor for the national "Fundamentals of Water

Mr. Kevin Carruth
 December 1, 2023
 Page 7

Cost of Service and Rate Design” class sponsored by EUCI and as a Faculty Member for the National Association of Regulatory Commissioner’s (NARUC) National Rate School.

Steve Doogue, Senior Consultant

PROJECT ROLE: Lead Analyst | **LOCATION:** Dallas, TX | **EMAIL:** sdoogue@newgenstrategies.net



Mr. Steve Doogue joined NewGen as a Consultant in 2021. During his tenure, he has provided financial modeling, financial analyses, and data analytics support, primarily for NewGen’s Environmental Practice. Steve obtained an MSc in Development Economics from the University of London. Prior to joining NewGen, Steve spent over ten years as a financial analyst and advisor for central and municipal governments in the United Kingdom.

Schedule, Rate, and Fees

The estimated start date of this project will be in December 2023, with a scheduled conclusion of July 2024 to align with the City’s normal budget schedule. NewGen can adjust the expected dates and the number of meetings if needed to accommodate the City’s schedule.

We develop our cost proposals by estimating the number of hours of effort that will be required by key individual/classification of employee and multiplying this number by the standard hourly rate that has been established for each administrative classification of employee. To this estimate of professional fees, we add estimated out-of-pocket expenses (e.g., travel, telephone, printing, express services, etc.) at actual cost, with no profit or overhead added to out-of-pocket expenses.

NewGen proposes a not-to-exceed fee of \$43,500 for Phases I–IV. These prices are inclusive of out-of-pocket expenses and authorizes NewGen to perform the services detailed in this proposal. This pricing reflects up to two (2) on-site meetings, but additional on-site meetings may be conducted at City direction on a time and expense basis.

NewGen’s not-to-exceed fees for services will be based on actual hours of services furnished multiplied by NewGen’s billing rates as of the date of its monthly invoice. Additional fees for services requested in writing but not included in the above scope will be billed at our hourly rates for services rendered.

We welcome the opportunity to contract with the City for a multi-year period to assist in annual review and updates to utility costs and rates. Should the City desire to contract for a multi-year engagement, NewGen offers the following discounted, fixed-fee pricing for our scope in Phases I-III.

Optional Multi-Year Pricing	
	Rate Study Update
Year 1	\$37,500
Year 2	\$19,000
Year 3	\$19,000
Year 4 (Optional)	\$20,000
Year 5 (Optional)	\$20,000

NewGen’s current hourly billing rates, which will remain in effect through December 31, 2024, are as follows:

Mr. Kevin Carruth
 December 1, 2023
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**NewGen Strategies and Solutions
 2024 Billing Rates**

Position	Hourly Billing Rate
Partner	\$265 – \$405
Principal	\$250 – \$405
Senior Manager	\$225 – \$280
Manager	\$195 – \$225
Senior Consultant	\$170 – \$195
Consultant	\$160 – \$170
Administrative Services	\$130

Note: Billing rates are subject to change based on annual reviews and salary increases.



NewGen has been selected through a competitive procurement process by HGACBuy. This contract award allows government entities nationwide to contract our services directly, without the issuance of a request for proposal (RFP). H-GAC's Cooperative Purchasing Program, known as HGACBuy, is a nationwide procurement service that was established pursuant to Texas' "Interlocal Cooperation Act." The "Act" allows local governments and certain non-profits to use contracts appropriately established by another government entity. Use of the Program for a particular purchase by any government entity is strictly at the discretion of that entity.

Terms of Engagement

This agreement is subject to cancellation by the City with thirty (30) days prior written notice provided to NewGen. In the event of cancellation, all labor and expense charges incurred by NewGen through the date of cancellation will be considered due at the time notice of cancellation is delivered, regardless of work product and/or engagement status.

By executing this letter, you agree that the services rendered by NewGen will be performed in accordance with instructions or specifications received by the City and will be provided with the degree of skill and judgment exercised by recognized professionals performing services of similar nature and consistent with the applicable industry best practices.

All payments made under this engagement should be remitted to:

NewGen Strategies and Solutions, LLC
 275 W Campbell Road, Suite 440
 Richardson, Texas 75080

Mr. Kevin Carruth
December 1, 2023
Page 9

If this letter and its terms and conditions are acceptable, please execute one copy and return to our Richardson, Texas office. If you should have any questions regarding this letter and/or require additional information, please contact me at (972) 675-7699 or via e-mail at mgarrett@newgenstrategies.net.

If the pricing exceeds the City’s available resources, or the scope does not meet the City’s stated goals and objectives, please feel free to give me a call to discuss how best to amend the proposal to accurately reflect the City’s desired scope of work. Again, we greatly appreciate the City’s consideration of NewGen for this important engagement, and we look forward to working with you.

Very truly yours,

NewGen Strategies and Solutions, LLC

DocuSigned by:

B23EEBEF79E64D1...
Matthew B. Garrett
Managing Partner, Water Practice

AUTHORIZATION

CITY OF GROVES, TX

Water and Wastewater Rate Study Phases I–IV (\$43,500)

Accepted By: _____ Title: _____
Signature

Printed Name: _____ Date: _____

CITY OF GROVES, TX

Water and Wastewater Rate Study Phases I–IV with Multi-Year Option

(Fixed Fee Pricing – Year 1 \$37,500, Years 2-3 - \$19,000, Optional Years 4-5 \$20,000)

Accepted By: _____ Title: _____
Signature

Printed Name: _____ Date: _____

City of Groves
Agenda Item Information Form

Council Meeting Date: 2/26/2024 Department: City Manager Agenda Item No. 4

Title for Item (same as to be placed on Agenda): Deliberate and act to authorize the City Manager to issue requests for proposals for administrative services and requests for qualifications for engineering services for the American Rescue Plan.

Party(ies) requesting placement of this item on the agenda: City Manager Kevin Carruth

Submitted to City Manager's Office on: Date: 2/21/24 Time: 11:30 a.m. By: C. THIBODEAUX

Explanation of Item: See attached memo.

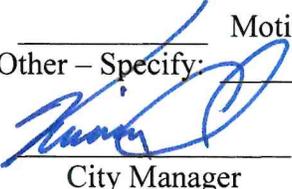
Deadline for Approval: Immediately

Staff Recommendation: Approval of this request, as presented.

Alternative (if any) for consideration: _____

Identify any attachments to this document: Memo to Council, 2/21/24.

Specific Council Action Requested: None (Information item only) _____ Motion X
Ordinance – Number _____ Resolution – Number _____ Other – Specify: _____

Signed: _____ Date: _____ Approved:  Date: 02/21/24
Department Head City Manager

FUNDING (IF APPLICABLE)

Are sufficient funds specifically designated and currently available for this purpose? YES _____ NO
If yes, specify account no. _____ If no, explain and identify intended funding source: _____

PAYMENT REQUEST

Amount of requested payment \$ _____ Cumulative total of payments to date for this project/item
(if applicable): \$ _____ Balance due for this project/purchase (if applicable): \$ _____

ACTION TAKEN BY COUNCIL

APPROVED: NOT APPROVED: Any follow-up action required? YES NO
If yes, explain _____

MEMORANDUM

To: Mayor and City Council
From: Kevin Carruth, City Manager *KC*
Date: February 21, 2024
Re: RFP & RFQ for ARP Administrative Services



The City of Groves received a \$6.1 million allocation from the American Rescue Plan Act (ARPA) beginning in 2020. A 2020 Texas Community Development Disaster Recovery Grant (TCDDRG) award of \$4.2 million of the \$6.1 million total went to street improvements, and \$750,000 was spent on improving a lift station. The proposed wastewater treatment plant improvements that have been designed and the estimated \$1.8 million in cost is from the Coronavirus Local Fiscal Recovery Fund (CLRF) portion of our ARPA allocation.

Although grant administration is an eligible expense that can be paid for by ARPA funds, the City opted to administer the CLRF project itself as a means to utilize the maximum amount of money for the project. All Federal funds have exacting regulations and other requirements and the speed and uniqueness of the ARPA program meant that many of the rules were being made as the program developed. Indeed, program changes were published as recently as last November.

In reviewing the City's current wastewater treatment project, I am comfortable that our City procurement procedures and state procurement laws have been followed; however, I have become concerned that we may not have met federal procurement regulations, specifically 2 CFR Part 200. If an audit by the federal agency determines that federal procurement regulations were not followed, the City may have to repay or not be reimbursed for project expenses. Because of these concerns, I suspended the RFP for the wastewater treatment plant project. The RFP had already been published but the deadline had not passed and no responses were received.

Because of the potential huge financial risk to the City if the U.S. Government claws back its funding and given the workload in the Finance Department, I think it is prudent to seek a grant administrator to assist the City with the remaining ARPA funds and, if necessary, review any previous projects. If approved, the wastewater treatment plant project will be delayed by approximately eight weeks but we still have plenty of time to meet our December 31, 2024, fund obligation deadline and the December 31, 2025, fund expenditure deadline.

City of Groves
Agenda Item Information Form

Council Meeting Date: 2/26/2024 Department: City Manager Agenda Item No. 5

Title for Item (same as to be placed on Agenda): Deliberate and act on the February 26, 2024 Invoice List.

Party(ies) requesting placement of this item on the agenda: City Manager Kevin Carruth

Submitted to City Manager's Office on: Date: 2/21/24 Time: 11:30 a.m. By: C. THIBODEAUX

Explanation of Item: Approval of the invoices for the City that are above \$5,000.

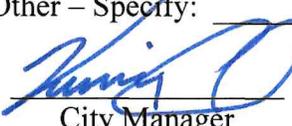
Deadline for Approval: Immediately

Staff Recommendation: Approval of the list, as presented.

Alternative (if any) for consideration: _____

Identify any attachments to this document: Invoice approval list.

Specific Council Action Requested: None (Information item only) _____ Motion X
Ordinance – Number _____ Resolution – Number _____ Other – Specify: _____

Signed: _____ Date: _____ Approved:  Date: 02/21/24
Department Head City Manager

FUNDING (IF APPLICABLE)

Are sufficient funds specifically designated and currently available for this purpose? YES _____ NO
If yes, specify account no. _____ If no, explain and identify intended funding source: _____

PAYMENT REQUEST

Amount of requested payment \$ _____ Cumulative total of payments to date for this project/item
(if applicable): \$ _____ Balance due for this project/purchase (if applicable): \$ _____

ACTION TAKEN BY COUNCIL

APPROVED: NOT APPROVED: Any follow-up action required? YES NO
If yes, explain _____

Invoice Approval List - February 26, 2024

Vendor	Description	Amount
1. Burton Accounting, P.L.L.C.	Internal Auditor.	\$ 17,450.00
2. Chameleon Industries	Polymer for Water Plant.	\$ 32,512.80
3. Fuelman of Lafayette	Gas and diesel for January 2024.	\$ 16,300.17
4. Republic Services, Inc.	Sludge disposal for January 2024.	\$ 7,961.23
5. Soutex Surveyors, Inc.	Engineering pay request No. IV for surveying plan set, and bidding for the installation of a new screening system and grit classifier. RE: 2021 CLRF ARP Project.	\$ 10,050.00
6. Tyler Technologies, Inc.	Incode annual costs.	\$ 76,350.21
7. Wathen, DeShong & Juncker, L.L.P.	Interim Bill for FYE 2023 Audit.	\$ 15,000.00
Total		\$ 175,624.41

KC
02/21/24

P U R C H A S E O R D E R

City of Groves

PURCHASE ORDER # 09-36666

02/15/2024

ISSUED TO: VEND #: 01-390121
BURTON ACCOUNTING, P.L.L.C.
1281 BRITTMOORE RD
HOUSTON, TX 77043

SHIP TO:
City of Groves City Hall
3947 Lincoln Avenue
Groves, TX 77619
Purchasing Department

UNITS	DESCRIPTION	G/L ACCOUNT	PRICE	AMOUNT
0.00	INTERNAL AUDITOR INTERNAL AUDITOR	01 -5-05-06-270	CONTRACT SERVICES	17,450.00

RECEIVED
FEB 15 2024
FINANCE

*** TOTAL *** 17,450.00

ORDERED BY: LAMAR OZLEY

APPROVED BY: LAMAR OZLEY



BURTON ACCOUNTING, P.L.L.C.
 Certified Public Accountants

1281 Brittmoore Rd
 Houston, TX 77043

Phone: 713-366-3111
 Fax: 281-597-0184

Date: 01/31/24 Due Date: Due upon receipt Invoice: 11134 Amount: \$17,450.00

City of Groves 3947 Lincoln Ave Groves, TX 77619	<table> <tr><td>Beginning Balance</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>Invoices</td><td style="text-align: right;">17,450.00</td></tr> <tr><td>Receipts</td><td style="text-align: right;">0.00</td></tr> <tr><td>Adjustments</td><td style="text-align: right;">0.00</td></tr> <tr><td>Service Charges</td><td style="text-align: right;">0.00</td></tr> <tr><td>Amount Due</td><td style="text-align: right;">\$17,450.00</td></tr> </table>	Beginning Balance	\$0.00	Invoices	17,450.00	Receipts	0.00	Adjustments	0.00	Service Charges	0.00	Amount Due	\$17,450.00
Beginning Balance	\$0.00												
Invoices	17,450.00												
Receipts	0.00												
Adjustments	0.00												
Service Charges	0.00												
Amount Due	\$17,450.00												

For professional services rendered as follows:

In preparation of 2023 audit schedules	17,000.00
Out-of-pocket expenses	450.00

RECEIVED
 FEB 13 2024
FINANCE

Billed Amount \$17,450.00

Invoice Total	\$17,450.00
----------------------	--------------------

 www.mburtoncpa.com
 info@mburtoncpa.com

Please return this portion with payment. Thank you for your prompt payment.

Invoice: 11134 Date: 01/31/2024 Due Date: Due upon receipt	Amount Due: \$17,450.00 Payment Amount: \$ _____	ID: 1023 City of Groves 409-261-5132
---	---	---

Please make checks payable to Burton Accounting, P.L.L.C., 1281 Brittmoore Rd, Houston, TX 77043

A FINANCE CHARGE OF 18% PER YEAR, OR 1 1/2 % PER MONTH, WILL BE CHARGED ON ALL BALANCES OVER 30 DAYS OLD.

PURCHASING DOCUMENT FOR QUOTES ONLY

City of Groves, Dept. of Public Works and Engineering

DATE: February 16, 2024
 TO: Kevin Carruth

P.O. NUMBER: 09-36624
 FROM: David Molbert

Purchase Recommendation

Recommended Company: Chameleon Industries			
Items to be Purchased: Poymer			
ITEM DESC.	QTY	UNIT COST	TOTAL COST
CI 4727 Cationic Polymer	42,780	\$0.76	\$32,512.80
			\$0.00
			\$0.00
			\$0.00
<i>* Note: Purchases greater than \$5000.00 Require Council approval before ordering!</i>			\$32,512.80*

REASONS FOR PURCHASE:

Polymer is the primary coagulant used in water treatment

QUOTES

	COMPANY NAME	COST
1.	Chameleon	\$ 0.76
2.	AOS Treatment	\$ 0.94
3.	Brenntag	\$ 0.00
4.		\$
5.		\$

FINANCE

CHARGE NUMBER: 11-5-63-02-120 VENDOR NUMBER: 23421

Requested by: *David Molbert* Date: *2-16-24*

Approved by: *[Signature]* Date: *2-16-2024*
(PW Director)

Approved by: _____ Date: _____
(City Manager)

Date Council Approved _____

Jan-24			
		FUELMAN	
			VENDOR # 6725
		01-5-02-07-050	\$ -
		01-5-31-02-030	\$ 4,022.00
		01-5-32-02-030	\$ 986.79
		01-5-33-02-030	\$ 123.95
		01-5-38-02-030	\$ 181.45
		01-5-41-02-030	\$ 35.24
		01-5-42-02-030	\$ 167.41
		01-5-44-02-030	\$ 1,171.86
		01-5-45-02-030	\$ -
		01-5-46-02-030	\$ 828.00
		05-5-55-02-030	\$ 6,936.23
		11-5-63-02-030	\$ 78.99
		11-5-64-02-030	\$ 189.92
		11-5-66-02-030	\$ -
		11-5-67-02-030	\$ 1,578.34
		11-5-68-02-030	\$ -
		TOTAL	\$ 16,300.17
			<i>KC 02/15/24</i>

PAID
FEB 16 2024
FINANCE



PO BOX 1239
COVINGTON, LA 70434

Local Office: Lafayette
For billing questions call: (800) 877-0800



Account Number: 217874

Please reference account # on all payments

Statement #	NP65910783
Statement Date	02/05/2024
Current Balance	\$16,300.17
Amount Due on 03/06/2024	\$16,300.17

CITY OF GROVES
ATTN: JOHN SPIKES
3947 LINCOLN AVE
GROVES TX 77619-4604

Customer Statement Activity: 1/1/2024 - 1/31/2024				
Previous Statement Balance	Payments & Credits	Purchases & Adjustments	Fees & Charges*	New Balance Due
\$32,103.75	(\$32,103.75)	\$16,300.17	\$1,926.81	\$16,300.17

*Fees & Charges is included in Purchases & Adjustments

Current Activity

		<u>Fees</u>	
12/30/2023 PAYMENT: Lockbox Payment - Thank You	\$ (16,714.79)	Accelerator Rewards Elite	\$ 552.00
1/18/2024 PAYMENT: Lockbox Payment - Thank You	\$ (15,388.96)	Extended Network Pricing	\$ 36.00
2/5/2024 Fleet # 228771 Name: CITY OF GROVES	\$ 16,300.17	Fraud Protector Fee	\$ 368.00
		Monthly Billing Cycle Fee	\$ 276.00
		Regular Package Fee	\$ 551.08
		Tax Exempt Filing Fee	\$ 143.73

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FEB 16 2024
FINANCE



PO BOX 1239
COVINGTON, LA 70434

FLEET MANAGEMENT REPORT

Account # 217874
FLEET # 228771
Name: CITY OF GROVES
MATCHING STATEMENT # NP65910783
Page: 1 of 18

Provided By:
Lafayette
(800) 877-0800

CITY OF GROVES
ATTN: JOHN SPIKES
3947 LINCOLN AVE
GROVES TX 77619

FLEET MANAGEMENT REPORT FOR 1/1/2024 – 1/31/2024

SUMMARY OF TRANSACTIONS THIS REPORTING PERIOD FOR ALL VEHICLES IN YOUR FLEET

PRODUCT	QUANTITY	BASE PRICE	FED TAX	ST TAX	OTH TAX	OTH CHARGES	TOTAL
UE10	2,734.049	\$6,294.11	\$19.27	\$549.17	\$0.00		\$6,862.55
PE10	8.308	\$24.67	\$0.06	\$1.67	\$0.00		\$26.40
ME10	26.828	\$71.30	\$0.20	\$5.39	\$0.00		\$76.89
UDSL*	2,207.242	\$6,948.52	\$15.68	\$443.32	\$0.00		\$7,407.52
OTHER CHARGES						\$1,926.81	\$1,926.81
Total	4,976.427	\$13,338.60	\$35.21	\$999.55	\$0.00	\$1,926.81	\$16,300.17
						Tax Exempt Filing Fee	\$143.73
						Extended Network Pricing	\$36.00
						Fraud Protector Fee	\$368.00
						Accelerator Rewards Elite	\$552.00
						Regular Package Fee	\$551.08
						Monthly Billing Cycle Fee	\$276.00
						Report Total	\$16,300.17

This report is for information only.
Please see remittance copy on the statement for the total payment amount.

TOTAL MILES: 30,382

*This diesel fuel does not contain visible evidence of dye.

DEPARTMENTAL SUMMARIES

DEPARTMENT NAME	DEPT NUM	QTY	BASE PRICE	FED TAXES	STATE TAXES	LOCAL TAXES	MAINT/OTH (Non-Fuel)	EXTENDED TOTAL	EXCEPT COUNT
No Department	0	2,676.400	7,066.75	18.95	537.66	0.00	0.00	7,623.36	0
25 - PARKS & RECREATION	724280	72.693	214.80	0.50	14.60	0.00	0.00	229.90	0
31 - POLICE DEPARTMENT	724301	598.565	1,375.91	4.21	120.17	0.00	0.00	1,500.29	4
32 - FIRE DEPARTMENT	724303	239.073	631.45	1.70	48.02	0.00	0.00	681.17	0
46-FACILITIES MAINTENANCE	989365	49.243	111.28	0.33	9.90	0.00	0.00	121.51	0
55 - SOLIDWASTE DEPARTMENT	724297	873.077	2,755.41	6.20	175.37	0.00	0.00	2,936.98	2
63- WATER PLANT	983388	28.208	63.79	0.20	5.66	0.00	0.00	69.65	0
64 - WASTEWATER PLANT	724298	65.105	153.92	0.48	13.07	0.00	0.00	167.47	0
67 - WATER DISTRIBUTION	724299	157.734	393.87	1.10	31.65	0.00	0.00	426.62	0
68 - WASTEWATER COLLECTION	724300	88.810	279.57	0.64	17.84	0.00	0.00	298.05	0
Garage	1256811	127.519	291.85	0.90	25.61	0.00	0.00	318.36	0

EXCEPTION CODES:

- 3 Veh is restricted from purchasing this fuel
- 5 Vehicle has exceeded its cycle fuel limit
- 11 Odometer entry is out of sequence

PAID
FEB 16 2024
FINANCE



PO BOX 1239
COVINGTON, LA 70434

FLEET MANAGEMENT REPORT

Account # 217874
FLEET # 228771
Name: CITY OF GROVES
MATCHING STATEMENT # NP65910783
Page: 2 of 18

Transaction Detail for Customer NO. 228771 – CITY OF GROVES; 1/1/2024 – 1/31/2024

Department: No Department

SubDepartment: No Sub-Department

DATE	TIME	SITE	DRIVER	ODOMETER	MPG	FUEL TYPE	QTY	NET PRICE	TAXES	TOTAL AMT	EXCEPT CODE**
2 – 2019 Ford Explorer											
01/02	17:49	556613	Kyle Dotso	44941	5.2	PE10	8.308	2.96890	0.20797	\$26.40	3
01/06	16:14	556613	Kyle Dotso	44991	4.8	UE10	10.500	2.20860	0.20797	\$25.37	
01/08	05:43	556613	Kyle Dotso	45014	3.6	UE10	6.355	2.20770	0.20797	\$15.36	
01/09	06:57	556613	Kyle Dotso	45045	4.7	UE10	6.540	2.20490	0.20797	\$15.79	
01/12	17:08	556613	Kyle Dotso	45109	6.2	UE10	10.275	2.30750	0.20797	\$25.85	
01/14	14:42	556613	Kyle Dotso	45163	5.0	UE10	10.712	2.30860	0.20797	\$26.95	
01/15	16:06	556613	Kyle Dotso	45202	5.6	UE10	6.961	2.30860	0.20797	\$17.52	
01/16	16:30	556613	Kyle Dotso	45239	5.7	UE10	6.530	2.30630	0.20797	\$16.43	
01/23	07:23	556613	Kyle Dotso	45720	65.7	UE10	7.319	2.30630	0.20797	\$18.41	
01/26	10:38	556613	Kyle Dotso	45330	0.0	UE10	8.161	2.30850	0.20797	\$20.54	11
01/28	15:54	556738	Kyle Dotso	45407	5.2	UE10	14.785	2.30840	0.20797	\$37.20	
01/30	06:44	556613	Kyle Dotso	45475	7.5	UE10	9.038	2.30690	0.20797	\$22.74	
				Miles:	967	10.8		105.484		\$268.56	31 -
207 – MISC FUEL/SMALL EQUIP											
01/14	20:07	556741	TRAHAN, C.	7985	0.0	UE10	18.807	2.30770	0.20797	\$47.32	
01/29	09:58	556741	Daniel Cal	1	0.0	UE10	3.000	2.31000	0.20797	\$7.55	11
				Miles:	1	0.0		21.807		\$54.87	32 =
26 – DET 2008 CROWNE VIC											
01/11	11:55	556741	RICE, KIRK	77348	0.0	UE10	17.283	2.20740	0.20797	\$41.76	11
				Miles:	0	0.0		17.283		\$41.76	31 -
3 – 2019 Ford Explorer											
01/03	08:51	556613	Alex Ferre	70303	4.5	UE10	12.909	2.20850	0.20797	\$31.19	
01/06	07:07	556741	Alex Ferre	70407	7.7	UE10	13.509	2.20890	0.20797	\$32.64	
01/09	21:22	556613	Alex Ferre	70478	5.4	UE10	13.202	2.20800	0.20797	\$31.89	
01/11	18:06	556741	Alex Ferre	70623	10.6	UE10	13.711	2.30840	0.20797	\$34.49	
01/18	13:20	556613	Alex Ferre	70744	7.1	UE10	17.131	2.30750	0.20797	\$43.10	
01/22	21:13	556741	Alex Ferre	70852	13.0	UE10	8.305	2.30700	0.20797	\$20.89	
01/23	01:56	556613	Alex Ferre	70955	7.2	UE10	14.278	2.30850	0.20797	\$35.93	
01/25	01:59	556613	Justin Wil	71081	9.3	UE10	13.602	2.30850	0.20797	\$34.22	
01/26	03:11	556613	Justin Wil	71202	10.0	UE10	12.049	2.30810	0.20797	\$30.32	
01/31	18:30	556613	Justin Wil	71295	8.9	UE10	10.479	2.40770	0.20797	\$27.41	
				Miles:	1050	8.4		129.175		\$322.08	
38 – 2020 f-350											
01/03	13:31	556613	STEVE SANC	20794	5.6	UE10	20.169	2.20830	0.20797	\$48.73	
01/08	11:06	556613	STEVE SANC	20955	8.8	UE10	18.347	2.20750	0.20797	\$44.32	
01/12	14:10	556613	Julian Mel	21079	7.6	UE10	16.247	2.30870	0.20797	\$40.88	
01/18	12:54	556613	Julian Mel	21172	7.5	UE10	12.420	2.30840	0.20797	\$31.25	
01/25	13:22	556613	STEVE SANC	21390	8.9	UE10	24.576	2.30790	0.20797	\$61.83	
01/29	08:03	556613	STEVE SANC	5065	0.0	UDSL*	31.401	3.14770	0.20797	\$105.38	11
				Miles:	708	7.7		123.160		\$332.39	
39 – 2012 Ford F350											
01/03	11:50	556613	Julian Mel	76471	0.0	UE10	8.272	2.20870	0.20797	\$19.99	11
01/05	10:57	556613	Julian Mel	76563	9.5	UE10	9.649	2.20650	0.20797	\$23.30	
01/08	13:46	556613	Howard Zac	76675	10.1	UE10	11.059	2.21000	0.20797	\$26.73	
01/09	14:00	556613	Howard Zac	76747	9.5	UE10	7.614	2.20780	0.20797	\$18.40	
01/16	14:05	556613	Howard Zac	76826	9.1	UE10	8.721	2.30820	0.20797	\$21.94	
01/22	10:44	556613	Howard Zac	76960	9.0	UE10	14.812	2.30890	0.20797	\$37.27	
01/23	13:28	556613	Howard Zac	77077	11.4	UE10	10.249	2.30750	0.20797	\$25.78	
01/24	13:52	556613	Howard Zac	77159	10.0	UE10	8.207	2.30780	0.20797	\$20.65	
01/29	13:36	556613	Howard Zac	77247	9.5	UE10	9.236	2.30620	0.20797	\$23.23	
				Miles:	776	9.8		87.819		\$217.29	44 -
55 – 2020 f-350 utilities											
01/03	07:32	556613	Brandt Whi	25664	0.0	UE10	37.749	2.20770	0.20797	\$91.19	
01/11	07:15	556613	Kolby Schu	25843	6.3	UE10	28.357	2.20830	0.20797	\$68.51	
01/18	07:44	556613	Kolby Schu	26012	7.2	UE10	23.480	2.30790	0.20797	\$59.07	

FINANCE
 FEB 16 2024
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PO BOX 1239
COVINGTON, LA 70434

FLEET MANAGEMENT REPORT

Account # 217874
FLEET # 228771
Name: CITY OF GROVES
MATCHING STATEMENT # NP65910783
Page: 4 of 18

DATE	TIME	SITE	DRIVER	ODOMETER	MPG	FUEL TYPE	QTY	NET PRICE	TAXES	TOTAL AMT	EXCEPT CODE**
Unit 11 – 2017 Ford Explorer											
01/01	11:26	556741	Richard Po	72787	3.5	UE10	14.923	2.20870	0.20797	\$36.05	
01/02	14:42	556741	Richard Po	72868	7.3	UE10	11.039	2.20850	0.20797	\$26.67	
01/09	09:56	556741	Richard Po	72932	5.6	UE10	11.487	2.20860	0.20797	\$27.76	
01/12	12:31	556741	Richard Po	72986	6.3	UE10	8.539	2.30710	0.20797	\$21.48	
01/14	12:45	556741	Richard Po	73039	5.0	UE10	10.509	2.30850	0.20797	\$26.44	
01/15	15:49	556741	Richard Po	73078	4.6	UE10	8.468	2.30870	0.20797	\$21.31	
01/22	09:17	556741	Richard Po	73153	6.6	UE10	11.298	2.30750	0.20797	\$28.42	
01/23	15:12	556741	Richard Po	73191	3.8	UE10	10.054	2.30850	0.20797	\$25.30	
01/26	17:19	556741	Richard Po	73259	7.2	UE10	9.480	2.30800	0.20797	\$23.86	
01/29	10:41	556741	Richard Po	73353	5.9	UE10	15.853	2.30870	0.20797	\$39.89	
01/31	06:38	556741	Richard Po	73460	7.5	UE10	14.195	2.40790	0.20797	\$37.13	
			Miles:	725	5.8		125.845			\$314.31	31 -
Unit 12 – 2015 Explorer											
01/09	09:18	556741	PHILLIPS,	122190	9.3	UE10	11.312	2.20830	0.20797	\$27.33	
01/17	11:54	927808	PHILLIPS,	122367	11.9	UE10	14.928	2.36800	0.20797	\$38.45	
			Miles:	282	10.6		26.240			\$65.78	31 -
UNIT 12 – 2020 Ford Explorer											
01/03	18:15	556741	DAVID HANC	23597	7.9	UE10	14.091	2.20780	0.20797	\$34.04	
01/04	22:22	556613	DAVID HANC	23671	8.4	UE10	8.855	2.20780	0.20797	\$21.40	
01/06	22:27	556613	DAVID HANC	23757	7.2	UE10	11.967	2.20860	0.20797	\$28.92	
01/07	18:03	556741	DAVID HANC	23803	6.8	UE10	6.743	2.20670	0.20797	\$16.29	
01/10	07:04	556613	DAVID HANC	23841	3.9	UE10	9.746	2.20810	0.20797	\$23.55	
01/17	06:58	556741	DAVID HANC	23907	5.6	UE10	11.798	2.30800	0.20797	\$29.68	
01/19	08:34	402759	DAVID HANC	23961	5.5	UE10	9.754	2.30880	0.20797	\$24.55	
01/21	12:32	556613	DAVID HANC	24017	4.9	UE10	11.332	2.30760	0.20797	\$28.51	
01/25	09:47	556741	DAVID HANC	24094	7.5	UE10	10.291	2.30880	0.20797	\$25.90	
01/27	01:25	556613	DAVID HANC	24160	6.4	UE10	10.274	2.30870	0.20797	\$25.85	
01/30	15:18	556741	GRAHAM, WA	10000	0.0	UE10	4.634	2.40830	0.20797	\$12.12	
			Miles:	674	6.4		109.485			\$270.81	31 - 11
UNIT 2 – 2006 CROWN VIC											
01/08	10:49	556741	JOHN, HUDS	150758	0.0	UE10	18.307	2.20790	0.20797	\$44.23	
01/29	12:28	556613	JOHN, HUDS	150988	12.7	UE10	18.082	2.30780	0.20797	\$45.50	
			Miles:	230	12.7		36.389			\$89.73	31 -
UNIT 4 – 2020 FORD EXPLORER											
01/01	16:23	556741	Christophe	51475	8.9	UE10	13.564	2.20950	0.20797	\$32.78	
01/02	03:25	556613	STEVEN DOD	51564	12.6	UE10	7.051	2.20820	0.20797	\$17.04	
01/02	17:02	556741	Christophe	51573	2.6	UE10	3.422	2.20920	0.20797	\$8.26	
01/03	03:57	556613	STEVEN DOD	51692	15.8	UE10	7.524	2.20630	0.20797	\$18.17	
01/04	17:00	556613	Christophe	51715	5.2	UE10	4.450	2.21120	0.20797	\$10.76	
01/08	07:55	556613	STEVEN DOD	51737	3.9	UE10	5.649	2.20920	0.20797	\$13.65	
01/09	08:09	556613	STEVEN DOD	51799	10.0	UE10	6.196	2.20790	0.20797	\$14.97	
01/12	06:55	556613	Justin Wil	51839	6.3	UE10	6.387	2.30630	0.20797	\$16.07	
01/13	05:57	556613	Justin Wil	51904	10.2	UE10	6.349	2.30590	0.20797	\$15.97	
01/14	07:58	556613	Justin Wil	51985	9.9	UE10	8.143	2.30630	0.20797	\$20.48	
01/15	06:38	556613	Justin Wil	52052	10.6	UE10	6.322	2.30620	0.20797	\$15.90	
01/15	15:48	556613	Justin Wil	52106	10.3	UE10	5.254	2.31060	0.20797	\$13.23	
01/22	09:04	556613	STEVEN DOD	52199	10.2	UE10	9.114	2.30740	0.20797	\$22.93	
01/26	08:03	556613	STEVEN DOD	52270	6.1	UE10	11.734	2.30780	0.20797	\$29.52	
01/27	06:59	556613	STEVEN DOD	52322	7.7	UE10	6.726	2.30600	0.20797	\$16.92	
01/28	06:20	556613	STEVEN DOD	52439	13.0	UE10	8.991	2.30680	0.20797	\$22.62	
01/29	06:23	556613	STEVEN DOD	52503	9.6	UE10	6.639	2.30610	0.20797	\$16.70	
01/30	06:34	556613	STEVEN DOD	52562	9.4	UE10	6.265	2.30650	0.20797	\$15.76	
			Miles:	1208	9.0		129.780			\$321.73	31 -
Unit 42 – 2017 Mack Garbage Truck											
01/22	11:23	556741	Matthew Mc	63808	2.4	UDSL*	48.868	3.14830	0.20797	\$164.01	
			Miles:	115	2.4		48.868			\$164.01	Page 47 55 -



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FLEET MANAGEMENT REPORT

Account # 217874
 FLEET # 228771
 Name: CITY OF GROVES
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DATE	TIME	SITE	DRIVER	ODOMETER	MPG	FUEL TYPE	QTY	NET PRICE	TAXES	TOTAL AMT	EXCEPT CODE**
UNIT 88 – 1999 Ford F150											
01/24	14:11	556613	JUSTIN TRE	159908	7.1	UE10	20.394	2.30800	0.20797	\$51.31	
			Miles:	144	7.1		20.394			\$51.31	46-
UNIT2 – 2011 FORD F150											
01/03	08:46	556741	MOORE, KEL	53342	9.9	UE10	18.823	2.20790	0.20797	\$45.48	
01/22	09:41	556741	JOSHUA HI	53589	12.7	UE10	19.481	2.30740	0.20797	\$49.01	
			Miles:	434	11.3		38.304			\$94.49	32-
UNIT28 – 2006 FORD F550 PATCH TRUCK											
01/19	13:52	556613	Howard Zac	107627	5.8	UDSL*	21.148	3.14830	0.20797	\$70.97	
			Miles:	122	5.8		21.148			\$70.97	44-
UNIT70 – 2010 F150 P/U											
01/12	13:31	556613	Kolby Schu	120574	9.1	UE10	24.334	2.30790	0.20797	\$61.22	
			Miles:	221	9.1		24.334			\$61.22	67-
UNIT77 – 2020 F150 INSPECTIONS											
01/12	14:15	556741	DON PEDRAZ	15538	13.0	UE10	17.065	2.30820	0.20797	\$42.94	
			Miles:	222	13.0		17.065			\$42.94	37-
Department:						UE10	1547.401			\$3,849.07	
						PE10	8.308			\$26.40	
						ME10	26.828			\$76.89	
						UDSL*	1093.863			\$3,671.00	
Department Totals -							2676.400			\$7,623.36	

SITE LEGEND

SITE #	SITE NAME	ADDRESS	CITY	STATE
402759	Yogi Exxon	6101 Gulfway Dr	Groves	TX
556613	Exxpress Mart #27	3911 Pure Atlantic Rd	Groves	TX
556738	Exxpress Mart #18	2357 Highway 69 N	Nederland	TX
556741	Exxpress Mart #26	5410 W Parkway St	Groves	TX
927808	B&b Mini Mart #2	3301 Cleveland Ave	Groves	TX

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FLEET MANAGEMENT REPORT

Account # 217874
 FLEET # 228771
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Transaction Detail for Customer NO. 228771 – CITY OF GROVES; 1/1/2024 – 1/31/2024

Department: 25 - PARKS & RECREATION

SubDepartment: No Sub-Department

DATE	TIME	SITE	DRIVER	ODOMETER	MPG	FUEL TYPE	QTY	NET PRICE	TAXES	TOTAL AMT	EXCEPT CODE**
Dodge13 – 2001 Dodge Pick-Up											
01/23	10:08	556613	Kolby Schu	78254	7.3	UE10	16.036	2.30860	0.20797	\$40.35	
01/26	07:43	556613	SAWYER GRE	78331	0.0	UE10	0.704	2.31530	0.20797	\$1.77	
				Miles:	117	7.3	16.740			\$42.12	67 -
MOWER 74 – 2007 SLOPE MOWER											
01/18	09:46	556741	Adam Allre	9071	0.4	UDSL*	32.886	3.14820	0.20797	\$110.37	
01/30	12:00	556741	Adam Allre	9081	0.4	UDSL*	23.067	3.14820	0.20797	\$77.41	
				Miles:	24	.4	55.953			\$187.78	46 -
Department: 25 - PARKS & RECREATION						UE10	16.740			\$42.12	
						UDSL*	55.953			\$187.78	
Department Totals -							72.693			\$229.90	

SITE LEGEND

SITE #	SITE NAME	ADDRESS	CITY	STATE
556613	Exxpress Mart #27	3911 Pure Atlantic Rd	Groves	TX
556741	Exxpress Mart #26	5410 W Parkway St	Groves	TX

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FLEET MANAGEMENT REPORT

Account # 217874
FLEET # 228771
Name: CITY OF GROVES
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Transaction Detail for Customer NO. 228771 – CITY OF GROVES; 1/1/2024 – 1/31/2024

Department: 31 - POLICE DEPARTMENT

SubDepartment: No Sub-Department

DATE	TIME	SITE	DRIVER	ODOMETER	MPG	FUEL TYPE	QTY	NET PRICE	TAXES	TOTAL AMT	EXCEPT CODE**
1 – 05 FORD EXPEDITION											
01/04	09:19	556613	JUSTIN TRE	111012	8.0	UE10	15.005	2.20790	0.20797	\$36.25	
01/10	12:10	556613	Garrett Hi	111188	10.1	UE10	17.439	2.20710	0.20797	\$42.13	
01/16	09:55	556613	JUSTIN TRE	111305	8.4	UE10	13.872	2.30830	0.20797	\$34.90	
01/19	12:56	556613	Garrett Hi	111496	9.5	UE10	20.127	2.30790	0.20797	\$50.64	
01/25	07:32	556613	Garrett Hi	111638	10.2	UE10	13.854	2.30840	0.20797	\$34.86	
				Miles:	746	9.2	80.297			\$198.78	46 -
UNIT 01 – 2020 FORD EXPLORER											
01/01	17:59	556741	Macie Berg	50321	11.6	UE10	13.945	2.20800	0.20797	\$33.69	
01/13	02:19	556741	Macie Berg	50531	13.4	UE10	15.698	2.30860	0.20797	\$39.50	
01/17	17:01	556741	Macie Berg	50569	5.9	UE10	6.443	2.30640	0.20797	\$16.21	
01/20	07:44	556741	Macie Berg	50717	10.7	UE10	13.865	2.30870	0.20797	\$34.89	
01/24	10:18	556741	Macie Berg	50821	7.8	UE10	13.257	2.30820	0.20797	\$33.35	
01/25	16:53	556741	Macie Berg	50957	11.7	UE10	11.603	2.30890	0.20797	\$29.20	
				Miles:	798	10.2	74.811			\$186.84	31 -
UNIT 09 – 2020 FORD EXPLORER											
01/04	06:43	556741	ALEX THIBO	63059	0.0	UE10	16.577	2.20850	0.20797	\$40.06	11
01/09	21:04	556613	RUDY GUERR	62321	0.0	UE10	13.089	2.20800	0.20797	\$31.62	11
01/13	18:22	927808	RUDY GUERR	63388	71.1	UE10	15.000	2.36800	0.20797	\$38.64	
01/15	02:16	556613	RUDY GUERR	63900	39.2	UE10	13.058	2.30890	0.20797	\$32.86	
01/17	00:34	402759	RUDY GUERR	63789	0.0	UE10	15.764	2.30910	0.20797	\$39.67	11
01/19	03:49	402759	ALEX THIBO	63954	10.8	UE10	15.260	2.30870	0.20797	\$38.40	
01/20	22:05	402759	ALEX THIBO	64098	10.0	UE10	14.355	2.30860	0.20797	\$36.12	
01/23	22:59	945888	RUDY GUERR	64523	29.5	UE10	14.416	2.35850	0.20797	\$36.99	
01/25	22:38	402759	ALEX THIBO	64401	0.0	UE10	15.068	2.36860	0.20797	\$38.82	11
01/27	23:22	402759	RUDY GUERR	64558	10.7	UE10	14.708	2.40890	0.20797	\$38.48	
01/31	20:46	402759	ALEX THIBO	64729	11.2	UE10	15.247	2.40770	0.20797	\$39.88	
				Miles:	2641	26.1	162.542			\$411.54	31 -
Unit 6 – 22 Explorer											
01/03	14:37	556741	Jennifer M	17879	7.1	UE10	15.483	2.20820	0.20797	\$37.41	
01/06	09:11	556613	Jennifer M	17969	6.3	UE10	14.212	2.20870	0.20797	\$34.34	
01/10	20:19	556613	Jennifer M	18065	6.7	UE10	14.274	2.20890	0.20797	\$34.49	
01/12	00:14	556613	Jennifer M	18219	9.9	UE10	15.479	2.30830	0.20797	\$38.95	
01/13	18:21	556613	Laranda Pi	18306	8.2	UE10	10.546	2.30800	0.20797	\$26.53	
01/15	00:46	556613	Laranda Pi	18402	9.6	UE10	9.953	2.30890	0.20797	\$25.05	
01/17	20:29	556613	Jennifer M	18479	5.4	UE10	14.327	2.30820	0.20797	\$36.05	
01/19	20:31	556613	Jennifer M	18598	8.0	UE10	14.938	2.30820	0.20797	\$37.58	
01/21	04:13	556613	Jennifer M	18773	11.7	UE10	14.970	2.30930	0.20797	\$37.67	
01/25	10:39	556613	Jennifer M	18887	8.1	UE10	14.048	2.30780	0.20797	\$35.34	
01/29	19:11	556613	Laranda Pi	18972	8.2	UE10	10.376	2.30820	0.20797	\$26.11	
01/30	19:25	556613	Laranda Pi	19088	11.7	UE10	9.915	2.40850	0.20797	\$25.94	
				Miles:	1319	8.4	158.521			\$395.46	31 -
Unit 8 – 22 Explorer											
01/01	11:34	556613	Joshua Lyn	11207	8.8	UE10	14.089	2.20810	0.20797	\$34.04	
01/02	07:37	556613	Joshua Lyn	11239	6.6	UE10	4.815	2.20980	0.20797	\$11.63	
01/08	18:19	556613	Joshua Lyn	11313	11.4	UE10	6.463	2.20800	0.20797	\$15.62	
01/09	22:47	402759	Joshua Lyn	11397	8.9	UE10	9.393	2.30700	0.20797	\$23.63	
01/13	20:54	556613	Joshua Lyn	11508	9.6	UE10	11.567	2.30830	0.20797	\$29.10	
01/15	01:34	556613	Joshua Lyn	11649	11.9	UE10	11.832	2.30730	0.20797	\$29.76	
01/17	05:13	556613	Joshua Lyn	11747	7.3	UE10	13.385	2.30860	0.20797	\$33.68	
01/27	01:54	556741	Joshua Lyn	11873	9.1	UE10	13.822	2.30790	0.20797	\$34.77	
01/28	22:45	556613	Joshua Lyn	12035	11.4	UE10	14.179	2.30830	0.20797	\$35.68	
01/30	00:44	402759	Joshua Lyn	12163	11.4	UE10	11.234	2.40790	0.20797	\$29.38	
01/31	02:38	402759	Joshua Lyn	12304	12.1	UE10	11.615	2.40810	0.20797	\$30.38	
				Miles:	1221	9.9	122.394			\$307.67	31 -

Department: 31 - POLICE DEPARTMENT

City of Groves

UE10 598.565

\$1,500.29

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FLEET MANAGEMENT REPORT

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Transaction Detail for Customer NO. 228771 – CITY OF GROVES; 1/1/2024 – 1/31/2024

Department: 32 - FIRE DEPARTMENT

SubDepartment: No Sub-Department

DATE	TIME	SITE	DRIVER	ODOMETER	MPG	FUEL TYPE	QTY	NET PRICE	TAXES	TOTAL AMT	EXCEPT CODE**
2022 F150 – Unit 103											
01/05	11:04	556613	Steven Esq	12484	15.7	UE10	15.285	2.20810	0.20797	\$36.93	
01/16	11:22	556613	Steven Esq	12614	9.0	UE10	14.379	2.30820	0.20797	\$36.18	
01/23	08:58	556613	Steven Esq	12779	11.5	UE10	14.384	2.30810	0.20797	\$36.19	
				Miles:	535	12.1	44.048			\$109.30	33 -
2022 F250 – Rescue 37											
01/03	16:41	556613	Cole White	7767	6.6	UE10	16.876	2.20730	0.20797	\$40.77	
01/08	15:44	556613	TRAHAN, C.	7871	6.8	UE10	15.253	2.20880	0.20797	\$36.86	
01/18	15:37	556613	Cole White	8081	14.4	UE10	14.620	2.30850	0.20797	\$36.78	
01/24	13:58	556613	Cole White	8191	6.2	UE10	17.790	2.30750	0.20797	\$44.76	
01/28	10:51	556741	HADEN GROV	8277	5.6	UE10	15.459	2.30870	0.20797	\$38.90	
				Miles:	622	7.9	79.998			\$198.07	32 -
Unit 1 – 2012 F150 XLt pick up truck											
01/22	10:33	556741	HADEN GROV	58658	11.9	UE10	14.584	2.30800	0.20797	\$36.69	
				Miles:	173	11.9	14.584			\$36.69	32 -
UNIT# 3 – 2012 PIERCE PUMPER											
01/03	17:00	556741	SHEPPARD,	22248	2.5	UDSL*	21.037	3.14830	0.20797	\$70.60	
01/15	10:39	556741	SHEPPARD,	22302	2.1	UDSL*	25.452	3.14870	0.20797	\$85.43	
01/24	14:27	556741	Cole White	22400	3.4	UDSL*	28.865	3.14810	0.20797	\$96.88	
				Miles:	205	2.7	75.354			\$252.91	32 -
UNIT# 5 – 2012 PIERCE PUMPER											
01/22	10:01	556613	HADEN GROV	23703	2.3	UDSL*	25.089	3.14800	0.20797	\$84.20	
				Miles:	57	2.3	25.089			\$84.20	32 -
Department: 32 - FIRE DEPARTMENT						UE10	138.630			\$344.06	
						UDSL*	100.443			\$337.11	
Department Totals -							239.073			\$681.17	

SITE LEGEND

SITE #	SITE NAME	ADDRESS	CITY	STATE
556613	Exxpress Mart #27	3911 Pure Atlantic Rd	Groves	TX
556741	Exxpress Mart #26	5410 W Parkway St	Groves	TX

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FLEET MANAGEMENT REPORT

Account # 217874
FLEET # 228771
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Transaction Detail for Customer NO. 228771 – CITY OF GROVES; 1/1/2024 – 1/31/2024

Department: 46-FACILITIES MAINTENANCE

SubDepartment: No Sub-Department

DATE	TIME	SITE	DRIVER	ODOMETER	MPG	FUEL TYPE	QTY	NET PRICE	TAXES	TOTAL AMT	EXCEPT CODE**
17 – 05 FORD EXPEDITION											
01/05	09:22	293981	MOBLEY, MI	113665	9.7	UE10	10.426	2.20700	0.20797	\$25.18	
01/11	09:27	556741	MOBLEY, MI	113820	11.6	UE10	13.325	2.20790	0.20797	\$32.19	
01/22	09:47	556741	MOBLEY, MI	113952	8.9	UE10	14.775	2.30860	0.20797	\$37.18	
01/25	14:00	556613	MOBLEY, MI	114086	12.5	UE10	10.717	2.30850	0.20797	\$26.96	
				Miles:	522	10.7				49.243	\$121.51
Department: 46-FACILITIES MAINTENANCE						UE10	49.243			\$121.51	
Department Totals -							49.243			\$121.51	

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SITE LEGEND

SITE #	SITE NAME	ADDRESS	CITY	STATE
293981	Exppress Mart 19	2920 Jimmy Johnson	Port Arthur	TX
556613	Exppress Mart #27	3911 Pure Atlantic Rd	Groves	TX
556741	Exppress Mart #26	5410 W Parkway St	Groves	TX

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FLEET MANAGEMENT REPORT

Account # 217874
 FLEET # 228771
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Transaction Detail for Customer NO. 228771 – CITY OF GROVES; 1/1/2024 – 1/31/2024

Department: 55 - SOLIDWASTE DEPARTMENT

SubDepartment: No Sub-Department

DATE	TIME	SITE	DRIVER	ODOMETER	MPG	FUEL TYPE	QTY	NET PRICE	TAXES	TOTAL AMT	EXCEPT CODE**
Unit 44 – 2023 Autocar											
01/02	09:12	556741	BULLOCK M	12624	2.3	UDSL*	41.453	3.14790	0.20797	\$139.12	
01/03	09:12	927808	BULLOCK M	12701	3.2	UE10	23.992	3.30820	0.20797	\$84.36	3
01/04	09:41	556741	BULLOCK M	1271	0.0	UDSL*	48.858	3.14810	0.20797	\$163.97	
01/05	11:43	556741	BULLOCK M	12895	0.0	UDSL*	46.065	3.14820	0.20797	\$154.60	
01/08	12:09	556741	BULLOCK M	12974	2.2	UDSL*	36.333	3.14760	0.20797	\$121.93	
01/09	12:12	556741	BULLOCK M	13026	2.1	UDSL*	25.145	3.14770	0.20797	\$84.38	
01/11	08:38	556741	BULLOCK M	13122	4.0	UDSL*	23.735	3.14810	0.20797	\$79.65	
01/12	11:01	556613	BULLOCK M	13187	1.8	UDSL*	35.807	3.14800	0.20797	\$120.17	
01/16	13:43	556741	BULLOCK M	13260	1.7	UDSL*	44.004	3.14810	0.20797	\$147.68	
01/19	07:38	556741	BULLOCK M	13364	2.5	UDSL*	41.589	3.14770	0.20797	\$139.57	
01/22	09:04	556741	BULLOCK M	13446	1.6	UDSL*	50.123	3.14810	0.20797	\$168.21	
01/23	12:05	556741	BULLOCK M	13537	2.4	UDSL*	37.884	3.14800	0.20797	\$127.14	
01/25	08:16	556741	BULLOCK M	13598	2.0	UDSL*	29.931	3.14790	0.20797	\$100.45	
01/29	08:31	556741	BULLOCK M	13686	2.2	UDSL*	40.919	3.14820	0.20797	\$137.33	
01/30	09:35	927808	BULLOCK M	13728	2.2	UE10	19.399	3.30790	0.20797	\$68.21	3
01/31	12:55	556741	BULLOCK M	13825	1.8	UDSL*	54.156	3.14810	0.20797	\$181.75	
				Miles:	1102	2.3	599.393			\$2018.52	55

UNIT 47 – 2021 FREIGHTLINER											
01/02	13:38	556613	PATE, WAYN	41511	3.4	UDSL*	26.134	3.14800	0.20797	\$87.70	
01/04	09:42	556613	PATE, WAYN	41599	3.0	UDSL*	28.974	3.14800	0.20797	\$97.24	
01/05	10:10	556741	PATE, WAYN	41694	4.1	UDSL*	23.408	3.14810	0.20797	\$78.55	
01/09	08:36	556613	PATE, WAYN	41776	3.5	UDSL*	23.382	3.14820	0.20797	\$78.47	
01/10	13:46	556613	PATE, WAYN	41872	3.5	UDSL*	27.292	3.14780	0.20797	\$91.59	
01/12	09:08	556741	PATE, WAYN	41920	3.3	UDSL*	14.518	3.14850	0.20797	\$48.72	
01/16	14:54	556613	PATE, WAYN	41999	3.3	UDSL*	23.727	3.14790	0.20797	\$79.62	
01/18	09:15	556613	PATE, WAYN	42093	3.3	UDSL*	28.666	3.14830	0.20797	\$96.20	
01/19	10:42	556741	PATE, WAYN	42178	4.1	UDSL*	20.890	3.14790	0.20797	\$70.10	
01/23	12:08	556613	PATE, WAYN	42278	3.4	UDSL*	29.770	3.14850	0.20797	\$99.92	
01/25	11:56	556741	PATE, WAYN	42385	4.0	UDSL*	26.923	3.14790	0.20797	\$90.35	
				Miles:	962	3.5	273.684			\$918.46	55

Department: 55 - SOLIDWASTE DEPARTMENT

UE10 43.391 \$152.57
 UDSL* 829.686 \$2,784.41
 Department Totals - 873.077 \$2,936.98

SITE LEGEND

SITE #	SITE NAME	ADDRESS	CITY	STATE
556613	Exxpress Mart #27	3911 Pure Atlantic Rd	Groves	TX
556741	Exxpress Mart #26	5410 W Parkway St	Groves	TX
927808	B&b Mini Mart #2	3301 Cleveland Ave	Groves	TX

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FLEET MANAGEMENT REPORT

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Transaction Detail for Customer NO. 228771 – CITY OF GROVES; 1/1/2024 – 1/31/2024

Department: 63- WATER PLANT

SubDepartment: No Sub-Department

DATE	TIME	SITE	DRIVER	ODOMETER	MPG	FUEL TYPE	QTY	NET PRICE	TAXES	TOTAL AMT	EXCEPT CODE**
UNIT100 – 2015 F100											
01/02	10:45	556613	MOLBERT D	35953	13.3	UE10	13.204	2.20840	0.20797	\$31.90	
01/19	09:29	556613	MOLBERT D	36167	14.3	UE10	15.004	2.30810	0.20797	\$37.75	
				Miles:	389	13.8	28.208			\$69.65	<i>63 -</i>
Department: 63- WATER PLANT						UE10	28.208			\$69.65	
Department Totals -							28.208			\$69.65	

SITE LEGEND

SITE #	SITE NAME	ADDRESS	CITY	STATE
556613	Exxpress Mart #27	3911 Pure Atlantic Rd	Groves	TX

PAID
 FEB 16 2024
 FINANCE



PO BOX 1239
COVINGTON, LA 70434

FLEET MANAGEMENT REPORT

Account # 217874
 FLEET # 228771
 Name: CITY OF GROVES
 MATCHING STATEMENT # NP65910783
 Page: 14 of 18

Transaction Detail for Customer NO. 228771 – CITY OF GROVES; 1/1/2024 – 1/31/2024

Department: 64 - WASTEWATER PLANT

SubDepartment: No Sub-Department

DATE	TIME	SITE	DRIVER	ODOMETER	MPG	FUEL TYPE	QTY	NET PRICE	TAXES	TOTAL AMT	EXCEPT CODE**
- WASTE WATER MISC											
01/29	07:55	556613	SELTZEN, C	7	0.5	UE10	15.028	2.30770	0.20797	\$37.81	
01/31	13:16	927808	FOSTER, DO	10	0.3	UE10	8.693	2.50780	0.20797	\$23.61	
Miles:				10	.4		23.721			\$61.42	64 -
101 – 2019 Ford F150											
01/10	09:55	927808	FOSTER, DO	25850	10.8	UE10	17.104	2.36790	0.20797	\$44.06	
01/19	12:03	927808	SELTZEN, C	26023	11.4	UE10	15.122	2.36810	0.20797	\$38.95	
01/29	07:53	556613	SELTZEN, C	26137	12.4	UE10	9.158	2.30730	0.20797	\$23.04	
Miles:				471	11.5		41.384			\$106.05	64 -
Department: 64 - WASTEWATER PLANT						UE10	65.105			\$167.47	
Department Totals -							65.105			\$167.47	

SITE LEGEND

SITE #	SITE NAME	ADDRESS	CITY	STATE
556613	Exxpress Mart #27	3911 Pure Atlantic Rd	Groves	TX
927808	B&b Mini Mart #2	3301 Cleveland Ave	Groves	TX

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FEB 16 2024

FINANCE



PO BOX 1239
COVINGTON, LA 70434

FLEET MANAGEMENT REPORT

Account # 217874
 FLEET # 228771
 Name: CITY OF GROVES
 MATCHING STATEMENT # NP65910783
 Page: 15 of 18



Transaction Detail for Customer NO. 228771 – CITY OF GROVES; 1/1/2024 – 1/31/2024

Department: 67 - WATER DISTRIBUTION

SubDepartment: No Sub-Department

DATE	TIME	SITE	DRIVER	ODOMETER	MPG	FUEL TYPE	QTY	NET PRICE	TAXES	TOTAL AMT	EXCEPT CODE**
34 – FLATBED											
01/10	13:29	556613	Julian Mel	65766	8.2	UDSL*	16.510	3.14840	0.20797	\$55.41	
				Miles: 136	8.2		16.510			\$55.41	44 -
Komatsu 35 – 67											
01/04	07:32	556613	Corey Burt	150	0.0	UDSL*	4.840	3.14880	0.20797	\$16.24	
01/18	07:48	556613	Corey Burt	100	0.0	UDSL*	4.204	3.14940	0.20797	\$14.11	
01/24	07:32	556613	Brandt Whi	4955	0.0	UDSL*	5.466	3.15040	0.20797	\$18.35	
01/28	11:38	556613	Kolby Schu	4964	1.9	UDSL*	4.760	3.15130	0.20797	\$15.98	
				Miles: 9	1.9		19.270			\$64.68	67 -
TB216 – taKEUCHI											
01/26	07:41	556613	SAWYER GRE	494	2.2	UDSL*	2.707	3.14740	0.20797	\$9.08	
				Miles: 6	2.2		2.707			\$9.08	67 -
Unit57 – 2009 F150											
01/02	07:51	556613	SAWYER GRE	71765	10.9	UE10	24.369	2.20850	0.20797	\$58.88	
01/09	08:07	556613	SAWYER GRE	72035	10.7	UE10	25.201	2.20830	0.20797	\$60.89	
01/16	11:15	556613	SAWYER GRE	72271	10.1	UE10	23.396	2.30850	0.20797	\$58.87	
01/23	07:53	556613	SAWYER GRE	72496	10.0	UE10	22.536	2.30790	0.20797	\$56.70	
01/30	09:50	556613	SAWYER GRE	72754	10.9	UE10	23.745	2.40810	0.20797	\$62.11	
				Miles: 1254	10.5		119.247			\$297.45	67 -
Department: 67 - WATER DISTRIBUTION						UE10	119.247			\$297.45	
						UDSL*	38.487			\$129.17	
Department Totals -							157.734			\$426.62	

SITE LEGEND

SITE #	SITE NAME	ADDRESS	CITY	STATE
556613	Exxpress Mart #27	3911 Pure Atlantic Rd	Groves	TX

PAID
 FEB 16 2024
 FINANCE



PO BOX 1239
COVINGTON, LA 70434

FLEET MANAGEMENT REPORT

Account # 217874
 FLEET # 228771
 Name: CITY OF GROVES
 MATCHING STATEMENT # NP65910783
 Page: 16 of 18

Transaction Detail for Customer NO. 228771 – CITY OF GROVES; 1/1/2024 – 1/31/2024

Department: 68 - WASTEWATER COLLECTION

SubDepartment: No Sub-Department

DATE	TIME	SITE	DRIVER	ODOMETER	MPG	FUEL TYPE	QTY	NET PRICE	TAXES	TOTAL AMT	EXCEPT CODE**
VACUUM – 2012 VACUUM TRUCK											
01/27	14:38	556613	Kolby Schu	13944	3.2	UDSL*	36.362	3.14780	0.20797	\$122.03	
01/31	14:27	556613	Kolby Schu	13972	0.5	UDSL*	52.448	3.14810	0.20797	\$176.02	
				Miles:	143	1.9	88.810			\$298.05	67 -
Department: 68 - WASTEWATER COLLECTION						UDSL*	88.810			\$298.05	
Department Totals -							88.810			\$298.05	

SITE LEGEND

SITE #	SITE NAME	ADDRESS	CITY	STATE
556613	Exxpress Mart #27	3911 Pure Atlantic Rd	Groves	TX

PAID
 FEB 16 2024
 FINANCE



PO BOX 1239
COVINGTON, LA 70434

FLEET MANAGEMENT REPORT

Account # 217874
 FLEET # 228771
 Name: CITY OF GROVES
 MATCHING STATEMENT # NP65910783
 Page: 17 of 18

Transaction Detail for Customer NO. 228771 – CITY OF GROVES; 1/1/2024 – 1/31/2024

Department: Garage

SubDepartment: 42

DATE	TIME	SITE	DRIVER	ODOMETER	MPG	FUEL TYPE	QTY	NET PRICE	TAXES	TOTAL AMT	EXCEPT CODE**
93 – 04 FORD F350											
01/02	08:11	556613	Mark Berge	75507	6.3	UE10	30.718	2.20820	0.20797	\$74.21	
01/23	13:29	350503	Mark Berge	75754	8.8	UE10	28.060	2.40840	0.20797	\$73.41	
				Miles:	440	7.6	58.778			\$147.62	42 -
FORD16 – 05 FORD F150											
01/08	11:35	556741	Adam Allre	161112	9.7	UE10	12.033	2.20730	0.20797	\$29.07	
01/10	13:43	556741	Adam Allre	161209	9.7	UE10	9.949	2.20730	0.20797	\$24.03	
01/16	11:00	556741	Adam Allre	161324	9.6	UE10	12.004	2.30760	0.20797	\$30.20	
01/22	13:13	556741	Adam Allre	161469	9.8	UE10	14.814	2.30860	0.20797	\$37.27	
01/25	12:10	556741	Adam Allre	161562	9.3	UE10	10.000	2.30800	0.20797	\$25.16	
01/29	14:03	556741	Adam Allre	161673	11.2	UE10	9.941	2.30760	0.20797	\$25.01	
				Miles:	678	9.9	68.741			\$170.74	46 -
SubDepartment: 42						UE10	127.519			\$318.36	
						SubDept Totals -	127.519			\$318.36	
Department: Garage						UE10	127.519			\$318.36	
						Department Totals -	127.519			\$318.36	

SITE LEGEND

SITE #	SITE NAME	ADDRESS	CITY	STATE
350503	Everyday #2	2501 Magnolia Ave	Port Neches	TX
556613	Exxpress Mart #27	3911 Pure Atlantic Rd	Groves	TX
556741	Exxpress Mart #26	5410 W Parkway St	Groves	TX

OTHER CHARGES

02/05/2024	Tax Exempt Filing Fee	\$143.73
02/05/2024	Extended Network Pricing	\$36.00
02/05/2024	Fraud Protector Fee	\$368.00
02/05/2024	Accelerator Rewards Elite	\$552.00
02/05/2024	Regular Package Fee	\$551.08
02/05/2024	Monthly Billing Cycle Fee	\$276.00
Total Other Charges		\$1,926.81

PAID
 FEB 16 2024
 FINANCE

Site Updates

New Sites

Name	Address	City	State	Description	Fuel	Diesel	Maint.	Pay at Pump	Open 24 Hrs
Atlas Disposal-cng	250 N Apollo Rd	Salt Lake City	UT	Unbranded	Y			Y	Y
Circle K #8931-smart Desq	2624 S 1st St	Tucumcari	NM	Circle K	Y	Y		Y	Y
Maverik Store #5386	5566 W Herriman Main St	Herriman	UT	Maverik	Y	Y		Y	Y
Maverik Store #5387	6031 South 900 East	Murray	UT	Maverik	Y	Y		Y	Y
Maverik Store #5398	10950 E Mississippi Ave	Aurora	CO	Maverik	Y	Y		Y	Y
Maverik Store #5399	1875 S Havan St	Aurora	CO	Maverik	Y	Y		Y	Y
Maverik Store #5402	4685 W 4000 S	West Haven	UT	Maverik	Y	Y		Y	Y
Maverik Store #698	1647 S Dixie Dr	Saint George	UT	Maverik	Y	Y		Y	Y
Maverik Store #730	4109 E Main St	Farmington	NM	Maverik	Y	Y		Y	Y
Maverik Store #733	3098 E University Ave	Las Cruces	NM	Maverik	Y			Y	
Maverik Store #737	3289 S Fork Bld	Idaho Falls	ID	Maverik	Y	Y		Y	Y
Maverik Store #738	111 Garner Lake Rd	Gillette	WY	Maverik	Y	Y		Y	Y
Maverik Store 5384	13639 South 200 West	Draper	UT	Maverik	Y	Y		Y	Y
Maverik Store 5385	9780 South Redwood Rd	South Jordan	UT	Maverik	Y			Y	Y
Maverik Store 5407	808 Smead Pkwy	Caldwell	ID	Maverik	Y			Y	
Maverik Store 5408	450 Crossroads Blvd	Windsor	CO	Maverik	Y			Y	
Maverik Store 5409	381 S Innovation Ln	Meridian	ID	Maverik	Y			Y	
Quality Quick Stop	188 North Broadway	Tooele	UT	Unbranded	Y	Y		Y	
Thibodeaux Country Cstore	909 Beglis Pkwy	Sulphur	LA	Unbranded	Y	Y		Y	
Zachary Stop	20191 Plank Rd	Zachary	LA	Shell	Y	Y		Y	Y

PAID

FEB 16 2024

FINANCE



6425 Highway 347
Beaumont TX 77705

Customer Service (409) 724-2371
RepublicServices.com/Support

Important Information

It's easy to go paperless! Sign up for Paperless Billing at RepublicServices.com and enjoy the convenience of managing your account anytime, anywhere, on any device.

Account Number 3-0862-1266188
Invoice Number 0862-001160921
Invoice Date January 31, 2024
Past Due on 01/31/24 \$11,997.14
Payments/Adjustments -\$3,055.30
Current Invoice Charges \$7,961.23

Total Amount Due	Payment Due Date
\$16,903.07	Past Due

PAYMENTS/ADJUSTMENTS

Description	Reference	Amount
Payment - Thank You 01/09	77708	-\$3,055.30

CURRENT INVOICE CHARGES

Description	Reference	Quantity	Unit Price	Amount
Groves Water Reclaim Ctr>fel 4925 Mckinley Ave CSA SAG052501 Groves, TX				
1 Waste Container 2 Cu Yd, 1 Lift Per Week				
Pickup Service 01/01-01/31			\$139.17	\$139.17
Fuel Recovery Fee				\$27.35
Location Total				\$166.52
Groves Water Reclaim Ctr>fel 1222 Taft Ave CSA S034997R01 Port Arthur, TX				
2 Waste Container 2 Cu Yd, 2 Lifts Per Week				
Pickup Service 01/01-01/31			\$233.47	\$233.47
Fuel Recovery Fee				\$45.85
Location Total				\$279.32
Groves Water Reclaim Ctr>rol 1222 Taft Ave PO Robert Harding Port Arthur, TX				
1 Waste Container 20 Cu Yd, 5 Lifts Per Week Special Waste				
Pickup Service 12/29		1.0000	\$348.95	\$348.95
St 127340 M 2717879 Wt 444185				
Pickup Service 01/02	Philo Elliott	1.0000	\$348.95	\$348.95
St 130772 M 2717878 Wt 444471				
Pickup Service 01/03		1.0000	\$348.95	\$348.95
St 129894 M 2717877 Wt 444537				
Pickup Service 01/04		1.0000	\$348.95	\$348.95
St 123708 M 2717876 Wt 444597				
Pickup Service 01/05		1.0000	\$348.95	\$348.95
St 123716 M 2717875 Wt 444721				

RECEIVED
FEB 06 2024
FINANCE



Past Due	30 Days \$8,941.84	60 Days \$0.00	90+ Days \$0.00
----------	-----------------------	-------------------	--------------------



6425 Highway 347
Beaumont TX 77705

Please Return This
Portion With Payment

Total Enclosed

[Empty box for Total Enclosed amount]

Return Service Requested

Total Amount Due \$16,903.07
Payment Due Date Past Due
Account Number 3-0862-1266188
Invoice Number 0862-001160921

For Billing Address Changes
Check Box and Complete Reverse.

Make Checks Payable To:



00043514
Q112
CITY OF GROVES ATTN A/P
GULF COAST WATER RECLAIM CTR
3947 LINCOLN AVE
GROVES TX 77619-4604



REPUBLIC SERVICES #862
PO BOX 78829
PHOENIX AZ 85062-8829



6425 Highway 347
Beaumont TX 77705

Account Number
Invoice Number
Invoice Date

3-0862-1266188
0862-001160921
January 31, 2024

CURRENT INVOICE CHARGES

<u>Description</u>	<u>Reference</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
Pickup Service 01/08		1.0000	\$348.95	\$348.95
St 121803 M 2717874 Wt 444778				
Pickup Service 01/09		1.0000	\$348.95	\$348.95
St 121808 M 2717873 Wt 444839				
Pickup Service 01/10		1.0000	\$348.95	\$348.95
St 123719 M 2717872 Wt 444978				
Pickup Service 01/11		1.0000	\$348.95	\$348.95
St 123723 M 2717871 Wt 445256				
Pickup Service 01/12		1.0000	\$348.95	\$348.95
St 123727 M 2717870 Wt 445568				
Pickup Service 01/16		1.0000	\$348.95	\$348.95
St 122300 M 2717869 Wt 446858				
Pickup Service 01/18		1.0000	\$348.95	\$348.95
St 121468 M 2717868 Wt 447172				
Pickup Service 01/19		1.0000	\$348.95	\$348.95
St 121472 M 2717867 Wt 447538				
Pickup Service 01/22		1.0000	\$348.95	\$348.95
St 122254 M 2717866 Wt 448318				
Pickup Service 01/23		1.0000	\$348.95	\$348.95
St 121480 M 2717865 Wt 448380				
Pickup Service 01/24		1.0000	\$348.95	\$348.95
St 122262 M 2717864 Wt 448430				
Pickup Service 01/25		1.0000	\$348.95	\$348.95
St 122266 M 2717863 Wt 448469				
Pickup Service 01/26		1.0000	\$348.95	\$348.95
St 122268 M 2717862 Wt 448505				
Fuel Recovery Fee				\$1,234.26
Location Total				\$7,515.36
Total Fuel Recovery Fee				\$1,307.49
CURRENT INVOICE CHARGES, Due by February 20, 2024				\$7,961.23



PURCHASING DOCUMENT FOR QUOTES ONLY

City of Groves, Dept. of Public Works and Engineering

DATE: February 21, 2024

P.O. NUMBER: 09-36696

TO: Kevin Carruth

FROM: Troy W. Foxworth

Purchase Recommendation

Recommended Company: Soutex Surveyor& Engineers			
Items to be Purchased: Engineering Pay Request No. IV			
ITEM DESC.	QTY	UNIT COST	TOTAL COST
Plan set /Bidding (15% this bill) 95% complete	1	\$10,050.00	\$10,050.00
	1		\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
<i>* Note: Purchases greater than \$5000.00 Require Council approval before ordering!</i>			\$10,050.00*

REASONS FOR PURCHASE:

Payment request for Engineering services at Wastewater treatment plant. Services include surveying plan set, and bidding for the installation of a new screening system and grit classifier at the headworks. This contract was presented to the council and approved at the council meeting on 8-28-2023.

QUOTES

	COMPANY NAME	COST
1.		\$
2.		\$
3.		\$
4.		\$
5.		\$

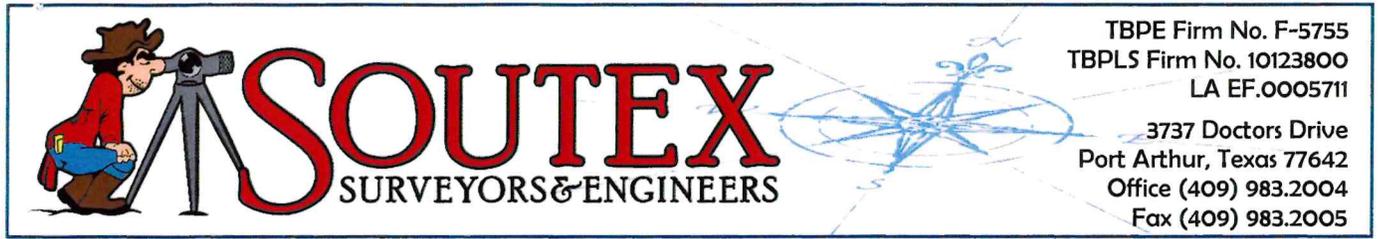
CHARGE NUMBER: 11-5-67-09-604 VENDOR NUMBER: 22346

Requested by: Troy Foxworth Date: February 21, 2024

Approved by:  Date: 2-21-2024
(PW Director)

Approved by: _____ Date: _____
(City Manager)

Date Council Approved _____



09-36696

Invoice

BILL TO City of Groves
 3947 Lincoln Avenue
 Groves, Texas 77619
 City Manager / Accounts Payable

DATE 2/7/2024

INVOICE # 51675

Project No. 23-0445

ITEM	DESCRIPTION	AMOUNT
	CITY OF GROVES WWTP Improvements 2023 Installation of New Mechanical Bar Screen & Grit Classifier TOTAL Contract Amount: \$ 128,000.00 Previously Billed: \$ 75,100.00 (as of 1/11/2024)	
ENGINEER	III. PLAN SET / BIDDING Amount: \$ 67,000.00 95% Completed to Date (15% THIS BILLING)	10,050.00

RECEIVED

FEB 15 2024

FINANCE

Total \$10,050.00

Payments/Credits \$0.00

Balance Due \$10,050.00

We appreciate your business.
 Please call again.

P U R C H A S E O R D E R

City of Groves

PURCHASE ORDER # 09-36653

02/14/2024

ISSUED TO: VEND #: 01-22509
TYLER TECHNOLOGIES, INC.
PO BOX 203556
DALLAS, TX 75320-3556

SHIP TO:
City of Groves City Hall
3947 Lincoln Avenue
Groves, TX 77619
Purchasing Department

UNITS	DESCRIPTION	G/L ACCOUNT		PRICE	AMOUNT
0.00	INCODE ANNUAL COSTS INCODE ANNUAL COSTS	01 -5-05-09-900	COMPUTER SYSTEM/SOFTWARE	0.00	76,350.21

RECEIVED

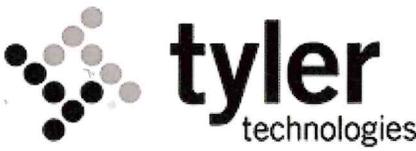
FEB 15 2024

FINANCE

*** TOTAL *** 76,350.21

ORDERED BY: LAMAR OZLEY

APPROVED BY: LAMAR OZLEY

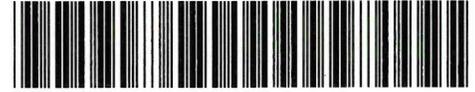


Remittance:
 Tyler Technologies, Inc
 (FEIN 75-2303920)
 P.O. Box 203556
 Dallas, TX 75320-3556

Invoice

Invoice No	Date	Page
025-452227	02/01/2024	1 of 2

Questions:
 Tyler Technologies- Local Government
 Phone: 1-800-772-2260 Press 2, then 2
 Email: ar@tylertech.com



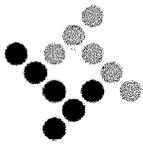
Bill To: CITY OF GROVES
 3947 LINCOLN
 GROVES, TX 77619

Ship To: CITY OF GROVES
 3947 LINCOLN
 GROVES, TX 77619

Cust No.-BillTo-ShipTo	Ord No	PO Number	Currency	Terms	Due Date
43206 - MAIN - MAIN	190991		USD	NET30	03/02/2024

Date	Description	Units	Rate	Extended Price
Contract No.: Groves, TX, City of				
	System Management Services	1	9,158.86	9,158.86
	Maintenance Start: 01/Mar/2024, End: 28/Feb/2025			
ERP Pro Financials Annual Fees				
	Incode Personnel Management Suite Maintenance	1		\$5,533.92
	Secure Signatures - (Includes 2 Signatures) - Maintenance			
	Human Resources Base Package - Maintenance			
	Distributed Time Sheet Entry - Maintenance			
Municipal Justice Annual Fees				
	Brazos Citation Issuing Device Interface - Maintenance	1		\$0.00
	Maintenance Start: 29/Feb/2024, End: 27/Feb/2025			
Municipal Justice Annual Fees				
	Court Online Component - Annual Fee	1		\$1,500.00
Online Access Annual Fees				
	Utility Billing Online Component - Annual Fee	1		\$3,120.00
	Maintenance: Start: 01/Mar/2024, End: 28/Feb/2025			
ERP Pro Document Management Annual Fees:				
	Tyler Output Processor Server - Maintenance	1		\$973.23
ERP Pro Financials Annual Fees				
	General Ledger	1		\$23,023.29
	Budget Preparation			
	Check Reconciliation			
	Accounts Payable			
	Payroll/Personnel			
	Inventory Control			
	Purchase Orders - Maintenance			
	Forms Overlay - Maintenance			
ERP Pro Utilities Annual Fees				
	Utility CIS System	1		\$20,477.12
	Service Order Management			
	Central Cash Collection			
	Utility Handheld Meter-Reader Interface			
	Utility Handheld Meter-Reader Interface			
	Permits & Inspections			
Hardware Annual Fees				
	Epson TM 950-II Receipt Printer	1		\$5,530.64
	Epson TM 950-II Receipt Printer			

RECEIVED
JAN 30 2024
FINANCE



tyler
technologies

Remittance:
Tyler Technologies, Inc
(FEIN 75-2303920)
P.O. Box 203556
Dallas, TX 75320-3556

Invoice

Invoice No	Date	Page
025-452227	02/01/2024	2 of 2

Questions:
Tyler Technologies- Local Government
Phone: 1-800-772-2260 Press 2, then 2
Email: ar@tylertech.com

Bill To: CITY OF GROVES
3947 LINCOLN
GROVES, TX 77619

Ship To: CITY OF GROVES
3947 LINCOLN
GROVES, TX 77619

Cust No.-BillTo-ShipTo	Ord No	PO Number	Currency	Terms	Due Date
43206 - MAIN - MAIN	190991		USD	NET30	03/02/2024

Date	Description	Units	Rate	Extended Price
	APG Automated Cash Drawer			
	APG Automated Cash Drawer			
	Epson TM-H6000III Thermal Receipt Printer			
	Media Plus Automated Cash Drawer			
	Municipal Justice Annual Fees	1		\$5,826.96
	Court Case Management			
	Third Party System Software	1		\$706.19
	System Software Non SQL Maintenance			
	System Software Non SQL Maintenance			
	Tyler University	1		\$500.00
	Tyler U			

****ATTENTION****
Order your checks and forms from
Tyler Business Forms at 877-749-2090 or
tylerbusinessforms.com to guarantee
100% compliance with your software.

City of Groves

Subtotal	76,350.21
Sales Tax	\$0.00
Invoice Total	76,350.21

Page 67

P U R C H A S E O R D E R

City of Groves

PURCHASE ORDER # 09-36664

02/15/2024

ISSUED TO: VEND #: 01-23403
 WATHEN, DESHONG & JUNCKER, L.L.P.
 4140 GLADYS AVE SUITE 101
 BEAUMONT, TX 77706-3648

SHIP TO:
 City of Groves City Hall
 3947 Lincoln Avenue
 Groves, TX 77619
 Purchasing Department

UNITS	DESCRIPTION	G/L ACCOUNT	PRICE	AMOUNT
0.00	INTERIM BILL FOR FYE23 AU INTERIM BILL FOR FYE23 AUDIT	01 -5-05-06-020	CITY AUDITOR	15,000.00

RECEIVED
FEB 15 2024
FINANCE

*** TOTAL *** 15,000.00

ORDERED BY: LAMAR OZLEY

APPROVED BY: LAMAR OZLEY

Wathen, DeShong & Juncker, L.L.P.

4140 Gladys Avenue, Suite 101
Beaumont, TX 77706-3648
(409) 838-1605 www.wdjcpa.com

City of Groves
Lamar Ozley
3947 Lincoln Ave.
Groves, TX 77619

Client ID: 10750
Invoice #: 74621
January 25, 2024

For Professional Services Rendered:

Interim billing for the performance of the financial statement audit for the year ended September 30, 2023. 15,000.00

Billed Time & Expenses	\$15,000.00
Invoice Total	\$15,000.00
Beginning Balance	\$0.00
Invoices	15,000.00
Receipts	0.00
Adjustments	0.00
Amount Due	\$15,000.00

RECEIVED

JAN 30 2024

FINANCE

<u>01/25/2024</u>	<u>12/31/2023</u>	<u>11/30/2023</u>	<u>10/31/2023</u>	<u>09/30/2023+</u>	<u>Total</u>
15,000.00	0.00	0.00	0.00	0.00	\$15,000.00

Please return this portion with payment. Please make checks payable to Wathen, DeShong & Juncker, L.L.P.

Client ID: 10750
City of Groves

Invoice: 74621
Date: 01/25/2024

Amount Due: \$15,000.00

Amount Enclosed: \$ _____