

Notice of Regular Meeting

November 4, 2024, 5:00 p.m.

City Council Chamber, 3947 Lincoln Ave., Groves, TX



City Council

Notice is given that the Groves City Council will hold a regular meeting in person on the date, time, and location listed above. Live streaming of the meeting is available for viewing at <https://us02web.zoom.us/j/87280942465> or by scanning the QR code to the right. The City Council welcomes citizen participation at all City Council meetings on any agenda items within the limitations of law and decorum. City Council may adjourn into Executive Session to deliberate any agenda item listed if the matter for discussion meets an exception for Executive Session under Texas Government Code Chapter 551. The City Council may also deliberate in public on any item that is listed on the agenda for Executive Session.



Opening Agenda

1. Call meeting to order.
2. Prayer.
3. Pledge of Allegiance.
4. Roll call.
5. Citizen comments.

Regular Agenda

6. Deliberate and act to approve the minutes of the October 7, 2024, and October 21, 2024, City Council Minutes.
7. Receive the minutes of the October 28, 2024, Planning and Zoning Meeting.
8. Deliberate and act on establishing a date for a Joint Public Hearing with the Planning and Zoning Commission for a specific use permit renewal for a game room at 6850 25th St.
9. Deliberate and act on Resolution 2024-07 adopting a covered applications and prohibited technology policy pursuant to Senate Bill 1983.
10. Deliberate and act on Ordinance 2024-26 amending the City of Groves Code of Ordinances Chapter 10 – Fire Protection and Prevention, Article I, with certain changes including removing requirements for contractor permits and registration, adding a residential occupancy inspection fee, adding a definition of false alarm, removing certain local amendments, and removing redundant provisions.
11. Deliberate and act on casting the ballot for the Jefferson Central Appraisal District Board of Directors.
12. Deliberate and act on authorizing the Mayor and Public Works Director to execute a Memorandum of Understanding with the City of Groves Public Works Department to utilize a portion of the City's American Rescue Plan Act Funds for beautification of the City.
13. Deliberate and act on November 4, 2024, Invoice List.

Executive Session

14. City Council will hold an executive session pursuant to the provisions of Chapter 551 of the Texas Government Code, in accordance with the authority contained in:
 - a. Section 551.071 (1) (A) – Consultation with Attorney when the governmental body seeks the advice of its attorney about pending or contemplated litigation.
 - b. Section 551.072 – Deliberation Regarding Real Property.
 - c. Section 551.074 (a) (1) – Personnel Matters to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the Municipal Court Judge, Interim Judge, and Municipal Prosecutor.

Reconvene Open Session

15. Deliberate and act on the reappointment of Mike Simon as the Municipal Court Judge for the City of Groves.

16. Deliberate and act on the reappointment of Mark DeRouen as the relief Municipal Court Judge for the City of Groves.

Closing Agenda

17. Hear and deliberate on Council Member comments.

18. Adjourn.

Special Accommodations

Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services are requested to contact City Clerk Clarissa Thibodeaux at (409) 960-5773 or cthibodeaux.cigrovestx.com at least three days before the meeting.

Certification

I certify that the above notice of meeting was posted on the bulletin board and front door of City Hall, 3947 Lincoln Avenue, on November 1, 2024, at _____ AM/PM.

City of Groves
Agenda Item Information Form

Council Meeting Date: 11/4/2024 Department: City Manager Agenda Item No. 6

Title for Item (same as to be placed on Agenda): Deliberate and act to approve the minutes of the October 7, 2024, and October 21, 2024, City Council Meetings.

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

Submitted to City Manager's Office on: Date: 10/28/24 Time: 2:00 p.m. By: C. THIBODEAUX

Explanation of Item: _____

Deadline for Approval: Immediately.

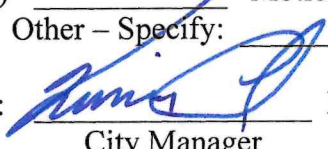
Staff Recommendation: Approval of minutes, as presented.

Alternative (if any) for consideration: _____

Identify any attachments to this document: October 7, 2024, and October 21, 2024, Council Minutes.

Specific Council Action Requested: None (Information item only) _____ Motion X

Ordinance – Number _____ Resolution – Number _____ Other – Specify: _____

Signed: _____ Date: _____ Approved:  Date: 10/29/24
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 _____

A regular meeting of the Groves City Council was held October 7, 2024, in the Groves City Council Chamber with Mayor Chris Borne, Mayor Pro Tem Mark McAdams, Councilmember Rhonda Dugas, Councilmember Pete Konidis, and Councilmember Paul Oliver in attendance. Mayor Borne called the meeting to order and welcomed the attendees. A representative from the VFW 4820 then led the prayer and pledge of allegiance.

Mayor Borne asked for reports and City Manager Carruth stated there were no reports.

Mayor Borne asked for citizen comments and Mitchell Prevost of 5307 Gulfway Drive addressed Council and provided them with documents. Mr. Prevost then referenced the City Charter stating that the City Marshal should be on duty at all times. Mr. Prevost stated that no one was available to him since September 26th. Mr. Mitchell then stated that he would like the Police Department to be more diversified.

Darrell Gonzales of 3200 East Parkway then addressed Council informing them of some of his background concerning governmental meetings. Mr. Gonzales then spoke about the September 23, 2024, EDC Meeting which the lack of decorum and rudeness was appalling. Mr. Gonzales stated that the City needs to attract and keep new businesses in Groves. Mr. Gonzales then spoke about the duties of the EDC President and stated that the President should use their powers to help. Mr. Gonzales stated that he believes there should be a new EDC President selected.

Ken Lofton of 3100 Eugenia Lane stated in order to get respect, you have to give respect. Mr. Lofton also stated that this is the 23rd anniversary of Operation Enduring Freedom. There were no further citizen comments.

RECEIVE THE MINUTES OF THE SEPTEMBER 23, 2024, PLANNING AND ZONING MEETING: Mayor Borne stated that all of Council has received a copy of these minutes.

DELIBERATE AND ACT TO APPROVE THE MINUTES OF THE SEPTEMBER 23, 2024, JOINT PUBLIC HEARING: Councilmember Konidis made a motion to deliberate and act to approve the minutes of the September 23, 2024, Joint Public Hearing and Mayor Pro Tem McAdams seconded. There were no questions and the motion passed unanimously.

DELIBERATE AND ACT TO APPROVE THE MINUTES OF THE SEPTEMBER 23, 2024, CITY COUNCIL MEETING: Mayor Pro Tem McAdams made a motion to

deliberate and act to approve the minutes of the September 23, 2024, City Council Meeting and Councilmember Oliver seconded. There were no questions and the motion passed unanimously.

DELIBERATE AND ACT ON ORDINANCE 2024-16, AUTHORIZING A SPECIFIC USE PERMIT FOR GAMING MACHINES & GAME ROOMS AT 6900 32ND ST.: Councilmember Konidis made a motion to deliberate and act on Ordinance 2024-16 and Councilmember Oliver seconded. Mayor Borne asked if this address has complied with Planning and Zoning completing everything and Building Official Don Pedraza stated they have. There were no further questions and the motion passed unanimously.

DELIBERATE AND ACT ON ORDINANCE 2024-22, AUTHORIZING A SPECIFIC USE PERMIT FOR GAMING MACHINES & GAME ROOMS AT 2600 MAIN AVE.: Mayor Pro Tem McAdams made a motion to deliberate and act on Ordinance 2024-22 and Councilmember Oliver seconded. Building Official Don Pedraza stated that everything has been completed and approved by Planning and Zoning Committee. There were no further questions and the motion passed unanimously.

DELIBERATE AND ACT ON ORDINANCE 2024-23, AUTHORIZING A SPECIFIC USE PERMIT FOR GAMING MACHINES & GAME ROOMS AT 2610 MAIN AVE.: Councilmember Oliver made a motion to deliberate and act on Ordinance 2024-23 and Councilmember Konidis seconded. Building Official Don Pedraza stated that everything has been completed and approved by Planning and Zoning Committee. There were no further questions and the motion passed unanimously.

DELIBERATE AND ACT ON A RESOLUTION APPROVING THE SUBMISSION OF A TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM APPLICATION TO THE TEXAS DEPARTMENT OF AGRICULTURE FOR THE 2025-2026 COMMUNITY DEVELOPMENT FUND AND AUTHORIZING THE MAYOR AND CITY MANAGER TO NEGOTIATE AND EXECUTE ALL NECESSARY DOCUMENTS: Councilmember Dugas made a motion to deliberate and act on a resolution approving the submission of a Texas Community Development Block Grant program application to the Texas Department of Agriculture for the 2025-2026 Community Development Fund and authorizing the Mayor and City Manager to negotiate and execute all necessary documents. Councilmember Oliver seconded. City Manager Kevin Carruth informed Council that this is just to authorize an application to be submitted. Mr. Carruth then stated that there will be a match requirement, however there is a long lead time and the match would not have to be

paid at the earliest next fiscal year and possibly FY '25-'26. Mr. Carruth then stated that we do not have the project identified yet but it will probably be a utility project. Sophie Lehmann from Grant Works then introduced herself and stated that she is the operator assigned to this application. City Manager Kevin Carruth stated that the match would be \$112,500 cash. Mrs. Lehmann then stated that one of the point categories that says the grant is a competitive grant application is the match amount and is based on population size. Mrs. Lehmann stated that we would have at least one or two fiscal years before the match would be due. There were no further questions and the motion passed unanimously.

DELIBERATE AND ACT ON ORDINANCE 2024-24 AUTHORIZING THE SETTLEMENT OF TEXAS GAS SERVICE COMPANY'S STATEMENT OF INTENT TO INCREASE RATES WITHIN THE CENTRAL-GULF SERVICE AREA: Mayor Pro Tem McAdams made a motion to deliberate and act on Ordinance 2024-24 authorizing the settlement of Texas Gas Service Company's statement of intent to increase rates within the Central-Gulf service area. Councilmember Dugas seconded. City Manager Kevin Carruth reminded Council that we had acted a couple of weeks ago denying the rate increase and our consultant law firm is recommending that we agree to the proposed settlement. There were no further questions and the motion passed unanimously.

DELIBERATE AND ACT ON A RESOLUTION IMMEDIATELY REMOVING COUNCIL MEMBER RHONDA DUGAS FROM THE GROVES ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS: Councilmember Pete Konidis made a motion to deliberate and act on a resolution immediately removing Council Member Rhonda Dugas from the Groves Economic Development Corporation Board of Directors and Mayor Pro Tem McAdams seconded. Mayor Borne then read Resolution 2024-09. Mayor Borne asked for questions. Councilmember Dugas made extended comments objecting to the proposed resolution and declared that she was the subject of unwarranted persecution by the Mayor and other Councilmembers. After several minutes Councilmember Konidis called for a vote on the motion and it passed with Mayor Chris Borne, Mayor Pro Tem McAdams, Councilmember Pete Konidis and Councilmember Paul Oliver in favor of the motion. Councilmember Rhonda Dugas voted against the motion. Motion passed 4-1.

INVOICES: City Secretary Clarissa Thibodeaux presented invoices for payment totaling \$89,776.64 as follows:

1. Brenntag Southwest, INC	Sodium Hydroxide for water plant.	\$8,476.87
2. HEAT Safety Equipment LLC	1 new air pack and 3 new 30 year 45 minutes SCBA bottles.	\$11,408.98
3. Lewis F. McClain, JR	Sales tax analysis subscription.	\$7,855.00
4. Messer, Fort & McDonald	Legal – Personnel Issues, Fire Negotiations legal and travel.	\$14,566.19
5. Novus Wood Group	Wood chipping and hauling.	\$40,608.00
6. PVS DX, INC	Chlorine for water plant.	\$6,861.60

Councilmember Konidis moved to approve payment of the invoices totaling \$89,776.64 and Mayor Pro Tem McAdams seconded. Mayor Borne asked for questions. Mayor Borne asked if the wood chipping was able to clear everything at the Georgia Lift Station and Public Works Director Troy Foxworth stated it did clear it. There were no further questions and the motion passed unanimously.

Mayor Borne asked for Councilmember comments and Mayor Borne thanked citizen Glen Billeaud for helping his mother who had fallen in her yard. Mayor Borne also thanked Josh Hidalgo, Cole White and Dustin Montijo for helping his mother.

There being no further business, Mayor Borne adjourned the meeting at 5:44 p.m.

Mayor

ATTEST:

City Clerk

A regular meeting of the Groves City Council was held October 21, 2024, in the Groves City Council Chamber with Mayor Chris Borne, Mayor Pro Tem Mark McAdams, Councilmember Pete Konidis, Councilmember Rhonda Dugas and Councilmember Paul Oliver in attendance. Mayor Borne called the meeting to order and welcomed the attendees. A representative from VFW 4820 then led the prayer and pledge of allegiance.

Mayor Borne asked for reports and City Manager Kevin Carruth informed Council that two trucks from Enterprise were delivered today. There were no further reports.

Mayor Borne then called for citizen comments and there were none.

RECEIVE THE MINUTES OF THE SEPTEMBER 30, 2024, AND OCTOBER 14, 2024 PLANNING AND ZONING METINGS: Mayor Borne asked if everyone received a copy in their packet and everyone had.

DELIBERATE AND ACT TO APPROVE THE MINUTES OF THE SEPTEMBER 30, 2024, SPECIAL MEETING: Councilmember Oliver made a motion to deliberate and act to approve the minutes of the September 30, 2024, Special Meeting and Mayor Pro Tem McAdams seconded. There were no questions and the motion passed unanimously.

DELIBERATE AND ACT ON A MEMORANDUM OF UNDERSTANDING WITH TOTALENERGIES FOR THE USE OF CERTAIN CITY FACILITIES AS A BACKUP EMERGENCY OPERATIONS CENTER FOR TOTALENERGIES AND AUTHORIZING THE MAYOR, CITY MANAGER, AND FIRE CHIEF TO NEGOTIATE AND EXECUTE ALL NECESSARY DOCUMENTS: Councilmember Dugas made a motion to deliberate and act on a Memorandum of Understanding with TotalEnergies for the use of certain city facilities as a backup Emergency Operations Center for TotalEnergies and authorizing the Mayor, City Manager, and Fire Chief to negotiate and execute all necessary documents. Councilmember Oliver seconded. Fire Chief Lance Billeaud informed Council that three years ago Total came to the City of Groves asking if a catastrophe knocked out their EOC if they could use some of our buildings. Chief Billeaud then stated that it was approved then but they did not get the agreement spelled out, but they now have an agreement in writing. Chief Billeaud then informed Council that if need be Total would use the training room at the Fire Station and the City of Groves command center for EOC is the Court Room. Councilmember Oliver asked if that would interfere with our operations and Chief Billeaud assured him it would not. There were no further questions and the motion passed unanimously.

DELIBERATE AND ACT ON ESTABLISHING A DATE FOR A JOINT PUBLIC HEARING WITH THE PLANNING AND ZONING COMMISSION FOR SPECIFIC USE PERMITS FOR GAME ROOMS LOCATED AT 5011 MONROE BLVD. AND 5170 TWIN CITY HIGHWAY: Councilmember Dugas made a motion to deliberate and act on establishing a date for a Joint Public Hearing with the Planning and Zoning Commission for specific use permits for game rooms located at 5011 Monroe Blvd. and 5170 Twin City Highway. Councilmember Konidis seconded. Councilmember Oliver stated that he is concerned about the game rooms that are close to apartment complexes or playgrounds. City Attorney Brandon P. Monk stated that the state already restricts distances from schools and things like that but there are no state restrictions from apartment complexes or playgrounds. Mr. Monk then stated that the concern would be having something that is more restrictive than the state. Mr. Monk also stated that would need to be its own discussion. City Manger Kevin Carruth stated that staff is looking into what the other cities around us are doing with their ordinances to see if there is anything we can bring to council. Councilmember Dugas asked if any of the State laws have changed concerning game rooms and Mr. Monk stated that not as far as he knows. Mayor Borne stated that staff's recommendation for the Joint Public Hearing is November 18, 2024. Councilmember Dugas amended her previous motion to include the date of November 18, 2024, and Councilmember Konidis seconded. There was no further discussion and the motion passed unanimously.

DELIBERATE AND ACT ON AN ORDINANCE APPROVING THE PAY GRADE FOR THE CITY MANAGER POSITION: Mayor Pro Tem McAdams made a motion to deliberate and act on an ordinance approving the pay grade for the City Manager Position and Councilmember Oliver seconded. Mayor Pro Tem McAdams amended his previous motion to include Ordinance number 2024-25 and Councilmember Oliver seconded. There were no questions and the motion passed unanimously.

INVOICES: City Manager Kevin Carruth presented invoices for payment totaling \$99,245.98 as follows:

1. Chemtex Environmental	August lab charges.	\$5,590.00
2. City of Port Arthur	Landfill sludge disposal September 2024.	\$5,720.00

3. City of Port Arthur	Landfill fees 7/26/24 – 8/22/24.	\$15,900.00
4. Fuelman	Gas and diesel for September 2024.	\$16,138.90
5. Hach Company	Hach annual service partnership.	\$6,331.00
6. Industrial & Commercial Mechanical, LLC	AC coil for activity building air conditioner.	\$13,970.00
7. Lower Neches Valley Authority	Raw water purchased.	\$24,750.00
8. Republic Services	Sludge disposal September 2024.	\$10,846.08

Councilmember Pete Konidis moved to approve payment of the invoices totaling \$99,245.98 and Councilmember Oliver seconded. Mayor Borne asked about the AC coils for the activity building and City Manager Kevin Carruth stated that is the third repair to that particular unit in the last 12 months. There was no further discussion and the motion passed unanimously.

Mayor Borne asked for Councilmember comments. Councilmember Konidis stated that there was a great turnout at the Pecan Festival. There was no further business and Mayor Borne adjourned the meeting at 5:18 p.m.

Mayor

ATTEST:

City Clerk

City of Groves
Agenda Item Information Form

Council Meeting Date: 11/4/2024 Department: City Manager Agenda Item No. 7

Title for Item (same as to be placed on Agenda): Receive the minutes of the October 28, 2024, Planning and Zoning Meeting.

Party(ies) requesting placement of this item on the agenda: Chief Building Official Don Pedraza

Submitted to City Manager's Office on: Date: 10/29/24 Time: 8:45 a.m. By: C. THIBODEAUX

Explanation of Item: _____

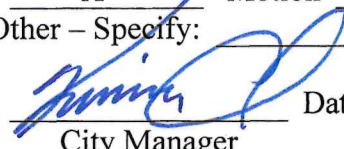
Deadline for Approval: Not an action item.

Staff Recommendation: Not an action item.

Alternative (if any) for consideration: _____

Identify any attachments to this document: Copy of the October 28, 2024, Planning and Zoning Meeting.

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

Signed: _____ Date: _____ Approved:  Date: 10/29/24
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 _____

**CITY OF GROVES
PLANNING AND ZONING COMMISSIONERS' WORKSHOP
MONDAY, OCTOBER 28, 2024**

MINUTES

The City of Groves Planning and Zoning Commissioners Met in The Public Works Building, 4925 Mckinley, Monday, October 28, 2024, 6:00 PM To Consider the Request for the Property Listed Herein.

1. **Act To Approve the Planning and Zoning Commissioners Minutes of October 14, 2024 as written.**
2. **To Consider Renewing the Specific Use Permit for Game Room & Gaming Machines @ 6850 25th Street, B & B MINI MART, DIAMOND PT OF LTS 1 & 2 TR 2.278 BLK 2**

Vice Chairman Plokhooy called the meeting to order at 6:00pm and called for a roll call. Let the records indicate a quorum was met.

Members Present: Craig Plokhooy (Secretary) Michael Campise (Alt), Lynnette Baaheth, (Building Official) Don Pedraza, (Ex Officio) Pete Konidis.

Absent: Rodney Pacetti, Chris Crain

Guest: Schahidli Momin (Owner 6850 25th Street)

ITEMS OF NEW BUSINESS

Vice Chairman Plokhooy called for a motion to approve the Planning and Zoning Commissioners Minutes of October 14, 2024. Commissioner Campise made the motion to approve the October 14, 2024 Planning & Zoning Commissioners' Meeting Minutes as written. Vice Chairman Plokhooy Seconded. Vice Chairman Plokhooy asked for discussion and there were none. Vice Chairman Plokhooy called for a vote, Vote was unanimous, motion carried.

DELIBERATE AND CONSIDER RENEWING THE SPECIFIC USE PERMIT FOR GAME ROOM & GAMING MACHINES @ 6850 25TH STREET, B & B MINI MART, DIAMOND PT OF LTS 1 & 2 TR 2.278 BLK 2

Vice Chairman Plokhooy called for a motion to consider renewing the Specific Use Permit for Game Room & Gaming Machines @ 6850 25th Street, B & B MINI MART, DIAMOND PT OF LTS 1 & 2 TR 2.278 BLK 2 and send it to City Council to set a date for a public hearing. Vice Chairman Plokhooy made the motion to consider renewing the Specific Use Permit for Game Room & Gaming Machines @ 6850 25TH Street and send it to City Council to set a date

for a public hearing. Commissioner Baaheth second. Vice Chairman Plokhooy called for a vote, Vote was unanimous, motion carried. Discussions follow

Vice Chairman Plokhooy called for a motion to accept the request to renew the Specific Use Permit for Game Room & Gaming Machine @ 6850 25 Street and send it to City Council with the P & Z Commissioners' approval. Commissioner Baaheth made the motion to accept the request to renew the Specific Use Permit for Game Room & Gaming Machines @ 6850 25, Street and send it to City Council with the P & Z Commissioners approval. Commissioner Campise second. Vice Chairman Plokhooy called for a vote, Vote was unanimous, motion carried.

Vice Chairman Plokhooy asked if there was any new business or old business.

Building Inspector Don Pedraza informed the P & Z Commissioners the City Council will review Article III. Game Rooms and Gaming Machines ordinances for possible revisions.

With no further business, adjourn at 6:22 pm.

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CITY OF GROVES

APPLICATION TO THE PLANNING & ZONING COMMISSION

Date: 10-17-2024

Application is hereby made to the City of Groves Planning and Zoning Commission to hold a meeting for the purpose of discussing a Specific Use Permit for Game machine license Renewal.

to be located on Lot No. 6850 Block No. 25th St Addition - Lot Size 3000 SQFT

Property Zoned Commercial Business

Property Owner Shahidali Nomin Telephone No. [REDACTED]

Address 6850, 25th St, Groves TX

This application for a Specific Use Permit shall be accompanied by proof of ownership or verification as a certified agent, a fee of \$250.00 to cover administrative and processing costs, and two (2) sets of site plans, drawings and necessary data required by the City of Groves Zoning Ordinance. The site plan shall show the planned development of the property drawn to scale, showing the location and arrangement of the buildings, (proposed and existing), the building setbacks and yards, the landscaping and/or walls and fences for screening purposes, the off-street parking and design of ingress and egress to and from the abutting street.

If the applicant withdraws his application prior to publication of public hearing by the City Council, half of the fee will be refunded.

The Planning and Zoning Commission shall reserve the right to refuse to examine any incomplete, unintelligible or indefinite drawings or plans that do not comply with the provisions of the City of Groves Zoning Ordinance.

[Handwritten Signature]

Signature of Applicant (Owner/ Agent)

CITY OF GROVES (409) 962-4471

REC#: 01560971 10/21/2024 2:58 PM OPER: PM TERM: 013 REF#: PAID BY:

Fee to: City of Groves Inspection Department 4925 McKinley P. O. Box 846 Groves, Texas 77619

TRAN: 201.0000 GAME ROOM S.U.P. 6850 25TH STREET RENEWAL B&B MINI MART #1 GAMEROOM FEES 250.00CR

TENDERED: 250.00 MONEY ORDER APPLIED: 250.00-

NOTICE TO PUBLIC

NOTICE IS HEREBY GIVEN THAT THE PLANNING & ZONING COMMISSIONERS WILL BE MEETING ON MONDAY, OCTOBER 28, 2024 6 PM @ 3945 MCKINLY BLVD., GROVES TX. REQUEST BY BUSINESS OWNER FOR LISTED HEREIN.

To consider renewing the Specific Use Permit for Game Room & Gaming Machines @ 6850 25 Street, B & B MINI MART, DIAMOND PT OF LTS 1 & 2 TR 2.278 BLK 2

FOR ADDITIONAL INFORMATION CONTACT DON PEDRAZA, BUILDING OFFICIAL, AT (409) 960-5707.

UNDER THE TEXAS OPEN MEETING ACT, CHAPTER 551 OF THE TEXAS GOVERNMENT CODE, THIS NOTICE IS HEREBY POSTED AUGUST 28, 2024.

Director of Neighborhood Services
DON PEDRAZA

City of Groves
Agenda Item Information Form

Council Meeting Date: 11/4/2024 Department: Building Official Agenda Item No. 8

Title for Item (same as to be placed on Agenda): Deliberate and act on establishing a date for a Joint Public Hearing with the Planning and Zoning Commission for specific use permit renewal for a game room located at 6850 25th St.

Party(ies) requesting placement of this item on the agenda: Building Official, Don Pedraza

Submitted to City Manager's Office on: Date: 10/29/24 Time: 11:30 a.m. By: C. THIBODEAUX

Explanation of Item: The Planning and Zoning Commission is requesting a joint public hearing with Council to discuss a specific use permit renewal for a game room at 6850 25th St.

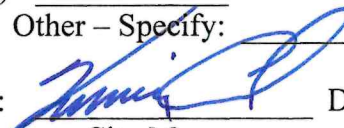
Deadline for Approval: Immediately

Staff Recommendation: Staff is recommending the date of December 2, 2024, at 5 p.m.
This will give enough time for publishing notice in the newspaper.

Alternative (if any) for consideration: _____

Identify any attachments to this document: Application, notice of meeting, and aerial of location.

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

Signed: _____ Date: _____ Approved:  Date: 10/29/24
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 _____

CITY OF GROVES

APPLICATION TO THE PLANNING & ZONING COMMISSION

Date: 10-17-2024

Application is hereby made to the City of Groves Planning and Zoning Commission to hold a meeting for the purpose of discussing a Specific Use Permit for Game machine license Renewal.

to be located on Lot No. 6850 Block No. 25th St Addition - Lot Size 3000 sqft

Property Zoned Commercial Business

Property Owner Shahidali Momin Telephone No. [REDACTED]

Address 6850, 25th St, Groves TX

This application for a Specific Use Permit shall be accompanied by proof of ownership or verification as a certified agent, a fee of \$250.00 to cover administrative and processing costs, and two (2) sets of site plans, drawings and necessary data required by the City of Groves Zoning Ordinance. The site plan shall show the planned development of the property drawn to scale, showing the location and arrangement of the buildings, (proposed and existing), the building setbacks and yards, the landscaping and/or walls and fences for screening purposes, the off-street parking and design of ingress and egress to and from the abutting street.

If the applicant withdraws his application prior to publication of public hearing by the City Council, half of the fee will be refunded.

The Planning and Zoning Commission shall reserve the right to refuse to examine any incomplete, unintelligible or indefinite drawings or plans that do not comply with the provisions of the City of Groves Zoning Ordinance.

[Handwritten Signature]

Signature of Applicant (Owner/ Agent)

CITY OF GROVES (409) 962-4471

REC#: 01560971 10/21/2024 2:58 PM OPER: PM TERM: 013 REF#: PAID BY:

Fee to: City of Groves Inspection Department 4925 McKinley P. O. Box 846 Groves, Texas 77619

TRAN: 201.0000 GAME ROOM S.U.P. 6850 25TH STREET RENEWAL B&B MINI MART #1 GAMEROOM FEES 250.00CR

TENDERED: 250.00 MONEY ORDER APPLIED: 250.00-

NOTICE TO PUBLIC

NOTICE IS HEREBY GIVEN THAT THE PLANNING & ZONING COMMISSIONERS WILL BE MEETING ON MONDAY, OCTOBER 28, 2024 6 PM @ 3945 MCKINLY BLVD., GROVES TX. REQUEST BY BUSINESS OWNER FOR LISTED HEREIN.

To consider renewing the Specific Use Permit for Game Room & Gaming Machines @ 6850 25 Street, B & B MINI MART, DIAMOND PT OF LTS 1 & 2 TR 2.278 BLK 2

FOR ADDITIONAL INFORMATION CONTACT DON PEDRAZA, BUILDING OFFICIAL, AT (409) 960-5707.

UNDER THE TEXAS OPEN MEETING ACT, CHAPTER 551 OF THE TEXAS GOVERNMENT CODE, THIS NOTICE IS HEREBY POSTED AUGUST 28, 2024.

Director of Neighborhood Services
DON PEDRAZA

City of Groves
Agenda Item Information Form

Council Meeting Date: 10/21/2024 Department: City Attorney Agenda Item No. 9

Title for Item (same as to be placed on Agenda): Deliberate and act on Resolution 2024-07 adopting a covered applications and prohibited technology policy pursuant to Senate Bill 1983.

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

Submitted to City Manager's Office on: Date: 10/1/24 Time: 12:25 p.m. By: C. THIBODEAUX

Explanation of Item: See accompanying memo.

Deadline for Approval: November 20, 2024.

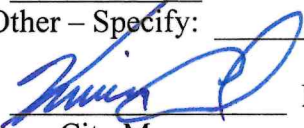
Staff Recommendation: _____

Alternative (if any) for consideration: None. Proposed policy is required by Texas Government Code Chapter 620.

Identify any attachments to this document: 10/28/2024 City Manager Memo; Resolution 2024-07; bill analysis; SB 1893.

Specific Council Action Requested: None (Information item only) _____ Motion X

Ordinance – Number _____ Resolution – Number 2024-07 Other – Specify: _____

Signed: _____ Date: _____ Approved:  Date: 10/29/24
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: City Manager Kevin Carruth
Date: October 28, 2024
Re: Senate Bill 1893 Banning of Certain Social Media Applications



Last year the Texas Legislature adopted Senate Bill (SB) 1893 requiring state and local governmental entities to adopt policies that prohibit the installation of certain social media applications on government-owned and -leased devices and that require the removal of those applications on such devices. The stated purpose of the bill was to increase the security of confidential or private information that could potentially be collected by social media providers on government devices and provided to foreign governments, as well as to reduce security risks to the State's sensitive information and critical infrastructure.

SB 1893 required the Texas Department of Information Resources and the Texas Department of Public Safety to jointly develop a model policy and guidance to assist government entities in developing their policies. The model policy and guidance were released on September 16, 2024. Exhibit A of the proposed resolution is based on the model policy and meets the requirements of SB 1893. The policy has been reviewed and approved by the City Attorney and Director of Information Technology.

Staff recommends that the Council adopt the proposed resolution, as presented.

RESOLUTION NO. 2024-07

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GROVES, TEXAS, ADOPTING A COVERED APPLICATIONS AND PROHIBITED TECHNOLOGY POLICY PURSUANT TO SENATE BILL 1893

WHEREAS, On December 7, 2022, Governor Greg Abbott required all state agencies to ban the video-sharing application TikTok from all state-owned and state-issued devices and networks over the Chinese Communist Party's ability to use the application for surveilling Texans. Governor Abbott also directed the Texas Department of Public Safety (DPS) and the Texas Department of Information Resources (DIR) to develop a plan providing state agencies guidance on managing personal devices used to conduct state business. Following the issuance of the Governor's directive, the 88th Texas Legislature passed Senate Bill 1893, which prohibits the use of covered applications on governmental entity devices; and

WHEREAS, as required by the Governor's directive and Senate Bill 1893, the adoption of this model policy, attached as Exhibit "A", mimics the prohibition of the installation or use of covered applications or prohibited technologies on applicable devices.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GROVES that Pursuant to Senate Bill 1893, governmental entities, including the City of Groves, must establish a covered applications policy. This policy, hereby adopted by the City of Groves applies to all City, full- and part-time employees, contractors, paid or unpaid interns, and other users of government networks. All City of Groves employees are responsible for complying with this policy.

A covered application is:

- The social media service TikTok or any successor application or service developed or provided by ByteDance Limited, or an entity owned by ByteDance Limited.
- A social media application or service specified by proclamation of the governor under Government Code Section 620.005.

PASSED, APPROVED and ADOPTED at a regular meeting of the City Council of the City of Groves held on the 7th day of October, 2024.

Chris Borne, Mayor

ATTEST:

Clarissa Thibodeaux, City Clerk

APPROVED AS TO FORM:

Brandon P. Monk, City Attorney



The City of Groves

Covered Applications and Prohibited Technology Policy

Date: September 16, 2024

Version: 1.0

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DRAFT

1.0 INTRODUCTION

1.1 PURPOSE

On December 7, 2022, Governor Greg Abbott required all state agencies to ban the video-sharing application TikTok from all state-owned and state-issued devices and networks over the Chinese Communist Party's ability to use the application for surveilling Texans. Governor Abbott also directed the Texas Department of Public Safety (DPS) and the Texas Department of Information Resources (DIR) to develop a plan providing state agencies guidance on managing personal devices used to conduct state business. Following the issuance of the Governor's directive, the 88th Texas Legislature passed [Senate Bill 1893](#), which prohibits the use of covered applications on governmental entity devices.

As required by the Governor's directive and Senate Bill 1893, this model policy establishes a template that entities subject to the directive or bill may mimic to prohibit the installation or use of covered applications or prohibited technologies on applicable devices.

1.2 SCOPE AND APPLICATION

Due to distinctions in requirements between the Governor's directive and SB 1893, Sections 2 and 3 apply to distinct organizations. Where appropriate, each section will identify the unique entities to whom the section applies and the appropriate definitions.

Governmental entities, including local governments, must adopt a covered applications policy as described by [Section 2.0](#).

State agencies to whom the Governor issued his December 7, 2022, directive must adopt a prohibited technology policy as described by [Section 3.0](#). To the extent a state agency is also subject to the requirements of Senate Bill 1893, that agency must also adopt a covered applications policy as described by [Section 2.0](#).

2.0 COVERED APPLICATIONS POLICY FOR GOVERNMENTAL ENTITIES

2.1 SCOPE AND DEFINITIONS

Pursuant to Senate Bill 1893, governmental entities, as defined below, must establish a covered applications policy:

- A department, commission, board, office, or other agency that is in the executive or legislative branch of state government and that was created by the constitution or a statute, including an institution of higher education as defined by Education Code Section 61.003.
- The supreme court, the court of criminal appeals, a court of appeals, a district court, or the Texas Judicial Council or another agency in the judicial branch of state government.
- A political subdivision of this state, including a municipality, county, or special purpose district.

This policy applies to all City of Groves, Texas, full- and part-time employees, contractors, paid or unpaid interns, and other users of government networks. All City employees are responsible for complying with this policy.

A covered application is:

- The social media service TikTok or any successor application or service developed or provided by ByteDance Limited, or an entity owned by ByteDance Limited.
- A social media application or service specified by proclamation of the governor under Government Code Section 620.005.

2.2 COVERED APPLICATIONS ON GOVERNMENT-OWNED OR LEASED DEVICES

Except where approved exceptions apply, the use or installation of covered applications is prohibited on all government-owned or -leased devices, including cell phones, tablets, desktop and laptop computers, and other internet-capable devices.

The City of Groves will identify, track, and manage all government-owned or -leased devices including mobile phones, tablets, laptops, desktop computers, or any other internet-capable devices to:

- a. Prohibit the installation of a covered application.
- b. Prohibit the use of a covered application.
- c. Remove a covered application from a government-owned or -leased device that was on the device prior to the passage of S.B. 1893 (88th Leg, R.S.).
- d. Remove an application from a government-owned or -leased device if the Governor issues a proclamation identifying it as a covered application.

The City of Groves will manage all government-owned or leased mobile devices by implementing the security measures listed below:

- a. Restrict access to “app stores” or unauthorized software repositories to prevent the installation of unauthorized applications.]
- b. Maintain the ability to remotely wipe non-compliant or compromised mobile devices.
- c. Maintain the ability to remotely uninstall unauthorized software from mobile devices.

2.3 ONGOING AND EMERGING TECHNOLOGY THREATS

To provide protection against ongoing and emerging technological threats to the government’s sensitive information and critical infrastructure, DPS and DIR will regularly monitor and evaluate additional social media applications or services that pose a risk to this state.

DIR will annually submit to the Governor a list of social media applications and services identified as posing a risk to Texas. The Governor may proclaim items on this list as covered applications that are subject to this policy.

If the Governor identifies an item on the DIR-posted list described by this section, then The City of Groves will remove and prohibit the covered application.

The City of Groves may also prohibit social media applications or services in addition to those specified by proclamation of the Governor.

2.4 BRING YOUR OWN DEVICE POLICY

If the City of Groves has a “Bring Your Own Device” (BYOD) program, then the City may consider prohibiting the installation or operation of covered applications on employee-owned devices that are used to conduct government business.

2.5 COVERED APPLICATION EXCEPTIONS

The City of Groves may permit exceptions authorizing the installation and use of a covered application on government-owned or -leased devices consistent with the authority provided by Government Code Chapter 620.

Government Code Section 620.004 only allows the City to install and use a covered application on an applicable device to the extent necessary for:

- (1) Providing law enforcement; or
- (2) Developing or implementing information security measures.

If the City of Groves authorizes an exception allowing for the installation and use of a covered application, the City must use measures to mitigate the risks posed to the state during the application's use.

The City of Groves must document whichever measures it took to mitigate the risks posed to the state during the use of the covered application.

3.0 POLICY COMPLIANCE

The City of Groves will verify compliance with this policy through various methods, including but not limited to, IT/security system reports and feedback to leadership.

An employee found to have violated this policy may be subject to disciplinary action, including termination of employment.

4.0 POLICY REVIEW

This policy will be reviewed yearly and updated as necessary to reflect changes in state law, additions to applications identified under Government Code Section 620.006, updates to the prohibited technology list posted to DIR's website, or to suit the needs of **the City of Groves.**

BILL ANALYSIS

Senate Research Center

S.B. 1893
By: Birdwell
State Affairs
6/14/2023
Enrolled

AUTHOR'S / SPONSOR'S STATEMENT OF INTENT

The mobile application TikTok is owned by the Chinese company ByteDance, employs members of the Chinese Communist Party, and has a subsidiary partially owned by the Chinese Communist Party. Currently, there are more than 85 million TikTok users in the United States.

TikTok collects vast amounts of data from its users' devices—including when, where, and how they conduct Internet activity—and offers potentially sensitive information to the Chinese government. While TikTok has claimed that it stores U.S. data within the U.S., the company admitted in a letter to Congress in 2021 that China-based employees can have access to U.S. data. Under China's 2017 national intelligence law, all businesses are required to assist China in intelligence work including data sharing, and TikTok's algorithm has already censored topics politically sensitive to the Chinese Communist Party.

On December 7, 2022, Governor Abbott directed state agency leaders to immediately ban its officers and employees from downloading or using TikTok on any government-issued devices, including cell phones, laptops, tablets, desktop computers, and other devices capable of Internet connectivity. The Texas Department of Public Safety of the State of Texas and the Texas Department of Information Resources have developed a model plan for other state agencies that would address vulnerabilities presented by the use of TikTok on personal devices. Each state agency has been directed to implement its own policy governing the use of TikTok on personal devices.

(Original Author's/Sponsor's Statement of Intent)

S.B. 1893 amends current law relating to prohibiting the use of social media applications and services on devices owned or leased by governmental entities.

RULEMAKING AUTHORITY

This bill does not expressly grant any additional rulemaking authority to a state officer, institution, or agency.

SECTION BY SECTION ANALYSIS

SECTION 1. Amends Subtitle A, Title 6, Government Code, by adding Chapter 620, as follows:

**CHAPTER 620. USE OF CERTAIN SOCIAL MEDIA APPLICATIONS AND SERVICES
ON GOVERNMENTAL ENTITY DEVICES PROHIBITED**

Sec. 620.001. DEFINITIONS. Defines "covered application" and "governmental entity."

Sec. 620.002. DEFINING SECURITY RISK TO THIS STATE. Provides that a social media application or service, for the purposes of this chapter, poses a risk to this state if:

- (1) the provider of the application or service may be required by a foreign government, or an entity associated with a foreign government, to provide confidential or private personal information collected by the provider through the

application or service to the foreign government or associated entity without substantial due process rights or similar legal protections; or

(2) the application or service poses a similar risk to the security of this state's sensitive information, critical infrastructure, or both, as an application or service described by Section 620.001(1)(A).

Sec. 620.003. PROHIBITION; MODEL POLICY. (a) Requires a governmental entity, subject to Section 620.004, to adopt a policy prohibiting the installation or use of a covered application on any device owned or leased by the governmental entity and requiring the removal of covered applications from those devices.

(b) Requires the Department of Information Resources (DIR) and the Department of Public Safety of the State of Texas (DPS) to jointly develop a model policy for governmental entities to use in developing the policy required by Subsection (a).

Sec. 620.004. EXCEPTIONS; MITIGATING MEASURES. (a) Authorizes a policy adopted under Section 620.003 to provide for the installation and use of a covered application to the extent necessary for:

- (1) providing law enforcement; or
- (2) developing or implementing information security measures.

(b) Requires that a policy allowing the installation and use of a covered application under Subsection (a) require:

- (1) the use of measures to mitigate risks to posed to this state during the use of the covered application; and
- (2) the documentation of those measures.

Sec. 620.005. APPLICATIONS IDENTIFIED BY GOVERNOR'S PROCLAMATION. Authorizes the governor by proclamation to identify social media applications or services that pose a risk to this state as described by Section 620.002.

Sec. 620.006. APPLICATION IDENTIFIED BY DEPARTMENT OF INFORMATION RESOURCES AND DEPARTMENT OF PUBLIC SAFETY. (a) Requires DIR and DPS to jointly identify social media applications or services that pose a risk to this state as described by Section 620.002.

(b) Requires DIR to:

- (1) annually submit a list of applications and services identified under Subsection (a) to the governor;
- (2) publish the list on DIR's publicly accessible Internet website; and
- (3) periodically update the list on that website.

SECTION 2. Requires each governmental entity, not later than the 60th day after the date DIR and DPS make available the model policy required by Section 620.003(b), Government Code, as added by this Act, to adopt the policy required by Section 620.003(a), Government Code, as added by this Act.

SECTION 3. Effective date: upon passage or September 1, 2023.

1 AN ACT
2 relating to prohibiting the use of certain social media
3 applications and services on devices owned or leased by
4 governmental entities.

5 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF TEXAS:

6 SECTION 1. Subtitle A, Title 6, Government Code, is amended
7 by adding Chapter 620 to read as follows:

8 CHAPTER 620. USE OF CERTAIN SOCIAL MEDIA APPLICATIONS AND SERVICES
9 ON GOVERNMENTAL ENTITY DEVICES PROHIBITED

10 Sec. 620.001. DEFINITIONS. In this chapter:

11 (1) "Covered application" means:

12 (A) the social media service TikTok or any
13 successor application or service developed or provided by ByteDance
14 Limited or an entity owned by ByteDance Limited; or

15 (B) a social media application or service
16 specified by proclamation of the governor under Section 620.005.

17 (2) "Governmental entity" means:

18 (A) a department, commission, board, office, or
19 other agency that is in the executive or legislative branch of state
20 government and that was created by the constitution or a statute,
21 including an institution of higher education as defined by Section
22 61.003, Education Code;

23 (B) the supreme court, the court of criminal
24 appeals, a court of appeals, a district court, or the Texas Judicial

1 Council or another agency in the judicial branch of state
2 government; or

3 (C) a political subdivision of this state,
4 including a municipality, county, or special purpose district.

5 Sec. 620.002. DEFINING SECURITY RISK TO THIS STATE. For
6 purposes of this chapter, a social media application or service
7 poses a risk to this state if:

8 (1) the provider of the application or service may be
9 required by a foreign government, or an entity associated with a
10 foreign government, to provide confidential or private personal
11 information collected by the provider through the application or
12 service to the foreign government or associated entity without
13 substantial due process rights or similar legal protections; or

14 (2) the application or service poses a similar risk to
15 the security of this state's sensitive information, critical
16 infrastructure, or both, as an application or service described by
17 Section 620.001(1)(A).

18 Sec. 620.003. PROHIBITION; MODEL POLICY. (a) Subject to
19 Section 620.004, a governmental entity shall adopt a policy
20 prohibiting the installation or use of a covered application on any
21 device owned or leased by the governmental entity and requiring the
22 removal of covered applications from those devices.

23 (b) The Department of Information Resources and the
24 Department of Public Safety shall jointly develop a model policy
25 for governmental entities to use in developing the policy required
26 by Subsection (a).

27 Sec. 620.004. EXCEPTIONS; MITIGATING MEASURES. (a) A

1 policy adopted under Section 620.003 may provide for the
2 installation and use of a covered application to the extent
3 necessary for:

- 4 (1) providing law enforcement; or
5 (2) developing or implementing information security
6 measures.

7 (b) A policy allowing the installation and use of a covered
8 application under Subsection (a) must require:

- 9 (1) the use of measures to mitigate risks posed to this
10 state during the use of the covered application; and
11 (2) the documentation of those measures.

12 Sec. 620.005. APPLICATIONS IDENTIFIED BY GOVERNOR'S
13 PROCLAMATION. The governor by proclamation may identify social
14 media applications or services that pose a risk to this state as
15 described by Section 620.002.

16 Sec. 620.006. APPLICATION IDENTIFIED BY DEPARTMENT OF
17 INFORMATION RESOURCES AND DEPARTMENT OF PUBLIC SAFETY. (a) The
18 Department of Information Resources and the Department of Public
19 Safety shall jointly identify social media applications or services
20 that pose a risk to this state as described by Section 620.002.

- 21 (b) The Department of Information Resources shall:
22 (1) annually submit a list of applications and
23 services identified under Subsection (a) to the governor;
24 (2) publish the list on the department's publicly
25 accessible Internet website; and
26 (3) periodically update the list on that website.

27 SECTION 2. Not later than the 60th day after the date the

S.B. No. 1893

1 Department of Information Resources and the Department of Public
2 Safety make available the model policy required by Section
3 620.003(b), Government Code, as added by this Act, each
4 governmental entity shall adopt the policy required by Section
5 620.003(a), Government Code, as added by this Act.

6 SECTION 3. This Act takes effect immediately if it receives
7 a vote of two-thirds of all the members elected to each house, as
8 provided by Section 39, Article III, Texas Constitution. If this
9 Act does not receive the vote necessary for immediate effect, this
10 Act takes effect September 1, 2023.

President of the Senate

Speaker of the House

I hereby certify that S.B. No. 1893 passed the Senate on April 18, 2023, by the following vote: Yeas 31, Nays 0; May 16, 2023, Senate refused to concur in House amendments and requested appointment of Conference Committee; May 17, 2023, House granted request of the Senate; May 27, 2023, Senate adopted Conference Committee Report by the following vote: Yeas 30, Nays 1.

Secretary of the Senate

I hereby certify that S.B. No. 1893 passed the House, with amendments, on May 9, 2023, by the following vote: Yeas 144, Nays 0, two present not voting; May 17, 2023, House granted request of the Senate for appointment of Conference Committee; May 28, 2023, House adopted Conference Committee Report by the following vote: Yeas 139, Nays 2, two present not voting.

Chief Clerk of the House

Approved:

Date

Governor

City of Groves
Agenda Item Information Form

Council Meeting Date: 11/4/2024 Department: Fire Department Agenda Item No. 10

Title for Item (same as to be placed on Agenda): Deliberate and act on Ordinance 2024-26 amending City of Groves Code of Ordinances Chapter 10 – Fire Protection and Prevention, Article I, with certain changes including removing requirements for contractor permits and registration, adding a residential occupancy inspection fee, adding a definition of false alarm, removing certain local amendments, and removing redundant provisions.

Party(ies) requesting placement of this item on the agenda: Paul Washburn, Fire Marshal

Submitted to City Manager's Office on: Date: 10/29/24 Time: 2:00 p.m. By: C. THIBODEAUX

Explanation of Item: The current Fire Protection and Prevention chapter of the Code of Ordinances contains redundant or conflicting sections, local amendments that are unnecessarily burdensome for property owners, and sections that need general housekeeping to bring them up to date with state law or to fix readability issues. The proposed changes reflect language in the 2018 International Fire Code and overall clarify the ordinance. See the accompanying redlined version of the ordinance for all the changes and notes.

Deadline for Approval: _____

Staff Recommendation: Staff recommends Council adopt Ordinance 2024-06 amending the City of Groves Code of Ordinances Chapter 10 – Fire Protection and Prevention, Article I, with certain changes, as presented.

Alternative (if any) for consideration: _____

Identify any attachments to this document: Redlined ordinance; proposed ordinance.

Specific Council Action Requested: None (Information item only) _____ Motion X

Ordinance – Number 2024-26 Resolution – Number _____ Other – Specify: _____

Signed: Paul Washburn Date: 10/31/24 Approved: [Signature] Date: 10/31/24
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

Chapter 10 FIRE PROTECTION AND PREVENTION¹

Style Definition: Heading 3: Font: (Default) +Body (Aptos), Bold, Centered

I. ARTICLE I. GROVES FIRE CODE

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Sec. 10-1. Department of fire prevention.

Deleted: Section Break (Continuous)

- ~~(a) A department of fire prevention is hereby established within the City of Groves Fire Department. The department of fire prevention shall be known as the "Groves Fire Marshal's Office."~~
- ~~(b) The fire chief shall appoint a fire code official henceforth known as the "fire marshal." The duties of the fire marshal shall be set forth and under the supervision of the fire chief.~~
- ~~(c) The fire chief may appoint or detail members of the fire department as deputy fire marshals, investigators, arson investigators, fire investigators, inspectors, plans examiners, technical officers, fire code officials, and other employees.~~
- ~~(d) The Groves Fire Marshal's Office is a law enforcement entity of the Groves Fire Department. The fire marshal and his/her personnel shall have all of the duties and responsibilities granted to him/her by state statutes and any and all ordinances and codes adopted by the city.~~
- ~~(e) The Groves Fire Marshal's Office is responsible for conducting investigations of all fires, explosions, fire related deaths, life threatening burn injuries, suspected explosive devices, and bomb threats.~~
- ~~(f) The Groves Fire Marshal's Office is responsible for implementation, administration, and enforcement of the provisions of the International Fire Code (IFC) that has been adopted by the City of Groves.~~

Commented [PW1]: this sentence was copied from IFC. Art 1005. The West Arched fire Dept has a separate law enforcement agency from the ICC. This is not the case in Groves. [PW1]

(Ord. No. 2021-10, § 1, 8-30-21)

Commented [PW2]: this section is redundant with Sec. 10-1 of the IFC. None of the language is unnecessary. [PW2]

Sec. 10-2 1. International Fire Code (IFC) adopted.

Deleted: Section Break (Continuous)

The International Fire Code, 2018 Edition, published by the International Code Council, Inc., is hereby adopted as the "Fire Code" of the City of Groves, save and except for those portions hereinafter deleted, modified, or amended. Not less than one (1) copy of said code has been and now is filed in the office of the building official and the same is hereby adopted and incorporated as fully as if set out at length herein and from the date on which the chapter shall take effect the provisions thereof shall take effect and be controlling within the limits of the city.

(Ord. No. 2021-10, § 1, 8-30-21)

¹Editor's note(s)—Ord. No. 2021-10, § 1, adopted Aug. 30, 2021, amended Ch. 10 in its entirety to read as herein set out. Former Ch. 10, §§ 10-1, 10-2, 10-10—10-13, pertained to similar subject matter, and derived from Ord. No. 86-15, § 1, adopted April 21, 1986; and Ord. No. 2009-03, § 1, adopted March 2, 2009.

Sec. 10-3 2. Amendments to the International Fire Code, 2018 Edition.

Deleted: Section Break (Next Page)

101.1 Title. IFC.

Deleted: [A

Is hereby amended to read as follows.

Deleted:]

These regulations shall be known as the *Fire Code* of The City of Groves, hereinafter referred to as "this code."

103.1 General.

Is hereby amended to read as follows.

The Groves Fire Marshal's Office is established within the City of Groves Fire Department under the direction of the Fire Marshal. The Fire Marshal, who holds the rank of Assistant Fire Chief of the Fire Department, shall serve as the Fire Code Official as described within the adopted fire code. The function of the Fire Marshal's Office is for the implementation, administration and enforcement of the adopted fire code and conducting investigations of fires, explosions, or other hazardous conditions which occur within the jurisdictional boundaries of the City of Groves. The Fire Marshal and other assigned personnel shall have all the authority, duties and responsibilities granted by State statutes and all ordinances and codes adopted by the City of Groves.

104.11 Authority at fires and other emergencies.

Is hereby amended to read as follows.

The fire chief or fire department official in charge at the scene of a fire or other emergency involving the protection of life or property, or any part thereof, shall have the authority to direct such operation as necessary to extinguish or control any fire, perform any rescue operation, investigate the existence of suspected or reported fires, gas leaks or other hazardous conditions or situations, or take any other action necessary in the reasonable performance of duty. In the exercise of such power, the fire chief or fire department official in charge at the scene is authorized to prohibit any person, vehicle, vessel or thing from approaching the scene, and is authorized to remove, or cause to be removed or kept away from the scene, any vehicle, vessel or thing that could impede or interfere with the operations of the fire department and, in the judgment of the fire chief or fire department official in charge at the scene, any person not actually and usefully employed in the extinguishing of such fire or in the preservation of property in the vicinity thereof.

104.11.2 Obstructing operations.

Is hereby amended to read as follows.

Persons shall not obstruct the operations of the fire department in connection with extinguishment or control of any fire, or actions relative to other emergencies, or disobey any lawful command of the fire chief or fire department official in charge of the emergency, or any part thereof, or any lawful order of a police officer assisting the fire department. Persons who shall violate "104.11.2 Obstructing operations. IFC." shall be

guilty of a misdemeanor offense, punishable by a fine of not less than \$50 dollars or more than \$2000 or by imprisonment not exceeding 180 days or both such fine and imprisonment.

105 Permits.

~~Is hereby amended to add sub sections 105.1.1, 105.1.2, 105.1.3.1, 105.1.3.2, 105.1.3.3, 105.1.3.4, 105.1.3.5, 105.1.3.6, 105.1.3.7 and shall read as follows.~~

~~105.1.1. Who May Obtain a Permit.~~

~~Permits shall only be issued to fire alarm/fire suppression contractors having a valid State of Texas fire alarm license.~~

~~105.1.2 Contractor's Responsibilities, "Registration."~~

~~It shall be the duty of every contractor who shall make contracts for the installation or repairs for any required fire alarm/fire suppression systems within the City to register his/her company with the City of Groves Inspection Division.~~

~~105.1.3.1 Registration of Fire Alarm/Fire Suppression Companies.~~

~~It shall be unlawful for any person to engage in the business of installing maintaining, altering or repairing any required fire alarm/fire suppression system for which a permit is required by this ordinance, or to in any manner undertake to execute such work, unless such person is the holder of a license as required by this ordinance. It shall be unlawful for any person to falsely represent himself as a licensed fire alarm/fire suppression contractor of any class set forth in this ordinance or words of similar import or meaning, on signs, cards, stationery, or by any other manner whatsoever, unless such person is properly licensed within the meaning of this ordinance.~~

~~105.1.3.2 Registration; Fees; Issuance.~~

~~Each state licensed fire alarm/fire suppression contractor wishing to register his/her company to do fire alarm/fire suppression work in the City of Groves shall submit the required registration fee, a copy of their state license, and a copy of their general liability insurance certificate to the Inspection Department.~~

~~Registration: \$75~~

~~Renewal: \$75~~

~~Insurance: As required by state law.~~

~~105.1.3.3 License required; Issuance deemed registration.~~

~~Upon presentation of the appropriate license from the State of Texas and after applicant has paid to the City the fees prescribed in this ordinance, and furnished a copy of their insurance certificate, if required herein, such applicant shall be considered registered with the City within the meaning of this ordinance.~~

~~105.1.3.4 Registration renewal.~~

Annual renewal of the City registration shall be accomplished by submitting the renewal fee and, if required, a copy of their renewed liability insurance certificate.

105.1.3.5 License transferability; signing.

A license registration shall not be transferable and shall be issued to the person examined by the State of Texas and named on the license and known as the holder of the license.

105.1.3.6 Unauthorized use of license.

It shall be unlawful for any person to lend, rent, or transfer his license or any rights to any other person, and for any person to make use of any such rights which are not actually his own.

105.1.3.7 Fire Alarm/Fire Suppression Contractors office.

Every fire alarm/fire suppression contractor, if he qualifies as the responsible fire alarm/fire suppression contractor of the company must have and maintain an established place of business and shall either have a person in attendance or have an answering service to receive messages from the City or other persons concerned during regular business hours.

105.6 Required Permits.

Is hereby amended to read as follows.

The fire code official is authorized to issue operational/construction permits for the operations set forth in Sections 105.6.1 through 105.6.46, any other alterations/additions, or when a "Certificate of Occupancy" is required by the building code.

Commented [PW4]: Broves stopped collecting registration fees some time ago but this was never removed. It is my understanding that it is not legal to collect a registration fee from a contractor that has a yearly license and fee from the state. I have to need for this registration anyway, contractors will be required to show proof of license when submitting plans for review.

106.2 Schedule of permit fees.

"[A] 106.2 Schedule of Permit fees" shall be hereby removed from this code and replaced with "106.2 Permit, Inspection, and Miscellaneous Fees."

Deleted: [A]

106.2 Permit, Inspection, and Miscellaneous Fees.

Shall be hereby read as follows. Shall also be hereby amended to add subsection "106.2.1."

The following Permit, Inspection, and Miscellaneous Fees shall apply to the regulations governing conditions hazardous to life and property from fire, hazardous materials, and explosions.

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106.2.1 Construction and Installation Permits.

Permit fee. All permits required by the authority of the fire code official shall be subject to a permit fee. The permit fee is in addition to any other fees which may apply. A fee of \$35.00 will be assessed for construction, operation, or other required permits. This fee is to be in addition to any plan review, acceptance test fee, and/or inspection fees.

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Plan check and acceptance test fee. Fire protection systems or other conditions that require a plan review to be performed for fire protection or life safety shall be subject to a plan review fee. This plan review fee shall include a plan review and the required acceptance test(s).

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Required acceptance tests which do not require a plan review shall be subject to the acceptance test fee. Each repeat acceptance tests due to any system failing the initial test or contractor rescheduling may be subject to this fee. This fee must be paid to the City of Groves prior to scheduling the acceptance test. The following fee schedule shall apply to plan reviews and acceptance test:

1. Fire alarm system plan check - \$100.00
2. Automatic fire-extinguishing system plan check - \$200.00
3. Kitchen vent hood extinguishing system plan check - \$75.00
4. All other plan check - \$50.00
5. Acceptance test - \$50.00

Inspection fee. An inspection fee will apply when premises require inspections to be performed by fire department personnel in order to obtain a certificate of occupancy, any other required permit, or by state or federal license or regulation. This fee shall be applied to inspections for each subsequent permit or license renewal. The following fee schedule shall apply for each renewal period:

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1. New business initial consultation or walk-through - No charge
2. First inspection - \$50.00
3. Second inspection - \$50.00
4. Third and any additional - \$100.00

Institutional occupancy inspection fee. Institutional occupancies, (as defined by the adopted fire code), requiring inspections to be performed by fire department personnel in order to obtain a certificate of occupancy, any other required permit, or by state or federal license requirements will be subject to an inspection fee. Each inspection required in a permit or license renewal period shall be subject to an equivalent service fee. The following fee schedule shall apply:

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1. New business consultation or walk-through - No charge
2. 1—49 beds/patient rooms and all adult day care - \$75.00
3. 50—99 beds/patient rooms - \$100.00
4. 100—199 beds/patient rooms - \$200.00
5. 200 or more beds/patient rooms - \$250.00
6. Child day care facilities - \$50.00

Residential Occupancy Inspection Fee - Residential Occupancies, (as defined by the adopted Fire Code), excluding one- and two-family residences, requiring inspections to be performed by Fire Department personnel in order to obtain a certificate of occupancy, any other required permit, or by State or Federal license requirements will be subject to an

inspection fee. Each inspection required in a permit or license renewal period shall be subject to an equivalent service fee. The following fee schedule shall apply:

- | | |
|--|--------------|
| 1) New business consultation or walk-thru | No Charge |
| 2) Charge per dwelling unit or sleeping unit | \$2 per unit |
| 3) Minimum inspection fee | \$50.00 |

Service fees provided for in this section shall be paid within 30 days from the date they are assessed. Any owner, occupant, or other person or entity responsible for a service fee shall be in violation of this section for nonpayment of each day beyond the allotted time.

Standby personnel for fire watch fee. If the Fire Marshal's Office deems it necessary to require an occupancy to have "standby personnel" to work as a fire watch, the owner/manager of occupancy is responsible for paying the "standby personnel". The charges/fee will be either equivalent to the going hourly rate for a police officer working private security, double time and a half the base firefighter hourly pay, or whichever is more \$/hr.

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[A] 108.6 Overcrowding.

Is hereby amended to read as follows.

~~Overcrowding or admittance of any person beyond the approved capacity of a building or a portion thereof shall not be allowed. The fire code official, on finding any overcrowding conditions or obstructions in aisles, passageways or other means of egress, or on finding any condition that constitutes a life safety hazard, shall be authorized to cause the event to be stopped until such condition or obstruction is corrected. Persons who shall violate "108.6 Overcrowding-IFC." shall be guilty of a misdemeanor offense, punishable by a fine of not less than \$50 dollars or more than \$2000 or by imprisonment not exceeding 180 days or both such fine and imprisonment.~~

Commented [PW5]: Redundant. The only language amended in this section is the fine amounts. Fine amounts are addressed under amended sec. 110.4.

[A] 110.3.4 Unauthorized tampering.

Is hereby amended to read as follows.

~~Signs, tags or seals posted or affixed by the fire code official shall not be mutilated, destroyed or tampered with, or removed, without authorization from the fire code official. "110.3.4 Unauthorized tampering-IFC." shall be guilty of a misdemeanor offense, punishable by a fine of not less than \$50 dollars or more than \$2000 or by imprisonment not exceeding 180 days or both such fine and imprisonment.~~

Commented [PW6]: Redundant. The only language amended in this section is the fine amounts. Fine amounts are addressed under amended sec. 110.4.

110.4 Violation of penalties. IFC.

Is hereby amended to read as follows.

Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter, repair, or do work in violation of the approved construction documents or directive of the fire code official, or of a permit or certificate used under provision of this code, shall be guilty of a misdemeanor offense, punishable by a fine of not less than ~~\$50~~ 200 and not more than \$2,000 dollars or by

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Commented [PW7]: The only language amended in this section is the fine amounts.

imprisonment not exceeding 180 days or both such fine and imprisonment (unless specified. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

112.4 Failure to comply. IFC.

Deleted: [A]

Is hereby amended to read as follows.

Any person who shall continue any work after having been served with a stop work order, except for such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable for a fine of not less than \$250 dollars or more than \$2,000 dollars.

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113.1 Authority to disconnect service utilities.

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Is hereby amended to read as follows.

The fire chief, fire code official, or fire department official in charge at the scene of a fire or other emergency involving the protection of life or property, or any part thereof, shall have the authority to authorize disconnection of utility service to the building, structure or system in order to safely execute emergency operations or to eliminate an immediate hazard. The *fire code official* shall notify the serving utility and, where possible, the *owner* or the owner's authorized agent and the occupant of the building, structure or service system of the decision to disconnect prior to taking such action. If not notified prior to disconnection, then the *owner*, the owner's authorized agent or occupant of the building, structure or service system shall be notified in writing as soon as practical thereafter.

Section 202 General Definitions.

The following definitions shall hereby be added or amended to "Section 202 General Definitions." Underlined text has been added to existing definitions.

AMBULATORY CARE FACILITY. Buildings or portions thereof used to provide medical, surgical, psychiatric, nursing, or similar care on a less than 24- hour basis to persons who are rendered incapable of self-preservation by the services provided. This group may include but is not limited to the following:

1. Dialysis centers
2. Procedures involving sedation
3. Sedation dentistry
4. Surgery centers
5. Colonic centers
6. Psychiatric centers

FALSE ALARM. An automatic alarm resulting in a report of any emergency which was generated falsely, accidentally, through mechanical failure, malfunction, improper installation, lack of maintenance, or by negligence of the owner, lessee, or any other person in control of the premises. False alarms shall not include:

Commented [PWS]: did not change this language I added the underline. The underline was left off the correct version but the first version says that under language is correct.

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1. Alarms that occur due to weather conditions, natural disasters, or acts of God.
2. Disruption of the telephone or other communication means beyond the control of the alarm company and/or the alarm user.
3. Electrical power disruption or failure not caused by the user.
4. Alarms which occur due to an actual fire or emergency condition.

Commented [PW9]: added this definition. This will assist when to apply section 307.11

FIRE PROTECTION SYSTEM. Approved devices, equipment and systems or combinations of systems used to detect a fire, activate an alarm, extinguish or control a fire, control or manage smoke and products of a fire or any combination thereof.

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FIRE WATCH. A temporary measure intended to ensure continuous and systematic surveillance of a building or portion thereof by one or more qualified individuals or standby personnel, when required by the fire code official, for the purposes of identifying and controlling fire hazards, detecting early signs of unwanted fire, raising an alarm of fire and notifying the fire department.

OCCUPANCY CLASSIFICATION. [Paragraph remains unchanged]
Business Group B. [Paragraph remains unchanged.]

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- Fire Station
- Police Stations with detention facilities for 5 or less

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STANDBY PERSONNEL. Qualified fire service personnel, approved by the Fire Chief. When utilized, the number required shall be as directed by the Fire Chief. Charges for utilization shall be as normally calculated by the jurisdiction.

307.1.1 Prohibited open burning. IFC

Is hereby amended to read as follows.

Open burning on residential or commercial property that is a nuisance, offensive, or objectionable because of smoke emissions or when atmospheric condition or local circumstances make such fires hazardous shall be prohibited. ~~Persons who shall violate "307.1.1 Prohibited open burning. IFC." shall be guilty of a misdemeanor offense, punishable by a fine of not less than \$50 dollars or more than \$2000 or by imprisonment not exceeding 180 days or both such fine and imprisonment.~~

Exception: Prescribed burning for the purpose of reducing the impact of wildland fire when authorized by the fire code official.

Commented [PW10]: This is already in 307.11. Do not add this when the section is moved to 307.11.1. Thanks.

307.3 Extinguishment authority. IFC

Is hereby amended to read as follows.

Where open burning is deemed prohibited; any on duty fire department member, on duty police officer, on duty building official, or on duty code enforcement official is authorized to order the extinguishment of the open burning operation.

310 Smoking. IFC.

Is hereby amended to add sub-sections 310.9 and shall read as follows.

310.9 Possession Prohibited. IFC.

It shall be unlawful for any student an any public school to have in their possession: matches, lighters or any apparatus which produces an open flame or source for ignition. Persons who shall violate "310.9 Possession Prohibited. IFC." shall be guilty of a misdemeanor offense, punishable by a fine of not less than \$50 dollars or more than \$2000 or by imprisonment not exceeding 180 days or both such fine and imprisonment.

~~401.5 Making false report. IFC.~~

~~*Is hereby amended to read as follows.*~~

~~A person shall not give, signal or transmit a false alarm. False alarms and nuisance alarms shall not be given, signaled or transmitted or caused or permitted to be given, signaled or transmitted in any manner. Persons who shall violate "401.5 Making false report. IFC." shall be guilty of a misdemeanor offense, punishable by a fine of not less than \$50 dollars or more than \$2000 or by imprisonment not exceeding 180 days or both such fine and imprisonment.~~

Commented [PW11]: Redundant with existing language

503.3 Marking. IFC.

Is hereby amended to read as follows.

Where required by the fire code official, approved signs, curb paint (stripping) or other approved notices or markings that include the words NO PARKING—FIRE LANE shall be provided for fire apparatus access roads to identify such roads or prohibit the obstruction thereof. The use of multiple means of marking may be approved and/or required by the fire code official. The means by which fire lanes are designated shall be maintained in a clean and legible condition at all times and replaced or repaired when necessary to provide adequate visibility. Curb paint (stripping) and signs shall comply with the following:

1. Stripping Fire apparatus access roads shall be marked by painted lines of red traffic paint 6 inches in width to show the boundaries of the fire lane. The words "NO PARKING FIRE LANE" shall appear in 4-inch white letters at 25-foot intervals on the red border markings along both sides of the fire lanes.
2. Signs shall read "NO PARKING FIRE LANE" and shall be 12 inches wide and 18 inches high. Signs shall be painted on a white background with letters and borders in red, using no less than 2-inch lettering. Signs shall be permanently affixed to a stationary post and the bottom of the sign shall be 6 feet, 6 inches above finished grade. Signs shall be spaced no more than 50 feet apart. Signs may be installed on permanent buildings or walls or as approved by the fire code official. Any obstructed signs must have the obstruction removed for adequate sign visibility.

503.4 Obstruction of fire apparatus access roads.

Is hereby amended to read as follows.

Fire apparatus access roads shall not be obstructed in any manner, including the parking of vehicles. The minimum widths and clearances established in Section 503.2.1 and any area marked as a fire lane as described in Section 503.3 shall be maintained at all times. ~~Persons who shall violate "503.4 Obstructing of fire apparatus access roads. IFC." shall be guilty of a misdemeanor offense, punishable by a fine of not less than \$50 dollars or more than \$2000 or by imprisonment not exceeding 180 days or both such fine and imprisonment.~~

506.1 Where required. (Key Boxes) IFC.

Is hereby amended to read as follows.

Where access to or within a structure or an area is restricted because of secured openings or where immediate access is necessary for life-saving or fire-fighting purposes, ~~or the location has a device or system which may make an automatic notification of emergency,~~ the fire code official is authorized to require a key box to be installed in an approved location. The key box shall be of an approved type listed in accordance with UL 1037, and shall contain keys to gain necessary access as required by the fire code official. Key boxes, key switches and padlocks must be obtained from the Knox Company. The City of Groves receives no payment or gratuity from the Knox Company for this franchise.

This section applies to existing and new occupancies. Existing occupancies shall be granted a time period of one hundred and eighty days (180) from the time of notification to comply with this section.

~~507.5.4 Obstruction.~~

Is hereby amended to read as follows.

~~Unobstructed access to fire hydrants shall be maintained at all times. The fire department shall not be deterred or hindered from gaining immediate access to fire protection equipment or fire hydrants. Persons who shall violate "507.5.4 Obstruction. IFC." shall be guilty of a misdemeanor offense, punishable by a fine of not less than \$50 dollars or more than \$2000 or by imprisonment not exceeding 180 days or both such fine and imprisonment.~~

Commented [PW12]: Readings and codes added under 110.4

~~507.5.5 Clear space around hydrants.~~

Is hereby amended to read as follows.

~~A 3-foot (914mm) clear space shall be maintained around the circumference of fire hydrants, except as otherwise required or approved. Persons who shall violate "507.5.4 Obstruction. IFC." shall be guilty of a misdemeanor offense, punishable by a fine of not less than \$50 dollars or more than \$2000 or by imprisonment not exceeding 180 days or both such fine and imprisonment.~~

~~604.5 Extension cords.~~

Is hereby amended to read as follows:

Extension cords and flexible cords shall not be a substitute for permanent wiring and shall be listed and labeled in accordance with UL 817. Extension cords and flexible cords shall

~~not be affixed to structures, extended through walls, ceilings or floors, or under doors or floor coverings, nor shall such cords be subject to environmental damage or physical impact. Extension cords shall be used only with portable appliances. Extension cords marked for indoor use shall not be used outdoors. Persons who shall violate "604.5 Extension cords, IFC." shall be guilty of a misdemeanor offense, punishable by a fine of not less than \$50 dollars or more than \$2000 or by imprisonment not exceeding 180 days or both such fine and imprisonment.~~

901.7 Systems out of service. IFC

Is hereby amended to read as follows.

Where a required fire protection system is out of service, or in the event of an excessive number of activations, the fire department and the fire code official shall be notified immediately and, where required by the fire code official, the building shall either be evacuated or an approved fire watch shall be provided for all occupants left unprotected by the shut down until the fire protection system has been returned to service. Where utilized, fire watches shall be provided with no less than one approved means for notification of the fire department and their only duty shall be to perform constant patrols of the protected premises and keep watch for fires. When applicable, Fire Watches duties shall also follow 106.2.1 of this code.

~~**903.2 Where required.**~~

~~Approved automatic sprinkler systems in new buildings and structures shall be provided in the locations described by this code. Buildings on the same lot shall adhere to the combined aggregate sum of the total square feet. Separation on the same lot does not qualify as separate square footage.~~

Commented [PW15]: Combining the total square footage of separated buildings is not necessarily more appropriate than what other cities are doing.

~~**907.1 General (Fire Alarm and Detection Systems) IFC.**~~

~~*Is hereby amended to read as follows:*~~

~~An automatic fire/smoke detection/alarm system shall be installed for total coverage in new buildings constructed, existing buildings enlarged, occupancy changes or significant remodeling/renovations in accordance with NFPA 72. All components shall be listed and meet the requirements of NFPA 72. This code does not apply to buildings under 2000 square feet unless occupancy restrictions require it.~~

Commented [PW14]: This can overlap the detector requirement in IFC provision in a business having no listed smoke system which is redundant. It's redundant. There is an internal danger that someone's building is full of it.

907.4 Combination panels.

Is hereby added to read as follows:

Combination security and fire alarm panels are not allowed.

Commented [PW15]: There is no rule that restricts smoke being reported in fire alarms. This happens at a routine basis in north groves.

907.11 Nuisance ~~Fire~~ Alarms.

Is hereby amended to add section 907.11 and shall read as follows:

Nuisance Alarms Fee. An administrative fee shall be imposed for each false alarm ~~what~~ that generates a fire department response. The owner, occupant, or other responsible

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Commented [PW16]: removed as it's not a fee that will be applied to it. It's a fee that will be applied to it.

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party shall be subject to the following fee schedule for false alarms ~~what that~~ occur during a rolling 12-month period. ~~(January 1 - December 31)~~

1. First, second, and third false alarm - No charge
2. Fourth and fifth false alarm - \$250
3. Sixth through tenth false alarm - \$500
4. Eleventh through fifteenth false alarms - \$750
5. Sixteenth and all subsequent false alarms - \$1000

Administrative fees provided for in this section shall be paid within 30 days from the date they are assessed. Any owner, occupant, or other person or entity responsible for a service fee shall be in violation of this section for nonpayment of each day beyond the allotted time.

~~The owner, occupant, or other responsible party may also be deemed guilty of a misdemeanor offense, punishable by a fine of not less than \$50 dollars or more than \$2000 or by imprisonment not exceeding 180 days or both such fine and imprisonment.~~

~~5601.1.3 Fireworks.~~

~~Is hereby amended to read as follows:~~

~~The possession, manufacture, storage, sale, handling and use of fireworks are prohibited unless approved by the fire code official. Persons who shall violate "5601.1.3 Fireworks, IFC." shall be guilty of a misdemeanor offense, punishable by a fine of not less than \$50 dollars or more than \$2000 or by imprisonment not exceeding 180 days or both such fine and imprisonment.~~

6107.4 Protecting Containers from Vehicles.

Is hereby amended to read as follows:

Where exposed to vehicular damage due to proximity to alleys, driveways or parking areas, LP-gas containers, regulators and piping shall be protected in accordance with "312 Vehicle Impact Protection. IFC."

6109.13 Protection of Containers.

Is hereby amended to read as follows:

LP-gas containers shall be stored within a suitable enclosure or otherwise protected against tampering. Vehicle impact protection shall be provided as required by Section 6107.4.

(The exception has been deleted from "6109.13 Protection of Containers. IFC.")

Secs. 10-3 Obstruction of Fire Apparatus Access Road, (Fire Lane), Parking Presumption

- (a) Parked motor vehicles, or other registered vehicles, which are found to be unattended on a public street or private premises, and where the fire apparatus access road or fire lane has been designated according to this chapter are in violation of the adopted fire code and

have committed an offense.

- (b) It is presumed that the registered owner of a vehicle obstructing a fire apparatus access road or fire lane is the person responsible for obstruction. The Texas Department of Transportation's computer-generated record of the registered vehicle owner is prima facie evidence of the contents of the record.

Exception: It shall be an affirmative defense that the registered owner of the vehicle provides the Municipal Court with the accurate and sufficient identification of the individual who was the driver of the motor vehicle at the time and place that the offense occurred.

Secs. 10-4 - Removal of Unlawfully Parked Vehicle.

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- (a) In addition to Section 545.305 Removal of Unlawfully Stopped Vehicles, of the Texas Transportation Code and Section 2308.208 Municipal or County Ordinance Regulating Unauthorized Vehicles and Towing of Motor Vehicles, of the Texas Occupations Code, this section authorizes any peace officer listed under Article 2.12, Code of Criminal Procedure, to remove a vehicle found to be in violation of this code, if the vehicle:

1. Is unattended in a designated fire apparatus access road or fire lane within the city limits of the city of Groves, or within the extra-territorial jurisdiction of the city of Groves; and
2. The illegally parked vehicle is: a hazard, interferes with a normal function of a governmental agency, or because of a catastrophe, emergency, or unusual circumstance is imperiled; or
3. The illegally parked vehicle, or the known operator, has developed a history exceeding two (2) or more of like offenses; or
4. The operator returns to the vehicle in the officer's presence and refuses to move the vehicle in violation; or
5. The vehicle is disabled so that normal operation is impossible or impractical; or
6. Incidental to the operators' lawful arrest.

Sec. 10-5. - Open Burning Presumption

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- a) Open burning, bonfires, recreational fires, and the use of portable outdoor fireplaces which are conducted outside of the parameters set forth within the adopted fire code are an offense.
- b) It is presumed that the recorded owner of a property or the occupant/tenant of a space or property is the responsible party for any open burning, bonfire, recreational fire, or the use of a portable outdoor fireplace in the event that any such burning is found unattended and no other responsible party was able to be identified at the time the burning was conducted.
- c) The Jefferson County Appraisal District ~~computer-generated~~ record is considered prima facie evidence of the contents of the record of property ownership.

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d) It shall be an affirmative defense that the recorded owner of the property provides the Municipal Court with the accurate and sufficient identification of the individual who was responsible for the illegal burning at the time and place that the offense occurred.

Secs. 10-6—10-9. Reserved.

II. ARTICLE II. ARSON REWARD

Sec. 10-10. Established.

The mayor of the city is hereby required, authorized, and empowered to offer a reward of not less than three hundred dollars (\$300.00) payable to the person or persons who shall be responsible for the arrest and conviction of any person committing in the city the crime of arson as the same is now defined by the State Penal Code.

(Ord. No. 2021-10, § 1, 8-30-21)

Sec. 10-11. How offered.

Whenever the mayor shall be informed that any fire occurring in said city was of an incendiary origin, he shall call for a report on the same by the city fire marshal, and, if the marshal shall report that such fire was caused by the commission of the crime of arson, it shall become the duty of the mayor to offer the reward prescribed in section 10-10, which reward shall be in the form of a proclamation duly issued by the mayor under his official signature and attested by the seal of the city, and which shall be posted in conspicuous places, one (1) of which shall be the city hall in accordance with the regulations of the state insurance department.

Sec. 10-12. Placards.

Placards eight (8) inches by twelve (12) inches in size showing the reward offered in section 10-10 shall be placed in wooden frames under glass and posted inside of at least twelve (12) different public buildings within the city.

(Ord. No. 2021-10, § 1, 8-30-21)

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1 CITY OF GROVES

2
3 ORDINANCE NO. 2024-24

4
5 AN ORDINANCE AMENDING CHAPTER 10 – FIRE PROTECTION AND
6 PREVENTION, ARTICLE I. – GROVES FIRE CODE – GENERAL
7 PROVISIONS, OF THE CODE OF ORDINANCES, CITY OF GROVES,
8 TEXAS, PROVIDING FOR PUBLICATION; PROVIDING FOR
9 CODIFICATION AND PROVIDING AN EFFECTIVE DATE

10
11 WHEREAS, the City of Groves has an interest in updating its fire code for the protection from
12 and prevention of fires in the City of Groves; and,

13
14 WHEREAS, the City Council of Groves finds that there is a need to amend the provisions
15 of this Ordinance to adopt the 2018 Edition, International Fire Code; published by the
16 International Code Council, Inc.; and,

17
18 WHEREAS, certain sections of the Fire Protection and Prevention Code are redundant with
19 the International Fire Code and can cause confusion in the implementation and enforcement of the
20 Codes; and,

21
22 WHEREAS, certain sections of the Fire Protection and Prevention Code no longer contribute
23 to fire safety and add unnecessary expense to property owners for compliance;

24
25 NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GROVES:

26
27 The revised Sections are hereby amended and shall read as follows:

28
29 Chapter 10 FIRE PROTECTION AND PREVENTION¹

30 ARTICLE I. GROVES FIRE CODE

31 Sec. 10-1. International Fire Code (IFC) adopted.

32 The International Fire Code, 2018 Edition, published by the International Code Council,
33 Inc., is hereby adopted as the "Fire Code" of the City of Groves, save and except for those
34 portions hereinafter deleted, modified, or amended. Not less than one (1) copy of said code has
35 been and now is filed in the office of the building official and the same is hereby adopted and
36 incorporated as fully as if set out at length herein and from the date on which the chapter shall

¹Editor's note(s)—Ord. No. 2021-10, § 1, adopted Aug. 30, 2021, amended Ch. 10 in its entirety to read as herein set out. Former Ch. 10, §§ 10-1, 10-2, 10-10—10-13, pertained to similar subject matter, and derived from Ord. No. 86-15, § 1, adopted April 21, 1986; and Ord. No. 2009-03, § 1, adopted March 2, 2009.

37 take effect the provisions thereof shall take effect and be controlling within the limits of the
38 city.

39 (Ord. No. 2021-10, § 1, 8-30-21)

40 **Sec. 10-2. Amendments to the International Fire Code, 2018 Edition.**

41 **101.1 Title. IFC.**

42 *Is hereby amended to read as follows.*

43 These regulations shall be known as the *Fire Code* of The City of Groves, hereinafter
44 referred to as "this code."

45 **103.1 General.**

46 *Is hereby amended to read as follows.*

47 The Groves Fire Marshal's Office is established within the City of Groves Fire Department
48 under the direction of the Fire Marshal. The Fire Marshal, who holds the rank of Assistant
49 Fire Chief of the Fire Department, shall serve as the Fire Code Official as described within
50 the adopted fire code. The function of the Fire Marshal's Office is for the implementation,
51 administration and enforcement of the adopted fire code and conducting investigations of
52 fires, explosions, or other hazardous conditions which occur within the jurisdictional
53 boundaries of the City of Groves. The Fire Marshal and other assigned personnel shall have
54 all the authority, duties and responsibilities granted by State statutes and all ordinances
55 and codes adopted by the City of Groves.

56 **104.11 Authority at fires and other emergencies.**

57 *Is hereby amended to read as follows.*

58 The fire chief or fire department official in charge at the scene of a fire or other emergency
59 involving the protection of life or property, or any part thereof, shall have the authority to
60 direct such operation as necessary to extinguish or control any fire, perform any rescue
61 operation, investigate the existence of suspected or reported fires, gas leaks or other
62 hazardous conditions or situations, or take any other action necessary in the reasonable
63 performance of duty. In the exercise of such power, the fire chief or fire department
64 official in charge at the scene is authorized to prohibit any person, vehicle, vessel or thing
65 from approaching the scene, and is authorized to remove, or cause to be removed or kept
66 away from the scene, any vehicle, vessel or thing that could impede or interfere with the
67 operations of the fire department and, in the judgment of the fire chief or fire department
68 official in charge at the scene, any person not actually and usefully employed in the
69 extinguishing of such fire or in the preservation of property in the vicinity thereof.

70 **104.11.2 Obstructing operations.**

71 *Is hereby amended to read as follows.*

72 Persons shall not obstruct the operations of the fire department in connection with
73 extinguishment or control of any fire, or actions relative to other emergencies, or disobey

74 any lawful command of the fire chief or fire department official in charge of the
75 emergency, or any part thereof, or any lawful order of a police officer assisting the fire
76 department. Persons who shall violate "104.11.2 Obstructing operations. IFC." shall be
77 guilty of a misdemeanor offense, punishable by a fine of not less than \$50 dollars or more
78 than \$2000 or by imprisonment not exceeding 180 days or both such fine and
79 imprisonment.

80 **106.2 Schedule of permit fees.**

81 "[A] 106.2 Schedule of Permit fees" shall be hereby removed from this code and replaced
82 with "106.2 Permit, Inspection, and Miscellaneous Fees."

83 **106.2 Permit, Inspection, and Miscellaneous Fees.**

84 *Shall be hereby read as follows. Shall also be hereby amended to add subsection "106.2.1."*

85 The following Permit, Inspection, and Miscellaneous Fees shall apply to the regulations
86 governing conditions hazardous to life and property from fire, hazardous materials, and
87 explosions.

88 *106.2.1 Construction and Installation Permits.*

89 *Permit fee.* All permits required by the authority of the fire code official shall be subject to
90 a permit fee. The permit fee is in addition to any other fees which may apply. A fee of
91 \$35.00 will be assessed for construction, operation, or other required permits. This fee is
92 to be in addition to any plan review, acceptance test fee, and/or inspection fees.

93 *Plan check and acceptance test fee.* Fire protection systems or other conditions that
94 require a plan review to be performed for fire protection or life safety shall be subject to a
95 plan review fee. This plan review fee shall include a plan review and the required
96 acceptance test(s).

97 Required acceptance tests which do not require a plan review shall be subject to the
98 acceptance test fee. Each repeat acceptance tests due to any system failing the initial test
99 or contractor rescheduling may be subject to this fee. This fee must be paid to the City of
100 Groves prior to scheduling the acceptance test. The following fee schedule shall apply to
101 plan reviews and acceptance test:

- 102 1. Fire alarm system plan check - \$100.00
- 103 2. Automatic fire-extinguishing system plan check - \$200.00
- 104 3. Kitchen vent hood extinguishing system plan check - \$75.00
- 105 4. All other plan check - \$50.00
- 106 5. Acceptance test - \$50.00

107 *Inspection fee.* An inspection fee will apply when premises require inspections to be
108 performed by fire department personnel in order to obtain a certificate of occupancy, any
109 other required permit, or by state or federal license or regulation. This fee shall be applied
110 to inspections for each subsequent permit or license renewal. The following fee schedule
111 shall apply for each renewal period:

- 112 1. New business initial consultation or walk-through - No charge
- 113 2. First inspection - \$50.00
- 114 3. Second inspection - \$50.00
- 115 4. Third and any additional - \$100.00

116 *Institutional occupancy inspection fee.* Institutional occupancies, (as defined by the
 117 adopted fire code), requiring inspections to be performed by fire department personnel in
 118 order to obtain a certificate of occupancy, any other required permit, or by state or federal
 119 license requirements will be subject to an inspection fee. Each inspection required in a
 120 permit or license renewal period shall be subject to an equivalent service fee. The
 121 following fee schedule shall apply:

- 122 1. New business consultation or walk-through - No charge
- 123 2. 1—49 beds/patient rooms and all adult day care - \$75.00
- 124 3. 50—99 beds/patient rooms - \$100.00
- 125 4. 100—199 beds/patient rooms - \$200.00
- 126 5. 200 or more beds/patient rooms - \$250.00
- 127 6. Child day care facilities - \$50.00

128 *Residential Occupancy Inspection Fee - Residential Occupancies,* (as defined by the
 129 adopted Fire Code), excluding one- and two-family residences, requiring inspections to be
 130 performed by Fire Department personnel in order to obtain a certificate of occupancy, any
 131 other required permit, or by State or Federal license requirements will be subject to an
 132 inspection fee. Each inspection required in a permit or license renewal period shall be
 133 subject to an equivalent service fee. The following fee schedule shall apply:

- | | | |
|-----|--|--------------|
| 134 | 1) New business consultation or walk-thru | No Charge |
| 135 | 2) Charge per dwelling unit or sleeping unit | \$2 per unit |
| 136 | 3) Minimum inspection fee | \$50.00 |

137 Service fees provided for in this section shall be paid within 30 days from the date they are
 138 assessed. Any owner, occupant, or other person or entity responsible for a service fee shall
 139 be in violation of this section for nonpayment of each day beyond the allotted time.

140 *Standby personnel for fire watch fee.* If the Fire Marshal's Office deems it necessary to
 141 require an occupancy to have "standby personnel" to work as a fire watch, the
 142 owner/manager of occupancy is responsible for paying the "standby personnel". The
 143 charges/fee will be either equivalent to the going hourly rate for a police officer working
 144 private security, double time and a half the base firefighter hourly pay, or whichever is
 145 more \$/hr.

146 **110.4 Violation of penalties. IFC.**

147 *Is hereby amended to read as follows.*

148 Persons who shall violate a provision of this code or shall fail to comply with any of the
149 requirements thereof or who shall erect, install, alter, repair, or do work in violation of the
150 *approved construction documents* or directive of the *fire code official*, or of a permit or
151 certificate used under provision of this code, shall be guilty of a misdemeanor offense,
152 punishable by a fine of not less than \$200 and not more than \$2,000 or by imprisonment
153 not exceeding 180 days or both such fine and imprisonment (unless specified. Each day
154 that a violation continues after due notice has been served shall be deemed a separate
155 offense.

156 **112.4 Failure to comply. IFC.**

157 *Is hereby amended to read as follows.*

158 Any person who shall continue any work after having been served with a stop work order,
159 except for such work as that person is directed to perform to remove a violation or unsafe
160 condition, shall be liable for a fine of not less than \$250 or more than \$2,000.

161 **113.1 Authority to disconnect service utilities.**

162 *Is hereby amended to read as follows.*

163 The fire chief, fire code official, or fire department official in charge at the scene of a fire or
164 other emergency involving the protection of life or property, or any part thereof, shall
165 have the authority to authorize disconnection of utility service to the building, structure or
166 system in order to safely execute emergency operations or to eliminate an immediate
167 hazard. The *fire code official* shall notify the serving utility and, where possible, the *owner*
168 or the owner's authorized agent and the occupant of the building, structure or service
169 system of the decision to disconnect prior to taking such action. If not notified prior to
170 disconnection, then the *owner*, the owner's authorized agent or occupant of the building,
171 structure or service system shall be notified in writing as soon as practical thereafter.

172 **Section 202 General Definitions.**

173 The following definitions shall hereby be added or amended to "Section 202 General
174 Definitions." Underlined text has been added to existing definitions.

175 **AMBULATORY CARE FACILITY.** Buildings or portions thereof used to provide medical,
176 surgical, psychiatric, nursing, or similar care on a less than 24- hour basis to persons who
177 are rendered incapable of self-preservation by the services provided. This group may
178 include but is not limited to the following:

- 179 1. Dialysis centers
- 180 2. Procedures involving sedation
- 181 3. Sedation dentistry
- 182 4. Surgery centers
- 183 5. Colonic centers
- 184 6. Psychiatric centers

185 FALSE ALARM. An automatic alarm resulting in a report of any emergency which was
186 generated falsely, accidentally, through mechanical failure, malfunction, improper
187 installation, lack of maintenance, or by negligence of the owner, lessee, or any other
188 person in control of the premises. False alarms shall not include:

- 189 1. Alarms that occur due to weather conditions, natural disasters, or acts of God.
- 190 2. Disruption of the telephone or other communication means beyond the control of
191 the alarm company and/or the alarm user.
- 192 3. Electrical power disruption or failure not caused by the user.
- 193 4. Alarms which occur due to an actual fire or emergency condition.

194 FIRE PROTECTION SYSTEM. Approved devices, equipment and systems or combinations of
195 systems used to detect a fire, activate an alarm, extinguish or control a fire, control or
196 manage smoke and products of a fire or any combination thereof.

197 FIRE WATCH. A temporary measure intended to ensure continuous and systematic
198 surveillance of a building or portion thereof by one or more qualified individuals or
199 standby personnel, when required by the fire code official, for the purposes of identifying
200 and controlling fire hazards, detecting early signs of unwanted fire, raising an alarm of fire
201 and notifying the fire department.

202
203 OCCUPANCY CLASSIFICATION. [Paragraph remains unchanged]

204 Business Group B. [Paragraph remains unchanged.]

205 Fire Station

206 Police Stations with detention facilities for 5 or less

207

208 STANDBY PERSONNEL. Qualified fire service personnel, approved by the Fire Chief. When
209 utilized, the number required shall be as directed by the Fire Chief. Charges for utilization
210 shall be as normally calculated by the jurisdiction.

211

212 **307.1.1 Prohibited open burning. IFC**

213 *Is hereby amended to read as follows.*

214 Open burning on residential or commercial property that is a nuisance, offensive, or
215 objectionable because of smoke emissions or when atmospheric condition or local
216 circumstances make such fires hazardous shall be prohibited

217 Exception: Prescribed burning for the purpose of reducing the impact of wildland fire
218 when authorized by the fire code official.

219 **307.3 Extinguishment authority. IFC**

220 *Is hereby amended to read as follows.*

221 Where open burning is deemed prohibited; any on duty fire department member, on duty
222 police officer, on duty building official, or on duty code enforcement official is authorized
223 to order the extinguishment of the open burning operation.

224 **310 Smoking. IFC.**

225 *Is hereby amended to add sub-sections 310.9 and shall read as follows.*

226 *310.9 Possession Prohibited. IFC.*

227 It shall be unlawful for any student an any public school to have in their possession:
228 matches, lighters or any apparatus which produces an open flame or source for ignition.
229 Persons who shall violate "310.9 Possession Prohibited. IFC." shall be guilty of a
230 misdemeanor offense, punishable by a fine of not less than \$50 or more than \$2000 or by
231 imprisonment not exceeding 180 days or both such fine and imprisonment.

232 **503.3 Marking. IFC.**

233 *Is hereby amended to read as follows.*

234 Where required by the fire code official, approved signs, curb paint (stripping) or other
235 approved notices or markings that include the words NO PARKING—FIRE LANE shall be
236 provided for fire apparatus access roads to identify such roads or prohibit the obstruction
237 thereof. The use of multiple means of marking may be approved and/or required by the
238 fire code official. The means by which fire lanes are designated shall be maintained in a
239 clean and legible condition at all times and replaced or repaired when necessary to provide
240 adequate visibility. Curb paint (stripping) and signs shall comply with the following:

- 241 1. Stripping Fire apparatus access roads shall be marked by painted lines of red
242 traffic paint 6 inches in width to show the boundaries of the fire lane. The words
243 "NO PARKING FIRE LANE" shall appear in 4-inch white letters at 25-foot intervals
244 on the red border markings along both sides of the fire lanes.
- 245 2. Signs shall read "NO PARKING FIRE LANE" and shall be 12 inches wide and 18
246 inches high. Signs shall be painted on a white background with letters and
247 borders in red, using no less than 2-inch lettering. Signs shall be permanently
248 affixed to a stationary post and the bottom of the sign shall be 6 feet, 6 inches
249 above finished grade. Signs shall be spaced no more than 50 feet apart. Signs
250 may be installed on permanent buildings or walls or as approved by the fire code
251 official. Any obstructed signs must have the obstruction removed for adequate
252 sign visibility.

253 **503.4 Obstruction of fire apparatus access roads.**

254 *Is hereby amended to read as follows.*

255 Fire apparatus access roads shall not be obstructed in any manner, including the parking of
256 vehicles. The minimum widths and clearances established in Section 503.2.1 and any area
257 marked as a fire lane as described in Section 503.3 shall be maintained at all times.

258 **506.1 Where required. (Key Boxes) IFC.**

259 *Is hereby amended to read as follows.*

260 Where access to or within a structure or an area is restricted because of secured openings
261 or where immediate access is necessary for life-saving or fire-fighting purposes, or the

262 location has a device or system which may make an automatic notification of emergency,
263 the fire code official is authorized to require a key box to be installed in an approved
264 location. The key box shall be of an approved type listed in accordance with UL 1037, and
265 shall contain keys to gain necessary access as required by the fire code official. Key boxes,
266 key switches and padlocks must be obtained from the Knox Company. The City of Groves
267 receives no payment or gratuity from the Knox Company for this franchise.

268 This section applies to existing and new occupancies. Existing occupancies shall be granted
269 a time period of one hundred and eighty days (180) from the time of notification to comply
270 with this section.

271 **901.7 Systems out of service. IFC**

272 *Is hereby amended to read as follows.*

273 Where a required fire protection system is out of service, or in the event of an excessive
274 number of activations, the fire department and the fire code official shall be notified
275 immediately and, where required by the fire code official, the building shall either be
276 evacuated or an approved fire watch shall be provided for all occupants left unprotected
277 by the shut down until the fire protection system has been returned to service. Where
278 utilized, fire watches shall be provided with no less than one approved means for
279 notification of the fire department and their only duty shall be to perform constant patrols
280 of the protected premises and keep watch for fires. When applicable, Fire Watch duties
281 shall also follow 106.2.1 of this code.

282 **907.4 Combination panels.**

283 *Is hereby added to read as follows:*

284 Combination security and fire alarm panels are not allowed.

285 **907.11 Nuisance Alarms.**

286 *Is hereby amended to add section 907.11 and shall read as follows:*

287 *Nuisance Alarms Fee.* An administrative fee shall be imposed for each false alarm that
288 generates a fire department response. The owner, occupant, or other responsible party
289 shall be subject to the following fee schedule for false alarms that occur during a rolling
290 12-month period.

- 291 1. First, second, and third false alarm - No charge
- 292 2. Fourth and fifth false alarm - \$250
- 293 3. Sixth through tenth false alarm - \$500
- 294 4. Eleventh through fifteenth false alarms - \$750
- 295 5. Sixteenth and all subsequent false alarms - \$1000

296 Administrative fees provided for in this section shall be paid within 30 days from the date
297 they are assessed. Any owner, occupant, or other person or entity responsible for a service

298 fee shall be in violation of this section for nonpayment of each day beyond the allotted
299 time.

300 **6107.4 Protecting Containers from Vehicles.**

301 *Is hereby amended to read as follows:*

302 Where exposed to vehicular damage due to proximity to alleys, driveways or parking
303 areas, LP-gas containers, regulators and piping shall be protected in accordance with "312
304 Vehicle Impact Protection. IFC."

305 **6109.13 Protection of Containers.**

306 *Is hereby amended to read as follows:*

307 LP-gas containers shall be stored within a suitable enclosure or otherwise protected
308 against tampering. Vehicle impact protection shall be provided as required by Section
309 6107.4.

310 *(The exception has been deleted from "6109.13 Protection of Containers. IFC.")*

311 **Secs. 10-6—10-9. Reserved.**

312 **ARTICLE II. ARSON REWARD**

313 **Sec. 10-10. Established.**

314 The mayor of the city is hereby required, authorized, and empowered to offer a reward of
315 not less than three hundred dollars (\$300.00) payable to the person or persons who shall be
316 responsible for the arrest and conviction of any person committing in the city the crime of
317 arson as the same is now defined by the State Penal Code.

318 (Ord. No. 2021-10, § 1, 8-30-21)

319 **Sec. 10-11. How offered.**

320 Whenever the mayor shall be informed that any fire occurring in said city was of an
321 incendiary origin, he shall call for a report on the same by the city fire marshal, and, if the
322 marshal shall report that such fire was caused by the commission of the crime of arson, it shall
323 become the duty of the mayor to offer the reward prescribed in section 10-10, which reward
324 shall be in the form of a proclamation duly issued by the mayor under his official signature and
325 attested by the seal of the city, and which shall be posted in conspicuous places, one (1) of
326 which shall be the city hall in accordance with the regulations of the state insurance
327 department.

328 **Sec. 10-12. Placards.**

329 Placards eight (8) inches by twelve (12) inches in size showing the reward offered in
330 section 10-10 shall be placed in wooden frames under glass and posted inside of at least twelve
331 (12) different public buildings within the city.

332 (Ord. No. 2021-10, § 1, 8-30-21)

333 **SECTION II: EFFECTIVE DATE, CODIFICATION, AND PUBLICATION:**

334 This Ordinance shall be codified and become effective after its approval, adoption, and
335 publication pursuant to law. All other portions of the ordinance remain in full force and effect. The
336 Ordinance shall be published by publishing the caption hereof, within ten days after the passage
337 hereof, in The Examiner.

338

339 **PASSED, APPROVED AND ADOPTED** by the City Council of Groves, Texas, at a regular
340 meeting this, the 4th day of November, A.D., 2024.

341

342

343

344

345

Chris Borne, Mayor

346 **ATTEST:**

347

348

349

Clarissa Thibodeaux, City Clerk

351

352

353 The foregoing ordinance, including all the provisions thereof, is hereby approved as to form

354 and legality.

355

356

Brandon P. Monk, City Attorney

357

City of Groves
Agenda Item Information Form

Council Meeting Date: 11/4/2024 Department: City Manager Agenda Item No. 11

Title for Item (same as to be placed on Agenda): Deliberate and act on Resolution 2024-10, casting ballots for the Jefferson Central Appraisal District Board of Directors.

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

Submitted to City Manager's Office on: Date: 10/30/24 Time: 2:00 p.m. By: C. THIBODEAUX

Explanation of Item: See accompanying memo.

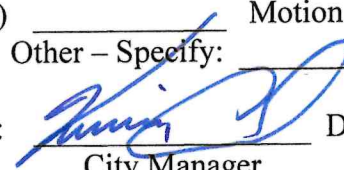
Deadline for Approval: December 16, 2024.

Staff Recommendation: Staff recommends the Council adopt Resolution 2024-10 votes for Funchess, Marks, Mason, and Thewman and 10 votes for Wycoff, as presented.

Alternative (if any) for consideration: Council can allocate its 54 votes among the six nominees any manner it wishes.

Identify any attachments to this document: 10/30/24 memo from City Manager; 10/15/24 letter from Chief Appraiser; chapter from Appraisal District Directors Manual; and Resolution 2024-10.

Specific Council Action Requested: None (Information item only) Motion X
Ordinance – Number _____ Resolution – Number 2024-10 Other – Specify: _____

Signed: _____ Date: _____ Approved:  Date: 10/31/24
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 _____

RESOLUTION NO. 2024-10

A RESOLUTION CASTING VOTES FOR MEMBERS OF THE JEFFERSON CENTRAL APPRAISAL DISTRICT BOARD OF DIRECTORS

WHEREAS, the City of Groves is entitled to fifty-four (54) votes in the election of five (5) Directors for the Jefferson Central Appraisal District (JCAD) Board of Directors; and

WHEREAS, the City Council desires a JCAD Board of Directors who bring a diversity of personal and professional experiences and also represent geographically different parts of Jefferson County,

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

That the City of Groves does hereby cast the fifty-four (54) votes to which it is entitled for Directors of the Jefferson Central Appraisal District as follows, to wit:

Tim Funchess	11
Eugene Landry	0
Kenneth Marks	11
Lauren Williams Mason	11
Robert Thewman	11
Mary Wycloff	10

PASSED, APPROVED AND ADOPTED by the City Council of the City of Groves, Texas, this 4th day of **November, 2024**.

THE CITY OF GROVES, TEXAS

Chris Borne, Mayor

ATTEST:

Clarissa Thibodeaux, City Secretary

APPROVED AS TO FORM:

Brandon P. Monk, City Attorney

MEMORANDUM



To: Mayor and City Council
From: City Manager Kevin Carruth *KC*
Date: October 30, 2024
Re: Jefferson Central Appraisal District Board of Directors Ballot

All five non-publicly elected positions on the Jefferson Central Appraisal District Board of Directors are up for election and six candidates are running. The City of Groves has 54 votes to cast, which is our *pro rata* share of the 5,000 total votes available based on the total tax levy of each entity.

The following table lists the six nominees, their occupations, and when they began service on the Board:

Name	Occupation	Start of Service
Tim Funchess	Jefferson County Treasurer	2023
Eugene Landry	Retired	1981
Kenneth Marks	Port Arthur City Council Member; Retired Purchasing Agent	2023
Lauren Williams Mason	Attorney	2016
Robert (Bob) Thewman	Hamshire-Fannett ISD School Board Member; Auto Dealership General Manager	2021
Mary Wycoff	Port of Port Arthur Commissioner	N/A

Council can cast its 54 votes in any manner it wishes, from all 54 votes for one nominee to different combinations of votes for two to six candidates.

Staff recommends that the Council adopt Resolution 2024-10 casting 11 votes for Funchess, Marks, Mason, and Thewman and 10 votes for Wycoff, as presented.



www.jcad.org

P.O. Box 21337
Beaumont, Texas 77720-1337

4610 S. Fourth St.
Beaumont, TX 77705

Phone (409) 840-9944
(409) 727-4611
Fax (409) 727-5621

Jefferson Central Appraisal District

Chief Appraiser

Angela Bellard, RPA, RES, AAS

October 15, 2024

Mr. Chris Borne
Mayor
City of Groves
3947 Lincoln Ave
Groves TX 77619

Dear Mayor Borne:


In accordance with Section 6.03 of the Property Tax Code, I have enclosed a copy of the ballot of the nominees for the Jefferson Central Appraisal District Board of Directors for the 2025, 2025-2027 term of office. This election applies to the 2025 and 2025-2027 terms of office. Once the members are appointed, they will draw lots to determine the two members that will serve a one-year term for 2025, and the three members that will serve a three-year term for 2025-2027. Thereafter, all appointed members will serve four-year staggered terms.

All five positions on the Board of Directors are up for re-election. You may cast all of your votes for one nominee or distribute them as you wish among the nominees.

Each taxing unit entitled to vote must cast its votes in the form of a resolution adopted by its governing body and submit it to me by December 16, 2024.

Please refer to the enclosed voting allocation to determine the number of votes your entity is entitled to in this election. The nominee receiving the majority of the votes of the conservation and reclamation districts will receive all of the votes cast by these districts.

Sincerely,


Angela Bellard, RPA, RES, AAS
Chief Appraiser

pjb
Enclosures – 2
Mr. Kevin Carruth, City Manager

ELECTION BALLOT

Jefferson Central Appraisal District

Board of Directors 2025, 2025-2027 Term of Office

The following individuals have been nominated:

Tim Funchess

Eugene Landry

Kenneth Marks

Lauren Williams Mason

Robert Thewman

Mary Wycoff

JEFFERSON CENTRAL APPRAISAL DISTRICT

**Voting Allocation for 2025 and 2025-2027 Board of Directors
Based on 2023 Tax Levies**

	<u>2023</u>	<u>% of Total Tax Levy</u>	<u># of Votes</u>	<u>% of Votes</u>
Drainage District #6	\$24,711,375.80	3.71%	185	3.70%
Drainage District #7*	\$45,664,278.09	6.85%	343	6.86%
Navigation and Waterways Dist	\$27,396,819.64	4.11%	206	4.12%
Port of Beaumont	\$12,727,149.03	1.91%	96	1.92%
Port of Port Arthur	\$14,041,954.12	2.11%	105	2.10%
Port of Sabine Pass	\$1,313,237.45	0.20%	10	0.20%
Trinity Bay Conservation Dist	\$26,609.45	0.00%	0	0.00%
WCID #10	\$1,255,885.78	0.19%	9	0.18%
SUBTOTAL C & R DISTRICTS:	\$127,137,309.36	19.08%	954	
Jefferson County*	\$109,552,493.74	16.44%	822	16.44%
Beaumont ISD	\$128,905,152.04	19.34%	967	19.34%
Hamshire-Fannett ISD	\$9,826,630.15	1.47%	74	1.48%
Hardin Jefferson ISD	\$6,443,261.39	0.97%	48	0.96%
Nederland ISD	\$33,089,030.69	4.97%	248	4.96%
Port Arthur ISD*	\$80,984,518.87	12.15%	608	12.16%
Port Neches-Groves ISD*	\$36,898,147.07	5.54%	277	5.54%
Sabine Pass ISD	\$13,081,646.36	1.96%	98	1.96%
City of Beaumont*	\$71,048,980.17	10.66%	533	10.66%
City of Bevil Oaks	\$115,751.03	0.02%	1	0.02%
City of Groves	\$7,124,991.87	1.07%	54	1.08%
City of Nederland	\$7,637,079.82	1.15%	57	1.14%
City of Port Arthur	\$25,321,006.51	3.80%	190	3.80%
City of Port Neches	\$9,153,795.54	1.37%	69	1.38%
City of Taylor Landing	\$60,684.92	0.01%	0	0.00%
SUBTOTALS:	\$539,243,170.17	80.92%	4,046	
TOTALS:	\$666,380,479.53	100.00%	5,000	

The seal of the Texas Comptroller of Public Accounts is a circular emblem. It features a central five-pointed star surrounded by a wreath of olive and oak branches. The words "THE COMPTROLLER" are inscribed along the top inner edge, and "TEXAS" is at the bottom. The background of the entire page is a solid orange color.

Glenn Hegar
Texas Comptroller
of Public Accounts

Appraisal District Director's Manual

May 2020

Board Duties, Authority and Policies

A board of directors has required duties and authority under the Tax Code. Other additional duties and authority are provided for in other law. Consult an attorney regarding all legal duties and authority.

Primary Duties

The following is a nonexclusive list of the primary responsibilities of the board of directors under the Tax Code:

- Establish the appraisal district office;¹⁰²
- Hire a chief appraiser;¹⁰³
- Adopt the CAD's annual operating budget before Sept. 15 after fulfilling notice requirements and holding a public hearing;¹⁰⁴
- Adopt a new budget within 30 days after a budget is disapproved by voting taxing units;¹⁰⁵
- Appoint appraisal review board (ARB) members in counties with a population of less than 120,000;¹⁰⁶
- Notify taxing units of any vacancy on the board and elect by majority vote of members one of the submitted nominees;¹⁰⁷
- Elect from members a chair and secretary at the first meeting of the calendar year;¹⁰⁸
- Have board meetings at least once each calendar quarter;¹⁰⁹
- Develop and implement policies regarding reasonable access to the board;¹¹⁰
- Prepare information describing the board's functions and complaint procedures; the information must be made available to the public and the appropriate taxing units;¹¹¹

Notify parties to a complaint filed with the board of the status of the complaint unless otherwise provided;¹¹²

Appoint a taxpayer liaison officer (in counties having a population of over 120,000);¹¹³

Biennially develop a written plan for the periodic reappraisal of all property in the CAD's boundaries, hold a public hearing with the required notice, approve a plan by Sept. 15 of each even-numbered year and distribute copies to participating taxing units and to the Comptroller's office as required;¹¹⁴

Make an agreement with newly formed taxing unit's governing body on an estimated budget allocation for the new taxing unit;¹¹⁵

Have prepared an annual financial audit conducted by an independent certified public accountant and deliver a copy of the audit to each voting taxing unit and make available for inspection at the CAD office;¹¹⁶

Designate the CAD depository at least once every two years;¹¹⁷

Receive taxing units' resolutions disapproving board actions;¹¹⁸

Adhere to requirements regarding purchasing and contracting under Local Government Code Chapter 252;¹¹⁹

Provide advice and consent to the chief appraiser concerning the appointment of an agricultural appraisal advisory board and determine the number of members on that advisory board;¹²⁰

Adhere to laws concerning the preservation, microfilming, destruction or other disposition of records; and¹²¹

Adopt and implement a policy for the temporary replacement of an ARB member who violates ex-parte communication requirements.¹²²

¹⁰² Tex. Tax Code §6.05(a)

¹⁰³ Tex. Tax Code §6.05(c)

¹⁰⁴ Tex. Tax Code §6.06(b)

¹⁰⁵ Tex. Tax Code §6.06(b)

¹⁰⁶ Tex. Tax Code §§6.41(d) and (d-1)

¹⁰⁷ Tex. Tax Code §6.03(l)

¹⁰⁸ Tex. Tax Code §6.04(a)

¹⁰⁹ Tex. Tax Code §6.04(b)

¹¹⁰ Tex. Tax Code §6.04(d) and (e)

¹¹¹ Tex. Tax Code §6.04(f)

¹¹² Tex. Tax Code §6.04(g)

¹¹³ Tex. Tax Code §6.052(a)

¹¹⁴ Tex. Tax Code §6.05(i)

¹¹⁵ Tex. Tax Code §6.06(h)

¹¹⁶ Tex. Tax Code §6.063(a) and (b)

¹¹⁷ Tex. Tax Code §6.09

¹¹⁸ Tex. Tax Code §6.10

¹¹⁹ Tex. Tax Code §6.11

¹²⁰ Tex. Tax Code §6.12(a)

¹²¹ Tex. Tax Code §6.13

¹²² Tex. Tax Code §41.66(g)

Statutory Authority

Tax Code Chapter 6 contains much of the statutory authority for boards of directors. The following is a non-exclusive list of boards' authority:

Provide for the operation of a consolidated CAD by interlocal contract between two or more adjoining CADs;¹²³

Change the number of directors or method of selecting directors, or both, unless any of the voting taxing units oppose the change;¹²⁴

Have board meetings at any time at the call of the chair or as provided by board rule;¹²⁵

Contract with another CAD or with a taxing unit in the CAD to perform the duties of the appraisal district office;¹²⁶

Prescribe, by resolution, specified actions of the chief appraiser relating to CAD finances or administration that are subject to board approval;¹²⁷

Employ a general counsel to the CAD to serve at the will of the board;¹²⁸

Purchase or lease real property and construct improvements necessary to establish and operate an appraisal district office or branch office;¹²⁹

Convey real property owned by the CAD;¹³⁰

Amend the approved operating budget after giving notice to participating taxing units not later than the 30th day before the date the board acts on the proposed amendment;¹³¹

Authorize the chief appraiser to disburse CAD funds;¹³²

Change the CAD's method of financing unless any participating taxing unit opposes the change;¹³³

Contract with the governing body of a taxing unit or county to assess and collect taxes through the Interlocal Cooperation Act;¹³⁴

Change the number of ARB members; and¹³⁵

Appoint auxiliary ARB members and select the number of auxiliary members by resolution, except in certain counties.¹³⁶

¹²³ Tex. Tax Code §6.02

¹²⁴ Tex. Tax Code §6.031(a)

¹²⁵ Tex. Tax Code §6.04(b)

¹²⁶ Tex. Tax Code §6.05(b)

¹²⁷ Tex. Tax Code §6.05(h)

¹²⁸ Tex. Tax Code §6.05(j)

¹²⁹ Tex. Tax Code §6.051(a)

¹³⁰ Tex. Tax Code §6.051(c)

¹³¹ Tex. Tax Code §6.06(c)

¹³² Tex. Tax Code §6.06(f)

¹³³ Tex. Tax Code §6.061(a)

¹³⁴ Tex. Tax Code §6.24(a) and (b)

¹³⁵ Tex. Tax Code §6.41(b)

¹³⁶ Tex. Tax Code §6.414

The Tax Code also provides certain statutory authority to the board of directors outside of Chapter 6, including authorizing a board of directors to approve the chief appraiser to contract with private appraisal firms to perform appraisal services under Tax Code Section 25.01(b). On written approval of the board of directors, a chief appraiser is entitled to appeal certain ARB orders to district court as provided by Tax Code Section 42.02.

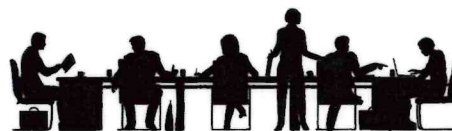
Limited Appraisal Authority

The board's appraisal authority is limited. The board does not appraise property or review values on individual properties. The law assigns these tasks to the chief appraiser and the ARB, respectively. The board of directors does have the authority to give written approval for a chief appraiser to appeal certain ARB orders in court.¹³⁷

The board has authority over appraisal policy through the following duties and authority:

- duty to develop biennially a written plan for periodic reappraisal;¹³⁸
- duty to adopt an operating budget to reflect the board's decisions on handling appraisals;¹³⁹
- authority to contract with another CAD or with a taxing unit in the CAD to perform the duties of the appraisal district's office; and¹⁴⁰
- authority to approve the chief appraiser to contract with private appraisal firms to perform appraisal services.¹⁴¹

Meetings



At the board of directors' first meeting each calendar year, the board must

elect from its members a chair and a secretary.¹⁴² A nonvoting TAC may serve as chair or secretary.¹⁴³ A majority of the CAD board of directors constitutes a quorum.¹⁴⁴ A TAC who is a

¹³⁷ Tex. Tax Code §42.02(a) and (c)

¹³⁸ Tex. Tax Code §6.05(i)

¹³⁹ Tex. Tax Code §6.06(b)

¹⁴⁰ Tex. Tax Code §6.05(b)

¹⁴¹ Tex. Tax Code §25.01(b)

¹⁴² Tex. Tax Code §6.04(a)

¹⁴³ Tex. Att'y Gen. Op. JC-0580 (2002)

¹⁴⁴ Tex. Tax Code §6.04

nonvoting member is counted in determining the presence of a quorum.¹⁴⁵

The board may meet at any time at the call of the chair or as provided by board rule.¹⁴⁶ However, the board must meet at least once each calendar quarter.¹⁴⁷

The board must provide reasonable time at meetings for public comment on CAD and ARB policies and procedures and allow a reasonable amount of time for a taxpayer liaison officer's report if applicable.¹⁴⁸

Disapproval of Board Actions

At times, the board of directors may take an action with which the majority of voting taxing units may disagree. Under Tax Code Section 6.10, a majority of voting taxing units may veto any action by the board of directors.¹⁴⁹ This disapproval power under Tax Code Section 6.10 does not apply to the adoption of the budget by the board.¹⁵⁰

To veto a board action other than the budget, the governing bodies of a majority of voting taxing units must adopt resolutions disapproving the action.¹⁵¹ The voting taxing units must file the resolutions with the board's secretary within 15 days after the action is taken.¹⁵² The board action is revoked effective the day after the day on which the required number of resolutions is filed.¹⁵³

For voting taxing units to disapprove the CAD budget, a majority of the taxing units must file a resolution with the board's secretary within 30 days after the budget is adopted.¹⁵⁴

Written Policies

Through its policies, the board determines the CAD's goals and operates as the decision-making body of the CAD. While the Tax Code requires boards of directors to develop written

policies on certain issues, a written policy covering all operational aspects of CAD operations should be considered.

Written procedures and policies are good management tools. A policy manual allows the board to make important decisions carefully and in advance, rather than in response to crisis situations. They permit the CAD's operations to continue uninterrupted if key employees leave. A policy manual also helps educate the public and others about CAD operations.

Examples of policies of boards of directors can be found at comptroller.texas.gov/taxes/property-tax/board-policies/index.php.

Required Policies



State law requires the board to have written policies on specific issues. The board must:

- develop and implement policies that provide the public with reasonable opportunity to appear before the board to speak on any issue under the board's jurisdiction;¹⁵⁵
- prepare and maintain a written plan that describes how a non-English speaking person or a person who has a physical, mental or developmental disability may be provided reasonable access to the board; and¹⁵⁶
- prepare information of public interest describing the board's functions and procedures to file complaints and how complaints are resolved by the board.¹⁵⁷

The board must biennially develop a written reappraisal plan for the periodic reappraisal of all property in the CAD's boundaries by Sept. 15 of each even-numbered year.¹⁵⁸ The plan is required to comply with Tax Code Section 25.18.¹⁵⁹ Certain activities are required to be conducted in the reappraisal of all real and personal property located in the CAD at least once every three years.¹⁶⁰ In summary, those activities are the following:

- identifying properties by physical inspection or other reliable means of identification (such as deeds or other legal

¹⁴⁵ Tex. Att'y Gen. Op. JC-0580 (2002)

¹⁴⁶ Tex. Tax Code §6.04(b)

¹⁴⁷ Tex. Tax Code §6.04(b)

¹⁴⁸ Tex. Tax Code §6.04(d)

¹⁴⁹ Tex. Tax Code §6.10

¹⁵⁰ Tex. Tax Code §6.10

¹⁵¹ Tex. Tax Code §6.10

¹⁵² Tex. Tax Code §6.10

¹⁵³ Tex. Tax Code §6.10

¹⁵⁴ Tex. Tax Code §6.06(b)

¹⁵⁵ Tex. Tax Code §6.04(d)

¹⁵⁶ Tex. Tax Code §6.04(e)

¹⁵⁷ Tex. Tax Code §6.04(f)

¹⁵⁸ Tex. Tax Code §6.05(i)

¹⁵⁹ Tex. Tax Code §6.05(i)

¹⁶⁰ Tex. Tax Code §25.18(b)

-
- documentation, aerial or land-based photographs, surveys, maps and sketches);
- identifying and updating property characteristics;
 - defining market areas;
 - identifying property characteristics affecting value in market areas (such as location and market area of property, physical attributes of property, legal and economic attributes and legal restrictions);
 - developing an appraisal model that reflects the relationship among property characteristics affecting value in each market area and determines the contribution of individual property characteristics;
 - applying the conclusions from the model to the characteristics of individual properties; and
 - reviewing the appraisal results to determine value.¹⁶¹

Tax Code Section 23.01(b) provides that if a CAD determines the appraised value of a property using mass appraisal standards, those standards must comply with the Uniform Standards of Professional Appraisal Practice.

The board of directors must hold a public hearing to consider the proposed plan and provide written notice to each participating taxing unit of the hearing not later than the 10th day before the hearing.¹⁶² After holding the public hearing and approving a plan by Sept. 15 of each even-numbered year, the board of directors must distribute copies of the plan to the participating taxing units and to the Comptroller's office within 60 days of the approval date.¹⁶³

The board of directors may include language in the reappraisal plan to give the chief appraiser discretion to make limited changes, especially as they relate to the work plan or schedule of appraisal activities, without the need for additional board approval or plan amendment. This limited authority would allow the chief appraiser to make timeline adjustments to meet staffing needs or to address other management issues.

In order to ensure timely compliance with the reappraisal plan, the board of directors should consider conducting an annual review of plan implementation. Attention to completion of tasks according to the appraisal work plan or schedule should be given, along with completion of reappraisal activities for all identified market areas.

If the plan requires revision because of staff reductions, changes in market areas, unexpected circumstances, or any other reason deemed appropriate by the board of directors, it may be amended by official action, without the board of directors conducting another public hearing. Copies of the amended reappraisal plan should be distributed to the participating taxing units and the Comptroller's office.

A CAD board of directors also must adopt and implement a policy for the temporary replacement of an ARB member who has communicated with another person in violation of ex parte communication provisions.¹⁶⁴ An ARB member may not communicate with another person concerning the evidence, argument, facts, merits or any other matters related to an owner's protest, except during the hearing on the protest.¹⁶⁵ An ARB member also may not communicate with another person concerning a property that is the subject of the protest, except during a hearing on another protest or other proceeding before the board at which the property is compared to other property or used in a sample of properties.¹⁶⁶

¹⁶¹ Tex. Tax Code §25.18(b)

¹⁶² Tex. Tax Code §6.05(i)

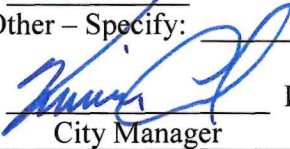
¹⁶³ Tex. Tax Code §6.05(i)

¹⁶⁴ Tex. Tax Code §41.66(g)

¹⁶⁵ Tex. Tax Code §41.66(f)

¹⁶⁶ Tex. Tax Code §41.66(f)

City of Groves
Agenda Item Information Form

Council Meeting Date: <u>11/04/24</u> Department: <u>City Manager</u> Agenda Item No. <u>12</u>	
Title for Item (same as to be placed on Agenda): <u>Deliberate and act on authorizing the Mayor and Public Works Director to execute a Memorandum of Understanding with the City of Groves Public Works</u>	
Department to utilize a portion of the City's American Rescue Plan Act Funds for beautification of the City. Party(ies) requesting placement of this item on the agenda: <u>Kevin Carruth, City Manager</u>	
Submitted to City Manager's Office on: Date: <u>11/01/2024</u> Time: <u>9:45 p.m.</u> By: <u>K. Carruth</u>	
Explanation of Item: <u>See accompanying memo.</u>	
Deadline for Approval: <u>December 31, 2024</u>	
Staff Recommendation: <u>Staff recommends that the Council authorize the Mayor and Public Works Director to execute an MOU with the City of Groves Public Works Department to utilize a portion of the City's ARPA funds for beautification of the City, as presented.</u>	
Alternative (if any) for consideration: <u>Choose a different scope of work.</u>	
Identify any attachments to this document: <u>Memo from City Manager; MOU</u>	
Specific Council Action Requested: None (Information item only) <input checked="" type="checkbox"/> Motion _____ Ordinance – Number _____ Resolution – Number _____ Other – Specify: _____	
Signed: _____ Date: _____ Department Head	Approved:  Date: <u>11/01/24</u> City Manager
FUNDING (IF APPLICABLE)	
Are sufficient funds specifically designated and currently available for this purpose? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
If yes, specify account no. <u>4-00-375-13</u> If no, explain and identify intended funding source: _____	
PAYMENT REQUEST	
Amount of requested payment \$ <u>N/A</u> 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: <input type="checkbox"/> NOT APPROVED: <input type="checkbox"/> Any follow-up action required? YES <input type="checkbox"/> NO <input type="checkbox"/>	
If yes, explain _____	

MEMORANDUM

To: Mayor and City Council
From: City Manager Kevin Carruth *KC*
Date: November 1, 2024
Re: ARPA MOU with Public Works



Approximately \$109,616 of the City's ARPA award remains unallocated. These funds must be obligated by December 31, 2024, and funds must be expended by December 31, 2026. Failure to meet these deadlines will result in the U.S. Department of Treasury reclaiming them. Treasury recently issued guidance that award recipients can execute a memorandum of understanding (MOU) with an awardee's own department that obligates ARPA funds. This process allows the City to earmark the funds for a project by the December 31, 2024, deadline and go through the procurement process later.

The City has not demolished any substandard buildings since August 2022. At that time the City solicited bids from demolition contractors and only received one bid. This contractor eventually withdrew because he determined that the five demolitions in that job were not large enough to be worth it. The demolitions were later completed by city employees using overtime and city equipment. From 2019 to 2022 the Council on Dangerous/Empty Structures met once per year and declared 5 – 16 structures dangerous and ordered demolished.

To jumpstart our demolition program, the City's remaining ARPA funds are proposed to be added to the \$100,000 in the FY 2024-2025 budget, allowing us to solicit an RFP for a demolition project that is much more attractive to contractors. A combined demolition fund of \$209,616 should allow for the demolition of at least 20 dangerous buildings and improve neighborhoods across the city.

Staff recommends that the Council authorize the Mayor and Public Works Director to execute an MOU with the City of Groves Public Works Department to utilize a portion of the City's American Rescue Plan Act funds for beautification of the City, as presented.

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (“MOU”) is made and entered into this 4th day of November, 2024, by and between the **City of Groves**, (hereinafter referred to as “City”, and the **City of Groves Public Works Department**, hereinafter referred to as the “Other Party”. The City and Other Party are sometimes referred to as a “Party” and collectively “Parties.”

The following recitals are incorporated in and made a part of this MOU:

WHEREAS, on January 6, 2022, the U.S. Department of the Treasury (“Treasury”) issued the Final Rule to implement the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) Program following the adoption of the American Rescue Plan Act (ARPA) in 2021; and

WHEREAS, on August 10, 2023, Treasury released an Interim Final Rule implementing new eligible uses; and

WHEREAS, the Obligation Interim Final Rule (Obligation IFR) followed in November 2023, clarified the definition of “obligation” for the SLFRF program and provided related guidance to give additional flexibility and clarity to recipients to support their use of SLFRF funds; and

WHEREAS, on March, 29, 2024, Treasury issued FAQ 17.6 to further explain the definition of Obligation and considers an interagency agreement, including an agreement in the form of an MOU, to constitute a “transaction requiring payment” similar to a contract or sub-award and therefore an obligation for purposes of the SLFRF rule if the agreement satisfies certain conditions; and

WHEREAS, the City was awarded SLFRF funds by Treasury which were distributed to the City from ARPA for covered costs and eligible expenses to be incurred/obligated between March 3, 2021, and December 31, 2024. These funds must be expended by December 31, 2026, with the exception of costs incurred for expanded surface transportation and Title I projects which must also be obligated by December 31, 2024, and expended by September 30, 2026, as outlined in the Interim Final Rule (August 2023); and

WHEREAS, the City desires to disburse funds to the Other Party to perform certain services or provide certain supplies or equipment in connection therewith as set forth in this MOU and in the Purpose/Scope of Work described herein; and

WHEREAS, the Other Party has represented to the City that it is duly qualified, eligible, and willing to provide the certain services, supplies, or equipment identified herein and in the Purpose/Scope of Work; and

WHEREAS, recipients may obligate funds pursuant to an interagency agreement, including an agreement in the form of an MOU, if the agreement satisfies certain conditions identified in FAQ 17.6; and

WHEREAS, through this MOU entered into pursuant to the Obligation IFR, the City wishes to formally and legally obligate the funds.

NOW, THEREFORE, in consideration of the foregoing recitals and terms and conditions set forth herein, and funding allocated in an amount not to exceed One Hundred and Nine Thousand Six Hundred and Sixteen Dollars and Thirty-Eight Cents (\$109,616.38) as herein below set forth, the Parties agree as follows:

I. PURPOSE/SCOPE OF WORK

The purpose of this MOU is to set forth an understanding between the City and Other Party regarding the Purpose and/or Scope of Work to be completed with the SLFRF funds as described here:

The funds shall be used for beautification of the city of Groves, including the demolition of substandard buildings and/or other improvements to the City’s public spaces. The Other Party will coordinate with the City Council and City Manager to develop a list of substandard buildings. The Other Party will issue a request for proposals from contractors to perform the demolition and dispose of the debris and any other goods or services necessary to carry out the demolition. Should the demolition of substandard buildings not be accomplished or does not exhaust available funds, the Other Party will coordinate with the City Council and City Manager to identify public spaces and features for beautification.

Demolition and improvements shall be completed no later than December 31, 2026, per the ARPA/SLFRF expenditure deadline. The Other Party will be responsible for guiding the procurement and implementation of the services including, but not limited to, the City’s remaining ARPA allocation of \$109,616.38. Acquisition of all construction and engineering services, and any other goods or services necessary to carry out the Project, shall be in accordance with applicable state law and City’s internal procurement policies.

II. AUTHORIZED REPRESENTATIVES

The following will act as the designated Representatives authorized to administer activities to include, but not limited to, notices, consents, approvals, requests, or other general communications provided for or permitted under this MOU. The designated Party Representatives are:

AUTHORIZED REPRESENTATIVES	
City of Groves	Other Party
Name: Kevin Carruth	Name: Troy Foxworth
Title: City Manager	Title: Public Works Director
City of Groves	Other Entity Name: City of Groves Public Works Dept.
Address: 3947 Lincoln Avenue	Address: 3947 Lincoln Avenue
City, State, Zip Code: Groves, TX 77619 - 4604	City/State, Zip Code: Groves, TX 77619 - 4604
Phone: (409) 960-5773	Phone: (409) 960-5717
Email: kcarruth@cigrovestx.com	Email: tfoxworth@cigrovestx.com

Either Party may change its designated Representative by providing written notice to the other Party at least ten (10) calendar days prior to the change. Should the person serving either as the Entity’s Authorized Representative change during the duration of this MOU, the person replacing the Authorized Representative, as the case may be, shall immediately and automatically assume the duties of Designated Representative under this MOU.

III. CITY’S RESPONSIBILITIES

- A. The City shall endeavor to execute its ARPA/SLFRF responsibilities in a timely and efficient manner.
- B. The City shall be the repository of all receipts and documentation pertinent to the ARPA/SLFRF funds and furnish such to Treasury upon its request.
- C. The City shall comply with all federal, state, local, and ARPA/SLFRF procurement policies, as applicable, including but not limited to taking all necessary Council action to approve contracts for the acquisition of goods or services for the construction of real property improvements in furtherance of the Project.

- D. The City shall serve as the primary contact in all matters pertaining to the ARPA/SLFRF funds and the conduit for communication between itself, Treasury, and the Other Party.
- E. The City shall exercise the necessary oversight to ensure that the ARPA/SLFRF funds are used for the Project and for no other purposes.

IV. OTHER PARTY'S RESPONSIBILITIES

- A. The Other Party shall endeavor to execute its ARPA/SLFRF responsibilities in a timely and efficient manner.
- B. The Other Party shall comply with all federal, state, local, and ARPA/SLFRF procurement policies, as applicable, and abide by all guidance documents applicable to this MOU, including, without limitation:
 - a. 2 CFR Part 200 – Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards;
 - b. The Federal Register;
 - c. The U.S. Department of the Treasury publications and other guidance documents, including the ARPA Required Provisions outlined in Exhibit B; and
 - d. Exhibits included in this Memorandum of Understanding.
- C. The Other Party shall take all actions necessary to ensure that the ARPA/SLFRF funds are used for the Project and for no other purposes.
- D. The Other Party shall see that all reporting and recordkeeping requirements that facilitate the City's compliance with SLFRF program requirements are met.
- E. The Other Party shall complete all items and deliverables described in the Purpose/Scope of Work and make all payments related to such by or before September 30, 2026.

V. TERMS OF AGREEMENT

- A. **Purpose of Agreement.** The Parties intend this Agreement to act as an obligation of funds for purposes of SLFRF. The Parties agree to promptly amend this Agreement if necessary to meet any additional Treasury requirements or clarify any matter that prevents this Agreement from being treated as an obligation of funds.
- B. **Term.** This MOU shall be effective as of the date signed by the last Party. The obligations of the Parties will end on December 31, 2026. The expenditures outlined in the Purpose/Scope of Work are effective on November 4, 2024 through, December 31, 2026. Unless extended or waived by Treasury, it is understood at the time of this MOU, that no ARPA/SLFRF expenditures are allowed beyond December 31, 2026.
- C. **Amendment.** The City and Other Party may amend this agreement (i) before December 31, 2024, for the purposes described in Section V, Paragraph **Error! Reference source not found.**, or (ii) at any time provided that such amendment(s) make specific reference to this MOU and are executed in writing and signed by a duly authorized representative of both Parties. Such amendment(s) shall not invalidate this MOU, nor relieve or release either Party from its obligations under this MOU. Amendment(s) must comply with guidance published in Treasury's Obligation Interim Final Rule or FAQ 17.16. Notwithstanding anything else in this MOU, no such Amendment(s) shall authorize the use of funds for a purpose outside of ARPA Project 2408 except pursuant to an approved amendment to that project approved by the Treasury.
- D. **Termination.** This MOU may be terminated if deemed necessary by either Party upon thirty (30) days' written

notice to the other Party. All ARPA/SLFRF funds must be fully obligated by December 31, 2024, and will be subject to recapture or return to Treasury if termination occurs after December 31, 2024.

IN WITNESS, WHEREOF, the City and the Other Party have executed this MOU as of the date first above written.

CITY OF GROVES

ATTEST:

By: _____
Chris Borne, Mayor

By: _____
Clarissa Thibodeaux, City Clerk

Date Signed

Date Signed

OTHER PARTY

ATTEST:

Troy Foxworth, Public Works Director

Kevin Carruth, City Manager

Date Signed

Date Signed

EXHIBIT A – REFERENCES

[SLFRF FAQs \(treasury.gov\)](#) (As of March 29, 2024)

Excerpts of applicable sections follow:

17.6. Does an interagency agreement between departments and agencies within a recipient’s government constitute an obligation?

Treasury considers an interagency agreement, including an agreement in the form of a memorandum of understanding (MOU), to constitute a “transaction requiring payment” similar to a contract or sub-award and therefore an obligation for purposes of the SLFRF rule, if the agreement satisfies one of the following conditions:

- it imposes conditions on the use of funds by the agency, department, or part of government receiving funds to carry out the program;
- it governs the provision of funds from one agency, department, or part of government to another to carry out an eligible use of SLFRF funds; or
- it governs the procurement of goods or services by one agency, department, or part of government from another

and the agreement also satisfies each of the following conditions:

- it sets forth specific requirements, such as a scope of work and project deliverables;
- it is signed by the parties to the agreement, or otherwise evidences that each party has assented to the agreement; and
- it does not disclaim any binding effect or state that it does not create rights or obligations.

Examples of interagency agreements Treasury would consider obligations include the following:

- If the Office of the Governor of a state has authority over the disposition of federal financial assistance available to the state, an MOU between the Office of the Governor and the state department of education pursuant to which the Governor agrees to fund the department to carry out a summer program to address learning loss related to the pandemic through 2026, including the coverage of payroll for time spent on the program.
- If a city council has appropriated a certain amount of funds for a public safety initiative to be administered by the city’s executive branch through fiscal year 2025, an agreement between the city’s Chief Executive and the city’s public safety department under which the department agrees to comply with reporting and recordkeeping requirements that facilitate the city’s compliance with SLFRF program requirements.
- If a county’s legislative body has made SLFRF revenue loss funds available to their housing agency for coverage of its operating costs through fiscal year 2026, an agreement with the county’s department of technology under which the housing agency procures IT services from the county’s department of technology.
- If a Tribal council has made SLFRF funds available to the social services department to cover the operational costs of an elder care program through December 31, 2026, an agreement with the department under which the social services department agrees to perform and complete in a satisfactory and proper manner the scope of work specified in accordance with the SLFRF award terms and conditions.

17.7. May a recipient use SLFRF funds to cover personnel costs between January 1, 2025, and December 31, 2026?

Treasury will consider a recipient to have incurred an obligation with respect to personnel costs for an employee through December 31, 2026, to the extent the employee is serving in a position that was established and filled prior to December 31, 2024.

Accordingly, funds may be used to cover such personnel costs if doing so would fall within the scope of an eligible use of SLFRF, such as payroll costs for state employees overseeing contracts for broadband projects or county employees overseeing affordable housing projects.

Personnel costs for this purpose include all salary and wages, covered benefits, 11 and payroll taxes for such positions, as in effect at the time of payment.

In the event of turnover of personnel, recipients may continue to pay different personnel in the same job position to the extent that the position in question was established and filled prior to December 31, 2024. Recipients may also reorganize positions within the scope of an eligible use of SLFRF after December 31, 2024, but may not use funds to cover any new positions after that date. For example, if an eligible project has filled ten job training specialist positions by December 31, 2024, the recipient may use funds to cover payroll for one of those training specialists who is promoted to supervise the other specialists after December 31, 2024, so long as there are no more than ten positions covered through SLFRF funds in total.

Recipients may estimate the amount that may be necessary to cover personnel costs through the expenditure period, report that estimate to Treasury, and retain those funds to pay personnel costs covered by the estimate, as discussed further in FAQ 17.8.

17.16. Under what circumstances may a recipient use SLFRF to cover cost increases attributable to a contract that is entered into by December 31, 2024?

In general, recipients cannot re-obligate funds or obligate additional SLFRF funds after the obligation deadline of December 31, 2024. However, if a contract entered into by December 31, 2024, expressly provides for change orders or contract contingencies, the recipient may use SLFRF funds to cover increased costs attributable to such change orders or contract contingencies. Such increased costs are not considered new obligations but are instead attributable to a preexisting obligation to accommodate the change or contingency.

Additionally, recipients may cover the cost of amendments to contracts if the amended contract is within substantially the same scope and for substantially the same purpose as the contract that was incurred by December 31, 2024. This flexibility is consistent with recipients' ability to terminate a contract for convenience and to use SLFRF funds for costs associated with change orders and contingencies that are contemplated by their contracts and subawards.

Based on comments received from recipients, and for the reasons discussed above, Treasury is providing this guidance as an update to the prior statement in the Obligation IFR that recipients could not use SLFRF funds after the obligation deadline to cover a cost increase associated with a contract amendment.

Recipients may estimate the amount that may be necessary to cover changes or contingencies through the expenditure period, include that amount in the amount of the final obligation for the project that is reported to Treasury as of December 31, 2024, and retain those funds to pay costs covered by the estimate. Recipients providing such an estimate will not be required to return such funds to Treasury after 2024 assuming that they are ultimately expended for an eligible purpose. The SLFRF Compliance and Reporting Guidance will be updated to provide additional information on reporting requirements associated with this option.

Recipients may also cover contract cost increases after December 31, 2024, in the scenarios outlined above using (1) SLFRF funds that the recipient does not use as initially reported to cover particular projects, for example if a reported project is performed under budget or is determined to be an ineligible activity (as discussed further in FAQ 17.19), or (2) program income (as discussed in FAQ 17.21).

Obligating SLFRF Funds Through an Interagency Agreement

State, local, territorial and Tribal governments across the country are using State and Local Fiscal Recovery Funds (SLFRF) to mitigate the fiscal impacts of the pandemic and serve the needs of their communities.

Treasury has clarified that a recipient may enter into an **interagency agreement**, including a memorandum of understanding, between departments and agencies within a recipient's government and treat those funds as obligated for purposes of SLFRF if the interagency agreement meets certain conditions, as discussed below and pursuant to FAQ 17.6.

SLFRF recipients must **obligate all funds by the end of 2024**, and must **expend all funds by the end of 2026**.¹ Treasury published the additional guidance in Section 17 of the SLFRF FAQs to clarify how recipients can complete obligated projects in 2025 and 2026, using contracts or subawards or interagency agreements.

Recipients may wish to use funds for a variety of projects undertaken themselves:

- To carry out educational programs, such as payroll for teachers for a summer program to address learning loss related to the pandemic;
- To administer a workforce training program;
- To finance capital projects through a housing agency;
- To provide public safety services.

The interagency agreement must be in effect by December 31, 2024, and must meet these conditions:

ONE requirement from Column A:	ALL requirements from Column B:
<ul style="list-style-type: none"> • Imposes conditions on the use of funds by recipient agency, department, or part of government receiving funds to carry out the program • Governs provision of funds from one agency, department, or part of government to another to carry out an eligible use of SLFRF funds • Governs the procurement of goods or services by one agency, department, or part of government from another 	<ul style="list-style-type: none"> • Sets forth specific requirements (e.g., scope of work and project deliverables) • Is signed by the parties or otherwise evidences assent of parties • Does not disclaim binding effect or state that it does not create rights or obligations

The interagency agreement must be reported to Treasury as described in the [Compliance and Reporting Guidance](#). A recipient can modify an existing interagency agreement before December 31, 2024 to ensure it meets the requirements described above and in FAQ 17.6. The agreement may also be between units of a Tribal government, as described in FAQ 17.23.

You can learn more about obligating SLFRF Funds through an interagency agreement by visiting our webpage, Coronavirus State and Local Fiscal Recovery Funds Frequently Asked Questions at <https://home.treasury.gov/system/files/136/SLFRF-Final-Rule-FAQ.pdf> and see FAQs 17.6 and 17.23, or scan this QR code:



¹ For projects under the Surface Transportation and Title I eligible use categories, recipients must expend funds by September 30, 2026.

EXHIBIT B – ARPA REQUIRED PROVISIONS

CFR 200.327 Contract provisions. The Non-Federal entity’s contracts should contain applicable provisions described in Appendix II to Part 200—Contract Provisions for Non-Federal Entity Contracts Under Federal Awards. The Non-Federal entity’s contracts must contain the provisions described in Appendix II to Part 200—Contract Provisions for Non-Federal Entity Contracts Under Federal Awards, as applicable.

THRESHOLD	PROVISION	CITATION	PROVISION APPLIES TO
	2 CFR 200 Appendix II (A-L)		
>\$250,000 (Simplified Acquisition Threshold)	Contracts for more than the simplified acquisition threshold, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908 , must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.	2 CFR 200 APPENDIX II (A)	Contractor RFP/IFB Contractor RFQ Subrecipients
>\$10,000	All contracts in excess of \$10,000 must address termination for cause and for convenience by the Non-Federal entity including the manner by which it will be affected and the basis for settlement.	2 CFR 200 APPENDIX II (B)	Contractor RFP/IFB Contractor RFQ Subrecipients
None	<p>Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of “federally assisted construction contract” in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 CFR part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.”</p> <p>41 CFR 60-1.4 Equal opportunity clause.</p> <p>(b) Federally assisted construction contracts. (1) Except as otherwise provided, each administering agency shall require the inclusion of the following language as a condition of any grant, contract, loan, insurance, or guarantee involving federally assisted construction which is not exempt from the requirements of the equal opportunity clause:</p> <p>The [recipient] hereby agrees that it will incorporate or cause to be incorporated into any contract for construction work, or modification thereof, as defined in the regulations of the Secretary of Labor at 41 CFR Chapter 60, which is paid for in whole or in part with funds obtained from the Federal Government or borrowed on the credit of the Federal Government pursuant to a grant, contract, loan, insurance, or guarantee, or undertaken pursuant to any Federal program involving such grant, contract, loan, insurance, or guarantee, the following equal opportunity clause:</p> <p>During the performance of this contract, the contractor agrees as follows:</p> <p>(1) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following:</p> <p>Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and</p>	2 CFR 200 APPENDIX II (C) and 41 CFR §60-1.4(b)	Contractor RFP/IFB Contractor RFQ Subrecipients

	<p>selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.</p> <p>(2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.</p> <p>(3) The contractor will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the contractor's legal duty to furnish information.</p> <p>(4) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the contractor's commitments under this section and shall post copies of the notice in conspicuous places available to employees and applicants for employment.</p> <p>(5) The contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.</p> <p>(6) The contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.</p> <p>(7) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.</p> <p>(8) The contractor will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance:</p> <p>Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency, the contractor may request the United States to enter into such litigation to protect the interests of the United States.</p> <p>The [recipient] further agrees that it will be bound by the above equal opportunity clause with respect to its own employment practices when it participates in federally assisted construction work: Provided, that if the [recipient] so participating is a State or local government, the above equal opportunity clause is not applicable to any agency, instrumentality or subdivision of such government which does not participate</p>		
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	<p>in work on or under the contract.</p> <p>The [recipient] agrees that it will assist and cooperate actively with the administering agency and the Secretary of Labor in obtaining the compliance of contractors and subcontractors with the equal opportunity clause and the rules, regulations, and relevant orders of the Secretary of Labor, that it will furnish the administering agency and the Secretary of Labor such information as they may require for the supervision of such compliance, and that it will otherwise assist the recipient agency in the discharge of the agency's primary responsibility for securing compliance.</p> <p>The recipient further agrees that it will refrain from entering into any contract or contract modification subject to Executive Order 11246 of September 24, 1965, with a contractor debarred from, or who has not demonstrated eligibility for, Government contracts and federally assisted construction contracts pursuant to the Executive Order and will carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by the administering agency or the Secretary of Labor pursuant to Part II, Subpart D of the Executive Order. In addition, the [recipient] agrees that if it fails or refuses to comply with these undertakings, the administering agency may take any or all of the following actions: cancel, terminate, or suspend in whole or in part this grant (contract, loan, insurance, guarantee); refrain from extending any further assistance to the [recipient] under the program with respect to which the failure or refund occurred until satisfactory assurance of future compliance has been received from such [recipient]; and refer the case to the Department of Justice for appropriate legal proceedings.</p>		
<p>>\$10,000,000 for ARPA but State Provision Applies at any amount and/or</p> <p>>\$2,000 for CDBG/Braided Funds Projects</p> <p>See TX Prevailing Wage Laws</p>	<p>Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$10,000,00 awarded by Non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The Non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The Non-Federal entity must report all suspected or reported violations to the Federal awarding agency.</p> <p>The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The Non-Federal entity must report all suspected or reported violations to the Federal awarding agency.</p>	<p>2 CFR 200 APPENDIX II (D)</p>	<p>Contractor RFP/IFB</p> <p>Subrecipients</p>
<p>>\$100,000</p>	<p>Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the Non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work</p>	<p>2 CFR 200 APPENDIX II (E)</p>	<p>Contractor RFP/IFB</p> <p>Subrecipients</p>

	and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous, or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.		
None	Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of "funding agreement" under 37 CFR § 401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.	2 CFR 200 APPENDIX II (F)	Contractor RFP/IFB Contractor RFQ Subrecipients
>\$150,000	Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended – Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the Non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).	2 CFR 200 APPENDIX II (G)	Contractor RFP/IFB Contractor RFQ Subrecipients
>\$25,000	Debarment and Suspension (Executive Orders 12549 and 12689) – A contract award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.	2 CFR 200 APPENDIX II (H)	Contractor RFP/IFB Contractor RFQ Subrecipients Vendors
>\$100,000	Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) – Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with Non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the Non-Federal award.	2 CFR 200 APPENDIX II (I) and 24 CFR §570.303	Contractor RFP/IFB Contractor RFQ Subrecipients

	<p>See 2 CFR §200.323 - Procurement of Recovered Materials.</p> <p>Where applicable, in the performance of contract, pursuant to 2 CFR 200.323, the contractor must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.</p> <p>To the extent that the scope of work or specifications in the contract requires the contractor to provide recovered materials the scope of work or specifications are modified to require that as follows.</p> <p>i. In the performance of this contract, the Contractor shall make maximum use of products containing recovered materials that are EPA-designated items unless the product cannot be acquired—</p> <ol style="list-style-type: none"> 1. Competitively within a timeframe providing for compliance with the contract performance schedule; 2. Meeting contract performance requirements; or 3. At a reasonable price. <p>ii. Information about this requirement, along with the list of EPA-designated items, is available at EPA’s Comprehensive Procurement Guidelines web site, https://www.epa.gov/smm/comprehensive-procurement-guideline-cpg-program.</p> <p>iii. The Contractor also agrees to comply with all other applicable requirements of Section 6002 of the “Solid Waste Disposal Act.”</p>	<p>2 CFR 200 APPENDIX II (J)</p>	<p>Contractor RFP/IFB Contractor RFQ Subrecipients</p>
	<p>See 2 CFR §200.216 - Prohibition on certain telecommunications and video surveillance services or equipment</p> <p>(a) Recipients and subrecipients are prohibited from obligating or expending loan or grant funds to:</p> <ol style="list-style-type: none"> (1) Procure or obtain; (2) Extend or renew a contract to procure or obtain; or (3) Enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in Public Law 115-232, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities). <p>(i) For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities).</p> <p>(ii) Telecommunications or video surveillance services provided by such entities or using such equipment.</p> <p>(iii) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity</p>	<p>2 CFR 200 APPENDIX II (K)</p>	<p>Contractor RFP/IFB Contractor RFQ Subrecipients</p>

	<p>owned or controlled by, or otherwise connected to, the government of a covered foreign country.</p> <p>(b) In implementing the prohibition under Public Law 115-232, section 889, subsection (f), paragraph (1), heads of executive agencies administering loan, grant, or subsidy programs shall prioritize available funding and technical support to assist affected businesses, institutions and organizations as is reasonably necessary for those affected entities to transition from covered communications equipment and services, to procure replacement equipment and services, and to ensure that communications service to users and customers is sustained.</p> <p>(c) See Public Law 115-232, section 889 for additional information.</p> <p>(d) See also § 200.471.</p>		
	<p>See 2 CFR §200.322 - Domestic Preferences for Procurements.</p> <p>(a) As appropriate and to the extent consistent with law, the Non-Federal entity should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all subawards including all contracts and purchase orders for work or products under this award.</p> <p>(b) For purposes of this section:</p> <p>(1) "Produced in the United States" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.</p> <p>(2) "Manufactured products" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.</p>	2 CFR 200 APPENDIX II (L)	<p>Contractor RFP/IFB</p> <p>Contractor RFQ</p> <p>Subrecipients</p>
Additional 2 CFR 200 references & Other Regulations			
None	<p>The Federal awarding agency must establish conflict of interest policies for Federal awards. The Non-Federal entity must disclose in writing any potential conflict of interest to the Federal awarding agency or pass-through entity in accordance with applicable Federal awarding agency policy.</p>	2 CFR 200.112	<p>Contractor RFP/IFB</p> <p>Contractor RFQ</p> <p>Subrecipients</p>
None	<p>Contracting with HUB, small and minority businesses, women's business enterprises, and labor surplus area firms.</p> <p>(a) The Non-Federal entity must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.</p> <p>(b) Affirmative steps must include:</p> <p>(1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;</p> <p>(2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;</p> <p>(3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;</p> <p>(4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's</p>	2 CFR 200.321	<p>Contractor RFP/IFB</p> <p>Contractor RFQ</p> <p>Subrecipients</p>

	<p>business enterprises;</p> <p>(5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and</p> <p>(6) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (b)(1) through (5) of this section.</p>		
>\$10,000	<p>An NFE (Non-Federal Entity) that is a state agency or an agency of a political subdivision of a state, and the NFE's contractors must comply with Section 6002 of the Solid Waste Disposal Act.</p> <p>Applicable NFEs must include a contract provision requiring compliance with this requirement.</p> <p>This includes contracts awarded by a state agency or political subdivision of a state and its contractors for certain items, as designated by the EPA, with a purchase price greater than \$10,000.</p> <p>Indian Tribal Governments and nonprofit organizations are not required to comply with this provision. Additional requirements are listed below.</p>	2 CFR 200.323	<p>Contractor RFP/IFB</p> <p>Contractor RFQ</p> <p>Subrecipients</p>
None	<p>Financial records, supporting documents, statistical records, and all other Non-Federal entity records pertinent to a Federal award must be retained for a period of three years from the date of submission of the final expenditure report or, for Federal awards that are renewed quarterly or annually, from the date of the submission of the quarterly or annual financial report, respectively, as reported to the Federal awarding agency or pass-through entity in the case of a subrecipient. Federal awarding agencies and pass-through entities must not impose any other record retention requirements upon Non-Federal entities. All records related to ARPA shall be maintained for 5 years per the ARPA terms, conditions, and regulations. The only exceptions are the following:</p> <p>(a) If any litigation, claim, or audit is started before the expiration of the 3-year period, the records must be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken. All records related to ARPA shall be maintained for 5 years per the ARPA terms, conditions, and regulations.</p> <p>(b) When the Non-Federal entity is notified in writing by the Federal awarding agency, cognizant agency for audit, oversight agency for audit, cognizant agency for indirect costs, or pass-through entity to extend the retention period.</p> <p>(c) Records for real property and equipment acquired with Federal funds must be retained for 3 years after final disposition. All records related to ARPA shall be maintained for 5 years per the ARPA terms and conditions and regulations.</p> <p>(d) When records are transferred to or maintained by the Federal awarding agency or pass-through entity, the 3-year retention requirement is not applicable to the Non-Federal entity All records related to ARPA shall be maintained for 5 years per the ARPA terms and conditions and regulations. All records related to ARPA shall be maintained for 5 years per the ARPA terms, conditions, and regulations.</p> <p>(e) Records for program income transactions after the period of performance. In some cases, recipients must report program income after the period of performance. Where there is such a requirement, the retention period for the records pertaining to the earning of the program income starts from the end of the Non-Federal entity's fiscal year in which the program income is earned.</p> <p>(f) Indirect cost rate proposals and cost allocations plans. This paragraph applies to the following types of documents and their supporting records: Indirect cost rate computations or proposals, cost allocation plans, and any similar accounting computations of the rate at which a particular group of costs is chargeable (such as computer usage chargeback rates or composite fringe benefit rates).</p> <p>(1) <i>If submitted for negotiation.</i> If the proposal, plan, or other computation is required to be submitted to the Federal Government (or to the pass-through</p>	2 CFR 200.334	<p>Contractor RFP/IFB</p> <p>Contractor RFQ</p> <p>Subrecipients</p> <p>Vendors</p>

	<p>entity) to form the basis for negotiation of the rate, then the 3-year retention period for its supporting records starts from the date of such submission. All records related to ARPA shall be maintained for 5 years per the ARPA terms, conditions, and regulations.</p> <p>(2) <i>If not submitted for negotiation.</i> If the proposal, plan, or other computation is not required to be submitted to the Federal Government (or to the pass-through entity) for negotiation purposes, then the 3-year retention period for the proposal, plan, or computation and its supporting records starts from the end of the fiscal year (or other accounting period) covered by the proposal, plan, or other computation. All records related to ARPA shall be maintained for 5 years per the ARPA terms, conditions, and regulations.</p>		
None	<p>The Federal awarding agency and the Non-Federal entity should, whenever practicable, collect, transmit, and store Federal award-related information in open and machine-readable formats rather than in closed formats or on paper in accordance with applicable legislative requirements. A machine-readable format is a format in a standard computer language (not English text) that can be read automatically by a web browser or computer system. The Federal awarding agency or pass-through entity must always provide or accept paper versions of Federal award-related information to and from the Non-Federal entity upon request. If paper copies are submitted, the Federal awarding agency or pass-through entity must not require more than an original and two copies. When original records are electronic and cannot be altered, there is no need to create and retain paper copies. When original records are paper, electronic versions may be substituted through the use of duplication or other forms of electronic media provided that they are subject to periodic quality control reviews, provide reasonable safeguards against alteration, and remain readable.</p>	2 CFR 200.336	<p>Contractor RFP/IFB</p> <p>Contractor RFQ</p> <p>Subrecipients</p>
None	<p>CONTRACTS WITH COMPANIES ENGAGED IN BUSINESS WITH IRAN, SUDAN, OR FOREIGN TERRORIST ORGANIZATION PROHIBITED. A governmental entity may not enter into a governmental contract with a company that is identified on a list prepared and maintained under Section 806.051, 807.051, or 2252.153. The term "foreign terrorist organization" in this paragraph has the meaning assigned to such a term in Section 2252.151(2) of the Texas Government Code.</p>	Texas Government Code 2252.152	<p>Contractor RFP/IFB</p> <p>Contractor RFQ</p> <p>Subrecipients</p>
>\$100,000	<p>PROVISION REQUIRED IN CONTRACT.</p> <p>(a) This section applies only to a contract that:</p> <p>(1) is between a governmental entity and a company with 10 or more full-time employees; and</p> <p>(2) has a value of \$100,000 or more that is to be paid wholly or partly from public funds of the governmental entity.</p> <p>(b) A governmental entity may not enter into a contract with a company for goods or services unless the contract contains a written verification from the company that it:</p> <p>(1) does not boycott Israel; and</p> <p>(2) will not boycott Israel during the term of the contract.</p>	Texas Government Code 2271	<p>Contractor RFP/IFB</p> <p>Contractor RFQ</p> <p>Subrecipients</p> <p>Vendors</p>
For Critical Infrastructure Projects	<p>PROHIBITION ON CONTRACTS WITH CERTAIN FOREIGN-OWNED COMPANIES IN CONNECTION WITH CRITICAL INFRASTRUCTURE.</p> <p>PROHIBITED CONTRACTS.</p> <p>(a) A governmental entity may not enter into a contract or other agreement relating to critical infrastructure in this state with a company:</p> <p>(1) if, under the contract or other agreement, the company would be granted direct or remote access to or control of critical infrastructure in this state, excluding access specifically allowed by the governmental entity for product warranty and support purposes; and</p>	Texas Government Code, Title 10, Subtitle F, Chapter 2274.0102	<p>Subrecipients</p> <p>EC 6.1 Awardees</p>

	<p>(2) if the governmental entity knows that the company is:</p> <p>(A) owned by or the majority of stock or other ownership interest of the company is held or controlled by:</p> <p>(i) individuals who are citizens of China, Iran, North Korea, Russia, or a designated country; or</p> <p>(ii) a company or other entity, including a governmental entity, that is owned or controlled by citizens of or is directly controlled by the government of China, Iran, North Korea, Russia, or a designated country; or</p> <p>(B) headquartered in China, Iran, North Korea, Russia, or a designated country.</p> <p>(b) The prohibition described by Subsection (a) applies regardless of whether:</p> <p>(1) the company's or its parent company's securities are publicly traded; or</p> <p>(2) the company or its parent company is listed on a public stock exchange as:</p> <p>(A) a Chinese, Iranian, North Korean, or Russian company; or</p> <p>(B) a company of a designated country.</p>		
None	Mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.	42 U.S.C. 6201	Contractor RFP/IFB Subrecipients
None	The Firm agrees that no otherwise qualified individual with disabilities shall, solely by reason of his/her disability, be denied the benefits of, or be subjected to discrimination, including discrimination in employment, under any program or activity receiving federal financial assistance.	Section 504 of the Rehabilitation Act of 1973, as amended.	Subrecipients
ARPA Terms & Conditions			
ARPA Terms, Conditions, & Records	<p>1. Use of Funds.</p> <p>a. Recipient understands and agrees that the funds disbursed under this award may only be used in compliance with section 603(c) of the Social Security Act (the Act), Treasury's regulations implementing that section, and guidance issued by Treasury regarding the foregoing.</p> <p>b. Recipient will determine prior to engaging in any project using this assistance that it has the institutional, managerial, and financial capability to ensure proper planning, management, and completion of such project.</p>	<p>Section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2;</p> <p>Section 602(b), 603(b) and/or 603(c) as applicable</p>	Subrecipients
ARPA Terms, Conditions, & Records	<p>2. Period of Performance. The period of performance for this award begins on the date hereof and ends on December 31, 2026. As set forth in Treasury's implementing regulations, Recipients may use award funds to cover eligible costs incurred during the period that begins on March 3, 2021, and ends on December 31, 2024.</p>	<p>Section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2;</p> <p>Section 602(b), 603(b) and/or 603(c) as applicable</p>	Subrecipients
ARPA Terms, Conditions, & Records	<p>3. Reporting. Recipient agrees to comply with any reporting obligations established by Treasury as they relate to this award.</p>	<p>Section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2;</p> <p>Section 602(b), 603(b) and/or 603(c) as applicable</p>	Subrecipients

ARPA Terms, Conditions, & Records	<p>4. Maintenance of and Access to Records</p> <p>a. Recipient shall maintain records and financial documents sufficient to evidence compliance with section 603(c) of the Act, Treasury’s regulations implementing that section, and guidance issued by Treasury regarding the foregoing.</p> <p>b. The Treasury Office of Inspector General and the Government Accountability Office, or their authorized representatives, shall have the right of access to records (electronic and otherwise) of Recipient in order to conduct audits or other investigations.</p> <p>c. Records shall be maintained by Recipient for a period of five (5) years after all funds have been expended or returned to Treasury, whichever is later.</p>	<p>Section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2; Section 602(b), 603(b) and/or 603(c) as applicable</p>	<p>Contractor RFP/IFB Contractor RFQ Subrecipients Vendors</p>
ARPA Terms, Conditions, & Records	<p>5. Pre-award Costs. Pre-award costs, as defined in 2 CFR § 200.458, may not be paid with funding from this award.</p>	<p>Section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2; Section 602(b), 603(b) and/or 603(c) as applicable</p>	<p>Subrecipients</p>
ARPA Terms, Conditions, & Records	<p>6. Administrative Costs. Recipient may use funds provided under this award to cover both direct and indirect costs.</p>	<p>Section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2; Section 602(b), 603(b) and/or 603(c) as applicable</p>	<p>Subrecipients</p>
ARPA Terms, Conditions, & Records	<p>7. Cost Sharing. Cost sharing or matching funds are not required to be provided by Recipient.</p>	<p>Section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2; Section 602(b), 603(b) and/or 603(c) as applicable</p>	<p>Subrecipients</p>
ARPA Terms, Conditions, & Records	<p>8. Conflicts of Interest. Recipient understands and agrees it must maintain a conflict of interest policy consistent with 2 CFR § 200.318(c) and that such conflict of interest policy is applicable to each activity funded under this award. Recipient and subrecipients must disclose in writing to Treasury or the pass-through entity, as appropriate, any potential conflict of interest affecting the awarded funds in accordance with 2 CFR § 200.112.</p>	<p>Section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2; Section 602(b), 603(b) and/or 603(c) as applicable</p>	<p>Contractor RFP/IFB Contractor RFQ Subrecipients Vendors</p>
ARPA Terms, Conditions, & Records	<p>9. Compliance with Applicable Law and Regulations.</p> <p>a. Recipient agrees to comply with the requirements of section 603 of the Act, regulations adopted by Treasury pursuant to section 603(f) of the Act, and guidance issued by Treasury regarding the foregoing. Recipient also agrees to comply with all other applicable federal statutes, regulations, and executive orders, and Recipient shall provide for such compliance by other parties in any agreements it enters into with other parties relating to this award.</p> <p>b. Federal regulations applicable to this award include, without limitation, the following:</p> <ul style="list-style-type: none"> i. Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 CFR Part 200, other than such provisions as Treasury may determine are inapplicable to this Award and subject to such exceptions as may be otherwise provided by Treasury. Subpart F – Audit Requirements of the Uniform Guidance, implementing the Single Audit Act, shall apply to this award. ii. Universal Identifier and System for Award Management (SAM), 2 CFR Part 25, pursuant to which the award term set forth in Appendix A to 2 CFR Part 25 is hereby incorporated by reference. 	<p>Section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2; Section 602(b), 603(b) and/or 603(c) as applicable</p>	<p>Contractor RFP/IFB Contractor RFQ Subrecipients Vendors</p>

	<ul style="list-style-type: none"> iii. Reporting Subaward and Executive Compensation Information, 2 CFR Part 170, pursuant to which the award term set forth in Appendix A to 2 CFR Part 170 is hereby incorporated by reference. iv. OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Non-procurement), 2 CFR Part 180, including the requirement to include a term or condition in all lower tier covered transactions (contracts and subcontracts described in 2 CFR Part 180, subpart B) that the award is subject to 2 CFR Part 180 and Treasury's implementing regulation at 31 CFR Part 19. v. Recipient Integrity and Performance Matters, pursuant to which the award term set forth in 2 CFR Part 200, Appendix XII to Part 200 is hereby incorporated by reference. vi. Governmentwide Requirements for Drug-Free Workplace, 31 CFR Part 20. (Subrecipient Only) vii. New Restrictions on Lobbying, 31 CFR Part 21. viii. Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. §§ 4601-4655) and implementing regulations. ix. Generally applicable federal environmental laws and regulations. <p>c. Statutes and regulations prohibiting discrimination applicable to this award include, without limitation, the following:</p> <ul style="list-style-type: none"> i. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq.) and Treasury's implementing regulations at 31 CFR Part 22, which prohibit discrimination on the basis of race, color, or national origin under programs or activities receiving federal financial assistance; ii. The Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), which prohibits discrimination in housing on the basis of race, color, religion, national origin, sex, familial status, or disability; iii. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of disability under any program or activity receiving federal financial assistance; iv. The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101 et seq.), and Treasury's implementing regulations at 31 CFR Part 23, which prohibit discrimination on the basis of age in programs or activities receiving federal financial assistance; and v. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination on the basis of disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto. 		
ARPA Terms, Conditions, & Records	10. Remedial Actions. In the event of Recipient's noncompliance with section 603 of the Act, other applicable laws, Treasury's implementing regulations, guidance, or any reporting or other program requirements, Treasury may impose additional conditions on the receipt of a subsequent tranche of future award funds, if any, or take other available remedies as set forth in 2 CFR § 200.339. In the case of a violation of section 603(c) of the Act regarding the use of funds, previous payments shall be subject to recoupment as provided in section 603(e) of the Act.	Section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2; Section 602(b), 603(b) and/or 603(c) as applicable	Subrecipients
ARPA Terms, Conditions, & Records	11. Hatch Act. Recipient agrees to comply, as applicable, with requirements of the Hatch Act (5 U.S.C. §§ 1501-1508 and 7324-7328), which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by this federal assistance.	Section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2; Section 602(b), 603(b) and/or 603(c) as applicable	Subrecipients
ARPA Terms, Conditions, & Records	12. False Statements. Recipient understands that making false statements or claims in connection with this award is a violation of federal law and may result in criminal, civil, or administrative sanctions, including fines, imprisonment, civil damages and penalties, debarment from participating in federal awards or contracts, and/or any other remedy available by law.	Section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2; Section 602(b),	Contractor RFP/IFB Contractor RFQ Subrecipients Vendors

		603(b) and/or 603(c) as applicable	
ARPA Terms, Conditions, & Records	13. Publications. Any publications produced with funds from this award must display the following language: "This project [is being] [was] supported, in whole or in part, by federal award number [enter project FAIN] awarded to [name of Recipient] by the U.S. Department of the Treasury."	Section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2; Section 602(b), 603(b) and/or 603(c) as applicable	Subrecipients
ARPA Terms, Conditions, & Records	14. Debts Owed the Federal Government. a. Any funds paid to Recipient (1) in excess of the amount to which Recipient is finally determined to be authorized to retain under the terms of this award; (2) that are determined by the Treasury Office of Inspector General to have been misused; or (3) that are determined by Treasury to be subject to a repayment obligation pursuant to section 603(e) of the Act and have not been repaid by Recipient shall constitute a debt to the federal government. b. Any debts determined to be owed the federal government must be paid promptly by Recipient. A debt is delinquent if it has not been paid by the date specified in Treasury's initial written demand for payment, unless other satisfactory arrangements have been made or if the Recipient knowingly or improperly retains funds that are a debt as defined in paragraph 14(a). Treasury will take any actions available to it to collect such a debt.	Section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2; Section 602(b), 603(b) and/or 603(c) as applicable	Subrecipients
ARPA Terms, Conditions, & Records	15. Disclaimer. a. The United States expressly disclaims any and all responsibility or liability to Recipient or third persons for the actions of Recipient or third persons resulting in death, bodily injury, property damages, or any other losses resulting in any way from the performance of this award or any other losses resulting in any way from the performance of this award or any contract, or subcontract under this award. b. The acceptance of this award by Recipient does not in any way establish an agency relationship between the United States and Recipient.	Section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2; Section 602(b), 603(b) and/or 603(c) as applicable	Subrecipients
ARPA Terms, Conditions, & Records	16. Protections for Whistleblowers. a. In accordance with 41 U.S.C. § 4712, Recipient may not discharge, demote, or otherwise discriminate against an employee in reprisal for disclosing to any of the list of persons or entities provided below, information that the employee reasonably believes is evidence of gross mismanagement of a federal contract or grant, a gross waste of federal funds, an abuse of authority relating to a federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal contract (including the competition for or negotiation of a contract) or grant. b. The list of persons and entities referenced in the paragraph above includes the following: i. A member of Congress or a representative of a committee of Congress; ii. An Inspector General; iii. The Government Accountability Office; iv. A Treasury employee responsible for contract or grant oversight or management; v. An authorized official of the Department of Justice or other law enforcement agency; vi. A court or grand jury; or vii. A management official or other employee of Recipient, contractor, or subcontractor who has the responsibility to investigate, discover, or address misconduct. c. Recipient shall inform its employees in writing of the rights and remedies provided	Section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2; Section 602(b), 603(b) and/or 603(c) as applicable	Contractor RFP/IFB Contractor RFQ Subrecipients Vendors

	under this section, in the predominant native language of the workforce.		
ARPA Terms, Conditions, & Records	17. Increasing Seat Belt Use in the United States. Pursuant to Executive Order 13043, 62 FR 19217 (Apr. 18, 1997), Recipient should encourage its contractors to adopt and enforce on-the-job seat belt policies and programs for their employees when operating company-owned, rented or personally owned vehicles.	Section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2; Section 602(b), 603(b) and/or 603(c) as applicable	Contractor RFP/IFB Contractor RFQ Subrecipients Vendors
ARPA Terms, Conditions, & Records	18. Reducing Text Messaging While Driving. Pursuant to Executive Order 13513, 74 FR 51225 (Oct. 6, 2009), Recipient should encourage its employees, subrecipients, and contractors to adopt and enforce policies that ban text messaging while driving, and Recipient should establish workplace safety policies to decrease accidents caused by distracted drivers	Section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2; Section 602(b), 603(b) and/or 603(c) as applicable	Contractor RFP/IFB Contractor RFQ Subrecipients Vendors

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City of Groves
Agenda Item Information Form

Council Meeting Date: 11/4/2024 Department: City Manager Agenda Item No. 13

Title for Item (same as to be placed on Agenda): Deliberate and act on the November 4, 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: 10/29/24 Time: 1:30 p.m. By: C. THIBODEAUX

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

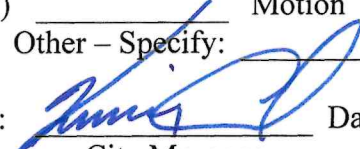
Deadline for Approval: Immediately

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: 10/29/24
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 _____

PURCHASING DOCUMENT FOR QUOTES ONLY

City of Groves, Dept. of Public Works and Engineering

DATE: October 17, 2024
 TO: Kevin Carruth

P.O. NUMBER: 09-38193
 FROM: David Molbert

Purchase Recommendation

Recommended Company: Chameleon Industries			
Items to be Purchased: Polymer			
ITEM DESC.	QTY	UNIT COST	TOTAL COST
CI 4727 Cationic Polymer	43,340	\$0.76	\$32,938.40
			\$0.00
			\$0.00
			\$0.00
<i>* Note: Purchases greater than \$5000.00 Require Council approval before ordering!</i>			\$32,938.40*

REASONS FOR PURCHASE:

Polymer is main coagulant used for water treatment

RE QUOTES

	COMPANY NAME	COST
1.	Chameleon OCT 16 2024	\$ 0.76
2.	AOS Treatment	\$ 0.94
3.	Brenntag FINANCE	\$ 0.00
4.		\$
5.		\$

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

Requested by: *David Molbert* Date: 10-17-24

Approved by: *[Signature]* Date: 10-17-2024
(PW Director)

Approved by: _____ Date: _____
(City Manager)

Date Council Approved _____

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

City of Groves

PURCHASE ORDER # 09-38222

09/27/2024

ISSUED TO: VEND #: 01-23814
CITIBANK, N.A.
P.O. BOX 78025
PHOENIX, AZ 85062-8025

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

UNITS	DESCRIPTION	G/L ACCOUNT	PRICE	AMOUNT
0.00		01 -5-03-07-300	EMPLOYEE RELATIONS	115.00
0.00		01 -5-03-06-090	DUES & SUBSCRIPTIONS	264.00
0.00		01 -5-03-07-300	EMPLOYEE RELATIONS	339.98
	Annual Membership Dues - SHRM and TMHRA & Christmas Employee Raffle Giveaway			

PAID
OCT 25 2024
FINANCE

*** TOTAL *** 718.98

ORDERED BY: _____

APPROVED BY: STEPHANIE GASPARD

Order Placed: September 30, 2024
Amazon.com order number: 113-1623202-0283459
Order Total: \$339.98

Not Yet Shipped

Items Ordered

2 of: Amazon Fire TV 40" 2-Series HD smart TV with Fire TV Alexa Voice Remote, stream live TV without cable

Price
\$169.99

Sold by: Amazon.com Services, Inc
Supplied by: Other

Condition: New

*APPLY 339.98
to account
01-5-03-07-300
for CHRISTMAS
give aways!*

Shipping Address:

Libbie Hughes
3947 LINCOLN AVE
GROVES, TX 77619-4604
United States

Shipping Speed:

FREE Shipping

Payment information

Payment Method:

Mastercard ending in 0468

Billing address

Sadie Lupo
6150 39TH ST
GROVES, TX 77619-4613
United States

Item(s) Subtotal:	\$339.98
Shipping & Handling:	\$6.99
Free Shipping:	-\$6.99

Total before tax:	\$339.98
Estimated tax to be collected:	\$0.00

Grand Total:	\$339.98

To view the status of your order, return to Order Summary.

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OCT 25 2024

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Press Center			Amazon Business Card	Buying Policies & Approvals	Request for quote
Investor Relations			Pay by Invoice	Tax Exemption & Licenses	
Amazon Devices			Purchasing Line	System integrations	
			Amazon Business Blog		

Stephanie Gaspard

From: postmaster@tml.org
Sent: Friday, September 27, 2024 12:59 PM
To: Stephanie Gaspard
Subject: TML Order Confirmation



Dear Stephanie,

Thank you for your order!

Here are the details of your order. Please retain this email for your records.

Order Date: Sep 27, 2024 12:41 PM
Bill To: Stephanie Gaspard
Order Total: 115.00
Payment Method: MasterCard *****0468
Name on Card: Stephanie Gaspard

Item	Price	Qty	Total
TMHRA Dues	115.00	1	115.00
	Item Total		115.00
	Shipping		0.00
	Handling		0.00
	Item Grand Total		115.00
	Transaction Grand Total		115.00

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Thank you again for your support!

Texas Municipal League | 1821 Rutherford Lane, Suite 400 | Austin, TX 78754 | Phone: 512-231-7400

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PAID
OCT 25 2024
FINANCE



(/)



Search for products

Thank You For Your Order

Order #SO3613435 has been successfully placed. You'll receive a confirmation email at stgaspard3@gmail.com in a few minutes.

[CONTINUE SHOPPING \(/\)](#)

Items that don't require shipping (1)



PROFESSIONAL MEMBERSHIP (/PRODUCT/10148?

CUSTCOL_MS_SHRM_MSAPP_RECORD_ID_TXT=1240803&IS=CHECKOUT&_GA=2.238091520.1813260458.1727458936-342005819.1727458932)

Professional Membership

\$264.00

1

Amount: \$264.00

Payment Method

Ending in 0468
Expires in 7/2027
Stephanie Gaspard

PAID



OCT 25 2024

Billing Address

Stephanie Gaspard
3947 Lincoln Ave
Groves Texas 77619
United States
+1 409-960-5778

FINANCE

Order Summary

SUBTOTAL 1 ITEM

\$264.00

Subtotal Does Not Include Shipping Or Tax

Shipping

\$0.00

TOTAL

\$264.00



(<https://www.shrm.org/executive-network>)



(<https://www.shrm.org>)



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PAID
OCT 25 2024
FINANCE

Account: XXXX-XXXX-XX33-7550

Cardholder Transactions

Account: XXXX-XXXX-XX48-0634 DAVID MOLBERT Total Activity: \$82.29

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Rows include WAL-MART #0449 PORT ARTHUR TX and WM SUPERCENTER #449 PORT ARTHUR TX.

Account: XXXX-XXXX-XX67-2681 JOHN HUDSON Total Activity: \$218.49

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Row includes SIRCHIE ACQUISITION CO TMC CLEAN@SIRCNC.

Account: XXXX-XXXX-XX89-8046 ROBERT PHILLIPS Total Activity: \$586.47

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Row includes FAIRFIELD INN & SUITES RICHMOND TX.

Account: XXXX-XXXX-XX85-0633 JOSHUA HILDAGO Total Activity: \$12.16

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Row includes WEST END HARDWARE GROVES TX.

Account: XXXX-XXXX-XX72-2434 CHRIS ROBIN Total Activity: \$139.13

Credit Limit: \$5,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Rows include SAMSClub.COM and Amazon Prime*Y59B721O3.

Account: XXXX-XXXX-XX45-2254 NICK POTTER Total Activity: \$349.99

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Row includes AMERICAN WATER COLLEGE VALLEY MILLS TX.

Account: XXXX-XXXX-XX41-4868 LOU DOUCET Total Activity: \$424.89

Credit Limit: \$5,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Rows include SQ *CABLE AND CONNECTI Government CaOR, BIG LOTS STORES - #107 GROVES TX, and THE HOME DEPOT #8419 ORANGE TX.

Account: XXXX-XXXX-XX23-0468 STEPHANIE GASPARD Total Activity: \$718.98

Credit Limit: \$5,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Rows include SOCIETYFORHUMANRESOURC ALEXANDRIA VA, TEXAS MUNICIPAL LEAGUE 512-231-7400 TX, and AMAZON RETA* 882H01813 SEATTLE WA.

Account: XXXX-XXXX-XX11-7107 LIBBIE HUGHES Total Activity: \$987.57

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Row includes FSP*SOUTHEAST TEXAS HR BRIDGE CITY TX.

Invoice

CE Solutions

320 Southland Drive

Burnet, TX 78611

Voice: 512-715-9333

Fax: 512-715-9444

Email: support@ems-ce.com

Invoice

Sold To:

Groves Fire Department**

Attn: Lance Billeaud

P.O. Box 846

Groves, TX 77619

Date: September 05,
2024

Invoice #: 247753

Paid date: September
05, 2024

Pay Method: 9769

PO #:

Notes:

Item Description	Price	Quantity	Amount
1-Year 24 CEU CEU Program; Including Convenience Fee	71.75	1	71.75
		Amount Paid:	71.75
		Total:	71.75
		Balance Due:	0

PAID

OCT 25 2024

FINANCE

Citi Card

You could win a \$1000 GiftCard!
Visit survey.walmart.com#7TN4884VT8V
For more details, see back of receipt.



WM Supercenter
409-962-7853 Mgr. FERRAL
4999 N TWIN CITY HWY
PORT ARTHUR TX 77642
SI# 00449 OP# 000399 TE# 02 TR# 02949

ITEMS SOLD 17
TC# 1294 6398 2330 2929 2307 9



GV LS REG 81 078742331510	4.24 N
GV LS REG 81 078742331510	4.24 N
GV LS REG 81 078742331510	4.24 N
GV LS REG 81 078742331510	4.24 N
FAB LAV 128 035000530580	7.98 N
FAB LAV 128 035000530580	7.98 N
FAB LAV 128 035000530580	7.98 N
FAB LAV 128 035000530580	7.98 N
GVAPCLEM320Z 078742023110	2.77 N
GVAPCLEM320Z 078742023110	2.77 N
HEFTY TRASH 013700975030	3.34 N
HEFTY TRASH 013700975030	3.34 N
BATTERIES 012600517720	6.97 N
PED ADULT 023100143420	26.98 N
PED ADULT 023100143420	26.98 N
PED ADULT 023100143420	26.98 N
PED ADULT 023100143420	26.98 N

01-52509D10

SUBTOTAL 175.99
TOTAL 175.99

MCARD TEND 175.99
CHANGE DUE 0.00

DECLINED TRANSACTION
MASTERCARD- 9769 1
AID A0000000041010
CUSTOMER CANCELLED BANKCARD
09/20/24 10:14:41

MASTERCARD- 9769 I 1 APPR#019361
175.99 TOTAL PURCHASE
REF # U617f1051846
AID A0000000041010
TERMINAL # 55779500
*Pin Verified
09/20/24 10:15:05

PAID
OCT 25 2024
FINANCE



Get free delivery
from this store
with Walmart+

Scan for 30-day free trial

Low prices You Can Trust. Every Day.
09/20/24 10:15:10



Details for Order #114-8091065-7393027

Order Placed: September 20, 2024
Amazon.com order number: 114-8091065-7393027
Order Total: \$58.00

Not Yet Shipped	
Items Ordered	Price
1 of: 5.11 Tactical Men's Fast Tac Cargo Pant, Style 74439, Khaki, 36W x 32L	\$58.00
Sold by: Apparel Inc (seller_profile)	
Business Price	
Condition: New	
Shipping Address:	
Lance Billeaud 5911 W Washington Groves, TX 77619 United States	
Shipping Speed:	
FREE Shipping	

Payment information	
Payment Method:	Item(s) Subtotal: \$58.00
MasterCard Last digits: 9769	Shipping & Handling: \$6.99
	Promotion applied: -\$6.99
Billing address	----
Lance Billeaud	Total before tax: \$58.00
5911 W Washington	Estimated Tax: \$0.00
Groves, TX 77619	----
United States	Grand Total: \$58.00

To view the status of your order, return to [Order Summary](#) .

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PAID
OCT 25 2024
FINANCE

Thank you for your order.

Updates will be sent to lbilleaud@cigrovestx.com. For real-time updates visit [order history](#).

Order #: VP_C7G66GPP

Order date: September 23rd 2024

Shipping method	Shipping address	Billing address	Payment method	
Standard Estimated arrival Oct 3rd	Lance Billeaud Groves Fire Department 5911 W WASHINGTON ST GROVES, Texas 77619-3631 United States of America 409-960-5761	Lance Billeaud Groves Fire Department 5911 W WASHINGTON ST GROVES, Texas 77619-3631 United States of America 409-960-5761	<input checked="" type="radio"/> Mastercard **** 9769	\$20.98

Items

Standard Business Cards
In progress
Expected delivery: Oct 3rd
Quantity: 100



Order summary

Subtotal	\$14.99
Shipping: Standard	\$5.99
Total paid	\$20.98

Selected options

Item total **\$14.99**

PAID
OCT 25 2024
FINANCE

Give us feedback @ survey.walmart.com
Thank you! ID #: 7TN4YQ4UVT3

Cit:



409-962-7050 Mgr: FERRAL
4999 N TWIN CITY HWY
PORT ARTHUR TX 77642
ST# 00449 OP# 006923 TEN 67 TR# 04414
ITEMS SOLD 2
TC# 1904 3316 9398 2939 2605 9



910 COMBO 019301574222 38.92 0
910 SUPERCOMB 019254572962 85.00 0
SUBTOTAL 123.92
TOTAL 123.92
MCARD TEND 123.92

Mastercard **** * 9769 I I
APPROVAL # 020777
REF # 427000021442
AID R0000000041019
AAC C63BF1106475631A
TERMINAL # 52438440
*Pin Verified

09/26/24 09:08:41
CHANGE DUE 0.00
09/26/24 09:08:54
CUSTOMER COPY



Get free delivery
from this store
with Walmart+

Scan for 30-day free trial.

felony of the second degree.
WALMART SUPERCENTER 449
4999 TWIN CITY HWY
GROVES
TX 77642-0000

8904
CITY OF GROVES
P O BOX 846

GROVES
TX 77619
Tax ID: 746012593
Members Cig. ID:
GOVERNMENT (5)
9112/
GOVERNMENT, LOCAL

Single Purchase Exemption

* TAX EXEMPT SALE *

09/26/24 09:08:57

PAID
OCT 25 2024
FINANCE

Account: XXXX-XXXX-XX33-7550

Cardholder Transactions

Account: XXXX-XXXX-XX48-0634 DAVID MOLBERT Total Activity: \$82.29

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Rows include WAL-MART #0449 and WM SUPERCENTER #449.

Account: XXXX-XXXX-XX67-2681 JOHN HUDSON Total Activity: \$218.49

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Row includes SIRCHIE ACQUISITION CO.

Account: XXXX-XXXX-XX89-8046 ROBERT PHILLIPS Total Activity: \$586.47

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Row includes FAIRFIELD INN & SUITES RICHMOND TX.

Account: XXXX-XXXX-XX85-0633 JOSHUA HILDAGO Total Activity: \$12.16

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Row includes WEST END HARDWARE GROVES TX.

Account: XXXX-XXXX-XX72-2434 CHRIS ROBIN Total Activity: \$139.13

Credit Limit: \$5,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Rows include SAMSCLUB.COM and Amazon Prime.

Account: XXXX-XXXX-XX45-2254 NICK POTTER Total Activity: \$349.99

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Row includes AMERICAN WATER COLLEGE VALLEY MILLS TX.

Account: XXXX-XXXX-XX41-4868 LOU DOUCET Total Activity: \$424.89

Credit Limit: \$5,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Rows include SQ *CABLE AND CONNECTI and THE HOME DEPOT #8419.

Account: XXXX-XXXX-XX23-0468 STEPHANIE GASPARD Total Activity: \$718.98

Credit Limit: \$5,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Rows include SOCIETYFORHUMANRESOURC and AMAZON RETA* 882H01813.

Account: XXXX-XXXX-XX11-7107 LIBBIE HUGHES Total Activity: \$987.57

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Row includes FSP*SOUTHEAST TEXAS HR BRIDGE CITY TX.

PAID OCT 25 2024 FINANCE

Account: XXXX-XXXX-XX33-7550

Cardholder Transactions (con't)

Post Date	Trans Date	MCC	Reference Number	Description/Location	Amount
09/12	09/11	5300	05416014255141010189100	2 SAMSCLUB #8275 BEAUMONT TX 77701 USA	360.15
09/12	09/11	5300	05416014255141010189407	3 SAMSCLUB #8275 BEAUMONT TX 77701 USA	36.90
09/16	09/13	5411	05436844258400097414853	4 WM SUPERCENTER #449 PORT ARTHUR TX 77642 USA	19.88
				000000269859	
09/16	09/15	5999	82305094259000041438376	5 AMAZON MARK* 6X6UC05Z3 SEATTLE WA 98109 USA	188.84
09/23	09/20	5411	05436844265400126791512	6 WM SUPERCENTER #449 PORT ARTHUR TX 77642 USA	26.96
09/23	09/22	5942	55432864266201429324258	7 AMAZON MKTPL*K873T32U3 Amzn.com/billWA 113-5520761-17954	71.94
09/27	09/26	5942	55432864270202808260489	8 AMZN Mktp US*D05SC1VE3 Amzn.com/billWA 113-4952256-10570	57.82
10/01	09/30	5411	05436844275400089689800	9 WM SUPERCENTER #449 PORT ARTHUR TX 77642 USA	115.08
				000000561413	

Account: XXXX-XXXX-XX46-9223 **CLARISSA THIBODEAUX** Total Activity: \$34.39

Credit Limit: \$10,000 Cash Limit: \$0

Post Date	Trans Date	MCC	Reference Number	Description/Location	Amount
09/16	09/15	5999	82305094259000041435497	1 AMAZON MARK* ZX95U6WA3 SEATTLE WA 98109 USA	13.01
09/24	09/23	5411	05436844268400121558558	2 WM SUPERCENTER #449 PORT ARTHUR TX 77642 USA	21.38
				000000074462	

Account: XXXX-XXXX-XX87-2129 **DON PEDRAZA** Total Activity: \$55.00

Credit Limit: \$1,000 Cash Limit: \$0

Post Date	Trans Date	MCC	Reference Number	Description/Location	Amount
09/12	09/11	9399	55488724256015149150897	1 TX BRD PLUMBING EXMR AUSTIN TX 78751 USA	55.00
				719073664	

Account: XXXX-XXXX-XX79-9769 **LANCE BILLEAUD** Total Activity: \$1,116.26

Credit Limit: \$5,000 Cash Limit: \$0

Post Date	Trans Date	MCC	Reference Number	Description/Location	Amount
09/06	09/05	5099	85454914249900014057810	1 POSITIVE PROMOTIONS 800-635-2666 NY 11788 USA	665.62
				30551215	
09/06	09/06	8299	55310204250050016647637	2 CE SOLUTIONS BURNET TX 78611 USA	71.75
09/23	09/20	5411	05436844265400126796313	3 WM SUPERCENTER #449 PORT ARTHUR TX 77642 USA	175.99
				000000051846	
09/23	09/21	5999	82305094265000022357803	4 AMAZON MARK* Q28TL4RU3 SEATTLE WA 98109 USA	58.00
09/24	09/23	2741	57540244267744678860760	5 VISTAPRINT 8662074955 MA USA	20.98
				VP_C7G66GPP	
09/27	09/26	5411	05416014270141000738065	6 WAL-MART #0449 PORT ARTHUR TX 77642 USA	123.92

Account: XXXX-XXXX-XX83-6390 **KEILAH BAAHETH** Total Activity: \$421.11

Credit Limit: \$1,000 Cash Limit: \$0

Post Date	Trans Date	MCC	Reference Number	Description/Location	Amount
09/11	09/10	5411	55483824255002049270896	1 WAL-MART #0449 PORT ARTHUR TX 77642 USA	112.80
09/23	09/22	5942	55432864266201338276763	2 AMAZON MKTPL*E95WP5RU3 Amzn.com/billWA 113-4395983-89946	190.80
09/23	09/22	5999	82305094266000013330354	3 AMAZON MARK* RX2626RK3 SEATTLE WA 98109 USA	42.92
09/26	09/25	5411	05416014269141000702536	4 WAL-MART #0449 PORT ARTHUR TX 77642 USA	5.24
09/30	09/27	5942	55432864271203041763023	5 AMAZON MKTPL*FK9R922C3 Amzn.com/billWA 113-6801580-59930	56.32
09/30	09/27	5942	55432864271203050118903	6 AMZN Mktp US*8K4GB1WZ3 Amzn.com/billWA 113-1427582-64266	13.08

Account: XXXX-XXXX-XX18-1985 **KEVIN CARRUTH** Total Activity: \$106.23

Credit Limit: \$30,000 Cash Limit: \$0

Post Date	Trans Date	MCC	Reference Number	Description/Location	Amount
09/04	08/13	3604	55436874247262370614807	1 HILTON AUS DWNTWN CONV AUSTIN TX 78701 USA	25.60 CR
				963645	
				CHECK IN: 08/11/2024	
				963645	
09/09	09/05	5814	05140484250710033875763	2 CHICK-FIL-A #05010 GROVES TX 77619 USA	119.39
09/09	09/05	5814	05140484250710033870103	3 CHICK-FIL-A #05010 GROVES TX 77619 USA	12.44

PAID
OCT 25 2024
FINANCE

L Billeaud

From: service@positivepromotions.com
Sent: Thursday, September 5, 2024 7:50 AM
To: L Billeaud
Subject: Thank you for your order!

Dear Lance Billeaud,

Thank you for ordering from **Positive Promotions!** We appreciate your business and hope you will be pleased with your purchase.

You can check your order status to get the latest shipping and tracking information on your order. This will be available one day after receipt of this email. Orders placed on Saturday or Sunday will be processed on Monday.

If you have any questions, or need to make any changes, please contact our Customer Service department at 1-800-635-2666 or email us at service@positivepromotions.com.

Thanks again for your business and have a Positive day!

Positive Promotions Customer Service

Order #30551215

Billing Address

Lance Billeaud
Groves Fire Department
5911 W WASHINGTON ST
GROVES, TX 77619
US
Phone: 409-962-4460
Email: lbilleaud@cigrovestx.com

Shipping Address

Lance Billeaud
5911 W WASHINGTON ST
GROVES, TX 77619

Delivery Info

Standard (5 - 8 Business Days)

Orders ship after production time noted below

Payment

1000002
MasterCard *****9769
Charge: \$665.62

PAID
OCT 25 2024
FINANCE

Order Summary

ITEM	PERSONALIZATION	PRODUCTION TIME	UNIT PRICE	QTY	LINE TOTAL
------	-----------------	-----------------	------------	-----	------------



Let's Learn the ABCs
of Fire Safety
Educational Activities
Book - One-Color
Personalization
Available

No Personalization

Ready to
ship in 7
business
days after
artwork
approval

\$0.59 900 **\$531.00**

ITEM KCB-707

Personalization : None



Fire Safety Hero
Temporary Tattoos -
Pack of 100

No Personalization

Ready to
ship in 4
business
days

\$21.99 3 **\$65.97**
(Saved
\$9.00)

ITEM TS-399P

MERCHANDISE: **\$596.97**
FEES TOTAL: **\$0.00**
SHIPPING TOTAL: **\$68.65**
ORDER TOTAL: **\$665.62**
You saved a total of **\$9.00 on this order!**

This email has been scanned for spam and viruses by Proofpoint Essential= s. Click [here](#) to report this email= as spam.

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

City of Groves

PURCHASE ORDER # 09-38264

10/23/2024

ISSUED TO: VEND #: 01-23814
CITIBANK, N.A.
P.O. BOX 78025
PHOENIX, AZ 85062-8025

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

UNITS	DESCRIPTION	G/L ACCOUNT		PRICE	AMOUNT
0.00	NUTS & BOLTS	01 -5-32-02-010	OFFICE SUPPLIES	0.00	12.16
0.00	COLORING BOOKS	01 -5-32-07-210	FIRE PREVENTION	0.00	665.62
0.00	RYAN W EMT CE	01 -5-32-07-010	TRAINING	0.00	71.75
0.00	DOG FOOD & CLEANING	01 -5-35-03-010	BUILDING & GROUNDS	0.00	175.99
0.00	LANCE PANTS	01 -5-35-03-010	BUILDING & GROUNDS	0.00	58.00
0.00	PAUL CARDS	01 -5-32-02-010	OFFICE SUPPLIES	0.00	20.98
0.00	PRINTER INK	01 -5-32-02-010	OFFICE SUPPLIES	0.00	123.92
	CREDIT CARD PAYMENT FOR LANCE BILLEAUD AND JOSH HIDALGO				

PAID
OCT 25 2024
FINANCE

*** TOTAL *** 1,128.42

ORDERED BY: _____

APPROVED BY: LANCE BILLEAUD

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

City of Groves

PURCHASE ORDER # 09-38181

10/09/2024

ISSUED TO: VEND #: 01-23814
CITIBANK, N.A.
P.O. BOX 78025
PHOENIX, AZ 85062-8025

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

UNITS	DESCRIPTION	G/L ACCOUNT	PRICE	AMOUNT
1.00	CITI CC 10-3-24 CITI CC STATEMENT 10-3-24	01 -5-31-07-012	586.47	586.47

PAID
OCT 25 2024
FINANCE

*** TOTAL *** 586.47

ORDERED BY: PHILLIPS

APPROVED BY: CHRISTOPHER G. ROBIN

CITIBANK CORPORATE CARD

Account Statement

Commercial Card Account
ROBERT PHILLIPS



Account Inquiries:

Toll Free: 1-(800)-248-4553
International: 1-(904)-954-7314
TDD/TTY: 1-(877)-505-7276

Account Number: XXXX-XXXX-XX89-8046

Summary of Account Activity

Total Activity \$586.47

Send Notice of Billing Errors and Customer Service Inquiries to:
CITIBANK, N.A., PO BOX 6125, SIOUX FALLS SD 57117-6125

Not an invoice. For your records only.

Credit Limit \$1,000
Cash Advance Limit \$0
Statement Closing Date 10/03/2024
Days in Billing Period 30

Transactions

Post Date	Trans Date	MCC	Reference Number	Description/Location	Amount
***** NOTICE MEMO ITEM(S) LISTED BELOW *****					
09/04	09/02	3715	55432864247205307762822	1 FAIRFIELD INN & SUITES RICHMOND TX E 9077 CHECK IN: 09/02/2024 90776	77469 USA 586.47
***** TOTAL AMOUNT OF MEMO ITEM(S): \$586.47					

01-5-31-07-012

RA

NOTICE: SEE REVERSE SIDE FOR IMPORTANT INFORMATION

Page 1 of 2

PAID
OCT 25 2024
FINANCE

CITIBANK, N.A.
PO BOX 6125
SIOUX FALLS SD 57117-6125

Account Number XXXX-XXXX-XX89-8046
Statement Closing Date October 03, 2024

Not an invoice.
For your records only.

ROBERT PHILLIPS
3947 LINCOLN AVENUE
GROVES TX 77619-4604

00010107623



Fairfield by Marriott®
 22010 Southwest Fwy, Richmond, TX 77469 P 281.232.2101
 Fairfield.Marriott.com

Robert Phillips
 2835 Delta Drive
 Port Arthur TX 77642

Room: 220
 Room Type: KING
 Number of Guests: 1
 Rate: \$107.00
 Clerk: ABA

Arrive: 08Sep24 Time: 05:18PM Depart: 13Sep24 Time: 02:13PM Folio Number: 90776

DATE	DESCRIPTION	CHARGES	CREDITS
02Sep24	Advance Deposit		586.47
08Sep24	Room Charge	103.00	
08Sep24	State Occupancy Tax	6.18	
08Sep24	City Tax	7.21	
09Sep24	Room Charge	103.00	
09Sep24	State Occupancy Tax	6.18	
09Sep24	City Tax	7.21	
10Sep24	Room Charge	103.00	
10Sep24	State Occupancy Tax	6.18	
10Sep24	City Tax	7.21	
11Sep24	Room Charge	103.00	
11Sep24	State Occupancy Tax	6.18	
11Sep24	City Tax	7.21	
12Sep24	Room Charge	107.00	
12Sep24	State Occupancy Tax	6.42	
12Sep24	City Tax	7.49	
BALANCE:		0.00	

Marriott Bonvoy Account # XXXXX4192. Your Marriott Bonvoy points/miles earned on your eligible earnings will be credited to your account. Check your Marriott Bonvoy account statement or your online statement for updated activity.

See our "Privacy & Cookie Statement" on Marriott.com.

PAID
OCT 25 2024
FINANCE

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Take the comfort of the Fairfield sleep experience home. Visit the Fairfield official retail store at FairfieldStore.com.

REQ.#: 09-38181 VENDOR: 01-23814

CITIBANK, N.A.

CITI CC 10-3-24

STATUS: NEW

APPROVED BY: CHRISTOPHER G. ROBIN

ISSUED: 10/09/2024

RELEASE FLAG:

DEPT: PD

ORDERED BY: PHILLIPS

EST DEL: 10/09/2024

RECEIVE FLAG:

SHIP-TO: CH City of Groves City Hall

ATTN: Purchasing Department

P.O. DESCRIPTION: CITI CC STATEMENT 10-3-24

				===== ORDERED =====		
ITEM	G/L	ACCOUNT	DESCRIPTION/ NAME	UNITS	PRICE	AMOUNT
1	01	5-31-07-012	TRAINING - LEOSE ELIGIBLE CITI CC 10-3-24	1.000	586.4700	586.47
					TOTAL ORDERED	586.47

PAID
OCT 25 2024
FINANCE

P.O. TOTALS BY MONTH	FUND	MONTH	ITEMS	AMOUNT
	01	10/2024	1	586.47
	** TOTALS **		1	586.47
P.O. TOTALS BY DEPARTMENT	DEPARTMENT		PO'S	AMOUNT
	PD		1	586.47
	** TOTALS **		1	586.47
P.O. TOTALS BY STATUS			PO'S	AMOUNT
	NEW		1	586.47
	OUTSTANDING		0	0.00
	** TOTALS **		1	586.47
TOTAL SUSPENDED PO'S			PO'S	AMOUNT
	SUSPENDED		0	0.00

PAID
OCT 25 2024
FINANCE

P.O. TOTALS BY G/L ACCOUNT

YEAR	ACCOUNT	NAME	PO'S	AMOUNT	=====LINE ITEM=====		=====GROUP B	
					ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	AV
2024-2025	01 5-31-07-012	TRAINING - LEOSE ELIGIBLE	1	586.47	0	586.47-	Y	
	** 24-25 YEAR TOTALS **			586.47				

** ERROR SECTION **

REQUISITION #	P. O. #	MESSAGE	OTHER INFO
---------------	---------	---------	------------

1 WARNING(S)
 NO ERROR(S)

PAID
OCT 25 2024
FINANCE

CITIBANK CORPORATE CARD

Account Statement

Commercial Card Account
M1232 GROVES CITY CARD



Account Inquiries:

Toll Free: 1-(800)-248-4553
International: 1-(904)-954-7314
TDD/TTY: 1-(877)-505-7276

Account Number: XXXX-XXXX-XX33-7550
Invoice # 3654346003

Summary of Account Activity	
Previous Balance	\$8,260.50
Payments	\$3,699.23
Credits	\$25.60
Purchases & Other Charges	\$5,278.56
Cash Transactions	\$0.00
Cash Transaction Fees	\$0.00
Interest Charges	\$37.15

Payment Information	
New Balance	\$9,851.38
Past Due Amount	\$4,535.67
Disputed Amount	\$0.00
Amount Over Credit Limit	\$0.00
Minimum Payment Due	\$9,851.38
Payment Due Date	11/02/2024
Statement Closing Date	10/03/2024
Days in Billing Period	30

Credit Limit	\$30,000
Available Credit Limit	\$20,148
Cash Advance Limit	\$0
Available Cash Advance Limit	\$0

Send Notice of Billing Errors and Customer Service Inquiries to:
CITIBANK, N.A., PO BOX 6125, SIOUX FALLS SD 57117-6125

Extended Payment Terms		
Cycle Date	Payment Due	Payment Due Date
10/03/2024	\$5,315.71	11/02/2024
09/03/2024	\$3,741.83	10/03/2024
08/03/2024	\$793.84	09/02/2024
07/03/2024	\$0.00	08/02/2024
06/03/2024	\$0.00	07/03/2024
05/03/2024	\$0.00	06/02/2024

Company Transactions

Post Date	Trans Date	MCC	Reference Number	Description/Location	Amount
10/03	10/02	0000	75563974277276000021005	1 PAYMENT - THANK YOU	3,699.23 PY
10/03	10/03	0000		2 PURCHASE "FINANCE CHARGE"	37.15

Account: XXXX-XXXX-XX33-7550 M1232 GROVES CITY CARD Total Activity: -\$3,662.08

PAID

OCT 25 2024

NOTICE: SEE REVERSE SIDE FOR IMPORTANT INFORMATION Page 1 of 6
Please detach and return lower portion with your payment to ensure proper credit. Retain upper portion for your records.

FINANCE

CITIBANK, N.A.
PO BOX 6125
SIOUX FALLS SD 57117-6125

CITIBANK, N.A.
PO BOX 78025
PHOENIX AZ 85062-8025

Account Number XXXX-XXXX-XX33-7550
Payment Due Date November 02, 2024
New Balance \$9,851.38
Past Due Amount* \$4,535.67
Minimum Payment Due \$9,851.38

Mail
Checks
To
\$

*Past Due Amount is included in the Minimum Payment Due.

M1232 GROVES CITY CARD
M1232 GROVES CITY
3947 LINCOLN AVE
GROVES TX 77619-4604

28000 0985138 0985138 0369923 05563970051337550 0308

Account: XXXX-XXXX-XX33-7550

Cardholder Transactions (con't)

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Includes transactions for SAMSCLUB #8275 and AMAZON MARK* 6X6UC05Z3.

Account: XXXX-XXXX-XX46-9223 CLARISSA THIBODEAUX Total Activity: \$34.39

Credit Limit: \$10,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Includes transactions for AMAZON MARK* ZX95U6WA3 and WM SUPERCENTER #449.

Account: XXXX-XXXX-XX87-2129 DON PEDRAZA Total Activity: \$55.00

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Includes transaction for TX BRD PLUMBING EXMR.

Account: XXXX-XXXX-XX79-9769 LANCE BILLEAUD Total Activity: \$1,116.26

Credit Limit: \$5,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Includes transactions for POSITIVE PROMOTIONS, CE SOLUTIONS, and AMAZON MARK* Q28TL4RU3. Includes handwritten 'PAID' and 'FINANCE' stamps.

Account: XXXX-XXXX-XX83-6390 KEILAH BAAHETH Total Activity: \$421.11

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Includes transactions for WAL-MART #0449 and AMAZON MKTPL*E95WP5RU3. Includes handwritten notes on the right side.

Account: XXXX-XXXX-XX18-1985 KEVIN CARRUTH Total Activity: \$106.23

Credit Limit: \$30,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Includes transactions for HILTON AUS DWNTWN CONV and CHICK-FIL-A #05010.

Walmart*

409-962-7858 Mgr:FERRAL
4999 N TWIN CITY HWY
PORT ARTHUR TX 77642

SIN 00449 OPN 006689 TEM 02 TRN 04344

* T A X E X E M P T S A L E *

GU 13G TRASH 007874221050 16.73 X
NAHATHA 20LB 001740011130 F 11.98 Y
NAHATHA 20LB 001740011130 F 11.98 Y
LYS AIR FR 001920099350 7.27 X
LYS AIR CTN 001920056350 7.27 X
LYS AIR BRZ 001920099394 7.27 X
PACKING TAPE 063866065310
3 AY 1 FOR 4.44 13.32 X
KINETIC SAND 077898837000 9.97 X
KINETIC SAND 077898837000 9.97 X
PINTO BEANS 004133102526 F
2 AY 1 FOR 8.52 17.04 Y
SUBTOTAL 112.80
REASON: GOVERNMENT (5)

Give us feedback @ survey.walmart.com
Thank you! ID #:71N3704V00V

Walmart*

409-962-7858 Mgr:FERRAL
4999 N TWIN CITY HWY
PORT ARTHUR TX 77642
SIN 00449 OPN 006689 TEM 02 TRN 04344
ITEMS SOLD 13
TCN 6000 6401 2408 7880 9484 0



GU 13G TRASH 007874221050	16.73	U
NAHATHA 20LB 001740011130 F	11.98	0
NAHATHA 20LB 001740011130 F	11.98	0
LYS AIR FR 001920099350	7.27	0
LYS AIR CTN 001920056350	7.27	0
LYS AIR BRZ 001920099394	7.27	0
PACKING TAPE 063866065310		
3 AY 1 FOR 4.44	13.32	0
KINETIC SAND 077898837000	9.97	0
KINETIC SAND 077898837000	9.97	0
PINTO BEANS 004133102526 F		
2 AY 1 FOR 8.52	17.04	0
SUBTOTAL	112.80	
TOTAL	112.80	
MCARD TEND	112.80	

Mastercard **** *6390 I 1
APPROVAL # 040054
REF # 425400197262
PAYMENT SERVICE #
RID 00000000041010
AAC 2317F9C45D191651
TERMINAL # 55070577
*Pin Verified
09/10/24 11:35:33
CHANGE MODE 0.00
09/10/24 11:35:46
CUSTOMER COPY



Get free delivery
from this store
with Walmart+

Scan for 30-day free trial

Texas Sales and Use Tax
Texas Exemption Certificate
CITY OF GROVES
P O BOX 846
GROVES
TX 77619

I, the purchaser named above, claim an exemption from payment of sales and use taxes for the purchase of taxable items described above.

I understand that I will be liable for payment of all state and local sales or use taxes which may become due for failure to comply with the provisions of the tax code and/or all applicable law.

I understand that it is a criminal offense to give an exemption certificate to the seller for taxable items that I know, at the time of purchase will be used in a manner other than that expressed in this certificate, and depending on the amount of tax evaded, the offense may range from a Class C misdemeanor to a felony of the second degree.

WALMART SUPERCENTER 449
4999 TWIN CITY HWY
GROVES
TX 77642-0000

6904
CITY OF GROVES
P O BOX 846

GROVES
TX 77619
Tax ID: 746012593
Members Cig. ID:
GOVERNMENT (5)
9112/
GOVERNMENT, LOCAL

Single Purchase Exemption

* T A X E X E M P T S A L E *

09/10/24 11:35:49

PAID

OCT 25 2024

FINANCE

Office Supplies: 01-5-21-02-010 lmd

Reading Club: 01-5-21-07-200 KJL

Office supplies
- trash bags
- Lysol air freshener
- Packing tape

Supplies for ^{city} event:
Family Fun Day 9/21/24
- rice
- pinto beans
- kinetic sand

Order Placed: September 17, 2024
 Amazon.com order number: 113-4395983-8994658
 Order Total: \$190.80

Books : 01-5-21-09-040 *hmd*
WJ

Shipped on September 19, 2024	
Items Ordered	Price
10 of: <i>The Autobiography of Santa Claus: A Revised Edition of the Christmas Classic (The Santa Chronicles)</i> , Guinn, Jeff	\$11.04
Sold by: Amazon.com	
Condition: New	
Shipping Address:	Item(s) Subtotal: \$110.40
Louella Doucet	Shipping & Handling: \$3.62
GROVES PUBLIC LIBRARY	Free Shipping: -\$3.62
5600 W WASHINGTON ST	-----
GROVES, TX 77619-3629	Total before tax: \$110.40
United States	Sales Tax: \$0.00
Shipping Speed:	-----
FREE Shipping	Total for This Shipment: \$110.40

Shipped on September 21, 2024	
Items Ordered	Price
1 of: <i>Two Graves (Agent Pendergast Series, 12)</i> , Preston, Douglas	\$10.00
Sold by: Amazon (seller profile)	
Business Price	
Condition: New	
1 of: <i>Cemetery Dance (Agent Pendergast Series, 9)</i> , Preston, Douglas	\$10.00
Sold by: Amazon (seller profile)	
Business Price	
Condition: New	
1 of: <i>The Wheel of Darkness (Agent Pendergast Series, 8)</i> , Preston, Douglas	\$9.97
Sold by: Amazon (seller profile)	
Business Price	
Condition: New	
1 of: <i>Still Life with Crows (Agent Pendergast Series, 4)</i> , Preston, Douglas	\$10.00
Sold by: Amazon.com	
Condition: New	
1 of: <i>Star Wars Jedi Academy Series 7 Books Collection Set (Books 1 - 7) by Jeffrey Brown (Jedi Academy, Phantom Bully, New Class, Force Oversleeps, Revenge of the Sis & MORE!)</i> , Jeffrey Brown	\$23.00
Sold by: prime_saver (seller profile)	
Condition: New	
1 of: <i>Fallen: A Novel (Will Trent)</i> , Slaughter, Karin	\$9.95

PAID
 OCT 25 2024
FINANCE

Sold by: Amazon (seller_profile)
Business Price
Condition: New

1 of: *Fractured: Will Trent , Slaughter, Karin*
Sold by: Amazon.com
Condition: New

\$7.48

Shipping Address:

Louella Doucet
GROVES PUBLIC LIBRARY
5600 W WASHINGTON ST
GROVES, TX 77619-3629
United States

Item(s) Subtotal: \$80.40
Shipping & Handling: \$3.37
Free Shipping: -\$3.37

Total before tax: \$80.40
Sales Tax: \$0.00

Shipping Speed:

FREE Shipping

Total for This Shipment: \$80.40

Payment information

Payment Method:

MasterCard | Last digits: 6390

Item(s) Subtotal: \$190.80
Shipping & Handling: \$6.99
Promotion applied: -\$6.99

Billing address

Groves Public Library
5600 W WASHINGTON ST
GROVES, TX 77619-3629
United States

Total before tax: \$190.80
Estimated Tax: \$0.00

Grand Total: \$190.80

Credit Card transactions

MasterCard ending in 6390: September 22, 2024: \$190.80

To view the status of your order, return to [Order Summary](#) .

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OCT 25 2024
FINANCE

Order Placed: September 17, 2024
 Amazon.com order number: 113-1628985-1589838
 Order Total: \$42.92

Office Supplies: 01-5-21-02-010 lmd
 Misc. Supplies: 01-5-21-02-040 lmd MB

Not Yet Shipped

Items Ordered	Price
1 of: KOTANG LC203XL LC201 Ink Cartridges Compatible for Brother LC203 LC201 High Yield Work with Brother MFC-J480DW MFC-J880DW MFC-J4420DW MFC-J680DW Printer (BK/CMY, 4 Pack) Sold by: QYK Adoran (seller profile) Condition: New	\$24.99
2 of: eFond Cheesecloth, 9 Square Feet Grade 100 Cheese Cloths for Straining Reusable, Washable, Lint Free and Ultra Fine Mesh Unbleached Pure Cotton Cheese Cloths for Cooking with Hemmed 2 Edges (1 Yard) Sold by: eFond (seller profile) Condition: New	\$3.97
1 of: Asweets Leaf Wooden Jigsaw Puzzles Educational Learning Leaf Puzzle Montessori Toy Boys Girls Birthday Gift Colorful Shape for Thanksgiving Day Sold by: Asweets (seller profile) Condition: New	\$9.99

Shipping Address:
 Louella Doucet
 GROVES PUBLIC LIBRARY
 5600 W WASHINGTON ST
 GROVES, TX 77619-3629
 United States

Shipping Speed:
 FREE Shipping

Payment information

Payment Method: MasterCard Last digits: 6390	Item(s) Subtotal: \$42.92
	Shipping & Handling: \$6.99
	Promotion applied: -\$6.99
Billing address Groves Public Library 5600 W WASHINGTON ST GROVES, TX 77619-3629 United States	Total before tax: \$42.92
	Estimated Tax: \$0.00
	Grand Total: \$42.92

PAID
 OCT 25 2024
 FINANCE

To view the status of your order, return to [Order Summary](#) .



WM Supercenter
409-962-7858 Mgr. FERRAL
4999 N TWIN CITY HWY
PORT ARTHUR TX 77642

You could win a \$1000 GiftCard!
Visit survey.walmart.com#7TN4SD4VQSM
For more details, see back of receipt.



WM Supercenter
409-962-7858 Mgr. FERRAL
4999 N TWIN CITY HWY
PORT ARTHUR TX 77642
ST# 00449 OP# 006348 TE# 02 TR# 00555

ITEMS SOLD 2

IC# 6136 9646 9331 8889 9368



HH FMSTK PST 810096231160 2.62 N
HH FMSTK PST 810096231160 2.62 N

SUBTOTAL 5.24
TOTAL 5.24

MCARD TEND 5.24
CHANGE DUE 0.00

MASTERCARD- 6390 I 1 APPR#089211
5.24 TOTAL PURCHASE

REI # 427057030290
AID A0000000041010
TERMINAL # 55779500

*Pin Verified
09/25/24 20:09:00



Get free delivery
from this store
with Walmart+

Scan to see how to use Walmart+

Low prices You Can Trust. Every Day.
09/25/24 20:09:05

Reading Club: 01-5-21-02-200

*Foam alphabet stickers for
Cuddlebugs program*

*ML
hmd*

ST# 00449 OP# 006348 TE# 02 TR# 00555

* TAX EXEMPT SALE *

HH FMSTK PST 810096231160 2.62 N

HH FMSTK PST 810096231160 2.62 N

449

PORT ARTHUR TX 77642-5827

139976

CITY OF GROVES

P O BOX 846

GROVES TX 77619

Tax ID: 746012593

Members Cig. ID:

GOVERNMENT

GOVERNMENT, LOCAL

Single Purchase Exemption

Texas Sales and Use Tax

Texas Exemption Certificate

CITY OF GROVES

P O BOX 846

GROVES TX 77619

I, the purchaser named above, claim an exemption from payment of sales and use taxes for the purchase of taxable items described above.

I understand that I will be liable for payment of all state and local sales or use taxes which may become due for failure to comply with the provisions of the Tax Code and/or all applicable law.

I understand that it is a criminal offense to give an exemption certificate to the seller for taxable items that I know, at the time of purchase will be used in a manner other than that expressed in this certificate, and depending on the amount of tax evaded, the offense may range from a Class C misdemeanor to a felony of the second degree.

* TAX EXEMPT SALE *

09/25/24 20:09:05

Details for Order #113-6801580-5993042

Print this page for your records.

Order Placed: September 25, 2024

Amazon.com order number: 113-6801580-5993042

Order Total: \$56.32

Books: 01-5-21-09-040 lmd

Handwritten initials

Not Yet Shipped

Items Ordered

Price

1 of: *A Good Day for a Massacre (A Slash and Pecos Western)*, Johnstone, William W.

\$7.99

Sold by: Amazon.com Services, Inc

Supplied by: Other

Condition: New

2 of: *King of Greed (Kings of Sin, 3)*, Huang, Ana

\$10.67

Sold by: Amazon.com Services, Inc

Supplied by: Other

Condition: New

1 of: *Murder by the Bookend (An Antique Bookshop Mystery)*, Black, Laura Gail

\$27.99

Sold by: SAM Bookstore (seller profile)

Supplied by: Other

Condition: New

Shipping Address:

Louella Doucet
GROVES PUBLIC LIBRARY
5600 W WASHINGTON ST
GROVES, TX 77619-3629
United States

Shipping Speed:

FREE Shipping

PAID
OCT 25 2024
FINANCE

Payment information

Payment Method:

Mastercard ending in 6390

Billing address

Groves Public Library
5600 W WASHINGTON ST
GROVES, TX 77619-3629
United States

Item(s) Subtotal:	\$57.32
Shipping & Handling:	\$6.99
Free Shipping:	-\$6.99
Amazon Discount:	-\$1.00

Total before tax:	\$56.32
Estimated tax to be collected:	\$0.00

Grand Total:	\$56.32

Order Placed: September 25, 2024

Amazon.com order number: 113-1427582-6426639

Seller's order number: 3192728

Order Total: \$13.03

Reading Club: 01-5-21-07-200 *md*
MS

Shipped on September 27, 2024	
Items Ordered	Price
1 Of: Wild Republic Audubon Birds Peregrine Falcon Plush Authentic Bird Sound, Stuffed Animal, Bird Toys Kids Birders	\$13.03
Sold by: Animal Den (seller profile)	
Business Price	
Condition: New	
Shipping Address:	Item(s) Subtotal: \$13.03
Louella Doucet	Shipping & Handling: \$0.00
GROVES PUBLIC LIBRARY	-----
5600 W WASHINGTON ST	Total before tax: \$13.03
GROVES, TX 77619-3629	Sales Tax: \$0.00
United States	-----
Shipping Speed:	Total for This Shipment: \$13.03
Standard Shipping	-----

Payment information	
Payment Method:	Item(s) Subtotal: \$13.03
MasterCard Last digits: 6390	Shipping & Handling: \$0.00
Billing address	-----
Groves Public Library	Total before tax: \$13.03
5600 W WASHINGTON ST	Estimated Tax: \$0.00
GROVES, TX 77619-3629	-----
United States	Grand Total: \$13.03
Credit Card transactions	MasterCard ending in 6390: September 27, 2024: \$13.03

To view the status of your order, return to [Order Summary](#).

PAID
OCT 25 2024
FINANCE

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

City of Groves

PURCHASE ORDER # 09-38172

09/30/2024

ISSUED TO: VEND #: 01-23814
CITIBANK, N.A.
P.O. BOX 78025

PHOENIX, AZ 85062-8025

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

UNITS	DESCRIPTION	G/L ACCOUNT		PRICE	AMOUNT
0.00	CITIBANK SEPT CC	01 -5-03-07-010	TRAINING	0.00	110.00
0.00	CITIBANK SEPT CC	01 -5-25-02-200	SPECIAL EVENT SUPPLIES	0.00	378.33
0.00	CITIBANK SEPT CC	01 -5-02-02-010	OFFICE SUPPLIES	0.00	106.04
0.00	CITIBANK SEPT CC	01 -5-25-02-010	OFFICE SUPPLIES	0.00	9.98
0.00	CITIBANK SEPT CC	01 -5-25-03-010	BUILDING & GROUNDS	0.00	246.42
0.00	CITIBANK SEPT CC	01 -5-03-03-020	OFC, FURNITURE, FIXTURE M&R	0.00	78.98
0.00	CITIBANK SEPT CC	01 -5-03-07-300	EMPLOYEE RELATIONS	0.00	57.82
	CREDIT CARD CHARGES FOR SEPTEMBER				

PAID
OCT 25 2024
FINANCE

*** TOTAL *** 987.57

ORDERED BY: LIBBIE HUGHES
APPROVED BY: STEPHANIE GASPARD

Account: XXXX-XXXX-XX33-7550

Cardholder Transactions

Account: XXXX-XXXX-XX48-0634 DAVID MOLBERT Total Activity: \$82.29

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Rows include WAL-MART #0449 and WM SUPERCENTER #449.

Account: XXXX-XXXX-XX67-2681 JOHN HUDSON Total Activity: \$218.49

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Row includes SIRCHIE ACQUISITION CO.

Account: XXXX-XXXX-XX89-8046 ROBERT PHILLIPS Total Activity: \$586.47

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Row includes FAIRFIELD INN & SUITES RICHMOND TX.

Account: XXXX-XXXX-XX85-0633 JOSHUA HILDAGO Total Activity: \$12.16

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Row includes WEST END HARDWARE GROVES TX.

Account: XXXX-XXXX-XX72-2434 CHRIS ROBIN Total Activity: \$139.13

Credit Limit: \$5,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Rows include SAMSCLUB.COM and Amazon Prime.

Account: XXXX-XXXX-XX46-2254 NICK POTTER Total Activity: \$349.99

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Row includes AMERICAN WATER COLLEGE VALLEY MILLS TX.

Account: XXXX-XXXX-XX41-4868 LOU DOUCET Total Activity: \$424.89

Credit Limit: \$5,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Rows include SQ *CABLE AND CONNECTI and BIG LOTS STORES.

Account: XXXX-XXXX-XX23-0468 STEPHANIE GASPARD Total Activity: \$718.98

Credit Limit: \$5,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Rows include SOCIETYFORHUMANRESOURC and AMAZON RETA*.

Account: XXXX-XXXX-XX11-7107 LIBBIE HUGHES Total Activity: \$987.57

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Row includes FSP*SOUTHEAST TEXAS HR BRIDGE CITY TX.

PAID OCT 25 2024 FINANCE

Account: XXXX-XXXX-XX33-7550

Cardholder Transactions (con't)

Post Date	Trans Date	MCC	Reference Number	Description/Location	Amount
09/12	09/11	5300	05416014255141010189100	2 SAMSCLUB #8275 BEAUMONT TX 77701 USA	360.15
09/12	09/11	5300	05416014255141010189407	3 SAMSCLUB #8275 BEAUMONT TX 77701 USA	36.90
09/16	09/13	5411	05436844258400097414853	4 WM SUPERCENTER #449 PORT ARTHUR TX 000000269859 77642 USA	19.88
09/16	09/15	5999	82305094259000041438376	5 AMAZON MARK* 6X6UC05Z3 SEATTLE WA 98109 USA	188.84
09/23	09/20	5411	05436844265400126791512	6 WM SUPERCENTER #449 PORT ARTHUR TX 77642 USA	26.96
09/23	09/22	5942	55432864266201429324258	7 AMAZON MKTPL*K873T32U3 Amzn.com/billWA 113-5520761-17954 98109 USA	71.94
09/27	09/26	5942	55432864270202808260489	8 AMZN Mktp US*D05SC1VE3 Amzn.com/billWA 113-4952256-10570 98109 USA	57.82
10/01	09/30	5411	05436844275400089689800	9 WM SUPERCENTER #449 PORT ARTHUR TX 000000561413 77642 USA	115.08

Account: XXXX-XXXX-XX46-9223 **CLARISSA THIBODEAUX** Total Activity: \$34.39

Credit Limit: \$10,000 Cash Limit: \$0

Post Date	Trans Date	MCC	Reference Number	Description/Location	Amount
09/16	09/15	5999	82305094259000041435497	1 AMAZON MARK* ZX95U6WA3 SEATTLE WA 98109 USA	13.01
09/24	09/23	5411	05436844268400121558558	2 WM SUPERCENTER #449 PORT ARTHUR TX 000000074462 77642 USA	21.38

Account: XXXX-XXXX-XX87-2129 **DON PEDRAZA** Total Activity: \$55.00

Credit Limit: \$1,000 Cash Limit: \$0

Post Date	Trans Date	MCC	Reference Number	Description/Location	Amount
09/12	09/11	9399	55488724256015149150897	1 TX BRD PLUMBING EXMR AUSTIN TX 719073664 78751 USA	55.00

Account: XXXX-XXXX-XX79-9769 **LANCE BILLEAUD** Total Activity: \$1,116.26

Credit Limit: \$5,000 Cash Limit: \$0

Post Date	Trans Date	MCC	Reference Number	Description/Location	Amount
09/06	09/05	5099	85454914249900014057810	1 POSITIVE PROMOTIONS 800-635-2666 NY 11788 USA	665.62
09/06	09/06	8299	55310204250050016647637	2 CE SOLUTIONS BURNET TX 78611 USA	71.75
09/23	09/20	5411	05436844265400126796313	3 WM SUPERCENTER #449 PORT ARTHUR TX 000000051846 77642 USA	175.99
09/23	09/21	5999	82305094265000022357803	4 AMAZON MARK* Q28TL4RU3 SEATTLE WA 98109 USA	58.00
09/24	09/23	2741	57540244267744678860760	5 VISTAPRINT 8662074955 MA USA	20.98
09/27	09/26	5411	05416014270141000738065	6 WAL-MART #0449 PORT ARTHUR TX 77642 USA	123.92

Account: XXXX-XXXX-XX83-6390 **KEILAH BAAHETH** Total Activity: \$421.11

Credit Limit: \$1,000 Cash Limit: \$0

Post Date	Trans Date	MCC	Reference Number	Description/Location	Amount
09/11	09/10	5411	55483824255002049270896	1 WAL-MART #0449 PORT ARTHUR TX 77642 USA	112.80
09/23	09/22	5942	55432864266201338276763	2 AMAZON MKTPL*E95WP5RU3 Amzn.com/billWA 113-4395983-89946 98109 USA	190.80
09/23	09/22	5999	82305094266000013330354	3 AMAZON MARK* RX2626RK3 SEATTLE WA 98109 USA	42.92
09/26	09/25	5411	05416014269141000702536	4 WAL-MART #0449 PORT ARTHUR TX 77642 USA	5.24
09/30	09/27	5942	55432864271203041763023	5 AMAZON MKTPL*FK9R922C3 Amzn.com/billWA 113-6801580-59930 98109 USA	56.32
09/30	09/27	5942	55432864271203050118903	6 AMZN Mktp US*8K4GB1WZ3 Amzn.com/billWA 113-1427582-64266 98109 USA	13.03

Account: XXXX-XXXX-XX18-1985 **KEVIN CARRUTH** Total Activity: \$106.23

Credit Limit: \$30,000 Cash Limit: \$0

Post Date	Trans Date	MCC	Reference Number	Description/Location	Amount
09/04	08/13	3604	55436874247262370614807	1 HILTON AUS DWNTWN CONV AUSTIN TX 963645 CHECK IN: 08/11/2024 963645 78701 USA	25.60
09/09	09/05	5814	05140484250710033875763	2 CHICK-FIL-A #05010 GROVES TX 77619 USA	119.39
09/09	09/05	5814	05140484250710033870103	3 CHICK-FIL-A #05010 GROVES TX 77619 USA	119.39

PAID
 OCT 25 2024
FINANCE

Register for SETX SHRM Conference on September 25, 2024

Registration Information



Southeast Texas Human Resource Association
 Meeting Date: Wed, Sep 25, 2024 8:00 am - 5:00 pm
 Meeting Title: SETX SHRM Conference
 Venue: ISTC
 Location: 3748 Highway 69 N
 Beaumont, TX 77705

Libbie Hughes
 Member: 39154350
 City of Groves
 3947 Lincoln Ave
 Groves, TX 77819

Full-Day Member Registration

Member: Libbie Hughes
 City of Groves
 libbieh@cityofgrovestx.com

Item	QTY	Price	Total
1	1	\$110.00	\$110.00
Subtotal:			\$110.00
Order Total:			\$110.00

Total Registrations: 1

Date	Payment Method	Amount
09-10-2024	Paid by: Credit Card (mastercard) Card Ending: 7107 Entered by: Libbie Hughes	\$110.00

Order Total: \$110.00
 Amount Paid: \$110.00
 Amount Due: \$0.00

Thank you for registering for SETX SHRM Full-Day Conference. We look forward to seeing you on September 25!

Please apply
 \$110.00 to
 ACCOUNT
 01-5-03-07-010

PAID
OCT 25 2024
FINANCE



sam's club

Self Checkout

(409) 842 - 5071

BEAUMONT, TX

09/11/24 14:10 6718 08275 090 9090

RELAY

990285551	FABULOSO	9.98	E
990285551	FABULOSO	9.98	E
990285551	FABULOSO	9.98	E
980003636	GLADE AUTO	15.57	E
984213699	GLADE REFIL	17.97	E
722953	CLX ATBC 6C	13.78	E
611788	SPRAYWAY	7.98	E
990296979	MH WIPES	10.98	E
980238935	LYSOL TOILE	11.48	E
25782	ODOBAN CONC	9.98	E
980246459	BLEACH CONC	18.98	E
342210	STAINLESS C	12.98	E
1990304410	SWIFFER	23.98	E
205566	MH BLEND NO	8.98	E
205566	MH BLEND NO	8.98	E
353870	LOOPED-END	8.62	E
990321563	MHPREMIU400F	9.98	N
852853	8 OZ WATER F	8.98	N
980010669	MH DONUT100CF	27.98	N
990338501	MH CARAMEL F	19.98	N
677724	N'JOY SUGAR F	16.48	N
678172	NON DAIRY CF	15.98	N
980183399	PLAYTINE NTF	13.32	E
687685	HSY NUGGETSF	16.64	E
831071	DUM DUMS 50F	18.63	E
990358573	TWZLRJRCANDF	15.98	E
U INST SV	SWIFFER	4.00	N
	SUBTOTAL	360.15	
	TOTAL	360.15	
	MCARD TEND	360.15	

Mastercard **** * 7107 I I
 APPROVAL # 009012
 AID 80000000041010
 AAC 592534D707298675
 TERMINAL # 29177213
 *Pin Verified

CHANGE DUE 0.00
 DISTRIBUTOR NUMBER: 00003762

Additional Savings This Trip:
 Sam's Instant Savings: \$4.00

ITEMS SOLD 26



TC# 9285 6538 4560 0784 3121 5

*** MEMBER COPY ***

PAID
 OCT 25 2024
 FINANCE

34.01 to account
 5:25-02-200 for
 Candy for national
 night out & Fire over
 house.

106.04 to account
 01-5-02-02-010
 for supplies needed
 for election @ Activ
 Building

9.98 to account
 01-5-25-02-010
 for coffee @ AB

209.52 to account
 01-5-25-03-010
 for cleaning suppli
 at AB



sam's club

Self Checkout

09/11/24 14:29 5503 08275 093 9093

RELAY	789344	5%	WHT	DISTF	5.98	N
E	789344	5%	WHT	DISTF	5.98	N
E	789344	5%	WHT	DISTF	9.48	N
H	980311707	NH	GLOVE	L&	9.48	E
H	980311708	NH	GLOVE	L&	36.90	
				SUBTOTAL	36.90	
				TOTAL	36.90	
				MCARD TEND	36.90	
				****	****	7107 1 1

Mastercard
 APPROVAL # 083047
 AID A0000000041010
 AAC 9EF431ADF8404009
 TERMINAL # 24875185
 *Pin Verified
 DISTRIBUTOR NUMBER: 00003762

ITEMS SOLD 5



Please apply
36.90 to account
01-5-25-03-010
for cleaning
supplies

PAID
OCT 25 2024
FINANCE

Order Placed: September 11, 2024
Amazon.com order number: 113-0246304-0491446
Order Total: \$188.84

Not Yet Shipped	
Items Ordered	Price
1 of: Wellness Room Office Door Sliding Signs, Do Not Disturb- In Use/Available Slider Sign for Home Office Wellness Conference Vacant Occupied Privacy Slide Door Sign Brushed Silver Sold by: Xtresor (seller profile) Condition: New <p style="text-align: center; font-size: 1.2em;">OFFICE TOP FURN. PWF A</p>	\$12.99
1 of: LIDYUK End Table with Charging Station, Narrow Side Table with Drawer and USB Ports & Power Outlets, Nightstand Bedside Tables for Small Spaces, Bedroom, Living Room, Rustic Brown Sold by: LIDYUK (seller profile) Condition: New <p style="text-align: center; font-size: 1.2em;">OFFICE PWF A FURN</p>	\$65.99
2 of: YYMYGJ 74PCS Police Party Favors 24PCS Police Officer Slap Bracelets 50PCS Police Stickers Police Cars Stickers for Police Party Decorations Kids Gifts Classroom Rewards Prizes Carnival Christmas Sold by: PHXYFSUS (seller profile) Condition: New <p style="text-align: center; font-size: 1.2em;">NATIONAL NIGHT OUT</p>	\$11.99
1 of: PlayRoute Bubble Solution Bubbles Refill Solution 4L/136oz. 2-Pack Ready to Use Solution for Bubble Machines & Other Bubble Blower Toys for Toddlers & Kids Easy Grip Bulk Bottle Sold by: PlayRoute (seller profile) Business Price Condition: New <p style="text-align: center; font-size: 1.2em;">Family Fun day</p>	\$23.99
1 of: 600 Pcs Police Stickers for Kids Police Party Favors Badge Stickers Police Officer Party Stickers Police Roll Name Tag Label Sticker Decals for Kids Police Birthday Party Supplies Sold by: LeungMall (seller profile) Condition: New <p style="text-align: center; font-size: 1.2em;">NATIONAL NIGHT OUT</p>	\$9.99
1 of: 400 Ultra Bright Glow Sticks Bulk - Halloween Glow in the Dark Party Supplies Pack - 8" Glowsticks Easter Party Favors with Bracelets and Necklaces Sold by: Shop & Co. (seller profile) Condition: New <p style="text-align: center; font-size: 1.2em;">NATIONAL NIGHT OUT</p>	\$23.95
1 of: Movie Theater Style 12-Count Popcorn Packs - Pre-Measured 8-Ounce All-in-One Kernel, Salt, Oil Packets for Popping Machines by Great Northern Popcorn Sold by: Amazon (seller profile) Business Price Condition: New <p style="text-align: center; font-size: 1.2em;">Family Fun day</p>	\$27.95
<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="width: 30%;"> <p>Shipping Address: Libbie Hughes 3947 LINCOLN AVE GROVES, TX 77619-4604 United States</p> <p>Shipping Speed: FREE Shipping</p> </div> <div style="width: 40%; text-align: center;"> <p style="font-size: 1.5em;">7898 : 01-5-03-03-020 109.86 : 01-5-25-02-200</p> </div> <div style="width: 25%; text-align: right;"> <p style="font-size: 1.5em; font-weight: bold;">PAID OCT 25 2024 FINANCE</p> </div> </div>	

Payment information	
Payment Method: MasterCard Last digits: 7107	Item(s) Subtotal: \$188.84
Billing address Libbie Hughes 3947 LINCOLN AVE GROVES, TX 77619-4604 United States	Shipping & Handling: \$6.99 Promotion applied: -\$6.99 ----- Total before tax: \$188.84 Estimated Tax: \$0.00 ----- Grand Total: \$188.84

To view the status of your order, return to [Order Summary](#) .

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PAID
OCT 25 2024
FINANCE

01-5-25-02-200
DRINKS FOR
WMI FAMILY W/MI
day

PAID
OCT 25 2024
FINANCE

Family Fun day
Give us feedback @ survey.walmart.com
Thank you! ID #: 714864043H

Soda Walmart*

409-962-7056 Hgr:FERRAL
4999 N TWIN CITY HWY
PORT ARTHUR TX 77642
S/F# 00449 OPH 003425 TEN 00 TR# 06632

IC# 1513 1377 1724 3754 6275
SPRITE 00490001938 F 13.40 U
DR PEPPER 007800008213 F 13.48 0

SUBTOTAL 26.96
TOTAL 26.96
ACARD TEND 26.96
**** ** 7107 I 1

Mastercard
APPROVAL # 007249
REF # 1042000314
AID 6000000641010
AAC FC20BAR2CE697C66
TERMINAL # 52425450
*Pin Verified
09/20/24 08:11:42
09/26/24 CHARGE DUE 0.00
CUSTOMER COPY



Get free delivery
from this store
with Walmart+

Scan for 30-day free trial.

Order Placed: September 16, 2024

Amazon.com order number: 113-5520761-1795419

Order Total: \$71.94

Not Yet Shipped

Items Ordered

2 of: *VieFantaisie Plastic Party Favor Bags Small Gift Bags, 100 PCS 6" x 8" Goodie Bags for Kids, Candy Bags Gift Bags Bulk Treat Bag with Handle for Kids Birthday Party, Thanksgiving, Christmas, Halloween* Price \$6.99
 Sold by: FanCLife (seller profile)
 Supplied by: Other

national night out

Condition: New

2 of: *YYMYGJ 74PCS Police Party Favors 24PCS Police Officer Slap Bracelets 50PCS Police Stickers Police Cars Stickers for Police Party Decorations Kids Gifts Classroom Rewards Prizes Carnival Christmas* \$11.99
 Sold by: PHXYFSUS (seller profile)
 Supplied by: Other

~~NOV 10~~ national night out

Condition: New

1 of: *600 Pcs Halloween Party Favors for Kids, Fidget Toys Bulk, Prizes for Kids, Halloween Toys Treats Gifts, Carnival Treasure Classroom Prizes Box, Goodie Bag Stuffers, Party Toy Supplies* \$27.99
 Sold by: Enbay (seller profile)
 Supplied by: Other

Halloween on lincoln

Condition: New

1 of: *CCINEE Halloween Cellophane Treat Bags, 150pcs Halloween Plastic Clear Candy Bags with 300pcs Twists for Snacks Cookies Packing* \$5.99
 Sold by: CCINEE-US (seller profile)
 Supplied by: Other

Halloween on lincoln

Condition: New

Shipping Address:

Libbie Hughes
 3947 LINCOLN AVE
 GROVES, TX 77619-4604
 United States

01-5-25-02-200

Shipping Speed:

FREE Shipping

PAID
OCT 25 2024
FINANCE

Payment information

Payment Method:

Mastercard ending in 7107

Billing address

Libbie Hughes
 3947 LINCOLN AVE
 GROVES, TX 77619-4604
 United States

Item(s) Subtotal:	\$71.94
Shipping & Handling:	\$6.99
Free Shipping:	-\$6.99

Total before tax:	\$71.94
Estimated tax to be collected:	\$0.00

Grand Total:	\$71.94

To view the status of your order, return to Order Summary.



Details for Order #113-4952256-1057035

Order Placed: September 26, 2024
Amazon.com order number: 113-4952256-1057035
Order Total: \$57.82

Not Yet Shipped	
Items Ordered	Price
1 Of: Magic Jump Professional Vinyl Repair Patch Kit for Inflatable Bounce Houses, Includes Multi-Color Vinyl Patches with Large 4-Ounce HH66 Vinyl Adhesive Cement Glue Sold by: Magic Jump (seller_profile) Business Price Condition: New	\$57.82
Shipping Address: Libbie Hughes 3947 LINCOLN AVE GROVES, TX 77619-4604 United States	
Shipping Speed: Standard Shipping	

Payment information	
Payment Method: MasterCard Last digits: 7107	Item(s) Subtotal: \$57.82
Billing address Libbie Hughes 3947 LINCOLN AVE GROVES, TX 77619-4604 United States	Shipping & Handling: \$0.00

	Total before tax: \$57.82
	Estimated Tax: \$0.00

	Grand Total: \$57.82

To view the status of your order, return to [Order Summary](#).

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Bounce house used
for family fun day
supplies.
01-5-03-07-300

PAID
OCT 25 2024
FINANCE

You could win a \$1000 GiftCard!
Visit survey.walmart.com#77N59M4VWVY
For more details, see back of receipt



Walmart
Walmart Supercenter
409-962-7858 Mgr. FERRAL
4999 N TWIN CITY HWY
PORT ARTHUR TX 77642

SI# 00449 DP# 003116 TE# 06 TR# 04099

PAID
OCT 25 2024
FINANCE
01-5-25-02-200
Cutlery - plates
CUPS needed
for luncheon
Christmas
Thanksgiving



ITEMS SOLD 18
TC# 0453 0148 2152 4555 2729 5

CLR CUTLERY	078742004130	6.88	N
OT CHAIR BLK	844093001590	8.98	N
OT CHAIR BLK	844093001550	8.98	N
PLASTIC CUPS	078742036910	8.24	N
SOLD 180225C	041165010200	4.52	N
SOLD 180225C	041165010200	4.52	N
SOLD 180225C	041165010200	4.52	N
SOLD 180225C	041165010200	4.52	N
CHNT CC 7	037700380260	7.62	N
CHNT CC 7	037700380260	7.62	N
CHNT CC 7	037700380260	7.62	N
GV PLS CMPT	078742349280	7.62	N
5 AT 1 FOR		21.10	0
CLR CUTLERY	078742159470	4.22	
2 AT 1 FOR		19.96	0

SUBTOTAL 115.08
TOTAL 115.08
MCARD TEND 115.08
CHANGE DUE 0.00

MASTERCARD- 7107 I 1 APPR#068509
115.08 TOTAL PURCHASE
REF # U502UR561413
AID A000000041010
TERMINAL # 55771636
#Pin Verified
09/30/24 14:13:39



Get free delivery
from this store

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

City of Groves

PURCHASE ORDER # 09-38171

10/09/2024

ISSUED TO: VEND #: 01-23814
 CITIBANK, N.A.
 P.O. BOX 78025

 PHOENIX, AZ 85062-8025

SHIP TO:
 City of Groves Public Works
 4925 McKinley Street
 Groves, TX 77619
 Purchasing Department

UNITS	DESCRIPTION	G/L ACCOUNT	PRICE	AMOUNT
0.00	CREDIT CARD 1- WASTEWATER COLLECTION (1466)- COREY BURT- \$349.99	11 -5-67-07-010	TRAINING	0.00 349.99

PAID
OCT 25 2024
FINANCE

*** TOTAL *** 349.99

ORDERED BY: NICHOLAS POTTER

APPROVED BY: TROY W. FOXWORTH

Account: XXXX-XXXX-XX33-7550

Cardholder Transactions

Account: XXXX-XXXX-XX48-0634 DAVID MOLBERT Total Activity: \$82.29

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Rows for WAL-MART #0449 and WM SUPERCENTER #449.

Account: XXXX-XXXX-XX67-2681 JOHN HUDSON Total Activity: \$218.49

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Row for SIRCHIE ACQUISITION CO.

Account: XXXX-XXXX-XX89-8046 ROBERT PHILLIPS Total Activity: \$586.47

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Row for FAIRFIELD INN & SUITES RICHMOND TX.

Account: XXXX-XXXX-XX85-0633 JOSHUA HILDAGO Total Activity: \$12.16

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Row for WEST END HARDWARE GROVES TX.

Account: XXXX-XXXX-XX72-2434 CHRIS ROBIN Total Activity: \$139.13

Credit Limit: \$5,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Rows for SAMSCLUB.COM and Amazon Prime.

Account: XXXX-XXXX-XX45-2254 NICK POTTER Total Activity: \$349.99

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Row for AMERICAN WATER COLLEGE VALLEY MILLS TX.

Account: XXXX-XXXX-XX41-4868 LOU DOUCET Total Activity: \$424.89

Credit Limit: \$5,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Rows for SQ CABLE AND CONNECTI, BIG LOTS STORES, and THE HOME DEPOT.

Account: XXXX-XXXX-XX23-0468 STEPHANIE GASPARD Total Activity: \$718.98

Credit Limit: \$5,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Rows for SOCIETYFORHUMANRESOURC, TEXAS MUNICIPAL LEAGUE, and AMAZON RETA.

Account: XXXX-XXXX-XX11-7107 LIBBIE HUGHES Total Activity: \$987.57

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Row for FSP SOUTHEAST TEXAS HR BRIDGE CITY TX.

PAID stamp and date stamp: OCT 25 2024 FINANCE



American Water College

PO Box 152

Valley Mills, TX 76689

RECEIPT OF PAYMENT

Billing Address:

Nicholas Potter
City of Groves
4925 Mckinley ave.
groves, TX 77619
npotter@cigrovestx.com

Student Information:

Email: [REDACTED]
First Name: Corey
Last Name: Burt

Ship To:

Corey Burt
City of Groves
4925 Mckinley ave.
Groves, TX 77619

Invoice Date: September 26, 2024
Order Number: 242035
Order Date: September 26, 2024
Payment Method: Credit Card

Product	Quantity	Price
Wastewater Collection (1466)	1	\$349.99
Subtotal		\$349.99
Shipping		Free shipping
Total		\$349.99

11-5-67-07-010
Training

P.O.# 09-38171
Packet# 33859

PAID
OCT 25 2024
FINANCE

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

City of Groves

PURCHASE ORDER # 09-38261

10/23/2024

ISSUED TO: VEND #: 01-23814
CITIBANK, N.A.
P.O. BOX 78025
PHOENIX, AZ 85062-8025

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

UNITS	DESCRIPTION	G/L ACCOUNT		PRICE	AMOUNT
0.00	PURCHSAING CARD	01 -5-31-02-040	MISCELLANEOUS SUPPLIES	0.00	122.90
0.00	PURCHSAING CARD PURCHASING CARD	01 -5-31-06-090	DUES & SUBSCRIPTIONS	0.00	16.23

PAID
OCT 25 2024
FINANCE

*** TOTAL ***

139.13

ORDERED BY: CHRIS ROBIN

APPROVED BY: LAMAR OZLEY

Sep 13, 2024
Order 10210044386

\$122.90
5 items

Shipping items (5)

CHRISTOPHER ROBIN
4201 MAIN AVE
GROVES, TX 77619
(409) 960-5742

Bounty Select-A-Size 2-Ply Paper Towels 105 sheets/roll, 12 rolls
Item # 0229106

Qty 1

\$23.48 each

Bounty Select-A-Size 2-Ply Paper Towels 105 sheets/roll, 12 rolls
Item # 0229106

Qty 1

\$23.48 each

Marathon Multifold 1-Ply Paper Towels, White, 9.2" x 9.4" (250 towels/pk., 16 pks.)
Item # 12167

Qty 1

\$67.96
\$33.98 each

Marathon Multifold 1-Ply Paper Towels, White, 9.2" x 9.4" (250 towels/pk., 16 pks.)
Item # 12167

Qty 1

\$67.96
\$33.98 each

Member's Mark Moisturizing Hand Soap Refill, Aloe Vera, 80 fl. oz., 2 pk.
Item # 0297911

Qty 1

\$7.98

Subtotal (5 items)

\$122.90

Shipping

Free

Sales tax

\$0.00

Total

\$122.90

MASTERCARD *2434

\$122.90

City of Groves is not responsible for any errors or omissions in this invoice. If you have any questions, please contact the City of Groves at (409) 960-5742.

531-02-040

CR

9/20/2024

PAID
OCT 25 2024
FINANCE

Transactions

To see all your gift card transactions including refunds, view your gift card balance and activity.

Completed

August 24, 2024

Mastercard ****2434

Order #D01-9424066-8656229

Amazon Prime

5,31.06.090

-\$16.23

July 24, 2024

Mastercard ****1135

Order #D01-2565316-4189049

Amazon Prime

CP 9/20/2024

-\$16.23

June 24, 2024

Mastercard ****1135

Order #D01-4617859-6646633

Amazon Prime

PAID
OCT 25 2024
FINANCE

-\$16.23

June 13, 2024

Mastercard ****1135

-\$749.48

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

City of Groves

PURCHASE ORDER # 09-38262

10/23/2024

ISSUED TO: VEND #: 01-23814
CITIBANK, N.A.
P.O. BOX 78025
PHOENIX, AZ 85062-8025

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

UNITS	DESCRIPTION	G/L ACCOUNT	PRICE	AMOUNT
0.00	PCARD TRAINING PCARD TRAINING FOR INSPECTOR	01 -5-38-07-010	55.00	55.00

PAID
OCT 25 2024
FINANCE

*** TOTAL *** 55.00

ORDERED BY: DON PADRAZA

APPROVED BY: LAMAR OZLEY

Don Pedraza

From: noreply@texas.gov
Sent: Wednesday, September 11, 2024 7:29 AM
Subject: Texas Plumbers Board Online Payment Receipt

Payment Receipt Confirmation

Your payment was successfully processed. You may print this receipt page for your records by selecting Print.

Transaction Summary

Description	Amount
Plumbers Board Fee	\$55.00
Texas.gov Price	\$55.00

Customer Information

Customer Name DON PEDRAZA
Local Reference ID 456RE915537ID6
Receipt Date 9/11/2024
Receipt Time 07:29:18 AM CDT

Payment Information

Payment Type Credit Card
Credit Card Type MAST
Credit Card Number *****2129
Order ID 719073664
Name on Credit Card DON PEDRAZA

Billing Information

Billing Address 4925 MCKINLEY AVE
Billing City, State GROVES, TX
Billing Zip/Postal Code 77619
Country US
Phone Number 4099605707
This receipt has been emailed to the address below.
Email Address DPedraza@cigrovestx.com

PAID
OCT 25 2024
FINANCE

This email has been scanned for spam and viruses by Proofpoint Essentials. Click [here](#) to report this email as spam.



Texas Behavioral Health Executive Council
 Texas Board of Professional Geoscientists
 Texas Funeral Service Commission
 Texas Optometry Board
 Texas State Board of Dental Examiners
 Texas State Board of Pharmacy
 Texas State Board of Plumbing Examiners

Logged in as Pedraza, Don R

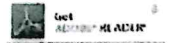
Online Application Payment Success

Press "Main Menu" to return to the main menu.

Press "View PDF Summary" and print this page for your records using the print function of your browser.

Amount Paid: \$55.00
 Authorization Number: 085860
 Trace Number: 456RE915537ID6

Application Number	Description	Applicant Name	Fee
4562-46777	Inspector Renewal	PEDRAZA, DON R	\$55.00



PAID
OCT 25 2024
FINANCE

Online Payment Summary

Amount Paid: 55.00
Authorization Number: 085860
Batch Trace Number 456RE915537ID6

Misc Charge / Applicatio	Description	Board / Applicant Name	Fee	Trace Number
4562-46777	Inspector Renewal	PEDRAZA, DON R	55.00	456RE915537ID6

PAID
OCT 25 2024
FINANCE

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

City of Groves

PURCHASE ORDER # 09-38263

10/23/2024

ISSUED TO: VEND #: 01-23814
CITIBANK, N.A.
P.O. BOX 78025
PHOENIX, AZ 85062-8025

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

UNITS	DESCRIPTION	G/L ACCOUNT		PRICE	AMOUNT
0.00	PCARD PCARD EVIDENCE TAPE ROLLS	01 -5-31-02-040	MISCELLANEOUS SUPPLIES	0.00	218.49

PAID
OCT 25 2024
FINANCE

*** TOTAL ***

218.49

ORDERED BY: JOHN HUDSON

APPROVED BY: LAMAR OZLEY



Sirchie Acquisition Company, LLC
 100 Hunter Place
 Youngsville, NC 27596
 Phone: (919) 554-2244
 Fax: (919) 554-2266
 www.sirchie.com

Please see new remit to and banking information below

Invoice Number: 0664295-IN
 Invoice Date: 9/17/2024
 Ship Date: 9/17/2024
 Order Number: 1103537
 Order Date: 9/16/2024
 Customer Number: 00-0077619
 RMA Number:

Extended Sales Hours Monday - Friday, 8AM-7PM EST

Sold To:
 Groves PD
 4201 Main Ave
 Accounts Payable
 Groves, TX 77619

Ship To:
 Groves PD
 4201 Main Ave
 John Hudson
 Groves, TX 77619

Confirm To:
 John Hudson

Customer P.O. Hudson	Ship VIA UPS GROUND	F.O.B.	Terms CREDIT CARDS
--------------------------------	-------------------------------	---------------	------------------------------

Item Number		Ordered	Shipped	Back Ordered	Price	Amount
SM10002NE	NARCOTICS EVIDENCE TAPE, 108'	10.000	10.000	0.000	19.04	190.40

PAID

PAID
 OCT 25 2024
 FINANCE

These items are controlled by the U.S. Government and authorized for export only to the country of ultimate destination for use by the ultimate consignee or end-user(s) herein identified. They may not be resold, transferred, or otherwise disposed of, to any other country or to any person other than the authorized ultimate consignee or end-user(s), either in their original form or after being incorporated into other items, without first obtaining approval from the U.S. government or as otherwise authorized by U.S. law and regulations.

Net Invoice:	190.40
Less Discount:	0.00
Shipping & Handling:	28.09
Sales Tax:	0.00
Invoice Total:	218.49

Please remit payment in US Dollars.
Please mail checks to:
 Sirchie Acquisition Company, LLC.
 Dept. #6481
 PO Box 11407
 Birmingham, AL 35246-6481

For ACH and WIRE Payments please use:
 Regions Bank
 Account# 0324687952
 ACH Routing# 053012029
 Domestic Wire Routing# 062005690
 International Swift Code UPNBUS44

Please send all remittance advise to ar@sirchie.com
 To pay by Credit Card please call Accounts Receivable at (800) 815-1649 we accept Visa, Mastercard, & American Express.

Claims for shortage must be made within five days of receipt of goods. Returns by written authority only. Note: 20% handling charge on returned goods. Unpaid balances 30 days old or more are subject to a 1% per month, or 18% per annum, service charge. Return check fees of \$25 will be charged for all chargebacks.

PURCHASE ORDER

City of Groves

PURCHASE ORDER # 09-38257

10/23/2024

ISSUED TO: VEND #: 01-23814
 CITIBANK, N.A.
 P.O. BOX 78025

 PHOENIX, AZ 85062-8025

SHIP TO:
 City of Groves Library
 5600 W. Washington
 Groves, TX 77619
 Purchasing Department

UNITS	DESCRIPTION	G/L ACCOUNT	PRICE	AMOUNT
1.00	Back up UPS unit	01 -5-21-09-770 EQUIPMENT	229.99	229.99
0.00	Shipping	01 -5-21-09-770 EQUIPMENT	0.00	28.00
0.00	Harvest stake	01 -5-21-07-200 READING CLUBS	0.00	5.38
0.00	straw bales	01 -5-21-07-200 READING CLUBS	0.00	12.58
0.00	Maple leaf wreath	01 -5-21-07-200 READING CLUBS	0.00	8.98
2.00	150 foot hose	01 -5-21-03-010 BUILDING & GROUNDS	69.98	139.96
	Equipment: \$257.99			
	Building & Grounds: \$139.96			
	Reading Clubs: \$26.94			
	TOTAL: \$424.89			

PAID
OCT 25 2024
FINANCE

*** TOTAL ***

424.89

ORDERED BY: Louella Doucet

APPROVED BY: LOUELLA DOUCET

Account: XXXX-XXXX-XX33-7550

Cardholder Transactions

Account: XXXX-XXXX-XX48-0634 DAVID MOLBERT Total Activity: \$82.29

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Rows include WAL-MART #0449 and WM SUPERCENTER #449.

Account: XXXX-XXXX-XX67-2681 JOHN HUDSON Total Activity: \$218.49

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Row includes SIRCHIE ACQUISITION CO.

Account: XXXX-XXXX-XX89-8046 ROBERT PHILLIPS Total Activity: \$586.47

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Row includes FAIRFIELD INN & SUITES.

Account: XXXX-XXXX-XX85-0633 JOSHUA HILDAGO Total Activity: \$12.16

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Row includes WEST END HARDWARE.

Account: XXXX-XXXX-XX72-2434 CHRIS ROBIN Total Activity: \$139.13

Credit Limit: \$5,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Rows include SAMSLUB.COM and Amazon Prime.

Account: XXXX-XXXX-XX45-2254 NICK POTTER Total Activity: \$349.99

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Row includes AMERICAN WATER COLLEGE.

Account: XXXX-XXXX-XX41-4868 LOU DOUCET Total Activity: \$424.89

Credit Limit: \$5,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Rows include SQ *CABLE AND CONNECTI and THE HOME DEPOT.

Handwritten notes: 01-5-21-09-770, 01-5-21-07-201, 01-5-21-03-010, bmd

Account: XXXX-XXXX-XX23-0468 STEPHANIE GASPARD Total Activity: \$718.98

Credit Limit: \$5,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Rows include SOCIETYFORHUMANRESOURC and TEXAS MUNICIPAL LEAGUE.

Account: XXXX-XXXX-XX11-7107 LIBBIE HUGHES Total Activity: \$987.57

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Row includes FSP*SOUTHEAST TEXAS HR.

PAID stamp

OCT 25 2024

FINANCE

Quote

Cable and Connectivity Solutions
 4721 Hastings Place
 Lake Oswego, OR 97035
 503-697-7308
 cindy@cableandconnect.com

Date	Quote #
9/4/2024	48322

Groves Public Library
 Keilah Baaheth
 5600 West Washington Blvd
 Groves, TX 77619

Rep	Project
CMT	

Item	Description	Qty	Cost	Total
BX1350M	~Back UPS Pro BX 1350VA, 10 Outlets, AVR, LCD interface	1	229.99	229.99T
Shipping Charges	Shipping charges	1	28.00	28.00T
	* shipping ground from California			
	* no sales tax			
^^	Return Policy: Items may be returned for a refund within 20 days of the delivery date. Items must be returned in the original box with all original packing materials. Shipping charges are the responsibility of the customer. A 25% restock fee will apply.		0.00	0.00T
			PAID OCT 25 2024 FINANCE	
			Subtotal	\$257.99
			Sales Tax (0.0%)	\$0.00
			Total	\$257.99

Equipment
 01-5-21-09-770

WMA

BIG LOTS!

BIG LOTS STORES - #1077
5000 TWIN CITY HWY
GROVES TX 77619-3127
409-963-0097

Customer: 010773147
09/16/2024 2:04 PM

C3436G

SALE



S01077 R001 T8332 D20240916 X00

Certificate Number: 17460125937

Customer: City of Groves

Reason: Foreign Diplomat

HVST STAKE HEY THERE 5.38 E C

810619202 2 @ 2.99 Disc (0.60)

20IN STRAW BALE 12.58 E C

810713838 2 @ 6.99 Disc (1.40)

5.5FT L ORNG MAPLE LEAF 8.98 E C

810619207 2 @ 4.99 Disc (1.00)

Total Discount -3.00

Sub-Total 26.94

Tax 0.00

Total 26.94

MC USD\$26.94

Account: 4868

Token: 4868

Authorization Code: 005055

CTroutd: 610100007

Card Entry Mode: ChipRead

CVM:PIN

CVM Results:420300

AID:A0000000041010

App Label:Mastercard

App Cryptogram:7E091C16BE256385

Total Tender 26.94

Change Due 0.00

Join Big Rewards and start earning rewards today! \$5 every 3 purchases + \$10 every \$200 in furniture, and much more! Sign up in store or at www.biglots.com/rewards.

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Help make your Big Lots better! Take a 2-minute survey about today's trip.

visit <https://www.biglots.com/feedback>



NO RETURNS CAN BE ACCEPTED
THIS STORE IS CLOSING
ALL SALES ARE FINAL

BIG LOTS! BIG LOTS! BIG LOTS! BIG LOTS! BIG LOTS! BIG LOTS! BIG LOTS! BIG LOTS! BIG LOTS! BIG LOTS!

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OCT 25 2024
FINANCE

Reading Clubs
01-5-21-09. 200
umd



How doers
get more done.

603 STRICKLAND DRIVE
ORANGE, TX 77630 (409)9880294

8419 00008 33152 09/16/24 04:37 PM
SALE CASHIER STEPHANIE

044882105811 5/8 IN. DIA <A>
5/8 X 150FT FLEXON SUPREME HOSE
2069.98 139.96N

	SUBTOTAL	139.96
	SALES TAX	0.00
TAX EXEMPT		
	TOTAL	\$139.96
XXXXXXXXXXXX4868	MASTERCARD	
		USD\$ 139.96
AUTH CODE 014647/7080913		TA
Chip Read	Verified By	PIN
AID A0000000041010		Mastercard

PRO XTRA MEMBER STATEMENT

PRO XTRA ###-###-6281 SUMMARY
THIS RECEIPT PO/JOB NAME: family fun day

2024 PRO XTRA SPEND 09/15: \$0.00

Get the CREDIT LINE your business needs
PLUS earn Perks 4X FASTER when you join
Pro Xtra, register, & use your Pro Xtra
Credit Card. Apply and SAVE UP TO \$100.
Learn more at homedepot.com/credit

8419 09/16/24 04:37 PM



8419 08 33152 09/16/2024 1570

RETURN POLICY DEFINITIONS		
POLICY ID	DAYS	POLICY EXPIRES ON
A 1	90	12/15/2024

PAID

OCT 25 2024

FINANCE

Building & Ground
01-5 21-03-010
lmacl

Supplies for Family Fun Day 9/21/24 : 2 water hoses

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

City of Groves

PURCHASE ORDER # 09-38256

10/22/2024

ISSUED TO: VEND #: 01-23814
CITIBANK, N.A.
P.O. BOX 78025
PHOENIX, AZ 85062-8025

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

UNITS	DESCRIPTION	G/L ACCOUNT		PRICE	AMOUNT
0.00	PURCHASING CARD	01 -5-02-07-300	HOSPITALITY	0.00	119.39
0.00	PURCHASING CARD	01 -5-02-07-300	HOSPITALITY	0.00	12.44
0.00	PURCHASING CARD	01 -5-02-07-010	TRAINING	0.00	25.60-
0.00	PURCHASING CARD	01 -5-02-02-010	OFFICE SUPPLIES	0.00	13.01
0.00	PURCHASING CARD	01 -5-02-02-010	OFFICE SUPPLIES	0.00	21.38
0.00	PURCHASING CARD	01 -5-41-02-040	MISCELLANEOUS SUPPLIES	0.00	42.96
0.00	PURCHASING CARD	11 -5-63-03-080	WATER PLANTS	0.00	39.33
	PCARD ENTRIES FOR CM, CC & WP				

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OCT 25 2024
FINANCE

*** TOTAL *** 222.91

ORDERED BY: LAMAR OZLEY

APPROVED BY: LAMAR OZLEY

Give us feedback @ survey.walmart.com
Thank you! ID # 7785F149UJ3



409-962-7858 Mgr: FERRAL
4999 N ILLIN CITY HWY
PORT ARTHUR TX 77642
SIN 00449 OPR 002753 TEN 92 TRN 04135
ITEMS SOLD 1
TCN 0029 6408 6299 2129 6762



KIT CAKE 0078/4298077KF 42.96 0
SUBTOTAL 42.96
TOTAL 42.96

- Cake

VOIDED BANKCARD TRANSACTION
Mastercard **** * 3121 I I
AID A0000000001010
AAC 2790E595B3F03C0Z
TERMINAL # 53070596
*Pin Verified

DECLINED
09/11/24 11:05:07
HCARD TEND 42.96
**** * 0634 I I

Mastercard
APPROVAL # 043880
REF # 1642000314
AID A0000000001010
AAC 871AD52E74524699
TERMINAL # 53070596
*Pin Verified

09/11/24 11:05:33
CHANGE DUE 0.00
09/11/24 11:05:42
CUSTOMER COPY



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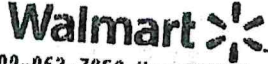
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OCT 25 2024
FINANCE

Mark Bullock Retirement Party

01-5-41-02-040

Public Works
Troy

Give us feedback @ survey.walmart.com
Thank you! ID #:7TN2T94VVVV



409-962-7058 Mgr:FERRAL
4999 N TWIN CITY HWY
PORT ARTHUR TX 77642
ST# 00449 OP# 004531 TE# 08 TR# 04499
ITEMS SOLD 3
TCN 7020 4710 4007 0202 9870



EPSON INK	001034391033	34.97 0
EQ 500 SWAB	060113112221H	2.10 0
EQ 500 SWAB	060113112221H	2.10 0
	SUBTOTAL	39.33
	TOTAL	39.33
	HCARD TEND	39.33
	**** * 0634 I 1	

*Ink office
Printer*

*QTIPS TO
Clean Analyzers*

Mastercard
APPROVAL # 001125
REF # 425000120250
PAYMENT SERVICE - A
AID 0000000041010
AAC 6F1A63CB10650670
TERMINAL # 52425456
*Pin Verified
09/06/24 09:23:29
CHANGE DUE 0.00
09/06/24 09:23:43
CUSTOMER COPY



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11-5-63-03-080

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OCT 25 2024
FINANCE

01-5-02-02-010



Details for Order #113-7272482-8123432

Order Placed: September 12, 2024
Amazon.com order number: 113-7272482-8123432
Order Total: \$13.01

Not Yet Shipped

Items Ordered	Price
1 Of: Amazon Basics Wide Ruled Lined Writing Note Pad, 8.5 Inch x 11.75 inch, Canary, 600 Sheets (12 Pack of 50) Sold by: Amazon (seller profile) Business Price Condition: New	\$7.02
1 Of: Prestee Plastic Coffee Stirrers, 2000ct, 5.5" - Plastic Coffee Straws, Drinks and Coffee Stir Sticks, Cocktail Swizzle Sticks, Disposable Stir Sticks, Drinking Straws for Coffee & Cocktails (Black) Sold by: Prestee (seller profile) Business Price Condition: New	\$5.99

Shipping Address:
 Libbie Hughes
 3947 LINCOLN AVE
 GROVES, TX 77619-4604
 United States

Shipping Speed:
 FREE Shipping

Payment information

Payment Method: MasterCard Last digits: 9223	Item(s) Subtotal: \$13.01
Billing address Libbie Hughes 3947 LINCOLN AVE GROVES, TX 77619-4604 United States	Shipping & Handling: \$6.99
	Promotion applied: -\$6.99

	Total before tax: \$13.01
	Estimated Tax: \$0.00

	Grand Total: \$13.01

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OCT 25 2024
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To view the status of your order, return to [Order Summary](#).

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You could win a \$1000 GiftCard!
Visit survey.walmart.com/#7TN4L04VTM3
For more details, see back of receipt.



WM Supercenter
409-962-7858 Mgr. FERRAL
4999 N TWIN CITY HWY
PORT ARTHUR TX 77642
ST# 00449 OP# 001078 TE# 04 TR# 03267

01-5-02-02-016

ITEMS SOLD 6
TC# 1188 8008 8695 4346 4974



PRAY	046500012170	5.98	N
CHP CKE	078742092340	2.98	U
ED CKE	078742099500	3.98	0
COOKIE	078742367980	2.98	0
RP PCH	043000028250	2.48	N
PUNCH	087684001070	2.98	N

SUBTOTAL 21.38
TOTAL 21.38

MCARD TEND 21.38
CHANGE DUE 0.00

MASTERCARD- 9223 1 1 APPR#032010
21.38 TOTAL PURCHASE
REF # U138hh074462
AID A0000000041010
TERMINAL # 55860212
*Pin Verified
09/23/24 13:15:25



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Low prices You Can Trust. Every Day.
09/23/24 13:15:25

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OCT 25 2024
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Account: XXXX-XXXX-XX33-7550

Cardholder Transactions (con't)

Post Date	Trans Date	MCC	Reference Number	Description/Location	Amount
09/12	09/11	5300	05416014255141010189100	2 SAMSCLUB #8275 BEAUMONT TX 77701 USA	360.15
09/12	09/11	5300	05416014255141010189407	3 SAMSCLUB #8275 BEAUMONT TX 77701 USA	36.90
09/16	09/13	5411	05436844258400097414853	4 WM SUPERCENTER #449 PORT ARTHUR TX 000000269859 77642 USA	19.88
09/16	09/15	5999	82305094259000041438376	5 AMAZON MARK* 6X6UC05Z3 SEATTLE WA 98109 USA	188.84
09/23	09/20	5411	05436844265400126791512	6 WM SUPERCENTER #449 PORT ARTHUR TX 77642 USA	26.96
09/23	09/22	5942	55432864266201429324258	7 AMAZON MKTPL*K873T32U3 Amzn.com/billWA 113-5520761-17954 98109 USA	71.94
09/27	09/26	5942	55432864270202808260489	8 AMZN Mktp US*D05SC1VE3 Amzn.com/billWA 113-4952256-10570 98109 USA	57.82
10/01	09/30	5411	05436844275400089689800	9 WM SUPERCENTER #449 PORT ARTHUR TX 000000561413 77642 USA	115.08

Account: XXXX-XXXX-XX46-9223 CLARISSA THIBODEAUX Total Activity: \$34.39

Credit Limit: \$10,000 Cash Limit: \$0

Post Date	Trans Date	MCC	Reference Number	Description/Location	Amount
09/16	09/15	5999	82305094259000041435497	1 AMAZON MARK* ZX95U6WA3 SEATTLE WA 98109 USA	13.01
09/24	09/23	5411	05436844268400121558558	2 WM SUPERCENTER #449 PORT ARTHUR TX 000000074462 77642 USA	21.38

Account: XXXX-XXXX-XX87-2129 DON PEDRAZA Total Activity: \$55.00

Credit Limit: \$1,000 Cash Limit: \$0

Post Date	Trans Date	MCC	Reference Number	Description/Location	Amount
09/12	09/11	9399	55488724256015149150897	1 TX BRD PLUMBING EXMR AUSTIN TX 719073664 78751 USA	55.00

Account: XXXX-XXXX-XX79-9769 LANCE BILLEAUD Total Activity: \$1,116.26

Credit Limit: \$5,000 Cash Limit: \$0

Post Date	Trans Date	MCC	Reference Number	Description/Location	Amount
09/06	09/05	5099	85454914249900014057810	1 POSITIVE PROMOTIONS 800-635-2666 NY 30551215 11788 USA	665.62
09/06	09/06	8299	55310204250050016647637	2 CE SOLUTIONS BURNET TX 78611 USA	71.75
09/23	09/20	5411	05436844265400126796313	3 WM SUPERCENTER #449 PORT ARTHUR TX 000000051846 77642 USA	175.99
09/23	09/21	5999	82305094265000022357803	4 AMAZON MARK* Q28TL4RU3 SEATTLE WA 98109 USA	58.00
09/24	09/23	2741	57540244267744678860760	5 VISTAPRINT 8662074955 MA VP_C7G66GPP USA	20.98
09/27	09/26	5411	05416014270141000738065	6 WAL-MART #0449 PORT ARTHUR TX 77642 USA	123.92

Account: XXXX-XXXX-XX83-6390 KEILAH BAAHETH Total Activity: \$421.11

Credit Limit: \$1,000 Cash Limit: \$0

Post Date	Trans Date	MCC	Reference Number	Description/Location	Amount
09/11	09/10	5411	55483824255002049270896	1 WAL-MART #0449 PORT ARTHUR TX 77642 USA	112.80
09/23	09/22	5942	55432864266201338276763	2 AMAZON MKTPL*E95WP5RU3 Amzn.com/billWA 113-4395983-89946 98109 USA	190.80
09/23	09/22	5999	82305094266000013330354	3 AMAZON MARK* RX2626RK3 SEATTLE WA 98109 USA	42.92
09/26	09/25	5411	05416014269141000702536	4 WAL-MART #0449 PORT ARTHUR TX 77642 USA	5.24
09/30	09/27	5942	55432864271203041763023	5 AMAZON MKTPL*FK9R922C3 Amzn.com/billWA 113-6801580-59930 98109 USA	56.32
09/30	09/27	5942	55432864271203050118903	6 AMZN Mktp US*8K4GB1WZ3 Amzn.com/billWA 113-1427582-64266 98109 USA	13.03

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OCT 25 2024

Account: XXXX-XXXX-XX18-1985 KEVIN CARRUTH Total Activity: \$106.23

Credit Limit: \$30,000 Cash Limit: \$0

Post Date	Trans Date	MCC	Reference Number	Description/Location	Amount
09/04	08/13	3604	55436874247262370614807	1 HILTON AUS DWNTWN CONV AUSTIN TX 963645 CHECK IN: 08/11/2024 963645 78701 USA	25.60 CR
09/09	09/05	5814	05140484250710033875763	2 CHICK-FIL-A #05010 GROVES TX 77619 USA	119.39
09/09	09/05	5814	05140484250710033870103	3 CHICK-FIL-A #05010 GROVES TX 77619 USA	12.44

FINANCE

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

City of Groves

PURCHASE ORDER # 09-38179

10/09/2024

ISSUED TO: VEND #: 01-3600
CITY OF PORT ARTHUR
PO BOX 1089
PORT ARTHUR, TX 77640

SHIP TO:
City of Groves Public Works
4925 McKinley Street
Groves, TX 77619
Purchasing Department

UNITS	DESCRIPTION	G/L ACCOUNT	PRICE	AMOUNT
0.00	LANDFILL & DISPOSAL GARBAGE AND TRASH COLLECTION 8/26/24-9/25/24 NEEDS COUNCIL APPROVAL	05 -5-55-05-020	0.00	18,005.00

RECEIVED
OCT 17 2024
FINANCE

*** TOTAL *** 18,005.00

ORDERED BY: NICHOLAS POTTER

APPROVED BY: TROY W. FOXWORTH



CITY OF PORT ARTHUR
 PO BOX 1089
 PORT ARTHUR, TX 77641-1089

Invoice

Customer Copy

Payment will be applied to the oldest unpaid invoice

CUSTOMER	INVOICE DATE	INVOICE NUMBER	AMOUNT PAID	DUE DATE	INVOICE TOTAL DUE
CITY OF GROVES	09/30/2024	7111	\$0.00	10/30/2024	\$18,005.00

DESCRIPTION	QUANTITY	PRICE	UOM	ORIGINAL BILL	ADJUSTED	PAID	AMOUNT DUE
LANDFILL MUN SER - FOR THE PERIOD OF SOLID WASTE 8/24 THRU 9/25/2024	1.00	\$18005.000000	EACH	\$18,005.00	\$0.00	\$0.00	\$18,005.00

Invoice Total:	\$18,005.00
-----------------------	--------------------

P.O. # 09-38179

Packet # 33866

✂ DETACH AND RETURN THE PORTION BELOW WITH YOUR PAYMENT ✂



CITY OF PORT ARTHUR
 PO BOX 1089
 PORT ARTHUR, TX 77641-1089

Invoice
 Remit Portion

Invoice Date	09/30/2024
Invoice Number	7111
Customer Number	300077
Amount Paid	
Due Date	10/30/2024
Invoice Total Due	\$18,005.00

CITY OF GROVES
 3947 Lincoln Avenue
 Groves, TX 77619

Make Check Payable To:
 City of Port Arthur Attn: Cashiers

CITY OF PORT ARTHUR LANDFILL
 PO Box 1089
 Port Arthur, TX 77641
 (409) 736-7341

INVOICE

Printed 09/28/24
 DATE PAGE
 09/25/24 1
 INVOICE NUMBER

300077

3371
 AMOUNT DUE AMOUNT PAID
 23725.00 \$

City of Groves
 Gala Brown
 3947 Lincoln Ave.
 Groves TX 77619

ACCOUNT NO.
 12

22 x \$2100 = 5,720.00

18,005.00

DETACH AND RETURN TOP PORTION WITH REMITTANCE

DATE	TICKET	VEHICLE	REFERENCE	DESCRIPTION	QUANTITY	AMOUNT
08/26/24	02-466550		REPUBLIC	Wastewater Sludge ✓	20.00	260.00
08/26/24	02-466556 ✓	G45		MSW	24.00	120.00
08/26/24	02-466566 ✓	G46		Mixed Trash	24.00	120.00
08/26/24	02-466572 ✓	G59		Mixed Trash	30.00	150.00
08/26/24	02-466581 ✓	G42		MSW	28.00	140.00
08/26/24	02-466589 ✓	G48		Mixed Trash	26.00	130.00
08/26/24	02-466596 ✓	G45		MSW	24.00	120.00
08/26/24	02-466600 ✓	G47		Mixed Trash	30.00	150.00
08/26/24	02-466612 ✓	G42		MSW	28.00	140.00
08/27/24	02-466638		REPUBLIC	Wastewater Sludge ✓	20.00	260.00
08/27/24	02-466663 ✓	G45		MSW	24.00	120.00
08/27/24	02-466681 ✓	G46		Mixed Trash	24.00	120.00
08/27/24	02-466685 ✓	G42		MSW	28.00	140.00
08/27/24	02-466689 ✓	G47		Mixed Trash	30.00	150.00
08/27/24	02-466702 ✓	G59		Mixed Trash	30.00	150.00
08/27/24	02-466703 ✓	G45		MSW	24.00	120.00
08/27/24	02-466724 ✓	G42		MSW	28.00	140.00
08/27/24	02-466727 ✓	G47		Mixed Trash	30.00	150.00
08/28/24	02-466757		REPUBLIC	Wastewater Sludge ✓	20.00	260.00
08/28/24	02-466789 ✓	G45		MSW	24.00	120.00
08/28/24	02-466790 ✓	G42		MSW	28.00	140.00
08/28/24	02-466797 ✓	G47		Mixed Trash	30.00	150.00
08/28/24	02-466798 ✓	G59		Mixed Trash	30.00	150.00
08/28/24	02-466819 ✓	G45		MSW	12.00	60.00
08/28/24	02-466828 ✓	G47		Mixed Trash	30.00	150.00
08/28/24	02-466834 ✓	G42		MSW	28.00	140.00
08/28/24	02-466839 ✓	G59		Mixed Trash	30.00	150.00
08/29/24	02-466863		REPUBLIC	Wastewater Sludge ✓	20.00	260.00
08/29/24	02-466886 ✓	G45		MSW	24.00	120.00
08/29/24	02-466894 ✓	G47		Mixed Trash	30.00	150.00

CITY OF PORT ARTHUR LANDFILL
 PO Box 1089
 Port Arthur, TX 77641
 (409) 736-7341

INVOICE

Printed 09/28/24
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INVOICE NUMBER	

3371	AMOUNT PAID
23725.00	\$
AMOUNT DUE	

City of Groves
 Gala Brown
 3947 Lincoln Ave.
 Groves TX 77619

ACCOUNT NO.
12

DETACH AND RETURN TOP PORTION WITH REMITTANCE

DATE	TICKET	VEHICLE	REFERENCE	DESCRIPTION	QUANTITY	AMOUNT
08/29/24	02-466895 ✓	G59		Mixed Trash	30.00	150.00
08/29/24	02-466912 ✓	G44		MSW	31.00	155.00
08/29/24	02-466934 ✓	G59		Mixed Trash	30.00	150.00
08/30/24	02-466960		REPUBLIC	Wastewater Sludge ✓	20.00	260.00
09/03/24	02-467044			Wastewater Sludge ✓	20.00	260.00
09/03/24	02-467057 ✓	G45		MSW	24.00	120.00
09/03/24	02-467071 ✓	G44		MSW	31.00	155.00
09/03/24	02-467075 ✓	G59		Mixed Trash	30.00	150.00
09/03/24	02-467077 ✓	G47		Mixed Trash	30.00	150.00
09/03/24	02-467098 ✓	G45		MSW	24.00	120.00
09/03/24	02-467111 ✓	G44		MSW	31.00	155.00
09/03/24	02-467115 ✓	G47		Mixed Trash	30.00	150.00
09/03/24	02-467117 ✓	G59		Mixed Trash	30.00	150.00
09/04/24	02-467133			Wastewater Sludge ✓	20.00	260.00
09/04/24	02-467143 ✓	G45		MSW	24.00	120.00
09/04/24	02-467158 ✓	G44		MSW	31.00	155.00
09/04/24	02-467160 ✓	G47		Mixed Trash	30.00	150.00
09/04/24	02-467164 ✓	G46		Mixed Trash	24.00	120.00
09/04/24	02-467175 ✓	G45		MSW	24.00	120.00
09/04/24	02-467184 ✓	G59		Mixed Trash	30.00	150.00
09/04/24	02-467203 ✓	G44		MSW	31.00	155.00
09/04/24	02-467214 ✓	G47		Mixed Trash	30.00	150.00
09/05/24	02-467246			Wastewater Sludge ✓	20.00	260.00
09/05/24	02-467260 ✓	G45		MSW	24.00	120.00
09/05/24	02-467267 ✓	G44		MSW	31.00	155.00
09/05/24	02-467269 ✓	G47		Mixed Trash	30.00	150.00
09/05/24	02-467274 ✓	G59		Mixed Trash	30.00	150.00
09/05/24	02-467276 ✓	G45		MSW	12.00	60.00
09/06/24	02-467313			Wastewater Sludge ✓	20.00	260.00
09/06/24	02-467319 ✓	G44		MSW	31.00	155.00

CITY OF PORT ARTHUR LANDFILL
 PO Box 1089
 Port Arthur, TX 77641
 (409) 736-7341

INVOICE

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3371	

AMOUNT DUE	AMOUNT PAID
23725.00	\$

City of Groves
 Gala Brown
 3947 Lincoln Ave.
 Groves TX 77619

ACCOUNT NO.
12

DETACH AND RETURN TOP PORTION WITH REMITTANCE

DATE	TICKET	VEHICLE	REFERENCE	DESCRIPTION	QUANTITY	AMOUNT
09/06/24	02-467327✓	G45		MSW	24.00	120.00
09/06/24	02-467333✓	G47		Mixed Trash	30.00	150.00
09/06/24	02-467340✓	G46		Mixed Trash	24.00	120.00
09/06/24	02-467343✓	G44		MSW	31.00	155.00
09/06/24	02-467356✓	G59		Mixed Trash	30.00	150.00
09/09/24	02-467404		REPUBLIC	Wastewater Sludge	20.00	260.00
09/09/24	02-467412✓	G45		MSW ✓	24.00	120.00
09/09/24	02-467430✓	G48		Mixed Trash	26.00	130.00
09/09/24	02-467442✓	G44		MSW	31.00	155.00
09/09/24	02-467448✓	G59		Mixed Trash	30.00	150.00
09/09/24	02-467453✓	G47		Mixed Trash	30.00	150.00
09/09/24	02-467458✓	G45		MSW	24.00	120.00
09/09/24	02-467482✓	G44		MSW	16.00	80.00
09/09/24	02-467506✓	G47		Mixed Trash	30.00	150.00
09/10/24	02-467569		REPUBLIC	Wastewater Sludge	20.00	260.00
09/10/24	02-467606✓	G45		MSW ✓	24.00	120.00
09/10/24	02-467628✓	G44		MSW	31.00	155.00
09/10/24	02-467638✓	G48		Mixed Trash	26.00	130.00
09/10/24	02-467642✓	G47		Mixed Trash	30.00	150.00
09/10/24	02-467654✓	G59		Mixed Trash	30.00	150.00
09/10/24	02-467661✓	G45		MSW	12.00	60.00
09/10/24	02-467675✓	G44		MSW	31.00	155.00
09/11/24	02-467700		REPUBLIC	Wastewater Sludge ✓	20.00	260.00
09/11/24	02-467708✓	G48		Mixed Trash	26.00	130.00
09/11/24	02-467726✓	G45		MSW	24.00	120.00
09/11/24	02-467729✓	G44		MSW	31.00	155.00
09/11/24	02-467735✓	G47		Mixed Trash	30.00	150.00
09/11/24	02-467739✓	G59		Mixed Trash	30.00	150.00
09/11/24	02-467745✓	G48		Mixed Trash	26.00	130.00
09/11/24	02-467765✓	G44		MSW	16.00	80.00

CITY OF PORT ARTHUR LANDFILL
 PO Box 1089
 Port Arthur, TX 77641
 (409) 736-7341

INVOICE

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AMOUNT DUE	AMOUNT PAID
23725.00	\$

City of Groves
 Gala Brown
 3947 Lincoln Ave.
 Groves TX 77619

ACCOUNT NO.
12

DETACH AND RETURN TOP PORTION WITH REMITTANCE

DATE	TICKET	VEHICLE	REFERENCE	DESCRIPTION	QUANTITY	AMOUNT
09/12/24	02-467810		REPUBLIC	Wastewater Sludge	20.00	260.00
09/12/24	02-467820 ✓	G45		MSW ✓	24.00	120.00
09/12/24	02-467840 ✓	G59		Mixed Trash	30.00	150.00
09/12/24	02-467841 ✓	G47		Mixed Trash	30.00	150.00
09/12/24	02-467844 ✓	G45		MSW	12.00	60.00
09/12/24	02-467846 ✓	G44		MSW	31.00	155.00
09/13/24	02-467920		REPUBLIC	Wastewater Sludge ✓	20.00	260.00
09/16/24	02-468109			Wastewater Sludge ✓	20.00	260.00
09/16/24	02-468142 ✓	G59		Mixed Trash	30.00	150.00
09/16/24	02-468148 ✓	G47		Mixed Trash	30.00	150.00
09/16/24	02-468150 ✓	G44		MSW	31.00	155.00
09/16/24	02-468176 ✓	G42		MSW	28.00	140.00
09/16/24	02-468184 ✓	G47		Mixed Trash	30.00	150.00
09/16/24	02-468187 ✓	G59		Mixed Trash	30.00	150.00
09/16/24	02-468193 ✓	G44		MSW	15.50	77.50
09/17/24	02-468218			Wastewater Sludge ✓	20.00	260.00
09/17/24	02-468236 ✓	G45		MSW	24.00	120.00
09/17/24	02-468247 ✓	G44		MSW	31.00	155.00
09/17/24	02-468255 ✓	G47		Mixed Trash	30.00	150.00
09/17/24	02-468266 ✓	G59		Mixed Trash	30.00	150.00
09/17/24	02-468280 ✓	G45		MSW	24.00	120.00
09/17/24	02-468291 ✓	G44		MSW	31.00	155.00
09/17/24	02-468292 ✓	G47		Mixed Trash	30.00	150.00
09/18/24	02-468323			Wastewater Sludge ✓	20.00	260.00
09/18/24	02-468372 ✓	G45		MSW	24.00	120.00
09/18/24	02-468377 ✓	G47		Mixed Trash	30.00	150.00
09/18/24	02-468379 ✓	G59		Mixed Trash	30.00	150.00
09/18/24	02-468383 ✓	G44		MSW	31.00	155.00
09/18/24	02-468405 ✓	G45		MSW	12.00	60.00
09/18/24	02-468411 ✓	G44		MSW	15.50	77.50

CITY OF PORT ARTHUR LANDFILL
 PO Box 1089
 Port Arthur, TX 77641
 (409) 736-7341

INVOICE

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AMOUNT DUE	AMOUNT PAID
23725.00	\$

City of Groves
 Gala Brown
 3947 Lincoln Ave.
 Groves TX 77619

ACCOUNT NO.
12

DETACH AND RETURN TOP PORTION WITH REMITTANCE

DATE	TICKET	VEHICLE	REFERENCE	DESCRIPTION	QUANTITY	AMOUNT
09/18/24	02-468416 ✓	G47		Mixed Trash	30.00	150.00
09/19/24	02-468456 ✓	G45		Wastewater Sludge	20.00 ✓	260.00
09/19/24	02-468486 ✓	G45		MSW	24.00	120.00
09/19/24	02-468495 ✓	G44		MSW	31.00	155.00
09/19/24	02-468498 ✓	G47		Mixed Trash	30.00	150.00
09/19/24	02-468526 ✓	G59		Mixed Trash	30.00	150.00
09/20/24	02-468548 ✓	G59	REPUBLIC	Wastewater Sludge	20.00 ✓	260.00
09/20/24	02-468557 ✓	G59		Mixed Trash	30.00	150.00
09/20/24	02-468566 ✓	G47		Mixed Trash	30.00	150.00
09/23/24	02-468644 ✓	G45	REPUBLIC	Wastewater Sludge	20.00 ✓	260.00
09/23/24	02-468660 ✓	G45		MSW	24.00	120.00
09/23/24	02-468673 ✓	G47		Mixed Trash	30.00	150.00
09/23/24	02-468674 ✓	G44		MSW	31.00	155.00
09/23/24	02-468677 ✓	G59		Mixed Trash	30.00	150.00
09/23/24	02-468700 ✓	G45		MSW	24.00	120.00
09/23/24	02-468706 ✓	G44		MSW	31.00	155.00
09/23/24	02-468709 ✓	G47		Mixed Trash	30.00	150.00
09/24/24	02-468742 ✓	G59	REPUBLIC	Wastewater Sludge	20.00 ✓	260.00
09/24/24	02-468764 ✓	G45		Mixed Trash	30.00	150.00
09/24/24	02-468771 ✓	G45		MSW	24.00	120.00
09/24/24	02-468775 ✓	G44		MSW	31.00	155.00
09/24/24	02-468796 ✓	G47		Mixed Trash	30.00	150.00
09/24/24	02-468814 ✓	G44		MSW	31.00	155.00
09/24/24	02-468816 ✓	G45		MSW	24.00	120.00
09/24/24	02-468826 ✓	G47		Mixed Trash	30.00	150.00
09/25/24	02-468856 ✓	G59	REPUBLIC	Wastewater Sludge	20.00 ✓	260.00
09/25/24	02-468874 ✓	G59		Mixed Trash	30.00	150.00
09/25/24	02-468888 ✓	G47		Mixed Trash	30.00	150.00
09/25/24	02-468889 ✓	G45		MSW	24.00	120.00
09/25/24	02-468904 ✓	G44		MSW	31.00	155.00

CITY OF PORT ARTHUR LANDFILL
 PO Box 1089
 Port Arthur, TX 77641
 (409) 736-7341

INVOICE

Printed 09/28/24	
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INVOICE NUMBER	
3371	

AMOUNT DUE	AMOUNT PAID
23725.00	\$

City of Groves
 Gala Brown
 3947 Lincoln Ave.
 Groves TX 77619

ACCOUNT NO.
12

DETACH AND RETURN TOP PORTION WITH REMITTANCE

DATE	TICKET	VEHICLE	REFERENCE	DESCRIPTION	QUANTITY	AMOUNT
09/25/24	02-468923 ✓	G45		MSW	24.00	120.00
09/25/24	02-468931 ✓	G47		Mixed Trash	30.00	150.00
09/25/24	02-468934 ✓	G44	HALF LOAD	MSW	15.00	75.00
09/25/24	02-468935 ✓	G59		Mixed Trash	30.00	150.00
	Net weight	0.00				
				Invoice amount excluding tax/fees		23725.00
				Total tax/fees in invoice		0.00
				Invoice total		23725.00
				<i>Less - Sludge</i>	<i>(5720.00)</i>	
						<i>18005.00</i>

PURCHASING REQUISITION /QUOTES

City of Groves, Dept. of Public Works

DATE: October 30, 2024
 TO: Kevin Carruth

P.O. NUMBER: 09-38321
 FROM: Coby Doucet

Purchase Recommendation

Recommended Company: PVS DX,INC(33980)

Items to be Purchased: CL2 AND SO2

CHARGE ACCOUNT	ITEM DESC.	QTY	UNIT COST	TOTAL COST
11-5-64-02-140	CL2	3	\$1,710.00	\$5,130.00
11-5-64-02-140	SO2	4	\$1,500.00	\$6,000.00
11-5-64-02-140	SUPER FUND TAX	1	\$27.00	\$27.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
<i>* Note: Purchases greater than \$5000.00 Require Council approval before ordering!</i>				\$11,157.00

REASONS FOR PURCHASE:

CL2 AND SO2 FOR DISINFECTION AND DECHLORINATION OF TREATED WASTEWATER.

QUOTES

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

Approved by: _____
 (PW Director)

Date: _____

Approved by: _____
 (City Manager)

Date: _____

Date Council Approved _____

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

City of Groves

PURCHASE ORDER # 09-38169

10/08/2024

ISSUED TO: VEND #: 01-440110
 REPUBLIC SERVICES INC
 P.O. BOX 677156

 DALLAS, TX 75267-7156

SHIP TO:
 City of Groves Public Works
 4925 McKinley Street
 Groves, TX 77619
 Purchasing Department

UNITS	DESCRIPTION	G/L ACCOUNT	PRICE	AMOUNT
0.00	SEPTEMBER REPUBLIC CONTAINER SERVICES FOR SEPTEMBER-	05 -5-55-05-050	0.00	9,893.04
				\$9,893.04

RECEIVED
 OCT 10 2024
 FINANCE

*** TOTAL *** 9,893.04

ORDERED BY: NICHOLAS POTTER
 APPROVED BY: TROY W. FOXWORTH



6425 Highway 347
 Beaumont TX 77705
Customer Service (409) 724-2371
 RepublicServices.com/Support

Account Number 3-0862-9486201
Invoice Number 0862-001205732
Invoice Date September 26, 2024

Important Information
 Dear Valued Customer, our remit to address has changed! Please note the updated PO Box address in the "Make Checks Payable To" section and remember to include the bottom portion of the invoice with your payment.

Current Invoice Charges \$9,893.04

Total Amount Due \$9,893.04	Payment Due Date October 16, 2024
---------------------------------------	---

PAYMENTS/ADJUSTMENTS

Description	Reference	Amount
Payment - Thank You 09/03	80118	-\$9,949.51

CURRENT INVOICE CHARGES

Description	Reference	Quantity	Unit Price	Amount
Act Once Hair Studio 3710 Lincoln Ave PO MICHAEL Groves, TX Contract: 9486201 Groves Commercial (C2) 1 Waste Container 2 Cu Yd, 1 Lift Per Week Pickup Service 09/01-09/30			\$42.93	\$42.93
Advanced Fiberglass 6171 Hansen Blvd PO MICHAEL Groves, TX Contract: 9486201 Groves Commercial (C2) 1 Waste Container 2 Cu Yd, 1 Lift Per Week Pickup Service 09/01-09/30			\$42.93	\$42.93
Air Solutions 4748 Main Ave PO MICHAEL Groves, TX Contract: 9486201 Groves Commercial (C2) 1 Waste Container 2 Cu Yd, 1 Lift Per Week Pickup Service 09/01-09/30			\$42.93	\$42.93
Cacique Rebeca J 3048 Main Ave PO MICHAEL Groves, TX Contract: 9486201 Groves Commercial (C2) 1 Waste Container 2 Cu Yd, 1 Lift Per Week Pickup Service 09/01-09/30			\$42.93	\$42.93
Castillo Enrique 6099 Smith PO MICHAEL Groves, TX Contract: 9486201 Groves Commercial (C2) 1 Waste Container 2 Cu Yd, 1 Lift Per Week Pickup Service 09/01-09/30			\$42.93	\$42.93

P.O. # 09-38169
 Packet # 33856

Past Due	30 Days \$0.00	60 Days \$0.00	90+ Days \$0.00
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6425 Highway 347
 Beaumont TX 77705

Please Return This
 Portion With Payment

Total Enclosed

Return Service Requested

Total Amount Due	\$9,893.04
Payment Due Date	10/16/2024
Account Number	3-0862-9486201
Invoice Number	0862-001205732

For Billing Address Changes,
 Check Box and Complete Reverse.

Make Checks Payable To:

GROVES COMMERCIAL
 MICHAEL TENTRUP
 3947 LINCOLN AVE
 GROVES TX 77619-4604

REPUBLIC SERVICES #862
 PO BOX 677156
 DALLAS TX 75267-7156



UNDERSTANDING YOUR BILL

Visit RepublicServices.com/MyBill

UNDERSTANDING OUR RATES, CHARGES, AND FEES

Visit Republicservices.com/customer-support/fee-disclosures

Responsible Party

All waste services are managed, performed, and billed for by individual operating subsidiaries of Republic Services, Inc. Republic Services, Inc. itself does not perform any waste services, nor does it contract for such services. The operating entity providing your waste service is identified on your invoice. Accordingly, all obligations to you, including providing quality service and billing you for service, rests with the operating entity identified on your invoice.

Residential Customers

If you are a residential customer receiving service without a signed customer service agreement, your service is subject to and governed by the Service Terms for Residential Customers located at Republicservices.com/customer-support/residential-service-terms, which include a **CLASS ACTION WAIVER** and **ARBITRATION CLAUSE**, and our right to charge you a container removal fee upon termination of service, among other terms. These terms are subject to change so please review them upon receipt of your invoice. If you do not have access to a computer, you may request that a copy be mailed to you by calling Customer Service at the number on the front of this invoice. Please note that some or all of the Service Terms for Residential Customers may not apply if your services are subject to terms mandated by a governmental entity in your locality.

Check Processing

When you provide a check as payment, you authorize us to use information from your check to make a one-time electronic fund transfer from your account. When we make an electronic transfer, funds may be withdrawn from your account the same day we receive your payment or check and you will not receive your check back from your financial institution.

Cancellation & Payment Policy

Unless prohibited by applicable law, regulation, or franchise or other agreement: (1) we reserve the right to require that payment for services be made only by check, credit card or money order; and (2) if service is canceled during a billing cycle, you will remain responsible for all charges, fees and taxes through the end of the billing cycle. You will not be entitled to proration of billing or a refund for the period between the notice of termination and the end of the current billing cycle.

Understanding Our Rates, Charges and Fees

If you are receiving service without a signed customer service agreement, please visit RepublicServices.com/Fees to review the financial terms and conditions relating to your service. If you are receiving service pursuant to a written contract, but have questions relating to any charges or fees, RepublicServices.com/Fees provides a detailed description of our most common charges and fees. If you do not have access to a computer, you may request that a copy be mailed to you by calling Customer Service at the number on the front of this invoice.

IMPORTANT INFORMATION

(Continued from Page 1)

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.

Please fill out the form below if your billing address has changed and return this portion of your statement to us using the envelope enclosed. Thank you!

BILLING ADDRESS CHANGE

Address		
City	State	Zip Code
Phone	Alternate Phone	



6425 Highway 347
Beaumont TX 77705

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Account Number 3-0862-9486201
Invoice Number 0862-001205732
Invoice Date September 26, 2024

CURRENT INVOICE CHARGES

<u>Description</u>	<u>Reference</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
Christina Touch 3320 Twin City Hwy PO MICHAEL Groves, TX Contract: 9486201 Groves Commercial (C2) 1 Waste Container 2 Cu Yd, 1 Lift Per Week Pickup Service 09/01-09/30			\$42.93	\$42.93
Dabel Family Dentistry 4048 Lincoln Ave PO MICHAEL Groves, TX Contract: 9486201 Groves Commercial (C2) 1 Waste Container 2 Cu Yd, 1 Lift Per Week Pickup Service 09/01-09/30			\$42.93	\$42.93
Davis, Bryan & Stacy 6000 Terrell St PO MICHAEL Groves, TX Contract: 9486201 Groves Commercial (C2) 1 Waste Container 6 Cu Yd, 2 Lifts Per Week Pickup Service 09/01-09/30			\$171.71	\$171.71
Drago Westend Hardware 5110 Twin City Hwy PO MICHAEL Groves, TX Contract: 9486201 Groves Commercial (C2) 1 Waste Container 6 Cu Yd, 1 Lift Per Week Lock Replacement 09/01-09/30 Pickup Service 09/01-09/30		1.0000	\$7.50 \$128.77	\$7.50 \$128.77
Dumesnil Maria H 3848 Main Ave PO MICHAEL Groves, TX Contract: 9486201 Groves Commercial (C2) 1 Waste Container 6 Cu Yd, 1 Lift Per Week Pickup Service 09/01-09/30			\$128.77	\$128.77
Electrical Solutions 4400 Main Ave PO MICHAEL Groves, TX Contract: 9486201 Groves Commercial (C2) 1 Waste Container 2 Cu Yd, 1 Lift Per Week Pickup Service 09/01-09/30			\$42.93	\$42.93
Groves Middle School 5201 Wilson St PO MICHAEL Groves, TX Contract: 9486201 Groves Commercial (C2) 2 Waste Container 8 Cu Yd, 6 Lifts Per Week Pickup Service 09/01-09/30		2.0000	\$343.00	\$686.00
Groves Red Apple 6286 32nd St PO MICHAEL TENTRUP Groves, TX Contract: 9486201 Groves Commercial (C2) 1 Waste Container 4 Cu Yd, 1 Lift Per Week Pickup Service 09/01-09/30			\$85.85	\$85.85
Groves Vet Clinic 5998 39th St PO MICHAEL Groves, TX Contract: 9486201 Groves Commercial (C2) 1 Waste Container 6 Cu Yd, 1 Lift Per Week Pickup Service 09/01-09/30			\$128.78	\$128.78
Gtfcu 5211 E Parkway St PO MICHAEL Groves, TX Contract: 9486201 Groves Commercial (C2) 1 Waste Container 2 Cu Yd, 1 Lift Per Week Pickup Service 09/01-09/30			\$42.93	\$42.93
Hanson Brady 3548 E Parkway St PO MICHAEL Groves, TX Contract: 9486201 Groves Commercial (C2) 1 Waste Container 6 Cu Yd, 1 Lift Per Week				



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Description	Reference	Quantity	Unit Price	Amount
Lock Replacement 09/01-09/30		1.0000	\$7.50	\$7.50
Pickup Service 09/01-09/30			\$128.78	\$128.78
Hendons Car Wash 08 3740 Main Ave PO MICHAEL				
Groves, TX Contract: 9486201 Groves Commercial (C2)				
1 Waste Container 6 Cu Yd, 1 Lift Per Week				
Pickup Service 09/01-09/30			\$128.77	\$128.77
Jeffeco Pumbing 2731 Main Ave PO MICHAEL				
Groves, TX Contract: 9486201 Groves Commercial (C2)				
1 Waste Container 2 Cu Yd, 1 Lift Per Week				
Pickup Service 09/01-09/30			\$42.93	\$42.93
Kids Harbor Learning Center 3601 Main PO MICHAEL				
Groves, TX Contract: 9486201 Groves Commercial (C2)				
1 Waste Container 4 Cu Yd, 1 Lift Per Week				
Pickup Service 09/01-09/30			\$85.84	\$85.84
Knights Of Columbus 3749 Lincoln Ave PO MICHAEL				
Groves, TX Contract: 9486201 Groves Commercial (C2)				
1 Waste Container 6 Cu Yd, 2 Lifts Per Week				
Lock Replacement 09/01-09/30			\$7.50	\$7.50
Pickup Service 09/01-09/30			\$171.71	\$171.71
Lopez Ramon C 5649 Gulfway Dr PO MICHAEL				
Groves, TX Contract: 9486201 Groves Commercial (C2)				
1 Waste Container 2 Cu Yd, 1 Lift Per Week				
Pickup Service 09/01-09/30			\$42.93	\$42.93
P&P Rentals And Supply 5225 39th St PO MICHAEL				
Groves, TX Contract: 9486201 Groves Commercial (C2)				
1 Waste Container 4 Cu Yd, 1 Lift Per Week				
Lock Replacement 09/01-09/30		1.0000	\$7.50	\$7.50
Pickup Service 09/01-09/30			\$85.84	\$85.84
Pham Nga Ngoc 2200 Main Ave PO MICHAEL				
Groves, TX Contract: 9486201 Groves Commercial (C2)				
1 Waste Container 4 Cu Yd, 1 Lift Per Week				
Pickup Service 09/01-09/30			\$85.84	\$85.84
Phillips Florist 5235 39th St PO MICHAEL				
Groves, TX Contract: 9486201 Groves Commercial (C2)				
1 Waste Container 2 Cu Yd, 1 Lift Per Week				
Waste/Recycling Overage 08/30		1.0000	\$46.13	\$46.13
Pickup Service 09/01-09/30			\$42.93	\$42.93
Realty Homestead 6255 Warren St PO MICHAEL				
Groves, TX Contract: 9486201 Groves Commercial (C2)				
1 Waste Container 6 Cu Yd, 1 Lift Per Week				
Pickup Service 09/01-09/30			\$128.77	\$128.77
Rentals P&P 2807 Main Ave PO MICHAEL				
Groves, TX Contract: 9486201 Groves Commercial (C2)				
1 Waste Container 2 Cu Yd, 1 Lift Per Week				
Pickup Service 09/01-09/30			\$42.93	\$42.93



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<u>Description</u>	<u>Reference</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
Roussell Clement, Mdpa 6265 39th St PO MICHAEL Groves, TX Contract: 9486201 Groves Commercial (C2) 1 Waste Container 2 Cu Yd, 1 Lift Per Week Pickup Service 09/01-09/30			\$42.93	\$42.93
Tammie Pitre 3900 Pure Atlantic Rd PO MICHAEL Groves, TX Contract: 9486201 Groves Commercial (C2) 1 Waste Container 4 Cu Yd, 1 Lift Per Week Pickup Service 09/01-09/30			\$85.84	\$85.84
Sandgod Mahendrasinh G 2831 Main Ave PO MICHAEL Groves, TX Contract: 9486201 Groves Commercial (C2) 1 Waste Container 2 Cu Yd, 1 Lift Per Week Pickup Service 09/01-09/30			\$42.93	\$42.93
Seitz Emily 3522 Twin City Hwy PO MICHAEL Groves, TX Contract: 9486201 Groves Commercial (C2) 1 Waste Container 2 Cu Yd, 1 Lift Per Week Pickup Service 09/01-09/30			\$42.93	\$42.93
Senior Citizens Center 5649 W Washington St PO MICHAEL Groves, TX Contract: 9486201 Groves Commercial (C2) 1 Waste Container 4 Cu Yd, 1 Lift Per Week Pickup Service 09/01-09/30			\$85.84	\$85.84
Sturdivant, Tommy 4010 Main Ave PO MICHAEL Groves, TX Contract: 9486201 Groves Commercial (C2) 1 Waste Container 2 Cu Yd, 1 Lift Per Week Pickup Service 09/01-09/30			\$42.93	\$42.93
Superior Group 3166 Main Ave PO MICHAEL Groves, TX Contract: 9486201 Groves Commercial (C2) 1 Waste Container 4 Cu Yd, 1 Lift Per Week Pickup Service 09/01-09/30			\$85.84	\$85.84
The Donut Shop 5100 Twin City Hwy PO MICHAEL Groves, TX Contract: 9486201 Groves Commercial (C2) 1 Waste Container 2 Cu Yd, 1 Lift Per Week Pickup Service 09/01-09/30			\$42.93	\$42.93
The Mission's Attic 3300 Twin City Hwy PO MICHAEL Groves, TX Contract: 9486201 Groves Commercial (C2) 1 Waste Container 4 Cu Yd, 1 Lift Per Week Waste/Recycling Overage 09/17 Pickup Service 09/01-09/30		1.0000	\$46.13 \$85.84	\$46.13 \$85.84
Traingle Pawn #4 3400 Twin City Hwy PO MICHAEL Groves, TX Contract: 9486201 Groves Commercial (C2) 1 Waste Container 2 Cu Yd, 1 Lift Per Week Pickup Service 09/01-09/30			\$42.93	\$42.93
Twin City Front End 2548 Main Ave PO MICHAEL Groves, TX Contract: 9486201 Groves Commercial (C2) 1 Waste Container 2 Cu Yd, 1 Lift Per Week				



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Pickup Service 09/01-09/30			\$42.93	\$42.93
Groves National Little League 5105 Grant PO MICHAEL				
Groves, TX Contract: 9486201 Groves Commercial (C2)				
1 Waste Container 2 Cu Yd, 1 Lift Per Week				
Pickup Service 09/01-09/30			\$42.93	\$42.93
Groves Water Plant 5020 Wilson PO MICHAEL				
Groves, TX Contract: 9486201 Groves Commercial (C2)				
1 Waste Container 2 Cu Yd, 1 Lift Per Week				
Pickup Service 09/01-09/30			\$42.93	\$42.93
Stephen Merchantel 5130 Twin City Hwy PO MICHAEL				
Groves, TX Contract: 9486201 Groves Commercial (C2)				
1 Waste Container 2 Cu Yd, 1 Lift Per Week				
Pickup Service 09/01-09/30			\$42.93	\$42.93
Top Line Electric 3050 E Parkway St PO MICHAEL				
Groves, TX Contract: 9486201 Groves Commercial (C2)				
1 Waste Container 6 Cu Yd, 1 Lift Per Week				
Pickup Service 09/01-09/30			\$128.77	\$128.77
Hwy 73 Auto Detail 6149 32nd St St PO MICHAEL				
Groves, TX Contract: 9486201 Groves Commercial (C2)				
1 Waste Container 4 Cu Yd, 1 Lift Per Week				
Lock Replacement 09/01-09/30			\$7.50	\$7.50
Pickup Service 09/01-09/30			\$85.84	\$85.84
Acadian Ambulance Services 2946 Franklin St PO MICHAEL				
Groves, TX Contract: 9486201 Groves Commercial (C2)				
1 Waste Container 2 Cu Yd, 1 Lift Per Week				
Pickup Service 09/01-09/30			\$42.93	\$42.93
Jefferson Co Pony League 5800 W Washington PO MICHAEL				
Groves, TX Contract: 9486201 Groves Commercial (C2)				
1 Waste Container 6 Cu Yd, 1 Lift Per Week				
Pickup Service 09/01-09/30			\$128.77	\$128.77
Hpt Paint Collision Preformanc 5321 39th St PO MICHAEL				
Groves, TX Contract: 9486201 Groves Commercial (C2)				
1 Waste Container 2 Cu Yd, 1 Lift Per Week				
Pickup Service 09/01-09/30			\$42.93	\$42.93
Texas Proud H2o 6169 32nd St PO MICHAEL				
Groves, TX Contract: 9486201 Groves Commercial (C2)				
1 Waste Container 4 Cu Yd, 1 Lift Per Week				
Pickup Service 09/01-09/30			\$85.84	\$85.84
Pizza Artista 3814 Main Ave PO MICHAEL				
Groves, TX Contract: 9486201 Groves Commercial (C2)				
1 Waste Container 8 Cu Yd, 2 Lifts Per Week				
Pickup Service 09/01-09/30			\$228.66	\$228.66
B&B Mini Mart 6850 25th St PO MICHAEL				
Groves, TX Contract: 9486201 Groves Commercial (C2)				



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Description	Reference	Quantity	Unit Price	Amount
1 Waste Container 6 Cu Yd, 1 Lift Per Week Pickup Service 09/01-09/30			\$128.77	\$128.77
Starbucks-Groves 3990 Twin City Hwy PO MICHAEL				
Groves, TX Contract: 9486201 Groves Commercial (C2)				
1 Waste Container 8 Cu Yd, 4 Lifts Per Week Pickup Service 09/01-09/30			\$457.32	\$457.32
Rpm Trucking 2611 Main Ave PO MICHAEL				
Groves, TX Contract: 9486201 Groves Commercial (C2)				
1 Waste Container 2 Cu Yd, 1 Lift Per Week Pickup Service 10/01-10/31			\$42.93	\$42.93
Advannova 4500 Main Ave PO EARLINE WRIGHT				
Groves, TX Contract: 9486201 Groves Commercial (C2)				
1 Waste Container 4 Cu Yd, 1 Lift Per Week Pickup Service 09/01-09/30			\$85.84	\$85.84
Chick-Fil-A 5100 W Parkway St PO Michael Tentrup				
Groves, TX Contract: 9486201 Groves Commercial (C2)				
2 Waste Container 8 Cu Yd, 6 Lifts Per Week Waste/Recycling Overage 09/21 Pickup Service 09/01-09/30		1.0000	\$46.13 \$686.00	\$46.13 \$686.00
Well- Med 5301 39th St PO MICHAEL				
Groves, TX Contract: 9486201 Groves Commercial (C2)				
1 Waste Container 4 Cu Yd, 1 Lift Per Week Pickup Service 09/01-09/30			\$85.84	\$85.84
Sundara Coffee And Cafe 4000 Lincoln Ave PO MICHAEL				
Groves, TX Contract: 9486201 Groves Commercial (C2)				
1 Waste Container 3 Cu Yd, 1 Lift Per Week Pickup Service 09/01-09/30			\$64.39	\$64.39
Steven Dahl 5901 39th St PO MICHAEL				
Groves, TX Contract: 9486201 Groves Commercial (C2)				
1 Waste Container 4 Cu Yd, 1 Lift Per Week Pickup Service 09/01-09/30			\$85.84	\$85.84
Dressin Up 4242 Lincoln Ave PO MIKE TENTRUP				
Groves, TX Contract: 9486201 Groves Commercial (C2)				
1 Waste Container 2 Cu Yd, 1 Lift Per Week Pickup Service 09/01-09/30			\$42.93	\$42.93
Jami's Snack Shack 6050 39th St PO MICHAEL				
Groves, TX Contract: 9486201 Groves Commercial (C2)				
1 Waste Container 2 Cu Yd, 1 Lift Per Week Pickup Service 09/01-09/30			\$42.93	\$42.93
Groves Intermediate School _ F 5840 W Jefferson Blvd PO Jackie Havard				
Groves, TX Contract: 9486201 Groves Commercial (C2)				
2 Waste Container 8 Cu Yd, 6 Lifts Per Week Pickup Service 09/01-09/30			\$685.99	\$685.99



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Prosurve Technical Services 2929 W Parkway St PO Chad Cassia Groves, TX Contract: 9486201 Groves Commercial (C2) 1 Waste Container 2 Cu Yd, 1 Lift Per Week Pickup Service 09/01-09/30			\$42.93	\$42.93
Groves Primary School 3901 Cleveland Ave PO Jackie Havard Groves, TX Contract: 9486201 Groves Commercial (C2) 2 Waste Container 8 Cu Yd, 10 Lifts Per Week Pickup Service 09/01-09/30			\$1,143.31	\$1,143.31
Williams Air Conditioning 4401 Lincoln Ave PO WILLIAMS AC Groves, TX Contract: 9486201 Groves Commercial (C2) 1 Waste Container 8 Cu Yd, 2 Lifts Per Week Pickup Service 09/01-09/30			\$228.66	\$228.66
Sylvias Tacos 3303 Taft Ave PO WILLIAMS AC Groves, TX Contract: 9486201 Groves Commercial (C2) 1 Waste Container 4 Cu Yd, 1 Lift Per Week Pickup Service 09/01-09/30			\$85.84	\$85.84
Tropicana Apartments Of Groves 5035 Monroe St PO TROPICANA APART Groves, TX Contract: 9486201 Groves Commercial (C2) 2 Waste Container 8 Cu Yd, 4 Lifts Per Week Pickup Service 09/01-09/30		2.0000	\$228.66	\$457.32
Courtyard Manor 5500 Whitaker St CSA A910797795 Groves, TX Contract: 9486201 Groves Commercial (C2) 1 Waste Container 8 Cu Yd, 1 Lift Per Week Pickup Service 09/01-09/30			\$200.90	\$200.90
Camden Place Condominiums 1 6801 Camden Ln CSA A910797794 Groves, TX Contract: 9486201 Groves Commercial (C2) 1 Waste Container 8 Cu Yd, 2 Lifts Per Week Pickup Service 09/01-09/30			\$228.66	\$228.66
Camden Place Condominiums 2 6851 Whitby Ln CSA A910797792 Groves, TX Contract: 9486201 Groves Commercial (C2) 1 Waste Container 8 Cu Yd, 2 Lifts Per Week Pickup Service 09/01-09/30			\$228.66	\$228.66
Sam's China Inn 4848 Twin City Hwy Groves, TX Contract: 9486201 Groves Commercial (C2) 1 Waste Container 6 Cu Yd, 1 Lift Per Week Pickup Service 09/01-09/30			\$128.78	\$128.78
Bella Inc Studio 3500 Main Ave PO BELLA INC STUDI Groves, TX Contract: 9486201 Groves Commercial (C2) 1 Waste Container 2 Cu Yd, 1 Lift Per Week Pickup Service 09/01-09/30			\$42.93	\$42.93
Kings Car Care 5239 E Parkway St PO KINGS CAR CARE Groves, TX Contract: 9486201 Groves Commercial (C2) 1 Waste Container 4 Cu Yd, 1 Lift Per Week Pickup Service 09/01-09/30			\$85.84	\$85.84



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The Courtyard 4321 Lincoln Ave PO THE COURTYARD				
Groves, TX Contract: 9486201 Groves Commercial (C2)				
1 Waste Container 6 Cu Yd, 1 Lift Per Week				
Pickup Service 09/01-09/30			\$128.77	\$128.77
Pats Performance 3449 Pure Atlantic Rd PO PATS PERFORMANC				
Groves, TX Contract: 9486201 Groves Commercial (C2)				
1 Waste Container 4 Cu Yd, 1 Lift Per Week				
Pickup Service 09/01-09/30			\$85.85	\$85.85
CURRENT INVOICE CHARGES, Due by October 16, 2024				\$9,893.04

CITIBANK CORPORATE CARD



Account Statement

Commercial Card Account
M1232 GROVES CITY CARD

Account Inquiries:

Toll Free: 1-(800)-248-4553
International: 1-(904)-954-7314
TDD/TTY: 1-(877)-505-7276

Account Number: XXXX-XXXX-XX33-7550
Invoice # 3654346003

Summary of Account Activity

Previous Balance	\$8,260.50
Payments	\$3,699.23
Credits	\$25.60
Purchases & Other Charges	\$5,278.56
Cash Transactions	\$0.00
Cash Transaction Fees	\$0.00
Interest Charges	\$37.15

Payment Information

New Balance	\$9,851.38
Past Due Amount	\$4,535.67
Disputed Amount	\$0.00
Amount Over Credit Limit	\$0.00
Minimum Payment Due	\$9,851.38
Payment Due Date	11/02/2024
Statement Closing Date	10/03/2024
Days in Billing Period	30

Send Notice of Billing Errors and Customer Service Inquiries to:
CITIBANK, N.A., PO BOX 6125, SIOUX FALLS SD 57117-6125

Credit Limit	\$30,000
Available Credit Limit	\$20,148
Cash Advance Limit	\$0
Available Cash Advance Limit	\$0

Extended Payment Terms

Cycle Date	Payment Due	Payment Due Date
10/03/2024	\$5,315.71	11/02/2024
09/03/2024	\$3,741.83	10/03/2024
08/03/2024	\$793.84	09/02/2024
07/03/2024	\$0.00	08/02/2024
06/03/2024	\$0.00	07/03/2024
05/03/2024	\$0.00	06/02/2024

Company Transactions

Account: XXXX-XXXX-XX33-7550 M1232 GROVES CITY CARD **Total Activity: -\$3,662.08**

Post Date	Trans Date	MCC	Reference Number	Description/Location	Amount
10/03	10/02	0000	7556397427726000021005	1 PAYMENT - THANK YOU	3,699.23 PY
10/03	10/03	0000		2 PURCHASE *FINANCE CHARGE*	37.15

Information About Your Citi® Corporate Card Account

- **Report a Lost or Stolen Card Immediately:** Our telephone lines are open every day, 24 hours a day. Call the Customer Service telephone number specified on the front of the statement to report a lost or stolen Citi Corporate Card.
- **Cardholder Credit Line:** Each Cardholder has an individual Credit Line (a portion of which may be used for Cash Advances), which is the maximum amount that the Cardholder can charge at any time. The size of each Cardholder's Credit Line (and Cash Limit, if any), is determined by the Company and is a portion of the total Company Credit Line.
- **To Increase or Reallocate a Company or Cardholder Credit Line:** The Company may request changes to credit lines by contacting Citi Corporate Card Customer Services. Our telephone lines are open every day, 24 hours a day at the telephone number specified on the front of the statement.
- **Additional Cardholders:** The Company may request applications for additional Cardholders by contacting Citi Corporate Card Service. Our telephone lines are open every day, 24 hours a day at the telephone number specified on the front of the statement. Limit one Citi Corporate Card per Cardholder.
- **CitiManager® Online Tool:** You can easily manage your Citi Corporate Card online using the CitiManager online tool. CitiManager enables you to manage business expenses from anywhere around the globe from your computer or mobile device, you can view statements online as well as confirm account balances. To register for CitiManager, please log on to www.citimanager.com/login and click on the 'Self registration for Cardholders' link. From there, follow the prompts to establish your account.
- **Payments:** You may make a payment to your individually billed card account online using CitiManager. Please note that some organizations do not have the CitiManager online payment feature enabled for cardholders. If paying by mail, please allow sufficient mailing time. Please write your account number on the front of the check. For centrally billed accounts, please be sure to send on Company check as payment for all Cardholder balances. If we receive your mailed payment in proper form at our processing facility by 5:00 p.m. Eastern Time, it will be credited as of that day. Payments can also be made by electronic fund transfer, wire transfer, ACH transfer, direct debit, and other methods. Call the number on the front of this statement for details.
- **Company Ratification:** By its payment of any amounts charged to the Account, the Company, (i) ratifies the original Application for the Account and the authority of all persons at the time of their signing such Application, and (ii) authorizes the continued use of the Account under the terms of The Corporate Card Agreement by all Cardholders to whom Cards are issued.
- **Special Information on Cash Advances:** Cardholders may get a Cash Advance at over 160,000 locations worldwide.
 - The Cardholder's Cash Advance Limit is a part of the Cardholder's Total Credit Line. It is not an additional line of credit.
 - For Cash Advances from ATMs, a separate Personal Identification Number (PIN) is required for security purposes.

Account Inquiries

- **In Case of Errors or Questions About Your Bill:** You are responsible for initiating the dispute resolution process if your Account Statement lists charges that you believe are unauthorized, incorrect, for merchandise that has not been received, or for returned merchandise. You should also initiate the process if your Account Statement incorrectly lists a credit as a charge or if a credit, for which you have been issued a credit slip, is not shown. To begin the dispute resolution process, visit citimanager.com/login.
- You may also dispute a transaction by writing to Citi. You may write to us on a separate sheet at the address specified on the front of this statement as soon as possible. Please notify us no later than 60 days after the date of the bill on which the error or problem first appeared. In the letter please give us the following information:
 - Your name and account number. For centrally billed Company Accounts, the Company name and individual account number.
 - The dollar amount of the suspected error.
 - Describe the error and explain the reason for the error; if more information is needed about an item, please describe it to us.
 - Merchant Disputes. If the Company or Cardholder was unsuccessful in attempting to resolve a problem with a merchant concerning the quality of goods or services purchased with the Citi Corporate Card, we may be able to help if we are notified in writing within 60 days of the date of the charge. You will be responsible if we are not able to resolve the dispute or if the Bank finds you responsible for the disputed charge.
- In the letter to us, please explain in detail the dispute and the results of the attempt to resolve it with the merchant. The letter must include the amount involved, and must be signed by the Individual Cardholder. We will notify you of the results of our efforts.
- If you returned merchandise and received a credit slip which has not yet been posted, please allow 30 days from the date it was issued. If it has not been posted to the Account by then, forward a copy of the credit slip to us at the billing dispute address specified on the front of the statement. Along with the copy of the credit slip please include a letter (signed by the individual Cardholder) stating that credit was not received. If a credit slip was not issued, please request one from the merchant. If the merchant refuses, please write to us and explain the details.
- On non-disputed matters or any matter shown by the Bank not to be in error, the Bank may charge the Company or Cardholder the fee specified in the Corporate Card Agreement for each copy of any document the Company or Cardholder requests, such as duplicate periodic statements, transaction slips, and the like.
- Please save your charge receipts.

Account: XXXX-XXXX-XX33-7550

Cardholder Transactions

Account: XXXX-XXXX-XX48-0634 DAVID MOLBERT Total Activity: \$82.29

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Rows include WAL-MART #0449 PORT ARTHUR TX and WM SUPERCENTER #449 PORT ARTHUR TX.

Account: XXXX-XXXX-XX67-2681 JOHN HUDSON Total Activity: \$218.49

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Row includes SIRCHIE ACQUISITION CO TMCLEAN@SIRCNC.

Account: XXXX-XXXX-XX89-8046 ROBERT PHILLIPS Total Activity: \$586.47

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Row includes FAIRFIELD INN & SUITES RICHMOND TX.

Account: XXXX-XXXX-XX85-0633 JOSHUA HILDAGO Total Activity: \$12.16

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Row includes WEST END HARDWARE GROVES TX.

Account: XXXX-XXXX-XX72-2434 CHRIS ROBIN Total Activity: \$139.13

Credit Limit: \$5,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Rows include SAMSClub.COM and Amazon Prime.

Account: XXXX-XXXX-XX45-2254 NICK POTTER Total Activity: \$349.99

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Row includes AMERICAN WATER COLLEGE VALLEY MILLS TX.

Account: XXXX-XXXX-XX41-4868 LOU DOUCET Total Activity: \$424.89

Credit Limit: \$5,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Rows include SQ *CABLE AND CONNECTI and THE HOME DEPOT.

Account: XXXX-XXXX-XX23-0468 STEPHANIE GASPARD Total Activity: \$718.98

Credit Limit: \$5,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Rows include SOCIETYFORHUMANRESOURC and AMAZON RETA*.

Account: XXXX-XXXX-XX11-7107 LIBBIE HUGHES Total Activity: \$987.57

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Row includes FSP*SOUTHEAST TEXAS HR BRIDGE CITY TX.

Account: XXXX-XXXX-XX33-7550

Cardholder Transactions (con't)

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Contains transactions for SAMSCLUB #8275 and AMAZON MARK*.

Account: XXXX-XXXX-XX46-9223 CLARISSA THIBODEAUX Total Activity: \$34.39

Credit Limit: \$10,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Contains transactions for AMAZON MARK* and WM SUPERCENTER #449.

Account: XXXX-XXXX-XX87-2129 DON PEDRAZA Total Activity: \$55.00

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Contains transaction for TX BRD PLUMBING EXMR.

Account: XXXX-XXXX-XX79-9769 LANCE BILLEAUD Total Activity: \$1,116.26

Credit Limit: \$5,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Contains multiple transactions including POSITIVE PROMOTIONS, CE SOLUTIONS, and AMAZON MARK*.

Account: XXXX-XXXX-XX83-6390 KEILAH BAAHETH Total Activity: \$421.11

Credit Limit: \$1,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Contains transactions for WAL-MART #0449 and AMAZON MKTPL*.

Account: XXXX-XXXX-XX18-1985 KEVIN CARRUTH Total Activity: \$106.23

Credit Limit: \$30,000 Cash Limit: \$0

Table with columns: Post Date, Trans Date, MCC, Reference Number, Description/Location, Amount. Contains transactions for HILTON AUS DWNTWN CONV and CHICK-FIL-A #05010.

Handwritten notes: 'From last month', 'no receipt' with arrows pointing to specific transaction amounts.

Account: XXXX-XXXX-XX33-7550

FINANCE CHARGE SUMMARY		Your Annual Percentage Rate (APR) is the annual interest rate on your account	
Type of Balance	Annual Percentage Rates	Periodic Rate*	Balance Subject to Finance Charges
PURCHASE AND FEES	10.50%	0.8750% (M)	\$4,246.45
CASH	10.50%	0.8750% (M)	\$0.00

* (D) Daily Rate
(M) Monthly Rate

INVOICE

ZONE INDUSTRIES
 Zone Industries - Houston
 P.O. Box 73149
 Houston, TX 77273
 UNITED STATES
 713-783-8530



INVOICE	
60008178	
Invoice Date	Page
09/12/2024 16:12:00	1 of 1
ORDER NUMBER	
10009021	

Bill To:
 Groves, City of
 3947 Lincoln Avenue
 Groves

Ship To:
 Groves, City of
 3947 Lincoln Avenue
 Groves, TX 77619

Ordered By: Coby Doucet

Customer ID: 14426

PO Number	Term Description	Net Due Date	Disc Due Date	Discount Amount
P.O. 09-37639	Net 30	10/12/2024	10/12/2024	0.00

Order Date	Pick Ticket No	Primary Salesrep Name	Taker
07/22/2024 08:35:30	50008506	Tenisha Hynes	REBEKAH.LEDWIG

Quantities					Item ID Item Description	Pricing UOM Unit Size	Unit Price	Extended Price
Ordered	Shipped	Remaining	UOM Unit Size	Disp.				

Delivery Instructions: INBOUND & OUTBOUND BEST WAY PPD & ADD

Carrier: FEDEX FREIGHT

Tracking #: 955814591-4

Ordered	Shipped	Remaining	UOM	Unit Size	Disp.	Item ID	Item Description	Pricing	UOM	Unit Size	Unit Price	Extended Price
1.00	1.00	0.00	EA			T4C3SC-B /WW	Gorman Rupp Model T4C3SC-B /WW Eradicator Pump	EA			7,800.00	7,800.00

Total Lines: 1

SUB-TOTAL: 7,800.00
TOTAL FREIGHT: 450.00
TAX: 0.00
AMOUNT DUE: 8,250.00
 U.S. Dollars

ORIGINAL

2019.1 - 2019-09-23