

Notice of Regular Meeting

January 26, 2026, 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/88448992075> 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. Welcome and recognition of guests and news media.
6. Reports from Mayor, Council Members, or city staff.
7. Citizen comments.

Regular Agenda

8. Receive the minutes of the January 13, 2026, Planning and Zoning Meeting.
9. Hear and discuss the annual review of businesses with beer and wine permits for on-premise consumption.
10. Hear and deliberate on a Mutual-Aid Agreement for Cooperation on Law Enforcement Efforts between Mid-County Law Enforcement Agencies.
11. Deliberate and act to proclaim April as Fair Housing Month.
12. Deliberate and act on Resolution 2026-03, authorizing signatories for the GLO Resilient Communities Program Grant (23-160-138-F544).
13. Deliberate and act on Resolution 2026-04, to adopt the required CDBG Civil Rights policies.
14. Deliberate and act on Hotel Occupancy Tax funding request by the Groves Chamber of Commerce for the Christmas Tree Trail.
15. Deliberate and act on additional Hotel Occupancy Tax funding request by Groves Pecan Festival.
16. Deliberate and act on the January 26, 2026, Invoice List.

Executive Session

17. 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.
18. Reconvene into open session.

Closing Agenda

19. Hear and deliberate on Council Member comments.
20. Adjourn.

City of Groves
Agenda Item Information Form

Council Meeting Date: 1/26/2026 Department: City Manager Agenda Item No. 8

Title for Item (same as to be placed on Agenda): Receive the minutes of the January 13, 2026, Planning and Zoning Meeting.

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

Submitted to City Manager's Office on: Date: 1/16/26 Time: 9:30 a.m. By: C. THIBODEAUX

Explanation of Item: Minutes of the January 13, 2026, P&Z Meeting. Commissioners acted to recommend to City Council to rezone 3910 Dunn Street from an R-1 Single Family Residence Zone to a C-1 Retail Business District Zone.

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 January 16, 2026, Planning and Zoning Minutes.

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

Signed: _____ Date: _____ Approved:  Date: 1/16/26
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
THE PLANNING AND ZONING COMMISSION**

The City of Groves Planning and Zoning Commission met in City Council Chamber, 3947 Lincoln Avenue, Tuesday, January 13, 2026, at 6:00PM.

Commissioner Campise led the Prayer and the Pledge of Allegiance.

Chairman Plokhooy asked for citizen comments, and there were none.

Members Present: Chairman Craig Plokhooy, Co-Chairman Chris Crain, Secretary Michael Campise, Commissioner Rodney Pacetti, Commissioner Brette Hagedorn (Alt), Building Official Don Pedraza, Ex Officio Charles Chelette, City Manager Kevin Carruth.

DELIBERATE AND ACT TO APPROVE THE PLANNING & ZONING COMMISSION MINUTES OF DECEMBER 1, 2025, AS WRITTEN. Commissioner Pacetti moved to approve the minutes of December 1, 2026, as written and Commissioner Crain Seconded. Chairman Plokhooy asked for questions or comments, and there were none. The motion passed unanimously.

DELIBERATE AND ACT TO ACCEPT THE REZONING REQUEST FROM MAGNA PROPERTIES LTD. @ 3910 DUNN STREET FROM AN R-1 SINGLE FAMILY RESIDENCE ZONE TO A C-1 RETAIL BUSINESS DISTRICT ZONE, ATLANTIC HEIGHTS NUMBER 1 LOT 4 S 11.5 & LOT 5 ALL BLOCK 2 AND Send It to City Council for Their Approval. Commissioner Campise made the motion to deliberate and act to accept the Rezoning Request from Magna Properties Ltd. @ 3910 Dunn Street from an R-1 Single Family Residence Zone to a C-1 Retail Business District Zone, Atlantic Heights Number 1 Lot 4 S 11.5 & Lot 5 All Block 2 and send It to City Council for their approval. Commissioner Crain Seconded and the motion passed unanimously. After the Planning and Zoning Commission's meeting December 1, 2025, MAGNA PROPERTIES addressed the citizens' concerns of the driveway entrance off Dunn Street. They eliminated the driveway. Only driveway entrance from Dunn Street will be the employee parking entrance driveway. Commissioners revisited the employee parking, privacy fence, underground fuel tanks, drainage, and noise from trucks emptying the dumpster. MAGNA PROPERTIES addressed these concerns and made changes where needed. There was no further discussion, and the motion passed unanimously.

There was no further business, and Chairman Plokhooy adjourned the meeting at 6:20pm p.m.

City of Groves
Agenda Item Information Form

Council Meeting Date: Jan 26, 2026 Department: Police Agenda Item No. 9

Title for Item (same as to be placed on Agenda): Hear and discuss the annual review of businesses with beer and wine permits for on-premise consumption

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

Submitted to City Manager's Office on: Date: 1/16/26 Time: 8:30 AM By: Marshal

Explanation of Item: See the accompanying memo and documents

Deadline for Approval: Not an action item.

Staff Recommendation: Not an action item.

Alternative (if any) for consideration: None

Identify any attachments to this document: 1/16/26 Memo and CFS logs from 2025 from City Marshal

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

Signed: Chieffo Date: 1/16/25 Approved: Kumar Date: 01/18/26
Department Head City Manager

FUNDING (IF APPLICABLE)

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

PAYMENT REQUEST

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

ACTION TAKEN BY COUNCIL

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

MEMORANDUM FOR CITY COUNCIL

To: Kevin Carruth, City Manager
From: Christopher Robin, City Marshal
Date: January 16th, 2026
Re: Annual Review of Beer and Wine On-Premise Consumption



This memorandum is to formally request an agenda item for an upcoming City Council meeting to present the annual informational review of businesses within the City that hold beer and wine permits for on-premise consumption. The presentation will provide Council with a brief overview of currently active permit holders; no action is requested.

The current list of businesses with active permits includes Baytown Seafood, Colichia's Italian Village, Columbus Club of Groves, Larry & Rita's Mexican Cajun Bar & Grill, Tony's Barbecue, Milagro's Tex-Mex Restaurant, and Maison D'Amis. Burrito Bar currently holds a permit but is not yet open for business.

Thank you for your consideration. I look forward to discussing this item with Council.

Calls For Service Report - GROVES POLICE DEPARTMENT

City of Groves

Sorted by Call_Number, Call_Date, Call_Time

Call_Date : 01/01/2025 00:00 - 12/31/2025 23:59

Block_Number : 3701, 3701

Street : PURE

AddressCategory : LOCAL ADDRESS

Agency : GROVES POLICE DEPARTMENT

Call Number Case Number	Date	Time	Agency	Call Type	Callers	Address	Zone	District	Disposition	Officer / Unit Role	Racial Profile Data
25-03665	01/30/2025	21:24:22	GROVES POLICE DEPARTMENT	DIST- DOMESTIC	[REDACTED]	3701 PURE ATLANTIC ROAD GROVES, TX 77619			RE-ASSIGNED TO NEW CALL	53 - STANSBURY, MICHAEL	NO
				Sent To Dispatch- 01/30/2025 21:25:37					Primary		
									RE-ASSIGNED TO NEW CALL	43 - THIBODEAUX, ALEX	
									GONE ON ARRIVAL	Secondary 51 - BERRY, JOSHUA	
										Primary	
25-04321	02/04/2025	10:28:05	GROVES POLICE DEPARTMENT	FLAGGED DOWN	[REDACTED]	3701 PURE ATLANTIC ROAD GROVES, TX 77619			ADVISED	PIPPIN, LARANDA	NO
				Sent To Dispatch- 02/04/2025 10:28:12					Primary		
25-11256	03/23/2025	16:29:36	GROVES POLICE DEPARTMENT	THEFT	[REDACTED]	3701 PURE ATLANTIC ROAD GROVES, TX 77619			ADVISED	PIPPIN, LARANDA	NO
				Sent To Dispatch- 03/23/2025 16:31:03					Primary		
25-16479	04/26/2025	20:46:43	GROVES POLICE DEPARTMENT	911 OPEN LINE	<Caller 1>	3701 PURE ATLANTIC ROAD GROVES, TX 77619			ASSIGNMENT COMPLETED	GROVES POLICE DEPARTMENT, GRVS	NO
				Sent To Dispatch- 04/26/2025 20:47:44					Primary		
25-25152	06/27/2025	15:07:49	GROVES POLICE DEPARTMENT	MINOR ACCIDENT	[REDACTED]	3701 PURE ATLANTIC ROAD GROVES, TX 77619			CHECKS OK	42 - HUDSON, JOHN	NO
				Sent To Dispatch- 06/27/2025 15:08:04					Primary		
25-27158	07/11/2025	19:58:24	GROVES POLICE DEPARTMENT	BURG- ALARM(BUS/RES)	[REDACTED]	3701 PURE ATLANTIC ROAD GROVES, TX 77619			CHECKS OK	54 - MILLER, WREN	NO
				Sent To Dispatch- 07/11/2025 19:59:25					Primary		
									CHECKS OK	45 - DOTSON, KYLE	
									Secondary		
25-29614	07/30/2025	12:30:55	GROVES POLICE DEPARTMENT	FIRE ALARM	[REDACTED]	3701 PURE ATLANTIC ROAD GROVES, TX 77619			ASSIGNMENT COMPLETED	GROVES POLICE DEPARTMENT, GRVS	NO
				Sent To Dispatch- 07/30/2025 12:31:56					Primary		
25-30095	08/04/2025	09:49:07	GROVES POLICE DEPARTMENT	BURG- ALARM(BUS/RES)	[REDACTED]	3701 PURE ATLANTIC ROAD GROVES, TX 77619			CHECKS OK	47 - GUERRERO, RUDY	NO
				Sent To Dispatch- 08/04/2025 09:50:37					Primary		
25-31028	08/10/2025	15:06:24	GROVES POLICE DEPARTMENT	MOTORIST ASSIST/STRANDE D MOTORIST	[REDACTED]	3701 PURE ATLANTIC ROAD GROVES, TX 77619			ASSIGNMENT COMPLETED	47 - GUERRERO, RUDY	NO
				Sent To Dispatch- 08/10/2025 15:09:04					Primary		
25-32420	08/19/2025	22:14:10	GROVES POLICE DEPARTMENT	NOISE COMPLAINT	<Caller 1>	3701 PURE ATLANTIC ROAD GROVES, TX 77619			UNABLE TO LOCATE	45 - DOTSON, KYLE	NO
				Sent To Dispatch- 08/19/2025 22:15:26					Primary		
25-34892	09/06/2025	00:12:00	GROVES POLICE DEPARTMENT	NOISE COMPLAINT	[REDACTED]	3701 PURE ATLANTIC ROAD GROVES, TX 77619			ADVISED	53 - STANSBURY, MICHAEL	NO
				Sent To Dispatch- 09/06/2025 00:12:47					Primary		
25-35026	09/07/2025	01:10:41	GROVES POLICE DEPARTMENT	NOISE COMPLAINT	[REDACTED]	3701 PURE ATLANTIC ROAD GROVES, TX 77619			ADVISED	53 - STANSBURY, MICHAEL	NO
				Sent To Dispatch- 09/07/2025 01:11:30					Primary		

Call Number Case Number	Date	Time	Agency	Call Type	Callers	Address	Zone	District	Disposition	Officer / Unit Role	Racial Profile Data
25-37125	09/22/2025	13:46:21	GROVES POLICE DEPARTMENT	BURG- ALARM(BUS/RES)	[REDACTED]	3701 PURE ATLANTIC ROAD GROVES, TX 77619			CHECKS OK	50 - POSS, RICHARD	NO
			Sent To Dispatch- 09/22/2025 13:47:32							Primary	
25-37804	09/27/2025	09:18:42	GROVES POLICE DEPARTMENT	BURG- ALARM(BUS/RES)	[REDACTED]	3701 PURE ATLANTIC ROAD GROVES, TX 77619			CHECKS OK	51 - BERRY, JOSHUA	NO
			Sent To Dispatch- 09/27/2025 09:19:14							Primary	
25-45678	11/20/2025	19:56:53	GROVES POLICE DEPARTMENT	REPO	[REDACTED]	3701 PURE ATLANTIC ROAD GROVES, TX 77619			ASSIGNMENT COMPLETED	GROVES POLICE DEPARTMENT, GRVS	NO
			Sent To Dispatch- 11/20/2025 20:00:20							Primary	
25-45689	11/20/2025	21:09:37	GROVES POLICE DEPARTMENT	911 HANG UP	<Caller 1>	3701 PURE ATLANTIC ROAD GROVES, TX 77619			ASSIGNMENT COMPLETED	GROVES POLICE DEPARTMENT, GRVS	NO
			Sent To Dispatch- 11/20/2025 21:10:15							Primary	
25-45794	11/21/2025	14:54:55	GROVES POLICE DEPARTMENT	911 HANG UP	[REDACTED]	3701 PURE ATLANTIC ROAD GROVES, TX 77619			ASSIGNMENT COMPLETED	GROVES POLICE DEPARTMENT, GRVS	NO
			Sent To Dispatch- 11/21/2025 14:55:37							Primary	
25-46581	11/27/2025	06:37:37	GROVES POLICE DEPARTMENT	BURG- ALARM(BUS/RES)	[REDACTED]	3701 PURE ATLANTIC ROAD GROVES, TX 77619			CHECKS OK	55 - WHITE, KEVIN	NO
			Sent To Dispatch- 11/27/2025 06:38:28							Primary	
										55 - WHITE, KEVIN	
										Primary	
25-47255	12/03/2025	00:10:25	GROVES POLICE DEPARTMENT	BURG- ALARM(BUS/RES)	[REDACTED]	3701 PURE ATLANTIC ROAD GROVES, TX 77619			CHECKS OK	53 - STANSBURY, MICHAEL	NO
			Sent To Dispatch- 12/03/2025 00:11:32							Primary	
25-49640	12/19/2025	06:39:07	GROVES POLICE DEPARTMENT	BURG- ALARM(BUS/RES)	[REDACTED]	3701 PURE ATLANTIC ROAD GROVES, TX 77619			CHECKS OK	51 - BERRY, JOSHUA	NO
			Sent To Dispatch- 12/19/2025 06:40:12							Primary	
25-50329	12/24/2025	05:03:10	GROVES POLICE DEPARTMENT	BURG- ALARM(BUS/RES)	[REDACTED]	3701 PURE ATLANTIC ROAD GROVES, TX 77619			CHECKS OK	52 - HOWLAND, KEVIN	NO
			Sent To Dispatch- 12/24/2025 05:03:51							Primary	

21 Records Selected

Calls For Service Report - GROVES POLICE DEPARTMENT

Sorted by Call_Number, Call_Date, Call_Time

Call_Date : 01/01/2025 00:00 - 12/31/2025 23:59

Block_Number : 3749, 3749

Street : LINCOLN

AddressCategory : LOCAL ADDRESS

Agency : GROVES POLICE DEPARTMENT

Call Number Case Number	Date	Time	Agency	Call Type	Callers	Address	Zone	District	Disposition	Officer / Unit Role	Racial Profile Data
25-12285	03/29/2025	18:56:57	GROVES POLICE DEPARTMENT	ILLEGAL PARKING	<Caller 1>	3749 LINCOLN AVENUE GROVES, TX 77619			ASSIGNMENT COMPLETED	45 - DOTSON, KYLE	NO
										Primary	
25-16494	04/26/2025	22:43:47	GROVES POLICE DEPARTMENT	NOISE COMPLAINT	<Caller 1>	3749 LINCOLN AVENUE GROVES, TX 77619			QUIETED	51 - BERRY, JOSHUA	NO
										Primary	

2 Records Selected

Calls For Service Report - GROVES POLICE DEPARTMENT

Sorted by Call_Number, Call_Date, Call_Time

Call_Date : 01/01/2025 00:00 - 12/31/2025 23:59

Block_Number : 4343, 4343

Street : LINCOLN

AddressCategory : LOCAL ADDRESS

Agency : GROVES POLICE DEPARTMENT

Call Number Case Number	Date	Time	Agency	Call Type	Callers	Address	Zone	District	Disposition	Officer / Unit Role	Racial Profile Data
25-08038	03/02/2025	00:19:31	GROVES POLICE DEPARTMENT	BUSINESS CHECK	[REDACTED]	4343 LINCOLN GROVES, TX 77619			CHECKS OK	51 - BERRY, JOSHUA Primary JUSTICE, JUSTIN Primary	NO
									CHECKS OK		
25-08551	03/05/2025	10:46:51	GROVES POLICE DEPARTMENT	INFORMATION	[REDACTED]	4343 LINCOLN A GROVES, TX 77619			INFORMATION RECEIVED NO REPORT	53 - STANSBURY, MICHAEL Primary 44 - HANCOCK, ROBERT Secondary	NO
									INFORMATION RECEIVED NO REPORT		

2 Records Selected

Calls For Service Report - GROVES POLICE DEPARTMENT

Sorted by Call_Number, Call_Date, Call_Time

Call Date : 01/01/2025 00:00 - 12/31/2025 23:59

Block_Number : 4700, 4700

Street : TWIN

AddressCategory : LOCAL ADDRESS

Agency : GROVES POLICE DEPARTMENT

Call Number Case Number	Date	Time	Agency	Call Type	Callers	Address	Zone	District	Disposition	Officer / Unit Role	Racial Profile Data
									ASSIGNMENT COMPLETED	SILVA, JOHN	
									Secondary		
25-23349	06/14/2025	18:49:44	GROVES POLICE DEPARTMENT	MINOR ACCIDENT	[REDACTED]	4700 TWIN CITY			SEE REPORT	52 - HOWLAND, KEVIN	NO
25-00628G	Sent To Dispatch- 06/14/2025 18:50:07					GROVES, TX 77619			SEE SUPPLEMENT REPORT	Primary 45 - DOTSON, KYLE	
25-28312	07/21/2025	02:19:20	GROVES POLICE DEPARTMENT	SUSP/ SUBJECT/VEH	[REDACTED]	4700 TWIN CITY			ADVISED	52 - ROWLAND, KEVIN	NO
	Sent To Dispatch- 07/21/2025 02:19:35					GROVES, TX 77619			Primary		
25-29009	07/26/2025	17:39:46	GROVES POLICE DEPARTMENT	SUSP/ SUBJECT/VEH	<Caller 1>	4700 TWIN CITY			UNABLE TO LOCATE	50 - POSS, RICHARD	NO
	Sent To Dispatch- 07/26/2025 17:42:55					GROVES, TX 77619			Primary		
25-84885	11/15/2025	18:10:42	GROVES FIRE DEPARTMENT	EMS REQUESTED	<Caller 1>	4700 TWIN CITY			DEASSIGNED	54 - MILLER, WREN	NO
	Sent To Dispatch- 11/15/2025 18:11:41					GROVES, TX 77619			Primary		
25-49443	12/17/2025	23:34:28	GROVES POLICE DEPARTMENT	911 OPEN LINE	[REDACTED]	4700 TWIN CITY			ADVISED	47 - GUERRERO, RUDY	NO
	Sent To Dispatch- 12/17/2025 23:35:08					GROVES, TX 77619			Primary		

10 Records Selected

Calls For Service Report - GROVES POLICE DEPARTMENT

Sorted by Call_Number, Call_Date, Call_Time

Call_Date : 01/01/2025 00:00 - 12/31/2025 23:59

Block_Number : 4830, 4830

Street : TWIN CITY

AddressCategory : LOCAL ADDRESS

Agency : GROVES POLICE DEPARTMENT

Call Number Case Number	Date	Time	Agency	Call Type	Callers	Address	Zone	District	Disposition	Officer / Unit Role	Racial Profile Data
25-02530	01/22/2025	16:06:35	GROVES POLICE DEPARTMENT	THEFT		4830 TWIN CITY HIGHWAY GROVES, TX 77619			SEE REPORT	44 - HANCOCK, ROBERT	NO
25-00087G	Sent To Dispatch- 01/22/2025 16:07:15								SEE REPORT	Primary 52 - HOWLAND, KEVIN Secondary	
25-06589	02/20/2025	15:52:00	GROVES POLICE DEPARTMENT	MINOR ACCIDENT		4830 TWIN CITY HIGHWAY GROVES, TX 77619			ASSIGNMENT COMPLETED	GROVES POLICE DEPARTMENT, GRVS	NO
	Sent To Dispatch- 02/20/2025 15:53:45									Primary	
25-09569	03/12/2025	14:21:11	GROVES POLICE DEPARTMENT	PUBLIC INTOXICATION		4830 TWIN CITY HIGHWAY GROVES, TX 77619			CHECKS OK	46 - BERGERON, MACIE	NO
	Sent To Dispatch- 03/12/2025 14:23:28								CHECKS OK	Primary 53 - STANSBURY, MICHAEL	
	<Caller 1>								CHECKS OK	Primary 44 - HANCOCK, ROBERT Secondary	
25-10972	03/21/2025	16:22:40	GROVES POLICE DEPARTMENT	MINOR ACCIDENT	<Caller 2>	4830 TWIN CITY HIGHWAY GROVES, TX 77619			SETTLED	53 - STANSBURY, MICHAEL	NO
	Sent To Dispatch- 03/21/2025 16:24:38								SETTLED	Primary 48 - FERRELL, ALEX Secondary	
25-25879	07/09/2025	16:43:26	GROVES POLICE DEPARTMENT	UNATTENDED VEHICLE		4830 TWIN CITY HIGHWAY GROVES, TX 77619			DEASSIGNED	47 - GUERRERO, RUDY	NO
	Sent To Dispatch- 07/09/2025 16:47:29								ADVISED	Primary 47 - GUERRERO, RUDY Primary	
25-51212	12/30/2025	21:14:15	GROVES POLICE DEPARTMENT	911 HANG UP		4830 TWIN CITY HIGHWAY GROVES, TX 77619			ASSIGNMENT COMPLETED	GROVES POLICE DEPARTMENT, GRVS	NO
	Sent To Dispatch- 12/30/2025 21:14:50									Primary	

6 Records Selected

Calls For Service Report - GROVES POLICE DEPARTMENT

Sorted by Call_Number, Call_Date, Call_Time

Call Date : 01/01/2025 00:00 - 12/31/2025 23:59

Block Number : 5600, 5600

Street : 39TH

AddressCategory : LOCAL ADDRESS

Agency : GROVES POLICE DEPARTMENT

Call Number Case Number	Date	Time	Agency	Call Type	Callers	Address	Zone	District	Disposition	Officer / Unit Role	Racial Profile Data
<u>25-06834</u>	02/22/2025	12:15:21	GROVES POLICE DEPARTMENT	TRAFFIC STOP		5600 39TH STREET			CITATION /CHARGES FILED IN MUNICIPAL COURT	41 - PHILLIPS, ROBERT	NO
				Sent To Dispatch- 02/22/2025 12:15:34		GROVES, TX 77619			Primary		
<u>25-35848</u>	09/12/2025	20:37:46	GROVES POLICE DEPARTMENT	UNWANTED SUBJECT		5600 39TH STREET			ASSIGNMENT COMPLETED	51 - BERRY, JOSHUA	NO
				Sent To Dispatch- 09/12/2025 20:40:31		GROVES, TX 77619			Primary		
<u>25-00962G</u>									SEE REPORT	42 - HUDSON, JOHN	
									Primary		
									ASSIGNMENT COMPLETED	52 - SOLIS, GEORGE	
									Primary		

2 Records Selected

Calls For Service Report - GROVES POLICE DEPARTMENT

Sorted by Call_Number, Call_Date, Call_Time

Call_Date : 01/01/2025 00:00 - 12/31/2025 23:59

Block_Number : 5601, 5601

Street : PARKWAY

AddressCategory : LOCAL ADDRESS

Agency : GROVES POLICE DEPARTMENT

Call Number Case Number	Date	Time	Agency	Call Type	Callers	Address	Zone	District	Disposition	Officer / Unit Role	Racial Profile Data
25-21303	05/30/2025	17:57:36	GROVES POLICE DEPARTMENT	RECOVERY/PRO PERTY	[REDACTED]	5601 E PARKWAY GROVES, TX 77619			INFORMATION RECEIVED NO REPORT	60 - WENGER, WESLEY	NO

1 Records Selected

City of Groves
Agenda Item Information Form

Council Meeting Date: Jan 26, 2026 Department: Police Agenda Item No. 10

Title for Item (same as to be placed on Agenda): Hear and deliberate on a Mutual-Aid Agreement for Cooperation on Law Enforcement Efforts between Mid-County Law Enforcement Agencies

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

Submitted to City Manager's Office on: Date: 1/16/26 Time: 8:30 AM By: Marshal

Explanation of Item: See the accompanying January 16, 2026 memo from Marshal Robin.

Deadline for Approval: None.

Staff Recommendation: Staff recommends the City Council approve the Mutual-Aid Agreement for Cooperation on Law Enforcement Efforts between Mid-County Law Enforcement Agencies, as presented.

Alternative (if any) for consideration: _____

Identify any attachments to this document: Memo from Marshal, Mutual-Aid Agreement

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

Signed: Chayfield Date: 1/16/26 Approved: Kimberly D Date: 01/20/26
Department Head City Manager

FUNDING (IF APPLICABLE)

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

PAYMENT REQUEST

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

ACTION TAKEN BY COUNCIL

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

MEMORANDUM TO CITY COUNCIL

To: Kevin Carruth
From: Christopher Robin, City Marshal
Date: January 16th, 2026
Re: Mid-County Mutual Aid Agreement for Law Enforcement



Purpose

The purpose of this memorandum is to request City Council consideration and approval of a proposed multi-agency Mutual-Aid Agreement between the Groves Police Department and neighboring Mid-County law enforcement agencies and their respective cities. The agreement establishes formal guidelines governing interagency cooperation, officer authority, supervision, and liability when officers operate outside their home jurisdictions during coordinated law-enforcement efforts.

Background

For many years, our department has worked closely with surrounding agencies on narcotics investigations, major crimes, traffic enforcement initiatives, vehicle pursuits, special operations, and large-scale events. These cooperative efforts are routine and essential to effective public safety operations in the Mid-County area.

While this cooperation has long existed in practice, Texas law and evolving legal standards increasingly emphasize the importance of clearly documented interagency authority when officers operate outside their primary jurisdiction. This agreement formalizes long-standing operational practices by placing them into a clear, consistent, and legally defensible framework.

The proposed agreement was developed collaboratively with neighboring agencies and is intended to ensure consistency across participating jurisdictions.

Discussion / Key Benefits

The agreement provides the following core benefits:

- Establishes cross-jurisdictional authority for officers engaged in officially coordinated incidents and investigations
- Defines supervision, reporting, evidence handling, and operational responsibility during joint efforts
- Clarifies employment status, liability, and indemnification to protect participating agencies and their personnel
- Enhances officer safety and operational efficiency by eliminating uncertainty during time-sensitive incidents

By adopting this agreement, the City ensures that officers are able to act decisively and lawfully during joint operations, while maintaining clear lines of responsibility and accountability.

Fiscal Impact

There is no financial cost associated with adopting this agreement. Each participating agency remains responsible for its own personnel, equipment, and expenses.

Recommendation

I recommend that the City Council approve the proposed Mutual-Aid Agreement for Cooperation on Law Enforcement Efforts between Mid-County Law Enforcement Agencies and authorize the Mayor to execute the agreement on behalf of the City.

Approval of this agreement will provide legal clarity, support effective regional cooperation, and enhance safety for officers and the communities they serve.

Respectfully submitted,



Christopher Robin
Groves City Marshal

Mutual-Aid Agreement for Regional Law Enforcement Cooperation

4 1. Purpose and Authority.

5 By their authority, the City of Groves and the City of Nederland, through their respective Police
6 Departments (collectively, the "Members"), form a Mutual Aid Agreement (the "Agreement") to
7 assist each other in the protection of their respective communities. The Members shall cooperate
8 and support each other in criminal investigations, law enforcement, and training. The Members
9 intend to extend to the deputies and officers employed by the other municipalities the authority to
10 investigate possible crimes and to make arrests throughout the region or area covered by this
11 Agreement. The Members may also assist the other Members in times of civil emergency.

12 2. Joint Efforts, the Lead Agency, and Cooperation

13 The basic unit of cooperation between agencies under this Agreement is the joint effort.

14 The Lead Agency shall be the agency with jurisdiction over the incident.

15 Each agency will provide reports in a form acceptable to the Office of the District Attorney
16 or City Prosecutor to host a prosecution or other proceedings.

17 3. Supervision

18 For each joint effort, the lead agency will designate a lead deputy/officer. While a
19 deputy/officer is engaged in the actual performance of official duties as part of the joint effort, the
20 deputy/officer will be under the lead deputy/officer's supervision and the higher supervision of the
21 lead deputy/officer's chain of command

22 4. A Deputy's/Officer's Authority and Obligations

23 While performing duties under this Agreement, a deputy/officer may exercise all the
24 authority and fulfill all of the obligations of a peace officer, under the law, within the jurisdictions
25 of all agencies that are Members to this Agreement. This includes the authority to investigate
26 possible or suspected crimes, including traffic violations, and to arrest persons throughout the
27 region or area covered by this Agreement. A deputy's/officer's qualification for office in the
28 deputy's/officer's home jurisdiction constitutes qualification for office with the other agencies that
29 are Members of this Agreement, and no additional cost, bond, or compensation is required.

30 5. Responsibilities

31 a. **Deputies/Officers and Personnel**

32 Despite the personnel and resource commitments in section 2, each agency has the final
33 authority and discretion in assigning its deputies/officers and other personnel or resources to a joint
34 effort. An agency is not obligated to join each joint effort.

35 Each agency will remain the sole employer of all its deputies/officers and employees who
36 participate in efforts under this Agreement. Each agency alone will be responsible for all
37 compensation, benefits, insurance, or coverage for its deputies/officers.

38 Each agency will be responsible for the defense and indemnification of its deputies/officers
39 and employees under its usual insurance or coverage for general liability and law-enforcement
40 claims.

41 A deputy's/officer's or employee's assignment to a specific joint effort, or performance of
42 duties, under this Agreement, will not constitute service to another agency to make the assigned
43 deputy/officer or employee a borrowed servant of another agency.

44 Each agency's deputies/officers and employees will not become, nor act, as the employees,
45 agents, or representatives of another agency. The jurisdictions and agencies will not be joint or co-
46 employed.

47 Each agency alone is responsible for its deputies'/officers' fitness for duty and for taking
48 all acts necessary to maintain its deputies'/officers' licenses and appointments, including training,
49 continuing education, and firearms qualification. Each agency alone is responsible for ensuring
50 that its deputies/officers meet its physical-fitness policies. Each agency alone is responsible for its
51 deputies'/officers' discipline.

52 **b. Vehicles and Equipment**

53 Each agency has the final authority and discretion in assigning its vehicles, equipment, and
54 other resources to a joint effort under this Agreement.

55 Each agency will be responsible for all costs associated with its vehicles and other
56 equipment used in joint efforts, including fuel and maintenance. Each agency alone is responsible
57 for the safekeeping, care, and maintenance of its vehicles and equipment, as well as protecting
58 them with insurance or warranty coverage.

59 **c. Expenses**

60 Each agency will bear all expenses and costs of providing its deputies, vehicles, equipment,
61 supplies, and resources for joint efforts under this Agreement

62 **d. Citations and Cite-and-Release Programs**

63 Each agency will follow state law and its own agency's policies and procedures with
64 respect to any decision to issue a citation in lieu of an arrest. An agency may permit the
65 deputies/officers it assigns to a specific joint effort to follow the policy of the lead agency on the
66 effort in this regard.

67 **8. Policies**

68 Deputies/officers of Member agencies shall follow their agency's policies and procedures.

69 **9. Video and Audio Recordings**

70 Any video or audio recording, such as a recording made by a body-worn camera, in-vehicle
71 camera, or other recording device, will remain the sole property of the agency that owns the camera
72 or recording device.

73 Each agency's policy will require deputies/officers to record all traffic stops, including
74 traffic violations, CMVE stops, stranded-motorist assistance, and vehicle pursuits, and to retain all
75 recordings as potential evidence for a reasonable time and in accordance with applicable law. *See,*
76 *e.g.*, Occupation Code, § 1701.660.

77 The agencies will confer about the handling and public release, if any, of a recording or
78 related information that is, or may be, relevant to a joint effort or incident under this Agreement.
79 *See, e.g.*, Occupation. Code, §§ 1701.661–1701.663; Gov't Code, chapter 552 (Public Information
80 Act); Code of Crim. Proc., art. 2.139 (recordings of arrests for intoxication offenses). The agency
81 owning the recording will provide to the supervisors, deputies, county officials, attorneys, and
82 experts of other Member agencies under this Agreement with reasonable viewing of any relevant
83 recording. **The agency that owns a recording will have the final authority regarding a decision**
84 **to release the recording.**

85 10. **Press and Social Media**

86 The agencies will reasonably cooperate in communicating with the press, issuing press
87 releases, and using social media.

88 11. **Civil Liability**

89 a. **Duties and Risks**

90 Each jurisdiction and agency will be responsible for its own defense and liability—and for
91 those of its Chiefs and Marshals, supervisors, deputies, officers, and other employees—in the event
92 of any claim, dispute, or lawsuit related to a joint effort under this Agreement.

93 If a deputy/officer is a named defendant or other party to a claim or lawsuit related to a
94 joint effort under this Agreement or the deputy's/officer's acts or omissions as part of a joint effort,
95 then the deputy/officer is entitled to the same defense, indemnification, and other services and
96 benefits to which the deputy/officer would be entitled had the claim or lawsuit arisen out of the
97 deputy's/officer's acts or omissions in the deputy's/officer's home jurisdiction in the absence of
98 this Agreement.

99 The agency that assigns a deputy, officer, or other employee to participate in a joint effort
100 under this Agreement will remain solely responsible and liable for the deputy, officer, or
101 employee's actions, omissions, and violations of the law, including violations of statutes, civil
102 rights, and the Tort Claims Act, Civil Practice & Remedies Code, chapter 101.

103 The assigning agency will also be solely responsible and liable for the deputy, officer, or
104 employee's health and safety and for providing workers' compensation, disability, or similar
105 coverage or insurance for the deputy/officer or employee.

106 A Member (including its agency) will not bring a claim or lawsuit against another Member
107 (including its agency) for any type of damage or injury to its personnel or property related to a
108 joint effort under this Agreement. In the event that a Member brings an action against another
109 Member in violation of this paragraph and a court or other authority determines that the Member
110 is liable for any type of damage or injury to another Member's personnel or property related to a
111 joint effort, then the Member who is the beneficiary of the determination, agrees to indemnify, and
112 hold harmless, the other Member(s) for the type and amount of liability determined. This paragraph
113 does not prevent a city from fully litigating the question of proportionate responsibility or liability,
114 especially as it may arise in the proceedings on a claim by a person who is not a party to this
115 Agreement.

116 A Member will not request reimbursement from another Member for compensation or
117 other benefits paid to the county's deputies, officers, or employees, including under Tex. Local
118 Gov't Code § 362.003(c). Nonetheless, if a Member provides another Member with emergency
119 assistance under Tex. Local Gov't Code § 362.002(a), then the Member may request
120 reimbursement from the other under section Texas Local Gov't Code § 362.003(c).

121 "Person" means all legal entities, including an individual, corporation, or other artificial
122 entity, state or federal government, a governmental department or agency, or a political
123 subdivision.

124 "Claim or lawsuit" means any type of claim, including a demand, dispute, or claim in a
125 lawsuit, arbitration, or other proceeding.

126 "Any type of damage or injury" means all types of damages and injuries, regardless of
127 nature, including property damage, personal injury, civil-rights violation, economic loss, and loss
128 or infringement of privacy, intellectual-property, or contract rights. In the context of a duty to be
129 responsible for liability or to indemnify or hold harmless, "damage" and "liability" also include
130 attorneys' fees and costs, including expert and other litigation costs.

131 The terms "acts or omissions" should be interpreted broadly to include all manner of
132 actionable conduct, including intentional acts or omissions, gross negligence, negligence,
133 inadvertence, and other acts or omissions sufficient for liability.

134 Phrases like "claim," "any type of damage," "any type of injury," and "related to" do not
135 require a determination before a related duty applies or is triggered and should be interpreted
136 broadly as if they read "alleged claim," any type of "alleged damage" or "alleged injury," or
137 "allegedly related to, or arising out of, in whole or in part."

138 b. **Cooperation**

139 Each Member will reasonably cooperate with the other Members in defending a claim or
140 lawsuit, including providing access to, and copies of, documents or data, evidence, reports, or
141 recordings, and access to witnesses or other persons with discoverable knowledge, such as
142 deputies, officers, employees, or other persons under the Member's supervision or control. The
143 agencies will also enter into a joint defense agreement where appropriate to protect confidential
144 information.

145 No Member waives any immunity, heightened liability requirement, liability limit, or
146 liability cap available under any law or statute, including the Texas Tort Claims Act, Civil Practice
147 & Remedies Code, chapter 101, or other applicable state or federal law.

148 c. **Limitation of Extraordinary Remedies**

149 Each Member is entitled only to its benefit of the bargain under this Agreement. The
150 Members are not liable to each other for consequential, incidental, indirect, special, punitive, or
151 exemplary damage or damage that arises from special circumstances. This provision does not
152 affect either party's rights to a defense or indemnification, or any other amount under section 11.

153 12. **Records**

154 Each Member will maintain the required records for its participation in activities under this
155 Agreement, including reports required for motor-vehicle stops, *see* Code of Crim. Proc.,
156 art. 2.133–2.135, 2.139, and incident-based crime statistics, *see* Gov't Code, § 411.054.

157 The Members will reasonably cooperate on exchanging information or keeping joint
158 records of their activities under this Agreement. A Member will reasonably cooperate with the
159 others in responding to audits.

160 13. **New Members**

161 Upon written approval by the then-current Members to this Agreement, a new county
162 and/or city and its agency may join the mutual aid created by this Agreement by a resolution or
163 order of its governing body, within the meaning of section Tex. Local Gov't Code § 362.002(b),
164 which agrees to the terms of this Agreement in a form substantially similar to that in Exhibit "A,"
165 including execution by an authorized representative of the new county or city.

166 14. **Other**

167 a. **Term**

168 This Agreement shall become effective on the date when the second party executes the
169 Agreement. The Agreement's first term will end on November 1, 2026, and will automatically
170 renew for successive two-year terms every two (2) years thereafter on November 1 of the
171 applicable year), unless otherwise terminated or notice of nonrenewal is provided by any Member.

172 b. **Withdrawal and Termination**

173 A Member may withdraw or terminate their participation in this Agreement for any reason
174 by providing the other parties with thirty (30) days' written notice. Withdrawal or termination of
175 this Agreement does not affect a withdrawing Member's obligations to be the employer of its own
176 deputies/officers and personnel, to be responsible for its own expenses, or to be responsible for its
177 obligations under section 11. For so long as at least two (2) cities and/or counties are Members of
178 this Agreement, this Agreement will remain effective between those Members.

179 c. **Notice, Opportunity to Cure, Alternative Dispute Resolution**

180 If a Member believes that another Member has not complied with a duty under this
181 Agreement or has a dispute related to a joint effort, then the Member will notify the other
182 Member(s) in writing of the default and/or dispute, and the parties will attempt to resolve the
183 dispute. The parties agree that they shall provide a reasonable time for such attempted informal
184 resolution, as reasonably determined under the circumstances.

185 Before a Member may file a claim or lawsuit, the Members must meet in person in an
186 informal conference to attempt to resolve the dispute(s). If the parties are unable to resolve the
187 dispute(s), the Members will submit the dispute(s) to mediation as set out in section Tex. Civ.
188 Practice & Rem. Code §154.023. Information exchanged and communicated will be confidential
189 under sections Tex. Civ. Practice & Rem. Code §§ 154.053 and 154.073 and Tex. and Tex. Gov't
190 Code § 2009.054.

191 This section does not affect a Member's right to file a claim in a lawsuit or proceeding
192 initiated by a person who is not a party to this Agreement. If a Member files a claim in
193 contravention of this section, a court or other authority may stay the case or proceeding to permit
194 the Members to comply with this provision.

195 d. **Notices**

196 A party may send a written notice under this Agreement by email or U.S. Postal
197 Service, Certified Mail, to:

198	Marshal Christopher Robin	Chief Rod Carroll
199	City of Groves	City of Nederland
200	4201 Main Ave	1400 Boston Ave
201	Groves, Texas 77619	Nederland, Texas 77627
202	409.962.0244	409.723.1525

203 A party may change the address or individual for notice by providing such change to the
204 other Members, which will be effective three (3) days after such notice.

205 e. **Interpretation**

206 In general, this Agreement should be interpreted: (a) to extend to the deputies/officers from
207 each Member the authority to enforce all applicable laws in all cities who are Members of this
208 Agreement, including the authority to investigate possible or suspected crimes and to arrest
209 persons; (b) so that each Member is responsible for its own chiefs, officers, deputies, and other
210 employees and agents, as well as its own vehicles, equipment, and resources, including, being
211 responsible for paying all of their compensation of whatever nature and for being responsible for
212 any liability arising from their conduct; and (c) so that the Members share the costs and benefits
213 of joint efforts equitably throughout the term of this Agreement.

214 If any part of this Agreement is held to be invalid, illegal, or unenforceable in any
215 respect, such determination shall not affect any other provision of this Agreement, and this
216 Agreement shall then be construed as if the invalid, illegal, or unenforceable provision had not

219 been included in this Agreement. Further, the failure of either party in any one or more
220 instances to insist upon strict performance of any of the terms and provisions of this Agreement
221 or to exercise any option herein conferred shall not be construed as a waiver or relinquishment
222 to any extent of the right to assert or rely upon any such terms, provisions, or options on any
223 future occasion

224 f. **Governing Law**

225 This Agreement is governed by and is to be construed and enforced in accordance with the
226 laws of the State of Texas and of the United States. The parties agree and consent to the jurisdiction
227 of and venue in the District Courts of Jefferson County, Texas, and of the United States District
228 Court for the Eastern District of Texas, and acknowledge that such courts shall constitute proper
229 and convenient forums for the resolution of any actions among the parties with respect to the
230 subject matter hereof.

231 g. **Entirety**

232 This Agreement constitutes the full and complete Agreement of the parties, and all other
233 prior and/or contemporaneous Agreements between the parties have been merged herein. Any
234 future amendment of this Agreement shall be in writing and shall require the written consent of
235 both parties.

236 h. **Headings.** All section headings or other titles used in this Agreement are used
237 solely for convenience and shall not affect or be used in connection with the interpretation or
238 construction of this Agreement.

239 i. **Amendments.** This Agreement may be changed or modified at the request of a
240 Member, provided all parties agree to the requested change, and a written amendment or
241 modification of this Agreement is prepared and executed by the parties.

242 j. **Assignment:** A Member may not assign or transfer its interest in this Agreement
243 without the written consent of the other Members.

244 15. **Definitions**

245 a. Each city's **authority** under chapter 362 of the Local Government Code refers to
246 the authority to form a mutual-aid law-enforcement task force under section Tex. Local Gov't
247 Code §362.002(b). Where the conditions for an emergency are met, the cities also intend to draw
248 on their authority under section 362.002(a). *See Tex. Att'y Gen. Op. No. JC-0532, at 1 (2002)*
249 (concluding that subsections (a) and (b) operate independently).

250 b. References to **Codes**, such as the Local Government Code, Code of Criminal
251 Procedure, Civil Practice & Remedies Code, Government Code, Occupations Code, and Penal
252 Code, are to these Texas Codes.

253 c. **Deputy, law-enforcement officer, or officer** means a licensed peace officer under
254 article 2.12 of the Code of Criminal Procedure or section 362.001(2) of the Local Government
255 Code, including a deputy, city police officer, and city marshal. Generally, the parties expect

256 deputies or officers who hold a permanent peace officer's license to participate in joint efforts
257 under this Agreement. But a city or county may assign a deputy/officer who holds another license
258 or who serves under an appointment as a reserve deputy/officer under Tex. Local Gov't Code §
259 85.004.

260 d. The phrase "**all tasks related to a joint effort**" includes training, making
261 appropriate reports to TCOLE, investigating possible crimes, conducting surveillance, applying
262 for warrants, conducting searches, issuing citations, arresting persons, seizing vehicles or property,
263 taking custody of arrested persons and observing their rights, handling seized vehicles or property,
264 preparing reports, keeping records, handling evidence, providing testimony or evidence,
265 cooperating in prosecutions or other proceedings, and cooperating in audits or reviews.

266 f. The phrase "**cooperate in taking custody of arrested persons and meeting the
267 legal obligations for presenting the person before a magistrate**" means taking custody of
268 arrested persons and meeting the obligations set out in provisions like articles 14.03(d),
269 14.03(g)(3), 14.06, 15.06, 15.08, 15.16–15.20 of the Code of Criminal Procedure and Tex. Local
270 Gov't Code § 362.002(c).

271 g. The phrase "**exercise all of the authority and fulfill all of the obligations of a
272 peace officer**" includes (i) preserving the peace, preventing or suppressing crime, and summoning
273 aid, (ii) enforcing all laws applicable to or in the cities, including chapter 644 of the Transportation
274 Code, (iii) investigating suspected or possible crimes, including traffic violations, (iv) pursuing
275 persons and vehicles, (v) stopping and searching persons, vehicles, trailers, containers, and other
276 property with and without warrants, (vi) issuing citations, including citations for traffic violations,
277 (vii) conducting surveillance, (viii) applying for warrants, (ix) serving or executing warrants,
278 writs, or other processes, (x) arresting persons, (xi) using force, (xii) seizing vehicles or other
279 property, (xiii) initiating or participating in forfeiture proceedings, and (xiv) assisting in the
280 prosecution of criminal cases, forfeiture proceedings, or other proceedings. *See* Code of Criminal
281 Procedure; Tex. Local Gov't Code, § 85.004(d); Penal Code, chapter 9; Transportation Code, title
282 7, subtitle C (rules of the road), and subtitle F (commercial motor vehicles); 37 Tex. Admin. Code,
283 Part 1, chapter 4 (commercial vehicle regulations); Occupations Code, chapter 1701; Tex. Civ.
284 Practice & Rem. Code, chapters 34 and 61–66; and the Texas Rules of Civil Procedure.

285 h. The phrase "**all compensation, benefits, and insurance or coverage**" means all
286 forms of compensation, including employment-related benefits or rights under the FLSA or civil-
287 service rules, if any, including salary, overtime, and other benefits; pension contributions or
288 payments; workers compensation payments or benefits; disability payments; medical-expense
289 payments; uniform, firearm, and equipment allowances; insurance or other coverage to its
290 employees and deputies; and all forms of vacation or leave time, including paid time off,
291 compensatory time, and FMLA leave. The clause is designed to meet the requirements of Tex.
292 Gov't Code §362.002(b), and includes all rights and benefits set out in section Tex. Gov't Code
293 §362.003(b).

294 i. **Lead Agency** is the agency with the primary responsibility and authority for a
295 specific joint effort. The agencies that are Members of a joint effort will designate the lead agency
296 for the joint effort.

297 j. **Host Agency** is the agency that, in the absence of this Agreement, would have state-
298 law authority over the city or county where a specific event, such as a traffic stop, a search, an
299 arrest, or a seizure, occurs. Also, one city may be the Lead Agency in a particular joint effort, while
300 another agency is the Host Agency with respect to a particular event.

301 k. **Home Agency** is the agency that regularly employs a particular deputy/officer and
302 carries the deputy's/officer's regular appointment or commission under section Tex. Local Gov't
303 Code §85.003. If a deputy/officer has a regular appointment under Tex. Local Gov't Code §85.003
304 in one jurisdiction and a reserve appointment under Tex. Local Gov't Code §85.004 in another
305 jurisdiction; then, the deputy's or officer's home agency is the one that carries the deputy's or
306 officer's regular appointment.

307 l. **Region** and **area** mean the geographic or jurisdictional area in which a deputy or
308 officer may exercise the authority set out in section 4 of this Agreement, as "region" is used in
309 Tex. Local Gov't Code §362.002(b) and as "area" is used in Tex. Gov't Code §362.002(c).

310 m. **TCOLE** means the Texas Commission on Law Enforcement under Chapter 1701
311 of the Occupations Code.

312 n. The phrase "**any decision to issue a citation in lieu of an arrest**" refers to citation
313 options set out in statutes, such as article 14.06(b), (c), and (d) of the Code of Criminal Procedure.
314 In light of House Bill 2391, 80th Texas Legislature, R.S. (2007), which amended article 14.06.

315 o. **Vehicles and equipment** mean the motor vehicles and other equipment used by
316 the agency in the performance of its duties. Vehicles and equipment may include, without
317 limitation, SUVs, sedans, motorcycles, canines, density meters, automated license-plate readers,
318 crime-scene reconstruction or analysis equipment, equipment for rapid DNA analysis, gun
319 scanners, and UASs (unmanned aerial systems) or drones.

320
321 AGREED TO:

322
323 CITY OF Groves

324
325 _____
326 Mayor Chris Borne Date
327 3947 Lincoln Avenue
328 Groves, TX 77619

City of Groves

Council Meeting Date: 1/26/2026 Department: City Manager Agenda Item No. 1

Title for Item (same as to be placed on Agenda): Deliberate and act to proclaim April as Fair Housing Month.

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

Submitted to City Manager's Office on: Date: 1/15/26 Time: 2:00 p.m. By: C. THIBODEAUX

Explanation of Item: CDBG funds require grantees to prohibit discrimination (race, color, national origin, sex, disability, familial status, religion) and to "Affirmatively further Fair Housing." Proclaiming April as Fair Housing Month is one action to further fair housing.

Deadline for Approval: 1/26/26

Staff Recommendation: Staff recommends the City Council proclaim April as Fair Housing Month, as presented.

Alternative (if any) for consideration: None – required for grant.

Identify any attachments to this document: Proclamation

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

Signed: _____ Date: _____ Approved: Kathy V Date: 01/20/26
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, Texas

Office of the Mayor

PROCLAMATION

WHEREAS, Title VIII of the Civil Rights Act of 1968, as amended, prohibits discrimination in housing and declares it a national policy to provide, with constitutional limits, for fair housing in the United States; and

WHEREAS, the principle of Fair Housing is not only national law and national policy, but a fundamental human concept and entitlement for all Americans; and

WHEREAS, the National Fair Housing Law, during the month of April, provides an opportunity for all Americans to recognize that complete success in the goal of equal housing opportunity can only be accomplished with the help and cooperation of all Americans.

NOW, THEREFORE, WE, the City Council of the City of Groves, do proclaim April as Fair Housing Month in the City of Groves and do hereby urge all citizens of this locality to become aware of and support the Fair Housing Law.

“Fair Housing Month”

Passed and adopted by the City of Groves, State of Texas, on the 26th day of January, 2026.

Chris Borne, Mayor

ATTEST:

Clarissa Thibodeaux, City Clerk

City of Groves
Agenda Item Information Form

Council Meeting Date: 1/26/2026 Department: City Manager Agenda Item No. 12

Title for Item (same as to be placed on Agenda): Deliberate and act on Resolution 2026-03, authorizing signatories for the GLO Resilient Communities Program Grant (23-160-138-F544).

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

Submitted to City Manager's Office on: Date: 1/15/26 Time: 11:25 a.m. By: C. THIBODEAUX

Explanation of Item: Designating signatories is needed to process paperwork throughout the life of the Grant.

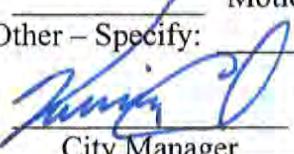
Deadline for Approval: 1/26/26

Staff Recommendation: Staff recommends the City Council adopt Resolution 2026-03 authorizing the Mayor and City Manager as signatories for the GLO Resilient Communities Program Grant, as presented.

Alternative (if any) for consideration: None.

Identify any attachments to this document: Resolution 2026-03.

Specific Council Action Requested: None (Information item only) Motion X
Ordinance – Number _____ Resolution – Number 2026-03 Other – Specify: _____

Signed: _____ Date: _____ Approved:  Date: 01/20/26
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. 2026-03

CITY OF GROVES, TEXAS

A RESOLUTION BY THE CITY OF GROVES DESIGNATING
AUTHORIZED SIGNATORIES FOR CONTRACTUAL
DOCUMENTS AND DOCUMENTS FOR REQUESTING
FUNDS PERTAINING TO THE COMMUNITY DEVELOPMENT
BLOCK GRANT – MITIGATION, (CDBG-MIT) GENERAL
LAND OFFICE (GLO) STATE CONTRACT NUMBER 23-160-131-F509

11 **WHEREAS**, City of Groves has received a Community Development Block Grant – Mitigation award to
12 provide Planning Activities; and

13 **WHEREAS**, it is necessary to appoint persons to execute contractual documents and documents
14 requesting funds from the Texas General Land Office and;

16 **WHEREAS**, an original signed copy of the CDBG-MIT Depository/Authorized Signatories Designation
17 Form is to be submitted with a copy of this Resolution, and;

18 **WHEREAS**, City of Groves acknowledges that in the event that an authorized signatory changes
19 (elections, illness, resignations, etc.) the following will be required:

- a resolution stating the new authorized signatory (A new resolution is not required if this original resolution names only the title and not the name of the signatory); and
 - a revised CDBG-MIT *Depository/ Authorized Signatories Designation Form*.

23 NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF GROVES, TEXAS, AS FOLLOWS:

25 SECTION 1: The Mayor and City Manager be authorized to execute contractual documents between the
26 Texas General Land Office and the City for the Community Development Block Grant - Mitigation.

27 SECTION 2: The Mayor and City Manager be authorized to execute the *State of Texas Purchase Voucher*
28 and *Request for Payment Form* documents required for requesting funds approved in the Community
29 Development Block Grant - Mitigation.

31 SECTION 3: The City Manager be authorized to execute environmental review and related documents
32 as the responsible entity (RE) for the Community Development Block Grant – Mitigation.

36 PASSED AND APPROVED BY THE CITY OF GROVES, TEXAS, on _____, 2026.

38 APPROVED:

41 Mayor

43 ATTEST:

46 City Secretary

City of Groves
Agenda Item Information Form

Council Meeting Date: 1/26/2026 Department: City Manager Agenda Item No. 13

Title for Item (same as to be placed on Agenda): Deliberate and act on Resolution 2026-04, to adopt the required CDBG Civil Rights policies.

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

Submitted to City Manager's Office on: Date: 1/15/26 Time: 11:25 a.m. By: C THIBODEAUX

Explanation of Item: CDBG funds require grantees to prohibit discrimination (race, color, national origin, sex, disability, familial status, religion). The proposed Resolution adopts policies and procedures that prohibit discrimination.

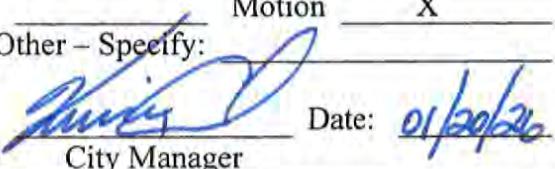
Deadline for Approval: 1/26/26

Staff Recommendation: Staff recommends the City Council adopt Resolution 2026-04 regarding Civil Rights, as presented.

Alternative (if any) for consideration: None – required for grant.

Identify any attachments to this document: Resolution 2026-04.

Specific Council Action Requested: None (Information item only) Motion X
Ordinance – Number _____ Resolution – Number 2026-04 Other – Specify: _____

Signed: _____ Date: _____ Approved:  Date: 01/20/26
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. 2026-04
CITY OF GROVES, TEXAS

Whereas, City of Groves, Texas, (hereinafter referred to as "City of Groves") has been awarded a Community Development Block Grant – Mitigation (CDBG-MIT) grant from the Texas General Land Office (hereinafter referred to as "GLO");

Whereas, City of Groves, in accordance with Section 109 of the Title I of the Housing and Community Development Act. (24 CFR 6); the Age Discrimination Act of 1975 (42 U.S.C. 6101-6107); and Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and for construction contracts greater than \$10,000, must take actions to ensure that no person or group is denied benefits such as employment, training, housing, and contracts generated by the CDBG-MIT activity, on the basis of race, color, religion, sex, national origin, age, or disability;

Whereas, City of Groves, in consideration for the receipt and acceptance of federal funding for the Contract, agrees to comply with all federal rules and regulations including those rules and regulations governing citizen participation and civil rights protections;

Whereas, City of Groves, in accordance with Section 3 of the Housing and Urban Development Act of 1968, as amended, and 24 CFR Part 135 is required, to the greatest extent feasible, to provide training and employment opportunities to lower income residents and contract opportunities to businesses in the CDBG-MIT project area;

Whereas, City of Groves, in accordance with Section 104(1) of the Housing and Community Development Act, as amended, and State's certification requirements at 24 CFR 91.325(b)(6), must adopt an excessive force policy that prohibits the use of excessive force against non-violent civil rights demonstrations;

Whereas, City of Groves, in accordance with Executive Order 13166, must take reasonable steps to ensure meaningful access to services in federally assisted programs and activities by persons with Limited English Proficiency (LEP) and must have an LEP plan in place specific to the locality and beneficiaries for each CDBG-MIT project;

Whereas, City of Groves, in accordance with Section 504 of the Rehabilitation Act of 1973, does not discriminate on the basis of disability and agrees to ensure that qualified individuals with disabilities have access to programs and activities that receive federal funds; and

Whereas, City of Groves, in accordance with Section 808(e)(5) of the Fair Housing Act (42 USC 3608(e)(5)) that requires HUD programs and activities be administered in a manner affirmatively to further the policies of the Fair Housing Act, agrees to conduct at least one activity during the contract period, to affirmatively further fair housing;

48 Whereas, City of Groves, has designated an overseer and will maintain
49 written standards of conduct covering conflicts of interest and governing the
50 actions of its employees engaged in the selection, award and administration
51 of contracts.

52 NOW, THEREFORE, BE IT RESOLVED BY The City of Groves, TEXAS,
53 THAT City of Groves ADOPTS THE FOLLOWING:

- 54
- 55 1. Citizen Participation Plan and Grievance Procedures;
 - 56 2. Excessive Force Policy;
 - 57 3. Section 504 Policy and Grievance Procedures;
 - 58 4. Code of Conduct Policy;

- 59 5. Fair Housing Policy; and
60 6. Section 3 Policy.

61
62
63 The City of Groves affirms its commitment to conduct a project-specific
64 analysis and take all appropriate action necessary to comply with program
65 requirements for the following:

- 66 1. Limited English Proficiency (LEP) Standards Plan; and
67 2. Affirmatively Further Fair Housing

68
69
70
71 Passed and approved this _____ day of _____, 2026.

72 _____
73 Signature of Elected Official
74 City of Groves

Chris Borne
Printed Name of Elected Official

75 **GROVES**
76 **CITIZEN PARTICIPATION PLAN**
77 **TEXAS GENERAL LAND OFFICE (GLO)**
78 **COMMUNITY DEVELOPMENT BLOCK GRANT – MITIGATION (CDBG-MIT)**

79 **COMPLAINT PROCEDURES**

81 These complaint procedures comply with the requirements of the Texas
82 General Land Office's Community Development Block Grant – Mitigation
83 (CDBG-MIT) and Local Government Requirements found in 24 CFR
84 §570.486 (Code of Federal Regulations). Citizens can obtain a copy of
85 these procedures at Groves offices, 3947 Lincoln Ave, Groves, TX 77619
86 (Address), (409) 543-7625 (Phone), during regular business hours.

88 Below are the formal complaint and grievance procedures regarding the
89 services provided under the CDBG-MIT project.

- 90 1. A person who has a complaint or grievance about any services or
91 activities with respect to the CDBG-MIT project(s), whether it is a
92 proposed, ongoing, or completed CDBG-MIT project(s), may during
93 regular business hours submit such complaint or grievance, in
94 writing to the Mayor of Groves at 3947 Lincoln Ave, Groves, TX
95 77619 or may call (409) 543-7625.
- 97 2. A copy of the complaint or grievance shall be transmitted by the
98 Mayor to the entity that is the subject of the complaint or grievance
99 and to the City Attorney within five (5) working days after the date
100 of the complaint or grievance was received.
- 102 3. The Mayor shall complete an investigation of the complaint or
103 grievance, if practicable, and provide a timely written answer to
104 person who made the complaint or grievance within ten (10) days.
- 105 4. If the investigation cannot be completed within ten (10) working
106 days per 3. above, the person who made the grievance or
107 complaint shall be notified, in writing, within fifteen (15) days
108 where practicable after receipt of the original complaint or
109 grievance and shall detail when the investigation should be
110 completed.
- 112 5. If necessary, the grievance and a written copy of the subsequent
113 investigation shall be forwarded to the CDBG-MIT for their further
114 review and comment.
- 115 6. If appropriate, provide copies of grievance procedures and
116 responses to grievances in both English and Spanish, or other
117 appropriate language.

120 **TECHNICAL ASSISTANCE**

121
122 When requested, the City shall provide technical assistance to groups that
123 are representative of persons of low- and moderate-income in developing
124 proposals for the use of CDBG-MIT funds. The City, based upon the
125 specific needs of the community's residents at the time of the request,
126 shall determine the level and type of assistance.

127
128 PUBLIC OUTREACH EFFORTS

129 In instances of a change in scope or impact to beneficiaries that result in a
130 15% increase or decrease in quantities, a 25% variance in number of
131 beneficiaries, addition or subtraction of a targeted beneficiary area, or
132 addition or subtraction of a HUD activity, the City shall provide for
133 reasonable public notice, appraisal, examination and comment on the
134 activities proposed for the use of CDBG-MIT funds. These efforts shall
135 include:

- 136 1. Provide for and encourage citizen participation, particularly by
137 low and moderate income persons who reside in slum or
138 blighted areas and areas in which CDBG-MIT funds are
139 proposed to be used;
- 140 2. Ensure that citizens will be given reasonable and timely access
141 to local meetings, information, and records relating to an
142 entity's proposed and actual use of CDBG-MIT funds;
- 143 3. Furnish citizens information, including but not limited to:
 - 144 a) the amount of CDBG-MIT funds expected to be made available
 - 145 b) the range of activities that may be undertaken with the CDBG-MIT
146 funds
 - 147 c) the estimated amount of the CDBG-MIT funds
148 proposed to be used for activities that will meet the
149 national objective of benefit to low and moderate
150 income persons
 - 151 d) if applicable, the proposed CDBG-MIT activities likely to
152 result in displacement and the entity's anti-
153 displacement and relocation plan;
- 154 4. Provide citizens with reasonable advance notice of, and
155 opportunity to comment on, proposed activities in an
156 application to the state and, for grants already made, activities
157 which are proposed to be added, deleted, or substantially
158 changed from the entity's application to the state. Substantially
159 changed means changes made in terms of purpose, scope,
160 location, or beneficiaries as defined by criteria established by
161 the state. Additional criteria may include:
 - 162 a) A variance in quantity (ies) by more than 15%;
 - 163 b) A variance in total beneficiaries by more than 25%;
 - 164 c) Addition or deletion of a defined target benefit area;
 - 165 d) Addition or deletion of a HUD activity (ex. water improvements,
166 sewer improvements);

167 or

 - 168 e) Addition of acquisition activities or activity within a floodplain or
169 floodway
- 170 5. These outreach efforts may be accomplished through one or more of the
171 following methods:
 - 172 a) Publication of notice in a local newspaper—a published
173 newspaper article may be used so long as it provides

- 177 sufficient information regarding program activities and
178 relevant dates;
- 179 b) Notices prominently posted in public buildings and
180 distributed to local Public Housing Authorities and other
181 interested community groups;
- 182 c) Posting of notice on the local entity website (if available);
- 183 d) Public Hearing; or
- 184 e) Individual notice to eligible cities and other entities as
185 applicable using one or more of the following methods:
186 i. Certified mail
187 ii. Electronic mail or fax
188 iii. First-class (regular) mail
189 iv. Personal delivery (e.g., at a Council of Governments [COG]
190 meeting).

191

192 PUBLIC HEARING PROVISIONS

193 For each public hearing scheduled and conducted by a CDBG-MIT
194 applicant or recipient, the following public hearing provisions shall be
195 observed:

- 196 1. Public notice of any hearings must be published at least
197 seventy-two (72) hours prior to the scheduled hearing. The
198 public notice must be published in a local newspaper. Each
199 public notice MUST include the DATE, TIME, LOCATION and
200 TOPICS to be considered at the public hearing. A published
201 newspaper article may also be used to meet this requirement
202 so long as it meets all content and timing requirements.
203 Notices should also be prominently posted in public buildings
204 and distributed to local Public Housing Authorities and other
205 interested community groups.
- 206 2. Each public hearing shall be held at a time and location
207 convenient to potential or actual beneficiaries and will include
208 accommodation for persons with disabilities. Persons with
209 disabilities must be able to attend the hearings and an applicant
210 must make arrangements for individuals who require auxiliary
211 aids or services if contacted at least two (2) days prior to each
212 hearing.
- 213 3. When a significant number of non-English speaking residents
214 are part of the potential service area of the TxCDBG project,
215 vital documents such as notices should be published in the
216 predominant language of these non-English speaking citizens.
- 217 4. When a significant number of non-English speaking residents
218 can be reasonably expected to participate in a public hearing,
219 an interpreter should be present to accommodate the needs of
220 the non-English speaking residents.
- 221 5. City may conduct a public hearing via webinar if they also
222 follow the provisions above. If the webinar is used to conduct a
223 public hearing, a physical location with associated reasonable
224 accommodations must be made available for citizens to
225 participate so as to ensure that those individuals without
226 necessary technology are able to participate.
- 227 6. If applicable, the locality must retain documentation of the
228 hearing notice(s), attendance lists, minutes of the hearing(s),
229 and any other records concerning the actual use of funds for a
230 period of three years after the project is closed out. Such
231 records must be made available to the public in accordance
232 with Chapter 552, Government Code.

233 Chris Borne, Mayor

239 Signature

240

241

242

243 Date

Name, Title

DRAFT

244 **GROVES**

245 **PLAN DE PARTICIPACIÓN CIUDADANA**

246 **PROGRAMA DE RECUPERACIÓN DE DESASTRES EN**

247 **ASIGNACIONES EN BLOQUES DE DESARROLLO COMUNITARIO -**

248 **MITIGACIÓN, (CDBG-MIT)**

249 **PROCEDIMIENTOS DE QUEJA**

251 Estos procedimientos de queja cumplen con los requisitos del La Oficina
252 General de Tierras de Texas de Recuperación de Desastres en
253 Asignaciones en Bloques de Desarrollo Comunitario Mitigación, (CDBG-MIT)
254 y los requisitos del gobierno local de Texas que se encuentran en 24 CFR
255 §570.486 (Código de Regulaciones Federales). Los ciudadanos pueden
256 obtener una copia de estos procedimientos en Groves, 3947 Lincoln Ave,
257 Groves, TX 77619 (Dirección postal), (409) 543-7625, (teléfono) durante el
258 horario de oficina.

259 A continuación se presentan los procedimientos formales de quejas y
260 reclamos relacionados con los servicios prestados en el marco del proyecto
261 CDBG-MIT.

- 263 1. Una persona que tiene una queja o reclamo sobre cualquier
264 servicios o actividad en relación con el proyecto CDBG-MIT, ya
265 sea un proyecto propuesto, en curso o completado de CDBG-MIT,
266 pueden durante las horas regulares presentar dicha queja o
267 reclamo, por escrito al Mayor, a Groves, 3947 Lincoln Ave,
268 Groves, TX 77619, o por llamada al (409) 543-7625.
- 270 2. Una copia de la queja o reclamo se transmitirá por Mayor a la
271 entidad que es encargada de la queja o reclamo y al Abogado de
272 la Ciudad dentro de los cinco (5) días hábiles siguientes a la fecha
273 de la queja o día que el reclamo fue recibida.
- 275 3. Mayor completará una investigación de la queja o reclamo, si es
276 posible, y dará una respuesta oportuna por escrito a la persona
277 que hizo la queja o reclamo dentro de los diez (10) días.
- 278 4. Si la investigación no puede ser completada dentro de diez (10)
279 días hábiles, la persona que hizo la queja o reclamo será
280 notificada, por escrito, dentro de los quince (15) días cuando sea
281 posible después de la entrega de la queja original o reclamo y
282 detallará cuando se deberá completar la investigación.
- 284 5. Si es necesario, la queja y una copia escrita de la investigación
285 posterior se remitirán a la CDBG-MIT para su posterior revisión y
286 comentarios.
- 287 6. Se proporcionara copias de los procedimientos de queja y las
288 respuestas a las quejas, tanto en inglés y español, u otro lenguaje
289 apropiado.

290
291 ASISTENCIA TÉCNICA

292 Cuando se solicite, la Ciudad proporcionará asistencia técnica a los grupos
293 que son representantes de las personas de ingresos bajos y moderados en
294 el desarrollo de propuestas para el uso de los fondos CDBG-MIT. la Ciudad,
295 basándose en las necesidades específicas de los residentes de la comunidad
296 en el momento de la solicitud, deberá determinar el nivel y tipo de asistencia.

297 ESFUERZOS PUBLICOS

298
299 En casos de un cambio en el alcance o impacto para los beneficiarios que resulte en
300 un aumento o

301 disminución del 15% en las cantidades, una variación del 25% en el
302 número de beneficiarios, aumento o disminución de un área beneficiaria
303 específica, o suma o resta de una actividad de HUD, la Ciudad
304 proporcionará un aviso público razonable para la evaluación,
305 examinación y comentarios sobre las actividades propuestas para el uso
306 de fondos de CDBG-MIT. Estos esfuerzos incluirán:

- 307 1. Proveer y fomentar la participación ciudadana, en
308 particularmente por personas de ingresos bajos y moderados
309 que residen en áreas marginales o deterioradas y áreas en las
310 cuales se proponen utilizar fondos de CDBG-MIT;
- 311 2. Asegurar que los ciudadanos tendrán acceso razonable y
312 oportuno a las reuniones locales, información y registros
313 relacionados con el uso propuesto y real de fondos de CDBG-
314 MIT por parte de la entidad;
- 315 3. Proporcionar información a los ciudadanos, incluyendo pero no limitado a:
 - 316 a) la cantidad de fondos CDBG-MIT que se espera estén disponibles
 - 317 b) la gama de actividades que se pueden emprender con los fondos
318 CDBG-MIT
 - 319 c) La cantidad estimada de los fondos CDBG-MIT que se
320 propone utilizar para actividades que cumplan el
321 objetivo nacional de beneficio para personas de
322 ingresos bajos y moderados
 - 323 d) si corresponde, las actividades propuestas de CDBG-
324 MIT que puedan resultar en desplazamiento y el plan
325 de anti-desplazamiento y reubicación de la entidad;
- 326 4. Proporcionar a los ciudadanos un aviso anticipado razonable y
327 la oportunidad de comentar sobre las actividades propuestas
328 en una solicitud al estado y, para las subvenciones ya
329 realizadas, las actividades que se proponen agregar, eliminar
330 o cambiar sustancialmente de la aplicación de la entidad al
331 estado. Cambios sustanciales significa cambios hechos en
332 términos de propósito, alcance, ubicación o beneficiarios
333 según lo definido por los criterios establecidos por el estado.
334 Criterios adicionales pueden incluir:
 - 335 a) Una variación en cantidad(es) de más del 15%;
 - 336 b) Una variación en el total de beneficiarios de más del 25%;
 - 337 c) Adición o eliminación de una zona de beneficio objetivo definida;
 - 338 d) Adición o eliminación de una actividad de HUD (ej.
339 mejoras del agua, mejoras de alcantarillado); o
 - 340 e) Adición de actividades de adquisición o actividad
341 dentro de una llanura aluvial o vía de inundación
- 342 5. Estos esfuerzos de divulgación pueden lograrse a través de
343 uno o más de los siguientes métodos:
 - 344 a) Publicación de un aviso en un periódico local: se puede
345 utilizar un artículo de periódico publicado siempre que

- proporcione información suficiente sobre las actividades del programa y las fechas pertinentes;

 - b) Avisos destacados en edificios públicos y distribuidos a las Autoridades Locales de Vivienda ya otros grupos comunitarios interesados;
 - c) Publicación de aviso en el sitio web de la entidad local (si está disponible);
 - d) Audiencia pública; o
 - e) Notificación individual a ciudades elegibles y otras entidades según sea aplicable usando uno o más de los siguientes métodos:
 - i. Correo certificado
 - ii. Correo electrónico o fax
 - iii. Correo de primera clase (regular)

361 iv. Entrega personal (por ejemplo, en una
362 reunión del Consejo de Gobiernos [COG]).

363 DISPOSICIONES PARA LA AUDIENCIA PÚBLICA

365 Para cada audiencia pública programada y conducida por un solicitante o
366 receptor de CDBG-MIT, se observarán las siguientes disposiciones de
367 audiencia pública:

- 368 1. El aviso público de cualquier audiencia debe ser publicado por
369 lo menos setenta y dos (72) horas antes de la audiencia
370 programada. El aviso público debe ser publicado en un
371 periódico local. Cada aviso público DEBE incluir la FECHA,
372 TIEMPO, LOCALIZACIÓN y TEMAS a ser considerados en la
373 audiencia pública. Un artículo de periódico publicado también
374 puede usarse para cumplir este requisito, siempre y cuando
375 cumpla con todos los requisitos de contenido y tiempo. Los
376 avisos también deben ser destacados en los edificios públicos
377 y distribuidos a las Autoridades Locales de Vivienda ya otros
378 grupos comunitarios interesados.
- 379 2. Cada audiencia pública se celebrará en un momento y lugar
380 conveniente para los beneficiarios potenciales o reales e
381 incluirá alojamiento para personas con discapacidades. Las
382 personas con discapacidades deben ser capaces de asistir a
383 las audiencias y el solicitante debe hacer arreglos para las
384 personas que requieren ayudas o servicios auxiliares si se
385 ponen en contacto por lo menos dos días antes de cada
386 audiencia.
- 387 3. Cuando se tenga un número significativo de residentes que no
388 hablan inglés serán una parte de la zona de servicio potencial
389 del proyecto TxCDBG, documentos vitales como las
390 comunicaciones deben ser publicados en el idioma
391 predominante de estos ciudadanos que no hablan inglés.
- 392 4. Cuando un número significativo de residentes que no hablan
393 inglés puede ser razonablemente esperado para participar en
394 una audiencia pública, un intérprete debe ser presente para
395 acomodar las necesidades de los residentes que no hablan
396 inglés.
- 397 5. La Ciudad puede conducir una audiencia pública a través de
398 un seminario si también siguen las disposiciones anteriores. Si
399 el seminario web se utiliza para llevar a cabo una audiencia
400 pública, debe ponerse a disposición de los ciudadanos un
401 lugar físico con adaptaciones razonables asociadas para
402 garantizar que los individuos sin la tecnología necesaria
403 puedan participar.
- 404 6. Si es aplicable, la localidad debe conservar la documentación

407 de los avisos de audiencia, las listas de asistencia, las actas
408 de las audiencias y cualquier otro registro referente al uso real
409 de los fondos por un período de tres años después del cierre
410 del proyecto. Dichos registros deben ponerse a disposición del
411 público de conformidad con el Capítulo 552, Código del
412 Gobierno.

413

414

415

416 Firma

Chris Borne, Alcalde

Nombre, Título

417

418

419

420 Fecha

421

Excessive Force Policy

422 In accordance with 24 CFR 91.325(b)(6), City of Groves hereby adopts
423 and will enforce the following policy with respect to the use of excessive
424 force:

425

- 426 1. It is the policy of City of Groves to prohibit the use of excessive
427 force by the law enforcement agencies within its jurisdiction
428 against any individual engaged in non-violent civil rights
429 demonstrations.
- 430 2. It is also the policy of City of Groves to enforce applicable State
431 and local laws against physically barring entrance to or exit from a
432 facility or location that is the subject of such non-violent civil rights
433 demonstrations within its jurisdiction.
- 434 3. City of Groves will introduce and pass a resolution adopting this policy.

435

436 As officers and representatives of City of Groves, we the undersigned
437 have read and fully agree to this plan and become a party to the full
438 implementation of this program.

439

440

441

442

443

Signature

Chris Borne, Mayor

Name, Title

444

445

446

447

448

449

Date

450 **Limited English Proficiency Plan – 23-160-138-F544**
 451 **Texas General Land Office**
 452 **Community Development Block Grant-Mitigation**
 453

Grant Subrecipient:	City of Groves
Community Population:	15,899
LEP Population:	1,028 6.5%
Languages spoken: 1) by more than 5% of the eligible population or beneficiaries and has more than 50 in number 2) by more than 5% of the eligible population or beneficiaries but has 50 or less in number 3) by 1,000 or more individuals in the eligible population in the market area or among current beneficiaries	Spanish

454

Program activities to be accessible to LEP persons:

<input checked="" type="checkbox"/>	Public Notices and hearings regarding applications for grant funding, amendments to project activities, and of grant-funded project
<input checked="" type="checkbox"/>	Publications regarding CDBG-MIT application, grievance procedures, <i>complaint procedures, complaint procedures, answers to complaints, notices, notices of rights and disciplinary action</i> , and other vital hearings, documents program requirements
<input checked="" type="checkbox"/>	Other program documents: Documents available in Spanish for directly assisted beneficiaries, if applicable.

455

Resources available to Grant Recipient:

<input checked="" type="checkbox"/>	Translation services: available upon request
<input checked="" type="checkbox"/>	Interpreter services: available upon request with prior notice
<input checked="" type="checkbox"/>	Other resources:

456

Language Assistance to be provided:

<input checked="" type="checkbox"/>	Translation (oral and/or written) of advertised notices and vital documents for: <u>Public hearing, Complaint and Grievance, Equal Opportunity, Policy of Non-discrimination Based on Disability and Fair Housing notices are available in Spanish. Other CDBG required program notices are available in Spanish upon request.</u>
<input checked="" type="checkbox"/>	Referrals to community liaisons proficient in the language of LEP persons <u>Spanish-speaking liaisons are available upon request.</u>
<input checked="" type="checkbox"/>	Public meetings conducted in multiple languages: <u>Available upon request with two (2) days advance notice.</u>
<input checked="" type="checkbox"/>	Notices to recipients of the availability of LEP services: <u>Included in translated notices.</u>
<input checked="" type="checkbox"/>	Other services:

457
458

459 Signature - Chief Elected Official or Civil Rights Officer Date
460
461 See also: http://www.lep.gov/resources/2011_Language_Access_Assessment_and_Planning_Tool.pdf

Section 504 Policy against Discrimination based on Handicap and Grievance Procedures

In accordance with 24 CFR Section 8, Nondiscrimination based on Handicap in federally assisted programs and activities of the Department of Housing and Urban Development, Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), and Section 109 of the Housing and Community Development Act of 1974, as amended (42 U.S.C. 5309), City of Groves hereby adopts the following policy and grievance procedures:

1. Discrimination prohibited. No otherwise qualified individual with handicaps in the United States shall, solely by reason of his or her handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance from the Department of Housing and Urban Development (HUD).
 2. City of Groves does not discriminate on the basis of handicap in admission or access to, or treatment or employment in, its federally assisted programs and activities.
 3. City of Groves's recruitment materials or publications shall include a statement of this policy in 1. above.
 4. City of Groves shall take continuing steps to notify participants, beneficiaries, applicants and employees, including those with impaired vision or hearing, and unions or professional organizations holding collective bargaining or professional agreements with the recipients that it does not discriminate on the basis of handicap in violation of 24 CFR Part 8.
 5. For hearing and visually impaired individuals eligible to be served or likely to be affected by the CDBG-MIT program, City of Groves shall ensure that they are provided with the information necessary to understand and participate in the CDBG-MIT program.
 6. Grievances and Complaints
 - a. Any person who believes she or he has been subjected to discrimination on the basis of disability may file a grievance under this procedure. It is against the law for City of Groves to retaliate against anyone who files a grievance or cooperates in the investigation of a grievance.
 - b. Complaints should be addressed to the Mayor, 3947 Lincoln Ave, Groves, TX 77619 or call (409) 543-7625, who has been designated to coordinate Section 504 compliance efforts.

- 510
- 511
- 512
- 513
- 514
- 515
- 516
- 517
- 518
- 519
- 520
- c. A complaint should be filed in writing or verbally, contain the name and address of the person filing it, and briefly describe the alleged violation of the regulations.
 - d. A complaint should be filed within thirty (30) working days after the complainant becomes aware of the alleged violation.
 - e. An investigation, as may be appropriate, shall follow a filing of a complaint. The investigation will be conducted by the Mayor. Informal but thorough investigations will afford all interested persons and their representatives, if any, an opportunity to submit evidence relevant to a complaint.

- 521 f. A written determination as to the validity of the complaint and
522 description of resolution, if any, shall be issued by Mayor, and
523 a copy forwarded to the complainant with fifteen (15) working
524 days after the filing of the complaint where practicable.
- 525 g. The Section 504 coordinator shall maintain the files and
526 records of City of Groves relating to the complaint files.
- 528 h. The complainant can request a reconsideration of the case in
529 instances where he or she is dissatisfied with the
530 determination/resolution as described in f. above. The request
531 for reconsideration should be made to City of Groves within ten
532 (10) working days after the receipt of the written
533 determination/resolution.
- 535 i. The right of a person to a prompt and equitable resolution of
536 the complaint filed hereunder shall not be impaired by the
537 person's pursuit of other remedies such as the filing of a
538 Section 504 complaint with the U.S. Department of Housing
539 and Urban Development. Utilization of this grievance
540 procedure is not a prerequisite to the pursuit of other
541 remedies.
- 543 j. These procedures shall be construed to protect the
544 substantive rights of interested persons, to meet appropriate
545 due process standards and assure that City of Groves
546 complies with Section 504 and HUD regulations.

550 Signature

Chris Borne, Mayor

Name, Title

556 Date

Code of Conduct Policy of City of Groves

558 As a Grant Recipient of a CDBG-MIT contract City of Groves shall avoid, neutralize
559 or mitigate actual or potential conflicts of interest so as to prevent an unfair
560 competitive advantage or the existence of conflicting roles that might impair the
561 performance of the CDBG-MIT contract or impact the integrity of the procurement
562 process.

563

564 For procurement of goods and services, no employee, officer, or agent of City of
565 Groves shall participate in the selection, award, or administration of a contract
566 supported by CDBG-MIT funds if he or she has a real or apparent conflict of interest.
567 Such a conflict could arise if the employee, officer or agent; any member of his/her
568 immediate family; his/her partner; or an organization which employs or is about to
569 employ any of the parties indicated herein, has a financial or other interest in or a
570 tangible personal benefit from a firm considered for a contract.

571

572 No officer, employee, or agent of City of Groves shall solicit or accept gratuities,
573 favors or anything of monetary value from contractors or firms, potential contractors
574 or firms, or parties to sub-agreements, except where the financial interest is not
575 substantial, or the gift is an unsolicited item of nominal intrinsic value.

576

577 Contractors that develop or draft specifications, requirements, statements of work, or
578 invitations for bids or requests for proposals must be excluded from competing for
579 such procurements.

580

581 For all other cases, no employee, agent, consultant, officer, or elected or appointed
582 official of the state, or of a unit of general local government, or of any designated
583 public agencies, or subrecipients which are receiving CDBG-MIT funds, that has any
584 CDBG-MIT function/responsibility, or is in a position to participate in a decision-
585 making process or gain inside information, may obtain a financial interest or benefit
from the CDBG-MIT activity.

586

587 The conflict of interest restrictions and procurement requirements identified herein
588 shall apply to a benefitting business, utility provider, or other third party entity that is
589 receiving assistance, directly or indirectly, under a CDBG-MIT contract or award, or
590 that is required to complete some or all work under the CDBG-MIT contract in order to
meet the National Program Objective.

591

592 Any person or entity including any benefitting business, utility provider, or other third
593 party entity that is receiving assistance, directly or indirectly, under a CDBG-MIT
594 contract or award, or that is required to complete some or all work under the CDBG-
595 MIT contract in order to meet a National Program Objective, that might potentially
596 receive benefits from CDBG-MIT awards may not participate in the selection, award,
597 or administration of a contract supported by CDBG-MIT funding.

598

599 Any alleged violations of these standards of conduct shall be referred to the City of
600 Groves Attorney. Where violations appear to have occurred, the offending employee,
601 officer or agent shall be subject to disciplinary action, including but not limited to
602 dismissal or transfer; where violations or infractions appear to be substantial in
603 nature, the matter may be referred to the appropriate officials for criminal
604 investigation and possible prosecution.

605

606

608

609

610

611

Chris Borne, Mayor

Signature

Name, Title

612 Date

613

614 *These procedures are intended to serve as guidelines for the procurement of supplies, equipment,*
615 construction services and professional services for the Community Development Block Grant –
616 Mitigation (CDBG-MIT). The regulations related to conflict of interest and nepotism may be found
617 at the Texas Government Code Chapter 573, Texas Local Government Code Chapter 171,
618 Uniform Grant Management Standards by Texas Comptroller, 24 CFR 570.489(g) &(h), and 2 CFR
619 200.318

620

Fair Housing Policy

621 In accordance with Fair Housing Act, City of Groves hereby adopts the
622 following policy with respect to the Affirmatively Furthering Fair Housing:

623

624 1. City of Groves agrees to affirmatively further fair housing choice
625 for all seven protected classes (race, color, religion, sex, disability,
626 familial status, and national origin).

627 2. City of Groves agrees to plan at least one activity during the
628 contract term to affirmatively further fair housing.

629 3. City of Groves will introduce and pass a resolution adopting this policy.

630

631 As officers and representatives of City of Groves, we the undersigned
632 have read and fully agree to this plan and become a party to the full
633 implementation of this program.

634

635

636

637

638 Signature

Chris Borne, Mayor

Name, Title

639

640

641

642 Date

SECTION 3 POLICY

In accordance with 12 U.S.C. 1701u, (Section 3), City of Groves agrees to implement the following steps, which, to the *greatest extent feasible*, will provide job training, employment and contracting opportunities for Section 3 residents and Section 3 businesses of the areas in which the program/project is being carried out.

- A. Introduce and pass a resolution adopting this plan as a policy to strive to attain goals for compliance to Section 3 regulations by increasing opportunities for employment and contracting for Section 3 residents and businesses.
 - B. Assign duties related to implementation of this plan to the designated Section 3 Coordinator.
 - C. Notify Section 3 residents and business concerns of potential new employment and contracting opportunities as they are triggered by CDBG-MIT grant awards through the use of: Public Hearings and related advertisements; public notices; bidding advertisements and bid documents; notification to local business organizations such as the Chamber(s) of Commerce or the Urban League; local advertising media including public signage; project area committees and citizen advisory boards; local HUD offices; regional planning agencies; and all other appropriate referral sources. Include Section 3 clauses in all covered solicitations and contracts.
 - D. Maintain a list of those businesses that have identified themselves as Section 3 businesses for utilization in CDBG-MIT funded procurements, notify those businesses of pending contractual opportunities, and make this list available for general Grant Recipient procurement needs.
 - E. Maintain a list of those persons who have identified themselves as Section 3 residents and contact those persons when hiring/training opportunities are available through either the Grant Recipient or contractors.
 - F. Require that all Prime contractors and subcontractors with contracts over \$100,000 commit to this plan as part of their contract work. Monitor the contractors' performance with respect to meeting Section 3 requirements and require that they submit reports as may be required by HUD or GLO to the Grant Recipient.
 - G. Submit reports as required by HUD or GLO regarding contracting with Section 3 businesses and/or employment as they occur; and submit reports within 20 days of federal fiscal year end (by October 20) which identify and quantify Section 3 businesses and employees.
 - H. Maintain records, including copies of correspondence, memoranda, etc., which document all actions taken to comply with Section 3 regulations.

As officers and representatives of the City of Groves, we the undersigned

692 have read and fully agree to this plan and become a party to the full
693 implementation of this program.

694

695

696

697

698 Signature

Chris Borne, Mayor

Name, Title

699

700

701

702

703 Date

City of Groves
Agenda Item Information Form

Council Meeting Date: 1/26/2026 Department: City Manager Agenda Item No. 14

Title for Item (same as to be placed on Agenda): Deliberate and act on Hotel Occupancy Tax funding request by the Groves Chamber of Commerce for the Christmas Tree Trail.

Party(ies) requesting placement of this item on the agenda: Groves Chamber of Commerce.

Submitted to City Manager's Office on: Date: 1/13/26 Time: 11:25 a.m. By: C. THIBODEAUX

Explanation of Item: The Chamber is requesting \$240.00 in HOT Funds to reimburse for the entertainment Expense at the 2025 Christmas Tree Trail. The previous expense for this 2025 event was \$439.02 for advertising, the HOT Fund Balance is \$359,841.39.

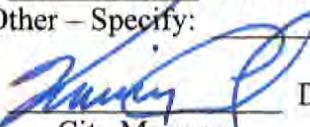
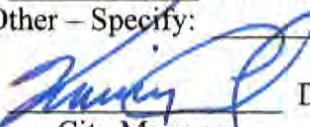
Deadline for Approval: _____

Staff Recommendation: Staff recommends the City Council approve the request by the Groves Chamber of Commerce for \$240.00 in HOT funds for the 2025 Christmas Tree Trail, as presented.

Alternative (if any) for consideration: _____

Identify any attachments to this document: HOT application for funds.

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

Signed: _____ Date: _____ Approved:  Date: 01/20/26
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. 01-5-99-06-260 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
3947 Lincoln Avenue, Groves, TX 77619

2025-2026 Fiscal Year
APPLICATION FOR FUNDS
HOTEL OCCUPANCY TAX REVENUE

READ ENTIRE FORM, AND PROVIDE REQUESTED INFORMATION.

SUBMIT TO THE CITY OF GROVES WITH PAGES 1, 2, & 3 OF APPLICATION, AND FINANCIAL STATEMENT.

NOTICE: If funds are granted to this applicant, this document shall serve as a legal contract between the Applicant and the City of Groves. A recent financial statement or a statement of financial condition must accompany this application. Funds granted will be an "estimated amount"; the entire "estimated grant amount" may not be funded. The amount of funding depends entirely on the amount of tax collected in the upcoming fiscal year. Applicant acknowledges this notice by signature hereon.

APPLICANT (Non-Profit Organization): Groves Chamber of Commerce PHONE: 962-3631

ADDRESS:	4399 Main Ave.	ORGANIZATION'S
	Street/P.O. Box	REPRESENTATIVE: <u>Letha Knaus</u>
<u>Groves</u>	<u>Texas</u>	TITLE: <u>Groves Chamber Executive Director</u>
<u>City</u>	<u>State</u>	Signature

Applicant affirms that the expenditure of funds granted, if any, will be spent in a manner which directly enhances and promotes tourism and the convention and hotel industry in the City of Groves. Organizations that are granted funds will receive allocations as funds are available, as determined by the City Manager. Invoices verifying project completion must be presented prior to receiving funds. All grants are subject to audit at any time by the City or its agent.

STATE GOALS AND OBJECTIVES OF ORGANIZATION (regarding project for which funds are requested):

The Groves Chamber of Commerce again sponsored the Annual Christmas Tree Trail to Groves on Sunday November 24th. The community is invited to join the Chamber to usher in the Christmas Season with this exciting promotion. This long-time special event is an opportunity for the public to tour and see the newest in Christmas decorations, gifts, holiday attire, food, ideas, etc. Along with newspaper, radio and television advertisements, there are Social Media Posts and an event pinned to the Chamber Website and Facebook pages. Also, announcements at each of the businesses participating indicating which business is open so you may plan your day before you visit the businesses.

Additionally, there will be advertisements for the "Small Business Saturday" on November 29th encouraging the public to do their Christmas shopping local at Groves businesses. In addition, Jack & Jill Characters with Santa for pictures (Elves)

NAME OF APPLICANT/ORGANIZATION: Groves Chamber of Commerce

INFORMATION – See attachment for more detailed information.

The organization is required to provide a “break-down” by categories (1 thru 6 below) of the total amount requested. Categories for which funds are not requested shall be filled in with “-0-”.

1. Funding the establishment, improvement, or maintenance of a convention center or visitor information center.

\$ 0

2. Paying the administrative costs for facilitating convention registration, tournament, etc.

\$ 0

3. Paying for tourism-related advertising and promotions of the City or its vicinity.

\$

4. Funding programs that enhance the arts.

\$ 240.00

5. Funding historical restoration or preservation programs.

\$ 0

6. Sporting and other events in which a majority of participants are tourists.

\$ 0

TOTAL AMOUNT REQUESTED: \$ 240.00

List location and type of project/event for which funds are requested:

EVENT: These promotions for ALL businesses located within the city limits of Groves (Advertising plan and cost are attached to this document.)

PROJECT/EVENT Christmas Tree Trail to Groves & Small Business Saturday

1st DATE: Sunday, November 23, 2025 **2nd DATE:** Saturday, November 30, 2025

Time: 1:00 – 5:00 PM on November 23, 2025 & ALL DAY on Saturday, November 30 2025

Print or type name of Officer or Authorized Representative of Organization:

On behalf of the

Letha Knaus
NAME

Groves Chamber Executive Manager

Letha Knaus
SIGNATURE

January 26, 2026
DATE

(409) 962-3631 or (409)718-1564
PHONE NUMBER

||||| THIS SECTION FOR CITY USE ONLY

CITY COUNCIL ACTION

Date:

FUNDS REQUESTED: \$

ADVISORY BOARD RECOMMENDATION: \$

CITY COUNCIL ACTION (GRANT AMOUNT): \$

Paid

Amount due **\$0.00**

Billed to

le****@groveschamberofcommerce.ccsend.com

Invoice #0302 | Received on Nov 23, 2025

Invoice details**Character Entertainment For** **\$240.00**
Nov.23rd

1X \$240.00

November 23rd, 2025 1-4 p.m. 1 character: Grinch
Total: \$240**Subtotal** **\$240.00**Shipping **\$0.00****Total** **\$240.00****Payment activity**Payment - 11/23/25 **\$240.00**paypal.com

City of Groves
Agenda Item Information Form

Council Meeting Date: 1/26/2026 Department: City Manager Agenda Item No. 15

Title for Item (same as to be placed on Agenda): Deliberate and act on additional Hotel Occupancy Tax funding request by Groves Pecan Festival.

Party(ies) requesting placement of this item on the agenda: Groves Pecan Festival

Submitted to City Manager's Office on: Date: 1/13/26 Time: 11:25 a.m. By: C. THIBODEAUX

Explanation of Item: The Groves Pecan Festival (GPF) is requesting an additional \$12,620.00 in HOT funds for the four days of entertainment. GPF has previously received \$18,249.27 in HOT funds for the 2025 event. The HOT fund balance is \$359,841.39.

Deadline for Approval: _____

Staff Recommendation: Staff recommends the City Council approve GPF's \$12,620.00 request for HOT funds, as presented.

Alternative (if any) for consideration: _____

Identify any attachments to this document: HOT application for funds.

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

Signed: _____ Date: _____ Approved: Thibodeaux Date: 01/20/26
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. 01-5-99-06-260 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
3947 Lincoln Avenue, Groves, TX 77619

2025-2026 Fiscal Year
APPLICATION FOR FUNDS
HOTEL OCCUPANCY TAX REVENUE

READ ENTIRE FORM, AND PROVIDE REQUESTED INFORMATION.

SUBMIT TO THE CITY OF GROVES WITH PAGES 1, 2, & 3 OF APPLICATION,
AND FINANCIAL STATEMENT.

NOTICE: If funds are granted to this applicant, this document shall serve as a legal contract between the Applicant and the City of Groves. A recent financial statement or a statement of financial condition must accompany this application. Funds granted will be an "estimated amount"; the entire "estimated grant amount" may not be funded. The amount of funding depends entirely on the amount of tax collected in the upcoming fiscal year. Applicant acknowledges this notice by signature hereon.

APPLICANT (Non-Profit Organization): Groves Pecan Festival **PHONE:** 962-3631

Groves **Texas** **TITLE: Groves Chamber Executive Manager**
City **State** **Groves Pecan Festival Executive Director**

Applicant affirms that the expenditure of funds granted, if any, will be spent in a manner which directly enhances and promotes tourism and the convention and hotel industry in the City of Groves. Organizations that are granted funds will receive allocations as funds are available, as determined by the City Manager. Invoices verifying project completion must be presented prior to receiving funds. All grants are subject to audit at any time by the City or its agent.

STATE GOALS AND OBJECTIVES OF ORGANIZATION (regarding project for which funds are requested):

Promote tourism in the City of Groves. This event promotes tourism puts heads in beds, from visitors all over the state. The event has been hosted for 56 years and is a local favorite festival. People schedule their vacations around this festival. Many previous natives from Groves drive and fly "home" for this very event. Billboards and advertising are placed in two states and several different counties to promote the festival. Vendors and attendees alike choose hotels and air b-n-b's for their stay during festival. Therefore putting heads-in-beds. Creating more hotel motel tax income.

NAME OF APPLICANT/ORGANIZATION: Groves Pecan Festival

INFORMATION – See attachment for more detailed information.

The organization is required to provide a “break-down” by categories (1 thru 6 below) of the total amount requested. Categories for which funds are not requested shall be filled in with “-0-”.

1. Funding the establishment, improvement, or maintenance of a convention center or visitor information center.

\$ 0

2. Paying the administrative costs for facilitating convention registration, tournament, etc.

\$ 0

3. Paying for tourism-related advertising and promotions of the City or its vicinity.

\$

4. Funding programs that enhance the arts.

\$ 12,620

5. Funding historical restoration or preservation programs.

\$ 0

6. Sporting and other events in which a majority of participants are tourists.

\$ 0

TOTAL AMOUNT REQUESTED:

\$12,620

List location and type of project/event for which funds are requested:

EVENT: Annual Groves Pecan Festival was hosted October 9-12, 2025 at Lions Park, 6200 Jackson St. in Groves. 4 Days of entertainment was presented, with a live DJ and MC and Sound Team.

PROJECT/EVENT Groves Pecan Festival

START DATE: Thursday, October 9, 2025 END DATE: Sunday, October 12, 2025

Time: Festival-5:00p.m. Thursday, October 09, 2025 to 6:00p.m. on Sunday, October 12, 2025.

PAGE 2

Print or type name of Officer or Authorized Representative of Organization:

*On behalf of the
Groves Pecan Festival*

Letha Knaus

NAME

John D. Louie

SIGNATURE

**Groves Chamber Executive Manager &
Groves Pecan Festival Executive Director**

TITLE

January 26,2026

DATE

(409) 962-3631

PHONE NUMBER

THIS SECTION FOR CITY USE ONLY

CITY COUNCIL ACTION

Date:

FUNDS REQUESTED: \$

ADVISORY BOARD RECOMMENDATION: \$

CITY COUNCIL ACTION (GRANT AMOUNT): \$



Outlook

Fwd: Letha KNAUS paid for your invoice # 0284

From Jillian Fontenot <jackandjillsstorybook@gmail.com>

Date Thu 1/8/2026 3:03 PM

To groveschamber@outlook.com <groveschamber@outlook.com>



----- Forwarded message -----

From: service@paypal.com <service@paypal.com>

Date: Wed, Oct 15, 2025, 1:09 PM

Subject: Letha KNAUS paid for your invoice # 0284

To: Jillian Fontenot <jackandjillsstorybook@gmail.com>

Hello, Jack and Jills Storybook Co.



**You received a \$320.00 USD
payment for your invoice**

Thanks for using PayPal. Payment details will appear in your invoice.

Please check the transaction details to see if you're covered by PayPal Seller Protection. Learn more about Seller Protection.

The address Letha KNAUS provided hasn't been confirmed.

Transaction ID

0FX69361XF924783K

Invoice #

0284

PayPal Seller Protection - Eligible

[View Your Invoice](#)

Customer

Letha KNAUS
letha@groveschamberofcommerce.ccsend.com
4399 Main
Groves, TX
US 77619

1 x Character Entertainment For Oct 11. \$320.00 USD

\$320.00 USD

October 11th, 2025 12-4 p. m 2 characters : The Wayfinder & Scarlett
SPEEDSTER Discount price: \$320

Total	\$320.00 USD
Discount	\$0.00 USD
Shipping	\$0.00 USD
Invoice total	\$320.00 USD
Amount paid	\$320.00 USD
Amount due	\$0.00 USD



[Help & Contact](#) | [Security](#) | [Apps](#)



PayPal is committed to preventing fraudulent emails. Emails from PayPal will always contain your full name.
[Learn to identify phishing](#)

Please don't reply to this email. To get in touch with us, click [Help & Contact](#).

Not sure why you received this email? [Learn more](#)

Copyright © 1999-2025 PayPal, Inc. All rights reserved. PayPal is located at [2211 N. First St., San Jose, CA 95131](#).

PayPal RT000610:en_US(en-US):1.2.0:f6667759e5582

DATE	1968 10/11/25		
PAY TO	Jason Touchette		
FOR	GPF Set. bal		
	TOTAL	500	DEPOSITS
Suguland	THIS CHECK	3500	
	OTHER TRANS +/-		
	BALANCE		
TAX DEDUCTIBLE	<input type="checkbox"/>		

DATE	1978 10/12/25		
PAY TO	Beau 10 Justin Wilson		
FOR	GPF End. 2025		
	TOTAL	150	DEPOSITS
	THIS CHECK	150	
	OTHER TRANS +/-		
	BALANCE		
TAX DEDUCTIBLE	<input type="checkbox"/>		

DATE	1961 10/19/25		
PAY TO	Sund. C. Co.		
FOR	dr. set.		
	TOTAL	400	DEPOSITS
Sundays	THIS CHECK	400	
	OTHER TRANS +/-		
	BALANCE		
TAX DEDUCTIBLE	<input type="checkbox"/>		

DATE	1963 10/10/25		
PAY TO	Ron Accenear Band		
FOR	Band		
	TOTAL	500	DEPOSITS
	THIS CHECK	500	
	OTHER TRANS +/-		
	BALANCE		
TAX DEDUCTIBLE	<input type="checkbox"/>		

2500 Geno
 800 MoonDogs
 1500 Beau
 3500 Suguland
 4,000 Perry's Music
 Sound &
 DJ Assistance

12,300
 + 320
 12,620

FOR 2 Character Performers
 Set 4 HRS. Flash &
 Mulan

DATE	1976 10/12/25		
PAY TO	Geno Delafose		
FOR	Band Sunday		
	TOTAL	250	DEPOSITS
	THIS CHECK	250	
	OTHER TRANS +/-		
	BALANCE		
TAX DEDUCTIBLE	<input type="checkbox"/>		

City of Groves
Agenda Item Information Form

Council Meeting Date: 1/26/2026 Department: City Manager Agenda Item No. 16

Title for Item (same as to be placed on Agenda): Deliberate and act on the January 26, 2026, Invoice List.

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

Submitted to City Manager's Office on: Date: 1/20/25 Time: 2:00 p.m. By: C. THIBODEAUX

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

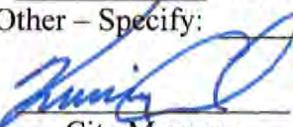
Deadline for Approval: Immediately

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: 01/20/26
Department Head City Manager

FUNDING (IF APPLICABLE)

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

PAYMENT REQUEST

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

ACTION TAKEN BY COUNCIL

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

Invoice Approval List - January 26, 2026

Vendor	Description	Amount
1. City of Port Arthur	Garbage and trash collection 10/27/25-11/25/25 and 11/26/25-12/22/25.	\$ 35,925.00
2. Enterprise	Vehicle lease payment.	\$ 12,217.31
3. Frakes Construction	Demolitions of four houses from the 3-25-25 C.O.D.E.S. Hearing.	\$ 67,174.00
4. Lower Neches Valley Authority	Raw water purchased for December 2025.	\$ 26,509.11
		Total \$ 141,825.42

KL
01/20/20

PURCHASE ORDER

CITY OF GROVES

PURCHASE ORDER # 09-41383

12/29/2025

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	GARBAGE AND TRASH COLLECT GARBAGE AND TRASH COLLECTION 10/27/25-11/25/25	05-55-05-020	LANDFILL & DISPOSAL	0.00 20,105.00

RECEIVED

JAN 12 2026

FINANCE

RECEIVED

*** TOTAL ***

20,105.00

JAN 15 2026

FINANCE

ORDERED BY: GLEN BOUDOIN

APPROVED BY: TROY W. FOXWORTH



CITY OF PORT ARTHUR
PO BOX 1089
PORT ARTHUR, TX 77641-1089

PO# 0941383
Packet# 36803

Invoice

Customer Copy

Payment will be applied to the oldest unpaid invoice

CUSTOMER	INVOICE DATE	INVOICE NUMBER		AMOUNT PAID	DUUE DATE	INVOICE TOTAL DUE	
DESCRIPTION	QUANTITY	PRICE	UOM	ORIGINAL BILL	ADJUSTED	PAID	AMOUNT DUE
CITY OF GROVES LANDFILL MUN SER FOR THE MONTH OF NOVEMBER 2025	1.00	\$20105.000000	EACH	\$20,105.00	\$0.00	\$0.00	\$20,105.00
Invoice Total:							\$20,105.00

RECEIVED
JAN 15 2025
FINANCE

CITY OF PORT ARTHUR LANDFILL
PO Box 1089
Port Arthur, TX 77641
(409) 736-7341

INVOICE

Printed 12/01/25
DATE PAGE
11/25/25
INVOICE NUMBER 1

City of Groves
Gala Brown
3947 Lincoln Ave.
Groves TX 77619

AMOUNT DUE	3566	AMOUNT PAID
	\$	25565.00

20,165-
ACCOUNT NO. 12

21 Wask x \$260 = 5460.00

DETACH AND RETURN TOP PORTION WITH REMITTANCE

DATE	TICKET	VEHICLE	REFERENCE	DESCRIPTION	QUANTITY	AMOUNT
10/27/25	02-525162			Wastewater Sludge	20.00	260.00
10/27/25	02-525199	G59 ✓	REPUBLIC	Mixed Trash	30.00	150.00
10/27/25	02-525200	G47 ✓		Mixed Trash	30.00	150.00
10/27/25	02-525204	G42 ✓		MSW	28.00	140.00
10/27/25	02-525208	G45 ✓		MSW	32.00	160.00
10/27/25	02-525234	G48 ✓		Mixed Trash	26.00	130.00
10/27/25	02-525267	G45 ✓		MSW	32.00	160.00
10/27/25	02-525268	G59 ✓		Mixed Trash	30.00	150.00
10/27/25	02-525270	G42 ✓		MSW	28.00	140.00
10/28/25	02-525295		REPUBLIC	Wastewater Sludge	20.00	260.00
10/28/25	02-525337	G48 ✓		Mixed Trash	26.00	130.00
10/28/25	02-525340	G44 ✓		MSW	31.00	155.00
10/28/25	02-525345	G45 ✓		MSW	32.00	160.00
10/28/25	02-525346	G59 ✓		Mixed Trash	30.00	150.00
10/28/25	02-525358	G47 ✓		Mixed Trash	30.00	150.00
10/28/25	02-525382	G44 ✓		MSW	31.00	155.00
10/28/25	02-525385	G45 ✓		MSW	32.00	160.00
10/29/25	02-525490			Wastewater Sludge	20.00	260.00
10/29/25	02-525524	G44 ✓		MSW	31.00	155.00
10/29/25	02-525534	G45 ✓		MSW	32.00	160.00
10/29/25	02-525543	G47 ✓		Mixed Trash	30.00	150.00
10/29/25	02-525545	G48 ✓		Mixed Trash	26.00	130.00
10/29/25	02-525546	G59 ✓		Mixed Trash	30.00	150.00
10/29/25	02-525566	G44 ✓		MSW	31.00	155.00
10/29/25	02-525570	G45 ✓		MSW	32.00	160.00
10/30/25	02-525676			Wastewater Sludge	20.00	260.00
10/30/25	02-525719	G45 ✓		MSW	32.00	160.00
10/30/25	02-525726	G47 ✓		Mixed Trash	30.00	150.00
10/30/25	02-525740	G59 ✓		Mixed Trash	30.00	150.00
10/30/25	02-525747	G42 ✓		MSW	28.00	140.00

RECEIVED

JAN 15 2026

FINANCE

CITY OF PORT ARTHUR LANDFILL
 PO Box 1089
 Port Arthur, TX 77641
 (409) 736-7341

INVOICE

Printed 12/01/25

DATE

PAGE

11/25/25
 INVOICE NUMBER

2

AMOUNT DUE	AMOUNT PAID
3566	\$ 25565.00

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
10/30/25	02-525752	G45✓	REPUBLIC	MSW	32.00	160.00
10/30/25	02-525767	G44✓		MSW	31.00	155.00
10/31/25	02-525879			Wastewater Sludge	20.00	260.00
10/31/25	02-525901	G47✓		Mixed Trash	30.00	150.00
11/03/25	02-526202			Wastewater Sludge	20.00	260.00
11/03/25	02-526300	G44✓		MSW	31.00	155.00
11/03/25	02-526304	G59✓		Mixed Trash	30.00	150.00
11/03/25	02-526315	G47✓		Mixed Trash	30.00	150.00
11/03/25	02-526320	G45✓		MSW	32.00	160.00
11/03/25	02-526326	G48✓		Mixed Trash	26.00	130.00
11/03/25	02-526348	G59✓		Mixed Trash	30.00	150.00
11/03/25	02-526361	G44✓		MSW	31.00	155.00
11/03/25	02-526366	G45✓		MSW	32.00	160.00
11/04/25	02-526512		REPUBLIC	Wastewater Sludge	20.00	260.00
11/04/25	02-526543	G44✓		MSW	31.00	155.00
11/04/25	02-526560	G45✓		MSW	32.00	160.00
11/04/25	02-526563	G47✓		Mixed Trash	30.00	150.00
11/04/25	02-526572	G48✓		Mixed Trash	26.00	130.00
11/04/25	02-526574	G59✓		Mixed Trash	30.00	150.00
11/04/25	02-526599	G45✓		MSW	32.00	160.00
11/04/25	02-526603	G44✓		MSW	31.00	155.00
11/04/25	02-526607	G47✓		Mixed Trash	30.00	150.00
11/05/25	02-526688		REPUBLIC	Wastewater Sludge	20.00	260.00
11/05/25	02-526778	G45✓		MSW	32.00	160.00
11/05/25	02-526780	G59✓		Mixed Trash	30.00	150.00
11/05/25	02-526786	G42✓		MSW	28.00	140.00
11/05/25	02-526788	G47✓		Mixed Trash	30.00	150.00
11/05/25	02-526797	G48✓		Mixed Trash	26.00	130.00
11/05/25	02-526825	G42✓		MSW	28.00	140.00
11/05/25	02-526827	G47✓		Mixed Trash	30.00	150.00

RECEIVED

JAN 15 2024

FINANCE

CITY OF PORT ARTHUR LANDFILL
 PO Box 1089
 Port Arthur, TX 77641
 (409) 736-7341

INVOICE

Printed 12/01/25
 DATE PAGE

11/25/25
 INVOICE NUMBER

3566

AMOUNT DUE \$ 25565.00

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
11/06/25	02-526960			Wastewater Sludge	20.00	260.00
11/06/25	02-526979	G45✓		MSW	32.00	160.00
11/06/25	02-527006	G48✓		Mixed Trash	26.00	130.00
11/06/25	02-527007	G59✓		Mixed Trash	30.00	150.00
11/06/25	02-527015	G44✓		MSW	31.00	155.00
11/06/25	02-527028	G47✓		Mixed Trash	30.00	150.00
11/07/25	02-527208		REPUBLIC	Wastewater Sludge	20.00	260.00
11/07/25	02-527221	G45✓		MSW	32.00	160.00
11/10/25	02-527455			Wastewater Sludge	20.00	260.00
11/10/25	02-527492	G44✓		MSW	31.00	155.00
11/10/25	02-527497	G45✓		MSW	32.00	160.00
11/10/25	02-527498	G59✓		Mixed Trash	30.00	150.00
11/10/25	02-527504	G47✓		Mixed Trash	30.00	150.00
11/10/25	02-527654	G59✓		Mixed Trash	30.00	150.00
11/10/25	02-527659	G45✓		MSW	32.00	160.00
11/10/25	02-527666	G44✓		MSW	31.00	155.00
11/10/25	02-527668	G47✓		Mixed Trash	30.00	150.00
11/11/25	02-527739	G44✓	9:54	MSW	31.00	155.00
11/11/25	02-527741	G59✓	10:32	Mixed Trash	30.00	150.00
11/11/25	02-527742	G45✓	10:34	MSW	32.00	160.00
11/11/25	02-527745	G47✓		Mixed Trash	30.00	150.00
11/11/25	02-527748	G45✓		MSW	32.00	160.00
11/11/25	02-527749	G44✓		MSW	31.00	155.00
11/12/25	02-527759			Wastewater Sludge	20.00	260.00
11/12/25	02-527786	G48✓		Mixed Trash	26.00	130.00
11/12/25	02-527793	G59✓		Mixed Trash	30.00	150.00
11/12/25	02-527880	G44✓		MSW	31.00	155.00
11/12/25	02-527895	G45✓		MSW	32.00	160.00
11/12/25	02-527921	G48✓		Mixed Trash	26.00	130.00
11/12/25	02-527931	G44✓		MSW	16.00	80.00

RECEIVED

JAN 15 2026

FINANCE

CITY OF PORT ARTHUR LANDFILL
 PO Box 1089
 Port Arthur, TX 77641
 (409) 736-7341

INVOICE

Printed 12/01/25	DATE	PAGE
11/25/25	4	INVOICE NUMBER
3566	AMOUNT DUE	AMOUNT PAID
	25565.00	\$

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
11/12/25	02-527934	G45 ✓		MSW	32.00	160.00
11/12/25	02-527942	G59 ✓		Mixed Trash	30.00	150.00
11/13/25	02-528023			Wastewater Sludge	20.00	260.00
11/13/25	02-528081	G45 ✓		MSW	32.00	160.00
11/13/25	02-528086	G48 ✓		Mixed Trash	26.00	130.00
11/13/25	02-528087	G44 ✓		MSW	31.00	155.00
11/13/25	02-528089	G47 ✓		Mixed Trash	30.00	150.00
11/13/25	02-528095	G59 ✓		Mixed Trash	30.00	150.00
11/13/25	02-528119	G45 ✓		MSW	32.00	160.00
11/13/25	02-528121	G44 ✓		MSW	31.00	155.00
11/14/25	02-528218			Wastewater Sludge	20.00	260.00
11/14/25	02-528231	G47 ✓		Mixed Trash	30.00	150.00
11/17/25	02-528387		REPUBLIC	Wastewater Sludge	20.00	260.00
11/17/25	02-528401	G59 ✓		Mixed Trash	30.00	150.00
11/17/25	02-528418	G44 ✓		MSW	31.00	155.00
11/17/25	02-528426	G45 ✓		MSW	32.00	160.00
11/17/25	02-528434	G47 ✓		Mixed Trash	30.00	150.00
11/17/25	02-528478	G45 ✓		MSW	32.00	160.00
11/17/25	02-528479	G59 ✓		Mixed Trash	30.00	150.00
11/17/25	02-528480	G47 ✓		Mixed Trash	30.00	150.00
11/17/25	02-528482	G42 ✓		MSW	28.00	140.00
11/18/25	02-528554		REPUBLIC	Wastewater Sludge	20.00	260.00
11/18/25	02-528598	G59 ✓		Mixed Trash	30.00	150.00
11/18/25	02-528600	G42 ✓		MSW	28.00	140.00
11/18/25	02-528605	G47 ✓		Mixed Trash	30.00	150.00
11/18/25	02-528607	G45 ✓		MSW	32.00	160.00
11/18/25	02-528643	G47 ✓		Mixed Trash	30.00	150.00
11/18/25	02-528644	G49 ✓		MSW	30.00	150.00
11/18/25	02-528648	G42 ✓		MSW	28.00	140.00
11/18/25	02-528653	G45 ✓		MSW	32.00	160.00

RECEIVED

JAN 15 2026

FINANCE

CITY OF PORT ARTHUR LANDFILL
 PO Box 1089
 Port Arthur, TX 77641
 (409) 736-7341

INVOICE

Printed 12/01/25

DATE PAGE

11/25/25 5
 INVOICE NUMBER

3566	AMOUNT DUE	AMOUNT PAID
	25565.00	\$

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
11/19/25	02-528679			Wastewater Sludge	20.00	260.00
11/19/25	02-528708	G48 ✓		Mixed Trash	26.00	130.00
11/19/25	02-528724	G47 ✓		Mixed Trash	30.00	150.00
11/19/25	02-528766	G44 ✓		MSW	31.00	155.00
11/19/25	02-528770	G59 ✓		Mixed Trash	30.00	150.00
11/19/25	02-528785	G46 ✓		Mixed Trash	24.00	120.00
11/19/25	02-528786	G45 ✓		MSW	32.00	160.00
11/19/25	02-528792	G47 ✓		Mixed Trash	30.00	150.00
11/20/25	02-528884		REPUBLIC	Wastewater Sludge	20.00	260.00
11/20/25	02-528912	G44 ✓		MSW	31.00	155.00
11/20/25	02-528932	G45 ✓		MSW	32.00	160.00
11/20/25	02-528945	G59 ✓		Mixed Trash	30.00	150.00
11/20/25	02-528948	G48 ✓		Mixed Trash	26.00	130.00
11/20/25	02-528952	G47 ✓		Mixed Trash	30.00	150.00
11/20/25	02-528973	G44 ✓		MSW	31.00	155.00
11/20/25	02-528974	G45 ✓		MSW	32.00	160.00
11/21/25	02-529087		REPUBLIC	Wastewater Sludge	20.00	260.00
11/24/25	02-529287			Wastewater Sludge	20.00	260.00
11/24/25	02-529322	G45 ✓		MSW	32.00	160.00
11/24/25	02-529326	G47 ✓		Mixed Trash	30.00	150.00
11/24/25	02-529332	G48 ✓		Mixed Trash	26.00	130.00
11/24/25	02-529335	G44 ✓		MSW	31.00	155.00
11/24/25	02-529338	G59 ✓		Mixed Trash	30.00	150.00
11/24/25	02-529358	G45 ✓		MSW	32.00	160.00
11/24/25	02-529385	G44 ✓		MSW	31.00	155.00
11/25/25	02-529417			Wastewater Sludge	20.00	260.00
11/25/25	02-529442	G45 ✓		MSW	32.00	160.00
11/25/25	02-529448	G47 ✓		Mixed Trash	30.00	150.00
11/25/25	02-529451	G44 ✓		MSW	31.00	155.00
11/25/25	02-529463	G48 ✓		Mixed Trash	26.00	130.00

RECEIVED

JAN 15 2025

FINANCE

CITY OF PORT ARTHUR LANDFILL
 PO Box 1089
 Port Arthur, TX 77641
 (409) 736-7341

INVOICE

Printed 12/01/25	
DATE	PAGE
11/25/25	6
INVOICE NUMBER	
3566	
AMOUNT DUE	AMOUNT PAID
25565.00	\$
ACCOUNT NO.	
12	

City of Groves
 Gala Brown
 3947 Lincoln Ave.
 Groves TX 77619

DETACH AND RETURN TOP PORTION WITH REMITTANCE

DATE	TICKET	VEHICLE	REFERENCE	DESCRIPTION	QUANTITY	AMOUNT
11/25/25	02-529464	G59 ✓		Mixed Trash	30.00	150.00
11/25/25	02-529479	G45 ✓		MSW	32.00	160.00
11/25/25	02-529508	G59 ✓		Mixed Trash	30.00	150.00
11/25/25	02-529513	G44 ✓		MSW	31.00	155.00
11/25/25	02-529518	G47 ✓		Mixed Trash	30.00	150.00
Net weight		0.00		Invoice amount excluding tax/fees		25565.00
				Total tax/fees in invoice		0.00
				Invoice total		25565.00
$21 \times \$260 = 5,460. -$						
<u>RECEIVED</u> JAN 15 2026						
<u>FINANCE</u> 402 yds						
$20,105.00$						

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

City of Groves

PURCHASE ORDER # 09-41398

12/31/2025

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	GARBAGE ABD TRASH COLLECT TRASH DISPOSAL 11/26/25-12/22/25	05 -5-55-05-020	LANDFILL & DISPOSAL	0.00 15,820.00

RECEIVED

JAN 15 2026

FINANCE

RECEIVED

JAN 12 2026

FINANCE

*** TOTAL *** 15,820.00

ORDERED BY: GLEN BOUDOIN

APPROVED BY: TROY W. FOXWORTH



CITY OF PORT ARTHUR
PO BOX 1089
PORT ARTHUR, TX 77641-1089

PO 09 41398
Packet 36821

Invoice

Customer Copy

Payment will be applied to the oldest unpaid invoice

CUSTOMER	INVOICE DATE	INVOICE NUMBER		AMOUNT PAID	DUE DATE	INVOICE TOTAL DUE	
DESCRIPTION	QUANTITY	PRICE	UOM	ORIGINAL BILL	ADJUSTED	PAID	AMOUNT DUE
LANDFILL MUN SER FOR THE MONTH OF - DECEMBER 2025	1.00	\$15820.00000	EACH	\$15,820.00	\$0.00	\$0.00	\$15,820.00
Invoice Total:							\$15,820.00

If you would like to pay your bill online, visit portarthurtx.gov, and look for the "Pay A Bill" button or
Type <https://www.portarthurtx.gov/186/Pay-A-Bill> and click on General Billing.

*RECEIVED
JAN 15 2026
FINANCE*

CITY OF PORT ARTHUR LANDFILL
PO Box 1089
Port Arthur, TX 77641
(409) 736-7341

INVOICE

Printed 12/23/25

DATE	PAGE
12/22/25	1
	INVOICE NUMBER
3566	

City of Groves
Gala Brown
3947 Lincoln Ave.
Groves TX 77619

300077

AMOUNT DUE	AMOUNT PAID
20240.00	\$

ACCOUNT NO
12

Sludge 17 X 260 = 4,420. -

DETACH AND RETURN TOP PORTION WITH REMITTANCE

DATE	TICKET	VEHICLE	REFERENCE	DESCRIPTION	QUANTITY	AMOUNT
11/26/25	02-529539			Wastewater Sludge	20.00	260.00
11/26/25	02-529564	G45 ✓		MSW	32.00	160.00
11/26/25	02-529573	G42 ✓		MSW	28.00	140.00
11/26/25	02-529574	G44 ✓		MSW	31.00	155.00
11/26/25	02-529578	G47 ✓		Mixed Trash	30.00	150.00
11/26/25	02-529579	G59 ✓		Mixed Trash	30.00	150.00
11/26/25	02-529583	G48 ✓		Mixed Trash	26.00	130.00
11/26/25	02-529620	G45 ✓		MSW	32.00	160.00
11/26/25	02-529622	G42 ✓		MSW	28.00	140.00
11/26/25	02-529625	G44 ✓		MSW	31.00	155.00
11/26/25	02-529632	G59 ✓		Mixed Trash	30.00	150.00
11/26/25	02-529636	G48 ✓		Mixed Trash	26.00	130.00
11/26/25	02-529649	G47 ✓		Mixed Trash	30.00	150.00
12/01/25	02-529711			Wastewater Sludge	20.00	260.00
12/01/25	02-529733	G48 ✓		Mixed Trash	26.00	130.00
12/01/25	02-529734	G45 ✓		MSW	32.00	160.00
12/01/25	02-529736	G44 ✓		MSW	31.00	155.00
12/01/25	02-529754	G59 ✓		Mixed Trash	30.00	150.00
12/01/25	02-529763	G44 ✓		MSW	31.00	155.00
12/01/25	02-529764	G45 ✓		MSW	32.00	160.00
12/01/25	02-529774	G48 ✓		Mixed Trash	26.00	130.00
12/02/25	02-529787			Wastewater Sludge	20.00	260.00
12/02/25	02-529821	G45 ✓		MSW	32.00	160.00
12/02/25	02-529824	G44 ✓		MSW	31.00	155.00
12/02/25	02-529834	G48 ✓		Mixed Trash	26.00	130.00
12/02/25	02-529849	G59 ✓		Mixed Trash	30.00	150.00
12/02/25	02-529864	G44 ✓		MSW	31.00	155.00
12/02/25	02-529872	G48 ✓		Mixed Trash	26.00	130.00
12/02/25	02-529876	G45 ✓		MSW	32.00	160.00
12/03/25	02-529952			Wastewater Sludge	20.00	260.00

RECEIVED

JAN 13 1986

FINANCE

CITY OF PORT ARTHUR LANDFILL
PO Box 1089
Port Arthur, TX 77641
(409) 736-7341

INVOICE

Printed 12/23/25	DATE	PAGE
12/22/25		2
INVOICE NUMBER		
3566		
AMOUNT DUE	AMOUNT PAID	
20240.00	\$	

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
12/03/25	02-529987	G44 ✓		MSW	31.00	155.00
12/03/25	02-529997	G48 ✓		Mixed Trash	26.00	130.00
12/03/25	02-530005	G45 ✓		MSW	32.00	160.00
12/03/25	02-530011	G59 ✓		Mixed Trash	30.00	150.00
12/03/25	02-530049	G45 ✓		MSW	32.00	160.00
12/03/25	02-530056	G48 ✓		Mixed Trash	26.00	130.00
12/03/25	02-530058	G44 ✓		MSW	31.00	155.00
12/03/25	02-530060	G59 ✓		Mixed Trash	30.00	150.00
12/04/25	02-530135		REPUBLIC	Wastewater Sludge	20.00	260.00
12/04/25	02-530160	G45 ✓		MSW	32.00	160.00
12/04/25	02-530165	G44 ✓		MSW	31.00	155.00
12/04/25	02-530174	G59 ✓		Mixed Trash	30.00	150.00
12/04/25	02-530179	G48 ✓		Mixed Trash	26.00	130.00
12/04/25	02-530184	G45 ✓		MSW	32.00	160.00
12/04/25	02-530193	G44 ✓		MSW	31.00	155.00
12/05/25	02-530263		REPUBLIC	Wastewater Sludge	20.00	260.00
12/08/25	02-530459			Wastewater Sludge	20.00	260.00
12/08/25	02-530578	G59 ✓		Mixed Trash	30.00	150.00
12/08/25	02-530579	G45 ✓		MSW	32.00	160.00
12/08/25	02-530588	G47 ✓		Mixed Trash	30.00	150.00
12/08/25	02-530591	G44 ✓		MSW	31.00	155.00
12/08/25	02-530633	G45 ✓		MSW	32.00	160.00
12/08/25	02-530634	G47 ✓		Mixed Trash	30.00	150.00
12/08/25	02-530648	G44 ✓		MSW	31.00	155.00
12/09/25	02-530684			Wastewater Sludge	20.00	260.00
12/09/25	02-530807	G44 ✓		MSW	31.00	155.00
12/09/25	02-530835	G59 ✓		Mixed Trash	30.00	150.00
12/09/25	02-530838	G47 ✓		Mixed Trash	30.00	150.00
12/09/25	02-530839	G45 ✓		MSW	32.00	160.00
12/09/25	02-530887	G44 ✓		MSW	31.00	155.00

RECEIVED

JAN 15 2026

FINANCE

CITY OF PORT ARTHUR LANDFILL
 PO Box 1089
 Port Arthur, TX 77641
 (409) 736-7341

INVOICE

Printed 12/23/25

DATE	PAGE
12/22/25	3
	INVOICE NUMBER
	3566
AMOUNT DUE	AMOUNT PAID
20240.00	\$

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
12/09/25	02-530895	G47 ✓		Mixed Trash	30.00	150.00
12/09/25	02-530896	G59 ✓		Mixed Trash	30.00	150.00
12/10/25	02-530925			Wastewater Sludge	20.00	260.00
12/10/25	02-531048	G45 ✓		MSW	32.00	160.00
12/10/25	02-531057	G44 ✓		MSW	31.00	155.00
12/10/25	02-531063	G59 ✓		Mixed Trash	30.00	150.00
12/10/25	02-531077	G47 ✓		Mixed Trash	30.00	150.00
12/10/25	02-531116	G44 ✓		MSW	31.00	155.00
12/10/25	02-531121	G45 ✓		MSW	32.00	160.00
12/10/25	02-531130	G47 ✓		Mixed Trash	30.00	150.00
12/10/25	02-531134	G59 ✓		Mixed Trash	30.00	150.00
12/11/25	02-531174			Wastewater Sludge	20.00	260.00
12/11/25	02-531315	G44 ✓		MSW	31.00	155.00
12/11/25	02-531340	G59 ✓		Mixed Trash	30.00	150.00
12/11/25	02-531341	G45 ✓		MSW	32.00	160.00
12/11/25	02-531346	G48 ✓		Mixed Trash	26.00	130.00
12/11/25	02-531356	G47 ✓		Mixed Trash	30.00	150.00
12/11/25	02-531361	G44 ✓		MSW	31.00	155.00
12/11/25	02-531372	G45 ✓		MSW	32.00	160.00
12/12/25	02-531410		REPUBLIC	Wastewater Sludge	20.00	260.00
12/15/25	02-531645		REPUBLIC	Wastewater Sludge	20.00	260.00
12/15/25	02-531706	G44 ✓		MSW	31.00	155.00
12/15/25	02-531711	G45 ✓		MSW	32.00	160.00
12/15/25	02-531718	G59 ✓		Mixed Trash	30.00	150.00
12/15/25	02-531720	G48 ✓		Mixed Trash	26.00	130.00
12/15/25	02-531726	G47 ✓		Mixed Trash	30.00	150.00
12/15/25	02-531743	G45 ✓		MSW	32.00	160.00
12/15/25	02-531757	G44 ✓		MSW	31.00	155.00
12/16/25	02-531847		REPUBLIC	Wastewater Sludge	20.00	260.00
12/16/25	02-531942	G44 ✓		MSW	31.00	155.00

RECEIVED

JAN 15 2026

FINANCE

CITY OF PORT ARTHUR LANDFILL
 PO Box 1089
 Port Arthur, TX 77641
 (409) 736-7341

INVOICE

Printed 12/23/25	DATE	PAGE
12/22/25		4
INVOICE NUMBER		
3566		
AMOUNT DUE	AMOUNT PAID	
20240.00	\$	

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
12/16/25	02-531953	G45✓		MSW	32.00	160.00
12/16/25	02-531968	G46✓		Mixed Trash	24.00	120.00
12/16/25	02-531972	G47✓		Mixed Trash	30.00	150.00
12/16/25	02-531983	G59✓		Mixed Trash	30.00	150.00
12/16/25	02-532000	G44✓		MSW	31.00	155.00
12/16/25	02-532006	G45✓		MSW	32.00	160.00
12/17/25	02-532117			Wastewater Sludge	20.00	260.00
12/17/25	02-532150	G45✓		MSW	32.00	160.00
12/17/25	02-532154	G44✓		MSW	31.00	155.00
12/17/25	02-532192	G47✓		Mixed Trash	30.00	150.00
12/17/25	02-532194	G46✓		Mixed Trash	24.00	120.00
12/17/25	02-532201	G59✓		Mixed Trash	30.00	150.00
12/17/25	02-532209	G45✓		MSW	32.00	160.00
12/18/25	02-532258	G44✓		MSW	31.00	155.00
12/18/25	02-532275	G44✓		Wastewater Sludge	20.00	260.00
12/18/25	02-532285	G47✓		MSW	31.00	155.00
12/18/25	02-532286	G59✓		Mixed Trash	30.00	150.00
12/18/25	02-532289	G48✓		Mixed Trash	30.00	150.00
12/18/25	02-532293	G45✓		Mixed Trash	26.00	130.00
12/18/25	02-532304	G44✓		MSW	32.00	160.00
12/18/25	02-532315	G45✓		MSW	31.00	155.00
12/19/25	02-532335			MSW	32.00	160.00
12/19/25	02-532343	G47✓		Wastewater Sludge	20.00	260.00
12/22/25	02-532663			Mixed Trash	30.00	150.00
12/22/25	02-532701	G44✓		Wastewater Sludge	20.00	260.00
12/22/25	02-532770	G47✓		MSW	31.00	155.00
12/22/25	02-532771	G45✓		Mixed Trash	30.00	150.00
12/22/25	02-532794	G59✓		MSW	32.00	160.00
12/22/25	02-532805	G48✓		Mixed Trash	30.00	150.00
				Mixed Trash	26.00	130.00

RECEIVED

JAN 15 2026

FINANCE

CITY OF PORT ARTHUR LANDFILL
PO Box 1089
Port Arthur, TX 77641
(409) 736-7341

INVOICE

Printed 12/23/25

DATE

PAGE

12/22/25

5

INVOICE NUMBER

—
—
—

3566

AMOUNT DU

AMOUNT PAID

20240.0

4

City of Groves
Gala Brown
3947 Lincoln Ave.
Groves TX 77619

ACCOUNT NO.

12

DETACH AND RETURN TOP PORTION WITH REMITTANCE

RECEIVED

JAN 15 2026

FINANCE

PURCHASE ORDER

City of Groves

PURCHASE ORDER # 09-41469

01/09/2026

ISSUED TO: VEND #: 01-23839
 ENTERPRISE FM TRUST
 P. O. BOX 800089
 KANSAS CITY, MO 64180-0089

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

UNITS	DESCRIPTION	G/L ACCOUNT	PRICE	AMOUNT
0.00	MAINT MGMT 27PVQL	11-5-67-06-050	VEHICLE LEASE	0.00 10.15
0.00	LEASE & MAINT 2896L5	01-5-42-06-050	VEHICLE LEASE	0.00 803.02
0.00	LEASE & MAINT 2896KR	01-5-42-06-050	VEHICLE LEASE	0.00 939.20
0.00	MAINT MGMT 27PVP8	01-5-32-06-050	VEHICLE LEASE	0.00 10.15
0.00	MAINT MGMT 27PVPF	01-5-31-06-050	VEHICLE LEASE	0.00 10.15
0.00	MAINT MGMT 27PVF9	01-5-31-06-050	VEHICLE LEASE	0.00 10.15
0.00	MAINT MGMT 27PVFN	01-5-31-06-050	VEHICLE LEASE	0.00 10.15
0.00	MAINT MGMT 27PVPM	01-5-31-06-050	VEHICLE LEASE	0.00 10.15
0.00	MAINT MGMT 27PVPB	01-5-31-06-050	VEHICLE LEASE	0.00 10.15
0.00	MAINT MGMT 27PVPO	01-5-31-06-050	VEHICLE LEASE	0.00 10.15
0.00	MAINT MGMT 27PVPD	01-5-31-06-050	VEHICLE LEASE	0.00 10.15
0.00	MAINT MGMT 27PVPC	01-5-31-06-050	VEHICLE LEASE	0.00 10.15
0.00	MAINT MGMT 27PVPG	01-5-31-06-050	VEHICLE LEASE	0.00 10.15
0.00	MAINT MGMT 27PVPJ	01-5-31-06-050	VEHICLE LEASE	0.00 10.15
0.00	MAINT MGMT 27PVPH	01-5-31-06-050	VEHICLE LEASE	0.00 10.15
0.00	MAINT MGMT 27PVPK	01-5-31-06-050	VEHICLE LEASE	0.00 10.15
LEASE FOR CITY VEHICLES				

*** TOTAL *** 12,217.31

ORDERED BY: TROY W. FOXWORTH

APPROVED BY: TROY W. FOXWORTH

PURCHASE ORDER

City of Groves

PURCHASE ORDER # 09-41469

01/09/2026

ISSUED TO: VEND #: 01-23839
 ENTERPRISE FM TRUST
 P.O. BOX 800089
 KANSAS CITY, MO 64180-0089

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

UNITS	DESCRIPTION	G/L ACCOUNT	PRICE	AMOUNT
0.00	LEASE 28962T	01 -5-31-06-050	VEHICLE LEASE	0.00 1,045.96
0.00	LEASE 2896PL	01 -5-31-06-050	VEHICLE LEASE	0.00 975.20
0.00	MAINT MGMT 27PVQ4	11 -5-67-06-050	VEHICLE LEASE	0.00 126.77-
0.00	MAINT MGMT 27PVPS	01 -5-31-06-050	VEHICLE LEASE	0.00 10.15
0.00	MAINT MGMT 27PVPL	01 -5-31-06-050	VEHICLE LEASE	0.00 10.15
0.00	MAINT MGMT 27PVPP	01 -5-31-06-050	VEHICLE LEASE	0.00 10.15
0.00	MAINT MGMT 27PVPV	01 -5-31-06-050	VEHICLE LEASE	0.00 10.15
0.00	MAINT MGMT 27PVPR	01 -5-31-06-050	VEHICLE LEASE	0.00 10.15
0.00	MAINT MGMT 27PVPT	01 -5-31-06-050	VEHICLE LEASE	0.00 10.15
0.00	MAINT MGMT 27PVPT7	01 -5-31-06-050	VEHICLE LEASE	0.00 10.15
0.00	LEASE & MAINT 2896MT	01 -5-32-06-050	VEHICLE LEASE	0.00 856.01
0.00	LEASE & MAINT 2896MW	01 -5-32-06-050	VEHICLE LEASE	0.00 855.51
0.00	MAINT MGMT27PVQM	11 -5-63-09-840	VEHICLES	0.00 10.15
0.00	MAINT MGMT 27PVQ2	01 -5-38-06-050	VEHICLE LEASE	0.00 10.15
0.00	LEASE & MAINT 2896P2	01 -5-46-06-050	VEHICLE LEASE	0.00 824.10
0.00	LEASE & MAINT 2896NT	01 -5-46-06-050	VEHICLE LEASE	0.00 927.99
0.00	MAINT MGMT 27PVQ6	01 -5-44-06-050	VEHICLE LEASE	0.00 10.15
0.00	MAINT MGMT 27PVQ7	01 -5-44-06-050	VEHICLE LEASE	0.00 10.15
0.00	LEASE & MAINT2896LN	01 -5-44-06-050	VEHICLE LEASE	0.00 802.41
0.00	MAINT MGMT27PVQ9	01 -5-44-06-050	VEHICLE LEASE	0.00 10.15
0.00	MAINT MGMT 27PVNW	01 -5-44-06-050	VEHICLE LEASE	0.00 10.15
0.00	LEASE & MAINT 2896KC	11 -5-67-06-050	VEHICLE LEASE	0.00 939.32
0.00	MAINT MGMT 27PVQF	11 -5-67-06-050	VEHICLE LEASE	0.00 10.15
0.00	LEASE & MAINT 2896LL	11 -5-67-06-050	VEHICLE LEASE	0.00 799.04
0.00	MAINT MGMT 27PVQJ	11 -5-67-06-050	VEHICLE LEASE	0.00 10.15
0.00	LEASE & MAINT 289K5B	11 -5-67-06-050	VEHICLE LEASE	0.00 673.74
0.00	LEASE & MAINT 2896LR	11 -5-67-06-050	VEHICLE LEASE	0.00 799.04
0.00	LEASE & MAINT 2896LP	11 -5-67-06-050	VEHICLE LEASE	0.00 799.04
0.00	MAINT MGMT 27PVpz	11 -5-67-06-050	VEHICLE LEASE	0.00 10.15

** CONTINUED **

PAID

JAN 09 2026

FINANCE

Monthly Statement

Jan 6, 2026

Statement Number: 535007A-010626
 Customer Number: 535007A

CITY OF GROVES, TEXAS
 3947 Lincoln Ave
 Groves, TX 77619-4604



FLEET MANAGEMENT

Billing Solutions Team

ARBilling@efleets.com

1-866-556-2864

Combined Summary

Account	Previous Balance	Payments	Adjustments	New Charges	New Balance	Amount Due
Monthly Invoice	\$24,565.83	(\$24,565.83)	-	\$12,217.04	\$12,217.04	\$12,217.04

Total amount due: **\$12,217.04**

PAID

Total amount due: \$12,217.04

Payment is due upon receipt, late if not paid by 2026-01-20

JAN 09 2026

Late payment warning: Past due items are subject to a
 Finance Charge of 1.5% per month (annual rate of 18%)

FINANCE

Enterprise FM Trust, a Delaware statutory trust, is the owner of the vehicle covered by this Schedule. Enterprise FM Trust (not Enterprise Fleet Management) is and shall be deemed to be the Lessor of such vehicle under the Master Lease Agreement and shall have all rights and obligations of the Lessor under the Master Lease Agreement with respect to such vehicle. All rental and other payments owed by the Lessee with respect to such vehicle under the Master Lease Agreement shall be paid to Enterprise Fleet Management in its capacity as the servicer for Enterprise FM Trust. All references in Sections 11(a) (Insurance) and 12 (Indemnity) of the Master Lease Agreement to the "Lessor" shall include any servicer(s) and/or other agent(s) for or of Enterprise FM Trust.

The inclusion herein of references to maintenance fees/services are solely for the administrative convenience of Lessee. Notwithstanding the inclusion of such references in this [Invoice/Schedule/Quote], all such maintenance services are to be performed by Enterprise Fleet Management, Inc., and all such maintenance fees are payable by Lessee solely for the account of Enterprise Fleet Management, Inc., pursuant to that certain separate [Maintenance Agreement] entered into by and between Lessee and Enterprise Fleet Management, Inc., provided that such maintenance fees are being billed by FM Trust, and are payable at the direction of FM Trust, solely as an authorized agent for collection on behalf of Enterprise Fleet Management, Inc.

For additional billing details or to enroll in autopay, visit Billing » Statements at:
<https://efleets.com>

Statement Number: 535007A-010626
Statement Date: 2026-01-06
Customer: CITY OF GROVES, TEXAS
Payments

Page 3 of 17

For additional billing details and past charges or to enroll in autopay,
visit Billing > Statements at <https://app.sageintacct.com>

Payments Received

Date	Cust Num	Type	Reference #	Total Payment	Paid To:	Monthly Invoices	Out of Cycle Invoices	Unapplied	Lease Prepayment
2026-01-05	535007A	Check	083783	(\$12,316.07)		(\$12,316.07)		-	-
2025-12-04	535007A	Check	083519	(\$12,249.76)		(\$12,249.76)		-	-
			Payment Total:	(\$24,565.83)		(\$24,565.83)		-	-

PAID
JAN 09 2026
FINANCE

Statement Number: 535007A-010020
Statement Date: 2026-01-06
Customer: CITY OF GROVES, TEXAS
Invoice #: FBN5523723

Page 1 of 17

For additional billing details and past charges or to enroll in AutoPay,
visit Billing > Statements at <https://login.elects.com>

Monthly Invoices

Previous Balance	\$24,565.83
Payments (2)	(\$24,565.83)
New Finance Charges	\$181.99 +
Current Month Charges (FBN5523723)	\$12,035.05 +
New balance as of 2026-01-06	\$12,217.04

Finance Charges

Date	Customer	Vehicle	Customer Vehicle ID	Driver	Item ID	Charge
2026-01-05	535007	27PVNW	PW 39	Client Deciding	27PVNW-1225-Y1	\$0.15
2026-01-05	535007	27PVPT	DOG	Client Deciding	27PVPT-1225-Y1	\$0.15
2026-01-05	535007	27PVPB	RESCUE 8	Client Deciding	27PVPB-1225-Y1	\$0.15
2026-01-05	535007	27PVPH	UNIT 1	Client Deciding	27PVPH-1225-Y1	\$0.15
2026-01-05	535007	27PVPC	UNIT 2	Client Deciding	27PVPC-1225-Y1	\$0.15
2026-01-05	535007	27PVPC	UNIT 4	Client Deciding	27PVPC-1225-Y1	\$0.15
2026-01-05	535007	27PVPD	UNIT 3	Client Deciding	27PVPD-1225-Y1	\$0.15
2026-01-05	535007	27PVPF	UNIT 5	Client Deciding	27PVPF-1225-Y1	\$0.15
2026-01-05	535007	27PVPG	UNIT 6	Client Deciding	27PVPG-1225-Y1	\$0.15
2026-01-05	535007	27PVPH	UNIT 8	Client Deciding	27PVPH-1225-Y1	\$0.15
2026-01-05	535007	27PVPJ	UNIT 7	Client Deciding	27PVPJ-1225-Y1	\$0.15
2026-01-05	535007	27PVPK	UNIT 9	Client Deciding	27PVPK-1225-Y1	\$0.15
2026-01-05	535007	27PVPL	CID 14	Tony Phillips	27PVPL-1225-Y1	\$0.15
2026-01-05	535007	27PVPM	UNIT 12	Client Deciding	27PVPM-1225-Y1	\$0.15
2026-01-05	535007	27PVPN	UNIT 11	Client Deciding	27PVPN-1225-Y1	\$0.15
2026-01-05	535007	27PVPP	CID 15	Client Deciding	27PVPP-1225-Y1	\$0.15
2026-01-05	535007	27PVPO	UNIT 29	Client Deciding	27PVPO-1225-Y1	\$0.15
2026-01-05	535007	27PVPR	CID 76	Client Deciding	27PVPR-1225-Y1	\$0.15
2026-01-05	535007	27PVPS	CID 103	Client Deciding	27PVPS-1225-Y1	\$0.15
2026-01-05	535007	27PVPT	CV 1	Client Deciding	27PVPT-1225-Y1	\$0.15
2026-01-05	535007	27PVPV	CID 4	Client Deciding	27PVPV-1225-Y1	\$0.15
2026-01-05	535007	27PVZ	PW 77	Don Pedraza	27PVZ-1225-Y1	\$0.15
2026-01-05	535007	27PVQ2	PW 102	Client Deciding	27PVQ2-1225-Y1	\$0.15
2026-01-05	535007	27PVQ4	55 - Solid waste	Client Deciding	27PVQ4-1225-Y1	\$0.15

PAID

JAN 09 2026

FINANCE

Statement Number: 535007A-010626
Statement Date: 2026-01-06
Customer: CITY OF GROVES, TEXAS

PAGE ONE

For additional billing details and past charges or to enroll in autopay
visit Billing - Statements at www.groves-tx.gov/billing-statements

Finance Charges

Date	Customer	Vehicle	Customer Vehicle ID	Driver	Item ID	Charge
2026-01-05	535007	27PVQ6	PW 28	Client Deciding	27PVQ6-1225-Y1	\$0.15
2026-01-05	535007	27PVQ7	PW 34	Client Deciding	27PVQ7-1225-Y1	\$0.15
2026-01-05	535007	27PVQ9	PW 38	Client Deciding	27PVQ9-1225-Y1	\$0.15
2026-01-05	535007	27PVQF	PW 55	Client Deciding	27PVQF-1225-Y1	\$0.15
2026-01-05	535007	27PVQJ	PW 58	Client Deciding	27PVQJ-1225-Y1	\$0.15
2026-01-05	535007	27PVQL	PW 81	Client Deciding	27PVQL-1225-Y1	\$0.15
2026-01-05	535007	27PVQM	PW 100	Chris Cropper	27PVQM-1225-Y1	\$0.15
2026-01-05	535007	2896KC1	PW 51	Anthony Greer	2896KC1-1225-X1	\$13.88
2026-01-05	535007	2896KR1	PW 93	Mark Bergeron	2896KR1-1225-X1	\$13.88
2026-01-05	535007	2896L51	PW 92	Eddie Cathey	2896L51-1225-X1	\$11.87
2026-01-05	535007	2896LL1	PW 57	Glen Boudion	2896LL1-1225-X1	\$11.81
2026-01-05	535007	2896LN1	PW 36	Joey Breaux	2896LN1-1225-X1	\$11.86
2026-01-05	535007	2896LP1	PW 72	Adam Mayea	2896LP1-1225-X1	\$11.81
2026-01-05	535007	2896LR1	PW 70	Nick Polter	2896LR1-1225-X1	\$11.81
2026-01-05	535007	2896MT1	FD 1	Lance Billeaud	2896MT1-1225-X1	\$12.65
2026-01-05	535007	2896MW1	FD 2	Haden Grove	2896MW1-1225-X1	\$12.64
2026-01-05	535007	2896NT1	PW 21	Michael Mobley	2896NT1-1225-X1	\$13.13
2026-01-05	535007	2896P21	PW 17	Michael Mobley	2896P21-1225-X1	\$12.18
2026-01-05	535007	2896PJ1	UNIT 10	Client Deciding	2896PJ1-1225-X1	\$15.30
2026-01-05	535007	2896PJ1	UNIT 10	Client Deciding	2896PJ1-1225-Y1	\$0.15
2026-01-05	535007	2896PL1	UNIT 11	Client Deciding	2896PL1-1225-X1	\$14.26
2026-01-05	535007	2896PL1	UNIT 11	Client Deciding	2896PL1-1225-Y1	\$0.15
2026-01-05	535007	289K5B1	PW 63	Nick Tran	289K5B1-1225-X1	\$9.96
					Total Finance Charges	\$181.99

PAID
JAN 09 2026
FINANCE

Statement Number: 535007A-010626
Statement Date: 2026-01-06
Customer: CITY OF GROVES, TEXAS
Invoice #: FBNS523723

Page 3 of 17

For additional billing details and past charges or to enroll in autopay,
visit Billing - Statements at <https://dms.dmsflor.com>

Charge Summary

Customer: 535007 Customer Vehicle ID: 55 - Solid Waste			Vehicle: 27PVQ4 YMM: 2007 FORD F-75	Driver: Client Deciding	Month in Service: 12	Total: -
Date	Item ID	Charge Detail		Charge	Tax	Subtotal
2025/12/29	39595028-OT	MAINTENANCE MGMT FEE (CREDIT FOR 13 MONTHS MAINTENANCE MGMT FEE)	(\$126.77)	(\$126.77)		(\$126.77)
Customer Vehicle ID: Total:	(\$126.77)			Vehicle Total:		(\$126.77)
Customer: 535007 Customer Vehicle ID: Cld 103			Vehicle: 27PVPS YMM: 2015 FORD UTIL	Driver: Client Deciding	Month in Service: 13	Total: -
Date	Item ID	Charge Detail		Charge	Tax	Subtotal
2026/01/01-01/31	27PVPS-0126-MM	Maintenance Management (Full Month): Fee	\$10.00	\$10.00		\$10.00
Customer Vehicle ID: Total:	\$10.00			Vehicle Total:		\$10.00
Customer: 535007 Customer Vehicle ID: Cld 14			Vehicle: 27PVPL YMM: 2017 FORD UTIL	Driver: Tony Phillips	Month in Service: 13	Total: -
Date	Item ID	Charge Detail		Charge	Tax	Subtotal
2026/01/01-01/31	27PVPL-0126-MM	Maintenance Management (Full Month): Fee	\$10.00	\$10.00		\$10.00
Customer Vehicle ID: Total:	\$10.00			Vehicle Total:		\$10.00
Customer: 535007 Customer Vehicle ID: Cld 15			Vehicle: 27PVPP YMM: 2008 FORD CROW	Driver: Client Deciding	Month in Service: 13	Total: -
Date	Item ID	Charge Detail		Charge	Tax	Subtotal
2026/01/01-01/31	27PVPP-0126-MM	Maintenance Management (Full Month): Fee	\$10.00	\$10.00		\$10.00
Customer Vehicle ID: Total:	\$10.00			Vehicle Total:		\$10.00

PAID

JAN 09 2026

FINANCE

Statement Number: 535007A-010629
Statement Date: 2026-01-06
Customer: CITY OF GROVES, TEXAS
Invoice #: FBNB6523723

Page 7 of 17

For additional billing details and past charges or to enroll in autopay,
visit Billing > Statements at www.1000clicks.com

Charge Summary

Customer: 535007 Customer Vehicle ID: Cld 4		Vehicle: 27PVPV YMM: 2001 CHEV TAHO	Driver: Client Deciding	Mos in Service: 13	Entered:
Date	Item ID	Charge Detail	Charge	Tax	Subtotal
2026/01/01-01/31	27PVPV-0126-MM	Maintenance Management (Full Month): Fee	\$10.00	\$10.00	\$10.00
Customer Vehicle ID Total:	\$10.00			Vehicle Total:	\$10.00
Customer: 535007 Customer Vehicle ID: Cld 76		Vehicle: 27PVPR YMM: 2017 FORD UTIL	Driver: Client Deciding	Mos in Service: 13	Entered:
Date	Item ID	Charge Detail	Charge	Tax	Subtotal
2026/01/01-01/31	27PVPR-0126-MM	Maintenance Management (Full Month): Fee	\$10.00	\$10.00	\$10.00
Customer Vehicle ID Total:	\$10.00			Vehicle Total:	\$10.00
Customer: 535007 Customer Vehicle ID: Cv 1		Vehicle: 27PVPT YMM: 2011 FORD CROW	Driver: Client Deciding	Mos in Service: 13	Entered:
Date	Item ID	Charge Detail	Charge	Tax	Subtotal
2026/01/01-01/31	27PVPT-0126-MM	Maintenance Management (Full Month): Fee	\$10.00	\$10.00	\$10.00
Customer Vehicle ID Total:	\$10.00			Vehicle Total:	\$10.00
Customer: 535007 Customer Vehicle ID: Dog		Vehicle: 27PVPT YMM: 2022 FORD F-15	Driver: Client Deciding	Mos in Service: 13	Entered:
Date	Item ID	Charge Detail	Charge	Tax	Subtotal
2026/01/01-01/31	27PVPT-0126-MM	Maintenance Management (Full Month): Fee	\$10.00	\$10.00	\$10.00
Customer Vehicle ID Total:	\$10.00			Vehicle Total:	\$10.00

PAID
JAN 09 2026
FINANCE

Statement Number: 535007A-010626
Statement Date: 2026-01-06
Customer CITY OF GROVES, TEXAS
Invoice #: F0N5923723

Page 1 of 1

For additional billing details and past charges or to enroll in autopay,
visit Billing > Statements at www.groves.org

Charge Summary

Customer	Customer Vehicle ID	Vehicle	YMM	Driver	Mos in Service	Term	
Date	Item ID	Charge Detail			Charge	Tax	Subtotal
2026/01/01-31	2896MT-0126-MR	Lease Charge (Full Month): Rent			\$797.05	\$843.36	\$843.36
		Lease Charge (Full Month): Full Maintenance			\$48.31		
Customer Vehicle ID Total:	\$843.36					Vehicle Total:	\$843.36
Customer	Customer Vehicle ID	Vehicle	YMM	Driver	Mos in Service	Term	
2026/01/01-31	2896MW-0126-MR	Lease Charge (Full Month): Rent			\$796.56	\$842.87	\$842.87
		Lease Charge (Full Month): Full Maintenance			\$48.31		
Customer Vehicle ID Total:	\$842.87					Vehicle Total:	\$842.87
Customer	Customer Vehicle ID	Vehicle	YMM	Driver	Mos in Service	Term	
2026/01/01-31	27PVQM-0126-MM	Maintenance Management (Full Month): Fee			\$10.00	\$10.00	\$10.00
Customer Vehicle ID Total:	\$10.00					Vehicle Total:	\$10.00
Customer	Customer Vehicle ID	Vehicle	YMM	Driver	Mos in Service	Term	
2026/01/01-31	27PVQ2-0126-MM	Maintenance Management (Full Month): Fee			\$10.00	\$10.00	\$10.00
Customer Vehicle ID Total:	\$10.00					Vehicle Total:	\$10.00

PAID
JAN 09 2026
FINANCE

Statement Number: 535007A-010626
Statement Date: 2026-01-06
Customer: CITY OF GROVES, TEXAS
Invoice #: FBN6523723

Page 9 of 12

For additional billing details and past charges or to unroll in autopsy,
visit Billing > Statements at <https://app.dps.texas.gov>

Charge Summary

Customer	Customer Vehicle ID	Pw 17	Vehicle	2896P2 ¹	YMM	2025 RAM 1500	Driver	Michael Mobley	Mos in Service	15	Term	60
Date	Item ID	Charge Detail							Charge		Tax	Subtotal
2026/01/01-31	2896P2-0126-MR	Lease Charge (Full Month): Rent							\$765.61		\$811.92	\$811.92
		Lease Charge (Full Month): Full Maintenance							\$46.31			
Customer Vehicle ID Total:		\$811.92								Vehicle Total		\$811.92
Customer	Customer Vehicle ID	Pw 21	Vehicle	2896NT ¹	YMM	2025 RAM 1500	Driver	Michael Mobley	Mos in Service	13	Term	60
Date	Item ID	Charge Detail							Charge		Tax	Subtotal
2026/01/01-31	2896NT-0126-MR	Lease Charge (Full Month): Rent							\$829.05		\$875.36	\$875.36
		Lease Charge (Full Month): Full Maintenance							\$46.31			
2026/12/04	39269247-OT	RENEWAL-EFM FEE (1C6RREGGXSN012894/TX)							\$32.00		\$32.00	\$32.00
2026/12/04	39269262-OT	RENEWAL-DMV FEE (1C6RREGGXSN012894/TX)							\$7.50		\$7.50	\$7.50
Customer Vehicle ID Total:		\$914.86								Vehicle Total		\$914.86
Customer	Customer Vehicle ID	Pw 28	Vehicle	27PVO6	YMM	2007 FORD F-55	Driver	Client Deciding	Mos in Service	13	Term	
Date	Item ID	Charge Detail							Charge		Tax	Subtotal
2026/01/01-31	27PVO6-0126-MM	Maintenance Management (Full Month): Fee							\$10.00		\$10.00	\$10.00
Customer Vehicle ID Total:		\$10.00								Vehicle Total		\$10.00
Customer	Customer Vehicle ID	Pw 34	Vehicle	27PVO7	YMM	2002 FORD F-35	Driver	Client Deciding	Mos in Service	13	Term	
Date	Item ID	Charge Detail							Charge		Tax	Subtotal
2026/01/01-31	27PVO7-0126-MM	Maintenance Management (Full Month): Fee							\$10.00		\$10.00	\$10.00
Customer Vehicle ID Total:		\$10.00								Vehicle Total		\$10.00

PAID
JAN 09 2025
FINANCE

Statement Number: 535007A-010628
Statement Date: 2026-01-06
Customer: CITY OF GROVES, TEXAS
Invoice #: FBN6523728

Page 10 of 17

For additional billing details and past charges or to enroll in autopay,
visit Billing - Statements at <http://cityofgroves.com/billing>.

Charge Summary

Customer: 535007	Customer Vehicle ID: Pw 36	Vehicle: 2896LN1	YMM: 2024 FORD F-15	Driver: Joey Breaux	Mos in Service: 14	Term: 60
Date	Item ID	Charge Detail		Charge	Tax	Subtotal
2026/01/01-01/31	2896LN-0126-MR	Lease Charge (Full Month): Rent	\$744.24	\$790.55		\$790.55
		Lease Charge (Full Month): Full Maintenance	\$46.31			
Customer Vehicle ID Total:	\$790.55			Vehicle Total:		\$790.55
Customer: 535007	Customer Vehicle ID: Pw 38	Vehicle: 27PVQ9	YMM: 2020 FORD F-35	Driver: Client Deciding	Mos in Service: 13	Term: 60
Date	Item ID	Charge Detail		Charge	Tax	Subtotal
2026/01/01-01/31	27PVQ9-0126-MM	Maintenance Management (Full Month): Fee	\$10.00	\$10.00		\$10.00
Customer Vehicle ID Total:	\$10.00			Vehicle Total:		\$10.00
Customer: 535007	Customer Vehicle ID: Pw 39	Vehicle: 27PVNW	YMM: 2012 FORD F-35	Driver: Client Deciding	Mos in Service: 13	Term: 60
Date	Item ID	Charge Detail		Charge	Tax	Subtotal
2026/01/01-01/31	27PVNW-0126-MM	Maintenance Management (Full Month): Fee	\$10.00	\$10.00		\$10.00
Customer Vehicle ID Total:	\$10.00			Vehicle Total:		\$10.00
Customer: 535007	Customer Vehicle ID: Pw 51	Vehicle: 2896KC1	YMM: 2024 RAM 3500	Driver: Anthony Greer	Mos in Service: 15	Term: 60
Date	Item ID	Charge Detail		Charge	Tax	Subtotal
2026/01/01-01/31	2896KC-0126-MR	Lease Charge (Full Month): Rent	\$876.73	\$925.32		\$925.32
		Lease Charge (Full Month): Full Maintenance	\$48.59			
Customer Vehicle ID Total:	\$925.32			Vehicle Total:		\$925.32

PAID
JAN 9 2026
FINANCE

Statement Number: 535007A-010626
Statement Date: 2026-01-06
Customer: CITY OF GROVES, TEXAS
Invoice #: FBNS5523723

Page 1 of 1

For additional billing details and past charges or to enroll in AutoPay,
visit Billing > Statements at www.grovestx.com

Charge Summary

Customer	Customer Vehicle ID	Pw 55	Vehicle	27PVQF	YMM: 2020 FORD F-35	Driver	Client Deciding	Mos in Service	13	Cost
Date	Item ID	Charge Detail					Charge	Tax	Subtotal	
2026/01/01-01/31	27PVQF-0126-MM	Maintenance Management (Full Month): Fee					\$10.00	\$10.00	\$10.00	
Customer Vehicle ID Total		\$10.00								Vehicle Total
Customer	535007	Customer Vehicle ID	Pw 57	Vehicle	2896LL1	YMM: 2024 FORD F-15	Driver	Glen Boudlon		Mos in Service
Date	Item ID	Charge Detail					Charge	Tax	Subtotal	
2026/01/01-01/31	2896LL-0126-MR	Lease Charge (Full Month): Rent					\$740.92	\$787.23	\$787.23	
		Lease Charge (Full Month): Full Maintenance					\$46.31			
Customer Vehicle ID Total		\$787.23								Vehicle Total
Customer	535007	Customer Vehicle ID	Pw 58	Vehicle	27PVQJ	YMM: 2012 FORD F-35	Driver	Client Deciding		Mos in Service
Date	Item ID	Charge Detail					Charge	Tax	Subtotal	
2026/01/01-01/31	27PVQJ-0126-MM	Maintenance Management (Full Month): Fee					\$10.00	\$10.00	\$10.00	
Customer Vehicle ID Total		\$10.00								Vehicle Total
Customer	535007	Customer Vehicle ID	Pw 63	Vehicle	289K5B1	YMM: 2025 NISS FRON	Driver	Nick Tran		Mos in Service
Date	Item ID	Charge Detail					Charge	Tax	Subtotal	
2026/01/01-01/31	289K5B-0126-MR	Lease Charge (Full Month): Rent					\$617.47	\$663.78	\$663.78	
		Lease Charge (Full Month): Full Maintenance					\$46.31			
Customer Vehicle ID Total		\$663.78								Vehicle Total

PAID
JAN 09 2026
FINANCE

Statement Number: 535007A-010928
Statement Date: 2025-01-06
Customer: CITY OF GROVES, TEXAS
Invoice #: FBN8523723

Page 02 of 17

For additional billing details and past charges or to enroll in autopay,
visit Billing > Statements at <https://www.groves-tx.gov/billing/statements>

Charge Summary

Customer: 535007	Customer Vehicle ID: PW 70	Vehicle: 2896LR1	YMM: 2024 FORD F-15	Driver: Nick Potter	Mos in Service: 14	Term: 60	
Date	Item ID	Charge Detail			Charge	Tax	Subtotal
2026/01/01-01/31	2896LR-0126-MR	Lease Charge (Full Month): Rent			\$740.92	\$787.23	\$787.23
		Lease Charge (Full Month): Full Maintenance			\$46.31		
Customer Vehicle ID Total:	\$787.23					Vehicle Total:	\$787.23
Customer: 535007	Customer Vehicle ID: PW 72	Vehicle: 2896LP1	YMM: 2024 FORD F-15	Driver: Adam Mayea	Mos in Service: 14	Term: 60	
Date	Item ID	Charge Detail			Charge	Tax	Subtotal
2026/01/01-01/31	2896LP-0126-MR	Lease Charge (Full Month): Rent			\$740.92	\$787.23	\$787.23
		Lease Charge (Full Month): Full Maintenance			\$46.31		
Customer Vehicle ID Total:	\$787.23					Vehicle Total:	\$787.23
Customer: 535007	Customer Vehicle ID: PW 77	Vehicle: 27PVPZ	YMM: 2020 FORD F-15	Driver: Don Pedraza	Mos in Service: 13	Term: 60	
Date	Item ID	Charge Detail			Charge	Tax	Subtotal
2026/01/01-01/31	27PVPZ-0126-MM	Maintenance Management (Full Month): Fee			\$10.00	\$10.00	\$10.00
Customer Vehicle ID Total:	\$10.00					Vehicle Total:	\$10.00
Customer: 535007	Customer Vehicle ID: PW 81	Vehicle: 27PVQL	YMM: 2020 FORD F-15	Driver: Client Deciding	Mos in Service: 13	Term: 60	
Date	Item ID	Charge Detail			Charge	Tax	Subtotal
2026/01/01-01/31	27PVQL-0126-MM	Maintenance Management (Full Month): Fee			\$10.00	\$10.00	\$10.00
Customer Vehicle ID Total:	\$10.00					Vehicle Total:	\$10.00

PAID
JAN 09 2025
FINANCE

Statement Number: 535007A-010628
Statement Date: 2025-01-06
Customer CITY OF GROVES, TEXAS
Invoice #: FBNS5523723

Page 14 of 17

For additional billing details and past charges or to enroll in autopay,
visit Billing > Statements at www.groves-tx.us

Charge Summary

Customer	Customer Vehicle ID	Pw 92	Vehicle	2896L51	YMM	2024 FORD F-15	Driver	Eddie Cathey	Mos in Service	14	Item	60
Date	Item ID	Charge Detail							Charge		Tax	Subtotal
2026/01/01-31	2896L5-0126-MR	Lease Charge (Full Month): Rent							\$744.84		\$791.15	
		Lease Charge (Full Month): Full Maintenance							\$46.31			
Customer Vehicle ID Total:		\$791.15									Vehicle Total	\$791.15
Customer	Customer Vehicle ID	Pw 93	Vehicle	2896KR1	YMM	2024 RAM 3500	Driver	Mark Bergeron	Mos in Service	15	Item	60
Date	Item ID	Charge Detail							Charge		Tax	Subtotal
2026/01/01-31	2896KR-0126-MR	Lease Charge (Full Month): Rent							\$876.73		\$925.32	
		Lease Charge (Full Month): Full Maintenance							\$48.59			
Customer Vehicle ID Total:		\$925.32									Vehicle Total	\$925.32
Customer	Customer Vehicle ID	Rescue 8	Vehicle	27PVP8	YMM	2001 FORD F-55	Driver	Client Deciding	Mos in Service	13	Item	60
Date	Item ID	Charge Detail							Charge		Tax	Subtotal
2026/01/01-31	27PVP8-0126-MM	Maintenance Management (Full Month): Fee							\$10.00		\$10.00	
Customer Vehicle ID Total:		\$10.00									Vehicle Total	\$10.00
Customer	Customer Vehicle ID	Unlit 5	Vehicle	27PVPF	YMM	2022 FORD POLI	Driver	Client Deciding	Mos in Service	13	Item	60
Date	Item ID	Charge Detail							Charge		Tax	Subtotal
2026/01/01-31	27PVPF-0126-MM	Maintenance Management (Full Month): Fee							\$10.00		\$10.00	
Customer Vehicle ID Total:		\$10.00									Vehicle Total	\$10.00

PAID
JAN 09 2026
FINANCE

Statement Number: 535007A-010628
Statement Date: 2026-01-06
Customer: CITY OF GROVES, TEXAS
Invoice #: FB6523723

Page 1 of 12

For additional billing details and past charges or to enroll in autopay,
visit Billing > Statements at cityofgroves.tx.us

Charge Summary

Customer: 535007	Customer Vehicle ID: Unit 1	Vehicle: 27PVP9	YMM: 2020 FORD POLI	Driver: Client Deciding	Miles in Service: 13	Units:
Date	Item ID	Charge Detail		Charge	Tax	Subtotal
2026/01/01-31	27PVP9-0126-MM	Maintenance Management (Full Month): Fee		\$10.00	\$10.00	\$10.00
Customer Vehicle ID Total:	\$10.00				Vehicle Total:	\$10.00
Customer: 535007	Customer Vehicle ID: Unit 10	Vehicle: 2896PJ	YMM: 2025 FORD POLI	Driver: Client Deciding	Miles in Service: 13	Units:
Date	Item ID	Charge Detail		Charge	Tax	Subtotal
2026/01/01-31	2896PJ-0126-MR	Lease Charge (Full Month): Rent		\$1,020.06	\$1,020.06	\$1,020.06
2026/01/01-31	2896PJ-0126-MM	Maintenance Management (Full Month): Fee		\$10.00	\$10.00	\$10.00
Customer Vehicle ID Total:	\$1,030.06				Vehicle Total:	\$1,030.06
Customer: 535007	Customer Vehicle ID: Unit 11	Vehicle: 27PVPN	YMM: 2017 FORD UTIL	Driver: Client Deciding	Miles in Service: 13	Units:
Date	Item ID	Charge Detail		Charge	Tax	Subtotal
2026/01/01-31	27PVPN-0126-MM	Maintenance Management (Full Month): Fee		\$10.00	\$10.00	\$10.00
Customer Vehicle ID Total:	\$10.00				Vehicle Total:	\$10.00
Customer: 535007	Customer Vehicle ID: Unit 11	Vehicle: 2896PL	YMM: 2025 FORD POLI	Driver: Client Deciding	Miles in Service: 13	Units:
Date	Item ID	Charge Detail		Charge	Tax	Subtotal
2026/01/01-31	2896PL-0126-MR	Lease Charge (Full Month): Rent		\$950.94	\$950.94	\$950.94
2026/01/01-31	2896PL-0126-MM	Maintenance Management (Full Month): Fee		\$10.00	\$10.00	\$10.00
Customer Vehicle ID Total:	\$970.94				Vehicle Total:	\$970.94

PAID
JAN 09 2025
FINANCE

Statement Number: 535007A-010626
Statement Date: 2026-01-06
Customer: CITY OF GROVES, TEXAS
Invoice #: FBNS5323728

Page 16 of 16

For additional billing details and past charges or to enroll in autopay,
visit Billing - Statements at <https://sgovs.texas.gov/billing>

Charge Summary

Customer: 535007 Customer Vehicle ID: Unit 12		Vehicle: 27PVPM YMM: 2020 FORD POLI	Driver: Client Deciding	Mos in Service: 13	Term: -
Date	Item ID	Charge Detail	Charge	Tax	Subtotal
2026/01/01-01/31	27PVPM-0126-MM	Maintenance Management (Full Month): Fee	\$10.00	\$10.00	\$10.00
Customer Vehicle ID Total:	\$10.00			Vehicle Total:	\$10.00
Customer: 535007 Customer Vehicle ID: Unit 2		Vehicle: 27PVPB YMM: 2019 FORD POLI	Driver: Client Deciding	Mos in Service: 13	Term: -
Date	Item ID	Charge Detail	Charge	Tax	Subtotal
2026/01/01-01/31	27PVPB-0126-MM	Maintenance Management (Full Month): Fee	\$10.00	\$10.00	\$10.00
Customer Vehicle ID Total:	\$10.00			Vehicle Total:	\$10.00
Customer: 535007 Customer Vehicle ID: Unit 29		Vehicle: 27PVPO YMM: 2015 FORD UTIL	Driver: Client Deciding	Mos in Service: 13	Term: -
Date	Item ID	Charge Detail	Charge	Tax	Subtotal
2026/01/01-01/31	27PVPO-0126-MM	Maintenance Management (Full Month): Fee	\$10.00	\$10.00	\$10.00
Customer Vehicle ID Total:	\$10.00			Vehicle Total:	\$10.00
Customer: 535007 Customer Vehicle ID: Unit 3		Vehicle: 27PVPD YMM: 2019 FORD POLI	Driver: Client Deciding	Mos in Service: 13	Term: -
Date	Item ID	Charge Detail	Charge	Tax	Subtotal
2026/01/01-01/31	27PVPD-0126-MM	Maintenance Management (Full Month): Fee	\$10.00	\$10.00	\$10.00
Customer Vehicle ID Total:	\$10.00			Vehicle Total:	\$10.00

PAID
JAN 09 2026
FINANCE

Statement Number: 535007A-010626
Statement Date: 2026-01-06
Customer: CITY OF GROVES, TEXAS
Invoice #: FGN5529723

Page: 16 of 1

For additional billing details and past charges or to enroll in autopay,
visit Billing > Statements at <https://www.cityofgroves.com>

Charge Summary

Customer: 535007 Customer Vehicle ID: Unit 4		Vehicle: 27PVPC YMM: 2020 FORD POLI	Driver: Client Deciding	Mos in Service: 13	Temp: -
Date	Item ID	Charge Detail			
2026/01/01-01/31	27PVPC-0126-MM	Maintenance Management (Full Month): Fee	\$10.00	Charge \$10.00	Tax
Customer Vehicle ID Total:	\$10.00				Subtotal \$10.00
Customer: 535007 Customer Vehicle ID: Unit 6		Vehicle: 27PVPG YMM: 2022 FORD POLI	Driver: Client Deciding	Mos in Service: 13	Temp: -
Date	Item ID	Charge Detail			
2026/01/01-01/31	27PVPG-0126-MM	Maintenance Management (Full Month): Fee	\$10.00	Charge \$10.00	Tax
Customer Vehicle ID Total:	\$10.00				Subtotal \$10.00
Customer: 535007 Customer Vehicle ID: Unit 7		Vehicle: 27PVPJ YMM: 2020 FORD POLI	Driver: Client Deciding	Mos in Service: 13	Temp: -
Date	Item ID	Charge Detail			
2026/01/01-01/31	27PVPJ-0126-MM	Maintenance Management (Full Month): Fee	\$10.00	Charge \$10.00	Tax
Customer Vehicle ID Total:	\$10.00				Subtotal \$10.00
Customer: 535007 Customer Vehicle ID: Unit 8		Vehicle: 27PVPH YMM: 2022 FORD POLI	Driver: Client Deciding	Mos in Service: 13	Temp: -
Date	Item ID	Charge Detail			
2026/01/01-01/31	27PVPH-0126-MM	Maintenance Management (Full Month): Fee	\$10.00	Charge \$10.00	Tax
Customer Vehicle ID Total:	\$10.00				Subtotal \$10.00
					Vehicle Total: \$10.00

Statement Number: 535007A-010620
Statement Date: 2020-01-06
Customer: CITY OF GROVES, TEXAS
Invoice #: FBN5523723

Page 12 of 12

For additional billing details and past charges or to enroll in autopay,
visit Billing > Statements at <https://app.legistar.com>

Charge Summary

Customer: 535007 Customer Vehicle ID: Unit 9		Vehicle: 27PVPK YM/M: 2020 FORD POLI	Device: Client Deciding	Miles of Service: 13	Time:
Date	Item ID	Charge Detail	Charge	Tax	Subtotal
2020/01/01-01/31	27PVPK-0126-MM	Maintenance Management (Full Month): Fee	\$10.00	\$10.00	\$10.00
Customer Vehicle ID: Total	\$10.00				\$10.00
(Subtotal) Current Charges for Customer 535007A:					\$12,035.05
(Total) Current Charges for Customer 535007A:					\$12,035.05

Frakes Construction
3510 Pure Atlantic Hwy Ste. A
Groves, TX 77619 US
+14096261129
bfrakesconstruction@gmail.com



INVOICE

BILL TO
City of Groves TX
City of Groves TX

INVOICE # 858
DATE 12/22/2025
DUE DATE 12/22/2025
TERMS Due on receipt

ACTIVITY	AMOUNT
Residential Demolition 5024 Monroe	19,700.00
Residential Demolition 3139 Maple	10,250.00
Residential Demolition 6322 32nd	18,425.00
Residential Demolition 6109 Willis	18,799.00

undefined
We appreciate your business and look forward to
working with you again.

BALANCE DUE **\$67,174.00**

[Pay invoice](#)

Please Remit Payments to:

Frakes Construction

3510 Pure Atlantic Hwy Ste A

Groves, Tx 77619

Cash, Check, Cashiers Check or Money Order Only



City of Groves Inspection Department

Date 01-05-26

409-960-5700 Ext 0

Address 5024 Monroe Blvd

This is to certify that an inspection on:

Electrical Plumbing Mechanical Framing

Approved

Finalized

Remarks _____

Demo program completion

DM

City Inspector



City of Groves Inspection Department

Date 01-05-26

409-960-5700 Ext 0

Address 3139 Maple Ave

This is to certify that an inspection on:

Electrical Plumbing Mechanical Framing

Approved

Finalized

Remarks _____

Demo program completion

DM

City Inspector

City of Groves Inspection Department



Date 01-06-26

409-960-5700 Ext 0

Address 6109 Willis

This is to certify that an inspection on:

Electrical Plumbing Mechanical Framing
Approved Finaled

Remarks Demo program completion

Don Redman
City Inspector

City of Groves Inspection Department



Date 01-05-26

409-960-5700 Ext 0

Address 6322 32 st,

This is to certify that an inspection on:

Electrical Plumbing Mechanical Framing
Approved Finaled

Remarks Demo program completion

Don Redman
City Inspector

Grant

2201 Northland Drive, Austin, Texas 78756
Office: (512) 420-0303 | Fax: (512) 420-0302

1/09/2026

DRAW REQUEST TRANSMITTAL COVER LETTER

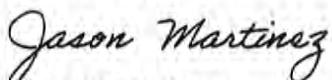
City Manager
Kevin Carruth
City of Groves
3947 Lincoln Avenue
Groves, TX 77619

Re: Project:	Demolition Project
Draw Request No.	001
Contract Amount	\$129,379.00
Grant Amount of this Draw	\$67,174.00
Remaining funds after Draw	\$62,205.00

The enclosed Payment recommendation No.1 has been reviewed. It is approved and ready to be processed for Frakes Construction.

Please do not hesitate to call me at (956) 619 - 3458 if you have any questions or if I may be of assistance.

Sincerely,



Jason Martinez

American Rescue Plan Act Manager – jjason.martinez@grantworks.net - (956) 619 - 3458

PURCHASE ORDER

City of Groves

PURCHASE ORDER # 09-41452

01/08/2026

ISSUED TO: VEND #: 01-11700
 LOWER NECHES VALLEY AUTHORITY
 PO BOX 5117
 BEAUMONT, TX 77726

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

UNITS	DESCRIPTION	G/L ACCOUNT	PRICE	AMOUNT
1.00	RAW WATER	11 -5-63-02-110	WATER PURCHASED-LNVA	26,509.11
	RAW WATER PURCHASED FOR DECEMBER 2025			26,509.11

PAID

JAN 16 2026

FINANCE

RECEIVED

JAN 13 2026

FINANCE

*** TOTAL ***

26,509.11

ORDERED BY: CHRIS CROPPER

APPROVED BY: TROY W. FOXWORTH

CUSTOMER BILL

LNVA
LOWER NECHES VALLEY AUTHORITY

Customer # 029
Bill Date 12/31/2025

Bill # 14596
PO #

CITY OF GROVES
ACCOUNTS PAYABLE
3947 LINCOLN AVE
GROVES, TX 77619

7850 Eastex Freeway
Beaumont, Texas, 77708-2815
Phone: (409) 892-4011

P.O. 09-41452

Billing Summary

Account Balance		Bill Summary		
Previous Account Balance	\$0.00	December Billing Period	12/1/2025 To 12/31/2025	
New Charges/Penalties	\$26,509.11	Billed Usage	76,838.020 KGal	Contracted Gallons 75,000,000
Account Balance	\$26,509.11			
Due Date	1/31/2026			

Billing Details

Description	Billed Qty	Rate	Amount
Contract Rate	76,838.02 KGal	0.3450	\$26,509.11
Total	76,838.02 KGal		\$26,509.11

Meter Details

Location	Previous Read	Current Read	Actual Usage
City of Groves	368.0970	444.9350	76,838,000.0000 Gal
			76,838,000.0000 Gal

PAID

JAN 16 2026

FINANCE