

Notice of Regular Meeting
February 9, 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/81704087462> 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. Deliberate and act on the minutes of the January 12, 2026, City Council Meeting.
9. Deliberate and act on the minutes of the January 26, 2026, City Council Meeting.
10. Deliberate and act on Ordinance 2026-01 for a rezone of 3910 Dunn Street (JCAD Parcel ID 2794) from an R-1 Single Family Residence Zone to a C-1 Retail Business District Zone.
11. Deliberate and act on Ordinance 2026-02, to abandon, release, and terminate two utility easements at 3910 Dunn Street (JCAD Parcel ID 2794).
12. Hear and deliberate on the 2025 Groves Fire Department Annual Report.
13. Deliberate and act on Resolution 2026-05, authorizing the Multiple Use Agreement between the City of Groves and TxDOT, and establishing the City Marshal as the authorized signee, regarding the completion of the ongoing MVCPA ALPR Grant.
14. Deliberate and act on Resolution 2026-06, authorizing the submittal of a FY2027 Criminal Justice Grant Program Application to purchase mobile radios and designate the City Marshal as the authorized officer.
15. Deliberate and act on Ordinance 2026-03, authorizing participation with other Entergy service area cities in matters concerning Entergy at the PUC and the hiring of lawyers and rate experts.
16. Deliberate and act on the appointment of volunteers to city boards, commissions, and committees.
17. Deliberate and act to accept a proposal from NewGen Strategies & Solutions to conduct a transportation use fee feasibility analysis and authorizing the City Manager to negotiate and execute all necessary documents.
18. Deliberate and act to authorize a service agreement with Civil Inc. for a pavement and asset management plan, and authorizing the City Manager to negotiate and execute all necessary documents.
19. Deliberate and act on Ordinance 2026-04, establishing a temporary transportation use fee on utility bills to fund a feasibility analysis, street condition studies, and street maintenance.
20. Deliberate and act on the February 9, 2026, Invoice List.

Executive Session

21. 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.
22. Reconvene into open session.

Closing Agenda

23. Hear and deliberate on Council Member comments.
24. Adjourn

Special Accommodations

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

Certification

I certify that the above notice of meeting was posted on the bulletin board and front door of City Hall, 3947 Lincoln Avenue, on February 3, 2026, at _____AM/PM.

City of Groves

City of Groves
Agenda Item Information Form

Council Meeting Date: 2/9/2026 Department: City Manager Agenda Item No. 8

Title for Item (same as to be placed on Agenda): Deliberate and act to approve the minutes of the January 12, 2026, City Council Meeting.

Party(ies) requesting placement of this item on the agenda: Clarissa Thibodeaux, City Clerk

Submitted to City Manager's Office on: Date: 1/30/26 Time: 8:15 a.m. By: C. THIBODEAUX

Explanation of Item: _____

Deadline for Approval: Immediately.

Staff Recommendation: Approval of minutes, as presented.

Alternative (if any) for consideration: _____

Identify any attachments to this document: January 12, 2026, City Council Minutes.

Minutes.

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

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

Signed: _____ Date: _____ Approved: [Signature] Date: 01/30/26

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 _____

A regular meeting of the Groves City Council was held on January 12, 2026, at 5:00 p.m. in the Groves City Council Chamber with Mayor Chris Borne, Mayor Pro Tem Rae Shauna Gay, Councilmember Mark McAdams, Councilmember Brandon Holmes, and Councilmember Charles Chelette in attendance. Mayor Borne called the meeting to order, and Councilmember Brandon Holmes led the prayer and the Pledge of Allegiance.

Mayor Borne asked for reports, and there were none.

Mayor Borne then asked for citizen comments, and there were none.

Mayor Borne then paused the Council Meeting and opened up the Public Hearing portion at 5:06 p.m.

DELIBERATE ON JOINT PUBLIC HEARING WITH THE PLANNING AND ZONING COMMISSION FOR A REZONE OF 3910 DUNN STREET (JCAD PARCEL ID 2794) FROM AN R-1 SINGLE FAMILY RESIDENCE ZONE TO A C-1 RETAIL BUSINESS DISTRICT ZONE: Mayor Borne then read the Notice of the public hearing as follows: "The City of Groves, TX City Council members, and the Planning and Zoning Commissioners will hold a Joint Public Hearing @ 3947 Lincoln Avenue, Groves, Texas on Monday, January 12, 2026, beginning at 5:00 p.m. to hear a rezoning request from MAGNA Properties LTD, to rezone 3910 Dunn Avenue from a R-1 SINGLE FAMILY DISTRICT to a C-1 RETAIL BUSINESS DISTRICT; Legal description ATLANTIC HTS NO 1 LT 4 S11.5 & LT 5 BLK 2."

Mayor Borne asked the individual making the request to address the Council. Mr. Imad Sarkis stated that he represents Tricon doing business as Express Mart. Tricon Inc. has been proudly serving Southeast Texas for 55 years. The proposed project is an existing Express Mart operational location in the City of Groves, originally constructed in 1993. The site is outdated, no longer meets current environmental standards, and does not align with today's customer expectations. Their proposal is to rebuild the existing facility to meet current and future demand.

Mayor Borne then asked for questions from the City Council. Councilmember Holmes asked whether they plan to add more pumps, and Mr. Sarkis stated that they do plan to add one more. Councilmember Holmes then asked whether the station would be shut down during the process, and Mr. Sarkis stated that the plan is to completely demolish the site and start from the ground up, including replacing the tanks. Councilmember Holmes then asked what the timeline looks like from start to finish, and Mr. Sarkis stated it is about 9 months. Councilmember Chelette asked if the

plans are to push the store back to where they want the zone change, and Mr. Sarkis stated that they are doing so to improve the site's maneuverability. Mr. Elias Sarkis then addressed the Council regarding the layout, stating that only about 20% of the building would be on the lot in question, with the remainder allocated to staff parking. The Council was then shown an updated layout for the proposed site and pictures of another site that is very similar in size and layout to the one they are proposing to build in Groves. Councilmember Holmes then asked whether any equipment would make more noise than is currently present, and Mr. Sarkis stated that the AC units would be larger but located behind masonry walls. Councilmember Holmes then asked about a privacy fence and was assured that one would be installed.

Mayor Borne then invited questions from the Planning and Zoning Commission. Mr. Pacetti asked about the house on the site, which would be demolished, and about the tanks, which would also be replaced. Mr. Sarkis stated that this is correct. It was also stated that the general layout would be similar; they just need more space for the bigger store and to add employee parking in the back. Mr. Pacetti asked about the dumpster's location, and it was confirmed that it will remain at its current location on the east side. Mr. Sarkis also stated that the current location has five driveways and will be reduced to two, with no access from Dunn except for employee parking, which will be in the back and not connected to the front. Mayor Borne asked Building Official Don Pedraza for the dimensions of the property located in the R-1 zone, and Mr. Pedraza stated it is 75 ft. X 140 ft. Councilmember Chelette then asked the Planning and Zoning Commission whether there were any drainage issues, and Mr. Pedraza stated he was not aware of any. Councilmember Chelette stated that most of the new area will be hard surface, and the project engineer, Daniel Dotson, noted that they anticipate a reduction in the area because most of the site is already paved. Councilmember Chelette stated that the current facility already has in-ground drainage. Will the employee parking lot have a similar setup? Mr. Dotson stated that they anticipate reducing runoff by reducing the number of other driveways. Mr. Dotson then stated that, as long as we are at what's there or less than DD7, the detention pond will not be required.

Mayor Borne then asked for property owners within 200 feet who wished to speak in support of the request, but none spoke.

Mayor Borne then asked for property owners within 200 feet who wish to speak against the request, and Kirk Mahaney of 3848 Dunn Street addressed the Council. Mr. Mahaney stated that he would now be right next to the new expansion, and has

been at that location for 56 years. Mr. Mahaney is concerned about the impact on his property values, noise, bright lights, drainage and trash issues, increased crime, and road conditions. Mr. Mahaney then presented a letter to the Council opposing this rezoning request.

Ms. Kristy Fugett of 3901 Dunn Street then addressed the Council, stating that she lives directly across the street from the proposed employee parking. Ms. Fugett also stated that the noise from the dumpsters at 7:00 a.m. is a problem, and the lighting shining into the surrounding homes. Ms. Fugett is also concerned about the drainage and stormwater management. The increased traffic, littering, and noise are also concerning, since the store will be open 24-hours a day. Ms. Fugett went to the Police Station and received a printout of 911 calls from the last five years, including 128 calls and 11 arrests. Ms. Fugett respectfully requested that the Commission deny the rezoning request in its current form, as it conflicts with the fundamental land-use principles designed to protect residential communities.

Ms. Jaylen LaBarge of 3849 Dunn Street then addressed the Council and stated that she is also concerned about the effects on nearby property values. She believes that making this lot commercial will reduce the desirability of the area's homes and thus decrease their values. Ms. LaBarge asked where the trucks would be unloaded, and Mr. Sarkis stated they would be unloaded in front of the building, and also, the delivery of fuel would not come from Dunn since there would not be a driveway there.

Mayor Borne then asked for citizens of Groves who wish to speak in support of the request, and Beth Mull of 7244 Terrell Street addressed the Council, stating that she lives next door to Larry and Rita's and understands what it's like to live next to loud properties. Ms. Mull then stated that she is proud to live in Groves and is also a local business owner. Ms. Mull has worked with these gentlemen from Tricon before and knows they want to do what is right for the community. She also stated that the noise from the convenience store will not be any worse than that from the train track. Ms. Mull stated that there is always a strong police presence at this store because it's also their corner store. We can't fault people who want to better our community. We need to embrace it and figure out how to work together as a neighborhood. Ms. Mull stated that she supports this item and hopes the Council will approve the land for commercial use. She noted that the store will pay dearly for it in taxes, and the City needs the revenue from both the retail and land sides.

Paul Vera of 3701 Russell stated that he supports this item because it will help with the city's tax revenue needs.

Mayor Borne then called for citizens of Groves who wished to speak against the request, and Steve Parker of 3801 Dunn then addressed the Council. Mr. Parker stated that when it rains, water drains into his yard from the end of the street by the store. Mr. Parker stated that he is not in favor of this item.

Barbara Edington of 3800 Russell stated that she opposes the rezoning of 3910 Dunn. Ms. Edington stated that this would increase traffic on Dunn further, and they already speed on Dunn and do not stop at the stop signs. Ms. Edington stated that the surrounding streets are already in poor repair, and increased traffic to this store would only worsen them. Ms. Edington then informed the Council that most of the homes on Dunn Street and Leonard Street are owned, not rentals, and that all of the homes on Russell Street are owned, not rentals. Ms. Edington also stated that one driveway on 39th Street and one on Highway 366 will not be sufficient to accommodate traffic. Ms. Edington supports removing the driveway on Dunn but feels there should be more on the other two streets. Ms. Edington stated that drainage needs to be addressed and that she opposes the rezone.

Mayor Borne stated that no action would be taken at this meeting and adjourned this public hearing at 6:02 p.m.

Council reconvened into the regular City Council Meeting at 6:02 p.m.

DELIBERATE AND ACT TO APPROVE THE MINUTES OF THE DECEMBER 22, 2025, CITY COUNCIL MEETING: Councilmember Chelette made a motion to deliberate and act to approve the minutes of the December 22, 2025, City Council Meeting, and Councilmember McAdams seconded. There were no questions, and the motion passed unanimously.

HEAR THE INTRODUCTION AND SWEARING-IN OF THE NEW POLICE OFFICERS: City Marshal Christopher Robin then addressed the Council, introducing the new police officers. Deputy Kevin White, Deputy Gianni Mejia, Deputy Brayden Simmons, and Deputy Zachary Graff. Marshal Robin also gave a brief bio and a personal statement for each new officer. Marshal Robin then swore in the new officers. All in attendance then welcomed the new officers.

DELIBERATE AND ACT TO APPROVE RESOLUTION 2026-01, AUTHORIZING THE PUBLICATION OF NOTICE OF INTENTION TO ISSUE CITY OF GROVES, TEXAS, CERTIFICATES OF OBLIGATION IN A PRINCIPAL AMOUNT NOT TO EXCEED \$26,000,000 FOR THE CONSTRUCTION OF PUBLIC WORKS AND ACQUISITION OF EQUIPMENT AND ANY ITEMS RELATED THERETO FOR THE PAYMENT OF CONTRACTUAL OBLIGATIONS FOR PROFESSIONAL SERVICES; AUTHORIZING THE DISTRIBUTION OF NOTICE OF SALES AND PRELIMINARY OFFICIAL STATEMENT RELATING TO SUCH CERTIFICATES; AND CONTAINING OTHER PROVISIONS RELATING THERETO: Mayor Pro Tem Gay made a motion to deliberate and act to approve Resolution 2026-01, and Councilmember McAdams seconded. City Manager Kevin Carruth then introduced the City's financial advisor, Bob Henderson from RBC Capital Markets, and Lance Fox, who is the City's bond counsel. Mr. Carruth stated that three main issues are under consideration for the CO issue: The Wastewater Treatment Plant improvements, the 25th Street sewer bottleneck, and the water meter AMI project. These are all projects we have been discussing, in some cases for well over a year, and the AMI project has already been approved. The Wastewater Treatment Plant is in the investment-grade audit phase with Schneider Electric, and the 25th Street sewer project has already completed engineering. The five-year rate plan for utilities anticipated this debt issuance, and we have been planning for it for some time. Mr. Henderson stated that he had read the memo presented to the Council by Mr. Carruth, which he found very well written and hit all the highlights. Mr. Henderson stated that he wanted to reemphasize that the security pledge for this does include predominantly from the credit perspective of the taxing authority of the City, this is a combination tax and revenue certificate of obligation and when it comes to the actual cash flow for the repayment of the debt service on these certificates it would come from those two sources, both the utility system revenues and the property taxes. Mr. Henderson stated that the number will ultimately be between \$21,000,000 and \$26,000,000, and that \$26,000,000 is the not-to-exceed amount. We still need to finalize cost estimates with the engineers and work with the developers to determine their cash contribution, so these factors will affect the final number. When we return in March, we can provide the exact number and the debt service.

Mr. Henderson then stated that, to summarize the rate structure the City is already implementing, it will be able to service approximately \$1,700,000 in debt service through the utility system over the life of the issue, which would be sufficient for a 21-22-million dollar transaction. In the long term, we will not necessarily need any INS Tax Rates to do it. As we approach that period, we will need to balance the impact of

the INS tax rate with utility system revenues. Mr. Henderson then stated that, after meeting with Finance Director Lamar Ozley, they anticipate an INS tax rate impact of as much as 7 cents for an issuance of \$21,000,000. Mr. Henderson stated that they will return to the Council before taking official action, with more precise information. Councilmember Holmes asked about the term for the Certificates of Obligation, and Mr. Henderson stated it would be 20 years. Mr. Henderson then stated that the Federal Reserve lowered interest rates in December and that there is about a 40% chance they will do so again in January, but he expects they will. Mr. Henderson stated that he calculated these numbers for the notice at 5%, but current market rates are slightly lower. Mr. Henderson then explained the interest and sinking fund tax monies for debt services and related costs.

The City's bond attorney, Mr. Lance Fox, then addressed the Council, stating, for transparency purposes, that the funds from these proceeds can only be used for these public works projects and cannot go into the general operating fund. Mr. Fox then stated that, when these certificates are issued, they must be approved by the Attorney General's Office before certification. Mr. Fox informed the Council that it could not issue Certificates of Obligation to finance environmental remediation expenses because those expenses are not considered a Public Works project. City Manager Kevin Carruth stated that they included parks and streets on the table shown on the screen, so that if we have money left over after we address the three primary projects, the bond covenants would allow us to do those additional projects. Mr. Fox stated that the next steps would be publication in the newspaper and posting on the City website, both of which are required by Texas law. This gives citizens an opportunity to petition before it is issued, which is the purpose of the notice. Mayor Borne asked Mr. Carruth whether we would have the final numbers for the wastewater plant by March. Mr. Carruth stated that we will have more refined numbers, but the actual bid numbers will not be available until much later. There were no further questions, and the motion passed unanimously.

DELIBERATE AND ACT TO APPROVE REIMBURSEMENT RESOLUTION 2026-02, EXPRESSING OFFICIAL INTENT TO REIMBURSE THE CITY WITH PROCEEDS OF TAX-EXEMPT CERTIFICATES OF OBLIGATIONS FOR COSTS ASSOCIATED WITH CONTRACTUAL OBLIGATIONS TO FINANCE CONSTRUCTION OF PUBLIC WORKS AND PUBLIC IMPROVEMENTS: Mayor Pro Tem Gay made a motion to deliberate and act to approve Reimbursement Resolution 2026-02, and Councilmember Holmes seconded. Mr. Fox stated that this is to comply with the tax law and will allow the City to start spending out of the general fund towards the

projects, and then when the Certificates of Obligation are actually issued, you can use those proceeds to reimburse the City for those expenditures. There were no further questions, and the motion passed unanimously.

DELIBERATE ON POSSIBLE AMENDMENTS TO SEC. 9-1300 OF THE CODE OF ORDINANCES TO ALLOW BUSINESS SIGNS FOR HOME OCCUPATIONS IN R-1 AND R-2 SINGLE-FAMILY RESIDENTIAL ZONING DISTRICTS: Councilmember Holmes made a motion to deliberate on possible amendments to Sec. 9-1300 of the Code of Ordinances to allow business signs for home occupations in R-1 and R-2 Single-Family Residential Zoning Districts. Councilmember McAdams seconded. City Manager Kevin Carruth provided a brief background, noting that two years ago a resident at 5001 Bellaire needed a letter from the City confirming that he could conduct his business under his R-1 zoning classification and obtain federal licenses to work on firearms. Building Official Don Pedraza inspected his premises and confirmed that his processes would not impact the neighborhood. The resident assured Mr. Carruth that there would be no customer traffic and that all activity would be conducted via mail. Mr. Carruth then stated that a few weeks ago, a different individual who was looking to operate a retail firearm business out of his home made a comment about business signage and was told he could not do that. This individual then asked why the 5001 Bellaire location had a business sign, which led the city to investigate the sign on Bellaire. It turns out there is a 4'X8' vinyl sign on his fence, which violates the ordinance. That is when the Mayor asked that this be placed on the agenda for discussion. Mr. Carruth then stated that this is for discussion only and there will be no action tonight. The purpose of the current ordinance is to preserve the integrity of R-1 and R-2 single-family residential neighborhoods. Mr. Eric Gallier of 5001 Bellaire then asked to speak on the issue, as it concerns his property. Mr. Gallier stated that the banner in question has been displayed for the past 4 years. Mr. Gallier stated that he is very considerate of his neighbors and only has customers at his location by appointment. Mayor Borne asked about the purpose of the sign, and Mr. Gallier stated that he uses it to direct customers to the appropriate location when making appointments. Mayor Borne then asked whether there were other ways to reach the same point without a large sign. Ms. Gallier stated that it helps keep confusion down and prevents customers from ending up at their neighbors' houses.

City Manager Kevin Carruth stated that the City has not received complaints about traffic from this residence. City Attorney Brandon P. Monk stated that there is an off-site sign ordinance, but it is not part of the possible amendment we are discussing. Off-site signs are restricted; in other words, there are limited signs you

can be placed at locations to advertise, such as real estate and political signs, but business signs are not allowed in R-1 and R-2 districts. Councilmember Holmes asked whether there is a limit in the ordinances on the size of home address signage, and Building Official Don Pedraza stated there is only a minimum size limit. Mayor Borne stated that the purpose of placing this item on the agenda was to discuss it and gauge the council's opinion on whether it should be revised or enforced. Councilmember McAdams stated that he believes we need to change the ordinance because many citizens operate businesses out of their homes, and that he doesn't see a problem with business signs. Mr. Carruth then stated that the issue is the impact on the neighborhood when traffic is generated to a house. Councilmember Chelette believes having a side business is great, but does not support displaying business signs to advertise it. Mayor Borne then asked Mr. Monk about the definition of home-based business sign in the ordinance, and if a QR Code under this definition would be considered a home-based business sign since it requires an action, and Mr. Monk stated that he still thinks it is providing information about the business on that lot, therefore would be a business sign by definition. Mr. Monk also stated that the Council could, if it chose, allow those types of business signs in R-1 and R-2.

Councilmember Holmes stated he would like the Council to consider allowing some signage in residential zones to identify where to go for goods or services. Councilmember Holmes then stated that he believes the signs should be no more than 8 square feet and require a sign permit, which provides an interface between City staff and our citizens doing business in the community. Councilmember Holmes then stated that he does not want to discourage citizens from generating additional revenue in their homes. Mayor Borne then stated that, since this is a discussion item, if any councilmembers have further recommendations or concerns, please send them to City Manager Kevin Carruth for another draft resolution at a future meeting. Mayor Borne then asked Mr. Gallier whether the sign is still up, and Mr. Gallier confirmed it is. Mayor Borne asked Mr. Gallier to please remove the sign until the Council decides what to do, and Mr. Gallier agreed. There was no further discussion on this item.

DELIBERATE AND ACT ON THE JANUARY 12, 2026, INVOICE LIST: Mayor Pro Tem Gay made a motion to deliberate and act on the January 12, 2026, invoice list, and Councilmember Chelette seconded.

INVOICES: City Manager Kevin Carruth presented invoices for payment totaling \$86,497.43 as follows:

1. Brenntag Southwest, INC	Sodium hydroxide for Water Plant.	\$5,100.64
2. Enterprise	Lease for new vehicles.	\$12,316.07
3. Houston Poly Bag	Trash bags.	\$7,920.00
4. PVS DX, INC	Chlorine for Water Plant.	\$6,861.60
5. SHI Government Solutions	Cloudflare for 1 year.	\$6,194.38
6. Standard Life Insurance Company	Standard life for October 2025 and November 2025.	\$7,342.38
7. Standard Life Insurance Company	Standard life for December 2025 and January 2026.	\$7,930.14
8. United Communications INC	Six radios and nine spare batteries for the Fire Department.	\$20,357.70
9. Wex Bank	Fuel for all vehicles for December 2025.	\$12,474.52

Mayor Borne asked for questions. Mayor Borne asked whether the Fire Department's radios were included in the budget. Fire Chief Lance Billeaud stated that \$17,000 was budgeted, but the Department received a Motiva grant that covered the remaining balance. City Manager Kevin Carruth then asked where that leaves us on the number of radios still needed, and Chief Billeaud stated that four additional radios still need to be purchased. Chief Billeaud stated that he would like to purchase two additional radios from the Texas Forestry Grant and include the remaining two in next year's budget. There were no further questions, and the motion passed unanimously.

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 ADVICE OF ITS ATTORNEY ABOUT PENDING OR CONTEMPLATED LITIGATION
- B. RECONVENE INTO OPEN SESSION.

Council then convened into Executive Session at 6:58 p.m.

RECONVENE OPEN SESSION: Council reconvened into open session at 7:29 p.m.

DELIBERATE AND ACT TO APPROVE A WAIVER OF CONFLICTS WITH JEFFERSON COUNTY DRAINAGE DISTRICT NO. 7 CONCERNING THE EMPLOYMENT OF BULLOCK, BENNETT, AND ASSOCIATES, LLC, AND AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE ALL NECESSARY DOCUMENTS: Mayor Pro Tem Gay made a motion to deliberate and act to approve a waiver of conflicts with Jefferson County Drainage District No. 7 concerning the employment of Bullock, Bennett, and Associates, LLC, and authorizing the City Manager to negotiate and execute all necessary documents. Councilmember McAdams seconded the motion. There were no questions, and the motion passed unanimously.

Mayor Borne asked for Council comments. Mayor Pro Tem Gay welcomed the new officers, and Mayor Borne wished everyone a Happy New Year. The meeting was adjourned at 7:31 p.m.

Mayor

ATTEST:

City Clerk

City of Groves
Agenda Item Information Form

Council Meeting Date: 2/9/2026 Department: City Manager Agenda Item No. 9

Title for Item (same as to be placed on Agenda): Deliberate and act to approve the minutes of the January 26, 2026, City Council Meeting.

Party(ies) requesting placement of this item on the agenda: Clarissa Thibodeaux, City Clerk

Submitted to City Manager's Office on: Date: 1/30/26 Time: 8:15 a.m. By: C. THIBODEAUX

Explanation of Item: _____

Deadline for Approval: Immediately.

Staff Recommendation: Approval of minutes, as presented.

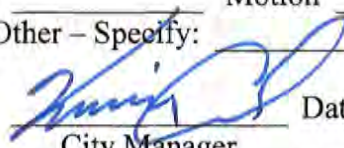
Alternative (if any) for consideration: _____

Identify any attachments to this document: January 26, 202, City Council Minutes.

Minutes.

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

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

Signed: _____ Date: _____ Approved:  Date: 01/30/26
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 _____

A regular meeting of the Groves City Council was held January 26, 2026, at 5:00 p.m., in the Groves City Council Chamber with Mayor Chris Borne, Councilmember Mark McAdams, Councilmember Brandon Holmes, and Councilmember Charles Chelette in attendance. Mayor Pro Tem Gay was absent. Mayor Borne called the meeting to order and welcomed the attendees and news media. The local VFW then led the prayer and the Pledge of Allegiance.

Mayor Borne asked whether there were any reports, and City Manager Kevin Carruth informed the Council that Friends of the Library is restarting and will hold its first meeting tomorrow at 5:30 p.m. Mr. Carruth also thanked the staff for the S.W.A.T. situation on Doyle, the Fire Department with the mutual aid to help the Nederland Fire Department with their 7th Street Baptist Church Fire, and the Public Works employees with the 10-inch main on Monroe with the break. There were multiple breaks from midnight until around 2:00 p.m., and you can imagine how miserable that would be in the cold. Only two businesses were affected: Whataburger and the convenience store right behind it.

Fire Chief Lance Billeaud then presented a report to the Council on Fire Engine 33 regarding a transmission issue. When the garage removed the sensor to replace it, there was a considerable amount of metal shavings on the sensor. They brought it to Siddons-Martin in Port Arthur, where trucks are normally taken for repairs when the garage can't perform them. Siddons-Martin offered two options: either break down the transmission to determine what needed repair, or replace it with a rebuilt unit through Reliable Transmission. The minimum to break it down was about \$13,000; costs would increase from there, depending on the repairs needed, with only a 90-day warranty on the replaced parts. Going directly through Reliable Transmission, the same company, a rebuilt transmission with a full 2-year warranty would be about \$22,000. After careful consideration, the \$22,000 rebuilt transmission option was selected as the best option. Chief Billeaud stated that this was not budgeted for, but we are fortunate that the department received a \$25,000 grant from the Forestry Service to purchase equipment. Chief Billeaud stated that they would purchase equipment only with grant funds, then use the budgeted equipment funds for repairs to the fire truck. Councilmember McAdams asked how many miles the fire truck has on it, and Chief Billeaud stated about 25,000 miles and 2,400 hours. It is a 2012 model. Councilmember Holmes asked whether the unit is nearing the end of its service life, and Chief Billeaud stated that they need at least 6 more years of service from it, but would like more. Councilmember Holmes asked if this unit being out will leave us exposed for local calls and mutual aid, and Chief Billeaud stated that it will not.

Mr. Ken Loftin of VFW 4820 stated that they have been traveling to other cities for Council meetings. Mr. Loftin then updated the Council, stating they have a stand-down coming up at Bob Bowers Civic Center next Friday, and a car show in March. Mr. Loftin also stated that they plan to host a major event at the park on Highway 73 on the 4th of July. There were no further reports.

Mayor Borne then called for public comments, and none were received.

RECEIVE THE MINUTES OF THE JANUARY 13, 2026, PLANNING AND ZONING MEETING: Mayor Borne stated that all of the Council has received a copy.

HEAR AND DISCUSS THE ANNUAL REVIEW OF BUSINESSES WITH BEER AND WINE PERMITS FOR ON-PREMISE CONSUMPTION: Marshal Robin addressed the Council and stated that this report will review each of the businesses that currently hold a permit for on-premise beer and wine consumption. These include 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. Marshal Robin then reviewed each location and explained any calls for service. All calls for service were unrelated to on-premises consumption. There were no questions from the Council.

HEAR AND DELIBERATE ON A MUTUAL-AID AGREEMENT FOR COOPERATION ON LAW ENFORCEMENT EFFORTS BETWEEN MID-COUNTY LAW ENFORCEMENT AGENCIES: Councilmember Holmes made a motion to hear and deliberate on a Mutual-Aid Agreement for Cooperation on Law Enforcement Efforts between Mid-County Law Enforcement Agencies, and Councilmember Chelette seconded. City Marshal Christopher Robin addressed the Council and informed them that the main purpose of this agreement is to put the Mutual-Aid Agreement in writing, since it is already being done. Marshal Robin then stated that some of this is in response to the Uvalde Strong Act. Putting this in writing helps ensure everything is easily understood and that parameters are set so there are no questions about how we will assist one another. This agreement is modeled on a longstanding agreement used in the North Central Texas region. All three attorneys for Nederland, Port Neches, and Groves have reviewed this and found no issues. This agreement remains active as long as at least two agencies are part of it. There are ways to exit from the agreement if necessary. It is also drafted to allow any other agency to join. Marshal Robin stated that, to his understanding, the City of Nederland has this on its agenda this week as well, but he is not sure whether Port Neches does.

Councilmember Holmes asked what the other named cities were in this agreement? Marshal Robin stated that, at this time, it's only Nederland and Groves. Councilmember Chelette asked about information sharing if we were called to another city for mutual aid. Marshal Robin stated that the agreement doesn't change how we handle our evidentiary data, but it does require us to comply with rules from our local District Attorney, which is already our practice. Councilmember Chelette also asked about any open records requests, and Marshal Robin stated that anything we generate would be stored in accordance with our policies and procedures, so it would have to be requested from us. City Manager Kevin Carruth stated that this agreement simply memorializes what we have been doing for years and that there has not been an incident that has served as a catalyst for this; however, it is prudent business to have everything in writing. There were no further questions, and the motion passed unanimously.

DELIBERATE AND ACT TO PROCLAIM APRIL AS FAIR HOUSING MONTH: Councilmember Chelette made a motion to deliberate and act to proclaim April as Fair Housing Month, and Councilmember McAdams seconded. Mayor Borne then read the proclamation proclaiming April as Fair Housing Month in the City of Groves. There was no further discussion, and the motion passed unanimously.

DELIBERATE AND ACT ON RESOLUTION 2026-03, AUTHORIZING SIGNATORIES FOR THE GLO RESILIENT COMMUNITIES PROGRAM GRANT (23-160-138-F544): Councilmember McAdams made a motion to deliberate and act on Resolution 2026-03, and Councilmember Chelette seconded. City Manager Kevin Carruth informed the Council that the just-passed Proclamation, this item, and the next item all relate to the grant for the comprehensive planning process we were awarded. All of these items are required to receive those funds. This item authorizes the City Manager and Mayor to serve as signatories on the documents. There were no questions, and the motion passed unanimously.

DELIBERATE AND ACT ON RESOLUTION 2026-04, TO ADOPT THE REQUIRED CDBG CIVIL RIGHTS POLICIES: Councilmember Holmes made a motion to deliberate and act on Resolution 2026-04, and Councilmember McAdams seconded. City Manager Kevin Carruth reiterated that this is required for us to receive funds for the comprehensive plan and noted that we have already agreed to these policies as a condition of accepting police department grants. There were no questions, and the motion passed unanimously.

DELIBERATE AND ACT ON HOTEL OCCUPANCY TAX FUNDING REQUEST BY THE GROVES CHAMBER OF COMMERCE FOR THE CHRISTMAS TREE TRAIL: Councilmember Chelette made a motion to deliberate and act on Hotel Occupancy

Tax funding request by the Groves Chamber of Commerce for the Christmas Tree Trail. Councilmember Holmes seconded. The Groves Chamber of Commerce Director, Letha Knaus, informed the Council that this item was to pay for the Grinch's appearance at the Christmas Tree Trail. Councilmember Chelette asked whether there was a good turnout, and Ms. Knaus stated that it was larger than in previous years. Mayor Borne asked Finance Director Lamar Ozley whether we have sufficient funds to cover this, and Mr. Ozley stated that we do. There were no further questions, and the motion passed unanimously.

DELIBERATE AND ACT ON ADDITIONAL HOTEL OCCUPANCY TAX FUNDING REQUEST BY GROVES PECAN FESTIVAL: Councilmember Holmes made a motion to deliberate and act on additional Hotel Occupancy Tax funding request by Groves Pecan Festival, and Councilmember Chelette seconded. The Groves Chamber of Commerce Director, Letha Knaus, informed the Council that this is for the entertainment portion of the Grove Pecan Festival. This includes the DJ, the sound team, and the bands. Councilmember Holmes asked if this was the total price for the entertainment package, and Ms. Knaus stated it is. Councilmember Holmes asked whether Ms. Knaus has other DJ options for future years, as the current DJ does not have their own equipment. Ms. Knaus stated that they will still have Beau Wilson because he brings large crowds. There were no further questions, and the motion passed unanimously.

DELIBERATE AND ACT ON THE JANUARY 26, 2026, INVOICE LIST: Councilmember Chelette made a motion to deliberate and act on the January 26, 2026, invoice list, and Councilmember McAdams seconded.

INVOICES: City Manager Kevin Carruth presented invoices for payment totaling \$141,825.42 as follows:

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

Mayor Borne asked for questions. Councilmember Holmes asked whether we have any additional invoices pending for the demolitions from Frakes Construction, and Mr. Carruth stated that 6 or 7 additional houses remain to be demolished. There were no further questions, and the motion passed unanimously.

CITY COUNCIL WILL HOLD AN EXECUTIVE SESSION PURSUANT TO THE PROVISIONS OF CHAPTER 551 OF THE TEXAS GOVERNMENT CODE, IN ACCORDANCE WITH THE AUTHORITY CONTAINED IN:

- A. SECTION 551.071 (1) (A) – CONSULTATION WITH ATTORNEY WHEN THE GOVERNMENTAL BODY SEEKS THE ADVICE OF ITS ATTORNEY ABOUT PENDING OR CONTEMPLATED LITIGATION.
- B. RECONVENE INTO OPEN SESSION.

The Council went into Executive Session at 5:45 p.m.

The Council reconvened in an Open Session at 6:13 p.m.

Mayor Borne asked for Council comments, and Councilmember Chelette thanked all city employees who have helped us get through this weather, especially the Public Works employees who assisted with the major water break. Mayor Borne thanked the Fire and Police Departments for their help with the barricaded individual. There were no further comments.

There was no further business, and the meeting was adjourned at 6:14 p.m.

ATTEST:

Mayor

City Clerk

City of Groves
Agenda Item Information Form

Council Meeting Date: 2/9/2026 Department: Building Official Agenda Item No. 10

Title for Item (same as to be placed on Agenda): Deliberate and act on Ordinance 2026-01, for a rezone of 3910 Dunn Street (JCAD Parcel ID 2794) from an R-1 Single Family Residence Zone to a C-1 Retail Business District Zone.

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

Submitted to City Manager's Office on: Date: 2/4/26 Time: 2:30 p.m. By: C THIBODEAUX

Explanation of Item: Express Mart recently purchased the residence behind their store at 3911 Pure Atlantic. Express Mart plans to demolish the house and the existing store and rebuild with a larger store that will be partially sited on the residential lot. The enlarged store will increase property and sales taxes. The new site plan eliminates vehicle access from Dunn Street.

Deadline for Approval: 2/9/26

Staff Recommendation: Staff concurs with P&Z's recommendation to adopt Ordinance 2026-01, for a Rezone of 3910 Dunn Street from an R-1 Single Family Residence Zone to a C-1 Retail Business District

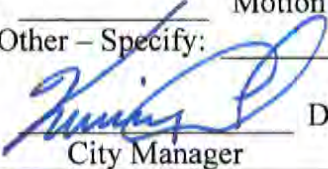
Zone, as presented.

Alternative (if any) for consideration: Deny the rezone request.

Identify any attachments to this document: 1) Ordinance 2026-01; 2) 1/13/26 P&Z minutes; 3) rezone application; 4) neighbor notification letter and list.

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

Ordinance – Number 2026-01 Resolution – Number Other – Specify:

Signed: Date: Approved:  Date: 02/06/26
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

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32 **WHEREAS**, the City Council of the City of Groves held a public hearing on the
33 application, received testimony from interested persons, and considered all relevant factors,
34 including the application, the recommendation of the Planning and Zoning Commission, and the
35 City's comprehensive plan; and

36 **WHEREAS**, the City Council finds that the proposed zoning change from "R-1" Single-
37 Family Residential District to "C-1" Retail Business District is in the best interest of the public
38 health, safety, and welfare of the citizens of the City of Groves and is consistent with the City's
39 comprehensive plan;

40 **NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY**
41 **OF GROVES, TEXAS:**

42 **SECTION 1. FINDINGS ADOPTED.** The findings set forth in the recitals to this
43 Ordinance are hereby adopted and incorporated herein as if fully set forth.

44 **SECTION 2. ZONING MAP AMENDMENT.** The Official Zoning Map of the City of
45 Groves, Texas, is hereby amended to change the zoning classification of the following described
46 property from "R-1" Single-Family Residential District to "C-1" Retail Business District:

47 Lot 5 and the South 11.5 feet of Lot 4, Block 2, Atlantic Heights Addition, City of
48 Groves, Jefferson County, Texas, according to the map or plat thereof recorded in
49 the Official Public Records of Jefferson County, Texas, commonly known as 3910
50 Dunn Avenue, Groves, Texas.

51 **SECTION 3. USE REGULATIONS.** All uses of the Property shall hereafter be subject
52 to the regulations applicable to "C-1" Retail Business District as set forth in the City of Groves
53 Code of Ordinances.

54 **SECTION 4. MAP REVISION.** The City Clerk is hereby authorized and directed to make
55 the necessary changes on the Official Zoning Map of the City of Groves to reflect the zoning
56 classification change provided herein.

57 **SECTION 5. SEVERABILITY.** If any section, subsection, sentence, clause, phrase, or
58 portion of this Ordinance is for any reason held invalid or unconstitutional by any court of
59 competent jurisdiction, such portion shall be deemed a separate, distinct, and independent
60 provision and such holding shall not affect the validity of the remaining portions of this Ordinance.

61 **SECTION 6. PUBLICATION.** The City Clerk is hereby directed to publish this
62 Ordinance, or its caption, in The Examiner within ten (10) days of its passage.

SECTION 7. EFFECTIVE DATE. This Ordinance shall become effective immediately upon its passage, approval, and publication as required by law.

DULY PASSED AND APPROVED by the City Council of the City of Groves, Texas, on the 9th day of February, 2026.

Chris Borne, Mayor

ATTEST:

Clarissa Thibodeaux, City Clerk

APPROVED AS TO FORM:

Brandon P. Monk, City Attorney

**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

APPLICATION TO THE PLANNING & ZONING COMMISSION

Date: November 4, 20 25

Application is hereby made to the City of Groves Planning and Zoning Commission to hold a meeting for the purpose of discussing the Rezoning of Lot No. 5# & S. 11.5' of Lot #4 Block No. Block 2

Addition Atlantic Heights
from R-1 Single Family Residence Zone to C-1 Retail Business Dist. Zone.

So the land may be used for Convenience Store Renovation

Said property is owned by MAGNA Properties LTD.

Address 7076 West Port Arthur Rd. Telephone No. [REDACTED]

City Beaumont State Texas Zip Code 77720

This application for amendment shall be accompanied by a fee of \$250.00 to cover administrative and processing costs; and accurate legal description, maps, site plans, drawings or any data necessary to demonstrate that the proposed amendment is in general conformance with the comprehensive plan of the City and that the necessity, convenience and general welfare requires the adoption of the proposed amendment.

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

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



Signature of Applicant (Owner/ Agent)

Daniel A. Dotson, P.E.

Fittz & Shipman, Inc.

Please return this application and fee to:

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

CITY OF GROVES

(409) 962-4471

***** REPRINT RECEIPT*****

REC#: 01630150 11/17/2025 9:18 AM
OPER: PM TERM: 013
REF#: 4706
PAID BY:

TRAN: 198.0000 PLAN REVIEW
TRI CON
PLAN REVIEW FEE 100.00CR

TENDERED: 100.00 CHECK
APPLIED: 100.00-

CHANGE: 0.00

CITY OF GROVES

(409) 962-4471

REC#: 01630149 11/17/2025 9:10 AM
OPER: PM TERM: 013
REF#: 4694
PAID BY:

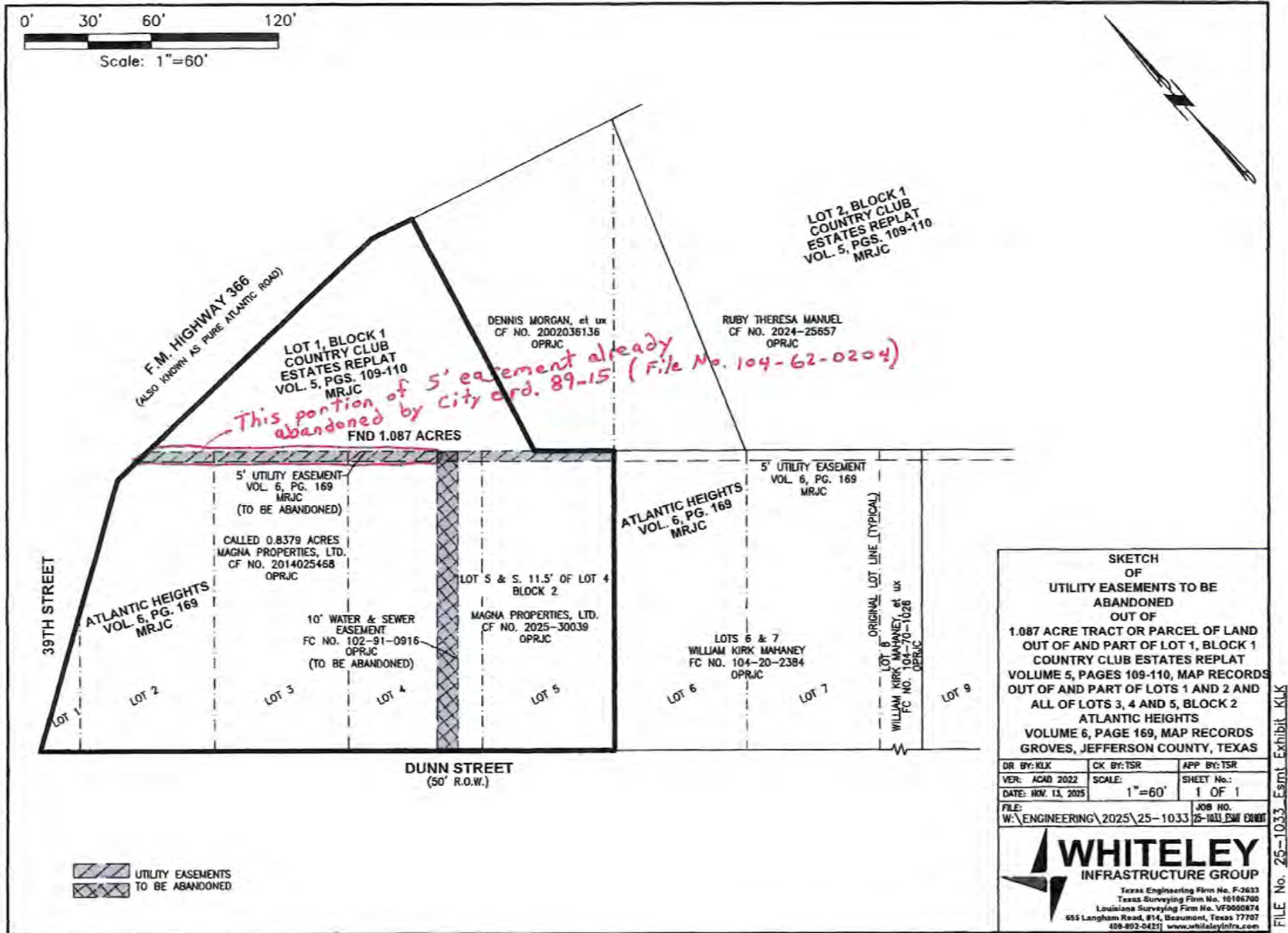
TRAN: 197.0000 ADMINISTRATIVE FEES
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ADMINISTRATIVE FEES 250.00CR

TENDERED: 250.00 CHECK
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CHANGE: 0.00

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ORDINANCE NO. 89-15

OF THE CITY OF GROVES

AN ORDINANCE CLOSING, ABANDONING AND VACATING
A DEDICATED EASEMENT IN THE CITY OF GROVES,
DESCRIBED HEREIN AND PROVIDING AN EFFECTIVE
DATE

WHEREAS, THE CITY OF GROVES has no further need for the
easement on the hereinafter described property; now, therefore,

BE IT ORDAINED BY THE CITY OF GROVES:

SECTION 1: - That the easement located on the following
described property, to-wit:

Being a portion of that certain 5 foot easement shown on
the plat of ATLANTIC HEIGHTS ADDITION, as the same
appears upon the map or plat thereof, on file and of
record in Volume 6, page 169, Map Records of Jefferson
County, Texas; the portion of said easement to be aban-
doned being that portion crossing the Northerly 52 feet
of Lot 4, all of Lot 3, and that part of Lot 2 lying
South of State Highway No. 366, all in Block 2 of
ATLANTIC HEIGHTS ADDITION.

be, and the same is hereby, closed, abandoned and vacated for
public purposes.

SECTION 2: - This Ordinance shall be effective from and
after its passage.

PASSED APPROVED and ADOPTED this 15th day of October

104 62 0205

THE STATE OF TEXAS §
COUNTY OF JEFFERSON §

I, Gene K. Graham, City Clerk of the City of Groves, hereby certify that the attached and foregoing is a true and correct copy of Ordinance No. 89-15 of the City of Groves adopted by the City Council of said City at a regular meeting thereof held on October 16, 1989 as the same appears in the minutes of said City Council on file in the office of the City Clerk. I further certify that said Ordinance has not been in anywise altered, amended, or repealed and is now in full force and effect.

WITNESS MY HAND AND THE OFFICIAL SEAL OF SAID CITY OF GROVES, this 4th day of January, 1993.

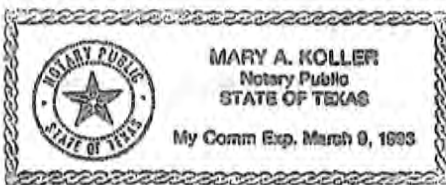


Gene K. Graham
Gene K. Graham, City Clerk
The City of Groves

THE STATE OF TEXAS §
COUNTY OF JEFFERSON §

This instrument was acknowledged before me on the 4th day of January, 1993 by Gene K. Graham, City Clerk of the City of Groves, a municipal corporation, on behalf of said City.

Mary A. Koller
Notary Public, State of Texas



COPY

104 62 0206

FILED FOR RECORD

'93 JAN 15 P4:13

Leticia Ramos
COUNTY CLERK
JEFFERSON COUNTY, TEXAS

STATE OF TEXAS

COUNTY OF JEFFERSON

I hereby certify that this instrument was filed on
the date and time stamped hereon by me and was duly
recorded in the Official Public Records of Real Property
of Jefferson County, Texas, on

JAN 15 1993



Leticia Ramos
County Clerk, Jefferson County, Texas

COPY







CITY OF GROVES

Don Pedraza

Building Official

dpedraza@cigrovestx.com

Public Works Department

4925 McKinley

Groves, Texas 77619

Phone (409) 960-5707

Fax (409) 962-9433

DECEMBER 10, 2025

RE: Rezoning Classification

Dear Property Owner:

MAGNA Properties LTD, owners of 3910 Dunn Street, is requesting to rezone the newly acquired property, legal description ATLNTIC HTS NO 1 LT 4 S11.5 & LT 5 BLK 2, from R-1 Single Family Residence District to C-1 RETAIL BUSINESS DISTRICT, for the purpose of building a new store facility. The City Council and Planning & Zoning Commissioners will be holding a joint public hearing to discuss the possible rezoning of this property with neighboring property owners and concerned citizens of the City of Groves.

As an interested property owner, you may express your views by attending the joint public hearing scheduled for January 12, 2026, at City Hall, 3947 Lincoln Ave., which begins at 5 PM. For more information, contact Don Pedraza at 409-960-5707 or email at dpedraza@cigrovestx.com.

Building Official

Don Pedraza

MAGNA PROPERTIES LTD
ELIAS SARKIS
PO BOX 20555
BEAUMONT, TX 77720-0555

DENNIS & JEANETTE MORGAN
3901 PURE ATLANTIC RD
GROVES, TX 77619-6311

WILLIAM K MAHANEY
3848 DUNN ST
GROVES, TX 77619-6314

RUBY THERESA MANUEL
3849 PURE ATLANTIC RD
GROVES, TX 77619-6339

JOSE CASTILLO
3810 DUNN ST
GROVES, TX 77619-6314

OLGA XIOMARA REASONS
3815 PURE ATLANTIC RD
GROVES, TX 77619-6339

WADE & KAY PECORINO
3949 DUNN ST
GROVES, TX 77619-6338

RICHARD ROBINSON
3927 DUNN ST
GROVES, TX 77619-6338

KRISTY FUGETT
3901 DUNN ST
GROVES, TX 77619

JAYLEN LABARGE
3849 DUNN ST
GROVES, TX 77619

HOWELL'S RENTALS LLC
PO BOX 1048
CRYSTAL BEACH, TX 77650

BRIAN FAWCETT
JAMIE HOLLIER
3900 RUSSELL ST
GROVES, TX 77619-6335

MATTHEW HUGH & MARIAM MANUEL
6406 SCARLET RIDGE CT
SUGAR LAND, TX 77479

MEGHAN NGOC-ANH RICHARDS
DUY DUC NGUYEN
3821 DUNN ST
GROVES, TX 77619

GLORIA CASTILLE
3840 RUSSELL ST
GROVES, TX 77619-6333

City of Groves
Agenda Item Information Form

Council Meeting Date: 2/9/2026 Department: Building Official Agenda Item No. 11

Title for Item (same as to be placed on Agenda): Deliberate and act on Ordinance 2026-02, to abandon, release, and terminate two utility easements at 3910 Dunn Street (JCAD Parcel ID 2794).

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

Submitted to City Manager's Office on: Date: 2/4/26 Time: 2:30 p.m. By: C. THIBODEAUX

Explanation of Item: Express Mart recently purchased the residence behind their store at 3911 Pure Atlantic. Express Mart plans to demolish the house and the existing store and rebuild with a larger store that will be partially sited on the residential lot. The enlarged store will increase property and sales taxes. The new site plan eliminates vehicle access from Dunn Street.

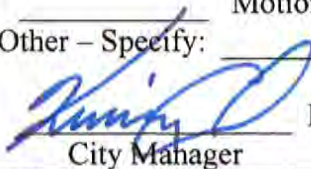
Deadline for Approval: 2/9/26

Staff Recommendation: Staff recommends the Council adopt Ordinance 2026-02, abandoning, releasing, and terminating two utility easements at 3910 Dunn Street, as presented.

Alternative (if any) for consideration: Deny the request.

Identify any attachments to this document: 1) Survey; 2) Ordinance 2026-02.

Specific Council Action Requested: None (Information item only) Motion X
Ordinance – Number 2026-02 Resolution – Number Other – Specify:

Signed: Date: Approved:  Date: 02/06/26
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



1 **CITY OF GROVES**

2 **ORDINANCE NO. 2026-02**

3 **AN ORDINANCE OF THE CITY OF GROVES, TEXAS, ABANDONING,**
4 **RELEASING, AND TERMINATING TWO UTILITY EASEMENTS**
5 **SITUATED IN THE CITY OF GROVES, JEFFERSON COUNTY, TEXAS,**
6 **ON PROPERTY COMMONLY KNOWN AS 3910 DUNN AVENUE, AS**
7 **MORE PARTICULARLY DESCRIBED IN EXHIBIT "A" ATTACHED**
8 **HERETO; AUTHORIZING THE MAYOR OR CITY MANAGER TO**
9 **EXECUTE A DEED WITHOUT WARRANTY, SALE, TERMINATION,**
10 **RELEASE AND ABANDONMENT OF EASEMENT; PROVIDING FOR**
11 **RECORDING; PROVIDING A SEVERABILITY CLAUSE; AND**
12 **PROVIDING AN EFFECTIVE DATE**

13 **WHEREAS,** the City of Groves, Texas (the "City") is the owner of certain utility
14 easements located on property commonly known as 3910 Dunn Avenue, Groves, Jefferson
15 County, Texas, as more particularly described in Exhibit "A" attached hereto and incorporated
16 herein for all purposes; and

17 **WHEREAS,** the property owner has requested that the City abandon, release, and
18 terminate the utility easements described in Exhibit "A" in connection with a replat of the subject
19 property; and

20 **WHEREAS,** the City's Public Works Department has determined that the utility easements
21 described in Exhibit "A" are no longer necessary for municipal utility purposes and that no City
22 utilities or facilities are located within said easements, or if any such utilities or facilities exist,
23 they have been or will be relocated prior to the execution of the conveyance document authorized
24 herein; and

25 **WHEREAS,** all other utility companies or entities with facilities or interests in the subject
26 easements have provided written consent to the abandonment of their respective interests, or have
27 confirmed that they have no facilities or interests in the subject easements; and

28 **WHEREAS,** Texas Local Government Code Chapter 253 authorizes municipalities to sell
29 and convey abandoned easements and requires the governing body to adopt an ordinance directing
30 the mayor or city manager to execute the conveyance; and

31 **WHEREAS,** the City Council finds that the abandonment of the utility easements
32 described herein is in the best interest of the City and its citizens and will facilitate the orderly
33 development of the subject property;

34 **NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY**
35 **OF GROVES, TEXAS:**

36 **SECTION 1. FINDINGS.** The findings set forth in the preamble of this Ordinance are
37 hereby found to be true and correct and are adopted as findings of fact and incorporated into the
38 body of this Ordinance as if copied herein in their entirety.

39 **SECTION 2. ABANDONMENT OF EASEMENTS.** The City of Groves, Texas, does
40 hereby abandon, release, terminate, and relinquish all of its right, title, and interest in and to the
41 utility easements described in Exhibit "A" attached hereto and incorporated herein for all purposes.

42 **SECTION 3. AUTHORIZATION TO EXECUTE CONVEYANCE.** The Mayor of the
43 City of Groves, or the City Manager, is hereby authorized and directed to execute a Deed Without
44 Warranty, Sale, Termination, Release and Abandonment of Easement, substantially in the form
45 attached hereto as Exhibit "B," conveying the City's interest in the easements described in Exhibit
46 "A" to Magna Properties, Ltd., the abutting property owner of record. The City Clerk is authorized
47 and directed to attest such conveyance document and to affix the City's seal thereto.

48 **SECTION 4. RECORDING.** The City Clerk is hereby authorized and directed to record
49 a certified copy of this Ordinance, together with the conveyance document executed pursuant to
50 Section 3 hereof, in the Official Public Records of Jefferson County, Texas.

51 **SECTION 5. SEVERABILITY.** If any section, subsection, sentence, clause, phrase, or
52 portion of this Ordinance is for any reason held invalid or unconstitutional by any court of
53 competent jurisdiction, such portion shall be deemed a separate, distinct, and independent
54 provision and such holding shall not affect the validity of the remaining portions of this Ordinance.

55 **SECTION 6. EFFECTIVE DATE.** This Ordinance shall take effect immediately upon
56 its passage and approval.

57 **DULY PASSED AND APPROVED by the City Council of the City of Groves, Texas, on the**
58 **9th day of February, 2026.**

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62 _____
Chris Borne, Mayor

63 **ATTEST:**
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66 _____
67 Clarissa Thibodeaux, City Clerk

68 **APPROVED AS TO FORM:**

69
70
71 _____
72 Brandon P. Monk, City Attorney
73

EXHIBIT "A"

LEGAL DESCRIPTION OF EASEMENTS TO BE ABANDONED

Property Address: 3910 Dunn Avenue, Groves, Jefferson County, Texas

EASEMENT NO. 1

Being a portion of that certain 5 foot utility easement shown on the Plat of Atlantic Heights Addition, as the same appears upon the map or plat thereof, on file and of record in Volume 6, Page 169, Map Records of Jefferson County, Texas; the portion of said easement to be abandoned being the rear 5 feet of the Southerly 11.5 feet of Lot 4 and the rear 5 feet of Lot 5, Block 2 of Atlantic Heights Addition.

EASEMENT NO. 2

Being that certain 10 foot wide Water and Sewer easement of record in FC No. 102-91-1916 OPRJC, and being a tract of land out of and a part of Lot Number Four (Pt. of 4) in Block No. Two (2), ATLANTIC HEIGHTS ADDITION as the same appears upon the map or plat thereof, on file and of record in Vol. 6, Page 169, Map Records of Jefferson County, Texas, said tract of land being more fully described as follows, to-wit:

BEGINNING at a point which lies North 48 deg. 47 min. West 11.50 feet from the Southwest corner of Lot 4, Block 2, ATLANTIC HEIGHTS ADDITION, said point lying on the Easterly R.O.W. line of Dunn Avenue, and being the POINT OF BEGINNING of the tract described herein;

THENCE North 48 deg. 47 min. West along the Westerly line of Lot 4 and the Easterly R.O.W. of Dunn Avenue a distance of 10 feet to a point for corner;

THENCE North 41 deg. 13 min. East 145.00 feet to a point for corner;

THENCE South 48 deg. 47 min. East 10.00 feet to a point for corner;

THENCE South 41 deg. 13 min. West 145.00 feet to the POINT OF BEGINNING.

99

EXHIBIT "B"

100

**DEED WITHOUT WARRANTY, SALE, TERMINATION,
RELEASE AND ABANDONMENT OF EASEMENT**

101

102 THE STATE OF TEXAS

§

103

§

104 COUNTY OF JEFFERSON

§

105

KNOW ALL PERSONS BY THESE PRESENTS:

106

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114

That the CITY OF GROVES, TEXAS, a Texas home-rule municipal corporation ("Grantor"), acting by and through its duly authorized officers, for and in consideration of the sum of TEN AND NO/100 DOLLARS (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, does hereby GRANT, SELL, CONVEY, TRANSFER, RELEASE, TERMINATE, AND ABANDON unto MAGNA PROPERTIES, LTD. ("Grantee"), all of Grantor's right, title, interest, claim, and demand in and to those certain utility easements situated in the City of Groves, Jefferson County, Texas, and being more particularly described in Exhibit "A" attached hereto and incorporated herein for all purposes (the "Easements").

115

116

117

This conveyance is made and accepted subject to all matters of record, if any, affecting the property; provided, however, that Grantor hereby terminates, releases, and abandons any and all of Grantor's interest in the Easements described herein.

118

119

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122

This conveyance is made WITHOUT WARRANTY, EXPRESS OR IMPLIED, and Grantor neither warrants nor represents that Grantor has any interest in the property described herein, it being the intent of the parties hereto that any interest Grantor may have in said property, including but not limited to easement rights, is hereby conveyed, sold, released, terminated, and abandoned to Grantee.

123

124

125

This conveyance is authorized by Ordinance No. 2026-_____, duly adopted by the City Council of the City of Groves, Texas, on the _____ day of _____, 2026, pursuant to Texas Local Government Code Chapter 253.

126

EXECUTED this _____ day of _____, 2026.

127

GRANTOR:

128

129

CITY OF GROVES, TEXAS

130
131 By: _____
132 Chris Borne, Mayor

133 **ATTEST:**

134
135
136 _____
137 Clarissa Thibodeaux, City Clerk

138 [CITY SEAL]

139 **ACKNOWLEDGMENT**

140 THE STATE OF TEXAS §
141 §
142 COUNTY OF JEFFERSON §

143 BEFORE ME, the undersigned authority, a Notary Public in and for the State of Texas, on
144 this day personally appeared Chris Borne, known to me (or proved to me on the basis of
145 satisfactory evidence) to be the person whose name is subscribed to the foregoing instrument, and
146 acknowledged to me that he executed the same in his capacity as Mayor of the City of Groves,
147 Texas, and that by his signature on the instrument, the person, or the entity upon behalf of which
148 the person acted, executed the instrument for the purposes and consideration therein expressed.

149 GIVEN UNDER MY HAND AND SEAL OF OFFICE this _____ day of
150 _____, 2026.

151
152
153 _____
154 Notary Public, State of Texas

155 My Commission Expires: _____

156 [NOTARY SEAL]

157 **AFTER RECORDING RETURN TO:**

158 City of Groves
159 Attn: City Clerk

160 3947 Lincoln Avenue
161 Groves, Texas 77619

City of Groves

Agenda Item Information Form

Council Meeting Date: 2/9/26 Department: FIRE Agenda Item No.: 12

Title for Item (same as to be placed on Agenda): Hear and deliberate on 2025 fire department annual report

Party(ies) requesting placement of this item on the agenda: Fire Chief Lance Billeaud

Submitted to City Manager's Office on: Date: 1/29/26 Time: _____ By: Lance Billeaud

Explanation of item: The annual fire department report on incidents responded to presented by Fire Chief Lance Billeaud

Staff Recommendation: N/A

Alternative (if any) for consideration: N/A

Identify any attachments to this document: 2025 Fire Department annual report

Specific Council Action Requested: None (Information item only) Motion _____
Ordinance-Number _____ Resolution-Number _____ Other-Specify: _____
Signed: Lance Billeaud Date: 1/29/26 Approved: [Signature] Date: 2/9/26
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: _____

ACTION TAKEN BY COUNCIL

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

GROVES FIRE DEPARTMENT

ANNUAL REPORT



2025

GROVES FIRE DEPARTMENT

MISSION STATEMENT

The mission of the Groves Fire Department is to provide the highest level of all-hazard public safety services to our community. We protect lives and property through fire suppression, emergency medical service, and disaster management through public education, fire prevention, training, and service.

CORE VALUES

HONOR

INTEGRITY

COURAGE

COMPASSION

DEDICATION

INTRODUCTION..... 1

FIRE DEPARTMENT PERSONNEL..... 2

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INTRODUCTION

The Groves Fire Department operates from one centrally located fire station that houses a diverse fleet of emergency apparatus. The department maintains three pumpers (one 2005 Pierce and two 2012 Pierce), one utility pickup truck (2020 Ford F-250), one rescue truck (2008 Ford F-550), a Chief's vehicle (2025 RAM 1500), and an Assistant Chief's vehicle (2025 RAM 1500). These apparatus are equipped to support fire suppression, rescue operations, first responder emergency medical calls, salvage and overhaul, and other services provided by the department.

Emergency calls are received through Central Dispatch, which provides 911 communications for the department. Central Dispatch also manages radio traffic for all incidents.

The Groves Fire Department is a combination department consisting of 14 paid firefighters and 13 active volunteer firefighters. The department operates 24 hours a day, seven days a week, utilizing three shifts. Each shift is staffed with one Captain, one Lieutenant, and two Firefighters. The Fire Chief and Assistant Fire Chief work administrative hours Monday through Thursday from 7:00 a.m. to 5:00 p.m., and Friday from 7:00 a.m. to 11:00 a.m.

Volunteer firefighters are called in to assist with fires, motor vehicle accidents, hazardous materials incidents, and during periods of high call volume when on-duty personnel are taxed. All emergency and non-emergency operations are governed by the department's standard operating procedures.

The duties of the Groves Fire Department include fire suppression, first responder medical assistance, rescue, salvage and overhaul, hazardous materials response, fire and arson investigation, fire inspections, and assisting citizens as needed. Currently, the department has three certified arson investigators, one fire investigator, and four fire inspectors.

The members of the Groves Fire Department remain dedicated to meeting the needs of the citizens of Groves through professional service and a strong commitment to public safety.

GROVES FIRE DEPARTMENT PERSONNEL

PAID STAFF

Lance Billeaud – Fire Chief/EMC

28 years as a paid firefighter

Started in 1994 as a volunteer firefighter

TCFP Master Structure Firefighter

TCFP Instructor II

TCFP Fire Officer II

TCFP Head of Department Certification

Paul Washburn – Assistant Fire Chief/Fire Marshal

1 year with the City of Groves

33 years as a paid firefighter with the Port Arthur Fire Department

TCFP Advanced Structure Firefighter

TCFP Advanced Fire Investigator

TCFP Advanced Arson Investigator

TCOL Master Peace Officer

TCFP Advanced Fire Inspector

TCFP Instructor II

TCFP Haz Mat Technician

TCFP Plan Examiner I

TCFP Fire and Life Safety Educator I

TCFP Basic Marine Firefighter

C.J. Trahan – Captain (Retired June 2025)

24 years as a paid firefighter

Started as a part-time firefighter in 2001

TCFP Master Structure Firefighter

TCFP Instructor II

TCFP Fire Officer II

TCFP Driver/Pump Operator

Associate's degree in Fire Science

Jason Sheppard – Lieutenant C Shift

21 years as a paid firefighter

Started in 1986 as a volunteer

TCFP Advanced Structure Firefighter

TCFP Instructor I

TCFP Intermediate Aircraft Rescue Firefighter

TCFP Driver/Pump Operator

TCFP Fire Officer II

Dustin Montijo – Captain A Shift

19 years as a paid firefighter

TCFP Instructor I

TCFP Advanced Structure Firefighter

TCFP Fire Officer II

TCFP Driver/Pump Operator

Josh Hidalgo - Captain B Shift

18 years as a paid firefighter

TCFP Advanced Structure Firefighter

TCFP Instructor I

TCFP Fire Officer II

TCFP Driver/Pump/Aerial Operator

Haden Grove – Captain C Shift

11 years as a paid firefighter

Started in 2010 as a volunteer

TCFP Instructor II

TCFP Master Structure Firefighter

TCFP Haz Mat Technician

TCFP Master Arson Investigator

TCOLE Certified Peace Officer

TCFP Driver/Pump/Aerial Operator

TCFP Master Fire Inspector

TCFP Fire Officer II

TCFP Plan Examiner I

TCFP Incident Safety Officer

TCFP Haz Mat Incident Commander

TCFP Basic Fire Marshal

TCFP Basic Wildland Firefighter

TCFP Ropes Rescue Awareness/Operations

Associate's Degree in Emergency Management/Homeland Security

Josh Nelson – Lieutenant B Shift

11 years as a paid firefighter
Started in 2007 as a volunteer
TCFP Master Structure Firefighter
TCFP Instructor I
TCFP Fire Officer I
TCFP Master Fire Investigator
TCFP Incident Safety Officer
TCFP Master Fire Inspector
TCFP Driver/Pump Operator

Ryan Williams – Firefighter C Shift

5 years as a paid firefighter
TCFP Intermediate Structure Firefighter
TCFP Intermediate Fire Investigator
TCFP Intermediate Arson Investigator
TCFP Driver/Pump Operator
TCFP Basic Wildland Firefighter
TCFP Instructor I

Daniel Callesto – Firefighter A Shift

5 years as a paid firefighter
TCFP Intermediate Structure Firefighter
TCFP Intermediate Aircraft Rescue Firefighter
TCFP Instructor I
TCFP Fire Officer I
TCFP Driver/Pump Operator

Cole White – Firefighter A Shift

2 years as a paid firefighter
TCFP Basic Structure Firefighter
TCFP Driver/Pump Operator

Justin Journey – Firefighter B Shift

1 year as a paid firefighter
TCFP Basic Structure Firefighter
TCFP Driver/Pump Operator
TCFP Driver-Aerial
TCFP Basic Wildland Firefighter
TCFP Basic Fire Inspector
Associate's Degree in Instrumentation Technology

Turner Hart – Firefighter B Shift
10 months as a paid firefighter
TCFP Basic Structure Firefighter

Kris Smiley – Firefighter C Shift
5 months as a paid firefighter
TCFP Basic Structure Firefighter

John King (Kip) – Firefighter A Shift
4 months as a paid Firefighter
TCFP Basic Structure Firefighter

VOLUNTEER STAFF

Dwayne Austin – Secretary/Treasurer
20 years of service

James Borello
7 years of service

Kaden Flores
6 years of service

Kris Hayes
9 years of service
Firefighter at Nederland Fire Department

Ryan Hearn - President
5 years of service

Hunter Isbell
10 years of service
Captain at Orange Fire Department

Garrett James
Joined in 2025

Jacob Monceaux
19 years of service
Captain at Port Neches Fire Department

Ashley Parr – Assistant Drill Coordinator
4 years of service

Billy Rich Jr.
50 years of service

Matt Slagle
8 years of service
Captain at Orange Fire Department

Jay Spikes
26 years of service

Ben Wolfe
18 years of service
Captain at Port Arthur Fire Department

Junior Firefighters (ages 16 – 18)

Esqovon, E'Laychaui
Joined in 2025

Caleb Hoyt
Joined in 2023

Racer McCleod
Joined in 2024

Colton Simmons
Joined in 2025

Addison Smith
Joined in 2025

Ardell Watts
Joined in 2025

EMERGENCY RESPONSES FOR 2025

INCIDENT TYPE	CALLS
False Alarm & False Calls	108
Fires	69
Good Intent Calls	85
Emergency Medical Calls	1301
Service Calls	58
Overpressure Rupture, Explosion, Overheat (no fire)	1
Special Incident Type	2
No Emergency	17
Law Enforcement Support	1
Medical	275
Hazardous Situation	11
Public Service	27
Rescue	2
Hazardous Condition (No Fire)	79
Total	2036

Estimated fire loss for 2025

\$305,800

Automatic Aid Given to Nederland & Port Neches	20
Automatic Aid Received from Nederland & Port Neches	7
Mutual Aid Received	3
Mutual Aid Given	5
Fire-Related Deaths (Civilian)	0
Fire-Related Injuries (Fire Service)	0
Carbon Monoxide Incidents	1
CO Detector Activation Due To Malfunction	3
Average response time (Dispatched to arrival)	3:49

Additional response and incident information are attached in the Charts and Graphs section.

SPECIAL ACTIVITIES AND EVENTS

2025 was a successful year for the Groves Fire Department and the City of Groves.

In February, the department held its annual Fireman of the Year Banquet. James Borello was selected by the committee for this honor. James is a volunteer firefighter who dedicates countless hours each year in service to both the department and the community. He is a tremendous asset to the Groves Fire Department and was well deserving of this recognition.

Hurricane season was relatively inactive, and we were fortunate that no major storms impacted our area during the year.

In October, firefighters visited schools throughout Groves to promote fire safety education among the youth of our community. Students from Groves Intermediate and Groves Primary visited the fire station for tours, an experience enjoyed by both the students and the firefighters on shift.

Traditionally, the department hosts an open house in October for Fire Prevention Month; however, this year, we partnered with the Groves Police Department for National Night Out. The event was held along West Washington Avenue and utilized both the fire station and police station. Hundreds of families attended. City of Groves Special Events personnel, multiple police and fire departments, and numerous local businesses contributed to making the event a great success—especially the appearance of the Fire Chief and City Marshal in the dunking booth. Also in October, the Texas Commission on Fire Protection (TCFP) conducted its audit of the department. This takes place every two years. They found no violations for the Groves Fire Department.

In 2025, the department experienced the retirement of Captain Curtis “C.J.” Trahan, who had served as a paid firefighter for 24 years. His retirement created an opening for Captain. Haden Grove was selected to replace C.J. as Captain. With Haden’s promotion, a Lieutenant spot was open. Daniel Callesto was selected to fill that opening. We also hired three new firefighters: Turner Hart, Kris Smiley, and John King. These hires brought the department to full staffing.

In December, we received a \$25,000 equipment grant from the Texas Forestry Service. This grant will help us replace some much needed equipment that will be reaching its life expectancy soon.

Over the past three years, the fire department has remained committed to ensuring personnel are prepared to respond to all types of emergencies while also emphasizing continued education. Several members earned additional Texas Commission on Fire Protection (TCFP) certifications and completed specialized training to enhance their firefighting knowledge and skills further.

Fire Department Goals

A fire department must continually evaluate its needs and programs to maintain a high level of service to the community. This evaluation includes establishing both short- and long-term goals aimed at improving operations and ensuring readiness. These goals may require fiscal action, administrative action, or a combination of both.

Short-Term Goals

- The department's portable radios have reached the end of their service life. Motorola no longer repairs or replaces these units, and replacement batteries are no longer manufactured. Previously, the department received a Homeland Security State Homeland Security Program (SHSP) grant funding for radio replacement; however, communication equipment is no longer eligible. Through the past two fiscal budgets, along with grants from Motiva and the Texas A&M Forest Service, the department has successfully replaced 12 of the 14 radios used by paid personnel.
- A new pumper truck is on order to replace aging Engine 36 (2005), utilizing remaining bond funds from the construction of the new fire station. The apparatus has an estimated 48-month build time. The department will need to continue budgeting for the remaining cost prior to delivery, which is anticipated during the first quarter of the 2027–2028 fiscal year.
- Continue advancing the education and training of all department personnel, with an emphasis on emergency medical services and mass casualty incident response.
- TCFP is scheduled to adopt NFPA 1850 during the 2026 calendar year. This standard will reduce the service life of SCBA air packs to 15 years. To remain compliant, the department will need to budget for the replacement of 3–4 air packs per year over the next 8–10 years. The department currently maintains an inventory of 23 air packs.

Long-Term Goals

- The department will need to begin replacing its two 2012 engines around 2030. NFPA and ISO recommend a 20-year service life for front-line engines. Staggering these purchases over multiple years would be the most fiscally responsible approach for the City of Groves.
- Replace aging hydraulic rescue tools. Advances in technology make battery-operated tools more efficient and better suited for current operational needs.
- Continue budgeting for SCBA air pack replacements to remain compliant with TCFP and NFPA standards.
- SCBA air bottles have a service life of 15 years. The department has begun replacing aging bottles with 30-year life expectancy models and staggering purchases to minimize budget impact. Currently, the department maintains 56 bottles, with plans to reduce the inventory to 46 as older bottles reach the end of their service life.⁹

FIRE CHIEF'S SUMMARY

The information contained in this report is not intended to be inclusive of all activities performed by the Fire Department throughout the year; however, it provides the reader with a general overview of the programs and services offered by the department during 2025. The report also outlines short- and long-term goals that address departmental operations, as well as future project needs necessary to maintain a high level of service to the community. Included in this summary are references to notable highlights from the year 2025.

Emergency call volume increased as compared to last year, with EMS responses continuing to account for the highest percentage of calls at 76 percent. Fires and other incident types remained about the same. The high call volume continues to emphasize the importance of maintaining a strong and active group of volunteer firefighters. Our current volunteer members are a tremendous asset to both the department and the community. A more detailed breakdown of call data is attached to this report.

Overall, 2025 was another successful year for the City of Groves and the Fire Department. Department personnel continued to provide excellent service to the citizens of Groves while upholding the core values of honor, integrity, courage, compassion, and dedication. I am proud of the way our department, along with the rest of the city, continues to work together and meet challenges head-on.

The department remains committed to maintaining strong training programs that equip personnel with the knowledge and skills necessary to meet the demands of the fire service. We continue to invest in up-to-date technology and pursue the tools required to perform our duties safely and efficiently. Since 2020, the department has made significant efforts to advance firefighter certifications and adapt to the ever-changing dynamics of the fire service. Both paid and volunteer personnel stand ready to meet the future emergency and non-emergency needs of the citizens served by the Fire Department.

Respectfully Submitted



Lance Billeaud
Fire Chief/EMC
Groves Fire Department

CHARTS AND GRAPHS

INCIDENT STATISTICS 2025

This is a general statistical look into the incidents overall for the year 2025

2025 INCIDENT STATISTICS

Metric	Details	Result
1. Incident Count	Good Intent Call	85
1. Incident Count	Service Call	58
1. Incident Count	No Emergency	17
1. Incident Count	Overpressure Rupture, Explosion, Overheat(no fire)	1
1. Incident Count	Special Incident Type	2
1. Incident Count	False Alarm & False Call	108
1. Incident Count	Fire	69
1. Incident Count	Law Enforcement Support	1
1. Incident Count	Medical	275
1. Incident Count	Hazardous Situation	11
1. Incident Count	Public Service	27
1. Incident Count	Rescue & Emergency Medical Service Incident	1301
1. Incident Count	Rescue	2
1. Incident Count	Hazardous Condition (No Fire)	79
TOTAL COUNT		2036
3. Fire Loss	Total Loss	305,800
4. CO Checks	Carbon monoxide incident	1
4. CO Checks	CO detector activation due to malfunction	3
5. Mutual Aid Breakdown	None	2001
5. Mutual Aid Breakdown	Mutual aid given	5
5. Mutual Aid Breakdown	Mutual aid received	3
5. Mutual Aid Breakdown	Automatic aid received	7
5. Mutual Aid Breakdown	Automatic aid given	20
6. Simultaneous Incidents	# of Simultaneous Incidents	135
7. Average Response Time	Time	00:03:49

MAJOR INCIDENTS FOR 2025

These charts show a breakdown of the incident types for the year 2025. I have also included the same breakdown for 2022, 2023, and 2024.

CALLS	
Filter: Incident.Date Filters Year is equal to 2025	
Incident Type Level 1 (NFIRS/Primary NERIS)	Count of Incidents
Good Intent Call	85
Service Call	58
No Emergency	17
Overpressure Rupture, Explosion, Overheat(no fire)	1
Special Incident Type	2
False Alarm & False Call	108
Fire	69
Law Enforcement Support	1
Medical	275
Hazardous Situation	11
Public Service	27
Rescue & Emergency Medical Service Incident	1301
Rescue	2
Hazardous Condition (No Fire)	79
	2036



GROVES FIRE DEPT. CALL COMPARISSON

INCIDENT TYPE	2024	2023	2022	2021
FALSE ALARM & FALSE CALL	97	115	83	81
FIRE	70	103	72	72
GOOD INTENT CALL	90	117	114	139
HAZARDOUS CONDITION (NO FIRE)	91	84	55	71
OVERPRESSURE RUPTURE, EXPLOSION, OVERHEAT (NO FIRE)	1	2	0	1
RESCUE & EMERGENCY MEDICAL SERVICE INCIDENT	1484	1526	1483	1654
SERVICE CALL	46	88	72	77
SEVERE WEATHER & NATURAL DISASTER	0	0	0	0
SPECIAL INCIDENT TYPE	5	23	34	30
TOTAL	1884	2058	1913	2125

INCIDENT BREAKDOWN BY TIME OF DAY AND DAY OF THE WEEK

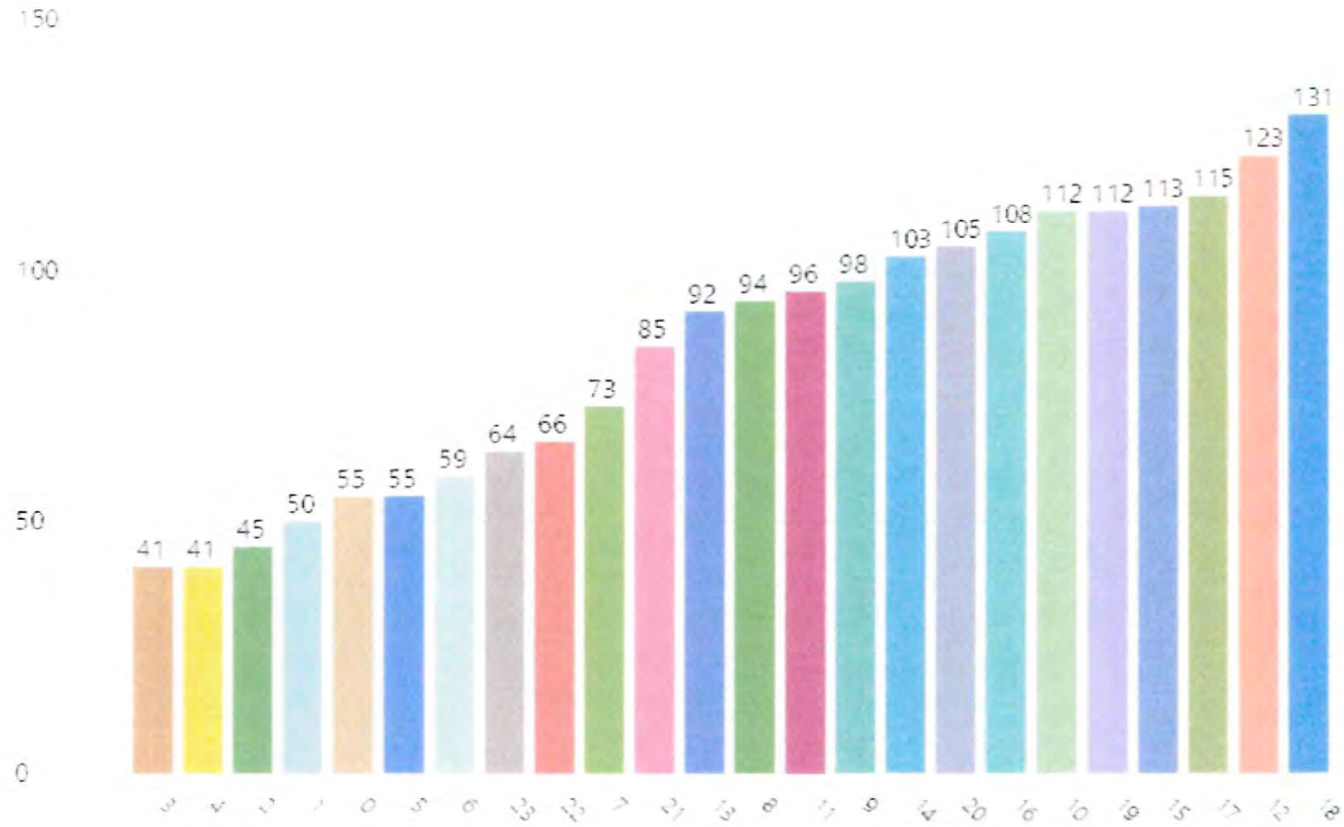
The two charts show an analysis of the busiest times of the day and days of the week for the department.

Incidents Per Hour of Day	
Incident Date within last year	
Hour	Incident Number Count
0:00	55
1:00	50
2:00	45
3:00	41
4:00	41
5:00	55
6:00	59
7:00	73
8:00	94
9:00	98
10:00	112
11:00	96
12:00	123
13:00	92
14:00	103
15:00	113
16:00	108
17:00	115
18:00	131
19:00	112
20:00	105
21:00	85
22:00	66
23:00	64



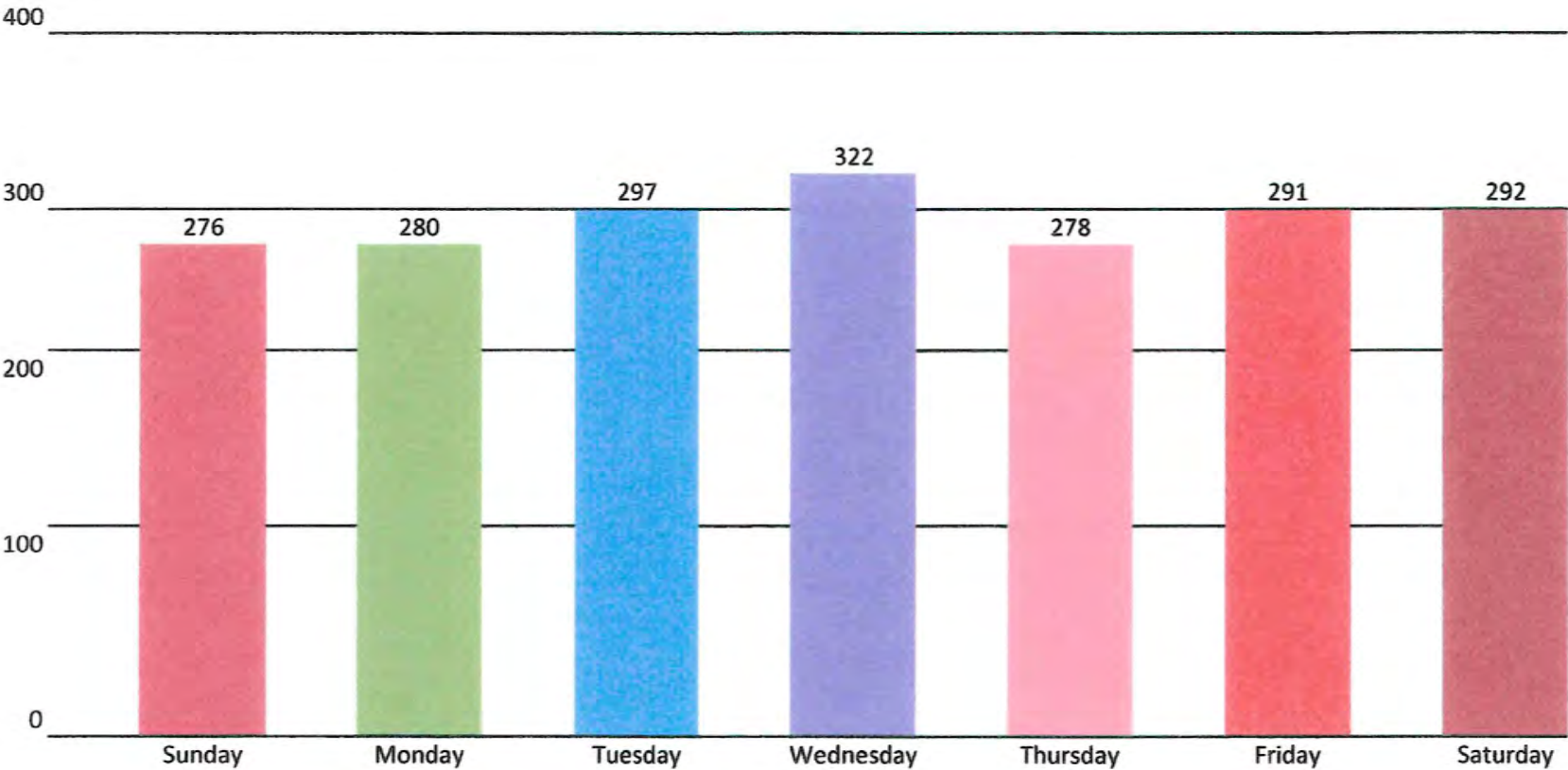
Groves Fire Department

5911 W. Washington Blvd, Groves, TX 77619



Printed on: 01/13/2026

CALL VOLUME BY DAY OF THE WEEK 2025



CALLS PER DAY	
Day of Week	Incidents
SUNDAY	276
MONDAY	280
TUESDAY	297
WEDNESDAY	322
THURSDAY	278
FRIDAY	291
SATURDAY	292

YEARS OF SERVICE

These reports show the length of service for employees and volunteers.

YEARS OF SERVICE

Name	CurrentRank	Recruit Date	Years of Service
Austin,Dwayne	Volunteer	5/4/2005	20.6
Billeaud,Lance	Fire Chief	10/16/1997	28.2
Borello,James	Volunteer	5/2/2018	7.66
Callesto,Daniel	Lieutenant	1/4/2021	5.00
E'Laychaui,Esqovon	Volunteer	5/7/2025	0.66
Flores,Kaden	Volunteer	2/21/2020	5.91
Garrett,James	Volunteer	7/1/2025	0.50
Grove,Haden	Captain	8/27/2014	11.4
Hart,Turner	Firefighter	2/10/2025	0.91
Hayes,Kris	Volunteer	2/1/2017	8.91
Hearn,Ryan	Volunteer	8/5/2020	5.41
Hidalgo,Joshua	Captain	11/19/2007	18.1
Hoyt,Caleb	Volunteer		
Isbell,Hunter	Volunteer	3/15/2015	10.8
Journeay,Justin	Firefighter	3/18/2024	1.83
King,John	Firefighter	6/23/2025	0.58
McLeod,Racer	Volunteer		
Monceaux,Jacob	Volunteer	12/13/2006	19.0
Montijo,Donald	Captain	3/5/2007	18.8
Nelson,Joshua	Lieutenant	9/2/2014	11.3
Out,A-Toned	Volunteer		
Parr,Ashley	Volunteer	7/7/2021	4.50
Rich,Billy	Volunteer	10/6/1975	50.2
Sheppard,Jason	Lieutenant	4/18/2005	20.7
Simmons,Colton	Volunteer		
Smiley,Kris	Firefighter	5/27/2025	0.66
Smith,Addison	Volunteer		
Spikes,Jay	Volunteer	11/7/1999	26.1
Washburn,Paul	Asst. Chief	4/29/2024	1.75
Watts,Ardell	Volunteer	9/3/2025	0.33
White,Cole	Firefighter	4/17/2023	2.75
Williams,Ryan	Firefighter	6/23/2020	5.58
Wolfe,Benjamin	Volunteer	5/2/2007	18.6

TRAINING HOURS

Paid personnel are required by TCFP, Texas Commission on Fire Protection, to obtain a minimum of 20 hours of continuing education each year. This chart shows the amount of training our firefighters participated in during 2025. As you can see, they go above and beyond when it comes to their education. I have also included the volunteer firefighters to show their dedication to education as well.

STAFF TRAINING HOURS 2025

StaffName	Career	Volunteer
Addison Smith	16	
Ardell Watts		2
Ashley Parr		22.25
Benjamin Wolfe		3.25
Billy Rich		34.75
Caleb Hoyt		19.5
Cole White	99.5	
Colton Simmons	14.5	
Curtis Trahan	6.75	
Daniel Callesto	152.25	
Donald Montijo	28	
Dwayne Austin		32.75
Esqovon E'Laychaui	21.5	
Haden Grove	138.96	
Hunter Isbell		16
Jacob Monceaux		26.5
James Borello		23.25
James Garrett		8
Jason Sheppard	178.96	
Jay Spikes		19.25
John King	29	
Joshua Hidalgo	32.5	
Joshua Nelson	22.5	
Justin Journeay	35.75	
Kaden Flores		17
Kris Hayes		2.75
Kris Smiley	29.5	
Lance Billeaud	85.43	
Matthew Slagle		7.75
Paul Washburn	23	
Racer McLeod		37.5
Ryan Hearn		42.75
Ryan Williams	104.5	
Turner Hart	36.5	

RESPONSE HOURS

This is a breakdown of the hours personnel spend responding to calls.

STAFF RESPONSE HOURS 2025

Name	Status	Hours	Incident Count	Column1
Ashley Parr	Volunteer	12.05	91	
**** A-Toned Out	Volunteer	7.55	202	****
Benjamin Wolfe	Volunteer	21.39	47	
Billy Rich	Volunteer	20.52	132	
Caleb Hoyt	Volunteer	18.09	22	
Cole White	Career	173.01	584	
Colton Simmons	Volunteer	1.2	7	
Curtis Trahan	Career	76.08	257	
Daniel Callesto	Career	127.99	570	
Donald Montijo	Career	56.67	525	
Dwayne Austin	Volunteer	9.77	81	
Esqovon E'Laychaui	Volunteer	0.02	2	
Haden Grove	Career	98.95	569	
Hunter Isbell	Volunteer	18.62	31	
Jacob Monceaux	Volunteer	4.03	38	
James Borello	Volunteer	33.91	142	
James Garrett	Volunteer	0	2	
Jason Sheppard	Career	88.47	670	
Jay Spikes	Volunteer	16.51	57	
Joel Paniagua	Volunteer	0.86	4	
John King	Career	109.13	361	
Joshua Hidalgo	Career	42.71	539	
Joshua Nelson	Career	93.41	487	
Justin Journeay	Career	176.09	621	
Kaden Flores	Volunteer	4	34	
Kris Hayes	Volunteer	0.81	26	
Kris Smiley	Career	133.61	456	
Lance Billeaud	Career	6.98	183	
Matthew Slagle	Volunteer	0.22	7	
Paul Washburn	Career	2.11	125	
Racer McLeod	Volunteer	3.06	43	
Ryan Hearn	Volunteer	25.97	143	
Ryan Williams	Career	185.97	659	
Turner Hart	Career	178.09	582	

***** A-Toned out = number of times volunteers called out

INSPECTIONS & ACTIVITIES

This is a list of the inspections and activities that have occurred at the commercial occupancies in our City. The fire inspections are performed by the Fire Marshall and the inspectors of our department. I have also included a list of commercial properties and the type of responses that were made at each property.

INSPECTIONS 2025

City of Groves	Address	Property Description	Inspection Type	Inspector	Date
	4400 Gulf AVE GROVES 0 77619	MAGNOLIA MANOR	Fire & Life Safety	Nelson Joshua	2/25/2025
	Main AVE GROVES TX 77619	Test occupancy	Consultation	Washburn Paul	3/18/2025
	Main AVE GROVES TX 77619	Test occupancy	Plan Review - Fire Alarm	Washburn Paul	4/15/2025
	5030 32 nd ST GROVES 0 77619	J.M.B WAREHOUSE	Consultation	Washburn Paul	5/19/2025
	Main AVE GROVES TX 77619	Test occupancy	Consultation	Washburn Paul	5/22/2025
	Main AVE GROVES TX 77619	Test occupancy	Consultation	Washburn Paul	5/22/2025
	6000 Terrell ST GROVES 0 77619	KIDS HARBOR DAY CARE	Fire & Life Safety	Washburn Paul	7/8/2025
	3515 MAIN AVE GROVES 0 77619	Kids Harbor NO 2	Fire & Life Safety	Washburn Paul	7/8/2025
	5945 39 TH ST GROVES TX 77169	Long Horn Liquor	Fire & Life Safety	Nelson Joshua	8/12/2025
	5531 West Parkway GROVES 0 77619	Chopped and Smooth Barber Shop	New Business Final	Grove Haden	8/12/2025
	4090 Cleveland AVE GROVES TX 77619	365 Home Health Care	Fire & Life Safety	Nelson Joshua	8/15/2025
	3900 Cleveland AVE GROVES 0 77619	VAL VERDE CHRISTIAN ACADEMY	Fire & Life Safety	Nelson Joshua	8/15/2025
	2631 Rose AVE GROVES 0 77619	Forever Young (Assisted Living)	Fire & Life Safety	Washburn Paul	8/14/2025
	2630 Rose AVE GROVES 0 77619	Forever Young #2	Fire & Life Safety	Washburn Paul	8/14/2025
	3900 Cleveland AVE GROVES 0 77619	Val Verde Child Care	Fire & Life Safety	Washburn Paul	8/14/2025
	4440 Hwy 347 GROVES TX 77619	Neches Management Warehouse (HOTARD & Bechtel)	Fire & Life Safety	Grove Haden	9/29/2025
	6230 Warren ST GROVES 0 77619	OAK GROVE NURSING HOME	Fire & Life Safety	Grove Haden	10/8/2025
	6279 Jackson BLVD GROVES 0 77619	Pecan Festival - Lions Park	Fire & Life Safety	Grove Haden	10/9/2025
	2049 TAFT GROVES TX 77619	Equipment Share	New Business Final	Grove Haden	11/6/2025
	4000 Lincoln AVE GROVES TX 77619	Sundra Coffee House	Fire & Life Safety	Grove Haden	11/12/2025
	4242 Lincoln AVE GROVES TX 77619	Adilynn's Dressin' Up	Fire & Life Safety	Grove Haden	11/12/2025
	4300 Lincoln AVE GROVES TX 77619	LINCOLN PLACE	Fire & Life Safety	Grove Haden	11/12/2025
	4316 Lincoln AVE GROVES TX 77619	TWFG Villa Insurance	Fire & Life Safety	Grove Haden	11/12/2025
	4321 Lincoln AVE GROVES TX 77619	The Courtyard Cafe	Fire & Life Safety	Grove Haden	11/12/2025
	4321 Lincoln AVE GROVES TX 77619	The Courtyard Cafe	Fire & Life Safety	Grove Haden	11/13/2026
	4233 Lincoln AVE GROVES TX 77619	Doxie Coffee	Fire & Life Safety	Grove Haden	11/12/2025
	4233 Lincoln AVE GROVES TX 77619	Doxie Coffee	Fire & Life Safety	Grove Haden	11/13/2026
	4610 Main AVE GROVES TX 77619	The Donut Palace	Fire & Life Safety	Grove Haden	11/17/2025
	3324 Hwy 366 GROVES TX 77619	Donut Holes	Fire & Life Safety	Grove Haden	11/17/2025
	4011 Lincoln AVE GROVES TX 77619	Royal Queen Nails	Fire & Life Safety	Grove Haden	11/24/2025
	5100 Hwy 347 GROVES TX 77619	The Donut Shop	Fire & Life Safety	Grove Haden	11/25/2025
	5020 Hwy 347 GROVES 0 77619	FAMILY DOLLAR	Fire & Life Safety	Grove Haden	12/1/2025
78	5030 Hwy 347 GROVES TX 77619	99 CENT PLUS STORE	Fire & Life Safety	Grove Haden	12/1/2025

INSPECTIONS 2025

City of Groves	3911 Hwy 366 GROVES TX 77619	Exxpress Mart #27	Fire & Life Safety	Grove Haden	12/15/2025
	5410 West Parkway GROVES TX 77619	Exxpress Mart #26	Fire & Life Safety	Grove Haden	12/15/2025
	3348 Hwy 347 GROVES TX 77619	MODICA BROTHERS TIRE	Fire & Life Safety	Grove Haden	12/29/2025
	3434 Hwy 347 GROVES TX 77619	PROSPERITY BANK	Fire & Life Safety	Grove Haden	12/30/2025
	3998 Hwy 347 GROVES TX 77619	Valvoline Instant Oil Change	Fire & Life Safety	Grove Haden	12/30/2025
	4420 Hwy 347 GROVES TX 77619	SHERWIN WILLIAMS	Fire & Life Safety	Grove Haden	12/31/2025
	4500 Hwy 347 GROVES TX 77619	MCDONALD'S	Fire & Life Safety	Grove Haden	12/31/2025
	3855 Main AVE GROVES TX 77619	Icy Donuts	Fire & Life Safety	Grove Haden	11/18/2025
	4311 Lincoln AVE GROVES TX 77619	Mid County Real Estate Connection	Fire & Life Safety	Grove Haden	11/14/2025
	4235 Lincoln AVE GROVES TX 77619	Mr. G's Tattoo Emporium	Fire & Life Safety	Grove Haden	11/12/2025
	4249 Lincoln AVE GROVES TX 77619	Quality Medical Equipment	Fire & Life Safety	Grove Haden	11/12/2025
	4320 Lincoln AVE GROVES TX 77619	Wild Flower Design and Events	Fire & Life Safety	Grove Haden	11/12/2025
	4318 Lincoln AVE GROVES TX 77619	Stacked Cake & Confection Co.	Fire & Life Safety	Grove Haden	11/12/2025
	6225 39 TH ST GROVES O 77619	EDWARD JONES	Fire & Life Safety	Nelson Joshua	8/12/2025
	6111 39TH ST GROVES O 77619	Classic Finds	Fire & Life Safety	Nelson Joshua	8/8/2025
	3800 Main AVE GROVES O 77619	DOLLAR GENERAL	Fire & Life Safety	Nelson Joshua	8/7/2026
	3800 Main AVE GROVES O 77619	DOLLAR GENERAL	Fire & Life Safety	Nelson Joshua	8/8/2025
	5170 Hwy 347 GROVES O 77619	Vacant	Test - Sprinkler System	Washburn Paul	7/17/2025
	5170 Hwy 347 GROVES O 77619	Vacant	Test - Alarm System	Washburn Paul	7/17/2025
	6286 32 nd ST GROVES O 77619	GROVES RED APPLE LEARNING EXPRESS	Fire & Life Safety	Washburn Paul	5/8/2025
	3654 Main AVE GROVES O 77619	Carstar	New Business Final	Washburn Paul	4/30/2025
	3025 Oak AVE GROVES TX 77619	Foster Home (Ashely Corcoran)	Foster Home	Nelson Joshua	4/23/2025
	3814 MAIN GROVES TX 77619	Adventure Zone	Test - Alarm System	Nelson Joshua	4/23/2025
	3998 Hwy 347 GROVES TX 77619	Valvoline Instant Oil Change	Fire & Life Safety	Washburn Paul	3/8/2025
	Main AVE GROVES TX 77619	Test occupancy	Fire & Life Safety	Washburn Paul	2/28/2025
	4000 Hwy 347 GROVES TX 77619	Wells Fargo	Fire & Life Safety	Grove Haden	12/30/2025

Property Name	Property Address	Activity Type	Date	Description
Milaglo Mexican Restaurant	5600 39 TH ST GROVES 0 77619	Incident	2/14/2025	743 - Smoke detector activation, no fire - unintentional
Milaglo Mexican Restaurant	5600 39 TH ST GROVES 0 77619	Incident	2/16/2025	743 - Smoke detector activation, no fire - unintentional
Milaglo Mexican Restaurant	5600 39 TH ST GROVES 0 77619	Incident	4/8/2025	743 - Smoke detector activation, no fire - unintentional
ABUNDANT LIFE SANCTUARY	2301 West Parkway GROVES TX 77619	Incident	7/20/2025	740 - Unintentional transmission of alarm, other
Chopped and Smooth Barber Shop	5531 West Parkway GROVES 0 77619	Inspection	8/12/2025	New Business Final
FIRST BAPTIST CHURCH GROVES	4000 Grant AVE GROVES 0 77619	Incident	6/22/2025	311 - Medical assist, assist EMS crew
FRIENDSHIP BAPTIST CHURCH	3417 Berry AVE GROVES 0 77619	Incident	7/20/2025	311 - Medical assist, assist EMS crew
IMMACULATE CONCEPTION	6250 TX 77619	Incident	11/2/2025	320 - Emergency medical service incident, other
Passion church	6200 39 TH ST GROVES 0 77619	Incident	7/23/2025	511 - Lock-out
ST. PAULS LUTHERAN CHURCH	5801 W Jefferson BLVD GROVES 0 77619	Incident	4/15/2025	651 - Smoke scare, odor of smoke
Adventure Zone	3814 MAIN GROVES TX 77619	Inspection	4/23/2025	Test - Alarm System
GROVES NATIONAL LITTLE LEAGUE	6300 Van Buren ST GROVES 0 77619	Incident	5/5/2025	440 - Electrical wiring/equipment problem, other
Pecan Festival - Lions Park	6279 Jackson BLVD GROVES 0 77619	Inspection	10/9/2025	Fire & Life Safety
365 Home Health Care	4090 Cleveland AVE GROVES TX 77619	Inspection	8/15/2025	Fire & Life Safety
B & B CABINETS	2449 MAIN AVE GROVES 0 77619	Incident	7/11/2025	671 - HazMat release investigation w/no HazMat
Car Star	3648 MAIN AVE GROVES 0 77619	Incident	7/16/2025	743 - Smoke detector activation, no fire - unintentional
CHRISTINAS TOUCH	3320 Hwy 347 GROVES TX 77619	Inspection	12/29/2025	Fire & Life Safety
Doxie Coffee	4233 Lincoln AVE GROVES TX 77619	Inspection	11/14/2025	Fire & Life Safety
Doxie Coffee	4233 Lincoln AVE GROVES TX 77619	Inspection	11/14/2025	Fire & Life Safety
Doxie Coffee	4233 Lincoln AVE GROVES TX 77619	Inspection	11/13/2025	Fire & Life Safety
DR ROUSSEL CLEMENT	6265 39 TH ST GROVES 0 77619	Incident	10/14/2025	311 - Medical assist, assist EMS crew
EDWARD JONES	6225 39 TH ST GROVES 0 77619	Inspection	8/12/2025	Fire & Life Safety
GREENLAWN MEMORIAL PARK	3900 Hwy 347 GROVES 0 77619	Incident	9/12/2025	311 - Medical assist, assist EMS crew
GROVES LAUNDRY BASKET	5900 39 TH ST GROVES 0 77619	Incident	10/2/2025	311 - Medical assist, assist EMS crew
GROVES LAUNDRY BASKET	5900 39 TH ST GROVES 0 77619	Incident	7/28/2025	311 - Medical assist, assist EMS crew
Groves Police Department	4201 Main AVE GROVES 0 77619	Incident	9/12/2025	311 - Medical assist, assist EMS crew
GULF EMPLOYEES CREDIT UNION	5140 West Parkway GROVES 0 77619	Incident	5/7/2025	311 - Medical assist, assist EMS crew
Jacob Transportation	2100 MAIN AVE GROVES 0 77619	Incident	8/9/2025	132 - Road freight or transport vehicle fire
Royal Queen Nails	4011 Lincoln AVE GROVES TX 77619	Inspection	12/12/2025	Fire & Life Safety
Royal Queen Nails	4011 Lincoln AVE GROVES TX 77619	Inspection	11/24/2025	Fire & Life Safety
P & P Pump Rentals and Maintenance	5225 39TH ST GROVES 0 77619	Incident	6/6/2025	743 - Smoke detector activation, no fire - unintentional
PLANET FITNESS	4900 Hwy 347 GROVES TX 77619	Incident	11/1/2025	320 - Emergency medical service incident, other
PLANET FITNESS	4900 Hwy 347 GROVES TX 77619	Inspection	12/15/2025	Fire & Life Safety
PLANET FITNESS	4900 Hwy 347 GROVES TX 77619	Inspection	12/1/2025	Fire & Life Safety
PLANET FITNESS	4900 Hwy 347 GROVES TX 77619	Incident	9/10/2025	311 - Medical assist, assist EMS crew
PROSPERITY BANK	3434 Hwy 347 GROVES TX 77619	Inspection	12/30/2025	Fire & Life Safety
Superior Group LLC	3166 Main AVE GROVES 0 77619	Incident	7/7/2025	700 - False alarm or false call, other
Texas Proud H2O	6169 32nd ST GROVES 0 77619	Incident	10/2/2025	745 - Alarm system activation, no fire - unintentional
Texas Proud H2O	6169 32nd ST GROVES 0 77619	Incident	9/11/2025	700 - False alarm or false call, other
TWFG Villa Insurance	4316 Lincoln AVE GROVES TX 77619	Inspection	11/24/2025	Fire & Life Safety

TWFG Villa Insurance	4316 Lincoln AVE GROVES TX 77619	Inspection	11/13/2025	Fire & Life Safety
King's Gameroom	5170 Hwy 347 GROVES 0 77619	Inspection	7/17/2025	Test - Alarm System
King's Gameroom	5170 Hwy 347 GROVES 0 77619	Inspection	7/17/2025	Test - Sprinkler System
Mr. G's Tattoo Emporium	4235 Lincoln AVE GROVES TX 77619	Inspection	11/13/2025	Fire & Life Safety
Wells Fargo	4000 Hwy 347 GROVES TX 77619	Inspection	12/30/2025	Fire & Life Safety
Groves Intermediate School	5840 W Jefferson BLVD GROVES TX 77619	Incident	5/20/2025	311 - Medical assist, assist EMS crew
Groves Primary School	3901 Cleveland AVE GROVES TX 77619	Incident	9/23/2025	745 - Alarm system activation, no fire - unintentional
Groves Primary School	3901 Cleveland AVE GROVES TX 77619	Incident	3/4/2025	412 - Gas leak (natural gas or LPG)
Groves Public Library	5600 TX 77619	Incident	6/18/2025	311 - Medical assist, assist EMS crew
GROVES RED APPLE LEARNING EXP	6286 32 nd ST GROVES 0 77619	Inspection	5/8/2025	Fire & Life Safety
KIDS HARBOR DAY CARE	6000 Terrell ST GROVES 0 77619	Inspection	7/8/2025	Fire & Life Safety
Kids Harbor NO 2	3515 MAIN AVE GROVES 0 77619	Inspection	7/8/2025	Fire & Life Safety
Kids Harbor NO 2	3515 MAIN AVE GROVES 0 77619	Incident	4/12/2025	700 - False alarm or false call, other
Val Verde Child Care	3900 Cleveland AVE GROVES 0 77619	Inspection	8/20/2025	Fire & Life Safety
VAL VERDE CHRISTIAN ACADEMY	3900 Cleveland AVE GROVES 0 77619	Inspection	8/15/2025	Fire & Life Safety
Equipment Share	2049 TAFT GROVES TX 77619	Inspection	11/12/2025	New Business Final
Forever Young (Assisted Living)	2631 Rose AVE GROVES 0 77619	Inspection	8/20/2025	Fire & Life Safety
Forever Young #2	2630 Rose AVE GROVES 0 77619	Inspection	8/20/2025	Fire & Life Safety
Forever Young #2	2630 Rose AVE GROVES 0 77619	Incident	8/21/2025	611 - Dispatched & canceled en route
OAK GROVE NURSING HOME	6230 Warren ST GROVES 0 77619	Incident	10/3/2025	311 - Medical assist, assist EMS crew
OAK GROVE NURSING HOME	6230 Warren ST GROVES 0 77619	Incident	10/20/2025	311 - Medical assist, assist EMS crew
OAK GROVE NURSING HOME	6230 Warren ST GROVES 0 77619	Incident	10/23/2025	311 - Medical assist, assist EMS crew
OAK GROVE NURSING HOME	6230 Warren ST GROVES 0 77619	Incident	10/29/2025	311 - Medical assist, assist EMS crew
OAK GROVE NURSING HOME	6230 Warren ST GROVES 0 77619	Incident	2/28/2025	311 - Medical assist, assist EMS crew
OAK GROVE NURSING HOME	6230 Warren ST GROVES 0 77619	Incident	3/3/2025	700 - False alarm or false call, other
OAK GROVE NURSING HOME	6230 Warren ST GROVES 0 77619	Incident	3/27/2025	311 - Medical assist, assist EMS crew
OAK GROVE NURSING HOME	6230 Warren ST GROVES 0 77619	Incident	5/25/2025	311 - Medical assist, assist EMS crew
OAK GROVE NURSING HOME	6230 Warren ST GROVES 0 77619	Incident	2/22/2025	700 - False alarm or false call, other
OAK GROVE NURSING HOME	6230 Warren ST GROVES 0 77619	Incident	2/22/2025	700 - False alarm or false call, other
OAK GROVE NURSING HOME	6230 Warren ST GROVES 0 77619	Incident	2/22/2025	311 - Medical assist, assist EMS crew
OAK GROVE NURSING HOME	6230 Warren ST GROVES 0 77619	Inspection	10/8/2025	Fire & Life Safety
OAK GROVE NURSING HOME	6230 Warren ST GROVES 0 77619	Incident	3/4/2025	311 - Medical assist, assist EMS crew
OAK GROVE NURSING HOME	6230 Warren ST GROVES 0 77619	Incident	6/23/2025	311 - Medical assist, assist EMS crew
OAK GROVE NURSING HOME	6230 Warren ST GROVES 0 77619	Incident	3/19/2025	311 - Medical assist, assist EMS crew
OAK GROVE NURSING HOME	6230 Warren ST GROVES 0 77619	Incident	3/19/2025	311 - Medical assist, assist EMS crew
OAK GROVE NURSING HOME	6230 Warren ST GROVES 0 77619	Incident	9/24/2025	311 - Medical assist, assist EMS crew
OAK GROVE NURSING HOME	6230 Warren ST GROVES 0 77619	Incident	5/4/2025	311 - Medical assist, assist EMS crew
OAK GROVE NURSING HOME	6230 Warren ST GROVES 0 77619	Incident	7/23/2025	311 - Medical assist, assist EMS crew
OAK GROVE NURSING HOME	6230 Warren ST GROVES 0 77619	Incident	7/17/2025	311 - Medical assist, assist EMS crew
OAK GROVE NURSING HOME	6230 Warren ST GROVES 0 77619	Incident	8/28/2025	311 - Medical assist, assist EMS crew
OAK GROVE NURSING HOME	6230 Warren ST GROVES 0 77619	Incident	7/20/2025	311 - Medical assist, assist EMS crew
MAGNOLIA MANOR	4400 Gulf AVE GROVES 0 77619	Incident		

MAGNOLIA MANOR	4400 Gulf AVE GROVES 0 77619	Incident	8/28/2025	700 - False alarm or false call, other
MAGNOLIA MANOR	4400 Gulf AVE GROVES 0 77619	Incident	9/9/2025	740 - Unintentional transmission of alarm, other
MAGNOLIA MANOR	4400 Gulf AVE GROVES 0 77619	Incident	4/10/2025	311 - Medical assist, assist EMS crew
MAGNOLIA MANOR	4400 Gulf AVE GROVES 0 77619	Incident	9/15/2025	311 - Medical assist, assist EMS crew
MAGNOLIA MANOR	4400 Gulf AVE GROVES 0 77619	Incident	10/24/2025	311 - Medical assist, assist EMS crew
MAGNOLIA MANOR	4400 Gulf AVE GROVES 0 77619	Incident	10/25/2025	311 - Medical assist, assist EMS crew
MAGNOLIA MANOR	4400 Gulf AVE GROVES 0 77619	Incident	6/2/2025	311 - Medical assist, assist EMS crew
MAGNOLIA MANOR	4400 Gulf AVE GROVES 0 77619	Incident	3/11/2025	311 - Medical assist, assist EMS crew
MAGNOLIA MANOR	4400 Gulf AVE GROVES 0 77619	Incident	3/11/2025	311 - Medical assist, assist EMS crew
MAGNOLIA MANOR	4400 Gulf AVE GROVES 0 77619	Incident	2/23/2025	311 - Medical assist, assist EMS crew
MAGNOLIA MANOR	4400 Gulf AVE GROVES 0 77619	Inspection	2/25/2025	Fire & Life Safety
MAGNOLIA MANOR	4400 Gulf AVE GROVES 0 77619	Incident	2/14/2025	311 - Medical assist, assist EMS crew
MAGNOLIA MANOR	4400 Gulf AVE GROVES 0 77619	Incident	2/25/2025	311 - Medical assist, assist EMS crew
MAGNOLIA MANOR	4400 Gulf AVE GROVES 0 77619	Incident	8/8/2025	740 - Unintentional transmission of alarm, other
MAGNOLIA MANOR	4400 Gulf AVE GROVES 0 77619	Incident	5/16/2025	311 - Medical assist, assist EMS crew
MAGNOLIA MANOR	4400 Gulf AVE GROVES 0 77619	Incident	5/25/2025	311 - Medical assist, assist EMS crew
MAGNOLIA MANOR	4400 Gulf AVE GROVES 0 77619	Incident	2/28/2025	311 - Medical assist, assist EMS crew
MAGNOLIA MANOR	4400 Gulf AVE GROVES 0 77619	Incident	3/21/2025	311 - Medical assist, assist EMS crew
MAGNOLIA MANOR	4400 Gulf AVE GROVES 0 77619	Incident	6/22/2025	311 - Medical assist, assist EMS crew
MAGNOLIA MANOR	4400 Gulf AVE GROVES 0 77619	Incident	6/23/2025	311 - Medical assist, assist EMS crew
MAGNOLIA MANOR	4400 Gulf AVE GROVES 0 77619	Incident	7/13/2025	311 - Medical assist, assist EMS crew
MAGNOLIA MANOR	4400 Gulf AVE GROVES 0 77619	Incident	6/11/2025	700 - False alarm or false call, other
MAGNOLIA MANOR	4400 Gulf AVE GROVES 0 77619	Incident	10/29/2025	311 - Medical assist, assist EMS crew
MAGNOLIA MANOR	4400 Gulf AVE GROVES 0 77619	Incident	7/28/2025	311 - Medical assist, assist EMS crew
99 CENT PLUS STORE	5030 Hwy 347 GROVES TX 77619	Inspection	12/17/2025	Fire & Life Safety
99 CENT PLUS STORE	5030 Hwy 347 GROVES TX 77619	Inspection	12/1/2025	Fire & Life Safety
B&B MINI MART # 2	3301 Cleveland AVE GROVES 0 77619	Incident	4/10/2025	411 - Gasoline or other flammable liquid spill
BAYTOWN SEAFOOD	4830 Hwy 347 GROVES TX 77619	Incident	10/11/2025	311 - Medical assist, assist EMS crew
BRUCE'S MARKET BASKET	6001 39 TH ST GROVES 0 77619	Incident	9/26/2025	311 - Medical assist, assist EMS crew
BRUCE'S MARKET BASKET	6001 39 TH ST GROVES 0 77619	Incident	9/23/2025	311 - Medical assist, assist EMS crew
BRUCE'S MARKET BASKET	6001 39 TH ST GROVES 0 77619	Incident	9/23/2025	311 - Medical assist, assist EMS crew
Classic Finds	6111 39TH ST GROVES 0 77619	Inspection	8/8/2025	Fire & Life Safety
Coburns Supply	5148 West Parkway GROVES 0 77619	Incident	10/23/2025	743 - Smoke detector activation, no fire - unintentional
Coburns Supply	5148 West Parkway GROVES 0 77619	Incident	6/3/2025	744 - Detector activation, no fire - unintentional
DAIRY QUEEN	6250 39 TH ST GROVES 0 77619	Incident	8/3/2025	311 - Medical assist, assist EMS crew
DOLLAR GENERAL	3800 Main AVE GROVES 0 77619	Inspection	8/8/2025	Fire & Life Safety
DOLLAR GENERAL	3800 Main AVE GROVES 0 77619	Inspection	8/8/2025	Fire & Life Safety
Donut Holes	3324 Hwy 366 GROVES TX 77619	Inspection	12/15/2025	Fire & Life Safety
Donut Holes	3324 Hwy 366 GROVES TX 77619	Inspection	11/17/2025	Fire & Life Safety
Adilynn's Dressin' Up	4242 Lincoln AVE GROVES TX 77619	Inspection	12/12/2025	Fire & Life Safety
Adilynn's Dressin' Up	4242 Lincoln AVE GROVES TX 77619	Inspection	11/13/2025	Fire & Life Safety

Express Mart #26	5410 West Parkway GROVES TX 77619	Inspection	12/15/2025	Fire & Life Safety
Express Mart #27	3911 Hwy 366 GROVES TX 77619	Inspection	12/15/2025	Fire & Life Safety
FAMILY DOLLAR	5020 Hwy 347 GROVES 0 77619	Inspection	12/1/2025	Fire & Life Safety
FAMILY DOLLAR	5020 Hwy 347 GROVES 0 77619	Incident	9/14/2025	311 - Medical assist, assist EMS crew
H.E.B.	5000 32 nd ST GROVES 0 77619	Incident	9/27/2025	311 - Medical assist, assist EMS crew
H.E.B.	5000 32 nd ST GROVES 0 77619	Incident	9/19/2025	311 - Medical assist, assist EMS crew
H.E.B.	5000 32 nd ST GROVES 0 77619	Incident	7/19/2025	311 - Medical assist, assist EMS crew
H.E.B.	5000 32 nd ST GROVES 0 77619	Incident	10/24/2025	311 - Medical assist, assist EMS crew
H.E.B.	5000 32 nd ST GROVES 0 77619	Incident	9/9/2025	322 - Motor vehicle accident with injuries
Mid County Real Estate Connection	4311 Lincoln AVE GROVES TX 77619	Inspection	12/2/2025	Fire & Life Safety
Mid County Real Estate Connection	4311 Lincoln AVE GROVES TX 77619	Inspection	11/17/2025	Fire & Life Safety
Icy Donuts	3855 Main AVE GROVES TX 77619	Inspection	12/15/2025	Fire & Life Safety
Icy Donuts	3855 Main AVE GROVES TX 77619	Inspection	12/3/2025	Fire & Life Safety
Icy Donuts	3855 Main AVE GROVES TX 77619	Inspection	11/17/2025	Fire & Life Safety
John Hampton (Snoopers Paradise :	5519 East Parkway GROVES 0 77619	Incident	3/23/2025	700 - False alarm or false call, other
John Hampton (Snoopers Paradise :	5519 East Parkway GROVES 0 77619	Incident	3/23/2025	700 - False alarm or false call, other
LINCOLN PLACE	4300 Lincoln AVE GROVES TX 77619	Inspection	11/24/2025	Fire & Life Safety
LINCOLN PLACE	4300 Lincoln AVE GROVES TX 77619	Inspection	11/17/2025	Fire & Life Safety
LINCOLN PLACE	4300 Lincoln AVE GROVES TX 77619	Inspection	11/13/2025	Fire & Life Safety
Long Horn Liquor	5945 39 TH ST GROVES TX 77169	Inspection	9/14/2025	Fire & Life Safety
Long Horn Liquor	5945 39 TH ST GROVES TX 77169	Inspection	8/12/2025	Fire & Life Safety
Maria's Diner	3848 Main AVE GROVES 0 77619	Incident	10/31/2025	311 - Medical assist, assist EMS crew
MCDONALD'S	4500 Hwy 347 GROVES TX 77619	Incident	7/16/2025	311 - Medical assist, assist EMS crew
MCDONALD'S	4500 Hwy 347 GROVES TX 77619	Incident	5/31/2025	311 - Medical assist, assist EMS crew
MCDONALD'S	4500 Hwy 347 GROVES TX 77619	Incident	5/5/2025	311 - Medical assist, assist EMS crew
MCDONALD'S	4500 Hwy 347 GROVES TX 77619	Incident	9/20/2025	611 - Dispatched & canceled en route
MCDONALD'S	4500 Hwy 347 GROVES TX 77619	Inspection	12/31/2025	Fire & Life Safety
MCDONALD'S	4500 Hwy 347 GROVES TX 77619	Incident	2/20/2025	744 - Detector activation, no fire - unintentional
MODICA BROTHERS TIRE	3348 Hwy 347 GROVES TX 77619	Inspection	12/29/2025	Fire & Life Safety
P & J SEAFOOD	3301 Hwy 366 GROVES 0 77619	Incident	2/19/2025	412 - Gas leak (natural gas or LPG)
Quality Medical Equipment	4249 Lincoln AVE GROVES TX 77619	Inspection	11/13/2025	Fire & Life Safety
SHERWIN WILLIAMS	4420 Hwy 347 GROVES TX 77619	Inspection	12/31/2025	Fire & Life Safety
Stacked Cake & Confection Co.	4318 Lincoln AVE GROVES TX 77619	Inspection	11/24/2025	Fire & Life Safety
Stacked Cake & Confection Co.	4318 Lincoln AVE GROVES TX 77619	Inspection	11/13/2025	Fire & Life Safety
STOP-N-DRIVE # 27	6487 39th ST GROVES 0 77619	Incident	9/26/2025	445 - Arcing, shorted electrical equipment
Sundra Coffee House	4000 Lincoln AVE GROVES TX 77619	Inspection	12/2/2025	Fire & Life Safety
Sundra Coffee House	4000 Lincoln AVE GROVES TX 77619	Inspection	11/12/2025	Fire & Life Safety
TACO BELL #9426	4630 Hwy 347 GROVES TX 77619	Incident	8/13/2025	700 - False alarm or false call, other
TACO BELL #9426	4630 Hwy 347 GROVES TX 77619	Incident	10/3/2025	611 - Dispatched & canceled en route
The Courtyard Cafe	4321 Lincoln AVE GROVES TX 77619	Inspection	11/13/2025	Fire & Life Safety
The Courtyard Cafe	4321 Lincoln AVE GROVES TX 77619	Inspection	11/24/2025	Fire & Life Safety

The Courtyard Cafe	4321 Lincoln AVE GROVES TX 77619	Inspection	11/13/2025	Fire & Life Safety
The Donut Palace	4610 Main AVE GROVES TX 77619	Inspection	11/17/2025	Fire & Life Safety
The Donut Shop	5100 Hwy 347 GROVES TX 77619	Inspection	12/15/2025	Fire & Life Safety
The Donut Shop	5100 Hwy 347 GROVES TX 77619	Inspection	11/25/2025	Fire & Life Safety
THE MISSIONS ATTIC	3300 Hwy 347 GROVES TX 77619	Incident	8/16/2025	154 - Dumpster or other outside trash receptacle fire
TONY'S BBQ	4700 Hwy 347 GROVES TX 77619	Incident	10/25/2025	311 - Medical assist, assist EMS crew
TRIANGLE PAWN	3400 Hwy 347 GROVES TX 77619	Inspection	12/29/2025	Fire & Life Safety
Vape City	5090 Hwy 347 GROVES TX 77619	Incident	3/2/2025	743 - Smoke detector activation, no fire - unintentional
Vape City	5090 Hwy 347 GROVES TX 77619	Incident	4/10/2025	743 - Smoke detector activation, no fire - unintentional
WENDY'S HAMBURGERS	4600 Hwy 347 GROVES TX 77619	Incident	7/17/2025	311 - Medical assist, assist EMS crew
Wild Flower Design and Events	4320 Lincoln AVE GROVES TX 77619	Inspection	11/25/2025	Fire & Life Safety
Wild Flower Design and Events	4320 Lincoln AVE GROVES TX 77619	Inspection	11/13/2025	Fire & Life Safety
Yogies Convenience Store	6101 Hwy 87 GROVES TX 77619	Incident	5/24/2025	311 - Medical assist, assist EMS crew
Yogies Convenience Store	6101 Hwy 87 GROVES TX 77619	Incident	8/24/2025	311 - Medical assist, assist EMS crew
Yogies Convenience Store	6101 Hwy 87 GROVES TX 77619	Incident	6/7/2025	611 - Dispatched & canceled en route
Americas Best Value Inn	5201 East Parkway GROVES 0 77619	Incident	5/15/2025	173 - Cultivated trees or nursery stock fire
Americas Best Value Inn	5201 East Parkway GROVES 0 77619	Incident	8/18/2025	311 - Medical assist, assist EMS crew
Americas Best Value Inn	5201 East Parkway GROVES 0 77619	Incident	8/2/2025	311 - Medical assist, assist EMS crew
EXECUTIVE INN	5131 East Parkway GROVES 0 77619	Incident	10/25/2025	311 - Medical assist, assist EMS crew
Motel 6	5101 East Parkway GROVES 0 77619	Incident	5/26/2025	311 - Medical assist, assist EMS crew
Motel 6	5101 East Parkway GROVES 0 77619	Incident	4/17/2025	311 - Medical assist, assist EMS crew
SureStay by Best Western	5001 East Parkway GROVES 0 77619	Incident	6/29/2025	353 - Removal of victim(s) from stalled elevator
SureStay by Best Western	5001 East Parkway GROVES 0 77619	Incident	3/22/2025	311 - Medical assist, assist EMS crew
SureStay by Best Western	5001 East Parkway GROVES 0 77619	Incident	7/20/2025	353 - Removal of victim(s) from stalled elevator
AMBER PARK	5305 Hwy 87 GROVES TX 77619	Incident	5/22/2025	311 - Medical assist, assist EMS crew
AMBER PARK APARTMENTS 1	5401 Hwy 87 GROVES TX 77619	Incident	8/3/2025	311 - Medical assist, assist EMS crew
ASHLYN PARK APARTMENTS	5899 W Jefferson BLVD GROVES TX 77619	Incident	8/3/2025	311 - Medical assist, assist EMS crew
ASHLYN PARK APARTMENTS	5899 W Jefferson BLVD GROVES TX 77619	Incident	8/18/2025	311 - Medical assist, assist EMS crew
ASHLYN PARK APARTMENTS	5899 W Jefferson BLVD GROVES TX 77619	Incident	9/17/2025	311 - Medical assist, assist EMS crew
ASHLYN PARK APARTMENTS	5899 W Jefferson BLVD GROVES TX 77619	Incident	9/11/2025	324 - Motor vehicle accident with no injuries.
ASHLYN PARK APARTMENTS	5899 W Jefferson BLVD GROVES TX 77619	Incident	9/5/2025	311 - Medical assist, assist EMS crew
ASHLYN PARK APARTMENTS	5899 W Jefferson BLVD GROVES TX 77619	Incident	9/26/2025	311 - Medical assist, assist EMS crew
ASHLYN PARK APARTMENTS	5899 W Jefferson BLVD GROVES TX 77619	Incident	9/26/2025	311 - Medical assist, assist EMS crew
ASHLYN PARK APARTMENTS	5899 W Jefferson BLVD GROVES TX 77619	Incident	6/6/2025	311 - Medical assist, assist EMS crew
ASHLYN PARK APARTMENTS	5899 W Jefferson BLVD GROVES TX 77619	Incident	7/3/2025	311 - Medical assist, assist EMS crew
ASHLYN PARK APARTMENTS	5899 W Jefferson BLVD GROVES TX 77619	Incident	6/28/2025	311 - Medical assist, assist EMS crew
ASHLYN PARK APARTMENTS	5899 W Jefferson BLVD GROVES TX 77619	Incident	7/28/2025	311 - Medical assist, assist EMS crew
ASHLYN PARK APARTMENTS	5899 W Jefferson BLVD GROVES TX 77619	Incident	7/1/2025	311 - Medical assist, assist EMS crew
ASHLYN PARK APARTMENTS	5899 W Jefferson BLVD GROVES TX 77619	Incident	2/19/2025	311 - Medical assist, assist EMS crew
ASHLYN PARK APARTMENTS	5899 W Jefferson BLVD GROVES TX 77619	Incident	7/11/2025	311 - Medical assist, assist EMS crew
ASHLYN PARK APARTMENTS	5899 W Jefferson BLVD GROVES TX 77619	Incident	7/5/2025	311 - Medical assist, assist EMS crew

ASHLYN PARK APARTMENTS	5899 W Jefferson BLVD GROVES TX 77619	Incident	3/22/2025	311 - Medical assist, assist EMS crew
AXIS MANOR APARTMENTS	6775 25 TH ST GROVES TX 77619	Incident	6/6/2025	311 - Medical assist, assist EMS crew
AXIS MANOR APARTMENTS	6775 25 TH ST GROVES TX 77619	Incident	3/16/2025	311 - Medical assist, assist EMS crew
AXIS MANOR APARTMENTS	6775 25 TH ST GROVES TX 77619	Incident	9/21/2025	311 - Medical assist, assist EMS crew
BEVERLY PLACE APARTMENTS	5307 Hwy 87 GROVES TX 77619	Incident	10/8/2025	311 - Medical assist, assist EMS crew
BEVERLY PLACE APARTMENTS	5307 Hwy 87 GROVES TX 77619	Incident	10/8/2025	311 - Medical assist, assist EMS crew
BEVERLY PLACE APARTMENTS	5307 Hwy 87 GROVES TX 77619	Incident	10/8/2025	311 - Medical assist, assist EMS crew
BEVERLY PLACE APARTMENTS	5307 Hwy 87 GROVES TX 77619	Incident	9/17/2025	311 - Medical assist, assist EMS crew
BEVERLY PLACE APARTMENTS	5307 Hwy 87 GROVES TX 77619	Incident	9/20/2025	311 - Medical assist, assist EMS crew
BEVERLY PLACE APARTMENTS	5307 Hwy 87 GROVES TX 77619	Incident	8/27/2025	611 - Dispatched & canceled en route
BEVERLY PLACE APARTMENTS	5307 Hwy 87 GROVES TX 77619	Incident	7/28/2025	311 - Medical assist, assist EMS crew
BEVERLY PLACE APARTMENTS	5307 Hwy 87 GROVES TX 77619	Incident	11/2/2025	320 - Emergency medical service incident, other
BEVERLY PLACE APARTMENTS	5307 Hwy 87 GROVES TX 77619	Incident	7/13/2025	311 - Medical assist, assist EMS crew
BEVERLY PLACE APARTMENTS	5307 Hwy 87 GROVES TX 77619	Incident	7/17/2025	311 - Medical assist, assist EMS crew
BEVERLY PLACE APARTMENTS	5307 Hwy 87 GROVES TX 77619	Incident	7/1/2025	311 - Medical assist, assist EMS crew
BEVERLY PLACE APARTMENTS	5307 Hwy 87 GROVES TX 77619	Incident	7/13/2025	311 - Medical assist, assist EMS crew
BEVERLY PLACE APARTMENTS	5307 Hwy 87 GROVES TX 77619	Incident	9/8/2025	311 - Medical assist, assist EMS crew
BEVERLY PLACE APARTMENTS	5307 Hwy 87 GROVES TX 77619	Incident	10/25/2025	311 - Medical assist, assist EMS crew
BEVERLY PLACE APARTMENTS	5307 Hwy 87 GROVES TX 77619	Incident	10/26/2025	311 - Medical assist, assist EMS crew
BEVERLY PLACE APARTMENTS	5307 Hwy 87 GROVES TX 77619	Incident	6/18/2025	311 - Medical assist, assist EMS crew
BEVERLY PLACE APARTMENTS	5307 Hwy 87 GROVES TX 77619	Incident	6/21/2025	311 - Medical assist, assist EMS crew
BEVERLY PLACE APARTMENTS	5307 Hwy 87 GROVES TX 77619	Incident	6/22/2025	311 - Medical assist, assist EMS crew
BEVERLY PLACE APARTMENTS	5307 Hwy 87 GROVES TX 77619	Incident	5/31/2025	311 - Medical assist, assist EMS crew
BEVERLY PLACE APARTMENTS	5307 Hwy 87 GROVES TX 77619	Incident	5/22/2025	311 - Medical assist, assist EMS crew
BEVERLY PLACE APARTMENTS	5307 Hwy 87 GROVES TX 77619	Incident	2/24/2025	311 - Medical assist, assist EMS crew
BEVERLY PLACE APARTMENTS	5307 Hwy 87 GROVES TX 77619	Incident	2/26/2025	311 - Medical assist, assist EMS crew
BEVERLY PLACE APARTMENTS	5307 Hwy 87 GROVES TX 77619	Incident	3/1/2025	311 - Medical assist, assist EMS crew
BEVERLY PLACE APARTMENTS	5307 Hwy 87 GROVES TX 77619	Incident	3/19/2025	311 - Medical assist, assist EMS crew
BEVERLY PLACE APARTMENTS	5307 Hwy 87 GROVES TX 77619	Incident	8/28/2025	551 - Assist police or other governmental agency
BEVERLY PLACE APARTMENTS	5307 Hwy 87 GROVES TX 77619	Incident	7/29/2025	311 - Medical assist, assist EMS crew
BEVERLY PLACE APARTMENTS	5307 Hwy 87 GROVES TX 77619	Incident	8/31/2025	311 - Medical assist, assist EMS crew
BEVERLY PLACE APARTMENTS	5307 Hwy 87 GROVES TX 77619	Incident	9/9/2025	311 - Medical assist, assist EMS crew
BEVERLY PLACE APARTMENTS	5307 Hwy 87 GROVES TX 77619	Incident	3/6/2025	311 - Medical assist, assist EMS crew
BEVERLY PLACE APARTMENTS	5307 Hwy 87 GROVES TX 77619	Incident	9/24/2025	311 - Medical assist, assist EMS crew
BEVERLY PLACE APARTMENTS	5307 Hwy 87 GROVES TX 77619	Incident	9/24/2025	311 - Medical assist, assist EMS crew
BEVERLY PLACE APARTMENTS	5307 Hwy 87 GROVES TX 77619	Incident	3/23/2025	311 - Medical assist, assist EMS crew
BEVERLY PLACE APARTMENTS	5307 Hwy 87 GROVES TX 77619	Incident	3/24/2025	311 - Medical assist, assist EMS crew
CAMBRIDGE IN THE GROVES	5501 W Washington BLVD GROVES TX 77619	Incident	4/10/2025	311 - Medical assist, assist EMS crew
CAMBRIDGE IN THE GROVES	5501 W Washington BLVD GROVES TX 77619	Incident	2/17/2025	311 - Medical assist, assist EMS crew
CARRIAGE PARK APARTMENTS	5252 Hwy 347 GROVES TX 77619	Incident	2/23/2025	311 - Medical assist, assist EMS crew
CARRIAGE PARK APARTMENTS	5252 Hwy 347 GROVES TX 77619	Incident	8/7/2025	311 - Medical assist, assist EMS crew

CARRIAGE PARK APARTMENTS	5252 Hwy 347 GROVES TX 77619	Incident	7/16/2025	311 - Medical assist, assist EMS crew
COOLIDGE APARTMENTS	6177 Coolidge BLVD GROVES TX 77619	Incident	3/22/2025	311 - Medical assist, assist EMS crew
GROVESTOWN MANOR	6426 HANSEN GROVES TX 77619	Incident	7/29/2025	311 - Medical assist, assist EMS crew
GROVESTOWN MANOR	6426 HANSEN GROVES TX 77619	Incident	9/12/2025	311 - Medical assist, assist EMS crew
GROVESTOWN MANOR	6426 HANSEN GROVES TX 77619	Incident	5/25/2025	311 - Medical assist, assist EMS crew
Carstar	3654 Main AVE GROVES 0 77619	Inspection	5/6/2025	New Business Final
Carstar	3654 Main AVE GROVES 0 77619	Inspection	4/30/2025	New Business Final
J.M.B WAREHOUSE	5030 32 nd ST GROVES 0 77619	Inspection	5/19/2025	Consultation
Neches Management Warehouse (t	4440 Hwy 347 GROVES TX 77619	Inspection	11/12/2025	Fire & Life Safety
Neches Management Warehouse (t	4440 Hwy 347 GROVES TX 77619	Inspection	10/3/2025	Fire & Life Safety
Neches Management Warehouse (t	4440 Hwy 347 GROVES TX 77619	Inspection	9/30/2025	Fire & Life Safety
Neches Management Warehouse (t	4440 Hwy 347 GROVES TX 77619	Preplan	9/29/2025	
Neches Management Warehouse (t	4440 Hwy 347 GROVES TX 77619	Incident	3/9/2025	700 - False alarm or false call, other
Neches Management Warehouse (t	4440 Hwy 347 GROVES TX 77619	Incident	9/23/2025	735 - Alarm system sounded due to malfunction
Valvoline Instant Oil Change	3998 Hwy 347 GROVES TX 77619	Incident	8/16/2025	700 - False alarm or false call, other
Valvoline Instant Oil Change	3998 Hwy 347 GROVES TX 77619	Incident	4/3/2025	733 - Smoke detector activation due to malfunction
Valvoline Instant Oil Change	3998 Hwy 347 GROVES TX 77619	Incident	5/5/2025	600 - Good intent call, other
Valvoline Instant Oil Change	3998 Hwy 347 GROVES TX 77619	Inspection	3/7/2025	Fire & Life Safety
Valvoline Instant Oil Change	3998 Hwy 347 GROVES TX 77619	Inspection	12/30/2025	Fire & Life Safety
Foster Home (Ashely Corcoran)	3025 Oak AVE GROVES TX 77619	Inspection	4/29/2025	Foster Home
Foster Home (Ashely Corcoran)	3025 Oak AVE GROVES TX 77619	Inspection	4/23/2025	Foster Home

City of Groves
Agenda Item Information Form

Council Meeting Date: Feb 9th, 2026 Department: Police Agenda Item No. 13

Title for Item (same as to be placed on Agenda): Deliberate and act on Resolution 2026-05, authorizing the Multiple Use Agreement between the City of Groves and TxDOT, and establishing the City Marshal as the authorized signee, regarding the completion of the ongoing MVCPA ALPR grant.
Party(ies) requesting placement of this item on the agenda: City Marshal

Submitted to City Manager's Office on: Date: 2/3/2026 Time: 8:00 AM By: Marshal

Explanation of Item: A resolution from City Council is a required component of the TxDOT permitting process. See the accompanying memo for additional information.

Deadline for Approval: Immediately

Staff Recommendation: Staff recommends the Council adopt Resolution 2026-05, authorizing the Multiple Use Agreement between the City of Groves and TxDOT and establishing the City Marshal as the authorized Signee, as presented.

Alternative (if any) for consideration: None

Identify any attachments to this document: 1)Memo; 2) resolution; 3) MOA for reference.

Specific Council Action Requested: None (Information item only) _____ Motion X
Ordinance – Number _____ Resolution – Number 2026-05 Other – Specify: _____

Signed: [Signature] Date: 2/3/2026 Approved: [Signature] Date: 02/04/26
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. 5-31-07-303 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: February 2nd, 2026
Re: Resolution Authorizing Execution of TxDOT MUA (ALPRs)



Purpose

In March of last year, the Police Department submitted an application for MVCPA grant funding to support the deployment of Automated License Plate Recognition (ALPR) cameras through Flock Safety.

The proposed ALPR project is intended to assist law enforcement with the prevention, detection, and investigation of catalytic converter thefts and other motor vehicle-related crimes. Placement of certain ALPR cameras requires installation within Texas Department of Transportation (TxDOT) right-of-ways to ensure appropriate coverage and operational effectiveness.

Background

TxDOT requires local governments to enter into a Multiple-Use Agreement (MUA) prior to allowing the installation and operation of equipment within TxDOT right-of-way. In order for the City of Groves to enter into this agreement, TxDOT requires formal authorization from the City's governing body. The attached resolution provides that authorization and designates the appropriate City representative to execute the Multiple-Use Agreement on behalf of the City.

Approval of this resolution does not authorize new spending or commit City funds beyond what has already been proposed through the grant application. Rather, it is a necessary administrative step to allow the City to move forward with the ALPR project in compliance with TxDOT requirements.

Recommendation

As a reminder, the State has awarded the City \$63,333 in grant funding for this project, with a required City match of \$12,667. Several ALPR units located within the City right-of-way or on authorized private property have already been installed. Execution of the TxDOT Multiple-Use Agreement represents the remaining authorization needed to complete placement of the remaining cameras associated with this grant.

I respectfully request City Council's approval of the resolution to authorize execution of the TxDOT Multiple-Use Agreement.

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RESOLUTION NO. 2026-05

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GROVES, TEXAS, AUTHORIZING THE CITY MARSHAL TO ENTER INTO A MULTIPLE-USE AGREEMENT WITH THE TEXAS DEPARTMENT OF TRANSPORTATION ALLOWING THE INSTALLATION AND OPERATION OF AUTOMATED LICENSE PLATE RECOGNITION CAMERAS IN TEXAS DEPARTMENT OF TRANSPORTATION RIGHT-OF-WAY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Groves finds it is in the best interest of the citizens of Groves, Texas, that the addition of Automatic License Plate Recognition (ALPR) cameras will increase public safety and aid the Groves Police Department in its crime prevention efforts and strategies; and

WHEREAS, the City Council of the City of Groves desires to engage with the Texas Department of Transportation (TxDOT) and asks that Flock Safety be allowed to place ALPR cameras in the TxDOT right-of-way on behalf of the City of Groves; and

WHEREAS, the City Council of the City of Groves finds it to be in the public interest to authorize the City Marshal to sign a Multiple-Use Agreement with TxDOT

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GROVES, TEXAS, that the City Council of the City of Groves:

1. Authorizes the City Marshal to enter into a Multiple-Use Agreement with TxDOT for the installation and operation of ALPR cameras in the TxDOT right-of-way.
2. This Resolution shall take effect immediately upon adoption.

PASSED APPROVED and ADOPTED at a regular meeting of the City Council of the Groves held on the ____ of _____, 2026

Chris Borne, Mayor

ATTEST:

Clarissa Thibodeaux, City Clerk

APPROVED AS TO FORM:

Brandon P. Monk, City Attorney



MULTIPLE USE AGREEMENT

STATE OF TEXAS §

COUNTY OF TRAVIS §

THIS AGREEMENT made by the State of Texas by and between the Texas Department of Transportation, hereinafter referred to as "State", party of the first part, and

Entity Name _____, hereinafter called Name for Contract _____,
party of the second part, is to become effective when fully executed by both parties.

WITNESSETH

WHEREAS, on the _____ day of _____ month of the year _____, 20 XX _____, the governing body for the Name for Contract _____ entered into Resolution/Ordinance No. _____ Ordinance _____ hereinafter identified by reference, authorizing the Name for Contract 's participation in this agreement with the State; and

WHEREAS, the Name for Contract _____ has requested the State to permit the construction, maintenance and operation of a public _____ Public work to be installed _____ on the highway right of way, (ROADWAY _____ Highway Name _____ CONTROL SECTION NO. _____ Ctrl No. _____). (General description of area including either the control number or GPS coordinates.)

shown graphically by the preliminary conceptual site plan in Exhibit "A" and being more specifically described by metes and bounds of Exhibit "B", which are attached and made a part hereof; and

WHEREAS, the State has indicated its willingness to approve the establishment of such facilities and other uses conditioned that the Name for Contract _____ will enter into agreements with the State for the purpose of determining the respective responsibilities of the Name for Contract _____ and the State with reference thereto, and conditioned that such uses are in the public interest and will not damage the highway facilities, impair safety, impede maintenance or in any way restrict the operation of the highway facility, all as determined from engineering and traffic investigations conducted by the State.

AGREEMENT

NOW, THEREFORE, in consideration of the premises and of the mutual covenants and agreements of the parties hereto to be by them respectively kept and performed as hereinafter set forth, it is agreed as follows:

1. DESIGN AND CONSTRUCTION

 Name for Contract will prepare or provide for the construction plans for the facility, and will provide for the construction work as required by said plans at no cost to the State. Said plans shall include the design of the access control, necessary horizontal and vertical clearances for highway structures, adequate landscape treatment, adequate detail to ensure compliance with applicable structural design standards, sufficient traffic control provisions, and general layout. They shall also delineate and define the construction responsibilities of both parties hereto. Completed plans will be submitted to State for review and approval and when approved shall be attached to the agreement and made a part thereof in all respects. Construction shall not commence until plans have been approved by the State. Any future revisions or additions shall be made after prior written approval of the State. Any sidewalks, curb ramps and other pedestrian elements to be constructed, either on site or off site, by the

 Name for Contract shall be in accordance with the requirements of Title II of the Americans With Disabilities Act (ADA) and with the Texas Accessibility Standards (TAS). Elements constructed by the Name for Contract and found not to comply with ADA or TAS shall be corrected at the entire expense of the- Name for Contract

2. INSPECTION

Ingress and egress shall be allowed at all times to such facility for Federal Highway Administration personnel and State Forces and equipment when highway maintenance operations are necessary, and for inspection purposes; and upon request, all parking or other activities for periods required for such operations will be prohibited.

3. PARKING REGULATIONS

Parking regulations shall be established limiting parking to single unit motor vehicles of size and capacity no greater than prescribed for 1½ ton trucks, such vehicles to conform in size and use to governing laws. Parking shall be permitted only in marked spaces.

Parking shall be prohibited when a security threat, as determined by TxDOT, exists.

4. PROHIBITION/SIGNS

Regulations shall be established prohibiting the parking of vehicles transporting flammable or explosive loads and prohibiting use of the area in any manner for peddling, advertising or other purposes not in keeping with the objective of a public facility. The erection of signs other than those required for proper use of the area will be prohibited. All signs shall be approved by the State prior to the actual erection.

5. RESPONSIBILITIES

Timely maintenance, repair and operation of the facility shall be entirely the responsibility of the Name for Contract. Such responsibility shall not be transferred, assigned or conveyed to a third party without the advanced written approval of the State. These responsibilities expressly include the timely maintenance and repair of any portion of the facility necessary to comply with the Americans with Disabilities Act. Further, such responsibility shall include picking up trash, mowing and otherwise keeping the facility in a clean and sanitary condition, and surveillance by police patrol to eliminate the possible creation of a nuisance or hazard to the public. Hazardous or unreasonably objectionable smoke, fumes, vapor or odors shall not be permitted to rise above the grade line of the highway, nor shall the facility subject the highway to hazardous or unreasonably objectionable dripping, droppings or discharge of any kind, including rain or snow.

If the State determines that Name for Contract has failed to comply with these responsibilities, it will perform the necessary work and charge Name for Contract the actual cost of the work.

6. FEES

Any fees levied for use of the facilities in the area shall be nominal and no more than are sufficient to defray the cost of construction, maintenance and operations thereof, and shall be subject to State approval.

A. Retention Period. The Name for Contract shall maintain all books, documents, papers, accounting records and other evidence pertaining to fees collected and costs (hereinafter called the Records). The Name for Contract shall make the records available during the term of the Agreement and for four years from the date the Agreement is terminated, until completion of all audits, or until pending litigation has been completely and fully resolved, whichever occurs last.

B. Audit Report. If fees are collected by the Name for Contract for the use of the facility under this agreement, the Name for Contract will provide the State an annual audit report detailing the fees collected for the use of the facility and the costs associated with constructing, maintaining, and operating the facility within the same period. If the report shows more fees collected than expenses for the construction, operation, or maintenance of the facility the Name for Contract must provide a multiple year plan detailing how the additional revenue will be used for construction, operation, or maintenance of the facility.

C. Availability. The State or any of its duly authorized representatives, the Federal Highway Administration, the United States Department of Transportation, Office of Inspector General, and the Comptroller General shall have access to the Name for Contract 's records that are directly pertinent to this Agreement for the purpose of making audits and examinations.

7. TERMINATION UPON NOTICE

This provision is expressly made subject to the rights herein granted to both parties to terminate this agreement upon notice, and upon the exercise of any such right by either party, all obligations herein to make improvements to said facility shall immediately cease and terminate and

 Name for Contract shall be responsible for the facility's timely removal at no cost to the State. If the State determines that Name for Contract has failed to timely remove the facility, it will perform the necessary work and charge Name for Contract the actual cost of the work.

8. MODIFICATION/TERMINATION OF AGREEMENT

If in the sole judgment of the State it is found at any future time that traffic conditions have so changed that the existence or use of the facility is impeding maintenance, damaging the highway facility, impairing safety or that the facility is not being properly operated, that it constitutes a nuisance, is abandoned, or if for any other reason it is the State's judgment that such facility is not in the public interest, this agreement under which the facility was constructed may be: (1) modified if corrective measures acceptable to both parties can be applied to eliminate the objectionable features of the facility; or (2) terminated and the use of the area as proposed herein discontinued.

9. PROHIBITION OF STORAGE OF FLAMMABLE MATERIALS

All structures located or constructed within the area covered by the agreement shall be fire resistant. The storage of flammable, explosive or hazardous materials is prohibited. Operations deemed to be a potential fire hazard shall be subject to regulation by the State.

10. RESTORATION OF AREA

The Name for Contract shall provide written notification to the State that such facility will be discontinued for the purpose defined herein. The Name for Contract shall, within thirty (30) days from the date of said notification, clear the area of all facilities that were its construction responsibility under this agreement and restore the area to a condition satisfactory to the State.

11. PREVIOUS AGREEMENTS

It is understood that this agreement in no way modifies or supersedes the terms and provisions of any existing agreements between the parties hereto.

12. INDEMNIFICATION

THE Name for Contract WILL INDEMNIFY THE STATE AGAINST ANY AND ALL DAMAGES AND CLAIMS FOR DAMAGES, INCLUDING THOSE RESULTING FROM INJURY OR DEATH OF PERSONS OR FOR LOSS OF OR DAMAGE TO PROPERTY, ARISING OUT OF, INCIDENT TO OR IN ANY MANNER CONNECTED WITH THE CONSTRUCTION, OPERATION OR MAINTENANCE OF THE FACILITY, WHICH INDEMNIFICATION SHALL EXTEND TO AND INCLUDE ANY AND ALL COURT COSTS, ATTORNEY'S FEES AND EXPENSES RELATED TO OR CONNECTED WITH ANY CLAIMS OR SUITS FOR DAMAGES AND SHALL, IF REQUESTED IN WRITING BY THE STATE TO DO SO, ASSIST THE STATE OR RELIEVE THE STATE FROM DEFENDING ANY SUCH SUITS BROUGHT AGAINST IT. THE INDEMNIFICATION OF THE STATE SHALL EXTEND FOR A PERIOD OF TWO (2) YEARS BEYOND THE DATE OF TERMINATION OF THIS AGREEMENT.

DURING EACH YEAR WHILE THERE IS ANY LIABILITY BY REASON OF THE AGREEMENT CONTAINED IN THIS SUBSECTION OF THIS RESOLUTION, INCLUDING THE CALENDAR YEAR 20XX , THE City Name (CITY) SHALL COMPUTE AND ASCERTAIN THE RATE AND AMOUNT OF AD VALOREM TAX, BASED ON THE LATEST APPROVED TAX ROLLS OF SAID ENTITY, WITH FULL ALLOWANCES BEING MADE FOR TAX DELINQUENCIES AND COSTS OF TAX COLLECTION, WHICH WILL BE SUFFICIENT TO RAISE AND PRODUCE THE MONEY REQUIRED TO PAY ANY SUMS WHICH MAY BE OR BECOME DUE DURING ANY SUCH YEAR, IN NO INSTANCE TO BE LESS THAN TWO (2%) PER CENT OF SUCH OBLIGATION, TOGETHER WITH INTEREST THEREON, BECAUSE OF THE OBLIGATION HEREIN ASSUMED.

SAID RATE AND AMOUNT OF AD VALOREM TAX IS HEREBY ORDERED TO BE LEVIED AND IS HEREBY LEVIED AGAINST ALL TAXABLE PROPERTY IN SAID ENTITY FOR EACH YEAR WHILE ANY LIABILITY EXISTS BY REASON OF THE OBLIGATION UNDERTAKEN BY THIS SUBSECTION OF THIS RESOLUTION, AND SAID AD VALOREM TAX SHALL BE ASSESSED AND COLLECTED EACH SUCH YEAR UNTIL ALL OF THE OBLIGATIONS HEREIN INCURRED SHALL HAVE BEEN DISCHARGED AND ALL LIABILITY HEREUNDER DISCHARGED.

No party to this agreement intends to waive, relinquish, limit or condition its general governmental immunity from liability in any way.

Each party agrees and acknowledges that it is not an agent, servant, or employee of the other party and that under this provision each party is responsible only for its own acts and for those of its agents, servants, independent contractors or employees. Such responsibility includes, but is not

limited to any claims or amounts arising or recovered under the "Workers Compensation Law," the Texas Tort Claims Act, Chapter 101, Texas Civil Practice and Remedies Code; or any other applicable laws or regulations, all as time to time may be amended.

Nothing in this agreement shall be construed as creating any liability in favor of any third party against the State and the Name for Contract . Additionally, this agreement shall not ever be construed as relieving any third party from any liability against the State. Furthermore, the Name for Contract shall become fully subrogated to the State's rights of recovery and shall be entitled to maintain any action over and against any third party who may be liable for damages. The State agrees to execute and deliver instruments and papers and to otherwise do that which is necessary to secure such rights.

13. INSURANCE

The Name for Contract , shall provide necessary safeguards to protect the public on State maintained highways including adequate insurance for payment of any damages which might result during the construction, maintenance, repair and operation of the facility. Name for Contract shall include TxDOT as an additional insured by endorsement in Name for Contract 's commercial general liability insurance policy. Prior to beginning work on the State's right of way, the Name for Contract 's construction contractor shall submit to the State a completed insurance form (TxDOT Form No. 1560) or appropriate certificate of self-insurance and shall maintain the required coverage during the construction of the facility.

14. USE OF RIGHT OF WAY

It is understood that the State by execution of this agreement does not impair or relinquish the State's right to use such land for highway purposes when it is required for the construction or re-construction of the traffic facility for which it was acquired, nor shall use of the land under such agreement ever be construed as abandonment by the State of such land acquired for highway purposes, and the State does not purport to grant any interest in the land described herein but merely consents to such use to the extent its authority and title permits.

15. ADDITIONAL CONSENT REQUIRED

The State asserts only that it has sufficient title for highway purposes. The Name for Contract shall be responsible for obtaining such additional consent, permits or agreement as may be necessary due to this agreement. This includes, but is not limited to, appropriate permits and clearances for environmental, ADA and public utilities.

16. FHWA ADDITIONAL REQUIREMENTS

If the Facility is located on the Federal-Aid Highway System, "ATTACHMENT A", which states additional requirements as set forth in the Federal Highway Administration's Title 23, Code of Federal Regulations, § 710, shall be attached to and become a part of this agreement.

17. CIVIL RIGHTS ASSURANCES

The Name for Contract , for itself, its personal representatives, successors and interests and assigns, as part of the consideration hereof, does hereby covenant and agree as a covenant running with the land that: (1) no persons, on the grounds of race, color, sex, age, national origin, religion or disabling condition, shall be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in the use of said facility; (2) that in the construction of any improvements on, over or under such land and the furnishing of services thereon, no person on the ground of race, color, sex, age, national origin, religion or disabling condition, shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination; (3) that the

 Name for Contract shall use the premises in compliance with all other requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-Assisted programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended.

That if in the event of any breach of the above non-discrimination covenants, the State shall have the right to terminate the agreement and reenter and repossess said land and the facilities thereon, and hold the same as if said agreement had never been made or issued.

18. AMENDMENTS

Any changes in the time frame, character or responsibilities of the parties hereto shall be enacted by a written amendment executed by both parties hereto.

19. LEGAL CONSTRUCTION

In case one or more of the provisions contained in this agreement shall for any reason be held invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any provision hereof and this agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained in this agreement.

20. AUDIT

The State may conduct an audit or investigation of any aspect of this agreement. The Name for Contract must provide the State with access to any information the State considers relevant to the investigation or audit. The audit can include, but is not limited to, any contract for construction or maintenance of any facility or structure authorized by this agreement or any contract to provide a service to the Name for Contract if that service is authorized by this agreement.

21. AUTHORITY OF STATE AUDITOR

The state auditor may conduct an audit or investigation of any entity receiving funds from the state directly under the contract or indirectly through a subcontract under the contract. Acceptance of funds directly under the contract or indirectly through a subcontract under this contract acts as acceptance of the authority of the state auditor, under the direction of the legislative audit committee, to conduct an audit or investigation in connection with those funds. An entity that is the subject of an audit or investigation must provide the state auditor with access to any information the state auditor considers relevant to the investigation or audit.

22. NOTICES

All notices required under this agreement shall be mailed or hand delivered to the following respective addresses:

STATE (Mailing Address)	(Name of other party) (Mailing Address)
Texas Department of Transportation	Address Name
Maintenance Division	Address Name
125 East 11th Street	Address Road/Street/Hwy
Austin, Texas 78701-2483	Address City/State/Zip

23. TIMELY PAYMENT

When required by any provision of this agreement requires a payment to be made to the State, the other party hereto shall within thirty (30) days from receipt of the State's written notification pay the State for the full cost of repairing any damages to the highway facility which may result from the other party's construction, maintenance, repair or operation of the facility.

24. WARRANTS

The signatories to this agreement warrant that each has the authority to enter into this agreement on behalf of the party represented.

List of Attached Exhibits:

- Exhibit A - General Layout
- Exhibit B - Metes and Bounds Description
- Exhibit C - Approved Construction Plans
- Exhibit D - Certificate of Insurance (TxDOT Form 1560)
- Exhibit E - Attachment A (FHWA Additional Requirements)

IN WITNESS WHEREOF, the parties have hereunto affixed their signature, the

_____ on the _____ day of _____, 20____, and the
State on the _____ day of _____, 20____.

STATE OF TEXAS

Executed and approved for the Texas
Transportation Commission for the purpose and
effect of activating and/or carrying out the orders,
and established policies or work programs
heretofore approved and authorized by the Texas
Transportation Commission.

(Name of other party)

By: _____
Signature

Printed Name

By: _____
Director, Maintenance Division

Title

Printed Name

Agency

Date

Contact Office and Telephone No.

APPROVAL RECOMMENDED:

District Engineer

Printed Name

Date

ATTACHMENT A

Inasmuch as this project is on the Federal-Aid highway system, the following additional requirements as applicable with the Federal Highway Administration's Title 23, Code of Federal Regulations, § 710.105.

1. Any significant revision in the design or construction of the facility shall receive prior approval by the Texas Department of Transportation subject to concurrence by the FHWA.
2. Any change in the authorized use of real property interest shall receive prior approval by the Texas Department of Transportation subject to concurrence by the FHWA.
3. Real property interest shall not be transferred, assigned or conveyed to another party without prior Texas Department of Transportation approval subject to concurrence by the FHWA.
4. This agreement will be revocable in the event that the real property interest facility ceases to be used or is abandoned.

EXHIBIT E

**SUPPLEMENTAL AGREEMENT TO MULTIPLE USE AGREEMENT ALLOWING INSTALLATION OF LPR
CAMERAS WITHIN THE HIGHWAY RIGHT OF WAY**

STATE OF TEXAS §

COUNTY OF TRAVIS §

THIS SUPPLEMENTAL AGREEMENT to the Multiple Use Agreement "Agreement", dated (add date MUA was executed), allowing installation of LPR cameras within the highway right of way is entered by and through the **Texas Department of Transportation**, hereinafter referred to as "TxDOT", and the (ADD Name of City or County), hereinafter referred to as "(ADD Abbreviated name of local law enforcement agency)", and sets forth the additional terms and conditions for the installation and use of License Plate Reader cameras "LPR cameras" within the highway right of way.

_____ agrees to the following supplemental terms and conditions:

A. VALIDATION OF LEGITIMATE LAW ENFORCEMENT PURPOSE

1. _____ certifies that it has completed TxDPS's verification process by providing all necessary information required for TxDPS to verify whether _____ has a legitimate law enforcement purpose for the use of LPR cameras within the highway right of way.
2. _____ further certifies that TxDPS has provided _____ with a validation letter verifying and approving the _____'s use of LPR cameras within the highway right of way as for a legitimate law enforcement purpose. The _____ shall provide TxDOT a copy of the validation letter, which is to be attached to this Supplemental Agreement and further attached to the Agreement.

B. DATA USAGE, SHARING, AND STORAGE

1. "TxDPS LPR System" shall be defined as a system and/or network of LPR cameras installed on the highway right of way, consisting of data captured by TxDPS LPR cameras and data captured by any participating local, state, and federal agencies, if any, that is maintained, operated, and managed by TxDPS.
2. "LPR data" shall be defined as any and all information, including but not limited to, all images, locations, dates, and times, captured by LPR cameras operated, maintained, and installed within the highway right of way by _____. In the event _____'s LPR cameras are made part of TxDPS's LPR System "LPR data" shall also be defined to include all information, including but not limited to, all images, locations, dates, and times, captured by cameras installed, operated, and maintained by TxDPS, and/or other criminal justice or law enforcement agencies cooperating with the TxDPS LPR System.
3. All LPR data shall be owned, maintained, and stored by _____, or if the LPR cameras are part of the TxDPS LPR System, by TxDPS or a criminal justice or law enforcement agency cooperating with the TxDPS LPR System.

4. LPR data shall only be accessed, used, published, exchanged, or otherwise transferred by and to law enforcement or criminal justice personnel and strictly for law enforcement purposes. LPR data shall not be accessed by, used, sold, published, exchanged, or otherwise transferred to any commercial or private entity or individual for any reason. If LPR data is currently, or later discovered to be, accessible by commercial or private entities or individuals, access to such entities or individuals shall be immediately terminated. If such accessibility is not immediately terminated TxDOT may, at its sole discretion, require the immediate removal of the LPR cameras from the highway right of way and terminate the Agreement.
5. The use, sharing, and storage of LPR data shall comply with all applicable local, state, and federal laws and regulations.

C. COMPLIANCE WITH SUPPLEMENTAL TERMS

1. _____ shall comply with the terms and conditions of this Supplemental Agreement.
2. _____ shall require any vendor it employs to assist in the operation and maintenance of its LPR cameras to comply with the terms and conditions of this Supplemental Agreement, as well as all local, state, and federal laws and regulations.
3. _____ shall, upon request, certify compliance with the terms and conditions of this Supplemental Agreement, and provide any and all information requested by TxDOT to ensure compliance with this Supplemental Agreement at no cost to TxDOT.
4. _____ acknowledges and agrees that any violation of the above terms and conditions may, at the sole discretion of TxDOT, result in the termination of the Agreement, and if terminated, the removal of all LPR cameras from within the highway right of way at the expense of _____.

D. RESPONSIBILITY

1. _____ acknowledges that TxDOT does not have access to any LPR data. _____ acknowledges and agrees that _____ is individually responsible for obligations required under the Texas Public Records Act for requests made seeking LPR data.
2. _____ acknowledges that it has, and agrees to assume, full responsibility regarding the installation and use of its LPR cameras on the highway right of way, including, but not limited to, any and all responsibility pertaining to the use, storage, and release of LPR data collected by the LPR cameras and/or System authorized by this agreement.

Any person executing this Supplemental Agreement in a representative capacity hereby warrants that he/she is duly authorized to do so.

IN TESTIMONY WHEREOF, the parties hereto have caused this Supplemental Agreement to be executed in duplicate. The Supplemental Agreement becomes effective when fully executed by both parties.

Texas Department of Transportation

By: _____

Title: Maintenance Division Director

Printed Name: _____

Date: _____

(Name of Criminal Justice or Law Enforcement Agency)

By: _____

Title: _____

Printed Name: _____

Date: _____

City of Groves
Agenda Item Information Form

Council Meeting Date: Feb 9th, 2026 Department: Police Agenda Item No. 14

Title for Item (same as to be placed on Agenda): Deliberate and act on Resolution 2026-06, authorizing the submittal of a FY2027 Criminal Justice Grant Program Application to purchase mobile radios and

designate the City Marshal as the authorized officer.

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

Submitted to City Manager's Office on: Date: 2/3/2026 Time: 8:00 AM By: Marshal

Explanation of Item: A resolution from City Council is a required component of the grant application process. See the accompanying memo for additional information.

Deadline for Approval: Immediately

Staff Recommendation: Staff recommends the Council adopt Resolution 2026-06 authorizing the submittal of a FY2027 Criminal Justice Grant Program application to purchase mobile radios and designating the City Marshal as the authorized officer, as presented.

Alternative (if any) for consideration: None

Identify any attachments to this document: 1) Grant informational handout; 2) memo; 3) resolution; 4) application

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

Ordinance - Number _____ Resolution - Number 2026-06 Other - Specify: _____

Signed: [Signature] Date: 2/3/2026 Approved: [Signature] Date: 02/04/26
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: February 3rd, 2026
Re: Request for Consideration and Approval of a Grant Resolution



Purpose:

The Police Department plans to apply for funding through the FY2027 Criminal Justice Grant Program (Edward Byrne Memorial Justice Assistance Grant – Byrne JAG). The purpose of this grant request is to support the purchase of six (6) APX6500 in-car mobile radios to enhance officer communications, operational efficiency, and responder safety.

The proposed mobile radio project will improve reliable and secure radio communications for patrol operations, ensuring officers have consistent access to dispatch, inter-agency coordination, and emergency communications while operating in the field. This project focuses specifically on mobile radios installed in patrol units and is distinct from prior grant applications that supported handheld radio equipment. Additionally, this grant requires no local matching funds, resulting in no financial impact to the City's General Fund.

Minor Change in Process:

This year, the Office of the Governor (OOG) implemented a new application submission requirement. To be considered complete and eligible for funding, local units of government must submit a fully executed governing body resolution authorizing the grant application, along with required certifications and assurances. Failure to submit the executed resolution by the application deadline may result in the application being deemed ineligible for funding.

Conclusion:

The grant application deadline is February 12, making approval of this resolution at the current City Council meeting necessary to meet state submission requirements. Approval of the accompanying resolution will authorize the City's participation in the Byrne JAG program for this project and allow staff to timely submit all required documentation.

1
2 **RESOLUTION NO. 2026-06**

3 **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GROVES, TEXAS, AUTHORIZING THE**
4 **SUBMITTAL OF A GRANT APPLICATION TO THE OFFICE OF THE GOVERNOR, CRIMINAL**
5 **JUSTICE DIVISION, FOR A FY2027 CRIMINAL JUSTICE GRANT PROGRAM PATROL VEHICLE**
6 **MOBILE RADIO REPLACEMENT AND INTEROPERABILITY PROJECT FOR THE CITY OF GROVES**
7 **POLICE DEPARTMENT**
8

9 **WHEREAS**, the City Council of the City of Groves finds it is in the best interest of the citizens of
10 Groves, Texas, that a Criminal Justice Grant Program application for FY2027 be submitted requesting
11 funds for the Patrol Vehicle Mobile Radio Replacement and Interoperability Project for the City of Groves
12 Police Department; and
13

14 **WHEREAS**, the City Council of the City of Groves agrees to provide applicable matching funds
15 for the said project as required by the Office of the Governor, Criminal Justice Division grant application;
16 and
17

18 **WHEREAS**, the City Council of the City of Groves agrees that in the event of loss or misuse of
19 the Office of the Governor's funds, the City Council assures that the funds will be returned to the Office of
20 the Governor in full;
21

22 **NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GROVES,**
23 **TEXAS**, that the City Council of the City of Groves:

- 24 1. Approves submission of the FY2027 Criminal Justice Grant Program grant application
25 requesting funds for the Patrol Vehicle Mobile Radio Replacement and Interoperability
26 Project for the City of Groves Police Department, to the Office of the Governor, Criminal
27 Justice Division.
28 2. Designates the City Marshal as the grantee's authorized official. The authorized official is
29 given the power to apply for, accept, reject, alter, or terminate the grant on behalf of the
30 applicant agency
31

32 **PASSED APPROVED and ADOPTED** at a regular meeting of the City Council of the Groves held
33 on the ____ of _____, 2026
34

35 **GRANT NO:** 5796601
36
37

38 _____
Chris Borne, Mayor

39 **ATTEST:**
40
41 _____

42 Clarissa Thibodeaux, City Clerk
43

44 **APPROVED AS TO FORM:**
45
46 _____

47 Brandon P. Monk, City Attorney

[Print This Page](#)

City of Groves
Agency Name: Groves, City of
Grant/App: 5796601 **Start Date:** 10/1/2026 **End Date:** 9/30/2027

Project Title: Patrol Vehicle Mobile Radio Replacement and Interoperability Project
Status: Application Pending Submission

Eligibility Information

Your organization's Texas Payee/Taxpayer ID Number:
746012593

Application Eligibility Certify:

Created on: 1/26/2026 3:04:37 PM By: Robert Phillips

Profile Information

Applicant Agency Name: Groves, City of
Project Title: Patrol Vehicle Mobile Radio Replacement and Interoperability Project
Division or Unit to Administer the Project: Groves Police Department
Address Line 1: 4201 Main Ave
Address Line 2:
City/State/Zip: Groves Texas 77619-4728
Start Date: 10/1/2026
End Date: 9/30/2027

Regional Council of Governments(COG) within the Project's Impact Area: South East Texas Regional Planning Commission
Headquarter County: Jefferson
Counties within Project's Impact Area: Hardin, Jefferson, Orange

Grant Officials:

Authorized Official

Name: Christopher Robin
Email: crobin@cigrovestx.com
Address 1: 4201 Main Avenue
Address 1:
City: Groves, Texas 77619
Phone: 409-960-5742 Other Phone: 409-626-1292
Fax: 409-960-5747
Title: Mr.
Salutation: Chief
Position: City Marshal

Financial Official**Name:** Lamar Ozley**Email:** lozley@cigrovestx.com**Address 1:** P.O. Box 846**Address 1:****City:** Groves, Texas 77619**Phone:** 409-960-5774 Other Phone: 409-659-3734**Fax:** 409-963-3388**Title:** Mr.**Salutation:** Mr.**Position:** Director of Finance**Project Director****Name:** Robert Phillips**Email:** Tphillips@cigrovestx.com**Address 1:** 4201 Main Ave**Address 1:****City:** Groves, Texas 77619**Phone:** 409-248-4063 Other Phone: 409-962-0244**Fax:** 409-960-5749**Title:** Mr.**Salutation:** Chief Deputy**Position:** Chief Deputy**Grant Writer****Name:** Robert Phillips**Email:** Tphillips@cigrovestx.com**Address 1:** 4201 Main Ave**Address 1:****City:** Groves, Texas 77619**Phone:** 409-248-4063 Other Phone: 409-962-0244**Fax:** 409-960-5749**Title:** Mr.**Salutation:** Chief Deputy**Position:** Chief Deputy**Grant Vendor Information****Organization Type:** Unit of Local Government (City, Town, or Village)**Organization Option:** applying to provide services to all others**Applicant Agency's State Payee Identification Number (e.g., Federal Employer's Identification (FEI) Number or Vendor ID):**
746012593**Unique Entity Identifier (UEI):** LFI3LWSZY2M8**Narrative Information**

Introduction

The purpose of this funding is to support projects that promote public safety, reduce crime, and improve the criminal justice system.

Certifications

In addition to the requirements found in existing statute, regulation, and the funding announcement, this program requires applicant organizations to certify compliance with the following:

Constitutional Compliance

Applicant assures that it will not engage in any activity that violates Constitutional law including profiling based upon race.

Information Systems

Applicant assures that any new criminal justice information systems will comply with data sharing standards for the Global Justice XML Data Model and the National Information Exchange Model.

Bulletproof Vests

Applicant assures that if it plans to purchase body armor with grant funds, that it has adopted a mandatory wear policy and that all vests purchased have been tested and found to comply with the latest applicable National Institute of Justice (NIJ) ballistic or stab standards. Additionally, vests purchased must be American-made.

Resolution from Governing Body

Applications from nonprofit corporations, local units of governments, and other political subdivisions must submit a fully executed resolution with the application to be considered eligible for funding. The resolution must contain the following elements (see [Sample Resolution](#)):

- Authorization by your governing body for the submission of the application to the Public Safety Office (PSO) that clearly identifies the name of the project for which funding is requested;
- A commitment to provide all applicable matching funds;
- A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant;
- A designation of the name and/or title of a financial officer who is given the authority to submit financial and/or performance reports or alter a grant; and
- A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to PSO.

Cybersecurity Training Requirement

Local units of governments must comply with the Cybersecurity Training requirements described in Section 772.012 and Section 2054.5191 of the Texas Government Code. Local governments determined to not be in compliance with the cybersecurity requirements required by Section 2054.5191 of the Texas Government Code are ineligible for OOG grant funds until the second anniversary of the date the local government is determined ineligible. Government entities must annually certify their compliance with the training requirements using the [Cybersecurity Training Certification for State and Local Government](#). A copy of the Training Certification must be uploaded to your eGrants application. For more information or to access available training programs, visit the Texas Department of Information Resources [Statewide Cybersecurity Awareness Training](#) page.

Criminal History Reporting

Entities receiving funds from PSO must be located in a county that has an average of 90% or above on both adult and juvenile dispositions entered into the computerized criminal history database maintained by the Texas Department of Public Safety (DPS) as directed in the *Texas Code of Criminal Procedure, Chapter 66*. The

disposition completeness percentage is defined as the percentage of arrest charges a county reports to DPS for which a disposition has been subsequently reported and entered into the computerized criminal history system.

Counties applying for grant awards from the Office of the Governor must commit that the county will report at least 90% of convictions within five business days to the Criminal Justice Information System at the Department of Public Safety.

Uniform Crime Reporting (UCR)

Eligible applicants operating a law enforcement agency must be current on reporting complete UCR data and the Texas specific reporting mandated by 411.042 TGC, to the Texas Department of Public Safety (DPS) for inclusion in the annual Crime in Texas (CIT) publication. To be considered eligible for funding, applicants must have submitted a full twelve months of accurate data to DPS for the most recent calendar year by the deadline(s) established by DPS. Due to the importance of timely reporting, applicants are required to submit complete and accurate UCR data, as well as the Texas-mandated reporting, on a no less than monthly basis and respond promptly to requests from DPS related to the data submitted.

Entities That Collect Sexual Assault/Sex Offense Evidence or Investigate/Prosecute Sexual Assault or Other Sex Offenses

In accordance with Texas Government Code, Section 420.034, any facility or entity that collects evidence for sexual assault or other sex offenses or investigates or prosecutes a sexual assault or other sex offense for which evidence has been collected, must participate in the statewide electronic tracking system developed and implemented by the Texas Department of Public Safety. Visit DPS's [Sexual Assault Evidence Tracking Program](#) website for more information or to set up an account to begin participating. Additionally, per Section 420.042 "A law enforcement agency that receives evidence of a sexual assault or other sex offense...shall submit that evidence to a public accredited crime laboratory for analysis no later than the 30th day after the date on which that evidence was received." A law enforcement agency in possession of a significant number of Sexual Assault Evidence Kits (SAEK) where the 30-day window has passed may be considered noncompliant.

DNA Testing of Evidentiary Materials

When funds are used for DNA testing of evidentiary materials, any resulting eligible DNA profiles must be uploaded to the Combined DNA Index System (CODIS) by a government DNA lab with access to CODIS.

Interoperable Communications

Funds to support emergency communications activities must ensure compliance with the FY 2018 SAFECOM Guidance on Emergency Communications Grants; adherence to the technical standards set forth in the FCC Waiver Order, or any succeeding FCC orders, rules, or regulations pertaining to broadband operations in the 700 MHz public safety band; and are fully coordinated with the full-time [Statewide Interoperability Coordinator \(SWIC\)](#) for Texas.

Twelve-Step Programs

Grant funds may not be used to support or directly fund programs such as the Twelve Step Program which courts have ruled are inherently religious. PSO grant funds cannot be used to support these programs, conduct meetings, or purchase related materials.

Program Income

Applicant agrees to comply with all federal and state rules and regulations for program income and agrees to

Applicant agrees to comply with all federal and state rules and regulations for program income and agrees to report all program income that is generated as a result of the project's activities. Applicant agrees to report program income through a formal grant adjustment and to secure PSO approval prior to use of the program income. Applicant agrees to use program income for allowable costs and agrees to expend program income immediately after PSO's approval of a grant adjustment and prior to requesting reimbursement of funds.

Deduction Method - Program income shall be deducted from total allowable costs to determine the net allowable costs. Program income shall be used for current costs unless PSO authorizes otherwise. Program income which the grantee did not anticipate at the time of the award shall be used to reduce the PSO award and grantee match rather than to increase the funds committed to the project.

Asset Seizures and Forfeitures - Program income from asset seizures and forfeitures is considered earned when the property has been adjudicated to the benefit of the plaintiff (e.g., law enforcement entity).

National Instant Background Check System (NICS)

Entities receiving funds under this solicitation that are to generate or upgrade court dispositions or other records that are relevant to National Instant Background Check System (NICS) determinations must have a system in place to ensure that all such NICS-relevant dispositions or records that are generated or upgraded are made available in timely fashion to state repositories/databases that are accessed by NICS.

Body-Worn Cameras (BWCs)

Applicant assures that if it plans to purchase body-worn cameras with grant funds, that it has adopted adequate policies and procedures related to BWC equipment usage, data storage and access, privacy considerations and training. The certification form related to BWC policies and procedures can be found [here](#).

Compliance with State and Federal Laws, Programs and Procedures - Local Units of Government

Local units of government, including cities, counties and other general purpose political subdivisions, as appropriate, and institutions of higher education that operate a law enforcement agency, must comply with all aspects of the programs and procedures utilized by the U.S. Department of Homeland Security ("DHS") to: (1) notify DHS of all information requested by DHS related to illegal aliens in Agency's custody; and (2) detain such illegal aliens in accordance with requests by DHS. Additionally, counties and municipalities may NOT have in effect, purport to have in effect, or make themselves subject to or bound by, any law, rule, policy, or practice (written or unwritten) that would: (1) require or authorize the public disclosure of federal law enforcement information in order to conceal, harbor, or shield from detection fugitives from justice or aliens illegally in the United States, 8 U.S.C. § 1324(a)(1)(A)(iii); (2) impede federal officers from exercising authority under 8 U.S.C. § 1226(a), § 1226(c), § 1231(a), § 1357(a), § 1366(1), or § 1366(3); (3) encourage or induce an alien to come to, enter, or reside in the United States in violation of law, 8 U.S.C. § 1324(a)(1)(A)(iv); (4) result in the illegal transport or movement of aliens within the United States, 8 U.S.C. § 1324(a)(1)(A)(ii). Lastly, eligible applicants must comply with all provisions, policies, and penalties found in Chapter 752, Subchapter C of the Texas Government Code.

Each local unit of government, and institution of higher education that operates a law enforcement agency, must download, complete and then upload into eGrants the [CEO/Law Enforcement Certifications and Assurances Form](#) certifying compliance with federal and state immigration enforcement requirements. This Form is required for each application submitted to PSO and is active until August 31, 2027 or the end of the grant period, whichever is later.

Compliance with State and Federal Laws, Programs and Procedures – Nonprofit Organizations

Each non-profit 501(c)(3) organization must certify that it does not have, and will continue not to have any policy, procedure, or agreement (written or unwritten) that in any way encourages, induces, entices, or aids any violations of immigration laws. Additionally, the organization certifies that it does not have in effect, purport to have in effect, and is not subject to or bound by any rule, policy, or practice (written or unwritten) that would: (1) encourage the concealment, harboring, or shielding from detection of fugitives from justice or aliens who illegally came to, entered, or remained in the United States, 8 U.S.C. § 1324(a)(1)(A)(iii); (2) impede federal officers from exercising authority under 8 U.S.C. § 1226(a), § 1226(c), § 1231(a), § 1357(a), § 1366(1), or § 1366(3); (3) encourage or induce an alien to come to, enter, or reside in the United States in violation of law, 8 U.S.C. § 1324(a)(1)(A)(iv); (4) result in the illegal transport or movement of aliens within the United States, 8 U.S.C. § 1324(a)(1)(A)(ii). Lastly, the organization certifies that it will not adopt, enforce, or endorse a policy which prohibits or materially limits the enforcement of immigration laws, and will not, as demonstrated by pattern or practice, prohibit or materially limit the enforcement of immigration laws.

Each non-profit organization must download, complete and then upload into eGrants the [CEO/NGO Certifications and Assurances Form](#) certifying compliance with federal and state immigration enforcement requirements.

Civil Rights Liaison

A civil rights liaison who will serve as the grantee's civil rights point of contact and who will be responsible for ensuring that the grantee meets all applicable civil rights requirements must be designated. The designee will act as the grantee's liaison in civil rights matters with PSO and with the federal Office of Justice Programs. Enter the Name of the Civil Rights Liaison:

Elizabeth Diaz

Enter the Address for the Civil Rights Liaison:

3947 Lincoln Groves, Texas 77619

Enter the Phone Number for the Civil Rights Liaison [(999) 999-9999 x9999]:

409-960-5778

Overall Certification

Each applicant agency must certify to the specific requirements detailed above as well as to comply with all requirements within the PSO Funding Announcement, the *Guide to Grants*, the *Grantee Conditions and Responsibilities*, any authorizing or applicable state and federal statutes and regulations to be eligible for this program.

X I certify to all of the application content & requirements.

Project Abstract :

The proposed project will modernize patrol vehicle communications for the Groves Police Department through the replacement of aging in-car radios with six (6) Motorola APX6500 enhanced 7/800 MHz mobile radios that are fully P25 compliant. Reliable radio communications are essential to daily patrol operations, emergency response, and coordination with neighboring public safety agencies. Several of the department's current mobile radios are approaching or have exceeded their expected service life, increasing the risk of equipment failure and reduced communication reliability in the field. The City of Groves is located in a region that includes major transportation corridors and numerous petrochemical and industrial facilities, requiring dependable and interoperable communications during routine calls, critical incidents, and large-scale emergencies. Upgrading patrol vehicle radios will ensure consistent coverage, improve audio clarity, and maintain compatibility with the regional 800 MHz radio system used by surrounding jurisdictions. The Groves Police Department employs 23 sworn officers who rely on patrol vehicles as their primary workspace. The proposed mobile radios will be installed in frontline patrol units and used during daily law enforcement operations, enhancing officer safety and improving coordination with dispatch, neighboring law enforcement agencies, and other emergency responders. This project directly supports state and regional criminal justice priorities by improving access to reliable public safety communications, supporting technology upgrades for officers in the field, and maintaining regional radio coverage through the replacement of critical equipment. By investing in modern, P25-compliant mobile radios, the department will strengthen interoperability, improve response efficiency, and ensure continued public safety service to the community.

Problem Statement :

The Groves Police Department relies on in-car mobile radios as the primary means of communication between patrol officers, dispatch, and neighboring public safety agencies. Many of the department's existing mobile radios are aging and nearing or exceeding their expected service life, resulting in decreased reliability, inconsistent performance, and an increased risk of equipment failure during critical incidents. During the past year alone, two in-car radios failed and required replacement, underscoring the ongoing vulnerability of the department's current communications infrastructure. Reliable mobile radio communications are essential for routine patrol operations, emergency response, and multi-agency coordination. Communication disruptions caused by aging equipment can delay response times, reduce situational awareness, and compromise officer safety. These risks are amplified in a region that includes major transportation corridors and numerous petrochemical and industrial facilities, where incidents may require rapid coordination between multiple law enforcement, fire, and emergency medical agencies. In addition to reliability concerns, outdated mobile radios create challenges with maintaining consistent coverage and interoperability across the regional 800 MHz radio system. As neighboring jurisdictions continue to modernize their communications equipment, failure to replace aging in-car radios increases the risk of incompatibility during joint operations and large-scale emergencies. The Groves Police Department employs 23

sworn officers who operate from patrol vehicles as their primary workspace. Ensuring that these vehicles are equipped with dependable, P25-compliant mobile radios is critical to maintaining effective law enforcement operations, supporting officer safety, and preserving public confidence in emergency response capabilities. Without targeted investment in mobile radio replacement, the department will continue to face avoidable communication failures that impact operational efficiency and public safety.

Supporting Data :

The Groves Police Department operates with a limited number of patrol vehicles, each of which depends on a functioning in-car mobile radio for daily operations. Several of the department's mobile radios are beyond their recommended service life and are increasingly unreliable. During the past year, two in-car radios experienced complete failures and required replacement to keep patrol units operational, demonstrating the growing maintenance burden and risk of continued reliance on aging equipment. Patrol vehicles serve as the primary work environment for officers, particularly during calls for service, traffic enforcement, and emergency response. When mobile radios fail or perform inconsistently, officers must rely on less effective alternatives that reduce communication clarity and limit coordination with dispatch and other responding units. These failures directly impact response efficiency and increase operational risk during high-priority calls. The City of Groves is part of a regional public safety radio network that supports coordinated response across multiple jurisdictions. Maintaining compatibility with this system requires mobile radios that meet current P25 standards. Aging equipment increases the likelihood of communication gaps during multi-agency incidents, particularly when neighboring agencies have already transitioned to newer systems. The department employs 23 sworn officers and operates a limited fleet of patrol vehicles, making the reliability of each in-car radio critical. The documented failures, combined with the increasing difficulty of maintaining older equipment, demonstrate the need for planned replacement rather than continued reactive repairs. Investment in modern, P25-compliant mobile radios will reduce downtime, support consistent patrol coverage, and ensure reliable communication capability for the officers and community served by the Groves Police Department.

Project Approach & Activities:

The Groves Police Department will address identified communication reliability issues through a planned replacement of aging in-car mobile radios with six (6) Motorola APX6500 enhanced 7/800 MHz mobile radios. These radios will be installed in frontline patrol vehicles where communication reliability is most critical. Replacement will be prioritized based on vehicle usage and operational need to ensure uninterrupted patrol coverage during the transition. The project will begin with confirmation of installation locations and programming requirements to ensure compatibility with existing dispatch operations and the regional 800 MHz radio system. Procurement will be completed in accordance with city purchasing policies and applicable state and federal requirements to ensure accountability and cost effectiveness. Once received, the radios will be professionally installed, programmed, and tested to verify proper operation and interoperability with surrounding jurisdictions. Officers assigned to vehicles equipped with the new mobile radios will receive operational training and familiarization to ensure effective use during daily patrol activities and emergency responses. Testing will be conducted following installation to confirm reliable communication with dispatch and other public safety partners during routine and multi-agency operations. The City of Groves will support the long-term success of this project through a maintenance and sustainment plan funded with local resources. This plan will include routine performance checks, coordination with the vendor for service support, and proactive replacement planning to reduce reliance on reactive repairs. Throughout the project period, the department will monitor performance and solicit feedback from patrol officers to ensure the upgraded mobile radios meet operational needs and support improved communication reliability. The selected Motorola APX6500 mobile radios are fully P25 CAP compliant and aligned with regional and statewide interoperability standards, ensuring continued compatibility with partner agencies and supporting coordinated response efforts across the region.

Capacity & Capabilities:

The Groves Police Department is a municipal law enforcement agency serving a community of approximately 17,000–20,000 residents with 23 sworn officers. The department has extensive experience managing patrol operations, emergency response, and technology-supported law enforcement functions in coordination with regional public safety partners. Patrol vehicles serve as the primary operational workspace for

officers, making reliable in-car communications a critical component of daily operations. The department has a proven track record of successfully administering state and federal grant-funded projects, including equipment replacement and technology upgrades. These projects have required coordination with city administration, finance staff, vendors, and regional partners, demonstrating the department's ability to manage procurement, compliance, and reporting requirements associated with Office of the Governor grants. Groves Police Department personnel have the operational and technical capacity to implement this project, including identifying vehicle-based equipment needs, coordinating installation and programming, and ensuring compatibility with existing dispatch and regional radio systems. Department leadership oversees grant implementation, while patrol supervisors ensure equipment deployment aligns with operational priorities. The department maintains active working relationships with neighboring law enforcement agencies, dispatch partners, and regional public safety stakeholders. These collaborative partnerships support interoperable communications and coordinated response during routine operations and multi-agency incidents. The proposed mobile radio replacement project builds on these established relationships and aligns with regional communication standards. The City of Groves is committed to sustaining grant-funded equipment through local resources. Ongoing maintenance, service coordination, and lifecycle planning will be supported by city funds to ensure the continued reliability of the mobile radios beyond the grant period. This organizational capacity and commitment position the Groves Police Department to successfully carry out the proposed project and maintain its benefits over time.

Performance Management :

The Groves Police Department will measure the success of this project by evaluating improvements in patrol vehicle communication reliability, operational continuity, and interoperability throughout the grant period. The primary goal of the project is to ensure that frontline patrol vehicles are equipped with dependable, P25-compliant mobile radios that support daily operations and emergency response without interruption. Project objectives include replacing aging in-car mobile radios with six Motorola APX6500 units, reducing communication failures associated with outdated equipment, and maintaining compatibility with the regional 800 MHz radio system used by surrounding public safety agencies. Success will be measured through operational indicators rather than subjective benchmarks. Performance data will be collected by tracking mobile radio functionality and downtime, including documented equipment failures, service interruptions, and maintenance requests before and after installation. The department will also document the successful installation, programming, and testing of all grant-funded radios to confirm operational readiness and interoperability with dispatch and partner agencies. Patrol supervisors and command staff will monitor radio performance during routine operations and multi-agency responses and will document any communication issues requiring corrective action. Officer feedback regarding reliability and functionality of the in-car radios will be collected informally through supervisory channels and reviewed as part of ongoing equipment evaluation. Project records, including procurement documentation, installation verification, testing results, and maintenance logs, will be maintained by the department and used to support required grant reporting. This approach allows the department to consistently assess whether the project is meeting its objectives and to ensure that the upgraded mobile radios continue to support effective law enforcement operations throughout the grant period and beyond.

Target Group :

The primary target group for this project is the sworn patrol officers of the Groves Police Department who rely on in-car mobile radios as their primary means of communication during daily operations and emergency response. The department employs 23 sworn officers who operate a limited number of patrol vehicles, making the reliability of each vehicle-mounted radio critical to effective service delivery. A secondary target group includes neighboring law enforcement agencies and emergency response partners within Jefferson, Orange, and Hardin Counties that routinely coordinate with the Groves Police Department during joint operations, mutual aid responses, and large-scale incidents. Ensuring that patrol vehicles are equipped with P25-compliant mobile radios supports clear and consistent communication across jurisdictional boundaries. The broader target group includes residents, businesses, and visitors within the City of Groves who depend on timely and coordinated public safety response. Reliable in-car communications support faster response, improved situational awareness, and more effective management of incidents involving multiple responding units. Dispatch and supervisory personnel also benefit indirectly from this project through improved communication clarity and reduced disruptions during routine patrol activity and emergency operations. By equipping patrol vehicles with dependable mobile

radios, the project supports effective command, coordination, and information flow during incidents requiring structured response.

Evidence-Based Practices:

The proposed project is based on established public safety communications standards, manufacturer lifecycle guidance, and the documented operational experience of the Groves Police Department and peer agencies throughout the region. Reliable, interoperable radio communications are widely recognized as a foundational requirement for effective law enforcement operations, particularly for patrol units operating from vehicles during routine and emergency responses. National and statewide public safety communications guidance emphasizes the importance of maintaining P25-compliant radio systems to support interoperability across jurisdictions. The use of P25 CAP-compliant mobile radios is a widely accepted best practice for ensuring compatibility between local, regional, and state public safety agencies. The Motorola APX6500 mobile radio platform is designed to meet these standards and is commonly deployed by law enforcement agencies operating on regional 700/800 MHz systems. Manufacturer lifecycle documentation and industry practices also support planned replacement of aging radio equipment as systems approach end of support or experience increased failure rates. As mobile radios age, reliability decreases and maintenance becomes more reactive, increasing the risk of operational disruption. The department's recent experience with in-car radio failures reinforces the need for proactive replacement rather than continued reliance on outdated equipment. In addition to industry standards, the project approach is informed by direct operational experience and feedback from patrol officers and supervisors who rely on in-car communications daily. Agencies that have transitioned to newer generation mobile radios have reported improvements in reliability, audio clarity, and system compatibility, which are consistent with the objectives of this project. While the project is focused on equipment replacement rather than a research-based intervention, the selected approach reflects widely accepted best practices in law enforcement communications, aligns with statewide interoperability initiatives, and represents a proven and practical method for improving patrol communications reliability and officer safety.

Project Activities Information

Introduction

This section contains questions about your project. It is very important for applicants to review their funding announcement for guidance on how to fill out this section. Unless otherwise specified, answers should be about the EXPECTED activities to occur during the project period.

Selected Project Activities:

ACTIVITY	PERCENTAGE:	DESCRIPTION
Law Enforcement	100.00	Grant funds will be used for the procurement and deployment of six Motorola APX6500 enhanced 7/800 MHz mobile radios for patrol vehicles operated by the Groves Police Department. This project supports the department's ongoing efforts to modernize in-car communications, improve officer safety, and maintain compliance with P25 interoperability standards used throughout the region. The project will include the purchase of P25 CAP-compliant mobile radios in accordance with city, state, and federal procurement requirements, followed by professional installation and programming in patrol vehicles to integrate with existing dispatch and regional radio systems. Testing will be conducted to verify reliable communication between patrol units, dispatch, and neighboring law enforcement agencies during routine operations and multi-agency incidents. Officers assigned to vehicles equipped with the new radios will receive training and familiarization on proper operation and emergency functions to ensure effective use in the field. A maintenance and sustainability plan will be implemented to support the long-term functionality and reliability of the mobile radios throughout their service life.

CJD Purpose Areas

PERCENT DEDICATED**PURPOSE AREA****PURPOSE AREA DESCRIPTION**

City of Groves

Measures Information

Objective Output Measures

OUTPUT MEASURE	TARGET LEVEL
Equipment or technology: Individuals/Operators equipped	6
General Law Enforcement or Public Safety: Arrests resulting from grant	
Targeted Investigation: Criminal cases resulting in arrest	
Targeted Investigation: Grant-funded investigations carried out by the unit/division	
Training or professional development: Individuals provided	
Training or professional development: Individuals received	
Training, professional development, or technical assistance: Hours provided	
Training, professional development, or technical assistance: Hours received	

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Objective Outcome Measures

OUTCOME MEASURE**TARGET LEVEL**

City of Groves

Custom Output Measures

CUSTOM OUTPUT MEASURE**TARGET LEVEL**

Custom Outcome Measures

CUSTOM OUTCOME MEASURE**TARGET LEVEL****Lobbying**

For applicant agencies requesting grant funds in excess of \$100,000, have any federally appropriated funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant loan, or cooperative agreement?

Select the appropriate response:

- ☐ Yes
☒ No
☐ N/A

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For applicant agencies that selected either **No** or **N/A** above, have any non-federal funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress in connection with this federal contract, loan, or cooperative agreement?

Select the appropriate response:

- ☐ Yes
☒ No
☐ N/A

Debarment

Each applicant agency will certify that it and its principals (as defined in 2 CFR Part 180.995):

- Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal Court, or voluntarily excluded from participation in this transaction by any federal department or agency;
- Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; or
- Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in the above bullet; and have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.

Select the appropriate response:

- ☒ I Certify
☐ Unable to Certify

If you selected **Unable to Certify** above, please provide an explanation as to why the applicant agency cannot certify the statements.

Fiscal Capability Information

Section 1: Organizational Information

*** FOR PROFIT CORPORATIONS ONLY ***

City of Groves

Enter the following values in order to submit the application

Enter the Year in which the Corporation was Founded: 0

Enter the Date that the IRS Letter Granted 501(c)(3) Tax Exemption Status: 01/01/1900

Enter the Employer Identification Number Assigned by the IRS: 0

Enter the Charter Number assigned by the Texas Secretary of State: 0

Enter the Year in which the Corporation was Founded:

Enter the Date that the IRS Letter Granted 501(c)(3) Tax Exemption Status:

Enter the Employer Identification Number Assigned by the IRS:

Enter the Charter Number assigned by the Texas Secretary of State:

Section 2: Accounting System

The grantee organization must incorporate an accounting system that will track direct and indirect costs for the organization (general ledger) as well as direct and indirect costs by project (project ledger). The grantee must establish a time and effort system to track personnel costs by project. This should be reported on an hourly basis, or in increments of an hour.

Is there a list of your organization's accounts identified by a specific number (i.e., a general ledger of accounts)?

Select the appropriate response:

☐ Yes

☐ No

Does the accounting system include a project ledger to record expenditures for each Program by required budget cost categories?

Select the appropriate response:

☐ Yes

☐ No

Is there a timekeeping system that allows for grant personnel to identify activity and requires signatures by the employee and his or her supervisor?

Select the appropriate response:

☐ Yes

☐ No

If you answered 'No' to any question above in the Accounting System section, in the space provided below explain what action will be taken to ensure accountability.

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Enter your explanation:

Section 3: Financial Capability

Grant agencies should prepare annual financial statements. At a minimum, current internal balance sheet and income statements are required. A balance sheet is a statement of financial position for a grant agency disclosing assets, liabilities, and retained earnings at a given point in time. An income statement is a summary of revenue and expenses for a grant agency during a fiscal year.

Has the grant agency undergone an independent audit?

Select the appropriate response:

- ☐ Yes
☐ No

Does the organization prepare financial statements at least annually?

Select the appropriate response:

- ☐ Yes
☐ No

According to the organization's most recent Audit or Balance Sheet, are the current total assets greater than the liabilities?

Select the appropriate response:

- ☐ Yes
☐ No

If you selected 'No' to any question above under the Financial Capability section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

Section 4: Budgetary Controls

Grant agencies should establish a system to track expenditures against budget and / or funded amounts. Are there budgetary controls in effect (e.g., comparison of budget with actual expenditures on a monthly basis) to include drawing down grant funds in excess of:

a) Total funds authorized on the Statement of Grant Award?

- ☐ Yes
☐ No

b) Total funds available for any budget category as stipulated on the Statement of Grant Award?

- ☐ Yes
☐ No

If you selected 'No' to any question above under the Budgetary Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

Section 5: Internal Controls

Grant agencies must safeguard cash receipts, disbursements, and ensure a segregation of duties exist. For example, one person should not have authorization to sign checks and make deposits.

Are accounting entries supported by appropriate documentation (e.g., purchase orders, vouchers, receipts, invoices)?

Select the appropriate response:

☐ Yes
☐ No

Is there separation of responsibility in the receipt, payment, and recording of costs?

Select the appropriate response:

☐ Yes
☐ No

If you selected 'No' to any question above under the Internal Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

Budget Details Information

Budget Information by Budget Line Item:

CATEGORY	SUB CATEGORY	DESCRIPTION	OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL	UNIT/%
Equipment	Radio and Accessories	(6) Motorola APX6500 Enhanced 7/800 MHz Mobile Radios, including auxiliary speakers, control heads, dash mounts, palm microphones, antennas, P25 digital CAI operation, SmartZone operation software, P25 trunking software, baseline software, three-year essential accidental damage coverage, and device programming. All radios are P25 CAP compliant and designed for in-car patrol operations. Unit Cost: \$5,911.44 each. Quantity: 6 devices. Total Investment: \$35,468.64 . Users: The P25-compliant mobile radios will be installed in six frontline patrol vehicles and utilized by patrol officers during daily operations and emergency response. Program Benefit: The deployment of modern, P25-compliant mobile radios will improve communication reliability, interoperability with	\$35,468.64	\$0.00	\$0.00	\$0.00	\$35,468.64	6

neighboring jurisdictions, and officer safety during routine calls and multi-agency incidents. This investment supports the Groves Police Department's efforts to modernize aging communications equipment and maintain compatibility with regional public safety radio systems. Number of Sworn Officers in the Groves Police Department: 23.

Source of Match Information

Detail Source of Match/GPI:

DESCRIPTION	MATCH TYPE	AMOUNT
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Summary Source of Match/GPI:

Total Report	Cash Match	In Kind	GPI Federal Share	GPI State Share
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Budget Summary Information

Budget Summary Information by Budget Category:

CATEGORY	OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
Equipment	\$35,468.64	\$0.00	\$0.00	\$0.00	\$35,468.64

Budget Grand Total Information:

City of Groves

OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
\$35,468.64	\$0.00	\$0.00	\$0.00	\$35,468.64

Condition Of Fundings Information

Condition of Funding / Project Requirement	Date Created	Date Met	Hold Funds	Hold Line Item Funds
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You are logged in as **User Name:** Rphillips41

Name:

Criminal Justice Grant Program, FY2027

Available

12/15/2025

Due Date

02/12/2026

Purpose:

The purpose of this announcement is to solicit applications for projects that promote public safety, reduce crime, and improve the criminal justice system.

Available Funding:

Federal Funds are authorized under 34 U.S.C. §10152 Edward Byrne Memorial Justice Assistance Grant Program (JAG). JAG funds are made available through a Congressional appropriation to the U.S. Department of Justice, Bureau of Justice Assistance. All awards are subject to the availability of appropriated federal funds and any modifications or additional requirements that may be imposed by law.

Eligible Organizations:

Applications may be submitted by state agencies, public and private institutions of higher education, independent school districts, Native American tribes, councils of governments, non-profit corporations (including hospitals and faith-based organizations), and units of local government, which are defined as a non-statewide governmental body with the authority to establish a budget and impose taxes.

All applications submitted by local law enforcement agencies/offices must be submitted by a unit of government affiliated with the agency, including an authorizing resolution from that unit of government. For example, police departments must apply under their municipal government, and community supervision and corrections departments, district attorneys, and judicial districts must apply through their affiliated county government (or one of the counties, in the case of agencies that serve more than one county).

Application Process:

Applicants must access the PSO's eGrants grant management website at <https://eGrants.gov.texas.gov> to register and apply for funding.

1. For eligible local and regional projects:

- Applicants must contact their applicable regional council of governments (COG) regarding their application.
- Each of Texas' 24 COGs holds its own application planning workshops, workgroups, and/or subcommittees and facilitates application prioritization for

certain programs within its region. Failure to comply with regional requirements imposed by the COG may render an application ineligible.

2. State agencies, and other organizations proposing projects with a statewide impact, may submit applications directly to PSO.

Applicants are required to submit fully developed and detailed grant budgets at the time of application, PSO will not accept placeholder applications and/or budget line items in lieu of a well written and detailed grant application.

*****NEW APPLICATION SUBMISSION REQUIREMENT*****

The following documents must be submitted with the application for the application to be considered complete and eligible for funding. See the Eligibility Requirements and/or Program-Specific Requirements Sections of this Funding Announcement for more details on the requirements for each attachment/certification:

- [Resolution from Governing Body](#) - Applications from nonprofit corporations, local units of governments, and other political subdivisions must submit a fully executed resolution.
- [CEO/Law Enforcement Certifications and Assurances Form](#) - Each local unit of government, and institution of higher education that operates a law enforcement agency, must certify compliance with federal and state immigration enforcement requirements.
- [CEO/NGO Certification and Assurances Form](#) – Each non-profit organization must certify compliance with federal and state immigration enforcement requirements.

Failure to submit the fully executed required attachment(s) by the application deadline may result in the application being deemed ineligible.

Key Dates:

Action

Date

Funding Announcement Release

12/15/2025

Online System Opening Date

12/15/2025

Final Date to Submit and Certify an Application

02/12/2026 at 5:00PM CST

Earliest Project Start Date

10/01/2026

Project Period:

Projects must begin on or after 10/01/2026 and may not exceed a 12-month project period.

Funding Levels

Minimum: \$10,000

Maximum: None

Match Requirement: None

Standards

Grantees must comply with standards applicable to this fund source cited in the Texas Grant Management Standards ([TxGMS](#)), [Federal Uniform Grant Guidance](#), and all statutes, requirements, and guidelines applicable to this funding.

Eligible Activities and Costs

Funding may be used to provide additional personnel, equipment, supplies, contractual support, training, technical assistance, and information systems for **criminal justice purposes**, including for any one or more of the following:

1. Law enforcement – Includes championing a supportive, professional, respected law enforcement system with specialized resources that are adaptive and flexible to ever-changing crimes and situations.

State Priority Areas include:

- a. Intelligence-based Investigations (Violent Crime, Border Crime, Gangs)
- b. Community Policing Programs
- c. Specialized Officer Training
- d. Officer Wellness Programs

2. Prosecution and Courts – Includes fostering an informed, collaborative, and multi-disciplinary system that ensures appropriate penalties offenders and services for the community and victims.

State Priority Areas include:

- a. Pre-trial Diversion Programs

b. Reduce Evidence Testing Backlog

c. Courtroom Personnel Training

3. Crime Prevention and Education – Includes cultivating an individualized, understanding-based system that takes a multi-pronged approach, infused with basic life skills and alternative tracks to crime prevention.

State Priority Areas include:

a. Life-skills Training Programs

b. Community-based Prevention Programs

4. Corrections and Community Corrections – Includes promoting an assessment-driven, treatment-focused system that targets an individual's risk and needs appropriately.

State Priority Areas include:

a. Probation/Parole Officer Training

b. Risk/Needs Assessment for Diversion Programs

c. Jail/Prison-based Co-occurring Treatment

5. Reentry Programs; and

6. Assessment and Evaluation Programs.

Note: "Criminal Justice Purposes" is defined as activities pertaining to crime prevention, control, or reduction, or the enforcement of the criminal law, including, but not limited to, police efforts to prevent, control, or reduce crime or to apprehend criminals (including juveniles), activities of courts having criminal jurisdiction, and related agencies (including but not limited to prosecutorial and defender services, juvenile delinquency agencies and pretrial service or release agencies), activities of corrections, probation, or parole authorities and related agencies assisting in the rehabilitation, supervision, and care of criminal offenders, and programs relating to the prevention, control, or reduction of narcotic addiction and juvenile delinquency.

Eligibility Requirements

1. Applications from nonprofit corporations, local units of governments, and other political subdivisions must submit a fully executed resolution with the application to be

considered eligible for funding. The resolution must contain the following elements (see [Sample Resolution](#)):

- Authorization by your governing body for the submission of the application to the Public Safety Office (PSO) that clearly identifies the name of the project for which funding is requested;
- A commitment to provide all applicable matching funds;
- A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant;
- A designation of the name and/or title of a financial officer who is given the authority to submit financial and/or performance reports or alter a grant; and
- A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to PSO

2. Local units of governments must comply with the Cybersecurity Training requirements described in Section 772.012 and Section 2054.5191 of the Texas Government Code. Local governments determined to not be in compliance with the cybersecurity requirements required by Section 2054.5191 of the Texas Government Code are ineligible for OOG grant funds until the second anniversary of the date the local government is determined ineligible. Government entities must annually certify their compliance with the training requirements using the [Cybersecurity Training Certification for State and Local Governments](#). A copy of the Training Certification must be uploaded to your eGrants application. For more information or to access available training programs, visit the Texas Department of Information Resources [Statewide Cybersecurity Awareness Training](#) page.

3. Entities receiving funds from PSO must be located in a county that has an average of 90% or above on both adult and juvenile dispositions entered into the computerized criminal history database maintained by the Texas Department of Public Safety (DPS) as directed in the Texas Code of Criminal Procedure, Chapter 66. The disposition completeness percentage is defined as the percentage of arrest charges a county reports to DPS for which a disposition has been subsequently reported and entered into the computerized criminal history system.

Counties applying for grant awards from the Office of the Governor must commit that the county will report at least 90% of convictions within five business days to the Criminal Justice Information System at the Department of Public Safety.

4. Eligible applicants operating a law enforcement agency must be current on reporting complete UCR data and the Texas specific reporting mandated by 411.042 TGC, to the Texas Department of Public Safety (DPS) for inclusion in the annual Crime in Texas (CIT)

publication. To be considered eligible for funding, applicants must have submitted a full twelve months of accurate data to DPS for the most recent calendar year by the deadline(s) established by DPS. Due to the importance of timely reporting, applicants are required to submit complete and accurate UCR data, as well as the Texas-mandated reporting, on a no less than monthly basis and respond promptly to requests from DPS related to the data submitted.

5. In accordance with Texas Government Code, Section 420.034, any facility or entity that collects evidence for sexual assault or other sex offenses or investigates or prosecutes a sexual assault or other sex offense for which evidence has been collected, must participate in the statewide electronic tracking system developed and implemented by the Texas Department of Public Safety. Visit [DPS's Sexual Assault Evidence Tracking Program](#) website for more information or to set up an account to begin participating. Additionally, per Section 420.042 "A law enforcement agency that receives evidence of a sexual assault or other sex offense...shall submit that evidence to a public accredited crime laboratory for analysis no later than the 30th day after the date on which that evidence was received." A law enforcement agency in possession of a significant number of Sexual Assault Evidence Kits (SAEK) where the 30-day window has passed may be considered noncompliant.

6. Local units of government, including cities, counties and other general purpose political subdivisions, as appropriate, and institutions of higher education that operate a law enforcement agency, must comply with all aspects of the programs and procedures utilized by the U.S. Department of Homeland Security ("DHS") to: (1) notify DHS of all information requested by DHS related to illegal aliens in Agency's custody; and (2) detain such illegal aliens in accordance with requests by DHS. Additionally, counties and municipalities may NOT have in effect, purport to have in effect, or make themselves subject to or bound by, any law, rule, policy, or practice (written or unwritten) that would: (1) require or authorize the public disclosure of federal law enforcement information in order to conceal, harbor, or shield from detection fugitives from justice or aliens illegally in the United States, 8 U.S.C. § 1324(a)(1)(A)(iii); (2) impede federal officers from exercising authority under 8 U.S.C. § 1226(a), § 1226(c), § 1231(a), § 1357(a), § 1366(1), or § 1366(3); (3) encourage or induce an alien to come to, enter, or reside in the United States in violation of law, 8 U.S.C. § 1324(a)(1)(A)(iv); (4) result in the illegal transport or movement of aliens within the United States, 8 U.S.C. § 1324(a)(1)(A)(ii) . Lastly, eligible applicants must comply with all provisions, policies, and penalties found in Chapter 752, Subchapter C of the Texas Government Code.

Each local unit of government, and institution of higher education that operates a law enforcement agency, must download, complete and then upload into eGrants

the [CEO/Law Enforcement Certifications and Assurances Form](#) certifying compliance with federal and state immigration enforcement requirements. This Form is required for each application submitted to OOG and is active until August 31, 2027 or the end of the grant period, whichever is later.

7. Each non-profit 501(c)(3) organization must certify that it does not have, and will continue not to have any policy, procedure, or agreement (written or unwritten) that in any way encourages, induces, entices, or aids any violations of immigration laws. Additionally, the organization certifies that it does not have in effect, purport to have in effect, and is not subject to or bound by any rule, policy, or practice (written or unwritten) that would: (1) encourage the concealment, harboring, or shielding from detection of fugitives from justice or aliens who illegally came to, entered, or remained in the United States, 8 U.S.C. § 1324(a)(1)(A)(iii), or (2) impede federal officers from exercising authority under 8 U.S.C. § 1226(a), § 1226(c), § 1231(a), § 1357(a), § 1366(1), or § 1366(3); (3) encourage or induce an alien to come to, enter, or reside in the United States in violation of law, 8 U.S.C. § 1324(a)(1)(A)(iv); (4) result in the illegal transport or movement of aliens within the United States, 8 U.S.C. § 1324(a)(1)(A)(ii). Lastly, the organization certifies that it will not adopt, enforce, or endorse a policy which prohibits or materially limits the enforcement of immigration laws, and will not, as demonstrated by pattern or practice, prohibit or materially limit the enforcement of immigration laws.

Each non-profit organization must download, complete and then upload into eGrants the [CEO/NGO Certifications and Assurances Form](#) Certifying compliance with federal and state immigration enforcement requirements.

8. Eligible applicants must be registered in the federal System for Award Management (SAM) database and have an UEI (Unique Entity ID) number assigned to its agency (to get registered in the SAM database and request an UEI number, go to <https://sam.gov/>).

Failure to comply with program eligibility requirements may cause funds to be withheld and/or suspension or termination of grant funds.

Prohibitions

Grant funds may not be used to support the unallowable costs listed in the [Guide to Grants](#) or any of the following unallowable costs:

1. Construction, renovation, or remodeling;
2. Medical services;
3. Security enhancements or equipment for non-governmental entities not engaged in criminal justice or public safety;
4. Non-law enforcement vehicles or equipment for government agencies that are for general agency use;

5. Equipment, supplies, and other direct costs associated with processing DNA evidence;
6. Activities or costs in support of Operation Border Star (agencies seeking such funding should apply under the PSO Local Border Security funding announcement);
7. Law enforcement equipment that is standard department issue (including weapons, any weapon attachments and/or accessories and less lethal weapons such as tasers, non-lethal rounds, etc.; excluding equipment used exclusively for specialized training activities);
8. Transportation, lodging, per diem or any related costs for participants, when grant funds are used to develop and conduct training for outside participants;
9. Unmanned aircraft systems (UAS), including unmanned aircraft vehicles (UAV) and/or any accompanying accessories to support UAS or UAV devices/systems;
10. Items listed on the [Byrne JAG Prohibited Expenditure Category A and B List](#);
11. Rifle-resistant body armor (NIJ Compliant Type IIIA and below is eligible); and
12. Any other prohibition imposed by federal, state or local law or regulation.

Selection Process

PSO will screen all applications to ensure that they meet the requirements included in the funding announcement.

1. For eligible local and regional projects:

- Applications will be forwarded by PSO to the appropriate regional council of governments (COG).
- The COG's criminal justice advisory committee will prioritize all eligible applications based on State priorities, identified community priorities, cost and program effectiveness.
- PSO will accept priority listings that are approved by the COG's executive committee.
- PSO will make all final funding decisions based upon eligibility, approved COG priorities, reasonableness of the project, availability of funding, and cost-effectiveness.

2. For state discretionary projects, applications will be reviewed by PSO staff members or a review group selected by the executive director. PSO will make all final funding decisions based on eligibility, reasonableness, availability of funding, and cost-effectiveness.

PSO may not fund all applications or may only award part of the amount requested. In the event that funding requests exceed available funds, PSO may revise projects to address a more limited focus.

Contact Information

For more information, contact the eGrants help desk at eGrants@gov.texas.gov or (512) 463-1919.

Total Funds

\$TBD

City of Groves
Agenda Item Information Form

Council Meeting Date: 2/9/2026 Department: City Manager Agenda Item No. 15

Title for Item (same as to be placed on Agenda): Deliberate and act on Ordinance 2026-03, authorizing participation with other Entergy service area cities in matters concerning Entergy at the PUC and the hiring of lawyers and rate experts.

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

Submitted to City Manager's Office on: Date: 2/4/26 Time: 12:00 p.m. By: C. THIBODEAUX

Explanation of Item: See accompanying 2/6/26 City Manager memo.


Deadline for Approval: 2/23/26

Staff Recommendation: Staff recommends the Council adopt Ordinance 2026-03, authorizing participation with other Entergy service area cities in matters concerning Entergy at the PUC and the hiring of lawyers and rate experts.

Alternative (if any) for consideration: None.

Identify any attachments to this document: 1) 2/6/26 City Manager memo; 2) Ordinance 2026-03.

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

Signed: Date: Approved:  Date: 02/06/26
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

MEMORANDUM

To: Mayor and City Council

From: City Manager Kevin Carruth 

Date: February 6, 2026

Re: Annual Ordinance Authorizing Participation in Regulatory Proceedings of Entergy Texas, Inc.



The City of Groves has joined a coalition of cities (currently totaling 27) for several years to hire attorneys and other consultants to review and contest rate filings by Entergy. Every time the City has participated our citizens have benefited from lower-than-proposed rates. In 2024 the coalition of cities participated in six different types of rate proceedings that Entergy initiated with the Public Utilities Commission. The Texas Utility Code requires Entergy to reimburse the cities reasonable expenses so there is no cost to Groves to participate in the rate filings.

Entergy is expected to file additional Transmission Cost Recovery Factor and Distribution Cost Recovery Factor applications for interim cost recovery of investments made to its transmission and distribution systems. The Company is also expected to file its annual application to amend its Energy Efficiency Cost Recovery Factor in May 2026.

Because the City of Groves can be more effective working together with a coalition of other cities, staff recommends that the Council adopt the proposed ordinance authorizing participation with other Entergy service area cities in matters concerning Entergy at the Public Utilities Commission, as presented.

ORDINANCE 2026-03

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GROVES, TEXAS, AUTHORIZING PARTICIPATION WITH OTHER ENTERGY SERVICE AREA CITIES IN MATTERS CONCERNING ENTERGY TEXAS, INC. AT THE PUBLIC UTILITY COMMISSION OF TEXAS IN 2026; AUTHORIZING THE HIRING OF LAWYERS AND RATE EXPERTS; AUTHORIZING THE CITY'S PARTICIPATION TO THE FULL EXTENT PERMITTED BY LAW AT THE PUBLIC UTILITY COMMISSION OF TEXAS; FINDING THAT THE MEETING COMPLIES WITH THE OPEN MEETINGS ACT; AND DECLARING AN EFFECTIVE DATE

WHEREAS, Cities have exclusive original jurisdiction over rates, operations, and services of an electric utility in areas in the municipality pursuant to *Tex. Util. Code* § 33.001; and

WHEREAS, Cities have standing in each case before the Public Utility Commission of Texas that relates to an electric utility providing service in the municipality pursuant to *Tex. Util. Code* § 33.025; and

WHEREAS, Entergy Texas, Inc. ("ETI" or "Company") is expected to file rate change requests in various proceedings before the Public Utility Commission of Texas ("Commission") or before municipalities in 2026, which may include (1) a base rate case, (2) rate proceedings or cost adjustments such as a transmission cost recovery rider, a distribution cost recovery rider, a generation cost recovery rider, energy efficiency cost recovery factor, or storm restoration cost or offset true-ups, (3) and various fuel cost refunds or surcharges and reconciliations; and

WHEREAS, Cities have the statutory right to set fair and reasonable rates for both the Company and customers within Cities; and

WHEREAS, Cities are entitled to reimbursement by the utility of their reasonable rate case expenses to participate in cases that are deemed rate proceedings pursuant to *Tex. Util. Code* § 33.023.

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

SECTION 1. The City of Groves shall participate with other Cities to intervene in ETI's various rate filings related to any base rate adjustment proceedings or cost of service adjustments, the various fuel cost surcharges and reconciliations, and any other interim or incremental surcharge proceedings or surcharge adjustments filed with the Commission or with municipalities in 2026.

47 SECTION 2. The City of Groves employs the Lawton Law Firm P.C. to represent
48 the City regarding ETI rate matters before local regulatory authorities and the Commission
49 and authorizes counsel to employ rate experts as are recommended by the Cities' Steering
50 Committee to intervene in rate- or fuel-related proceedings at the Commission concerning
51 ETI's rates charged to Texas customers.

52
53 SECTION 3. All such actions shall be taken pursuant to the direction of the Cities'
54 Steering Committee. Cities' Steering Committee shall have authority to retain rate
55 consultants and lawyers. Cities' Steering Committee shall direct the actions of Cities'
56 representatives in the above proceedings. The Steering Committee is directed to obtain
57 reimbursement from ETI of all reasonable expenses associated with participation in said
58 proceedings.

59
60 SECTION 4. The meeting at which this Ordinance was approved was in all things
61 conducted in strict compliance with the Texas Open Meetings Act, Texas Government
62 Code, Chapter 551.

63
64 SECTION 5. This Ordinance shall be effective from and after the date of its
65 passage.

66
67 PASSED by unanimous vote of the City Council of the City of Groves, Texas, this
68 9th day of February 2026.

69
70 THE CITY OF GROVES, TEXAS

71
72
73
74
75 _____ Chris Borne, Mayor

76
77 **ATTEST:**
78
79 _____
Clarissa Thibodeaux, City Clerk

80
81 **APPROVED AS TO FORM:**
82
83 _____
City Attorney

84

City of Groves
Agenda Item Information Form

Council Meeting Date: 2/9/2026 Department: City Manager Agenda Item No. 16

Title for Item (same as to be placed on Agenda): Deliberate and act on the appointment of volunteers to city boards, commissions, and committees.

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

Submitted to City Manager's Office on: Date: 2/4/26 Time: 12:00 p.m. By: C. THIBODEAUX

Explanation of Item: To date, four applications have been received for consideration to serve on P&Z or ZBA. With Rodney Pacetti's resignation from P&Z, there are three vacancies. ZBA needs four appointments.

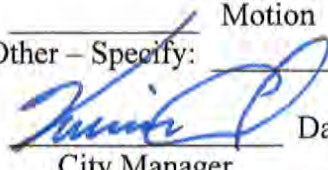
Deadline for Approval: _____

Staff Recommendation: P&Z will be critically short of members once Mr. Pacetti's resignation becomes effective on 2/25/26. If the Council finds at least one suitable P&Z applicant now, staff recommends making that appointment while soliciting additional applications.

Alternative (if any) for consideration: Make no appointment and wait until there is a deeper pool of applications to choose from.

Identify any attachments to this document: 1) Membership rosters of P&Z and ZBA; 2) Application form

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

Signed: _____ Date: _____ Approved:  Date: 02/06/26
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 PLANNING AND ZONING COMMISSION MEMBERS

Name	Position	Ward No.	First Appointment	Term End Date
Michael Campise	Secretary	3	2021	April 28, 2027
Chris Crain	Member	3	2011	April 28, 2027
Rodney Pacetti	Chairman	2	1999	February 25, 2026
Craig Plokhoooy	Vice Chariman	2	2013	April 28, 2027
Brette Hagedorn	Alternate	1	2025	April 28, 2027

City of Groves

Revised 2/5/26

Planning and Zoning Commission – This commission was established in Article II of the Home Rule Charter. It consists of five regular members and two alternate members with two-year terms who meet monthly in addition to joint public hearings with the City Council, as needed. As required by Sec. 2-17 of the Code of Ordinances, members of the Commission shall:

1. Be citizens of the United States of America;
2. Be qualified voters of the State of Texas and the City of Groves;
3. Cannot be convicted of a felony while in office;
4. Shall have resided within the corporate limits of the city for at least six months prior to appointment; and
5. Must meet the same qualifications as a candidate for mayor and councilmember.

The commission's purpose is to make and recommend a master plan, as a whole or in parts, for the future development and redevelopment of the City. It also has the duty to review all current and proposed ordinances and amendments pertaining to planning and zoning and make recommendations to the City Council for action.

Resignation from Planning & Zoning Commission

Dear Chair and Members of the Planning & Zoning Commission,

Please accept this letter as formal notice of my resignation from the Planning & Zoning Commission, effective 02/25/2026.

It has been an honor to serve the community in this capacity. I appreciate the opportunity to work alongside dedicated members and staff in support of thoughtful planning and responsible development.

Thank you for the experience and the trust placed in me during my time on the Commission. I wish the Commission continued success in its work for the community.

Sincerely,

A handwritten signature in black ink, appearing to read "Rodney Pacetti". The signature is fluid and cursive, with a large, stylized initial "R" and "P".

Rodney Pacetti



CITY OF GROVES ZONING BOARD OF ADJUSTMENT MEMBERS

Name	Position	Ward No.	First Appointment	Term End Date
Sidney Badon	Secretary	3	2022	April 28, 2027
Rawetts Baaheth, Sr.	Chairman	4	2024	April 28, 2027
James Carpenter	Member	3	2022	April 28, 2027
Bill Hartje	Member	2	2023	April 28, 2027
Jeremy Mitchell	Vice Chairman	2	2018	April 28, 2027

City of Groves

Revised 2/5/2026

Zoning Board of Adjustment (ZBA) – This committee is authorized by Sec. 11-100 of the Code of Ordinances and consists of five members and four alternates for terms of two years. Members of the ZBA shall:

1. Be citizens of the United States of America;
2. Be qualified voters of the State of Texas and the City of Groves;
3. Cannot be convicted of a felony while in office; and
4. Shall have resided within the corporate limits of the city for at least six months prior to appointment. The ZBA's purpose is to hear any person aggrieved, or any official or department of the government body of the city affected by any decision or judgment of the building official concerning the interpretation or administration of the zoning ordinance. The ZBA meets very infrequently on an as-needed basis.

Application for Volunteer Appointment

**GEDC, Planning & Zoning Commission, and
Zoning Board of Adjustment**



City
Council

The City of Groves relies on and benefits from engaged citizens. A constructive way for citizens to impact their community is to volunteer to serve on the Groves Economic Development Corporation, the Planning and Zoning Commission, or the Zoning Board of Adjustment. Descriptions of each entity and the requirements to serve can be found on the reverse side. If interested in serving, please complete this form and return it to the City Clerk.

ALL INFORMATION MUST BE FURNISHED TO BE CONSIDERED

Area of Interest

- | | |
|--|--|
| <input type="checkbox"/> Economic Development Corporation
<input type="checkbox"/> Planning and Zoning Commission | <input type="checkbox"/> Zoning Board of Adjustment
<input type="checkbox"/> Other _____
<div style="text-align: right; font-size: 0.8em;"><i>(please specify)</i></div> |
|--|--|

I have previously served on one or more of these committees: ☐ No ☐ If yes, which one(s)?:

- | | |
|--|--|
| <input type="checkbox"/> Economic Development Corporation
<input type="checkbox"/> Planning and Zoning Commission | <input type="checkbox"/> Zoning Board of Adjustment
<input type="checkbox"/> Other _____
<div style="text-align: right; font-size: 0.8em;"><i>(please specify)</i></div> |
|--|--|

I have previously attended one or more meetings of the entity for which I have applied: ☐ Yes ☐ No

Applicant Information

Name: _____ Age (Optional): _____

Home Address: _____ Ward No: ☐ 1 ☐ 2 ☐ 3 ☐ 4

Home Phone: _____ Work Phone: _____

Business Address: _____

E-mail Address: _____

Resident of City for _____ years and _____ months Occupation: _____

Are You Registered to Vote? ☐ Yes – Voter Registration No.: _____ ☐ Not Registered

Education: ☐ High School ☐ Technical ☐ Undergraduate ☐ Graduate/Professional ☐ Other: _____

Special Knowledge or Experience Applicable to Volunteer Function *(attach additional information if needed):*

- | | |
|---|---|
| <input type="checkbox"/> Banking/Finance
<input type="checkbox"/> Building/Construction
<input type="checkbox"/> Business Development
<input type="checkbox"/> Industrial Training
<input type="checkbox"/> Law/Contract Administration | <input type="checkbox"/> Manufacturing/Industrial Operations
<input type="checkbox"/> Promotion/Marketing
<input type="checkbox"/> Real Estate/Development
<input type="checkbox"/> Other: _____ |
|---|---|

Certification: I certify that I am qualified to serve on the selected entity and will attend, participate, and be a good steward and fiduciary for the City of Groves.

Date: _____ Applicant Signature: _____

Statement of Interest

Briefly explain your interest in serving on the selected entity and why you would be a good choice.

Descriptions of Volunteer Entities

Groves Economic Development Corporation (GEDC) – As stated in its Bylaws, GEDC is organized exclusively for the purpose of benefitting and accomplishing public purposes of the City of Groves by promoting, assisting, and enhancing the economic development activities for the City. Directors are fiduciaries and act in good faith, taking actions they reasonably believe to be in the best interests of the Corporation. There are seven Directors serving two-year terms and selected for the following qualifications:

1. Must have an interest in the work of the GEDC, special expertise, and civic service;
2. Must be residents of the City;
3. Each City Council Ward shall have at least one Director representing that Ward; and
4. A minimum of three Directors cannot be employees, officers, or members of the City Council.

The GEDC Board meets regularly once a month. Failure to attend three consecutive meetings may lead to resignation or removal.

Planning and Zoning Commission – This commission was established in Article II of the Home Rule Charter. It consists of five regular members and two alternate members with two-year terms who meet monthly in addition to joint public hearings with the City Council, as needed. As required by Sec. 2-17 of the Code of Ordinances, members of the Commission shall:

1. Be citizens of the United States of America;
2. Be qualified voters of the State of Texas and the City of Groves;
3. Cannot be convicted of a felony while in office;
4. Shall have resided within the corporate limits of the city for at least six months prior to appointment; and
5. Must meet the same qualifications as a candidate for mayor and councilmember.

The commission's purpose is to make and recommend a master plan, as a whole or in parts, for the future development and redevelopment of the City. It also has the duty to review all current and proposed ordinances and amendments pertaining to planning and zoning and make recommendations to the City Council for action.

Zoning Board of Adjustment (ZBA) – This committee is authorized by Sec. 11-100 of the Code of Ordinances and consists of five members and four alternates for terms of two years. Members of the ZBA shall:

1. Be citizens of the United States of America;
2. Be qualified voters of the State of Texas and the City of Groves;
3. Cannot be convicted of a felony while in office; and
4. Shall have resided within the corporate limits of the city for at least six months prior to appointment.

The ZBA's purpose is to hear any person aggrieved, or any official or department of the government body of the city affected by any decision or judgment of the building official concerning the interpretation or administration of the zoning ordinance. The ZBA meets very infrequently on an as-needed basis.

PLEASE RETURN THE COMPLETED FORM TO THE CITY CLERK'S OFFICE

Email to: cthibodeaux@ci.grovestx.com or drop off/mail to 3947 Lincoln Avenue, TX, 77619.

City of Groves
Agenda Item Information Form

Council Meeting Date: 2/9/2026 Department: City Manager Agenda Item No. 17

Title for Item (same as to be placed on Agenda): Deliberate and act to accept a proposal from NewGen Strategies & Solutions to conduct a transportation use fee feasibility analysis and authorizing the City Manager to negotiate and execute all necessary documents.

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

Submitted to City Manager's Office on: Date: 2/4/26 Time: 2:00 p.m. By: C THIBODEAUX

Explanation of Item: See accompanying City Manager's 2/6/26 memo.

Deadline for Approval: 2/9/26

Staff Recommendation: Staff recommends the City Council accept the proposal from NewGen Strategies & Solutions to conduct a transportation use fee feasibility analysis for \$47,500 and authorizing the City Manager to negotiate and execute all necessary documents, as presented.

Alternative (if any) for consideration: _____

Identify any attachments to this document: _____

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

Signed: _____ Date: _____ Approved: [Signature] Date: 02/06/26
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 _____

MEMORANDUM

To: Mayor and City Council

From: City Manager Kevin Carruth 

Date: February 6, 2026

Re: NewGen Strategies & Solutions, LLC, TUF Study Proposal



Purpose

Council is asked to consider hiring NewGen Strategies and Solutions to study whether the City should create a Transportation Use Fee (TUF) to help pay for street repairs and maintenance.

Background

In 2025, over the course of multiple meetings, including two workshop presentations, Council has discussed the creation of a Transportation Use Fee. The key to making such a fee fair and equitable is to determine the trip generation factor of each property within the city limits. NewGen Strategies and Solutions, LLC proposes to conduct a Transportation Use Fee Feasibility Analysis for the City of Groves to help establish a fee for maintaining local infrastructure. The analysis aims to provide operational insights and stakeholder communication to support the development of a fair and effective rate structure. The total cost for the services is set at \$47,500, covering all necessary expenses.

Key facts for consideration include:

1. The City is responsible for maintaining 182 streets totaling about 74.5 miles.
2. The last full street condition study was done in 2017, and showed 63% of streets rated fair or poor. Many streets have declined since then.
3. The City no longer has the same in-house equipment and crews as in the past and it is prohibitively expensive to purchase the equipment and develop the staff to reacquire that capability again.
4. Like many cities, virtually all of Groves' property tax is spent on the Fire and Police Departments.
5. Today, most street funding comes from sales taxes and the occasional grant, which are limited and unpredictable.

An analysis of each parcel of land is required in order to know how many trips are generated by that property and therefore what is fair and equitable to charge.

What is a Transportation Use Fee?

A TUF is a monthly fee added to utility bills. It charges properties based on how much traffic they create. In simple terms:

1. Homes pay a small base amount.
2. Businesses that generate more trips pay more.

3947 Lincoln Avenue, Groves, Texas 77619 Phone: (409) 960-5773 Fax: (409) 963-3388

www.cigrovestx.com

3. All revenue would go into a separate Street Maintenance Fund.
4. Spending is limited only to street-related purposes.

The proposed Ordinance 2026-04 would charge every property \$1 to pay for the NewGen study and a separate pavement condition survey. This initial TUF is designed to expire after twelve months, unless the City Council extends it.

What NewGen Would Do

NewGen would:

1. Use national trip data to estimate traffic from each property.
2. Group properties into simple land use categories.
3. Calculate trips for each parcel.
4. Estimate possible monthly fees and total revenue.
5. Present results and options to Council.

NewGen would also outline steps needed to implement the fee, such as linking parcels to billing accounts and preparing public education.

Strengths

Strengths of the study include:

1. **Data-Based Approach** – Uses widely accepted national traffic standards.
2. **Fair System** – Everyone who uses streets helps pay, but heavier users pay more.
3. **Removes Administrative Burden** – NewGen has expertise that the City does not have on staff. City employees do not have the training nor the time available to conduct a study in-house.
4. **Timeline** – Study timeline aligns with the budget process.

Weaknesses

The proposed ordinance has some weaknesses and other considerations, including:

1. **Administrative Work** – Staff must link billing accounts to parcels, review land uses, and set policies before implementation.
2. **Time** – Time is needed for outreach and education.
3. **Cost** – Study cost of \$47,500 may be considered high by some (but would be offset by proposed temporary TUF).

Staff Recommendation

The proposed feasibility analysis by NewGen does not create the Transportation Use Fee. It only provides:

1. Data
2. Revenue options
3. Sample rates
4. Policy choices

If Council wants new, dedicated street funding options, this study provides the information needed to make an informed decision. Staff recommends the City Council accept the proposal from NewGen Strategies and Solutions for \$47,500 to conduct a transportation use fee feasibility analysis and authorize the City Manager to negotiate and execute all necessary documents, as presented.



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

February 4, 2026

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

Subject: Proposal to Conduct a Transportation Use Fee Feasibility Analysis

Dear Mr. Carruth:

The City of Groves (City), like every City in the State of Texas, faces the daunting task of maintaining or replacing aging infrastructure while balancing the budget, despite limitations on traditional funding sources. Understanding your community, your organization, and your data are the three essential elements to developing actionable strategies to maximize your future services. NewGen Strategies and Solutions, LLC (NewGen) believes that strategy dictates everything.

We understand from recent conversations that the City is interested in a potential Transportation Use Fee for street or sidewalk maintenance. We are pleased to submit to you this proposal to conduct a Transportation Use Fee Feasibility Analysis. While the enclosure to this letter sets forth our project approach, experience, and qualifications, there are a few key points we would like to stress:

- **Operational Insights** – NewGen makes data operational, resulting in actionable decisions with defensible results. We harness existing and untapped data to optimize operations, develop demand management or water conservation strategies, estimate the impacts of capital investments, and identify the rational nexus underlying rate structure decisions. NewGen has helped our clients recover costs, improve service delivery, and respond to changing market conditions.
- **Stakeholder Communication** – NewGen presents complex concepts by combining visual tools and our training expertise to ensure that our clients gain a deep understanding of how the issues and underlying data drive our recommendations and scenarios. This directly impacts the evaluation of the scenarios we present, streamlines decision making, and successfully obtains buy-in from elected officials, advisory committees, regulatory bodies, utility senior management, and utility customers.
- **Expert Credentials** – Specific to this engagement, NewGen's proposed Project Manager, Mr. Matthew Garrett, is a Certified Government Finance Officer and former municipal finance director who brings a unique perspective to the engagement, enabling our Project Team to better understand the unique intricacies of communicating and facilitating discussions with the City Council and achieving buy-in from key decision makers.
- **Demonstrated Performance** – The issues being faced by the City are similar to those being faced by NewGen's clients throughout the country. NewGen's Project Team members have successfully completed similar projects to the City's requested services and understand the key issues and challenges facing the City.

Mr. Kevin Carruth
February 4, 2026
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Project Methodology

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

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

Background on Transportation Utility Funding

Establishing a Transportation Use Fee (TUF) is a viable strategy for local governments to respond to the challenge of generating reliable revenue to support related infrastructure and operational activities. This fee is generally collected as part of the monthly utility bill, providing a stable stream of revenue. A number of other Texas communities have adopted this type of fee, including Abilene, Austin, Borger, Bryan, College Station, Commerce, Copperas Cove, Corpus Christi, Hutto, Killeen, Kingsville, Lampasas, and Sulphur Springs.

This fee allows a community to establish a use fee based on the proportional demands placed on the City's chosen program elements by various land uses by property owners and residents. Allocating costs to the various users of the transportation system relative to the benefits each receives allows the City to clearly communicate the need for setting this new fee, and to defend any questions related to the appropriate uses of future fee revenues.

There are several other funding mechanisms to fund streets and transportation systems already in use or available for cities today. Examples are ad valorem taxes and an option to dedicate a portion of local sales tax, which helps fund maintenance and repair of municipal streets. However, despite these funding mechanisms, many municipal transportation systems lack adequate funding for major and minor capital projects.

Mr. Kevin Carruth
February 4, 2026
Page 3

Study Methodology

A TUF aims to equitably distribute costs among residents and businesses, reflecting the relative benefits they derive from transportation infrastructure. Our proposed method for determining these relative benefits is using the estimated number of trips generated by each user type. This section describes the methodology to estimate the number of trips for each residential and non-residential property.

Trip Generation Data

The key source of data for the Study will be the *Trip Generation Manual, 12th Ed.*, produced by the Institute for Transportation Engineers (ITE). The ITE Trip Generation Manual provides data on the number of vehicle trips generated by different types of developments, drawing on surveys across the United States. The manual's trip generation rates can be used to estimate the expected number of trips a development will generate during peak hours and overall daily traffic patterns.

NewGen proposes employing the ITE's trip generation rates to calculate the number of trips during the peak weekday evening period, from 4:00 p.m. to 6:00 p.m. Trip generation rates are expressed using different variables for different land use categories; for example:

- Trips per *dwelling* for residential properties;
- Trips per *1,000 square feet of floor area* for most businesses;
- Trips per *vehicle fueling point* for gas stations;
- Trips per *room* for hotels, and so on.

Overall, the ITE Trip Generation Manual provides an objective and industry-recognized source of data for establishing a TUF. The data has been used for this purpose in several cities including, but not limited to, Abilene, Austin, Copperas Cove, Corpus Christi, Killeen, and Waco.

Simplified Land Use Categories

An initial step in the analysis will be to reduce the number of land use categories in ITE's Trip General Manual into groups. We consolidate these categories for three reasons: small sample sizes, challenges in defining precise land uses, and reduced administrative complexity, as described in more detail below.

1. **Small sample sizes** – In some cases, the rates in the ITE's Trip Generation Manual were derived from a very small number of studies. For instance, the ITE land use type "Hair Salon" was based on data from a single site surveyed in New York in the 2000s. This is unlikely to accurately reflect trip generation rates for hair salons in Texas.
2. **Challenges in differentiating land use types** – Distinguishing between similar land use types presents challenges. For instance, the ITE Trip Generation Manual includes the categories "Single Tenant Office Building" and "Small Office Building." Identifying the most appropriate category for every business can be challenging given available data, and in some cases require subjective judgment. Creating broader categories such as "General Office," reduces the amount of data required and lowers the risk of making arbitrary distinctions between similar businesses.
3. **Administrative complexity** – Maintaining records of each property's precise land use would be administratively burdensome. For instance, if a building's tenant changes from an "Apparel Store" to a "Copy, Print, and Express Ship Store," having separate trip generation rates for each business type would necessitate adjustments to the City's billing system. Adopting a more general land use category

Mr. Kevin Carruth
February 4, 2026
Page 4

such as “General Retail & Services,” avoids the need for such adjustments and reduces the burden of maintaining the system.

NewGen will discuss the grouping options with the City before finalizing the proposed, simplified land use categories that would potentially be used as part of a TUF.

Calculate Trip Generation Rates for Simplified Land Use Categories

After determining the simplified land use categories, the Project Team will calculate a trip generation rate for each. This is usually the average rate of the constituent land use types from the ITE Trip Generation Manual. For example, the simplified category “Hotel/Motel” has a trip generation rate of 0.41 trips per room, which was the average of five land use categories found in the ITE Trip Generation Manual, as shown in the table below.

Table 1
Example Trip Generation Rate Calculation

Land Use Category	Trips per Room (weekday, 4–6 p.m.)
Simplified Land Use Category:	
Hotel/Motel	0.41
ITE Land Use Categories:	
Hotel	0.59
All Suites Hotel	0.36
Business Hotel	0.31
Motel	0.36
Resort Hotel	0.41

The trip generation rate for each simplified land use category will ultimately be expressed relative to those of single-family homes. In other words, trip generation rates were expressed in terms of single-family equivalents (SFEs). By definition, single-family homes have a trip generation rate of 1 SFE.

Identifying Non-Residential Parcels

Residential and non-residential customers would be billed differently under a TUF. Residential customers could be assumed to have the same number of trips per dwelling (though multifamily could have different rates). For non-residential customers, estimated trips would be based on data specific to each property, such as square feet of floor space. The number of trips for non-residential customers would be estimated at the property tax parcel level. Tax parcel data has the advantage of being readily available from Central Appraisal Districts (CADs) and includes data on floor space, a key variable used for estimating total trips. Each parcel will be assigned to a simplified land use category.

Non-Residential Properties

The categorization of non-residential properties depended on the type of business or businesses operating on the property—for example, a strip mall would be assigned to the category of “General Retail & Services,” and a gas station to “Gas Station/Convenience Store.”

Mr. Kevin Carruth
 February 4, 2026
 Page 5

NewGen employs several methods to streamline this process. For example, by using the industry codes found in sales tax data, or by using business category data scraped from Google Maps. Each approach has its limitations in terms of consistency, accuracy, and coverage of data. Ultimately, a manual process may be the most efficient for assigning properties to land use categories. This will involve the Project Team visually inspecting each property on Google Street View and using other information found online to identify the most appropriate land use category. If a TUF were to be implemented, additional data may need to be collected for seasonal businesses to assess their average trip generation rates over a full year.

Calculating Total Trips

The goal of this stage will be to estimate the total number of trips associated with each property. For residential properties, this is based on the trip generation rate multiplied by the number of dwellings. For non-residential properties, the number of trips is based on the trip rate for the land use category multiplied by values specific to each property. For example, a property occupied by a real estate office would be classified as "General Office and Admin." This land use category has a rate of 1.66 trips per thousand square feet. If the real estate office had 2,200 square feet of living area, it would be estimated to generate 3.7 total trips in the peak evening period.

After setting the total trips for each property, NewGen will subtotal all by type and develop the grand total, which will serve as the basis for potential revenue of this prospective new TUF.

Communicating Results

The final stage in this scope will be to communicate the methodology and results of this feasibility analysis to key stakeholders. NewGen will provide a summary report of this effort. Additionally, it is expected that NewGen would present in person at one (1) City Council meeting to outline results and answer any questions from City leadership.

Additional Steps Expected but Outside of this Scope

The following is a list of additional steps that would be recommended and/or required prior to the implementation of a TUF in Groves:

- Linking billing accounts to parcels – Additional work would be needed to link property tax parcels to utility billing accounts. A method may also be needed for allocating charges for large properties, such as shopping centers, to commercial utility accounts within that parcel.
- Residential dwellings – Each residential billing account would need to be assigned to a category; for example, single family or duplex. Unless reliable data is already in the City's utility billing system, the exact number of dwellings or units would need to be identified.
- Review of land use allocations – City staff should review the simplified land use categories that have been assigned to each non-residential property. While assignments were made based on the best available information, City staff will have local knowledge that is not available to the Project Team.
- Decisions regarding discounts/exemptions – The City would need to decide what discounts or exemptions, if any, would be allowed as part of a TUF.
- Decisions regarding rate design – The City would need to decide how the fee would be structured; for example, with bands or caps on charges.

Mr. Kevin Carruth
February 4, 2026
Page 6

- Education Plan – As with any customer change, and especially those with a new cost, NewGen recommends the City be proactive in education and outreach efforts. Specific to this fee, we feel the methodology will be relatively simple to communicate, and special care should be taken with those non-residential customers that will see the largest bill impacts.
- Establish the Transportation Use Fee – draft and adopt ordinance; amend City Fee Schedule.

Project Team

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

Matthew Garrett, Partner

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



Mr. Matthew Garrett joined NewGen in October 2013. Before joining NewGen, he served as a Texas Municipal Finance Director for over five (5) years. Prior to his current leadership role at NewGen, he served as NewGen's Managing Director of Client Relations and Services and Managing Director of NewGen's Water Practice. During his time at NewGen, Mr. Garrett has provided a variety of client services including, but not limited to, wholesale and retail cost of service and rate design studies, general fund user fee studies, impact fee credit calculations, strategic utility services planning, economic feasibility studies, valuations, transportation fee design, utility billing system audits, process mapping of operations, storm water fee models, franchise fee audits, CCN valuations, and litigation support.

Steve Doogue, Senior Manager

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



Mr. Steve Doogue joined NewGen as an Analyst in 2021. During his tenure, he has provided financial modeling, financial analyses, and data analytics support, primarily for NewGen's Environmental Practice. Mr. Doogue obtained an MSc in Development Economics from the University of London. Before joining NewGen, Mr. Doogue spent over ten (10) years as a financial analyst and advisor for central and municipal governments in the United Kingdom.

Schedule, Rate, and Fees

The estimated start date of this project will be in January 2026, with a scheduled conclusion of June 2026 to align with the City's normal budget schedule. NewGen can adjust the expected dates and the number of meetings if needed, to accommodate the City's schedule.

NewGen proposes to complete the scope above for a fixed fee of \$47,500. This price is inclusive of out-of-pocket expenses and authorizes NewGen to perform the services detailed in this proposal. This pricing reflects one (1) on-site meeting, but additional on-site meetings may be conducted at City direction on a time and expense basis.

Mr. Kevin Carruth
February 4, 2026
Page 7

Additional fees for services requested in writing but not included in the above scope will be billed at our hourly rates for services rendered. NewGen's current hourly billing rates, which will remain in effect through December 31, 2026, are as follows:

**NewGen Strategies and Solutions
2026 Billing Rates**

Position	Hourly Billing Rate
Partner	\$305 – \$455
Principal	\$295 – \$455
Senior Manager	\$250 – \$295
Manager	\$220 – \$250
Senior Consultant	\$200 – \$220
Consultant	\$185 – \$200
Administrative Services	\$145

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

Terms of Engagement

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

By executing this letter, you agree that the services rendered by NewGen will be performed in accordance with instructions or specifications received by the City and will be provided with the degree of skill and judgment exercised by recognized professionals performing services of similar nature and consistent with the applicable industry's best practices. Additionally, the City and NewGen mutually agree that during the term of this Agreement and for a period of one (1) year after any termination, the parties agree not to solicit the other entities' employees related to this Agreement. This clause does not apply where an employee seeks employment in response to an advertisement placed into the public domain for a specific position or other general recruitment activities.

All payments made under this engagement should be remitted to:

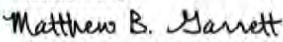
NewGen Strategies and Solutions, LLC
275 W Campbell Road, Suite 440
Richardson, Texas 75080

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

Again, we greatly appreciate the City's consideration of NewGen for this important engagement, and we look forward to working with you.

Mr. Kevin Carruth
February 4, 2026
Page 8

Very truly yours,
NewGen Strategies and Solutions, LLC

DocuSigned by:

B23EE8EF79E84D1
Matthew B. Garrett
Partner

AUTHORIZATION

CITY OF GROVES, TX
Transportation Use Fee Feasibility Analysis (\$47,500)

Signed _____	Printed <u>Kevin Carruth</u>
Title _____	Date _____



City of Groves

TEXAS



December 1, 2025

TRANSPORTATION NEEDS AND FUNDING OPTIONS

TRANSPORTATION USE FEE FEASIBILITY



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NEWGEN AT A GLANCE

TURNING COMPLEX CITY CHALLENGES INTO CLEAR SOLUTIONS

Who We Are



2012
established

MANAGEMENT & ECONOMIC
CONSULTING FIRM SERVING UTILITIES
AND LOCAL GOVERNMENTS

NewGen's foundation is built on decades of experience, shared values, and a clear purpose: to help public sector utilities make informed, sustainable decisions that shape the future of their communities.



10+
locations nationwide



60+
employees



\$840K+
donated since 2015 to 140+ organizations

Who We Serve

NEWGEN COMBINES NATIONALLY RECOGNIZED EXPERTISE IN ECONOMICS, FINANCE, STAKEHOLDER ENGAGEMENT, AND SUSTAINABILITY WITH EXTENSIVE KNOWLEDGE IN THE WATER, ENERGY, SOLID WASTE, AND NATURAL GAS SECTORS.

500+

clients served nationwide

3,000+

projects completed



How We Work



Tailored Strategy

We always start by listening. Every client's situation is unique, and we design strategies that fit their goals.



Trusted Expertise

We've built a strong reputation in the industry. Our team includes experts who have testified in hundreds of cases and some of the nation's top utility appraisers.



Operational Insights

We don't just crunch numbers. We make data actionable, linking dollars to day-to-day operations.



Stakeholder Communication

We're known for making complex issues easy to explain. Whether to regulators, elected officials, or customers.

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BACKGROUND

- Like most cities, transportation capital maintenance needs exceed available funding in the City of Groves.
- The most recent Pavement Condition Assessment (PCA) for Groves was in 2017.
 - It is our understanding a new PCA is being considered and will help understand the condition and priority for repairs.
- It would be good for the City Council to reach consensus on the City's goals for road maintenance per year, possibly expressed in linear feet/miles with priorities on arterials and possibly a "worst first" strategy.

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INTRODUCTION TO TRANSPORTATION USE FEES

- Groves could evaluate the potential for Transportation Use Fees (TUF), which are a proven source of additional revenue.
- Unlike general property taxes, these funds are dedicated to support transportation needs.
- Costs would be allocated to residents and businesses based on the relative amount of vehicle traffic generated. This serves as an equitable basis for charging properties for demands placed on, and benefits received from, the transportation system.

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OTHER SIMILAR FEE COMPARISONS

Fees compared may go by several names, including:

- Transportation Utility Fee
- Street Maintenance Fee
- Roadway Maintenance Fee



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METHODOLOGY

Overview of NewGen's
5-Step Process

Access trip generation data

Create simplified land use categories

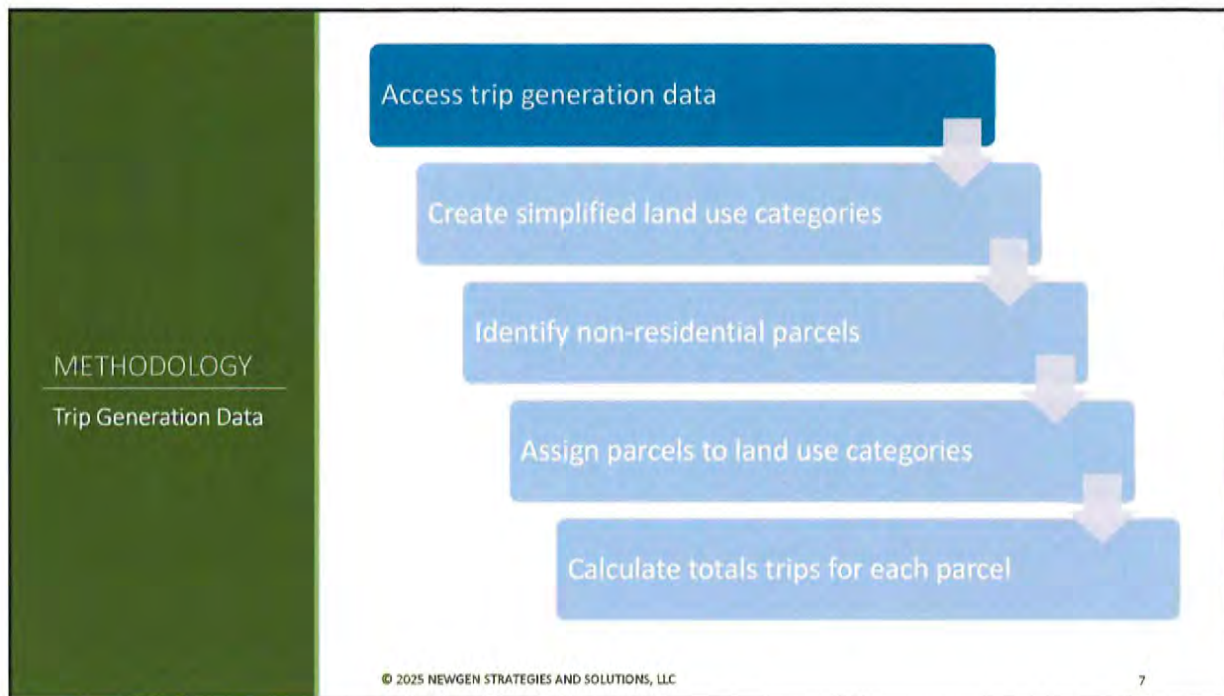
Identify non-residential parcels

Assign parcels to land use categories

Calculate totals trips for each parcel

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METHODOLOGY

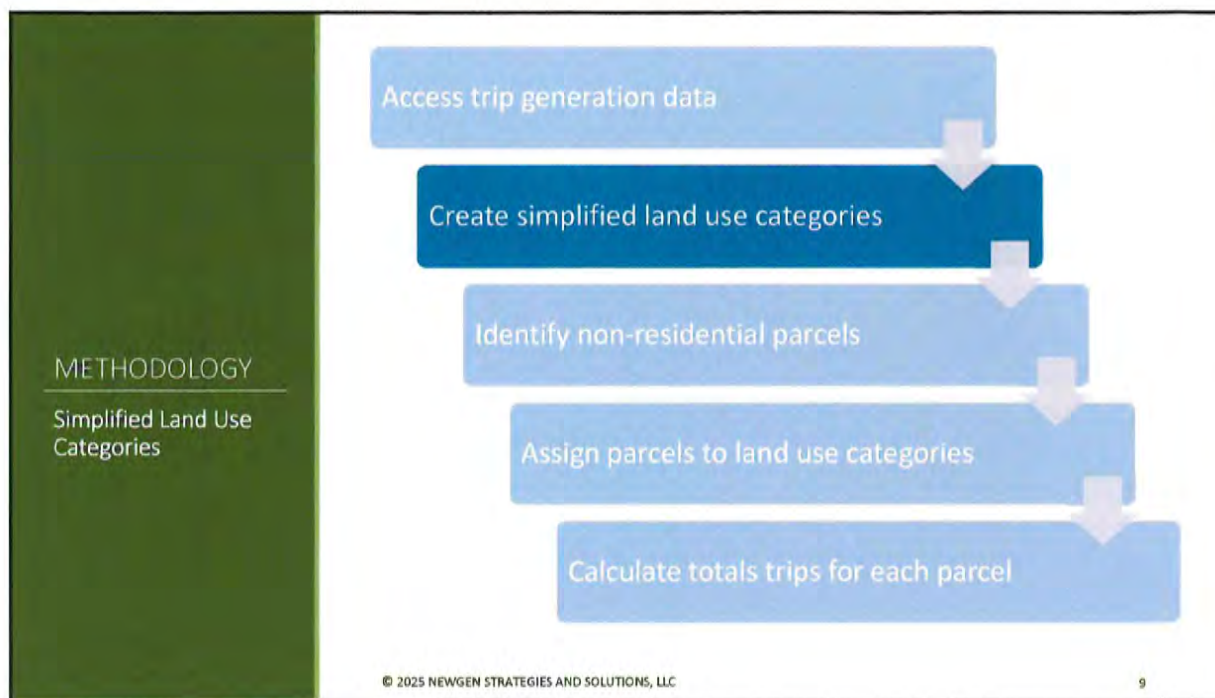
Trip Generation Data

Trip Generation Data

- The key source of data is the *Trip Generation Manual, 12th Ed.*, recently updated August 2025 by the Institute for Transportation Engineers (ITE)
 - An industry-recognized source of data for establishing a TUF, e.g., used by Abilene, Austin, Copperas Cove, Corpus Christi, Killeen, and Waco
- Data on the number of vehicle trips generated by different types of developments, based on surveys across the US
- NewGen uses the ITE's trip generation rates to calculate the average number of trips during peak evening hours (4 to 6 p.m. and may be adjusted for pass-by rates)

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METHODOLOGY
Simplified Land Use Categories

Simplified Land Use Categories

- The land use categories in the ITE Trip Generation Manual were consolidated into a smaller number of categories.
 - From ITE's 167 land uses, NewGen typically proposes 50 or fewer grouped and simplified categories.
 - "General Retail & Services" is one example. This was applied to parcels with multiple business types present; e.g., a shopping center with a restaurant, hair salon, and hardware store.
- Reasons for using simplified categories:
 - Consolidating more general land uses increases the sample sizes
 - Reduces likelihood of misclassifying similar land uses
 - Reduces complexity for staff in administering the fee.

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METHODOLOGY

Simplified Land Use Categories

- The Project Team calculated a trip generation rate for each simplified land use category. This was the average of the land use types in the ITE Trip Generation Manual.

Example Trip Generation Rate for a Simplified Category

Land Use Category	Trips per Room (weekday, 4–6 p.m.)
Simplified Land Use Category:	
Hotel/Motel	0.41
ITE Land Use Categories:	
Hotel	0.59
All Suites Hotel	0.36
Business Hotel	0.31
Motel	0.36
Resort Hotel	0.41

- Trips generation rates were expressed relative to those of single-family homes; that is, as Single-Family Equivalents (SFEs).

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METHODOLOGY

Identify Non-Residential Parcels

Access trip generation data

Create simplified land use categories

Identify non-residential parcels

Assign land use categories to parcels

Calculate totals trips for each parcel

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METHODOLOGY

Identify Non-Residential Parcels

Identifying Non-Residential Parcels

- When estimating total trips as part of a TUF:
 - **Residential** properties are assumed to have the same number of trips per dwelling
 - **Non-residential** trips are estimated using data specific to each property, such as square feet of floor space.
- It is then necessary to identify non-residential parcels. These are identified through a combination of:
 - **Utility billing data** matching commercial billing accounts to a parcel; and
 - **Central Appraisal District (CAD) data** – additional commercial parcels may be identified from CAD data based on their state codes

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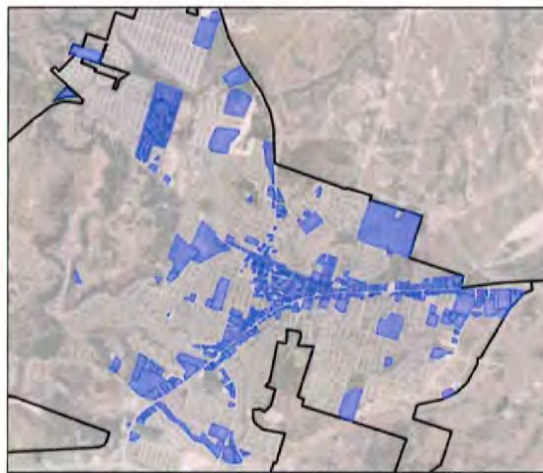
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METHODOLOGY

Identify Non-Residential Parcels

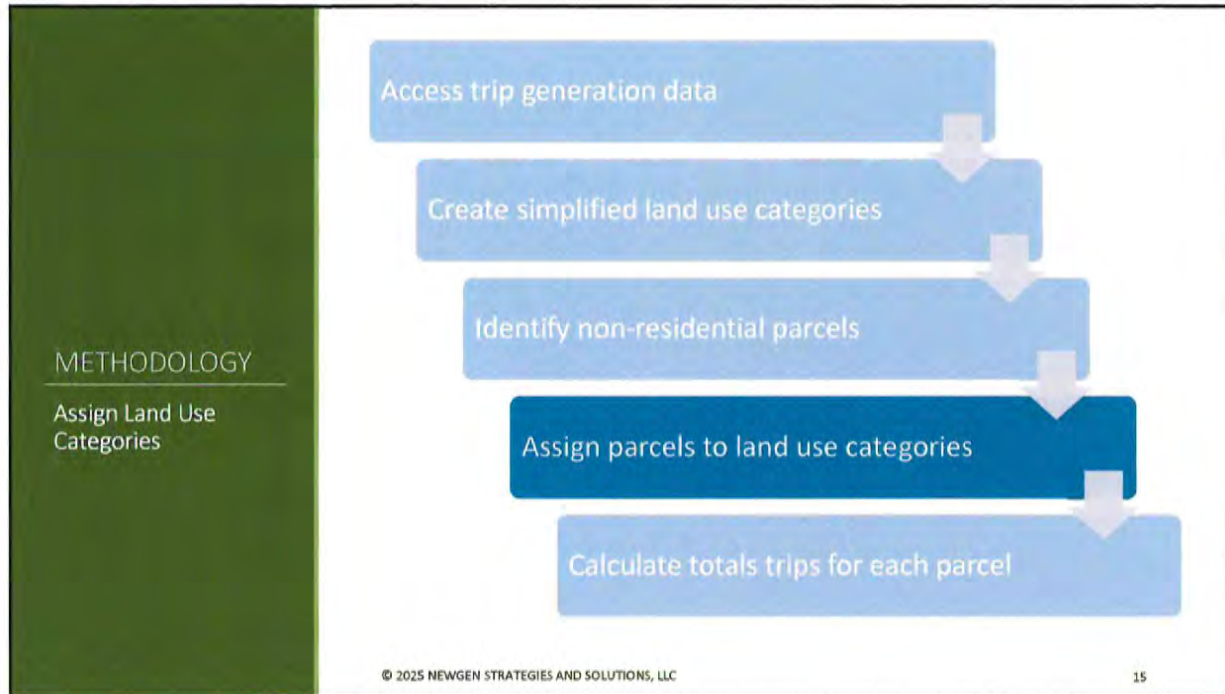
- The map below illustrates non-residential parcels identified

Non-Residential Properties



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METHODOLOGY
Assign Land Use Categories

Assigning Each Parcel to a Land Use Category

- Each parcel is generally assigned to a simplified land use category
- **Non-residential parcels** – the Project Team uses Google Street View and other information found online to identify the most appropriate land use category
- **Residential parcels** – these are assigned to one of the following categories, primarily based on CAD data
 - Single Family (assumed 1 dwelling)
 - Duplex/Townhouse (assumed 2 dwellings)
 - Multifamily (assumed 1 dwelling per 1,000 sq feet)
 - Mobile Home Park (dwellings manually identified)

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METHODOLOGY

Calculate Total Trips

Access trip generation data

Create simplified land use categories

Identify non-residential parcels

Assign parcels to land use categories

Calculate totals trips for each parcel

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Calculate Total Trips

- The final step is to identify the number of trips associated with each parcel
- This is based on the trip generation rate multiplied by the variable of interest, such as number of dwellings or square feet of living area

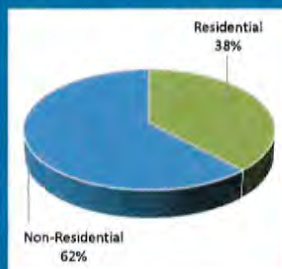
Examples of Total Trip Calculations

Example	Simplified Land Use Category	Trip Rate (SFEs) (A)	Variable	Example Variable Value (B)	Total Trips (A x B)
A Single-family home	Residential – Single Family	1.00	Per dwelling	1 dwelling	1.0
A duplex	Residential – Duplex/Townhouse	0.61	Per dwelling	2 dwellings	1.2
A real estate office	General Office & Admin	1.65	Per 1,000 sq. ft.	2.2 thousand sq. ft.	3.7
A barber shop	General Retail & Services	3.83	Per 1,000 sq. ft.	1.4 thousand sq. ft.	5.4
A hotel	Hotel/Motel	0.43	Per room	49 rooms	21.1
A gas station	Gas Station/Convenience Store	16.53	Per vehicle fueling point	8 fueling points	135.4

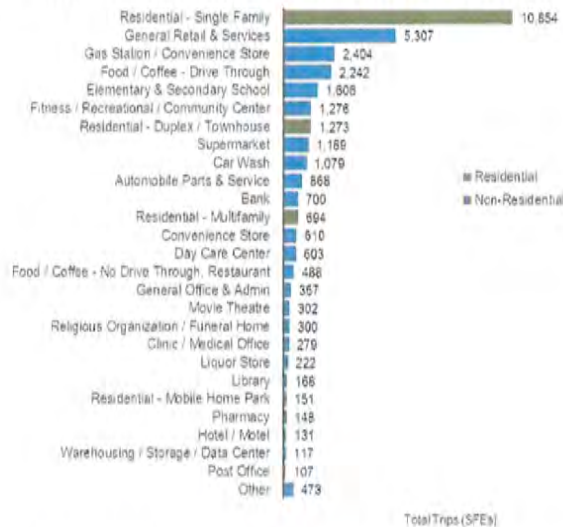
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RESULTS - TOTAL SFE TRIPS



Example Community Single Family Equivalent Trips



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RESULTS

Potential Revenue

Estimating Revenue

- Each property could be charged a monthly fee based on its estimated number of total trips
 - For example, once a \$1 fee revenue potential is established, the City Council could scale the fee to fit the needs of the utility
- The revenue generated at different fee levels would be calculated and recommended to meet City funding objectives.
- Like other utilities, NewGen recommends the utility be reviewed and rates adjusted if needed each budget cycle.

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TRANSPORTATION FEE STUDY KEY FACTORS



Balance of fee structure being simple, equitable, and implementable



Determination of Land Use Categories



Messaging and Communication



Assigning Land Use Categories to Utility Bill Accounts



Public Acceptance of Fee Value

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QUESTIONS AND DISCUSSION

NEWGEN STRATEGIES AND SOLUTIONS
275 W. CAMPBELL ROAD, SUITE 440
RICHARDSON, TEXAS 75080

MATTHEW GARRETT, PARTNER
972-675-7699
MGARRETT@NEWGENSTRATEGIES.NET

IMPLEMENTATION NEXT STEPS

The following lists additional steps that would be required prior to the implementation of a TUF:

- **Linking billing accounts to parcels** - Property tax parcels must be linked to utility billing accounts to facilitate billing
- **Residential dwellings** - Identification is needed of single-family homes versus duplexes, and the number of units in multi-family buildings
- **Review of land use allocations** - Local insights can be used to refine land use categories assigned to commercial properties
- **Decisions on exemptions** - Policy decisions are required to determine discretionary exemptions
- **Decisions on rate design** - Council guidance will be required on final desired rate design
- **Education plan** - Citizens will need to be educated on the need for and structure of fee
- **Establish the Transportation Utility** - Ordinance will need to be drafted and adopted after legal review; amend City Fee Schedule

Transportation Use Fee

- Groves has 182 streets totaling 74.56 miles (393,662 LF)
- March 2017 street evaluation study classified 36.9% of streets as "Good" & the remaining 63.1% as "Fair" or "Poor"
- Streets outside of the grant-funded areas have continued to deteriorate since 2017 study
- After Hurricane Harvey, street projects were done by contractors using grants in L/M income areas
- Previously, the City had equipment & expertise in-house to reconstruct streets, plus Jefferson County for sealcoating
- City's equipment & expertise were lost over time

Transportation Use Fee

- \$0.01 of ad valorem tax raises approx. \$126,000
- \$0.005 of ad valorem tax raises approx. \$53,000

City of Groves Street Construction Costs				
Application	\$/LF	Cost*		
		500 ft.	1 mi.	7 mi.
Sealcoat	\$ 21.10	\$ 10,550.00	\$ 111,408.00	\$ 779,856.00
2" HMAC Overlay Only	\$ 76.00	\$ 38,000.00	\$ 401,280.00	\$ 2,808,960.00
2" Mill & 2" HMAC Overlay	\$ 155.00	\$ 77,500.00	\$ 818,400.00	\$ 5,728,800.00
6"-7", Lime Stabilized Concrete	\$ 345.00	\$ 172,500.00	\$ 1,821,600.00	\$ 12,751,200.00

*Assumes 20' wide street

Revised 3/26/25

Transportation Use Fee (TUF)

- TUFs are a stable source of additional revenue
- Costs would be allocated to residents & businesses based on the relative amount of vehicle traffic generated. This serves as an equitable basis for charging properties for demands placed on, & benefits received from, the transportation system.
- Unlike general property taxes, these funds are encumbered to support transportation needs

TUF Implementation Next Steps

- Link billing accounts to parcels
- Differentiate between residential dwellings
- Review land use allocations
- Decide on exemptions, if any
- Decide on rate design
- Education plan
- Establish the Transportation Utility

Questions?
Ideas?



City of Groves
Agenda Item Information Form

Council Meeting Date: 2/9/2026 Department: City Manager Agenda Item No. 18

Title for Item (same as to be placed on Agenda): Deliberate and act to authorize a service agreement with Cyvl Inc. for a pavement and asset management plan, and authorizing the City Manager to negotiate and execute all necessary documents.

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

Submitted to City Manager's Office on: Date: 2/4/26 Time: 2:00 p.m. By: C. THIBODEAUX

Explanation of Item: See accompanying 2/6/26 City Manager memo.

Deadline for Approval: 2/9/26

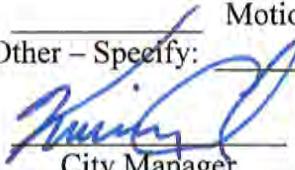
Staff Recommendation: Staff recommends the Council authorize a three-year service agreement with Cyvl, Inc. for a pavement and asset management plan for \$7,500 per year and authorize the City Manager to negotiate and execute all necessary documents.

Alternative (if any) for consideration: None.

Identify any attachments to this document: 1) 2/6/26 City Manager memo; 2) Cyvl Agreement; 3) Cyvl sensor specs.

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

Ordinance – Number Resolution – Number Other – Specify:

Signed: Date: Approved:  Date: 02/06/26
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:
Transportation use fee.


PAYMENT REQUEST

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

ACTION TAKEN BY COUNCIL

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

MEMORANDUM

To: Mayor and City Council
From: City Manager Kevin Carruth 
Date: February 6, 2026
Re: Cyvl Service Proposal for Pavement and Asset Management



Purpose

This memo explains a proposal from Cyvl, Inc. to help the City map and manage our streets, pavement, and right-of-way assets using vehicle-mounted sensors, cameras, and software.

Summary

Cyvl would provide a sensor system that mounts on a City vehicle. As staff drive our streets, the system collects data using LiDAR, GPS, and 360° cameras. The data is uploaded to Cyvl's cloud platform. Their software and artificial intelligence (AI) then:

- Score pavement conditions (PCI scores)
- Find and map pavement cracks and damage
- Capture street and 360° images
- Create 3D LiDAR files of streets and right-of-way
- Map signs and other assets
- Provide reports, maps, and budgeting tools

All information is available through an online dashboard and can be downloaded into GIS and other City systems.

The project would cover 75 centerline miles, with one scan per year for three years. Deliverables include pavement scores, distress reports, imagery, LiDAR, and a Public Works AI assistant. The cost is \$7,500 per year for three years, for a total of \$22,500.

What the City Would Receive

Key deliverables to the City include:

1. ASTM PCI pavement scores.
2. Pavement distress detail reports.
3. 360° roadway imagery.
4. Mobile LiDAR data.
5. Sign inventory and evaluation.
6. Public Works AI Assistant for reports and planning.

The sensor system is described as plug-and-play and can be mounted on any vehicle, with no special training required.

Strengths

Clear benefits to operations include:

1. Faster and safer than manual field surveys.
2. Reduces staff time in the field.
3. Gives objective, consistent pavement scores.
4. Helps prioritize repairs and budgets.
5. Integrates with GIS and existing software.
6. Provides images and records for grants, planning, and audits.
7. Low annual cost compared to traditional studies.
8. Includes sign inventory and evaluation.

The Cyvl platform features the following technology:

1. High-resolution imagery.
2. Accurate GPS and LiDAR measurements.
3. Downloadable shapefiles and reports.
4. Cloud dashboard for easy access.

Weaknesses/Risks

The proposed ordinance has some weaknesses and other considerations, including:

1. Ongoing subscription cost each year.
2. Requires staff time to collect and review data.
3. Data is stored on a vendor cloud platform (vendor dependence).
4. Limited to one scan per year unless additional services are purchased.
5. AI outputs still require staff review for accuracy.
6. Long-term value depends on how well departments use the data.

Staff Recommendation

This proposal provides a cost-effective way to digitize and manage our street and asset data. For \$7,500 per year, the City would receive pavement ratings, imagery, and GIS-ready files that normally cost much more through traditional engineering surveys.

The system appears easy to use and fits well with our goal of improving planning, budgeting, and grant readiness. The main risks are reliance on a vendor platform and making sure staff actively use the data.

If Council would like to modernize pavement management and asset tracking at a relatively low cost, staff recommends the City Council authorize a three-year service agreement with Cyvl Inc. for a pavement and asset management plan for \$7,500 per year and authorize the City Manager to negotiate and execute all necessary documents, as presented.



Cyvl Transportation Infrastructure Platform for City of Groves, TX

February 3, 2026

Prepared for:

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

Prepared by:

Cyvl, Inc.
Jacob Moustafa
Account Executive
76 School Street
Somerville, MA 02143

Executive Summary

Cyvl (www.cyvl.com) is a Boston based technology company that modernizes infrastructure management by integrating advanced geospatial solutions, artificial intelligence (AI), and cloud-based technologies. We empower over 200 engineering firms and government agencies to efficiently manage physical assets, enhancing efficiency, accuracy, and sustainability for their roadway.

How Cyvl Works:

- **Data Collection:** Our plug-and-play sensor system, mountable to any vehicle, captures precise infrastructure data using LiDAR, GPS, and high-res cameras
- **AI Processing:** Collected data is uploaded to our cloud-based platform, where our AI algorithms analyze and extract actionable insights, detecting and classifying infrastructure assets and their conditions.
- **Centralized Dashboard:** Users access a comprehensive GIS platform for real-time visualization, reporting, and decision-making, facilitating efficient infrastructure management.
- **Seamless Integration:** Cyvl's solutions are compatible with existing tools like Esri's ArcGIS, Cartegraph, and Civil 3D, ensuring smooth integration into current workflows.

Problems We Solve:

- **Streamlining Manual Workflows:** By automating data collection and analysis, Cyvl reduces the time and labor associated with traditional infrastructure assessments.
- **Optimizing Resource Allocation:** Accurate, AI-driven insights enable better decision-making for maintenance and repairs, extending the lifespan of infrastructure assets.
- **Scales Company Wide:** Cyvl's cloud-based system efficiently handles extensive data, accommodating projects of varying sizes and complexities while working seamlessly across all teams and departments.

For an investment of **\$7,500 each year** for a three year period, your team will have the essentials needed to map and manage your infrastructure leveraging Cyvl's technology, including training and a dedicated account manager.

Overview

Cyvl, Inc. is a leading provider of digitization and analytics solutions for transportation engineering firms and government agencies. Cyvl's technology has been utilized in 300+ government agencies and dozens of leading engineering consulting firms.

The City of Groves, TX is seeking a technology partner to streamline roadway data collection, enhance integrations, and support grant applications for infrastructure projects. We prioritize efficiency, accuracy, and ease of use and focus on leveraging Cyvl's technology to gain a competitive edge on transportation projects.

- Efficient and Comprehensive Infrastructure Digitization
- Ability to Extract Conditions, Locations, and Insights
- Integration into Existing Workflows and Softwares

Groves' Needs

Based on our meetings, here is what we understand to be your needs.

<u>Need</u>	<u>Desired Outcome</u>
Automated Evaluation	<ul style="list-style-type: none">• An automated way of collecting unbiased, standardized, and highly accurate data of pavements.
PCI Pavement Analysis	<ul style="list-style-type: none">• A detailed, visual survey method standardized under ASTM. Record distress types, severity, and extent in specific pavement areas, convert them into deduct values, and calculate a score from 1 (failed) to 100 (new).
Distress Quantity & Severity	<ul style="list-style-type: none">• We quantify both how much distress exists and how severe it is• Integrate those metrics into indices to guide efficient, prioritized pavement management.
Annual 360° Street View	<ul style="list-style-type: none">• Yearly mobile-mapped panoramic imagery along entire street networks• Updated Google street view

3D LiDAR Point Clouds	<ul style="list-style-type: none"> • High-density 3D representations of the entire city/town/municipality • Provided in LAZ files
24/7 AI Infrastructure Assistant	<ul style="list-style-type: none"> • A dedicated AI-powered virtual agent that operates around the clock to handle public infrastructure questions. • It leverages municipal data and helps with real-time updates—boosting service responsiveness, staff efficiency, and resident satisfaction.
Document Writing & Planning	<ul style="list-style-type: none"> • Leveraging high-fidelity asset scans to document data-rich plans, priorities, and budgets, built on defensible, field-verified insights. • Integrated into GIS platforms, these documents streamline collaboration, satisfy audit standards, and guide strategic decision-making.
Maps and GIS Reports	<ul style="list-style-type: none"> • Being able to use this data to integrate into their GIS system to have a centralized view of their infrastructure.
Budget Planning Tools	<ul style="list-style-type: none"> • Part of the AI Assistant • Helping budget for future road projects
Asset Mapping & Evaluation	<ul style="list-style-type: none"> • Signs mapped year 1 • Point and Line shapefiles that are easily exportable

Cyvl's Solution

Cyvl's end-to-end solution makes it easy for any user to digitize transportation infrastructure quickly, safely, and cost effectively.

How It Works

1. You map infrastructure with the Cyvl Sensor

- a. LiDAR, High-resolution 360 Imagery, GPS + RTK Corrections
- b. Plug-and-play with any vehicle
- c. No technical experience required to operate

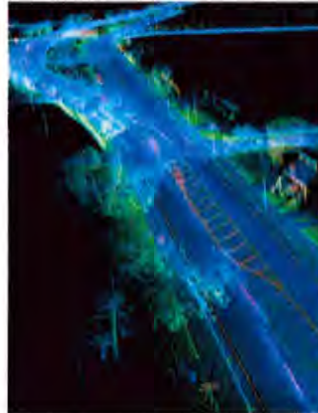
1

Data capture & digitization



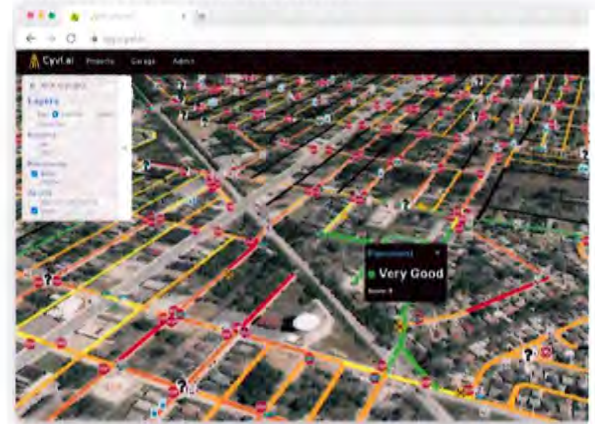
2

Data processing & analysis



3

Roadway insights & reports



2. Cyvl extracts infrastructure data with our proprietary AI

- a. Imagery is used to classify assets and their attributes
- b. LiDAR is used to locate assets (latitude, longitude) and perform measurements (length, width, height, etc.)
- c. + / - 2 cm local accuracies for laser scans

3. Deliverables are available for download via the Cyvl web platform

- a. GIS shapefiles, 3D laser scans, and more can be downloaded and integrated into existing softwares like Esri and Autodesk.
- b. Georeferenced "Street View" Imagery is hosted by Cyvl to allow for virtual field visits for QA/QC as the project continues

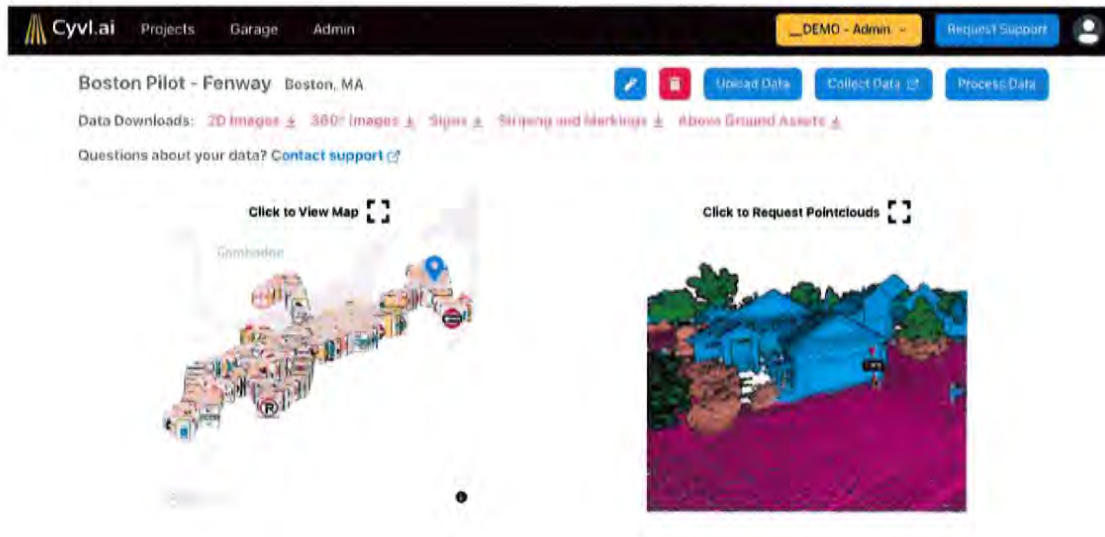
Cyvl Platform and Project Deliverables

Cyvl will provide **The City of Groves** with Cyvl Platform access and program benefits for a period of 36 months.

The project deliverables available on the Platform will include:

- ASTM Standard-Based PCI Scores
- Pavement Distress Detail Report
- Roadway Imagery
- 360° Imagery
- Sign inventory & evaluation
- Mobile LiDAR Data
- Public Works Assistant

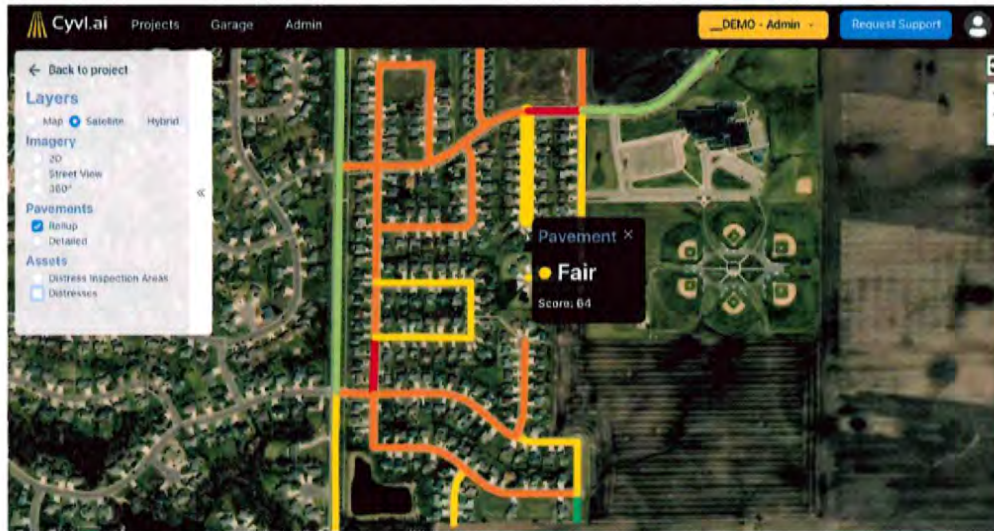
On the Cyvl Platform, **Groves** will be able to download the project deliverables in the agreed-upon data format. The pink-colored links in the image below indicate the downloadable project deliverables.



PLATFORM VIEWER

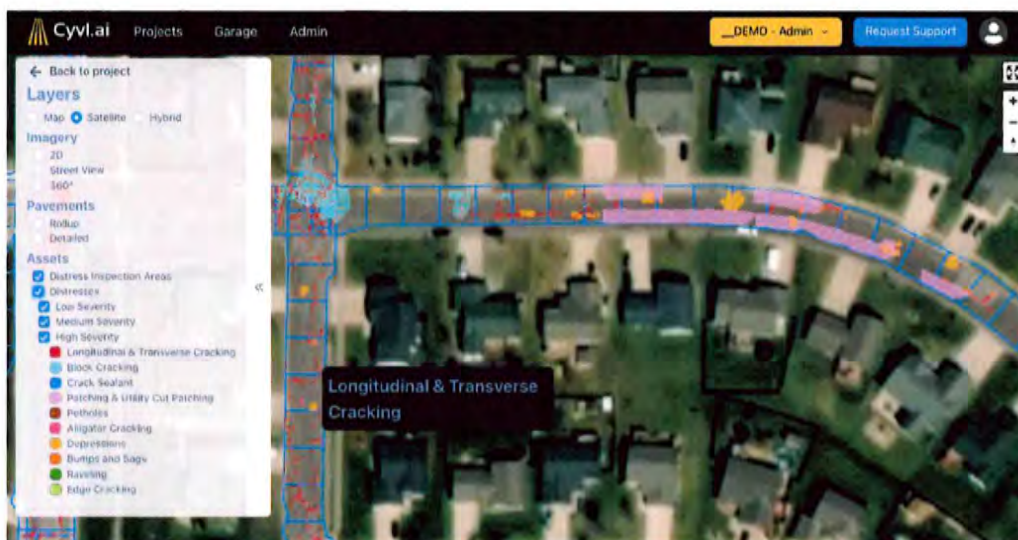
ASTM Standard Based PCI Scores:

An overview image of the roadway network is displayed, with colors representing roadway health, segmented according to the **City** centerline file. Hovering the cursor over a roadway segment reveals its PCI score.



Distress Detail Report:

Each pavement distress is mapped with a polygon. Hovering over a distress polygon will display its type.



Clicking on a distress polygon provides detailed information about the individual distress, all distresses within its 30-foot segment, and an image of the roadway showing polygons that depict all surface-level distresses.

Score: 47

Distress

Selected Detail in Cell

PROPERTY	VALUE
Type	Longitudinal & Transverse Cracking
Severity	Medium
Area	0.7 ft ²

Inspection Cell Summary

ID	1A03559
Street	Wickfield Drive
Cell Area	969.5 ft ²

WEATHERING
MEDIUM SEVERITY

Total Area: 1.0 ft²

HIGH SEVERITY

Total Area: 933.0 ft²

BUMPS AND BACS
MEDIUM SEVERITY

Total Length: 19.0 ft

LONGITUDINAL & TRANSVERSE CRACKING
LOW SEVERITY

Total Length: 39.0 ft

MEDIUM SEVERITY

Total Length: 113.0 ft



Aerial view of a residential street with a red inspection cell highlighted on the road surface. The cell is labeled '1A03559'.

Pavement distress types and severity levels can be toggled on or off, enabling easy assessment of their locations and distribution.

Assets

- ☒ Distress Inspection Areas
- ☒ Distresses
 - ☒ Low Severity
 - ☒ Medium Severity
 - ☒ High Severity
- ☐ Longitudinal & Transverse Cracking
- ☐ Block Cracking
- ☐ Crack Sealant
- ☐ Patching & Utility Cut Patching
- ☐ Potholes
- ☐ Alligator Cracking
- ☐ Depressions
- ☐ Bumps and Sags
- ☐ Raveling
- ☐ Edge Cracking

Roadway Imagery and 360 Imagery

Select **2D** on the Imagery panel, and blue points will appear on the map. Hover over a blue point to view a preview of the imagery. Click on a blue point to display a full image of the roadway.

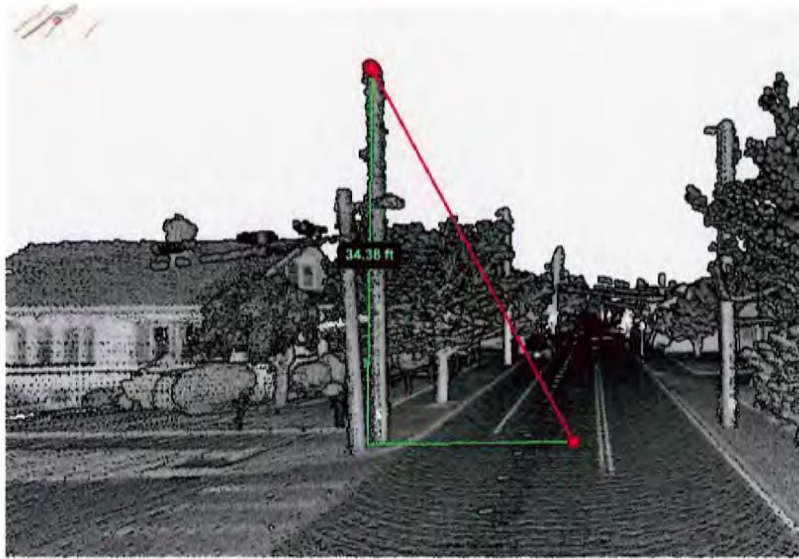


Select **360** on the Imagery panel and red dots will appear on the map. Click on the red dot and an image will appear that allows you to see in all directions.

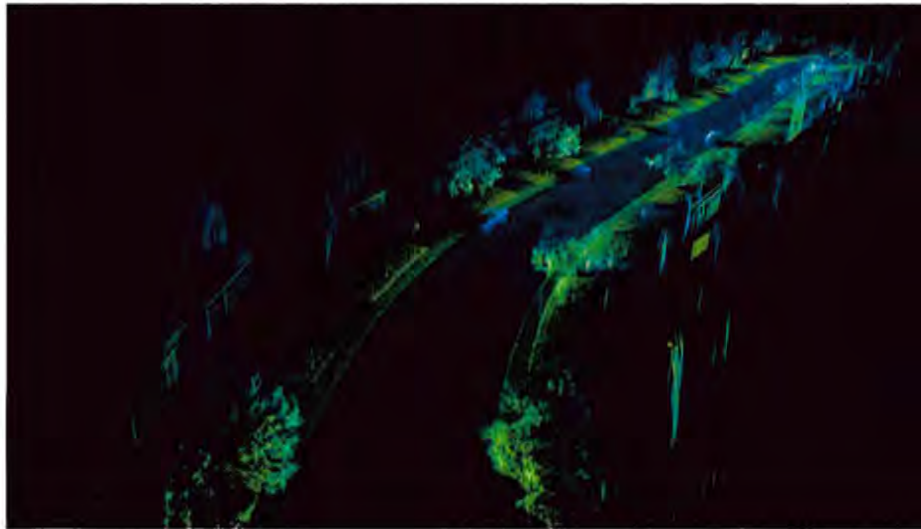


Mobile LiDAR Data

The processed Mobile LiDAR data from the collection can be downloaded or viewed directly on the platform. Additionally, the platform's Mobile LiDAR Viewer enables general measurements of the Right-of-Way assets.

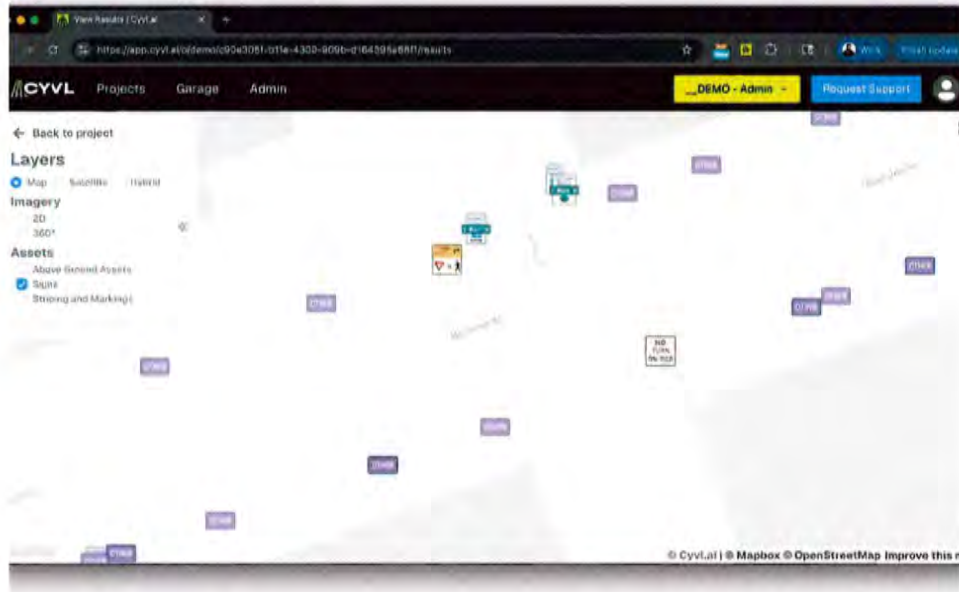


The Mobile LiDAR files can also be uploaded into third party 3D viewers for an even more detailed view of the cityscape.



Asset Inventory & Evaluation:

Point assets, such as signs and trees in the Cyvl platform are displayed as individual icons on the map, representing discrete right-of-way features collected during the survey. Selecting any point asset opens a detailed attribute panel with relevant metadata, such as asset type, and classification



Line assets, such as sidewalks and stripings are represented as continuous segments aligned to the roadway or right-of-way centerline. These assets capture features that extend along a corridor rather than existing at a single location.



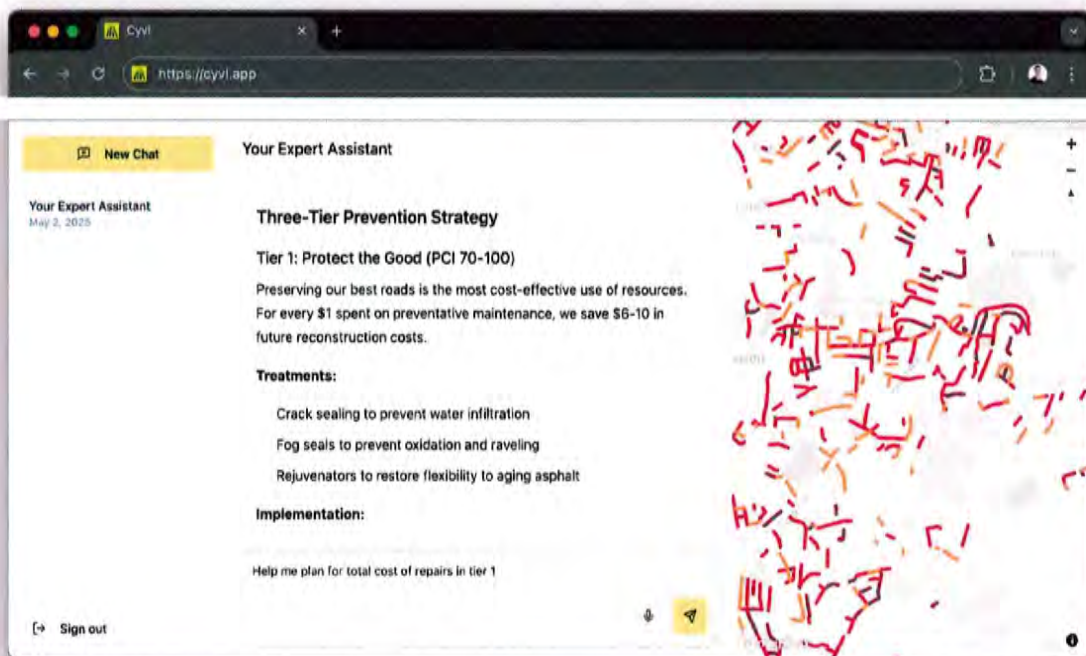
Public Works Assistant

Domain-specific purpose-built for infrastructure & transportation data

Search across Cylv ROW, town-owned, and open data

Generates **structured reports** from plain English questions

- Document Writing
- Maps + GIS Reports
- Budgeting Planning Tools



Proposed Pavement and Asset Management Plan

- **Scope: 75 Centerline Miles with estimated population of 16,000**
- **Term: 3 Years**
- **Scans: 1 Per Year**

Pavement PCI and Distress Evaluation

- PCI Scores
- Pavement Distress Data
 - i. Pavement Distress Type, Size, Geolocation, and Severity

360° Imagery and Mobile LiDAR Data

Project Initiation & Support Services

- Sensor shipping
- Customer Success Support
- Post-project Meetings
- Data Integration Assistance

AI Public Works Assistant

- Document Writing and Planning
- Budget Planning Tools

Asset Mapping & Evaluation

- Signs yr. 1
 - i. Location
 - ii. MUTCD Code
 - iii. MUTCD Category

Total Per Year 1: \$7,500

Total Project Cost for 3 Years: \$22,500

Action Plan

We are excited to begin working with your team as soon as you are ready. Per our discussions, we believe the following represents the key next steps to moving forward:

Action Item/Milestone	Target Date
Approval of Proposal	March 2026
Project Start Date:	April 2026
Data Collection Completion	2-3 Days
Data Fully Processed	2 Weeks
Data Review Meeting	1 Week After Project Results are Posted

At any point in the process, please let us know if any of the dates are incorrect or seem unreasonable.

Conclusion

Cyvl is committed to helping organizations like yours integrate cost-effective digitization solutions in order to gain major operational efficiencies. We want to help you implement technology in an easy, data-driven way — a way that makes your job easier, lightens your load, showcases all the good work that you do, and ultimately helps you better execute on your infrastructure projects.

Cyvl already works with dozens of engineering firms across the country, and we'd be delighted to welcome **The City of Groves, TX** into the fold. If you have questions or concerns as you review this proposal, please do not hesitate to reach out. Thank you for your consideration.

Service Agreement

Customer	The City of Groves, TX
Address	3947 Lincoln Ave. Groves, TX, 77619
Billing Contact	Kevin Carruth, City Manager KCarruth@cigrovestx.com

Service Term
Start Date: April 1, 2026 End Date: April 1, 2029 Duration: 36 months
Customer's Investment in Cyvl's Services
Fees: Year 1: \$7,500 Year 2: \$7,500 Year 3: \$7,500 A breakdown of fees and the solutions provided can be found in the proposal above.
Payment Schedule
Cyvl will issue one invoice to Customer in the amount payable in one installment payment, payment terms to be net thirty (30). The invoice date will be on the Start Date of the Service Term.

This Customer Agreement, effective as of the Effective Date below, is entered into by and between, Cyvl, Inc., a Delaware corporation, with its registered address at 76 School Street, Somerville, Massachusetts 02143 ("**Cyvl**") and the customer set forth above (the "**Customer**"). By signing this signature page, Cyvl and Customer hereby agree to be bound by the Customer Agreement, which is comprised of the Customer Agreement, this signature page, and the following schedules (collectively, the "**Agreement**"):

Schedule A – Customer Terms and Conditions

Schedule B – Data Schema

Effective Date as of the last signature date below:

CYVL, INC.

CUSTOMER

Signature

Signature

Name

Name

Title

Title

Date

Date

Schedule B Deliverable Schema

		Attribute 1	Attribute 2	Attribute 3	Attribute 4	Deliverable	Included ?
Cyvl Pavements		0-100 Score	Distress Size	Distress Severity	Distress Location	Shapefile, Spreadsheet	X
360 Imagery						Shapefile	X
Pointclouds						.laz file	X
		Attribute 1	Attribute 2	Attribute 3	Attribute 4	Deliverable	Included ?
Assets (Point)	Signs	Location	MUTCD Code	MUTCD Category	Condition (Good, Fair, Poor)	Shapefile	X
		Attribute 1	Attribute 2	Attribute 3	Attribute 4		Included ?
Pavement Markings & Stripings	Pavement Marking	Location	Type	Color	Condition (Good, Fair, Poor)	Shapefile	
	Pavement Striping	Location	Type	Color	Condition (Good, Fair, Poor)	Shapefile	

Cyvl Sensor Specs



SERVICES

Survey large-scale infrastructure up to 10X faster with Cyvl



Pavement Conditions

An automated method for performing pavement condition assessments and distress detail detection



Sign Inventories

The easy way to geolocate and assess any municipality's MUTCD signs



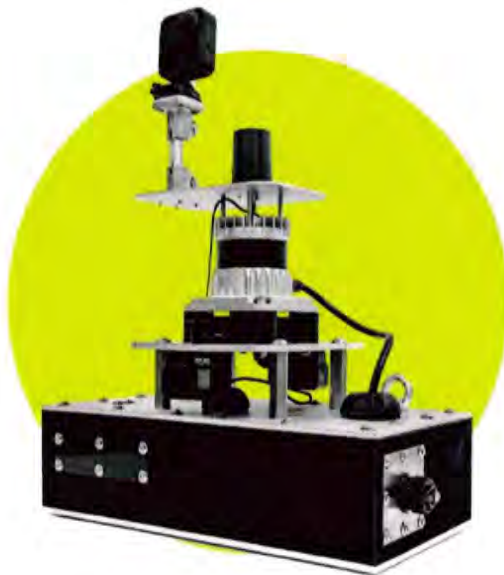
Right of Way Assets

Detect a wide variety of Right-of-Way (ROW) assets, from streetlights to manholes and much more



Visual Intelligence

Conduct virtual site visits with comprehensive street-level imagery and pointclouds



INTRODUCING THE CYVL SENSOR

The Cyvl Sensor integrates LiDAR and camera imagery for comprehensive and reliable asset detection

Imagery

- GoPro Hero11 (x2): 23MP, 4K
- GoPro Hero Max for 360°: 6K, Professional color grading and auto-exposure

IMU Sensor

- MicroStrain 3DM®CX5-AHRS
- Accelerometer: 25µg/√Hz (8g option) or 80µg/√Hz (20g option)
- Super Table Gyro: 8 dph in-run bias (-40 to +85°C)
- Pitch-roll static/dynamic accuracy ±0.25°/0.4°

GPS

- u-blox F9 high precision
- GNSS: RTK - up to 20 Hz, <10 second convergence time

GPS Antenna

- HC977 Triple-band Helical Antenna + L-band: Surface Mount / Direct
- Screw very low noise preamp: 1.6 dB
- Axial ratio: ≤ 0.5dB at zenith

LiDAR

- Model: Ouster OS1
- Range: 0.5–170 meters (configurable minimum range)
- Range Resolution: 0.8 cm
- Vertical Resolution: 64 or 128 beams (configurable)
- Field of View: Vertical: +21.2° to -21.2° (42.4° total), Horizontal: 360°
- Laser Product Class: Class 1 eye-safe (per IEC/EN 60825-1: 2014)
- Laser Wavelength: 865 nm
- Points Per Second: 1,310,720 (64-channel), 2,621,440 (128-channel)
- Data Per Point: Range, signal, reflectivity, near-infrared, angle, timestamp



Contact us at info@cyvl.ai / See more at www.cyvl.com

City of Groves
Agenda Item Information Form

Council Meeting Date: 2/9/2026 Department: City Manager Agenda Item No. 19

Title for Item (same as to be placed on Agenda): Deliberate and act on Ordinance 2026-04, establishing a temporary transportation use fee on utility bills to fund a feasibility analysis, street condition studies, and street maintenance.

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

Submitted to City Manager's Office on: Date: 2/4/26 Time: 2:00 p.m. By: C. THIBODEAUX

Explanation of Item: See accompanying 2/5/26 City Manager memo.

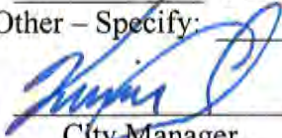
Deadline for Approval: 2/9/26

Staff Recommendation: Staff recommends the City Council adopt Ordinance 2026-04, establishing a temporary transportation use fee on utility bills to fund a feasibility analysis, street condition studies, and street maintenance, as presented.

Alternative (if any) for consideration: None.

Identify any attachments to this document: 1) 2/5/26 City Manager memo; 2) FAQ; 3) Ordinance.

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

Signed: Date: Approved:  Date: 02/09/26
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

MEMORANDUM

To: Mayor and City Council

From: City Manager Kevin Carruth 

Date: February 5, 2026

Re: Temporary Transportation Use Fee Ordinance No. 2026-04



Purpose

The purpose of this memorandum is to explain the proposed Temporary Transportation Use Fee (TUF) ordinance and to outline the strengths and weaknesses so Council can make an informed decision.

Background

The City is responsible for maintaining 182 streets totaling about 74.5 miles. Many streets are aging and need repair. The last full street condition study was done in 2017, and many streets have declined since then.

Like many cities, virtually all of Groves' property tax is spent on the Fire and Police Departments. This does not leave enough steady funding to keep up with street maintenance. The proposed fee would provide a dedicated funding source for:

1. A new street condition study.
2. A feasibility and rate study.

Any funds remaining after the two studies would be dedicated to early maintenance work such as pothole repair, sealing, overlays, and related improvements.

Summary of the Proposed Ordinance

The proposed ordinance would:

1. Charge \$1.00 per month per utility account (residential and commercial).
2. Add the fee as a separate line item on the City utility bill.
3. Deposit all revenue into a separate Street Maintenance Fund.
4. Limit spending only to street-related purposes.
5. Use existing utility billing and collection processes.
6. Exempt government-owned properties.
7. Expire automatically after 12 months (March 1, 2027) unless extended.

The ordinance states the fee is not a tax, but a temporary user fee dedicated to street services.

How the Fee Works

As discussed in the December 1, 2025, TUF workshop:

1. Transportation Use Fees are a stable and proven funding tool.
2. Costs are assigned based on how properties use the street system.
3. Funds are restricted to transportation needs only.
4. Rates can be adjusted in future years if needed.

Strengths of the Ordinance

Strengths of the ordinance include:

1. **Dedicated Funding** – Money can only be used for streets, not general spending.
2. **Small Monthly Cost** – \$1 per account is affordable for most customers.
3. **Fair and Broad-Based** – Everyone who uses streets helps pay.
4. **Temporary and Flexible** – Ends after one year unless Council renews it.
5. **Simple to Administer** – Uses existing utility billing, so no new system is needed.
6. **Supports Planning** – Pays for updated street condition data and long-term funding decisions.

Weaknesses / Considerations

The proposed ordinance has some weaknesses and other considerations, including:

1. **Limited Revenue** – \$1 per month will likely only fund the two studies with little to no money remaining for street repairs.
2. **Flat Fee Structure** – All accounts pay the same amount, even though some generate more traffic.
3. **Public Perception** – Some residents may see this as a new tax and may need education on why it is needed.
4. **Administrative Work** – Staff must link billing accounts to parcels, review land uses, and set policies before implementation.
5. **Temporary Nature** – Council will still need to decide on a long-term solution after the study.

Staff Recommendation

The temporary TUF provides a low-cost, low-risk way to:

- Gather updated street data;
- Test a dedicated funding tool;
- Prepare for a long-term solution; and
- Begin small repairs if any funds remain.

If Council's goal is to study needs first and build a permanent plan later, this ordinance is a practical first step. Staff recommends the City Council adopt Ordinance 2026-04, as presented.

Frequently Asked Questions

Transportation User Fee



1. What is the Transportation User Fee?

The Transportation User Fee (TUF) is a temporary \$1 per month charge on each City utility account. The money will be used only for street maintenance and street studies.

2. Why is the City proposing this fee?

Our streets are aging and repairs cost more each year. The City has 182 streets totaling over 74 miles, and many need work. With virtually all of the City's property tax going to the Fire and Police Departments, current funding is not enough to keep up with street maintenance.

This fee will help us:

- Study street conditions; and
- Plan future repairs.

Any money remaining after the two studies will be dedicated to street maintenance.

3. Is this a tax?

No. It is not a tax. It is a user fee that can only be spent on streets. By law, the money must go into a separate Street Maintenance Fund and cannot be used for anything else.

4. How much will I pay?

The fee is \$1.00 per month. This equals \$12 per year or about 3 cents a day.

5. How will the money be used?

Funds will only be able to be used for:

- A study of the feasibility of a longer-term TUF program
- Street condition studies
- Street maintenance, including:
 - a. Pothole repairs
 - b. Crack sealing
 - c. Seal coating
- Overlays
- Street reconstruction
- Signs and striping
- Drainage tied to street repairs

6. How will I see the charge?

The fee will appear as a separate line item on your utility bill beginning with the March 2026 billing cycle.

7. How long will the fee last?

The fee is temporary. It will end automatically after 12 months, unless the City Council extends it or replaces it.

8. Why not just raise property taxes?

Property taxes go into the General Fund and almost all of it is used by the Fire and Police Departments. The TUF:

- Is dedicated only to streets
- Is more stable year to year
- Spreads the cost across all street users

The City is using this fee first to study needs and plan a long-term solution.

9. Will this fix all streets?

No. This is a first step that will:

- Pay for updated studies
- Help the City plan future funding
- Help determine if a TUF is a workable long-term funding source for a street maintenance program
- Start small repairs with any left-over money

10. Who is exempt?

Properties owned by the City, State of Texas, and U.S. Government are exempt.

11. Where can I learn more?

Email your questions to TUFQuestions@cigrovestx.com.

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31 **WHEREAS**, there is a direct and rational nexus between the use of municipal utility
32 services and the use of the City's street system, as utility service accounts identify properties that
33 generate traffic on City streets; and

34 **WHEREAS**, the City Council has determined that a uniform Transportation Use Fee of
35 One Dollar (\$1.00) per month assessed on all utility accounts is an equitable method of funding
36 the feasibility analysis, street condition study, and initial street maintenance activities during this
37 temporary period; and

38 **WHEREAS**, the Transportation Use Fee established by this Ordinance is not a tax, but
39 rather a temporary user fee for street maintenance services that is (1) designed to fund specific
40 street maintenance activities rather than general revenue, (2) limited in duration, and (3) assessed
41 only on accounts that voluntarily receive municipal utility services; and

42 **WHEREAS**, the City Council finds that segregating Transportation Use Fee revenues in a
43 dedicated Street Maintenance Fund ensures that such revenues are used exclusively for their
44 intended purpose and provides transparency and accountability to the citizens of Groves; and

45 **WHEREAS**, the City Council has determined that the establishment of a temporary
46 Transportation Use Fee is in the best interest of the public health, safety, and welfare of the citizens
47 of the City of Groves;

48 **NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY**
49 **OF GROVES, TEXAS:**

50 **SECTION 1. FINDINGS ADOPTED.**

51 The findings set forth in the recitals to this Ordinance are hereby adopted and incorporated
52 herein as if fully set forth.

53 **SECTION 2. DEFINITIONS.**

54 For purposes of this Ordinance, the following definitions shall apply:

- 55 (a) "Transportation Use Fee" or "TUF" means the temporary monthly fee established
56 by this Ordinance to fund street condition studies and street maintenance.
57 (b) "Utility Account" means any active account maintained by the City of Groves for
58 the provision of water, sewer, or sanitation services, including residential accounts,
59 multi-family accounts, and commercial accounts.

62 **SECTION 3. TEMPORARY TRANSPORTATION USE FEE ESTABLISHED.**

63 There is hereby established a temporary Transportation Use Fee to be assessed monthly on
64 each active utility account within the City of Groves as follows:

- 65 (a) **Uniform Fee Amount.** The Transportation Use Fee shall be One Dollar (\$1.00)
66 per month per utility account for all account types, including residential, multi-
67 family, and commercial accounts.
68 (b) **Temporary Nature.** The Transportation Use Fee established by this Ordinance is
69 temporary in nature and is intended to fund street condition studies and initial street
70 maintenance activities while the City conducts a comprehensive rate study to
71 determine the appropriate permanent funding mechanism for long-term street
72 maintenance.

73 **SECTION 4. STREET MAINTENANCE FUND CREATED.**

74 There is hereby created a special revenue fund to be known as the "Street Maintenance
75 Fund." An expenditure from the transportation fund need not specifically relate to the
76 property of a particular user from whom the transportation user fee was collected. All
77 revenues collected from the Transportation Use Fee shall be deposited into the Street
78 Maintenance Fund and shall be used exclusively for the following purposes:

- 79 (a) Street condition assessments, surveys, and studies;
80 (b) Transportation Use Fee rate studies and analysis;
81 (c) Pavement maintenance, including crack sealing, seal coating, and overlay;
82 (d) Pothole repair and patching;
83 (e) Street reconstruction and rehabilitation;
84 (f) Drainage improvements directly related to street maintenance;
85 (g) Street signage and pavement marking and striping;
86 (h) Engineering, planning, and administrative costs directly related to street
87 maintenance activities; and
88 (i) Equipment and materials used for street maintenance.

89 **SECTION 5. BILLING AND COLLECTION.**

90 The Transportation Use Fee shall be billed and collected as follows:

- 91 (a) The Transportation Use Fee shall appear as a separate line item on each utility bill
92 issued by the City.
93 (b) The Transportation Use Fee shall be due and payable at the same time as other
94 charges on the utility bill.

- (c) The City Manager or designee is authorized to establish administrative procedures for the billing and collection of the Transportation Use Fee consistent with this Ordinance.

SECTION 6. ENFORCEMENT.

Any fines, penalties, late fees, or other enforcement measures applicable to the Transportation Use Fee shall be consistent with the existing utility collection structure and procedures of the City of Groves, Texas, as set forth in the Code of Ordinances and applicable administrative policies. Specifically:

- (a) **Late Payment.** Any Transportation Use Fee not paid by the due date shall be subject to the same late fees and penalties as other charges on the utility bill under the City's existing utility billing policies.
- (b) **Non-Payment.** Failure to pay the Transportation Use Fee shall be subject to the same collection procedures, including service disconnection procedures, as apply to non-payment of other utility charges under the City's existing utility collection policies.
- (c) **Dispute Resolution.** Any utility customer who disputes the assessment of the Transportation Use Fee may utilize the same dispute resolution procedures available for other utility billing disputes under the City's existing policies.

SECTION 7. EXEMPTIONS.

The following utility accounts shall be exempt from the Transportation Use Fee:

- (a) Utility accounts for property owned by the United States, the State of Texas, or any political subdivision thereof;
- (b) Utility accounts for property owned by the City of Groves.

SECTION 8. SUNSET PROVISION.

- (a) **Automatic Expiration.** Unless extended or replaced by a subsequent ordinance establishing a permanent Transportation Use Fee, this Ordinance and the temporary Transportation Use Fee established herein shall automatically expire and be of no further force or effect on March 1, 2027, which is twelve (12) months from the effective date of the fee.
- (b) **Council Determination.** In the event that the City Council, after reviewing the results of the street condition study and rate analysis, determines that it will not proceed with the adoption of a permanent Transportation Use Fee, this Ordinance and the temporary fee established herein shall expire on the earlier of:

- 128 (1) The date specified by the City Council in a resolution or ordinance declaring
129 that the City will not proceed with a permanent Transportation Use Fee; or
130 (2) March 1, 2027.

- 131 (c) **Effect of Expiration.** Upon expiration of this Ordinance, the Transportation Use
132 Fee shall no longer be assessed or collected, and any unexpended funds remaining
133 in the Street Maintenance Fund shall be used exclusively for street maintenance
134 purposes.

135 **SECTION 9. RIGHT TO AMEND.**

136 The City Council expressly reserves the right to amend, modify, or repeal this Ordinance
137 at any time, including the right to:

- 138 (a) Adjust the amount of the Transportation Use Fee;
139 (b) Modify the categories of accounts subject to the fee;
140 (c) Add or remove exemptions;
141 (d) Extend, shorten, or eliminate the sunset date;
142 (e) Convert the temporary fee to a permanent fee upon completion of the rate study;
143 and
144 (f) Make any other amendments deemed necessary or appropriate by the City Council.

145 **SECTION 10. EFFECTIVE DATE OF FEE.**

146 The Transportation Use Fee shall first appear on utility bills issued on or after March 1,
147 2026.

148 **SECTION 11. SEVERABILITY.**

149 If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any
150 reason held invalid or unconstitutional by any court of competent jurisdiction, such portion
151 shall be deemed a separate, distinct, and independent provision and such holding shall not
152 affect the validity of the remaining portions of this Ordinance.

153 **SECTION 12. PUBLICATION.**

154 The City Secretary is hereby directed to publish this Ordinance, or its caption and penalty
155 clause, in The Examiner within ten (10) days of its passage.

156
157
158 **SECTION 13. EFFECTIVE DATE.**

City of Groves
Agenda Item Information Form

Council Meeting Date: 2/9/2026 Department: City Manager Agenda Item No. 20

Title for Item (same as to be placed on Agenda): Deliberate and act on the February 9, 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: 2/5/26 Time: 12:00 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: 02/05/26
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 - February 9, 2026

Vendor	Description	Amount
1. Brenntag Southwest Inc.	Brennfloc aid for Water Treatment Plant.	\$ 9,830.00
2. Coy Development Inc	2024-2025 Heritage Point subdivider rebate.	\$ 10,471.13
3. Groves Chamber	Quarterly Payment.	\$ 17,500.00
4. JPL Electric	Running of electrical for ne actuators.	\$ 11,900.00
5. Lloyd Gosselink Attorneys at Law	Legal fees for Star Lake.	\$ 24,523.50
6. Newtron	Replace motor starter and breaker for high service pump #1.	\$ 6,474.72
7. PVS DX, INC	CL2 and SO2 for Wastewater Plant.	\$ 13,381.60
8. Republic Services Inc	Sludge disposal for December 2025.	\$ 8,656.68
9. Tyler Technologies, Inc.	Incode for 3/1/26 - 2/28/27.	\$ 78,745.74
10. United Communications Inc.	2 handheld radios with accessories with TXFS Grant.	\$ 6,636.40
11. Wex Bank	Fuel for fleet vehicles for January 2026.	\$ 12,483.32
Total		\$ 200,603.09

PURCHASING DOCUMENT FOR QUOTES ONLY

City of Groves, Dept. of Public Works and Engineering

DATE: February 3, 2026

P.O. NUMBER: 09-41646

TO: Kevin Carruth

FROM: Chris Cropper

Purchase Recommendation

Recommended Company: Brenntag Southwest Inc.

Items to be Purchased: Brennfloc AP2666

ITEM DESC.	QTY	UNIT COST	TOTAL COST
Brennfloc AP2666	2,000	\$4.79	\$9,580.00
Shipping	1	\$250.00	\$250.00
			\$0.00
			\$0.00
* Note: Purchases greater than \$5000.00 Require Council approval <u>before</u> ordering!			\$9,830.00*

REASONS FOR PURCHASE:

Brennfloc aid is used with polymer in the flocculation process.

QUOTES

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

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

VENDOR NUMBER: 01-420031

Requested by:

Ch Carruth

Date:

2-3-2026

Approved by:

(PW Director)

B. J. Cropper

Date:

2-2-2026

Approved by:

(City Manager)

Date:

Date Council Approved

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

City of Groves

PURCHASE ORDER # 09-41572

01/26/2026

ISSUED TO: VEND #: 01-23238
COY DEVELOPMENT INC
MIKE O'MEARA
14803 OAK BLUFF CT
HOUSTON, TX 77070

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

UNITS	DESCRIPTION	G/L ACCOUNT	PRICE	AMOUNT
0.00	24 - 25 HERITAGE POINT SU 24 - 25 HERITAGE POINT SUBDIVIDER REBATE	11 -5-99-07-580	SUBDIVIDER REBATES 0.00	10,471.13

RECEIVED
JAN 27 2026
FINANCE

PAID

*** TOTAL *** 10,471.13

JAN 30 2026

FINANCE

ORDERED BY: LAMAR OZLEY

APPROVED BY: LAMAR OZLEY

City of Groves, Texas
Subdivider Refund - Heritage Point/Rainbow Addition
12/01/2024 THRU 11/30/2025

Bal. Fwd
\$ 189,683.77

Address	Water Revenues		Sewer Revenues	
	Collected	50%	50%	
2703 EASTDALE	\$ 353.04	\$ 176.52	\$ 408.85	\$ 204.43
2709 EASTDALE	\$ 352.17	\$ 176.09	\$ 409.15	\$ 204.58
2715 EASTDALE	\$ 376.18	\$ 188.09	\$ 440.92	\$ 220.46
2723 EASTDALE	\$ 632.58	\$ 316.29	\$ 697.31	\$ 348.66
2735 EASTDALE	\$ 278.05	\$ 139.03	\$ 312.65	\$ 156.33
2745 EASTDALE	\$ 198.89	\$ 99.45	\$ 202.03	\$ 101.02
2755 EASTDALE	\$ 193.85	\$ 96.93	\$ 195.20	\$ 97.60
2763 EASTDALE	\$ 447.55	\$ 223.78	\$ 522.00	\$ 261.00
2773 EASTDALE	\$ 605.74	\$ 302.87	\$ 711.98	\$ 355.99
2803 EASTDALE	\$ 414.99	\$ 207.50	\$ 493.36	\$ 246.68
2804 EASTDALE	\$ 249.50	\$ 124.75	\$ 272.51	\$ 136.26
2807 EASTDALE	\$ 648.15	\$ 324.08	\$ 757.58	\$ 378.79
2815 EASTDALE	\$ 463.63	\$ 231.82	\$ 710.20	\$ 355.10
2722 TERRACE	\$ 857.78	\$ 428.89	\$ 909.42	\$ 454.71
2732 TERRACE	\$ 450.98	\$ 225.49	\$ 532.65	\$ 266.33
2742 TERRACE	\$ 366.63	\$ 183.32	\$ 427.74	\$ 213.87
2747 TERRACE	\$ 752.07	\$ 376.04	\$ 856.40	\$ 428.20
2750 TERRACE	\$ 368.87	\$ 184.44	\$ 431.73	\$ 215.87
2805 TERRACE	\$ 351.26	\$ 175.63	\$ 407.86	\$ 203.93
2806 TERRACE	\$ 260.78	\$ 130.39	\$ 285.66	\$ 142.83
2812 TERRACE	\$ 448.55	\$ 224.28	\$ 726.66	\$ 363.33
2815 TERRACE	\$ 529.81	\$ 264.91	\$ 629.34	\$ 314.67

Total \$ 9,601.05 \$ 4,800.53 \$ 11,341.20 \$ 5,670.60

Rebate \$ (10,471.13)

Total Collected \$ 20,942.25

Remaining Balance \$ 179,212.65

Date	Check #	Amount
6/28/2019	64783	\$ 2,301.18
1/17/2020	66304	\$ 2,191.99
12/4/2020	68759	\$ 4,834.31
12/3/2021	71613	\$ 4,938.50
12/2/2022	74575	\$ 6,386.71
12/22/2023	77642	\$ 5,563.68
12/27/2024	81026	\$ 7,099.87
		\$ 10,471.13

PAID
JAN 30 2025
FINANCE

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

City of Groves

PURCHASE ORDER # 09-41604

01/28/2026

ISSUED TO: VEND #: 01-7610
GROVES CHAMBER
OF COMMERCE
4399 MAIN
GROVES, TX 77619

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

UNITS	DESCRIPTION	G/L ACCOUNT	PRICE	AMOUNT
0.00	CoC quarterly request	01 -5-99-06-150 CHAMBER OF COMMERCE	0.00	17,500.00

PAID
JAN 30 2026
FINANCE

*** TOTAL *** 17,500.00

ORDERED BY: LAMAR OZLEY

APPROVED BY: LAMAR OZLEY

Groves Chamber of Commerce
4799 Main Street, Groves, TX 77619
(409) 962-3631
groveschamber@outlook.com
<https://www.grovescofc.com/>



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

INVOICE

Invoice Number: 1720
Date: 01/22/2026

Sales Item	Price	Qty	Total
City HOT Payment	\$17500.00	1	\$17500.00
Hotel Motel Fund			

Subtotal:	\$17500.00
Discount:	\$0.00
Sales Tax:	\$0.00
Convenience Fee:	\$0.00
Total:	\$17500.00

BALANCE DUE \$17500.00

PAID
JAN 30 2026
FINANCE

PURCHASING DOCUMENT FOR QUOTES ONLY

City of Groves, Dept. of Public Works and Engineering

DATE: February 2, 2026

P.O. NUMBER: 09-41635

TO: Kevin Carruth

FROM: Chris Cropper

Purchase Recommendation

Recommended Company: JPL Electric

Items to be Purchased: Run electrical for new electric actuators

ITEM DESC.	QTY	UNIT COST	TOTAL COST
Run electrical for new electric actuators	1	\$11,900.00	\$11,900.00
	1		\$0.00
			\$0.00
			\$0.00
* Note: Purchases greater than \$5000.00 Require Council approval <u>before</u> ordering!			\$11,900.00*

REASONS FOR PURCHASE:

INSTALL ALUMINUM CONDUIT, 120 VOLT DEDICATED CIRCUITS AND BREAKERS FOR NEW ELECTRIC VALVE ACTUATORS IN PIPE GALLEY & BACK OF PLANT FOR BLOW-OFF VALVES. 38 NEW ELECTRIC VALVES IN TOTAL NEED POWER CONNECTIONS.

QUOTES

	COMPANY NAME	COST
1.	JPL Electric	\$ 11,900.00
2.	Newtron	\$ 27,335.25
3.	Miller Electric/No Response	\$ 0.00
4.		\$
5.		\$

CHARGE NUMBER: 11-5-63-03-010

VENDOR NUMBER: 330306

Requested by:

Ch Cropper

Date:

2-2-2026

Approved by:

(PW Director)

[Signature]

Date:

2-2-2026

Approved by:

(City Manager)

Date:

Date Council Approved

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

City of Groves

PURCHASE ORDER # 09-41627

01/29/2026

ISSUED TO: VEND #: 01-23188
 LLOYD GOSSELINK ATTORNEYS AT LAW
 816 CONGRESS AVE SUITE 1900
 AUSTIN, TX 78701

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

UNITS	DESCRIPTION	G/L ACCOUNT		PRICE	AMOUNT
0.00	LEGAL FEES FOR STAR LAKE	11 -5-99-07-415	LEGAL FEES	0.00	12,924.00
0.00	LEGAL FEES FOR STAR LAKE	11 -5-99-07-415	LEGAL FEES	0.00	11,599.50
	LEGAL FEES FOR STAR LAKE				



PAID
 JAN 30 2026
 FINANCE

*** TOTAL *** 24,523.50

ORDERED BY: LAMAR OZLEY

APPROVED BY: LAMAR OZLEY

December 12, 2025

City of Groves
Brandon Monk, City Attorney
4875 Parker Dr.
Beaumont, TX 77705

Invoice: 97565164
Client:
Matter: 1
Billing Attorney: NEV

Tax ID #

INVOICE SUMMARY

For professional services and disbursements rendered through November 30, 2025:

RE: Star Lake Water WW Contribution

Professional Services	\$ 11,599.50
Total Disbursements	<u>\$.00</u>
TOTAL THIS INVOICE	\$ 11,599.50

KC
01/29/26

Lloyd Gosselink Rochelle & Townsend, P.C.
is committed to offering a more secure, and convenient option to pay your invoice using:
Visa, MasterCard, Discover, American Express, Apple Pay, Google Pay, and eCheck.
A convenience fee applies.

TO PAY BY CARD or eCheck with our fast, easy, and secure service, **CLICK HERE: Pay Now**

Or you may also pay online by visiting our website at: <https://www.lglawfirm.com/client-payment-information>

PAID
JAN 30 2026
FINANCE

Lloyd Gosselink Rochelle & Townsend, P.C.

Lloyd Gosselink Rochelle & Townsend, P.C.

City of Groves
Star Lake Water WW Contribution
I.D.4699-1-NEV

December 12, 2025
Invoice: 97565164

PROFESSIONAL SERVICES RENDERED

Date	Atty	Description Of Services Rendered	Hours
11/04/25	NEV	Coordination with City Attorney regarding Superfund next steps.	.40
11/04/25	LAS	Review and file correspondence regarding introductory counsel call.	.10
11/05/25	NEV	Correspondence with opposing counsel; follow-up regarding status on City review.	.30
11/07/25	NEV	Review materials from opposing counsel; call with opposing counsel regarding same.	1.30
11/07/25	EEM	Call opposing counsel regarding Groves Superfund site; assess statutes of limitations associated with CERCLA contribution claims.	1.20
11/07/25	LAS	Review and file correspondence regarding Star Lake Canal Superfund site documents.	.40
11/10/25	NEV	Follow-up and coordination with City leadership in light of pending Superfund matter.	.50
11/10/25	LAS	Review and file correspondence regarding coordinating client call; identify contact information for City employees; review and file correspondence regarding the same.	.30
11/11/25	LAS	Review and file correspondence regarding coordinating client call.	.20
11/12/25	NEV	Review materials from opposing counsel; correspondence regarding coordination meeting with City team.	1.10
11/12/25	LAS	Review and file correspondence regarding client call.	.10
11/13/25	NEV	Review materials from opposing counsel in advance of discussion with City; prepare for and participate in assessment discussion with client group in light of Consent Decree timing and call from opposing counsel.	2.30
11/13/25	EEM	Analyze the burden of proof for CERCLA contribution claims; meet with city representatives to discuss next steps and sources of information on the Groves Superfund site.	1.20
11/14/25	NEV	Prepare for and attend workshop to analyze allegations and Consent Decree framework in light of information furnished by opposing parties; follow-up regarding same, including discussion with potential consultant to assist; correspondence with client regarding follow-up windows for Superfund background with personnel present during time of events.	2.80
11/14/25	EEM	Analyze burden of proof for CERCLA contribution claims; discuss next steps with project team; review EPA documents and analyze the relevant locations within the site.	3.30
11/14/25	LAS	Review and file correspondence regarding EPA documents relating to Star Lake Canal.	.50
11/16/25	NEV	Assessment of Superfund non participation option and City path forward for potential negotiations.	1.20
11/17/25	NEV	Discussion with potential experts tied to Groves Superfund site; follow-up regarding same; coordination regarding materials needed for review, including EPA notice correspondence.	1.90

PAID

Lloyd Gosselink Rochelle & Townsend, P.C.

JAN 30 2026

Lloyd Gosselink Rochelle & Townsend, P.C.

City of Groves
Star Lake Water WW Contribution
I.D.4699-1-NEV

December 12, 2025
Invoice: 97565164

Date	Atty	Description Of Services Rendered	Hours
11/17/25	EEM	Call with prospective consultant regarding technical reports and work related to Groves Superfund site; prepare a binder of relevant materials.	.80
11/17/25	LAS	Review and file documents regarding Star Lake Canal documents from EPA database.	1.00
11/19/25	NEV	Review context on OxyChem case and implications on Superfund arguments; develop recommendations in light of same.	1.70
11/19/25	EEM	Review OxyChem brief from a CERCLA matter and determine the non-settling party's procedural position; send findings to project team; evaluate the role of Jefferson County Drainage District # 7 in the site's remediation.	3.00
11/20/25	EEM	Review settlement agreement and agreed order on consent from 2005, and proposed remedial action consent decree; evaluate EPA's cost allocation rules and practices.	2.90
11/21/25	EEM	Review public meeting transcript and early investigation reports of the site; compare findings to map of Groves Superfund site as it is defined today.	1.80
11/24/25	NEV	Update on status regarding Groves and path forward with witnesses on compliance history.	.20
11/24/25	EEM	Review maps and send to project team; send list of items to request from the City to project team.	1.10
11/24/25	LAS	Review and file correspondence regarding coordinating client meeting.	.10
11/25/25	NEV	Update correspondence regarding Consent Decree framework.	.40
11/25/25	EEM	Review correspondence from opposing counsel; schedule team meeting next week.	.20
11/26/25	EEM	Review the final pre-design investigation work plan from Groves Superfund site; review case law regarding municipal sewer systems and CERCLA claims.	1.00

TOTAL PROFESSIONAL SERVICES

\$ 11,599.50

SUMMARY OF PROFESSIONAL SERVICES

Name	Staff Level	Hours	Rate	Total
Nathan E Vassar	Principal	14.10	405.00	5,710.50
Emily E Moyes	Associate	16.50	325.00	5,362.50
Lyndsey A Stovall	Paralegal	2.70	195.00	526.50
TOTALS		33.30		\$ 11,599.50

TOTAL THIS INVOICE

\$ 11,599.50

PAID
JAN 30 2026
FINANCE

Lloyd Gosselink Rochelle & Townsend, P.C.

November 28, 2025

City of Groves
Brandon Monk, City Attorney
4875 Parker Dr.
Beaumont, TX 77705

Invoice: 97564456
Client:
Matter: 1
Billing Attorney: NEV

Tax ID #

INVOICE SUMMARY

For professional services and disbursements rendered through October 31, 2025:

RE: Star Lake Water WW Contribution

Professional Services	\$ 12,924.00
Total Disbursements	<u>\$.00</u>
TOTAL THIS INVOICE	\$ 12,924.00

KC
01/29/26

Lloyd Gosselink Rochelle & Townsend, P.C.
is committed to offering a more secure, and convenient option to pay your invoice using:
Visa, MasterCard, Discover, American Express, Apple Pay, Google Pay, and eCheck.
A convenience fee applies.

TO PAY BY CARD or eCheck with our fast, easy, and secure service, **CLICK HERE:** Pay Now

Or you may also pay online by visiting our website at: <https://www.lglawfirm.com/client-payment-information>

PAID
JAN 30 2026
FINANCE

Lloyd Gosselink Rochelle & Townsend, P.C.

Lloyd Gosselink Rochelle & Townsend, P.C.

City of Groves
Star Lake Water WW Contribution
I.D.4699-1-NEV

November 28, 2025
Invoice: 97564456

PROFESSIONAL SERVICES RENDERED

Date	Atty	Description Of Services Rendered	Hours
8/04/25	NEV	Correspondence with client regarding path forward and preparation for Council discussion.	.30
8/18/25	NEV	Discussion with City Attorney regarding messaging and executive session in anticipation of PIA requests and protection of City litigation strategy on same; identify potential questions in light of EPA demand letter.	.40
8/18/25	EEM	Review background information from cooperating parties group.	.20
8/18/25	EEM	Assess next steps for press release with project team.	.10
8/19/25	EEM	Review draft nexus summary included in the letter to City of Groves from the Star Lake Canal Cooperating Parties Group; draft press release statements; email draft to project team.	1.00
8/24/25	NEV	Review and revise talking points and messaging on engagement for Superfund representation; follow-up regarding same.	.60
8/25/25	NEV	Prepare for and participate in executive session with City Council regarding path forward on Superfund representation.	.50
8/26/25	NEV	Discuss action items and path forward in light of demand letter and claimed contribution responsibility.	.70
8/26/25	EEM	Analyze demand letter and attached nexus summary; record findings in research memorandum; assess who the parties are that are involved in the cooperating parties group and the administrative consent order; review documents available on the Star Lake Canal superfund website.	2.80
8/27/25	NEV	Project status update.	.10
8/27/25	EEM	Review demand letter and attached nexus summary; evaluate the evidence of activities and drainage leading to contaminants at the site to identify inferences made by the cooperating parties about the cities involvement; meet with project team for update on work done and action items.	1.70
9/02/25	EEM	Review law regarding exceptions to CERCLA liability for municipalities who discharged pollutants via stormwater runoff or their sewer systems; record findings and email to project team; email project team with the names of parties that have been involved in the Star Lake Canal site during the last two decades.	4.10
9/03/25	NEV	Correspondence and review on tolling agreement status.	.20
9/03/25	EEM	Respond to project team emails regarding a tolling agreement; search for the tolling agreement online; review plaintiff's complaint regarding contribution from alleged defendants connected to the superfund site; identify who was involved in the cooperating parties group and communicate same to project team; review case law regarding de minimis discharges of contaminants.	2.40
9/03/25	LAS	Pursue and identify tolling agreement; review and file correspondence regarding the same.	.90
9/04/25	NEV	Updates regarding CERCLA liability matter.	.20
9/05/25	EEM	Review background documents to compile timeline of events associated with	1.90

Lloyd Gosselink Rochelle & Townsend, P.C.

JAN 30 2026

Lloyd Gosselink Rochelle & Townsend, P.C.

City of Groves
Star Lake Water WW Contribution
I.D.4699-1-NEV

November 28, 2025
Invoice: 97564456

Date	Atty	Description Of Services Rendered	Hours
		identification and clean-up of the Star Lake Canal site; evaluate whether there are equitable factors that favor decreasing a municipalities liability under CERCLA; record findings for discussion with project team.	
9/08/25	NEV	Review correspondence regarding Superfund claims and next steps for City.	.50
9/08/25	EEM	Review emails regarding documents sent from the city and the record of decision for the site; organize notes document for meeting with project team tomorrow.	2.20
9/09/25	NEV	Prepare for discussion on Groves superfund site; outline of potential options for client in light of allegations.	.80
9/09/25	EEM	Prepare for meeting with project team to discuss background material, the city's options, and consequences of each option; meet with project team for said discussion.	2.30
9/09/25	LAS	Review and file correspondence regarding background material and next steps.	.80
9/10/25	EEM	Search for notice letters from the EPA to the city and the potentially responsible parties ("PRPs") settlement agreement and administrative order of consent; search for PRPs addresses related to the site and map the parties' locations; analyze statutes and case law to determine whether sewage or other discharges by utilities can be treated generally as hazardous wastes.	6.00
9/11/25	EEM	Analyze whether sewage or other municipal effluents have been identified as hazardous substances under CERCLA and whether sewer systems can be facilities under CERCLA; draft related memo; send memo to project team for review.	6.40
9/12/25	NEV	Review status and notes on assessed potential PRP and correspondence with City Attorney on path forward.	.20
9/23/25	EEM	Analyze requirements for CERCLA liability to decipher ways to get the city off the list of potentially responsible parties; begin drafting memo describing requirements of potentially responsible parties.	3.30
9/24/25	EEM	Continue to draft document on how to avoid liability after being identified as a PRP.	.20
9/26/25	NEV	Initial review of pending questions on alleged Superfund liability; review status of reach-out to client on same.	1.10
10/13/25	LAS	Review and file correspondence regarding coordinating client call in light of open new matter; calendar events for project team.	.30
10/29/25	EEM	Review email correspondence between N. Vassar and T. Arnold.	.20

TOTAL PROFESSIONAL SERVICES

\$ 12,924.00

SUMMARY OF PROFESSIONAL SERVICES

Name	Staff Level	Hours	Rate	Total
Nathan E Vassar	Principal	5.60	405.00	2,268.00
Emily E Moyes	Associate	34.80	295.00	10,266.00
Lyndsey A Stovall	Paralegal	2.00	195.00	390.00
TOTALS		42.40		\$ 12,924.00

Lloyd Gosselink Rochelle & Townsend, P.C.

JAN 30 2026

Lloyd Gosselink Rochelle & Townsend, P.C.

City of Groves
Star Lake Water WW Contribution
I.D.4699-1-NEV

November 28, 2025
Invoice: 97564456

TOTAL THIS INVOICE

\$ 12,924.00

PAID
JAN 30 2026
FINANCE

Lloyd Gosselink Rochelle & Townsend, P.C.

PURCHASING DOCUMENT FOR QUOTES ONLY

City of Groves, Dept. of Public Works and Engineering

DATE: February 2, 2026

P.O. NUMBER: 09-41636

TO: Kevin Carruth

FROM: Chris Cropper

Purchase Recommendation

Recommended Company: Newtron

Items to be Purchased: Motor starter & 150 amp breaker

ITEM DESC.	QTY	UNIT COST	TOTAL COST
Motor starter & 150 amp breaker	1	\$6,474.72	\$6,474.72
	1		\$0.00
			\$0.00
			\$0.00
<i>* Note: Purchases greater than \$5000.00 Require Council approval <u>before</u> ordering!</i>			\$6,474.72*

REASONS FOR PURCHASE:

REPLACE MOTOR STARTER & 150 AMP BREAKER FOR HIGH SERVICE PUMP #1

QUOTES

COMPANY NAME		COST
1.	Newtron	\$ 6,474.72
2.	JPL Electric	\$ 7,100.00
3.	Miller Electric/No Response	\$ 0.00
4.		\$
5.		\$

RECEIVED

FEB 03 2026

FINANCE

CHARGE NUMBER: 11-5-63-06-270

VENDOR NUMBER: 22535

Requested by:

Ch. Gager

Date:

2-2-2026

Approved by:

(PW Director)

[Signature]

Date:

2-2-2026

Approved by:

(City Manager)

Date:

Date Council Approved

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

City of Groves

PURCHASE ORDER # 09-41525

01/16/2026

ISSUED TO: VEND #: 01-440110
REPUBLIC SERVICES INC
P.O. BOX 677156

DALLAS, TX 75267-7156

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

UNITS	DESCRIPTION	G/L ACCOUNT	PRICE	AMOUNT
1.00	SLUDGE DISPOSAL DEC SLUDGE HAULED FROM WWTP TO REPUBLIC LANDFILL FOR DISPOSAL. SLUDGE DISPOSAL MONTH OF DECEMBER. 20 CU YARD DUMPSTERS. 2 CU YARD DUMPSTER @ 4925 MCKINLEY AVE. 2 CU YARD DUMPSTER @ 1222 TAFT AVE EXT.	11 -5-64-05-170 SLUDGE DISPOSAL	8,656.68	8,656.68

PAID
JAN 30 2026
FINANCE

RECEIVED
JAN 29 2026
FINANCE

*** TOTAL *** 8,656.68

ORDERED BY: COBY DOUCET

APPROVED BY: TROY W. FOXWORTH


REPUBLIC
SERVICES

6425 Highway 347
Beaumont TX 77705

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

Important Information

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

Account Number

Invoice Number 0862-001295764

Invoice Date December 31, 2025

Past Due on 12/31/25 \$15,988.88

Payments/Adjustments \$0.00

Current Invoice Charges \$8,656.88

Total Amount Due	Payment Due Date
\$24,645.56	Past Due

CURRENT INVOICE CHARGES

Description	Reference	Quantity	Unit Price	Amount
-------------	-----------	----------	------------	--------

Groves Water Reclaim Ctr>fel 4925 Mckinley Ave CSA SAG052501

Groves, TX

1 Waste Container 2 Cu Yd, 1 Lift Per Week

Pickup Service 12/01-12/31

Fuel Recovery Fee

Location Total

RECEIVED
JAN 01 2026

\$237.00 \$237.00

\$45.95

\$282.95

Groves Water Reclaim Ctr>fel 1222 Taft Ave CSA S03449

Port Arthur, TX

2 Waste Container 2 Cu Yd, 2 Lifts Per Week

Pickup Service 12/01-12/31

Fuel Recovery Fee

Location Total

FINANCE

\$397.61 \$397.61

\$77.10

\$474.71

Groves Water Reclaim Ctr>rol 1222 Taft Ave CSA A912484299

Port Arthur, TX

1 Waste Container 20 Cu Yd, 5 Lifts Per Week Special Waste

Pickup Service 11/25

St 160342 M 3957505 Wt 529417

Pickup Service 11/26

St 160346 M 3957506 Wt 529539

Pickup Service 11/28

St 161327 M 3922287 Nt 14.64 Wt 1405871

Pickup Service 12/01

St 160349 M 3957507 Wt 529711

Pickup Service 12/02

St 168602 M 3957508 Wt 529787

Pickup Service 12/03

St 168608 M 3957509 Wt 529952

Pickup Service 12/04

St 168612 M 3957510 Wt 530135

PAID
JAN 30 2026
FINANCE

1.0000 \$300.00 \$300.00

1.0000 \$300.00 \$300.00

1.0000 \$300.00 \$300.00

1.0000 \$300.00 \$300.00

1.0000 \$300.00 \$300.00

1.0000 \$300.00 \$300.00

1.0000 \$300.00 \$300.00

Past Due

30 Days
\$6,835.08

60 Days
\$9,153.80

90+ Days
\$0.00


CURRENT INVOICE CHARGES

<u>Description</u>	<u>Reference</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
Pickup Service 12/05		1.0000	\$300.00	\$300.00
St 168616 M 3957511 Wt 530263				
Pickup Service 12/08		1.0000	\$300.00	\$300.00
St 161359 M 3957512 Wt 530459				
Pickup Service 12/09		1.0000	\$300.00	\$300.00
St 168624 M 3957513 Wt 530684				
Pickup Service 12/10		1.0000	\$300.00	\$300.00
St 161367 M 3957514 Wt 530925				
Pickup Service 12/11		1.0000	\$300.00	\$300.00
St 168632 M 3957515 Wt 531174				
Pickup Service 12/12		1.0000	\$300.00	\$300.00
St 168636 M 3957516 Wt 531410				
Pickup Service 12/15		1.0000	\$300.00	\$300.00
St 161378 M 3957417 Wt 5318645				
Pickup Service 12/16		1.0000	\$300.00	\$300.00
St 169555 M 3957518 Wt 531847				
Pickup Service 12/17		1.0000	\$300.00	\$300.00
St 169559 M 3957519 Wt 532117				
Pickup Service 12/18		1.0000	\$300.00	\$300.00
St 169564 M 3957520 Wt 532258				
Pickup Service 12/19		1.0000	\$300.00	\$300.00
St 169569 M 3957521 Wt 532335				
Pickup Service 12/22		1.0000	\$300.00	\$300.00
St 161383 M 3957522 Wt 532663				
Pickup Service 12/23		1.0000	\$300.00	\$300.00
St 161387 M 3957523 Wt 532858				
Pickup Service 12/24		1.0000	\$300.00	\$300.00
St 161392 M 3922286 Nt 13.87 Wt 1408394				
Hours 12/26		.1700	\$95.00	\$16.15
St 168698				
Pickup Service 12/26		1.0000	\$300.00	\$300.00
St 168698 M 3922285 Nt 12.83 Wt 1408499				
Fuel Recovery Fee				\$1,282.80
Location Total				\$7,899.00
Total Fuel Recovery Fee				\$1,405.95
CURRENT INVOICE CHARGES, Due by January 20, 2026				\$8,656.80



PAID

JAN 30 2026

FINANCE

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

City of Groves

PURCHASE ORDER # 09-41603

01/28/2026

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

 DALLAS, TX 75320-3556

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

UNITS	DESCRIPTION	G/L ACCOUNT	PRICE	AMOUNT
0.00	INCODE INCODE FOR THE YEAR	01 -5-99-06-200	0.00	78,745.74

PAID
JAN 30 2026
FINANCE

*** TOTAL *** 78,745.74

ORDERED BY: LAMAR OZLEY

APPROVED BY: LAMAR OZLEY



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

Questions:
Phone: 1-800-772-2260 Press 2
Email: ar@tylertech.com

INVOICE

Document No.	Date	Page
CI100-00251533	01/31/26	1 of 2



Bill To: CITY OF GROVES
3947 LINCOLN AVE
GROVES, TX 77619-4604

Delivery To: CITY OF GROVES
3947 LINCOLN AVE
GROVES, TX 77619-4604

Cust #	Bill to Address ID	Delivery Address ID	Currency	Terms	Due Date
	LOC000021185	LOC000021185	USD	Net45	3/17/2026
Cust PO#	Sales Order	Billing Schedule			
	SBI1000-000004932	211-2019059282			

Contract Date	Description	Quantity	Unit Price	Extended Price
03/01/10	System Software Non SQL - Maintenance 03/01/2026 - 02/28/2027	1	\$175.74	\$175.74
11/01/09	Inventory Control 03/01/2026 - 02/28/2027	1	\$3,620.31	\$3,620.31
03/01/10	Utility Handheld Meter-Reader Interface 03/01/2026 - 02/28/2027	1	\$1,287.98	\$1,287.98
03/01/10	Service Order Management 03/01/2026 - 02/28/2027	1	\$0.00	\$0.00
02/01/10	Core Financials - Maintenance 03/01/2026 - 02/28/2027	1	\$11,690.13	\$11,690.13
03/01/10	System Software Non SQL - Maintenance 03/01/2026 - 02/28/2027	1	\$602.84	\$602.84
03/01/10	Court Case Management 03/01/2026 - 02/28/2027	1	\$6,424.23	\$6,424.23
03/01/10	Central Cash Collection 03/01/2026 - 02/28/2027	1	\$4,517.91	\$4,517.91
03/01/10	Utility CIS System 03/01/2026 - 02/28/2027	1	\$11,295.80	\$11,295.80
02/01/10	Payroll/Personnel 03/01/2026 - 02/28/2027	1	\$5,647.89	\$5,647.89
03/01/10	Utility Handheld Meter-Reader Interface 03/01/2026 - 02/28/2027	1	\$1,130.00	\$1,130.00
03/01/10	Purchase Orders - Maintenance 03/01/2026 - 02/28/2027	1	\$4,282.05	\$4,282.05
11/30/10	Brazos Citation Issuing Device Interface - Maintenance 03/01/2026 - 02/28/2027	1	\$0.00	\$0.00
03/01/10	Permits & Inspections 03/01/2026 - 02/28/2027	1	\$4,344.33	\$4,344.33
07/14/15	Distributed Time Sheet Entry - Maintenance 03/01/2026 - 02/28/2027	1	\$1,630.36	\$1,630.36
07/14/15	Human Resources Base Package - Maintenance 03/01/2026 - 02/28/2027	1	\$3,804.70	\$3,804.70
12/17/20	Forms Overlay - Maintenance 03/01/2026 - 02/28/2027	1	\$537.14	\$537.14

RECEIVED

JAN 27 2025

FINANCE

PAID

JAN 30 2025

FINANCE



Remittance:
Tyler Technologies, Inc.
(FEIN 75-2303920)

P.O. Box 203556
Dallas, TX 75320-3556

Questions:
Phone: 1-800-772-2260 Press 2
Email: ar@tylertech.com

INVOICE

Document No.	Date	Page
CI100-00251533	01/31/26	2 of 2

Contract Date	Description	Quantity	Unit Price	Extended Price
12/17/20	Tyler Output Processor Server - Maintenance 03/01/2026 - 02/28/2027	1	\$1,072.98	\$1,072.98
06/04/02	Tyler Systems Management 03/01/2026 - 02/28/2027	1	\$10,097.64	\$10,097.64
01/01/10	Media Plus Automated Cash Drawer 03/01/2026 - 02/28/2027	1	\$183.71	\$183.71
09/01/09	APG Automated Cash Drawer 03/01/2026 - 02/28/2027	1	\$583.55	\$583.55
09/01/09	Epson TM 950-II Receipt Printer 03/01/2026 - 02/28/2027	1	\$1,883.94	\$1,883.94
09/01/09	APG Automated Cash Drawer 03/01/2026 - 02/28/2027	1	\$583.55	\$583.55
09/01/09	Epson TM 950-II Receipt Printer 03/01/2026 - 02/28/2027	1	\$1,883.94	\$1,883.94
01/01/10	Epson TM-H6000III Thermal Receipt Printer 03/01/2026 - 02/28/2027	1	\$965.02	\$965.02
05/01/10	Tyler University 03/01/2026 - 02/28/2027	1	\$500.00	\$500.00

PAID
JAN 30 2026
FINANCE

ATTENTION Order your checks and forms from Tyler Business Forms at 877-749-2090 or Tylerbusinessforms.com to guarantee 100% compliance with your software.	Subtotal	\$ 78,745.74
	Sales Tax	\$0.00
	Total	\$ 78,745.74

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

City of Groves

PURCHASE ORDER # 09-41366

12/23/2025

ISSUED TO: VEND #: 01-23917
UNITED COMMUNICATIONS INC.

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

UNITS	DESCRIPTION	G/L ACCOUNT	PRICE	AMOUNT
0.00	2 RADIOS 2 HANDHELD RADIOS WITH ACCESSORIES TXFS GRANT #AE-1857-128873	01 -5-32-09-780	HAND HELD RADIOS 0.00	6,636.40

PAID
JAN 30 2026
FINANCE

*** TOTAL *** 6,636.40

ORDERED BY: _____

APPROVED BY: LANCE BILLEAUD

UNITED COMMUNICATIONS, INC.
5615 COLLEGE STREET
BEAUMONT, TX 77707
(409) 842-3790

PO# 09-41366

DATE 1-15-26

NAME

City of Groves (FD)

ADDRESS

30816

PHONE

DATE PROMISED

MAKE

MODEL NO.

SERIAL NO.

DATE OF ORIGINAL INSTALLATION

TROUBLE REPORTED

☐ ESTIMATE ☐ CASH
☐ WARRANTY ☐ CHARGE
☐ CONTRACT ☐ C.O.D.

QTY.	DESCRIPTION	AMOUNT
2	V King VP8000 700/800 MHz P25 Portable w/ Ant + Belt Clip	5791.40
2	R. chcom Desk top chargers	247.00
4	R. chcom 4000 mAh Batterys	596.00
	Serial #s: C5961277 C5961278	

COMMENTS

DO NOT PAY FROM THIS TICKET!
NOT RESPONSIBLE FOR ITEMS LEFT
OVER 45 DAYS.

Lane Billeaud

TECHNICIAN

DATE COMPLETED

SIGNATURE

TOTAL MATERIALS

TECHNICAL SERVICE TIME ☐ SHOP ☐ HOME

☐ PICK UP OR DELIVER ☐ SERVICE CALL CHARGE

FINANCE TAX

TOTAL \$16,634.40

Signature above constitutes acceptance of above work as being satisfactory - and that equipment has been left in good condition.

Thank You

COPY

CITY OF GROVES

3947 Lincoln
Groves, TX 77619

084058

VEND:23917 UNITED COMMUNICATIONS INC.

084058 01/30/2026

DATE	I.D.	PO #	DESCRIPTION	AMOUNT
12/23/2025	30816	09-41366	UNITED COMMUNICATIONS INC.	6,636.40

CHECK TOTAL 6,636.40

DOCUMENT IS PRINTED ON CHEMICALLY REACTIVE PAPER. THE BACK OF THIS DOCUMENT INCLUDES A TAMPER EVIDENT CHEMICAL WASH WARNING BOX.

CITY OF GROVES
CLAIMS FUND
3947 Lincoln Avenue
Groves, TX 77619

FIRST FINANCIAL BANK
PORT ARTHUR TX
409-736-5951

084058

DATE 01/30/2026 084058

AMOUNT 6,636.40

PAY ----- SIX THOUSAND SIX HUNDRED THIRTY SIX & 40/100 DOLLARS -----
Void after 180 days

TO THE
ORDER
OF

UNITED COMMUNICATIONS INC.
5615 COLLEGE ST
BEAUMONT, TX 77707

MAYOR

CITY MANAGER



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

City of Groves

PURCHASE ORDER # 09-41656

02/03/2026

ISSUED TO: VEND #: 01-23852
 WEX BANK
 P.O. BOX 4337
 CAROL STREAM, IL 60197-4337

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

UNITS	DESCRIPTION	G/L ACCOUNT		PRICE	AMOUNT
0.00	FUEL FOR PD VEHICLES	01 -5-31-02-030	VEHICLE FUEL & OIL	0.00	2,952.66
24.00	FUEL CARD	01 -5-31-02-030	VEHICLE FUEL & OIL	2.00	48.00
0.00	FUEL REBATE	01 -5-31-02-030	VEHICLE FUEL & OIL	0.00	80.43-
0.00	FUEL FOR FD VEHICLES	01 -5-32-02-030	VEHICLE FUEL & OIL	0.00	818.00
10.00	FUEL CARD	01 -5-32-02-030	VEHICLE FUEL & OIL	2.00	20.00
0.00	FUEL REBATE	01 -5-32-02-030	VEHICLE FUEL & OIL	0.00	19.70-
0.00	FUEL FOR PW VEHICLES	01 -5-38-02-030	VEHICLE FUEL & OIL	0.00	161.28
3.00	FUEL CARD	01 -5-38-02-030	VEHICLE FUEL & OIL	2.00	6.00
0.00	FUEL REBATE	01 -5-38-02-030	VEHICLE FUEL & OIL	0.00	4.39-
0.00	FUEL FOR G VEHICLES	01 -5-42-02-030	VEHICLE FUEL & OIL	0.00	175.86
2.00	FUEL CARD	01 -5-42-02-030	VEHICLE FUEL & OIL	2.00	4.00
0.00	FUEL REBATE	01 -5-42-02-030	VEHICLE FUEL & OIL	0.00	4.84-
0.00	FUEL FOR S/D VEHICLES	01 -5-44-02-030	VEHICLE FUEL & OIL	0.00	1,019.46
26.00	FUEL CARD	01 -5-44-02-030	VEHICLE FUEL & OIL	2.00	52.00
0.00	FUEL REBATE	01 -5-44-02-030	VEHICLE FUEL & OIL	0.00	23.76-
0.00	FUEL FOR FM VEHICLES	01 -5-46-02-030	VEHICLE FUEL & OIL	0.00	320.96
9.00	FUEL CARD	01 -5-46-02-030	VEHICLE FUEL & OIL	2.00	18.00
0.00	FUEL REBATE	01 -5-46-02-030	VEHICLE FUEL & OIL	0.00	8.37-
0.00	FUEL FOR SW VEHICLES	05 -5-55-02-030	VEHICLE FUEL & OIL	0.00	5,631.91
8.00	FUEL CARD	05 -5-55-02-030	VEHICLE FUEL & OIL	2.00	16.00
0.00	FUEL REBATE	05 -5-55-02-030	VEHICLE FUEL & OIL	0.00	114.55-
0.00	FUEL FOR WP VEHICLES	11 -5-63-02-030	VEHICLE FUEL & OIL	0.00	89.21
2.00	FUEL CARD	11 -5-63-02-030	VEHICLE FUEL & OIL	2.00	4.00
0.00	FUEL REBATE	11 -5-63-02-030	VEHICLE FUEL & OIL	0.00	1.06-
0.00	FUEL FOR WWP VEHICLES	11 -5-64-02-030	VEHICLE FUEL & OIL	0.00	204.33
2.00	FUEL CARD	11 -5-64-02-030	VEHICLE FUEL & OIL	2.00	4.00
0.00	FUEL REBATE	11 -5-64-02-030	VEHICLE FUEL & OIL	0.00	5.23-
0.00	FUEL FOR UT VEHICLES	11 -5-67-02-030	VEHICLE FUEL & OIL	0.00	1,202.08
15.00	FUEL CARD	11 -5-67-02-030	VEHICLE FUEL & OIL	2.00	30.00
** CONTINUED **					

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

City of Groves

PURCHASE ORDER # 09-41656

02/03/2026

ISSUED TO: VEND #: 01-23852
 WEX BANK
 P.O. BOX 4337
 CAROL STREAM, IL 60197-4337

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

UNITS	DESCRIPTION	G/L ACCOUNT	PRICE	AMOUNT
0.00	FUEL REBATE FUEL FOR ALL VEHICLES FOR THE MONTH OF JANUARY	11 -5-67-02-030	0.00	32.10-

*** TOTAL *** 12,483.32

ORDERED BY: TROY W. FOXWORTH

APPROVED BY: TROY W. FOXWORTH

Invoice Statement

INVOICE NUMBER: 110297699
ACCOUNT NAME: City of Groves

PAGE 1

ACCOUNT NUMBER	CREDIT LIMIT	DAYS THIS PERIOD	BILL CLOSING DATE	PAYMENT DUE DATE**	AMOUNT DUE
	54650.00	31	JAN-31-2026	FEB-20-2026	12483.32

DATE	ACTIVITY DESCRIPTION	CHARGES / DEBITS	PAYMENTS / CREDITS
JAN-08-2026	Payment - Thank You		12474.52
JAN-30-2026	Fuel Purchases	12575.76	
JAN-30-2026	Other Adjustments this Period	202.00	244.20
JAN-30-2026	Rebates and Rebate Reversals		50.24
<div style="border: 1px solid black; padding: 5px; text-align: center;"> REMINDER PLEASE BE SURE TO INCLUDE REMITTANCE STUB WITH PAYMENT. MAIL TO THE ADDRESS SHOWN IN THE RIGHT PORTION OF THE REMITTANCE STUB. </div>			
<p>**Payment must process by Payment Due Date. Paper checks must be received at least two business days before Payment Due Date to enable on-time processing.</p> <p>The Finance Charge is determined by applying a periodic rate of 8.99%</p>			

PURCHASES, RETURNS AND PAYMENTS MADE JUST PRIOR TO BILL CLOSING DATE MAY NOT APPEAR UNTIL THE NEXT INVOICE/STATEMENT.
SEE REVERSE SIDE FOR IMPORTANT INFORMATION AND TERMS.

PREVIOUS BALANCE	(-)PAYMENTS	(+)ACTIVITY THIS PERIOD	(-)SAVINGS THIS PERIOD	(=)NEW BALANCE
12474.52	12474.52	12777.76	294.44	12483.32

CALL CUSTOMER SERVICE TO PAY BY PHONE
FEDERAL TAX ID:

TO ENSURE PROPER CREDIT, TEAR AT PERFORATION AND INCLUDE BOTTOM PORTION WITH YOUR PAYMENT

WEX Enterprise ExxonMobil Card

Do not use for remittance
P.O. Box 639
Portland, ME 04104-0639

ACCOUNT NAME	City of Groves
ACCOUNT NUMBER	
INVOICE NUMBER	110297699
BILL CLOSING DATE	JAN-31-2026
AMOUNT DUE	12483.32
AMOUNT ENCLOSED	
PAYMENT DUE DATE	FEB-20-2026

PAYMENTS RECEIVED AFTER THIS DATE SUBJECT TO A FINANCE CHARGE.

Make check payable to: WEX BANK
To avoid processing delays, remit all payments to:

Gail Green
City of Groves
3947 Lincoln Avenue
Groves, TX 77619

WEX BANK
P.O. BOX 4337
CAROL STREAM IL 60197-4337