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**NOTICE  
CITY OF JEFFERSON, TEXAS  
REGULAR CITY COUNCIL MEETING  
CITY HALL  
102 N. POLK STREET  
TUESDAY, MARCH 17, 2020 @ 5:30 P.M.**

Notice is hereby given that a meeting of the Jefferson City Council will be held on March 17, 2020 at 5:30 pm at the Jefferson City Hall located at 102 N. Polk Street, Jefferson, Texas, at which time the subjects to be discussed or considered or upon which formal action may be taken are as listed below. Items do not have to be taken in the order shown on the meeting notice. Unless removed from the consent agenda, items identified with the consent agenda will be acted on at one time.

**AGENDA**

**1. CALL TO ORDER – MAYOR PRO TEM**

**2. INVOCATION**

**3. PLEDGE OF ALLEGINACE**

**4. WELCOME GUESTS AND VISITORS**

Public comments-Limited to citizens and business owners of the City of Jefferson, must sign up in advance on the list located near the door of the Council Chambers and must limit to 3- minutes conversation. Jefferson City Council may ask questions but shall not discuss items that are not on the agenda. On a subject that is not posted on the agenda a person may add an item to a future City Council Agenda by contacting City Hall a minimum of 5 days prior to a regular City Council meeting

**5. PROCLAMATION FOR SEXUAL ASSAULT AWARENESS MONTH**

**6. PRESENTATION-** Gene Keenon to Jefferson Volunteer Fire Department

**7. NORTHEAST TEXAS MUNICIPAL WATER DISTRICT QUARTERLY REPORT-** George Ostott

**8. DISCUSSION**

- a. Redistricting – Pat George
- b. Discuss-Verity Voting System
- c. Surface water flooding and drainage issue around Berean Baptist Church, 204 Gray Street, Jefferson, Texas, Pastor William H. Scott, II – Ald. Finstrom

**9. CONSENT AGENDA**

(City Council reserves the right to remove items from the Consent Agenda and consider and/or approve individually)

- a. Consider and/or approve Council Meeting Minutes of February 18, 2020 and March 3, 2020.
- b. Consider and/or approve monthly Financial Reports
- c. Consider and/or approve the resignation of Mayor Charles Haggard effective February 20, 2020
- d. Consider and/or approve Joint Election Agreement between the Jefferson Independent School District and the City of Jefferson

**10. ACTION ITEMS**

- a. Consider and/or approve to precede with joining Marion County to purchase Verity Voting System

- b. Consider and/or approve a Petition, Resolution and Deed without Warranty to declare a portion of an alley abandoned and closed and convey to adjoining land owners, owning Lots 3 and 4 in Block 88 of the Urquhart Addition in Block 86, Urquhart Addition to the City of Jefferson, Texas, do hereby petition the City of Jefferson to declare the East-West alley shown on the Plat between Lot 3 on the North side of the alley and Lot 4 on the South side of the alley abandoned and closed.
- c. Consider and/or approve Special Event Application for Battle for Jefferson Civil War Re-Enactment for May 1-May 3, 2020.

**11. END REGULAR COUNCIL MEETING AND ENTER INTO EXECUTIVE SESSION**

**12. EXECUTIVE SESSION**

The Jefferson City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed below, as authorized by Texas Government Code.

1. Section 551.071 – Consultation with an Attorney
2. Section 551.072 - Deliberations concerning Real Property
3. Section 551.073 - Deliberations concerning Gifts/Donations
4. **Section 551.074 - Personnel Matters**
5. Section 551.076 - Deliberations concerning Municipal Security
6. Section 551.086 - Economic Development

- a. Discuss City Administrator

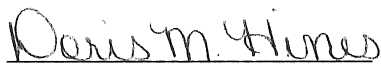
**13. RECONVENE REGULAR COUNCIL MEETING**

- a. No action to be taken from Executive Session

**14. ADJOURNMENT**

Certificate of Posting

I, Doris M. Hines, City Secretary for the City of Jefferson, Texas, do hereby certify that this Notice of Meeting was posted at City Hall, 102 North Polk Street, a place readily accessible to the general public at all times, on the 13<sup>th</sup> day of March, 2020, at 2:00 PM, and remained so posted for at least 72 continuous hours preceding the scheduled time of said meeting.



Doris M. Hines, City Secretary

February 18, 2020

5:30 P. M.

The regular city council meeting of the City of Jefferson was called to order by Mayor Charles Haggard.

Present: Mayor Charles Haggard  
Ald. David Westbrook  
Ald. Jim Finstrom  
Ald. Tyrani Braddock  
Ald. Victor Perot  
City Sec. Doris Hines  
City Atty. Mike Martin

Absent: Ald. Kay McKinnon  
Ald. Shawn Humphrey

Invocation by Ald. Finstrom followed by Pledge of Allegiance.

Bobbie Hardy representative of the Excelsior Hotel spoke to the council concerning action item J (Discuss/consider and/or approve additional sewer lines replacement on, Bateman Alley between Vale and Market and Henderson Street). She said that Bateman Alley is used by the mail trucks and other truck and would like to see it hard surfaced like the other end of Bateman Alley. They would encourage the replacement of infrastructure in that area.

Amanda Turner, President of the Krewe of Hebe requested that on Thursday, February 20<sup>th</sup> to have Austin Street between Polk and Walnut closed from 3:00 p.m. to 7:00 p.m. for live newscast.

Jack Meyer spoke to the council about the Law. He said things protected by our Constitution are thrown out of the window. Honest and honorable people should speak the truth and not throw it under the road. He also stated that governments no longer follow the law.

David Story spoke about getting access to Haywood street to his property in Cedarwood North where he is building his house. He wants assess for the truckers to come off Haywood instead of coming into Cedarwood North.

Eric Wilson spoke about the condition of Soda and Bonham Street. He said that the ditches and the roads are in horrible condition. He also spoke of the sewer system. He has sewer backing up in his house and would like the council to see if there is something that can be done.

Ald. Braddock made motion and Perot seconded with the exception of correcting the spelling of presentation and removing item (e) consider and/or approve building permit application for Richard & Francis Turner at 400 E. Dixon, the consent agenda, consider and/or approve minutes of January 21, 2020 regular meeting, consider and/or approve monthly Financial Report, consider and/or approve 4<sup>th</sup> quarter Financial Report for JEDCO, consider and/or approve building permit application for David Story at 480 Pecan Way, consider and/or approve building permit application for Avery Ventures at 304 E. Clay, consider and/or approve Notice of General Election for May 2, 2020, consider and/or approve

Order of Election for May 2, 2020 (1) Mayor, (1) Alderman for Ward 1, (1) Alderman for Ward 2 and (1) Alderman for Ward 3, consider and/or approve appointment of Pat George for Judge and Lois Stanford for Alternate Judge for May 2, 2020 General Election and consider and/or approve April 20, 2020 and April 28, 2020 for the two weekdays required by law to be open 12 hours during the regular early voting period. Motion passed 4-0

Ald. Finstrom made motion and Ald. Perot seconded to approve a Special Event Application for United We Serve Rally for Hope on May 29 & 30, 2020. Motion passed 4-0

Ald. Perot made motion and Ald. Westbrook seconded to approve for a dead-end sign to be placed at Jamison and Henderson Street. Motion passed 4-0

Ald. Braddock made motion and Ald. Perot seconded to approve with various a building permit application for Richard & Francis Turner at 400 E. Dixon. Motion passed 3-1 (Ald. Finstrom voted against)

Ald. Perot made motion and Ald. Finstrom seconded to take action on JEDCO Comprehensive Strategic Plan. Motion passed 3-1 (Ald. Braddock abstained)

Ald. Perot made motion and Ald. Westbrook seconded to approve road closure and signage to be put up on West Delta between Owens and Friou for thru traffic. Motion passed 4-0

Ald. Finstrom made motion and Ald. Perot seconded to table approving cutting down tree on Delta Street. Motion passed 4-0

Ald. Perot made motion and Ald. Finstrom seconded to approve SPI Engineering Firm for Master Planning Grant. Motion passed 4-0

Ald. Perot made motion and Ald. Westbrook seconded to approve SPI Engineering Firm for CDBG/Disaster Recovery. Motion passed 4-0

Ald. Perot made motion and Ald. Westbrook seconded to approve up to \$30,000 to Geo Tech for surveying and soli samples for CDBG/Disaster Recovery Grant. Motion passed 4-0

Ald. Finstrom made motion and Ald. Perot seconded to approve additional sewer lines replacement on Soda Street between Henderson and Bonham, Bateman Alley between Vale and Market and Henderson Street between Walnut and Vale using reserved funds when necessary. Motion passed 4-0

Ald. Perot made motion and Ald. Westbrook seconded to approve hiring Cynthia Simmons as an additional Police Officer. Motion passed 4-0

Ald. Perot made motion and Ald. Finstrom seconded to approve contract for Management Service from Traylor & Associate, Inc. for the General Land Office Disaster Recovery Program Infrastructure Project related to the 2016 Flood. Motion passed 4-0

The City Council retired into Executive Session at 6:53 p.m. – Texas Government Code – Section 551-071- Consultation with an Attorney

The City Council reconvened to regular session at 7:08 p.m.

NO action to be taken out of executive session.

Ald. Westbrook made motion and Ald. Finstrom seconded to adjourn the meeting. Motion passed 4-0

The regular meeting was adjourned at 7:09 p.m. until the next special or called meeting.

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Mayor

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Attest

March 3, 2020

5:30 P.M.

The Special Meeting of the City of Jefferson was called to order by Mayor Pro Tem Victor Perot.

Present: Mayor Pro Tem Victor Perot  
Ald. Kay McKinnon  
Ald. Jim Finstrom  
Ald. David Westbrook  
Ald. Victor Perot  
Ald. Tyrani Braddock  
City Sec. Doris Hines  
City Atty. Mike Martin

Invocation by Ald. Finstrom followed by Pledge of Allegiance.

Robin Moore spoke on hiring of new Police Chief. She wanted to know if the council had conducted any interviews. She said that she had looked at the City Ordinance, under Law Enforcement it states that the City Council shall interview all applicants for the position of chief and after consideration of the qualification of each candidate, the City Council shall hire the most qualified person to fill the position without regard to race, sex, religion, religious belief, or natural origin. She said that the interviews should be done by all council members.

Tommy Lummus talked about the brushes that hang out in the road on North Street. He said that he had been using his four-wheeler to ride up and down the street to spray but he had been stopped by the police officer. He wanted to know that since he sprays the brushes also down Mulberry Street around the Church and mail boxes if he could have permission to use his four-wheeler.

Ald. McKinnon made motion and Ald. Westbrook seconded to accept the Racial Profile Report. Motion passed 4-1 (Ald. Braddock abstained)

The City Council retired into Executive Session at 5:42 P.M. – Texas Government Code – Section 551.074- Personnel Matters – Hire full time Police Chief

The City Council returned to Regular Session at 6:30 P. M.

Ald. McKinnon made motion and Ald. Westbrook seconded to hire Jason Carroll as the full time Police Chief. Motion passed 4-1 (Ald. Braddock vote no and wanted it put on record her reason was that they have not done interviews).

Ald. Finstrom made motion and Ald. McKinnon seconded to adjourn the meeting. The meeting was adjourned at 6:32 P.M. until the next regular or called meeting

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Mayor Pro Tem

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Attest

Check Number	Check Date	Vendor Name	Account
1186	02/06/20	CASH ACCOUNT: AMAZING LAWNS	20-1026-00-00
72	02/06/20	CASH ACCOUNT: D LAWLER CONSTRUCTION	26-1026-00-00
70454	02/06/20	CASH ACCOUNT: WESTERN ELECTRIC POWER	99-1026-00-00
70455	02/06/20	BAGGETT	
70456	02/06/20		
70457	02/06/20		
70458	02/06/20	IG SERVICE & SUPPLY, INC.	
70459	02/06/20	FE BOWSER	
70460	02/06/20	IGG INSURANCE AGENCY, INC	
70461	02/06/20	EQUIPMENT	
70462	02/06/20		
70463	02/06/20	JEFFERSON	
70464	02/06/20	Girl	
70465	02/06/20	Get Control, LLC	
70466	02/06/20	AMERICAN LIFE INS. CO	
70467	02/06/20	NO COUNTY TAX A/C	
70468	02/06/20	RE TX MUNI WATER DIST	
70469	02/06/20	PRE SERVICES #070	
70470	02/06/20	QUILHELMI and CO, PLLC	
70471	02/06/20	QUORATION	
70472	02/06/20	Quality Service	
70473	02/06/20	TR, INC	
70474	02/06/20	UNIR CO.	
70475	02/06/20	BAR UTILITY SUPPLY	
70476	02/06/20	VER	
70477	02/06/20	W. CLESS	
70478	02/06/20	NETLEUM	
70479	02/06/20	EAS	
70480	02/06/20	BOOILL OF GOVERNMENTS	
70481	02/06/20	EASOLS COLEMAN	
70482	02/06/20	SAMFICE SUPPLIES	
70483	02/06/20	JOHNARS	
70484	02/06/20	FRATION REPAIR	
70485	02/06/20	VALLFF	
70486	02/10/20	CITY	
70487	02/13/20	SOUTON	
70488	02/13/20	CENTECTRIC POWER	
70489	02/13/20	IGY	

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A/P Check Register  
Checks from 02/01/2020 to 02/29/2020

Net Check Amount	Check Status	Check Type
1,080.00	O	Regular
207,423.13	O	Regular
3,770.82	O	Regular
1,200.00	O	Regular
974.93	O	Regular
60.00	O	Regular
1,597.50	O	Regular
71.00	O	Regular
4,839.36	O	Regular
191.45	O	Regular
163.35	O	Regular
750.00	O	Regular
98.92	O	Regular
112.00	O	Regular
500.10	O	Regular
7.50	O	Regular
15,178.88	O	Regular
1,114.17	O	Regular
8,700.00	O	Regular
190.73	O	Regular
124.30	O	Regular
109.96	O	Regular
883.05	O	Regular
2,199.48	O	Regular
4,792.00	O	Regular
193.14	O	Regular
1,612.86	O	Regular
600.00	O	Regular
316.00	O	Regular
8,840.00	O	Regular
3.10	O	Regular
140.00	O	Regular
7.00	O	Regular
25.00	O	Regular
44.50	O	Regular
18,130.18	O	Regular
1,037.51	O	Quick Ch
705.46	O	Reg..

Check Number	Check Date	Vendor Name	Net Check Amount	Check Status	Check Type
70535	02/26/20	SOUTHWESTERN ELECTRIC POWER	3,520.82	O	Regular
70536	02/26/20	FIDELITY COMMUNICATIONS CO.	128.00	O	Regular
70537	02/26/20	RICOH USA, INC	89.02	O	Regular
70538	02/26/20	VERIZON WIRELESS	190.03	O	Regular
70539	02/27/20	POSTMASTER	389.55	O	Quick Check

88	Checks total:	444,472.54
0	ACH total:	
0	EFTPS total:	
0	Wire transfer total:	
0	Payment Manager total:	
88	GRAND TOTALS	444,472.54



Account	Description	ANNUAL BUDGET	CURRENT MONTH	YEAR TO DATE	% INTO BUDGET
01-5000-70-00	PAYROLL	175,000.00	6,587.04	36,228.72	20.702
01-5001-70-00	PAYROLL OVERTIME	2,500.00	74.44	476.38	19.055
01-5005-70-00	EMPLOYEE APPRECIATION	1,000.00		860.72	86.072
01-5010-70-00	OFFICE SUPPLIES AND PRINTING	3,000.00	272.78	1,321.07	44.036
01-5020-70-00	RETIREMENT EXPENSE ACCOUNT	14,000.00	181.87	2,232.96	15.950
01-5040-70-00	UNIFORMS	500.00			
01-5090-70-00	CHEMICALS	500.00		140.30	28.060
01-5095-70-00	PUBLIC RESTROOM UTILITIES	4,000.00	240.36	978.84	24.471
01-5100-70-00	PUBLIC RESTROOM MAINTENANCE	8,000.00	765.00	4,928.70	61.609
01-5101-70-00	PUBLIC RESTROOM SUPPLIES	8,000.00	154.37	1,031.09	12.889
01-5140-70-00	SOFTWARE MAINTENANCE	13,000.00	100.00	8,286.20	63.740
01-5200-70-00	OFFICE EQUIPMENT MAINTENANCE	2,500.00	99.78	1,522.91	60.916
01-5250-70-00	BUILDING MAINTENANCE	3,500.00	290.90	1,442.23	41.207
01-5255-70-00	BUILDING SUPPLIES	1,000.00	106.98	883.87	88.387
01-5290-70-00	PHONE	5,000.00	346.43	1,704.31	34.086
01-5300-70-00	UTILITIES	2,500.00	187.79	1,038.69	41.548
01-5320-70-00	EMPLOYEE HOSPITALIZATION INS.	26,000.00		8,129.91	31.269
01-5330-70-00	INSURANCE	8,000.00	7.01	4,688.94	58.612
01-5340-70-00	LEGAL/ACCOUNTING FEES	30,000.00	4,456.12	14,222.37	47.408
01-5350-70-00	ADVERTISING & PUBLICATION COST	1,000.00		579.56	57.956
01-5370-70-00	MEMBERSHIP DUES & SUBSCRIPTION	3,500.00	316.00	357.67	10.219
01-5385-70-00	SOCIAL SECURITY EXPENSE	13,000.00	533.49	2,927.50	22.519
01-5390-70-00	TRAVEL & EDUCATION	3,000.00		2,723.42	90.781
01-5400-70-00	ELECTION COSTS	9,000.00		1,319.20	14.658
01-5420-70-00	TAX COLLECTING EXPENSE	12,000.00		10,624.00	88.533
01-5430-70-00	MARION CENTRAL APPRAISAL DIST.	35,000.00		10,455.37	29.872
01-5500-70-00	CARNEGIE LIBRARY	25,000.00		25,000.00	100.000
01-5505-70-00	COMMUNITY CENTER	15,000.00	1,270.79	5,815.83	38.772
01-5570-70-00	COUNCIL	4,800.00	350.00	1,750.00	36.458
01-5990-70-00	MISCELLANEOUS EXPENSE	1,000.00		285.00	28.500
01-6000-70-00	ECONOMIC DEVELOPMENT TAX	264,000.00	39,830.51	134,346.37	50.889
01-6010-70-00	CONTINGENT FUND	5,000.00		3,513.28	70.266
01-6040-70-00	JEFFERSON SALUTES AMERICA	5,000.00			
01-6060-70-00	BUILDING MAINTENANCE	3,000.00	157.50	1,352.50	45.083
01-6070-70-00	BUILDING SUPPLIES	2,000.00	485.27	1,579.53	78.977
01-6080-70-00	PHONE	2,400.00		90.12	3.755
01-6090-70-00	UTILITIES/RENT	8,000.00	240.39	3,689.62	46.120
Subtotal:		719,700.00	57,054.82	296,527.18	41.201
Program number:		719,700.00	57,054.82	296,527.18	41.201
Department number: ADMINISTRATION		719,700.00	57,054.82	296,527.18	41.201

Account	Description	ANNUAL BUDGET	CURRENT MONTH	YEAR TO DATE	% INTO BUDGET
01-5000-71-00	PAYROLL	9,785.00	795.68	3,955.22	40.421
01-5010-71-00	OFFICE SUPPLIES PRINTING, EQUIP	2,000.00		919.51	45.976
01-5200-71-00	OFFICE EQUIPMENT MAINTENANCE	1,500.00		332.52	22.168
01-5290-71-00	PHONE	600.00	128.00	128.00	21.333
01-5330-71-00	INSURANCE	250.00	71.79	74.96	29.984
01-5340-71-00	LEGAL/ACCOUNTING FEES	7,000.00	1,000.00	3,000.00	42.857
01-5370-71-00	MEMBERSHIP DUES & SUB.	500.00			
01-5385-71-00	SOCIAL SECURITY EXPENSE	800.00	60.86	302.56	37.820
01-5390-71-00	TRAVEL & EDUCATION	1,000.00		200.00	20.000
01-5460-71-00	JURY EXPENSE	500.00			
Subtotal:		23,935.00	2,056.33	8,912.77	37.237
Program number:		23,935.00	2,056.33	8,912.77	37.237
Department number: MUNICIPAL COURT		23,935.00	2,056.33	8,912.77	37.237

Account	Description	ANNUAL BUDGET	CURRENT MONTH	YEAR TO DATE	% INTO BUDGET
01-5020-72-00	RETIREMENT-ANNUAL COST	6,000.00			
01-5030-72-00	FUEL	1,500.00	109.53	403.18	26.879
01-5130-72-00	UNIFORMS,MINOR TOOLS,CHEMICALS	2,000.00			
01-5220-72-00	VEHICLE & EQUIP. MAINTENANCE	5,000.00	14.50	51.00	1.020
01-5240-72-00	RADIO & TOWER MAINTENANCE	1,000.00		1,424.44	142.444
01-5250-72-00	BUILDING MAINTENANCE	1,000.00	140.67	266.91	26.691
01-5300-72-00	UTILITIES	2,000.00	209.55	729.69	36.485
01-5330-72-00	INSURANCE	1,800.00		1,687.17	93.732
01-5390-72-00	TRAINING & EDUCATION	1,000.00			
01-5650-72-00	RADIOS & TOWER CAPITAL EXP.	2,000.00		1,100.00	55.000
01-5825-72-00	CAPITAL OUTLAY	15,000.00			
01-5990-72-00	MISCELLANEOUS	1,000.00	1,000.00	1,000.00	100.000
Subtotal:		39,300.00	1,474.25	6,662.39	16.953
Program number:		39,300.00	1,474.25	6,662.39	16.953
Department number: FIRE DEPARTMENT		39,300.00	1,474.25	6,662.39	16.953

Account	Description	ANNUAL BUDGET	CURRENT MONTH	YEAR TO DATE	% INTO BUDGET
01-5000-73-00	PAYROLL	296,000.00	20,811.62	125,374.55	42.356
01-5001-73-00	PAYROLL OVERTIME	22,000.00	3,568.49	9,439.08	42.905
01-5010-73-00	OFFICE SUPPLIES PRINTING, EQUIP	2,500.00	459.28	1,749.63	69.985
01-5020-73-00	RETIREMENT EXPENSE ACCOUNT	24,000.00	588.17	7,720.18	32.167
01-5030-73-00	FUEL	15,000.00	1,343.25	6,004.22	40.028
01-5040-73-00	UNIFORMS	3,000.00	98.92	223.91	7.464
01-5050-73-00	AMMUNITION	1,000.00		558.62	55.862
01-5130-73-00	MATERIALS & MINOR EQUIPMENT	2,400.00		634.36	26.432
01-5200-73-00	OFFICE EQUIPMENT MAINTENANCE	2,000.00		555.24	27.762
01-5230-73-00	VEHICLE MAINTENANCE	8,000.00	53.45	6,026.33	75.329
01-5240-73-00	RADIO & RADAR MAINTENANCE	2,500.00		1,351.94	54.078
01-5250-73-00	BUILDING MAINTENANCE	2,000.00	568.75	1,371.09	68.555
01-5255-73-00	BUILDING SUPPLIES	1,000.00		234.01	23.401
01-5290-73-00	PHONE	4,500.00	428.55	1,649.50	36.656
01-5300-73-00	UTILITIES	3,000.00	154.94	1,824.99	60.833
01-5320-73-00	EMPLOYEE HOSPITALIZATION INS.	77,000.00		25,186.84	32.710
01-5330-73-00	INSURANCE	20,000.00	24.39	23,324.65	116.623
01-5340-73-00	LEGAL/ACCOUNTING FEES		2,000.00	2,000.00	
01-5350-73-00	ADVERTISING & PUBLICATION	400.00		55.31	13.828
01-5361-73-00	DISPATCH/JAILER ANNUAL SUPP	12,000.00			
01-5370-73-00	MEMBERSHIP DUES AND SUB	500.00		405.32	81.064
01-5371-73-00	DEPARTMENT MEDICAL	300.00			
01-5385-73-00	SOCIAL SECURITY EXPENSE	25,842.00	1,799.47	9,969.36	38.578
01-5390-73-00	TRAVEL & EDUCATION	3,000.00	40.60	341.36	11.379
01-5400-73-00	CRIME INVESTIGATION	1,500.00		22.63	1.509
01-5650-73-00	CAMERA	1,000.00			
01-5710-73-00	TECHNOLOGY	11,000.00	1,679.77	5,892.23	53.566
01-5775-73-00	ANIMAL CONTROL	13,000.00			
01-5780-73-00	CODE ENFORCEMENT	5,000.00	8.08	78.24	1.565
01-5990-73-00	MISCELLANEOUS	1,200.00		320.58	26.715
01-6000-73-00	DRUG FUND/BUY MONEY	800.00			
01-6500-73-00	BUILDING UPGRADE (NA)			15,475.41	
Subtotal:		561,442.00	33,627.73	247,789.58	44.134
Program number:		561,442.00	33,627.73	247,789.58	44.134
Department number: POLICE DEPARTMENT		561,442.00	33,627.73	247,789.58	44.134

Account	Description	ANNUAL BUDGET	CURRENT MONTH	YEAR TO DATE	% INTO BUDGET
01-5000-75-00	PAYROLL	98,884.00	7,508.00	38,056.51	38.486
01-5001-75-00	PAYROLL OVERTIME	10,000.00	324.55	1,942.74	19.427
01-5010-75-00	OFFICE SUPPLIES PRINTING, EQUIP	200.00			
01-5020-75-00	RETIREMENT EXPENSE ACCOUNT	10,000.00	213.82	2,385.33	23.853
01-5030-75-00	FUEL	15,000.00	904.65	4,310.88	28.739
01-5040-75-00	UNIFORMS	3,000.00		498.71	16.624
01-5070-75-00	MINOR TOOLS	2,000.00	187.97	211.40	10.570
01-5090-75-00	CHEMICALS/MOSIQUETE ABATE	10,000.00	168.88	2,026.96	20.270
01-5130-75-00	MATERIALS & SUPPLIES	5,000.00	590.64	1,181.28	23.626
01-5210-75-00	STREET SIGNS - MAINTENANCE	1,000.00			
01-5220-75-00	HEAVY & SMALL EQUIP. & MACH.MT	10,000.00	305.81	923.56	9.236
01-5230-75-00	VEHICLE MAINTENANCE	5,000.00	76.26	379.18	7.584
01-5240-75-00	RADIO & RADIO MAINTENANCE	500.00			
01-5250-75-00	STREET, BRIDGE, & PARKING AREA MT	30,000.00	176.06	8,513.65	28.379
01-5255-75-00	BUILDING SUPPLIES	750.00		72.36	9.648
01-5290-75-00	PHONE			895.00	
01-5300-75-00	UTILITIES	40,000.00	3,195.71	17,152.12	42.880
01-5320-75-00	EMPLOYEE HOSPITALIZATION INS.	40,000.00		13,006.73	32.517
01-5330-75-00	INSURANCE	22,000.00	7.84	8,855.21	40.251
01-5385-75-00	SOCIAL SECURITY EXPENSE	10,500.00	599.21	2,858.22	27.221
01-5390-75-00	TRAVEL AND EDUCATION	1,000.00		960.30	96.030
01-5460-75-00	OUTSIDE SERVICES	55,000.00	12,065.72	19,862.01	36.113
01-5465-75-00	MOWING CONTRACT-CITY PROPERTY	20,000.00	4,334.00	10,835.00	54.175
01-5640-75-00	EQUIPMENT/ CAPITAL EXPENDITURE	50,000.00			
01-5650-75-00	TRAFF, SIGNS, BARRICADE, TRASHCAN	1,500.00			
01-5800-75-00	MOWING CONTRACT	32,000.00	5,250.00	15,708.32	49.089
01-5825-75-00	CAPITAL OUTLAY	150,000.00			
01-5900-75-00	GRANT MATCH - 2016 CDBG-DR	20,000.00			
01-5920-75-00	PARK IMPROVEMENTS	42,989.00		14,840.13	34.521
01-5990-75-00	MISCELLANEOUS	500.00		272.70	54.540
Subtotal:		686,823.00	35,909.12	165,748.30	24.133
Program number:		686,823.00	35,909.12	165,748.30	24.133
Department number: STREET DEPARTMENT		686,823.00	35,909.12	165,748.30	24.133
Fund number: 1 GENERAL FUND		2,031,200.00	130,122.25	725,640.22	35.725

City of Jefferson  
MONTHLY BUDGET REPORT  
Dept: VISITOR PROMOTION

Prog:

Fund: 11 VISITOR PROMOTION FUND  
Period Ending: 2/2020

Account	Description	ANNUAL BUDGET	CURRENT MONTH	YEAR TO DATE	% INTO BUDGET
11-5000-00-00	PAYROLL	20,000.00	1,489.38	7,384.28	36.921
11-5010-00-00	OFFICE SUPPLIES AND PRINTING	500.00	93.08	417.41	83.482
11-5011-00-00	POSTAGE	800.00	29.55	41.85	5.231
11-5160-00-00	MUNISERVICES	3,100.00	308.00	1,606.00	51.806
11-5290-00-00	PHONE/INTERNET	2,350.00		1,175.30	50.013
11-5330-00-00	INSURANCE		1.49	1,227.28	
11-5350-00-00	ADVERTISING AND PUBLICATION	103,150.00	4,868.72	54,332.87	52.674
11-5370-00-00	MEMBERSHIP DUES & SUB.	6,200.00	1,000.00	6,480.00	104.516
11-5385-00-00	SOCIAL SECURITY EXPENSE	1,800.00	113.94	564.90	31.383
Subtotal:		137,900.00	7,904.16	73,229.89	53.104
Program number:		137,900.00	7,904.16	73,229.89	53.104
Department number: VISITOR PROMOTION		137,900.00	7,904.16	73,229.89	53.104
Fund number: 11 VISITOR PROMOTION FUND		137,900.00	7,904.16	73,229.89	53.104

Account	Description	ANNUAL BUDGET	CURRENT MONTH	YEAR TO DATE	% INTO BUDGET
17-5000-00-00	PAYROLL	175,000.00	12,476.40	73,067.71	41.753
17-5001-00-00	PAYROLL OVERTIME	35,000.00	2,028.36	13,535.52	38.673
17-5010-00-00	OFFICESUPPLIES&PRINTING&POSTAG	6,500.00	560.41	2,501.01	38.477
17-5020-00-00	RETIREMENT EXPENSE ACCOUNT	16,900.00	395.97	5,267.12	31.166
17-5030-00-00	FUEL	10,000.00	493.45	2,427.71	24.277
17-5040-00-00	UNIFORMS	4,000.00		598.72	14.968
17-5070-00-00	MINOR TOOLS	800.00	18.98	50.15	6.269
17-5090-00-00	CHEMICALS	30,000.00	60.00	7,581.98	25.273
17-5130-00-00	SHOP MATERIALS & SUPPLIES	500.00			
17-5140-00-00	SOFTWARE MAINTENANCE	10,000.00		8,055.70	80.557
17-5200-00-00	OFFICE EQUIPMENT MAINTENANCE	2,500.00	49.89	801.59	32.064
17-5220-00-00	SMALL/HEAVY EQUIPMENT MAINT.	10,000.00	102.00	140.28	1.403
17-5230-00-00	VEHICLE MAINTENANCE	4,000.00	229.30	346.32	8.658
17-5240-00-00	RADIO & RADIO MAINTENANCE	1,500.00			
17-5250-00-00	LINE,METER,CONNECTION,PLANT MT	60,000.00	3,717.82	21,439.77	35.733
17-5255-00-00	BUILDING SUPPLIES	1,000.00	80.72	376.58	37.658
17-5260-00-00	BUILDING MAINTENANCE	2,000.00	137.49	651.22	32.561
17-5270-00-00	STREET MAINTENANCE	30,000.00			
17-5290-00-00	PHONE	6,000.00	348.80	1,962.55	32.709
17-5300-00-00	UTILITIES & PUMPING POWER	55,000.00	4,951.66	18,468.12	33.578
17-5310-00-00	SAMPLE TESTING	20,000.00	799.00	4,313.85	21.569
17-5311-00-00	SAMPLE TESTING-TX DEPT HEALTH	1,000.00			
17-5312-00-00	SAMPLE TESTING-TEXAS UTILITIES	750.00		420.00	56.000
17-5320-00-00	EMPLOYEE HOSPITALIZATION INS.	58,300.00		19,512.40	33.469
17-5330-00-00	INSURANCE EXPENSE	30,000.00	12.86	16,428.26	54.761
17-5340-00-00	LEGAL & ACCOUNTING FEES	12,000.00	17,283.88	38,172.28	318.102
17-5350-00-00	ADVERTISING & PUBLICATION	1,500.00			
17-5370-00-00	TRAVEL & EDUCATION	2,000.00		975.04	48.752
17-5385-00-00	SOCIAL SECURITY EXPENSE	16,500.00	1,084.00	6,528.65	39.568
17-5400-00-00	TCEQ FEES	5,000.00		6,886.81	137.736
17-5460-00-00	OUTSIDE SERVICES	100,500.00	47,525.26	88,124.56	87.686
17-5470-00-00	MOWING CONTRACT-CITY PROPERTY	6,000.00			
17-5475-00-00	EXPENSE FOR LOAN REPAYMENT SER	306,000.00		273,609.25	89.415
17-5700-00-00	CAPITAL OUTLAY	116,000.00			
17-5990-00-00	MISCELLANEOUS EXPENSE	500.00			
17-7010-00-00	NETMWD	245,000.00	15,178.88	86,130.08	35.155
17-7050-00-00	WASTEWATER TREATMENT PLANT DEB	56,250.00		17,122.50	30.440
17-7070-00-00	REGION BANK DEBT SERIES 2014	110,000.00		54,995.82	49.996
17-7075-00-00	REGION BANK DEBT SERIES 2015	31,220.00		27,270.33	87.349
Subtotal:		1,579,220.00	107,535.13	797,761.88	50.516
Program number:		1,579,220.00	107,535.13	797,761.88	50.516

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City of Jefferson  
MONTHLY BUDGET REPORT

Fund: 17 WATER-SEWER FUND

Dept: WATER-SEWER FUND

Prog:

Period Ending: 2/2020

Account	Description	ANNUAL BUDGET	CURRENT MONTH	YEAR TO DATE	% INTO BUDGET
Department number:	WATER-SEWER FUND	1,579,220.00	107,535.13	797,761.88	50.516
Fund number:	17 WATER-SEWER FUND	1,579,220.00	107,535.13	797,761.88	50.516



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City of Jefferson  
MONTHLY BUDGET REPORT

Fund: 20 BETH MEAD TRUST FUND-ROWELL PK  
Period Ending: 2/2020

Dept: BETH MEAD TRUST FUND

Prog:

Account	Description	ANNUAL BUDGET	CURRENT MONTH	YEAR TO DATE	% INTO BUDGET
20-5400-00-00	MAINTENANCE EXPENSES		1,080.00	1,080.00	
	Subtotal:		1,080.00	1,080.00	
	Program number:		1,080.00	1,080.00	
	Department number: BETH MEAD TRUST FUND		1,080.00	1,080.00	
	Fund number: 20 BETH MEAD TRUST FUND-ROWELL PK		1,080.00	1,080.00	

Fund: 26 WATERLINE IMPROVEMENTS  
Period Ending: 2/2020

Dept:

Prog:

Account	Description	ANNUAL BUDGET	CURRENT MONTH	YEAR TO DATE	% INTO BUDGET
26-4600-00-00	ENGINEERS EXPENSE			9,100.00	
26-4650-00-00	CONTRACTORS EXPENSE		207,423.13	207,423.13	
Subtotal:			207,423.13	216,523.13	
Program number:			207,423.13	216,523.13	
Department number:			207,423.13	216,523.13	
Fund number: 26 WATERLINE IMPROVEMENTS			207,423.13	216,523.13	

Dept:

Prog:

Account	Description	ANNUAL BUDGET	CURRENT MONTH	YEAR TO DATE	% INTO BUDGET
27-4600-00-00	ENGINEERS EXPENSE			18,200.00	
27-4650-00-00	CONTRACTORS EXPENSE			295,611.65	
Subtotal:				313,811.65	
Program number:				313,811.65	
Department number:				313,811.65	
Fund number: 27 WATER/WASTEWATER LINES				313,811.65	

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City of Jefferson  
MONTHLY BUDGET REPORT

Fund: 33 CAPITAL FUND CEFCO  
Period Ending: 2/2020

Dept:

Prog:

Account	Description	ANNUAL BUDGET	CURRENT MONTH	YEAR TO DATE	% INTO BUDGET
33-4650-00-00	CONTRACTORS EXPENSE			244,368.03	
	Subtotal:			244,368.03	
	Program number:			244,368.03	
	Department number:			244,368.03	
	Fund number: 33 CAPITAL FUND CEFCO			244,368.03	
	***** End of Report *****				

City of Jefferson  
 MONTHLY REVENUE REPORT  
 Period Ending: 2/2020

Fund: 1 GENERAL FUND

Account	Description	ANNUAL BUDGET	CURRENT MONTH	YEAR TO DATE	% INTO BUDGET
01-4040-00-00	INTERCABLE FRANCHISE	8,000.00			
01-4050-00-00	SALES TAX RECEIPTS	800,000.00	119,491.53	403,039.14	50.380
01-4060-00-00	UTILITY RECEIPTS GAS	12,000.00		3,480.98	29.008
01-4070-00-00	UTILITIES RECEIPTS PHONE	25,000.00	4,191.40	14,616.74	58.467
01-4080-00-00	UTILITY RECEIPTS ELECTRIC	160,000.00		84,983.13	53.114
01-4090-00-00	MIXED DRINK TAX RECEIPTS	16,000.00		8,516.84	53.230
01-4130-00-00	MUNICIPAL COURT FINES	65,000.00	5,942.41	25,932.10	39.896
01-4170-00-00	OCCUPATION LICENSES	2,500.00	730.00	1,815.00	72.600
01-4190-00-00	BUILDING & SIGN PERMITS			300.00	
01-4310-00-00	COUNTY RE-IMBURSEMENT FIREDEPT	13,000.00	13,000.00	13,000.00	100.000
01-4320-00-00	REIMBURSEMENT FROM JEDCO	18,000.00			
01-4380-00-00	SALE OF PROPERTY			2,240.52	
01-4390-00-00	MISCELLANEOUS INCOME	2,000.00	42.00	785.00	39.250
01-4401-00-00	INTEREST AS INCOME	20,000.00		3,847.59	19.238
01-4510-00-00	CURRENT ROLL	812,700.00	448,193.23	781,274.53	96.133
01-4530-00-00	RECEIPTS PRIOR ROLL	25,000.00	390.26	19,258.29	77.033
01-4550-00-00	PENALTY FOR DELINQUENT	11,000.00	859.24	9,472.26	86.111
01-4570-00-00	ADDITIONAL 15% PENALTY	5,000.00	88.46	4,347.27	86.945
01-4600-00-00	REPUBLIC WASTE FRANCHISE FEES	26,000.00	2,286.91	12,370.99	47.581
01-5800-00-00	REVENUE FROM VISITOR CENTER	10,000.00	4,400.00	14,302.76	143.028
Subtotal:		2,031,200.00	599,615.44	1,403,583.14	69.101
Program number:		2,031,200.00	599,615.44	1,403,583.14	69.101
Department number:		2,031,200.00	599,615.44	1,403,583.14	69.101
Fund number: 1 GENERAL FUND		2,031,200.00	599,615.44	1,403,583.14	69.101

City of Jefferson  
MONTHLY REVENUE REPORT  
Period Ending: 2/2020

Fund: 10 EVACUEE FUND

Account	Description	ANNUAL BUDGET	CURRENT MONTH	YEAR TO DATE	% INTO BUDGET
10-4020-00-00	DONATIONS FOR HURRICANE			1,966.38	
10-4401-00-00	INTEREST INCOME			1.45	
Subtotal:				1,967.83	
Program number:				1,967.83	
Department number:				1,967.83	
Fund number: 10 EVACUEE FUND				1,967.83	

City of Jefferson  
 MONTHLY REVENUE REPORT  
 Period Ending: 2/2020

Fund: 11 VISITOR PROMOTION FUND .

Account	Description	ANNUAL BUDGET	CURRENT MONTH	YEAR TO DATE	% INTO BUDGET
11-4110-00-00	HOTEL/MOTEL OCCUPANCY TAX	137,000.00	11,177.47	53,668.33	39.174
11-4401-00-00	INTEREST INCOME	900.00		301.20	33.467
11-4450-00-00	REVENUE FROM VISITOR CENTER		200.00-	3,575.00-	
Subtotal:		137,900.00	10,977.47	50,394.53	36.544
Program number:		137,900.00	10,977.47	50,394.53	36.544
Department number: VISITOR PROMOTION		137,900.00	10,977.47	50,394.53	36.544
Fund number: 11 VISITOR PROMOTION FUND		137,900.00	10,977.47	50,394.53	36.544

City of Jefferson  
MONTHLY REVENUE REPORT  
Period Ending: 2/2020

Fund: 12 POLICE DEPT NARCOTICS FUND

Account	Description	ANNUAL BUDGET	CURRENT MONTH	YEAR TO DATE	% INTO BUDGET
12-4401-00-00	INTEREST AS INCOME			18.70	
	Subtotal:			18.70	
	Program number:			18.70	
	Department number: POLICE DEPT NARCOTICS FUND			18.70	
	Fund number: 12 POLICE DEPT NARCOTICS FUND			18.70	



City of Jefferson  
MONTHLY REVENUE REPORT  
Period Ending: 2/2020

Fund: 13 SPECIAL REVENUE FD-CITY FUNDS

Account	Description	ANNUAL BUDGET	CURRENT MONTH	YEAR TO DATE	% INTO BUDGET
13-4401-00-00	INTEREST AS INCOME			3.50	
	Subtotal:			3.50	
	Program number:			3.50	
	Department number:			3.50	
	Fund number: 13 SPECIAL REVENUE FD-CITY FUNDS			3.50	

City of Jefferson  
MONTHLY REVENUE REPORT  
Period Ending: 2/2020

Fund: 16 WATER/SEWER I & S FUND

Account	Description	ANNUAL BUDGET	CURRENT MONTH	YEAR TO DATE	% INTO BUDGET
16-4401-00-00	INTEREST AS INCOME			222.19	
	Subtotal:			222.19	
	Program number:			222.19	
	Department number: WATER & SEWER I & P FUND			222.19	
	Fund number: 16 WATER/SEWER I & S FUND			222.19	

City of Jefferson  
 MONTHLY REVENUE REPORT  
 Period Ending: 2/2020

Fund: 17 WATER-SEWER FUND

Account	Description	ANNUAL BUDGET	CURRENT MONTH	YEAR TO DATE	% INTO BUDGET
17-4010-00-00	WATER SERVICE REVENUE	836,319.00	62,747.48	317,881.24	38.010
17-4030-00-00	SEWER SERVICE REVENUE	619,776.00	45,608.48	217,954.67	35.167
17-4070-00-00	WATER TAP REVENUE	2,500.00	400.00	5,200.00	208.000
17-4090-00-00	SEWER TAP REVENUE	2,500.00	400.00	3,200.00	128.000
17-4110-00-00	PENALTY CHARGES FOR LATE PYMT	35,000.00	3,007.60	13,250.49	37.859
17-4390-00-00	MISCELLANEOUS REVENUE	36,125.00	3,398.04	17,639.86	48.830
17-4401-00-00	INTEREST AS INCOME	2,000.00		1,701.58	85.079
17-4410-00-00	NETMWD REVENUE	45,000.00	3,389.64	24,723.69	54.942
Subtotal:		1,579,220.00	118,951.24	601,551.53	38.092
Program number:		1,579,220.00	118,951.24	601,551.53	38.092
Department number: WATER-SEWER FUND		1,579,220.00	118,951.24	601,551.53	38.092
Fund number: 17 WATER-SEWER FUND		1,579,220.00	118,951.24	601,551.53	38.092

City of Jefferson  
MONTHLY REVENUE REPORT  
Period Ending: 2/2020

Fund: 18 WATER TANK FUND

Account	Description	ANNUAL BUDGET	CURRENT MONTH	YEAR TO DATE	% INTO BUDGET
18-4401-00-00	INTEREST AS INCOME			107.81	
	Subtotal:			107.81	
	Program number:			107.81	
	Department number: WATER TOWER FUND			107.81	
	Fund number: 18 WATER TANK FUND			107.81	

City of Jefferson  
MONTHLY REVENUE REPORT  
Period Ending: 2/2020

Fund: 20 BETH MEAD TRUST FUND-ROWELL PK

Account	Description	ANNUAL BUDGET	CURRENT MONTH	YEAR TO DATE	% INTO BUDGET
20-4401-00-00	INTEREST AS INCOME			28.45	
	Subtotal:			28.45	
	Program number:			28.45	
	Department number: BETH MEAD TRUST FUND			28.45	
	Fund number: 20 BETH MEAD TRUST FUND-ROWELL PK			28.45	

City of Jefferson  
MONTHLY REVENUE REPORT  
Period Ending: 2/2020

Fund: 21 WATER/SEWER BOND REVENUE FUND

Account	Description	ANNUAL BUDGET	CURRENT MONTH	YEAR TO DATE	% INTO BUDGET
21-4401-00-00	INTEREST INCOME			138.81	
	Subtotal:			138.81	
	Program number:			138.81	
	Department number:			138.81	
	Fund number: 21 WATER/SEWER BOND REVENUE FUND			138.81	

City of Jefferson  
MONTHLY REVENUE REPORT  
Period Ending: 2/2020

Fund: 22 MUNICIPAL COURT TECHNOLOGY FUN

Account	Description	ANNUAL BUDGET	CURRENT MONTH	YEAR TO DATE	% INTO BUDGET
22-4130-00-00	MUNICIPAL COURT FINES		8,200.00-	10,025.62-	
	Subtotal:		8,200.00-	10,025.62-	
	Program number:		8,200.00-	10,025.62-	
	Department number: MUNICIPAL COURT TECHNOLOGY FUN		8,200.00-	10,025.62-	
	Fund number: 22 MUNICIPAL COURT TECHNOLOGY FUN		8,200.00-	10,025.62-	

City of Jefferson  
MONTHLY REVENUE REPORT  
Period Ending: 2/2020

Fund: 25 TXCDB GRANT

Account	Description	ANNUAL BUDGET	CURRENT MONTH	YEAR TO DATE	% INTO BUDGET
25-4401-00-00	INTEREST AS INCOME			328.68	
	Subtotal:			328.68	
	Program number:			328.68	
	Department number: TXCDB GRANT			328.68	
	Fund number: 25 TXCDB GRANT			328.68	



City of Jefferson  
MONTHLY REVENUE REPORT  
Period Ending: 2/2020

Fund: 26 WATERLINE IMPROVEMENTS

Account	Description	ANNUAL BUDGET	CURRENT MONTH	YEAR TO DATE	% INTO BUDGET
26-4401-00-00	INTEREST INCOME			345.66	
26-9997-00-00	TRANSFERS			129,858.11-	
Subtotal:				129,512.45-	
Program number:				129,512.45-	
Department number:				129,512.45-	
Fund number: 26 WATERLINE IMPROVEMENTS				129,512.45-	

City of Jefferson  
 MONTHLY REVENUE REPORT  
 Period Ending: 2/2020

Fund: 27 WATER/WASTEWATER LINES

Account	Description	ANNUAL BUDGET	CURRENT MONTH	YEAR TO DATE	% INTO BUDGET
27-4401-00-00	INTEREST INCOME			11.83	
27-9997-00-00	TRANSFER			129,858.11	
Subtotal:				129,869.94	
Program number:				129,869.94	
Department number:				129,869.94	
Fund number: 27 WATER/WASTEWATER LINES				129,869.94	

City of Jefferson  
MONTHLY REVENUE REPORT  
Period Ending: 2/2020

Fund: 28 DECOMMISSION OF OLD WASTEWATER

Account	Description	ANNUAL BUDGET	CURRENT MONTH	YEAR TO DATE	% INTO BUDGET
28-4401-00-00	INTEREST AS INCOME			24.53	
	Subtotal:			24.53	
	Program number:			24.53	
	Department number:			24.53	
	Fund number: 28 DECOMMISSION OF OLD WASTEWATER			24.53	

City of Jefferson  
MONTHLY REVENUE REPORT  
Period Ending: 2/2020

Fund: 33 CAPITAL FUND CEFCO

Account	Description	ANNUAL BUDGET	CURRENT MONTH	YEAR TO DATE	% INTO BUDGET
33-4401-00-00	INTEREST INCOME			93.78	
33-4997-00-00	COMPROLLER			244,368.03	
Subtotal:				244,461.81	
Program number:				244,461.81	
Department number:				244,461.81	
Fund number: 33 CAPITAL FUND CEFCO				244,461.81	

City of Jefferson  
MONTHLY REVENUE REPORT  
Period Ending: 2/2020

Fund: 44 TDHCA

Account	Description	ANNUAL BUDGET	CURRENT MONTH	YEAR TO DATE	% INTO BUDGET
44-4401-00-00	INTEREST AS INCOME			418.98	
	Subtotal:			418.98	
	Program number:			418.98	
	Department number: TDHCA			418.98	
	Fund number: 44 TDHCA			418.98	

City of Jefferson  
MONTHLY REVENUE REPORT  
Period Ending: 2/2020

Fund: 74 OAKWOOD CEMETERY FUND

Account	Description	ANNUAL BUDGET	CURRENT MONTH	YEAR TO DATE	% INTO BUDGET
74-4030-00-00	SALE OF LOTS		4,125.00	5,225.00	
74-4401-00-00	INTEREST AS INCOME			269.20	
Subtotal:			4,125.00	5,494.20	
Program number:			4,125.00	5,494.20	
Department number: OAKWOOD CEMETERY FUND			4,125.00	5,494.20	
Fund number: 74 OAKWOOD CEMETERY FUND			4,125.00	5,494.20	

City of Jefferson  
MONTHLY REVENUE REPORT  
Period Ending: 2/2020

Fund: 99 CONSOLIDATED CASH

Account	Description	ANNUAL BUDGET	CURRENT MONTH	YEAR TO DATE	% INTO BUDGET
99-4401-00-00	INTEREST INCOME			5,188.67	
	Subtotal:			5,188.67	
	Program number:			5,188.67	
	Department number:			5,188.67	
	Fund number: 99 CONSOLIDATED CASH			5,188.67	
***** End of Report *****					

Ms Doris,

As Mayor of the City of Jefferson,  
please ask the City Council to accept  
this letter of resignation effective  
Thursday, February 20, 2020 at 5:00 pm.

Sincerely,

Leah L. Haggard



**JOINT ELECTION AGREEMENT BETWEEN THE  
JEFFERSON INDEPENDENT SCHOOL DISTRICT  
AND THE CITY OF JEFFERSON**

This joint election agreement is made this 10th day of March, 2020, by and between the Jefferson Independent School District ("JISD") and the City of Jefferson ("the City").

WHEREAS, JISD plans to hold a Board of Trustees Election on May 2, 2020, for the purpose of electing school board trustees;

WHEREAS, the City plans to hold a City Council Election on May 2, 2020, for the purpose of electing city council members;

WHEREAS, Texas Election Code section 271.002 authorized the governing bodies of political subdivisions to enter into an agreement to hold joint elections in election precincts that can be served by common polling places;

WHEREAS, JISD and the City will hold elections on the same day; and

WHEREAS, the parties to this agreement serve voters within the same boundaries, and it would be to the benefit of the City, JISD, and the citizens and voters thereof to hold the elections jointly.

NOW, THEREFORE, IT IS AGREED that a joint election will be held by JISD and the City under the following terms and conditions:


- The use of separate or joint ballots will be determined each year.
- Each entity will be responsible for furnishing ½ of the voting machines, beginning in January 2008.
- Each entity will be responsible for the safekeeping of their respective election forms and records.
- Each entity will be responsible for the tabulation of precinct results and canvassing.
- Each entity will be responsible for their separate notice and order of election.


Each entity will appoint their separate Chief Election Official and Early Voting Clerk.

- Each entity will conduct early voting separately, on the prescribed dates.
- Each entity will hold separate early voting booths. On Election Day, the entities will share the city's only voting booth (located at the Fire Station) for voters in the city limits. The school will continue to use its other 3 Election Day polling booths, for voters outside the city limits, separate from the city.
- Each entity will be responsible for managing its own election.
- All election costs will be separate, unless the parties agree to share certain expenses.
- A joint submission will be sent to the Department of Justice on behalf of both entities, if necessary.
- If the City of Jefferson and JISD agree to share any expenses, and one entity cancels its election, such entity shall be responsible for its respective prorated share of the shared election expenses incurred through the date that the election is canceled.

The undersigned are the duly authorized representatives of the parties' governing bodies, and their signatures represent adoption and acceptance of the terms and conditions of this agreement.

APPROVED, this   10th   day of   March  , 2020, by the Board of Trustees of the Jefferson Independent School District.

  
 \_\_\_\_\_  
 Board President

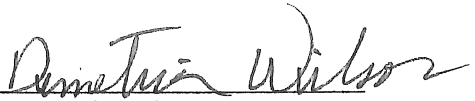
  
 \_\_\_\_\_  
 Board Secretary

APPROVED, this \_\_\_\_\_ day of \_\_\_\_\_, 2020, by the City Council of the City of Jefferson.

\_\_\_\_\_  
 City of Jefferson

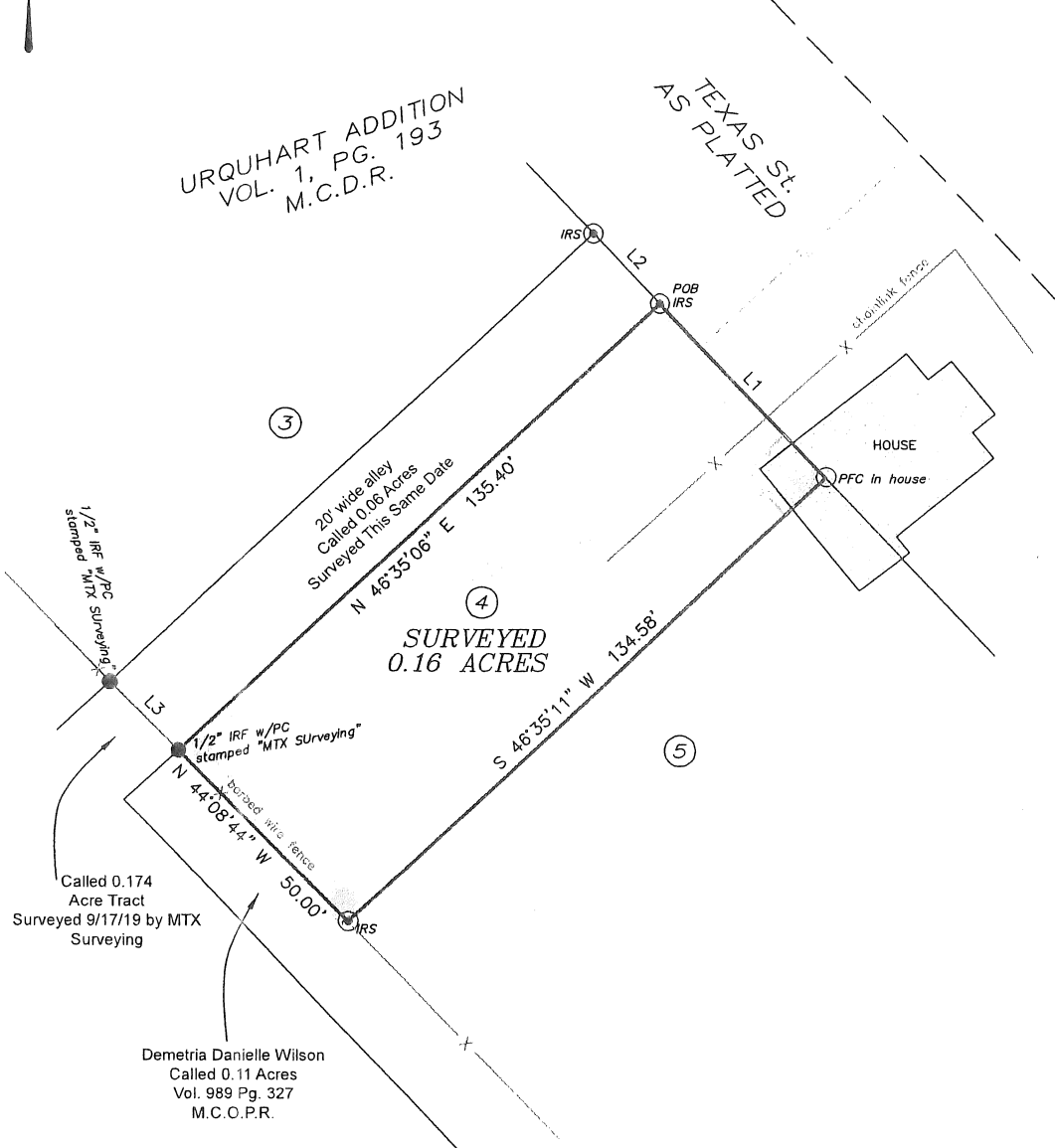
**PETITION TO DECLARE A PORTION OF AN ALLEY ABANDONED AND  
CLOSED AND TO CONVEY TO ADJOINING LAND OWNERS**

I, the undersigned, owning Lots 3 and 4 in Block 88 of the Urquhart Addition in Block 86, Urquhart Addition to the City of Jefferson, Texas, as shown on the Plat attached hereto as Exhibit "A" and incorporated by reference, do hereby petition the City of Jefferson to declare the East-West alley shown on the Plat between Lot 3 on the North side of the alley and Lot 4 on the South side of the alley abandoned and closed and to convey it to me.

  
Demetria Wilson

- ⊗ Found monument (size and type as noted)
- ⊙ Set 1/2" Iron rod w/PC stamped MTX Surveying
- Point For Corner
- ⊕ PK Nail Set w/Metal Washer stamped MTX Surveying
- ☒ Telephone Junc. Box
- ☒ Covered Concrete
- Power Pole
- PC - Plastic Cap
- PFC - Point For Corner
- IPF - Iron Pipe Found
- IPCF - Iron Pipe W/Crimped Top Found
- IRF - Iron Rod Found
- IRS - Set 1/2" Iron Rod w/PC Stamped "MTX Surveying"
- M.C.O.P.R. - Marion County Official Public Records
- M.C.D.R. - Marion County Deed Records
- M.C.P.R. - Marion County Plat Records

**ALLEN URQUHART SURVEY, A-378  
MARION COUNTY, TEXAS**



LINE	BEARING	DISTANCE
L1	S 43°11'08" E	50.00'
L2	N 43°11'08" W	20.00'
L3	N 44°08'04" W	20.00'

To Jeffrey Fratangelo Exclusively,

**Notes**  
All bearings are based upon Grid North and referenced to the Texas State Plane Coordinate System (NAD 83) North Central Zone as derived from GPS observations.

This plat is the result of a survey made on the ground under my supervision in November, 2019, and it correctly represents the facts found at the time of the survey. There are no visible easements or encroachments other than those shown. This plat is only original and valid if signed in blue ink, and has my official seal on it.



**MTX SURVEYING**  
5918 Cox Road, Marshall, Tx 75672  
P.O. BOX 1345 Marshall, TX 75671  
803 471 8391  
TARL'S Firm No. 10194253

JOB NO: 19504 REVISION: A  
FW BY: DW SCALE: 1" = 30'  
DRAWN BY: AR SHEET: 1 OF 1  
CHKD BY: CG DWG NO: 19504-3

**SURVEYED 0.16 ACRES  
BEING PART OF LOT 4 OF  
THE URQUHART ADDITION  
RECORDED IN Vol. 1, PAGE  
193 M.C.D.R., WITHIN THE  
ALLEN URQUHART SURVEY,  
A-378, MARION COUNTY  
TEXAS**

*R. Austin Holland*  
11/20/19  
R. Austin Holland R.P.L.S. 6158 DATE  
Metes and Bounds Description to Accompany Plat

This plat is prepared for the parties involved in this transaction only. MTX Surveying will not be liable for any copies made after 90 days of the date shown or alterations made without the expressed written authorization of MTX Surveying

EXHIBIT # EXHIBIT 'A'

**RESOLUTION DECLARING AN ALLEY TO BE  
ABANDONED AND CLOSED AND AUTHORIZING SALE**

WHEREAS, the alley located in Block 88, in the Urquhart Addition to the City of Jefferson, Marion County, Texas, more particularly described as the North-South Alley between Lot 3 on the North side of the alley and Lot 4 on the South side of the alley has been abandoned for many years by the public, and there is not now, nor has there ever been, any private use of said alley for the purpose of an alley, and in the opinion of the City Council, it is not needed for public purposes, and such portion of an alley, so far as the public is concerned, should be declared abandoned and closed.

BE IT AND IT IS HEREBY RESOLVED by the City Council of Jefferson, Texas that the following described property be, and the same are so far as the public is concerned, abandoned and closed:

All that certain tract or parcel of land located Block 88 in the Urquhart Addition to the City of Jefferson, Texas which is more particularly described as follows:

The North-South alley shown on the Plat between Lot 3 on the North side of the alley and Lot 4 on the South side of the alley as shown on the survey notes attached hereto as Exhibit "A".

**Save and except and there is hereby reserved unto the Grantor any existing public water, sewer and utility easements.**

BE IT FURTHER RESOLVED that since the Property has only been designated as a portion of an alley on the maps of the said City, that the right to open the same be and is hereby abandoned so far as the public is concerned, save and except and there is hereby reserved unto the Grantor any existing public water, sewer and utility easements.

BE IT FURTHER RESOLVED that the Property be conveyed to Demetria Wilson by deeds without warranty with the North-South alley shown on the Plat between Lot 3 on the North side of the alley and Lot 4 on the South side of the alley abandoned and closed going to Demetria Wilson, for the sum of \$0.10 per square foot to be paid proportionately by the Grantee according the interest she takes.

PASSED AND APPROVED this the \_\_\_\_ day of April, 2020.

THE CITY OF JEFFERSON, TEXAS

BY: \_\_\_\_\_  
VICTOR PEROT.  
Mayor Pro Tem

ATTEST:

\_\_\_\_\_  
Doris Hines  
City Secretary

THE STATE OF TEXAS

COUNTY OF MARION

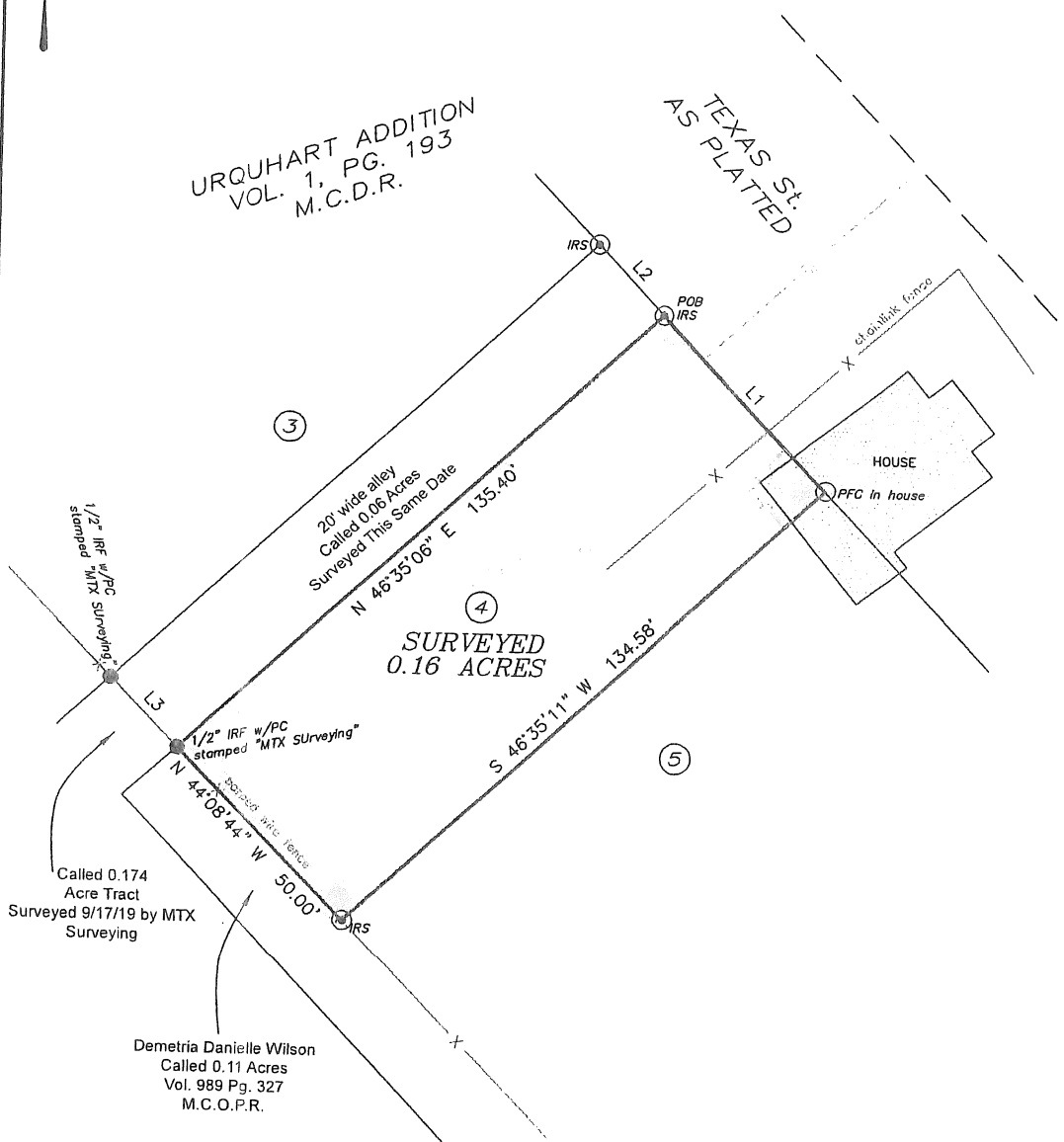
This instrument was acknowledged before me on this the \_\_\_\_ day of March, 2020, by VICTOR PEROT., MAYOR PRO TEM for THE CITY OF JEFFERSON, TEXAS.

\_\_\_\_\_  
Notary Public in and for  
The State of Texas

Demetria Wilson

- ⊙ Found monument (size and type as noted)
- ⊙ Set 1/2" Iron rod w/PC stamped MTX Surveying
- Point For Corner
- ⊕ PK Nail Set W/Metal Washer stamped MTX Surveying
- ☐ Telephone Junc. Box
- ☒ Covered Concrete
- Power Pole
- PC - Plastic Cap
- PFC - Point For Corner
- IPF - Iron Pipe Found
- IPCF - Iron Pipe W/Crimped Top Found
- IRF - Iron Rod Found
- IRS - Set 1/2" Iron Rod w/PC Stamped "MTX Surveying"
- M.C.O.P.R. - Marion County Official Public Records
- M.C.D.R. - Marion County Dead Records
- M.C.F.R. - Marion County Plat Records

**ALLEN URQUHART SURVEY, A-378  
MARION COUNTY, TEXAS**



LINE	BEARING	DISTANCE
L1	S 43°11'08" E	50.00'
L2	N 43°11'08" W	20.00'
L3	N 44°08'04" W	20.00'

To Jeffrey Fratangelo Exclusively,

**Notes**  
All bearings are based upon Grid North and referenced to the Texas State Plane Coordinate System (NAD 83) North Central Zone as derived from GPS observations.

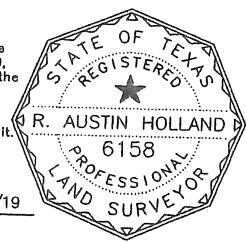
This plat is the result of a survey made on the ground under my supervision in November, 2019, and it correctly represents the facts found at the time of the survey. There are no visible easements or encroachments other than those shown. This plat is only original and valid if signed in blue ink, and has my official seal on it.

**MTX SURVEYING**  
801A Cox Road, Marshall, Tx 75672  
P.O. BOX 1345 Marshall, Tx 75671  
903-471-8391  
TSP/LS Form 16, 10/19/2021

JOB NO: 19504	REVISION: A
FW BY: DW	SCALE: 1" = 30'
DRAWN BY: AR	SHEET 1 OF 1
CHKD BY: CG	DWG NO: 19504-3

**SURVEYED 0.16 ACRES  
BEING PART OF LOT 4 OF  
THE URQUHART ADDITION  
RECORDED IN Vol. 1, PAGE  
193 M.C.D.R., WITHIN THE  
ALLEN URQUHART SURVEY,  
A-378, MARION COUNTY  
TEXAS**

*R. Austin Holland*  
11/20/19  
R. Austin Holland R.P.L.S. 6158 DATE  
Mets and Bounds Description to Accompany Plat



This plat is prepared for the parties involved in this transaction only. MTX Surveying will not be liable for any copies made after 90 days of the date shown or alterations made without the expressed written authorization of MTX Surveying

EXHIBIT 17 191

**NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.**

**DEED WITHOUT WARRANTY**

STATE OF TEXAS  
COUNTY OF MARION

KNOW ALL MEN BY THESE PRESENTS:

That the City of Jefferson, a Texas Municipal Corporation of the County of Marion, State of Texas, for and in consideration of Two Hundred Three Dollars and Ten Cents and other valuable consideration, by these presents do Grant, Sell and Convey unto Demetria Wilson, 900 Common Street, Jefferson, of the County of Marion, State of Texas, 75657,

all that certain lot, tract, or parcel of land situated Block 88 of the Urquhart Addition to the City of Jefferson, Texas, being the platted alley between Lot 3 and Lot 4 and extending from Texas Street as it sits to Texas Street as platted by the City of Jefferson, being 15 feet wide and 134.40 feet long marked by a ½" IRF w/PC stamped "MTX Surveying" all as shown on the plat attached hereto Exhibit "A".

Save and except and there is hereby reserved unto the Grantor any existing public water, sewer and utility easements.

This conveyance is made and accepted subject to all rights-of-way, restrictive covenants, prior reservation of minerals, mineral conveyances, and outstanding mineral leases, flowage easements, easements, boundary line encroachments, rights of parties in possession, conditions, and restrictions, visible and apparent or of record in the County Clerk of Marion County, Texas.

The property herein is sold as is, where is, with no representation of Warranty of any kind, expressed or implied, with respect to the condition of the Property, including no warranty of habitability, or fitness for a particular purpose or use.

TO HAVE AND TO HOLD the above described property, together with all and singular, the rights and appurtenances thereto in anywise belonging unto the said Demetria Wilson, her heirs, assigns, and legal representatives forever



- Found monument (size and type as noted)
- ⊙ Set 1/2" Iron Rod w/PC stamped MTX Surveying
- Point For Corner
- ⊕ PK Nail Set w/Metal Washer stamped MTX Surveying

- ☐ Telephone Junc. Box
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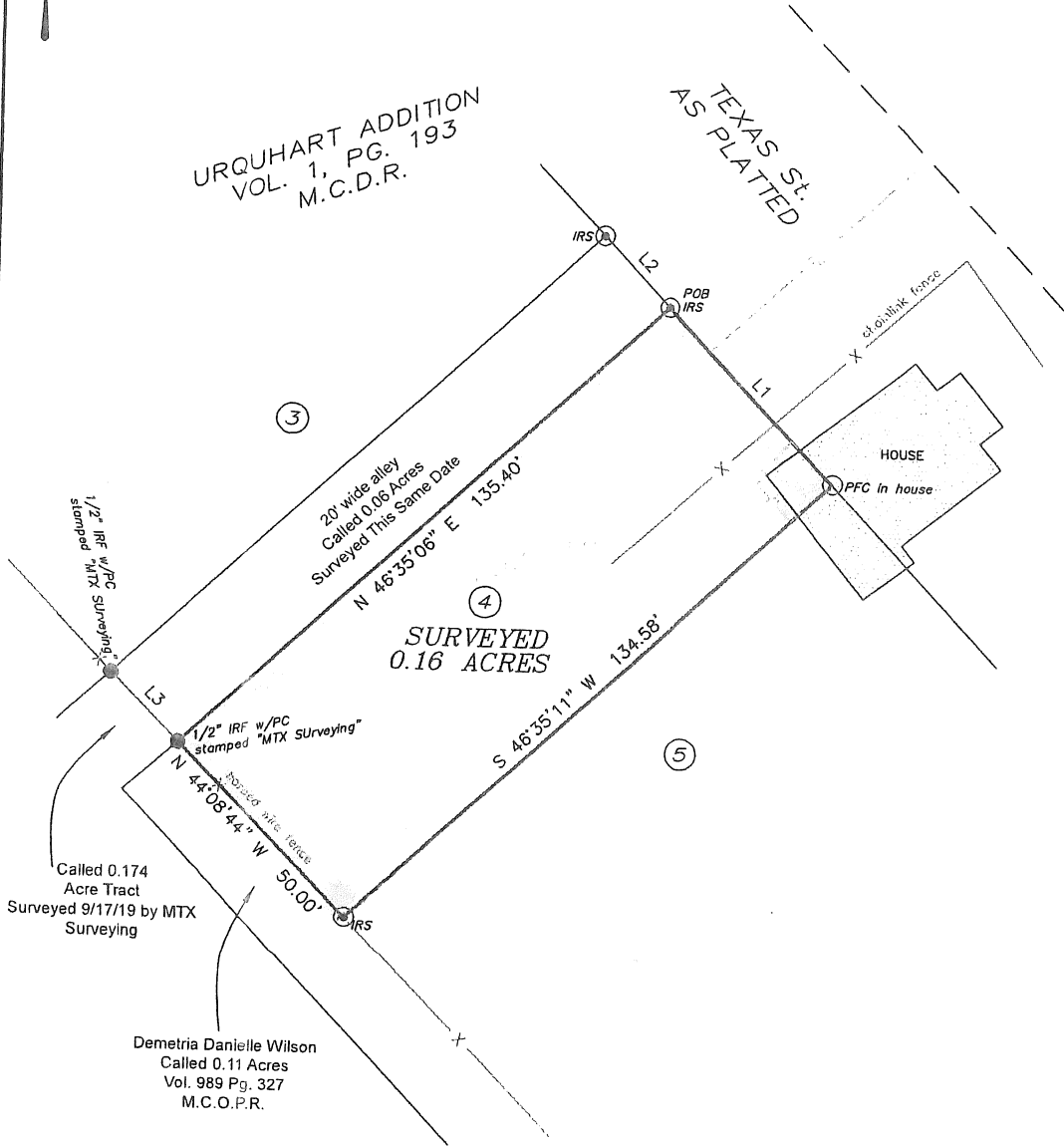
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**ALLEN URQUHART SURVEY, A-378  
MARION COUNTY, TEXAS**



URQUHART ADDITION  
VOL. 1, PG. 193  
M.C.D.R.

TEXAS ST.  
AS PLATTED



LINE	BEARING	DISTANCE
L1	S 43°11'08" E	50.00'
L2	N 43°11'08" W	20.00'
L3	N 44°08'04" W	20.00'

To Jeffrey Fratangelo Exclusively,

**Notes**

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*R. Austin Holland*

11/20/19

R. Austin Holland R.P.L.S. 6158 DATE  
Metes and Bounds Description to Accompany Plat

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**MTX SURVEYING**  
591A Cox Road, Marshall, TX 75672  
P.O. BOX 1245 Marshall, TX 75671  
903.471.8301  
TSPS Exam No. 10174-0253

JOB NO: 19504	REVISION: A
FW BY: DW	SCALE: 1" = 30'
DRAWN BY: AR	SHEET 1 OF 1
CHKD BY: CG	DWG NO: 19504-3

**SURVEYED 0.16 ACRES  
BEING PART OF LOT 4 OF  
THE URQUHART ADDITION  
RECORDED IN Vol. 1, PAGE  
193 M.C.D.R. WITHIN THE  
ALLEN URQUHART SURVEY,  
A-378, MARION COUNTY  
TEXAS**

*EXHIBIT 191*

March 12, 2020

To The Honorable Victor Perot,  
Mayor Pro Tem of the City of Jefferson, Texas,  
and  
The Esteemed Aldermen of the City Council:

Ladies and Gentlemen,

I am writing on behalf of the all-volunteer committee that has formed under the Historic Jefferson Foundation's Board of Directors to produce the "Battle for Jefferson," a Civil War Re-Enactment to be held May 1 through May 3, 2020 in conjunction with the Jessie Allen Wise Garden Club's annual "Pilgrimage."

As we close in on the 2020 event, we respectfully request of the City street closures and property uses. As last year, the City will be included under the event's blanket event insurance policy.

We make the following requests, preferring be in effect from 6 a.m. Friday morning (May 1, 2020) through 6 p.m. Sunday evening (May 3, 2020):

- 1) That Lions' Park be reserved for re-enactors associated with the event and camping in town; that the City allow these guests free access to public water at the park and that these guests also be allowed to build cook fires. This last request is made with the understanding that all fires shall be attended at all times and park grounds shall be restored to nearest their previous appearance with remains removed at end of event.
- 2) That the parking lot behind the Marion County Courthouse be reserved for the parking of some sutlers and other "camp followers" traveling in recreational vehicles. It is understood that there will be close coordination with Marion County officials as to create the least congestion and confusion.
- 3) That the City-managed visitor/transportation center's rest rooms and showers be kept open extended hours during the weekend, preferably from 9 a.m.-11 p.m. on Friday, May 1; from 8 a.m.-11:00 p.m. on Saturday, May 2 and from 8 a.m. to 5 p.m. on Sunday, May 3. In each of the past two years, the City's welcomed response was to leave the facility open 24-hours a day over the course of the weekend.

We ask as well for the following consideration on Friday, May 1:

That public access to Oakwood Cemetery be extended until 10:30 p.m. to allow ample time after dark for an "Illumination" that honors the memory of CSA and USA veterans buried in the grounds. There will be no fee to enter the cemetery, but visitors may rent a radio and listen to a pre-recorded narrative about those same veterans. This feature is without incident during any previous years (2011-12, 2014-17) it has been included in event. Inclement weather in 2018 and 2019 forced the cancellation of this portion of the event.

We also request the following short-term street closures and parking exclusions on Saturday, May 2 from 7 a.m.-noon for the production of a downtown infantry "skirmish" that follows the parade. This has proven to be a key event component and is extremely popular with the re-enactors and visitors both.

1) That, in conjunction with Garden Club's annual parade, Vale Street from Henderson St. to Dallas St. be closed to traffic and parking to facilitate "skirmish" at end of parade. The street will be released immediately after area clears (approximately 11:15-11:30 a.m.) from Henderson St. to alley dead-ending into Vale between Lafayette and Austin Streets.

2) That Lafayette Street, from post office driveway to alley crossing between Polk and Vale Streets, be closed to traffic and parking;

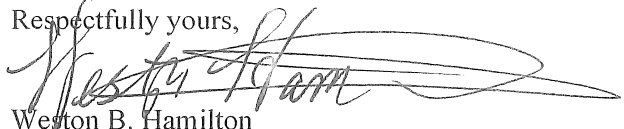
3) The alleyway between Vale and Polk Street, from Lafayette Street, turning right and including alleyway at Vale Street between Austin and Lafayette;

While the Garden Club's parade route is a separate matter, let it be known that we support the parade committee's related requests. Likewise, we support the Sunday morning closure of the 700 block of Main Street (facing Lions' Park) for the "Presentation of Colors" ceremony in front of Christ Episcopal Church..

Lastly, it may be reiterated that the "Battle for Jefferson" shall again carry suitable event insurance and will include City of Jefferson as a co-insured. A policy document to that effect will be provided to the City prior to the event.

Thank you all for considering the above requests.

Respectfully yours,



Weston B. Hamilton

Battle for Jefferson Committee Chairman

A committee of the Historic Jefferson Foundation

**SPECIAL EVENT APPLICATION**



For City of Jefferson Use Only
Received Date:
For City of Jefferson Use Only
Received By:

For City of Jefferson Use Only
Agenda Date:
For City of Jefferson Use Only
City Council Approval Date:

THIS FORM MUST BE COMPLETED IN FULL AND SUBMITTED NO LATER THAN 90 DAYS PRIOR TO THE EVENT  
 City of Jefferson \* 102 N. Polk \* Jefferson, TX 75657 \* Ph: 903-665-3922 / Fax: 903-665-1002 \* Website: www.jefferson-texas.us

INSTRUCTIONS: PLEASE TYPE OR PRINT CLEARLY. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.

**GENERAL EVENT INFORMATION**

Name of Event <i>Battle for Jefferson Civil War Re-enactment</i>			
Exact Address of Event <i>N/A Downtown Historic District / Lions Park</i>			
Type of Event (Check all applicable) <input checked="" type="checkbox"/> Festival <input type="checkbox"/> Run/Walk <input checked="" type="checkbox"/> Parade(s) <input type="checkbox"/> Car Show <input type="checkbox"/> Craft Fair <input type="checkbox"/> Fireworks <input type="checkbox"/> Other			
Date(s) of Event From: <i>May 1, 2020</i> To: <i>May 3, 2020</i>		Hours of Event From: <i>9:00 am May 1</i> To: <i>6:00 pm May 3</i>	
Estimated number of volunteers/workers <i>20</i>		Phone number for publication <i>903-733-1035</i>	
Estimated Attendance per Day <i>1,000 - 1,500</i>		Total Estimated Attendents <i>4,000 - 5,000</i>	
Last Years Actual Attendance <i>4,000 (est)</i>		Number of Years for Event <i>21</i>	
Detailed description of Event (attach advertising, brochure, etc, if any) Describe the event's community and/or cultural benefit: <i>See Exhibit A</i>			

**SPONSORING ORGANIZATION INFORMATION**

Name of Sponsoring Organization <i>Historic Jefferson Foundation</i>	Not For Profit (501 (c) 3)	Profit
Contact person from Sponsoring Organization <i>Laura Omer, President</i>		
Sponsoring Organization Address <i>P.O. Box 688</i>	City <i>Jefferson</i>	Zip <i>75657</i>
Phone Number <i>903-665-7064</i>	E-Mail <i>laura-omer@yahoo.com</i>	Website <i>historicjeffersonfoundation.com</i>

**ORGANIZER/COORDINATOR INFORMATION**

Name of Organizer/Coordinator <i>Wes Hamilton</i>	E-mail <i>wesh987@gmail.com</i>
Organizer/Coordinator Address <i>P.O. Box 183</i>	City <i>Jefferson</i>
Phone Number <i>903-665-2583</i>	Cell Phone Number <i>903-733-1035</i>
Fax Number	

**EMERGENCY CONTACT INFORMATION**

Name of Emergency Contact <i>Same as above</i>	E-mail
Emergency Contact Address	City
Zip	
Phone Number (24hours)	Cell Phone Number
Fax Number	

**SPECIAL EVENT APPLICATION**



THIS FORM MUST BE COMPLETED IN FULL AND SUBMITTED NO LATER THAN 90 DAYS PRIOR TO THE EVENT  
 City of Jefferson \* 102 N. Polk \* Jefferson, TX 75657 \* Ph: 903-665-3922 / Fax: 903-665-1002 \* Website: www.jeffersontexas.us

INSTRUCTIONS: PLEASE TYPE OR PRINT CLEARLY. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.

**EVENT OVERVIEW**

Is this your first event?  Yes  No If no, how many years? 21

---

Will the event include food vendors?  Yes  No If yes, how many vendors? \_\_\_\_\_  
 (If yes, each vendor must submit a Temporary Food Event Permit Application prior to the event. Visit: www.jeffersontexas.us/)

---

Will the event include alcoholic beverage sales? (TABC laws apply)  Yes  No If yes, how many vendors? \_\_\_\_\_  
 Location of designated area(s)? \_\_\_\_\_

---

Will the event include arts & crafts/retail vendors?  Yes  No If yes, how many vendors? 6-7  
 (If yes, each vendor must submit a Temporary Merchant Event Permit Application prior to the event. Visit: www.jeffersontexas.us/)

---

Will the event include rides or devices?  Yes  No If yes, how many vendors? \_\_\_\_\_  
 (If yes, each vendor must submit a Temporary Amusement Ride Event Permit Application prior to the event. Visit: www.jeffersontexas.us/)

---

Are you erecting tents or structures on City of Jefferson property for the event?  Yes  No If yes, how many? 40-50 Canvas Camping tents  
 Locations: Lions Park

---

Will the event include a Race/Walk or Parade Event?  Yes  No If yes, you must complete, Page 3, Section 1 and Section 2.

---

Will you occupy any public parking lots/streets or other City of Jefferson Property for your event?  Yes  No If yes, you must complete, Page 3, Section 2.

---

Are you providing porta-potties? (not provided by the city)  Yes  No If yes, how many? 15-20  
 Locations: Lions Park / Private Property

---

Will the event require use of city trash cans?  Yes  No If yes, how many? 20-30  
 Will the event require use of city baracades?  Yes  No If yes, how many? 18-20  
 Will extra security be needed?  Yes  No If yes, please contact City of Jefferson Chief of Police 30 days prior to event. (phone: 903-665-2432)

Application must include the following documentation, if applicable:

- Special Event Application (Page 1, 2, 3, 4)
- Certificate of Insurance (see Section 3) (Optional at the discretion of the City of Jefferson)
- Site Plan and/or Race/Parade Route Map

APPLICATIONS WITH MISSING INFORMATION WILL NOT BE PROCESSED.

SPECIAL EVENT APPLICATION



THIS FORM MUST BE COMPLETED IN FULL AND SUBMITTED NO LATER THAN 90 DAYS PRIOR TO THE EVENT  
 City of Jefferson \* 102 N. Polk \* Jefferson, TX 75657 \* Ph: 903-665-3922 / Fax: 903-665-1002 \* Website: www.jeffersontexas.us

INSTRUCTIONS: PLEASE TYPE OR PRINT CLEARLY. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.

NAME OF EVENT

Battle For Jefferson Civil War Re-enactment

SECTION 1: RACE/WALK, PARADE(S) INFORMATION		Not Applicable	
Starting Location	Ending Location		
Lions Park (Pilgrimage Parade Route)			
Approximate Number of Attendees (runners/marchers)	Approximate Number of Vehicles (cars/floats)		
300 - 400			
Location of Assemble (Registration)	Location of Personal Vehicle Parking		
Lions Park			
Police Officers / Law Enforcement needed for Parade(s)	Other / Additional Information		

Please attach a course map, with location of the staging area, start/finish lines, and water/first aid stations

Same as Pilgrimage Parade

SECTION 2: STREET CLOSURES / PARKING LOT / PROPERTY USAGE INFORMATION

Street Closures / Public Parking Lot / Property Intended for "Event" Not Applicable

Lot Number or Location	Date of Closure	Time of Closure	Date to Reopen	Time of Reopen
Lions Park	5/1/2020	6:00 a.m.	5/3/2020	6:00 PM
Courthouse Parking Lot	5/2/2020		5/3/2020	6:00 p.m.
Extended hrs for Oakwood Cemetery	5/2/2020	to 10:30 p.m.		

- No Staking in the Street or Public Parking Lot is permitted
- Only chalk or other City of Jefferson approved marking is permitted (No spray paint)

ADDITIONAL INFORMATION:

See Map - Exhibit B

SECTION 3: INSURANCE	Does this event have insurance?	YES	NO
		<input checked="" type="checkbox"/>	<input type="checkbox"/>

INSURANCE REQUIREMENTS

If yes, Sponsoring Organization will provide an original Certificate of Insurance evidencing the following insurance minimums:

Commercial General Liability - minimum \$1,000,000 per occurrence

Certificate of Insurance should be provided by applicant 10 days prior to Event contingent on applicant naming the City of Jefferson as additional insured.

INSURANCE AGENT / CONTACT INFORMATION:

Offenhausen & Co.  
 903-793-5511

SPECIAL EVENT APPLICATION



THIS FORM MUST BE COMPLETED IN FULL AND SUBMITTED NO LATER THAN 90 DAYS PRIOR TO THE EVENT  
City of Jefferson \* 102 N. Polk \* Jefferson, TX 75657 \* Ph: 903-665-3922 / Fax: 903-665-1002 \* Website: www.jeffersontexas.us

INSTRUCTIONS: PLEASE TYPE OR PRINT CLEARLY. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.

SECTION 3: APPLICANT AGREEMENT

Name of Sponsoring Organization

Historic Jefferson Foundation

Name of Event

Battle for Jefferson Civil War Re-enactment

Date(s) of Event

5/1/2020 - 5/3/2020

ACKNOWLEDGEMENT/SIGNATURE

By signing this document, I certify that the information provided above is correct. I agree to conduct the special event in compliance with all applicable codes, ordinances, laws and the conditions contained in the special event permit.

*Weston Hamilton*

SIGNATURE

3/12/2020

DATE

Weston Hamilton

PRINT NAME

Event Chairman

TITLE/POSITION

SECTION 5: APPROVAL / NON APPROVAL - JEFFERSON CITY COUNCIL USE ONLY

APPROVED:  YES  NO

DATE

APPROVED BY:

SIGNATURE / PRINT NAME

TITLE/POSITION

IF NOT APPROVED, REASON FOR NON-APPROVAL:

City of Jefferson has the right to waive any or all requirements of this application, or add additional requirements.

# Exhibit B



Street / Allies Closures  
Property Closures

