

CITY OF TEXAS CITY
REGULAR CALLED CITY COMMISSION MEETING

AGENDA

WEDNESDAY, JANUARY 4, 2023 - 5:00 P.M.
KENNETH T. NUNN COUNCIL ROOM - CITY HALL
1801 9th Ave. N.
Texas City, TX 77590

PLEASE NOTE: Public comments and matters from the floor are generally limited to 3 minutes in length. If you would like to request to speak, please do so in advance of the meeting by filling out a Request To Address Commission form. All in attendance are required to remove hats and/or sunglasses (dark glasses) during meetings and to also silence all cell phones and electronic devices.

- (1) ROLL CALL
- (2) INVOCATION
- (3) PLEDGE OF ALLEGIANCE
- (8) PUBLIC COMMENTS
- (9) CONSENT AGENDA
 - (a) Approve City Commission Minutes for December 21, 2022 meeting. (City Secretary)
 - (b) Consider and take action Resolution No. 2023-001, approving and awarding Bid No. 0223-002 Code Compliance Abatement for Residential Substandard Structure Demolition. (Purchasing)
 - (c) Consider and take action on Resolution No. 2023-002, authorizing the write-off of EMS receivables more than 120 days past due at September 30, 2022, and are deemed to be uncollectible. (Finance Department)
- (10) REGULAR ITEMS
 - (a) Consider and take action on Ordinance No. 2023-01, amending the City's fiscal year 2022-2023 budget to account for the revenues and expenses related to grant funds the City received from Southeast Texas Housing Finance Corporation (SETH). (Finance)

- (b) Consider and take action on Resolution No. 2023-02, amending the City's fiscal year 2022-2023 budget to appropriate funds to close 2021-2022 fiscal year purchase orders. (Finance)

(11) COMMISSIONERS' COMMENTS

(12) MAYOR'S COMMENTS

(13) ADJOURNMENT

NOTICE OF ANY SUBJECT APPEARING ON THIS AGENDA REGARDLESS OF HOW THE MATTER IS STATED MAY BE ACTED UPON BY THE CITY COMMISSION.

NOTICE: The City of Texas City will furnish free transportation to handicapped individuals via a 4-door sedan for anyone wishing to attend the City Commission meetings. Call 948-3111, City Secretary's Office before noon on Monday preceding the meeting to make arrangements.

I, THE UNDERSIGNED AUTHORITY, DO HEREBY CERTIFY THAT THIS NOTICE OF MEETING WAS POSTED ON THE BULLETIN BOARDS AT CITY HALL, 1801 9TH AVENUE NORTH, TEXAS CITY, TEXAS, AT A PLACE CONVENIENT AND READILY ACCESSIBLE TO THE GENERAL PUBLIC AND ON THE CITY'S WEBSITE ON DECEMBER 30, 2022, PRIOR TO 5:00 P.M. AND REMAINED SO POSTED CONTINUOUSLY FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULED TIME OF SAID MEETING.

RHOMARI LEIGH
CITY SECRETARY

CITY COMMISSION REGULAR MTG

(9) (a)

Meeting Date: 01/04/2023

Submitted By: Rhomari Leigh, City Secretary

Department: City Secretary

Information

ACTION REQUEST

Approve City Commission Minutes for December 21, 2022 meeting. (City Secretary)

BACKGROUND (Brief Summary)

RECOMMENDATION

Fiscal Impact

Attachments

Minutes

REGULAR CALLED CITY COMMISSION MEETING

MINUTES

WEDNESDAY, DECEMBER 21, 2022 – 5:00 P.M.
KENNETH T. NUNN COUNCIL ROOM – CITY HALL

A Regular Called Meeting of the City Commission was held on Wednesday, DECEMBER 21, 2022, at 5:00 P.M. in the Kenneth T. Nunn Council Room in City Hall, Texas City, Texas. A quorum having been met, the meeting was called to order at 5:01 p.m. by Mayor Dedrick D. Johnson.

1. ROLL CALL

Present: Dedrick D. Johnson, Mayor
Thelma Bowie, Commissioner At-Large, Mayor Pro Tem
Abel Garza, Jr. , Commissioner At-Large
DeAndre' Knoxson, Commissioner District 1
Dorthea Jones Pointer, Commissioner District 3
Jami Clark, Commissioner District 4

Absent: Felix Herrera, Commissioner District 2

2. INVOCATION

Led by Mayor Dedrick D. Johnson.

3. PLEDGE OF ALLEGIANCE

Led by Commissioner District 1 DeAndre' Knoxson.

4. PROCLAMATIONS AND PRESENTATIONS

a.

Service Awards
Jason Grimm Fire 12/17/2007 15 years

5. REPORTS

a. Parks Division (Recreation and Tourism)

Bryon Sefcik, Parks Superintendent, gave a PowerPoint presentation.

b. Emergency Management Annual Report (Emergency Management)

Joe Tumbleson, Emergency Manager and Homeland Security Director, gave a PowerPoint presentation.

6. PUBLIC COMMENTS

There were none.

7. CONSENT AGENDA

Motioned by Commissioner At-Large Abel Garza, Jr. to approve Consent Agenda items a, b, c, d, e, f, g, h, i, j, k, l, and m. Seconded by Commissioner District 3 Dorthea Jones Pointer.

- a. Approve City Commission Minutes for December 7, 2022 meeting. (City Secretary)

Vote: 6 - 0 CARRIED

- b. Consider and take action on Resolution No. 2022-132, authorizing the Mayor to accept and expend awarded Texas Parks and Wildlife grant in the amount of \$498,363.75, which requires \$166,122.25 from the Park Improvements- Public Works account, for Dike Road Boat Ramp Break Water Improvements. (Mayor's Office - Grant Administration)

Vote: 6 - 0 CARRIED

- c. Consider and take action on Resolution No. 2022-133, approving an Engineering Agreement with ARKK Engineer, LLC. for the Water Line Replacement Project - Phase 20. (Public Works)

Vote: 6 - 0 CARRIED

- d. Consider and take action on Resolution 2022-134, approving an Engineering Service Agreement with ARKK Engineers, LLC. for the Sanitary Sewer Rehabilitation Project - Phase 22. (Public Works)

Vote: 6 - 0 CARRIED

- e. Consider and take action on Resolution No. 2022-135, adopting an amendment to the CDBG Citizen Participation Plan to include procedures for the CDBG MIT-MOD Program administered by the Texas General Land Office (GLO). (Community Development)

Vote: 6 - 0 CARRIED

- f. Consider and take action on Resolution No. 2022-136, approving a Grant Administration Services Contract with GrantWorks for the Community Development Block Grant-MIT Regional COG Method of Distribution Grant (CDBG-MIT MOD) for the City of Texas City. (Mayor's Office - Grant Administration)

Vote: 6 - 0 CARRIED

- g. Consider and take action on Resolution No. 2022-137, approving the appointment of Aric Owens to the Texas City Planning Board as an alternate member of the board. (Transportation and Planning)

Vote: 6 - 0 CARRIED

- h. Consider and take action on Resolution No. 2022-138, authorizing the purchase of a 2024 Freightliner Western Star with GapVax Body, for the Utilities Department, from LoneStar Freightliner Group, LLC., via the BuyBoard Purchasing Cooperative Contract No. 601-19, for the total sum of \$482,885.05. (Public Works)

Vote: 6 - 0 CARRIED

- i. Consider and take action on Resolution No. 2022-139, ratifying the acceptance and approval to expend \$50,000 in grant funds from SETH for affordable housing activities. (Mayor's Office - Grant Administration)

Vote: 6 - 0 CARRIED

- j. Consider and take action on Resolution No. 2022-140, approving a contract with Arnold Oil, through BuyBoard Contract No. 629-20, Oils and Lubricant Annual Contract. (Public Works)

Vote: 6 - 0 CARRIED

- k. Consider and take action on Resolution No. 2022-141, approving an Engineering Agreement with ARKK Engineers, LLC., for the Lift Stations 21 and 25 Rehabilitation Project. (Public Works)

Vote: 6 - 0 CARRIED

- l. Consider and take action on Resolution No. 2022-142, authorizing the purchase of replacement generators for both rainwater pump stations for an estimated total of \$250,000.00. (Public Works)

Vote: 6 - 0 CARRIED

- m. Consider and take action on Resolution No. 2022-143, a Resolution of Concurrence regarding construction speed zones on SH-146 inside the Texas City Limits. (Transportation and Planning)

Vote: 6 - 0 CARRIED

- 8. ADJOURNMENT

Having no further business, Commissioner At-Large Abel Garza, Jr. made a MOTION to ADJOURN at 5:34 p.m.; the motion was SECONDED by Commissioner District 4 Jami Clark. All present voted AYE. MOTION CARRIED.

DEDRICK D. JOHNSON, MAYOR

ATTEST:

Rhomari Leigh, City Secretary
Date Approved:

CITY COMMISSION REGULAR MTG

(9) (b)

Meeting Date: 01/04/2023

2023-002 Code Compliance Abatement for Residential Substandard Structure Demolition

Submitted For: Kelly Bender, Purchasing

Submitted By: Kelly Bender, Purchasing

Department: Purchasing

Information

ACTION REQUEST

Consider and take action on approving and awarding Bid No. 2023-002 Code Compliance Abatement for Residential Substandard Structure Demolition.

BACKGROUND (Brief Summary)

On November 17, 2022, and November 24, 2022, the Notice to Bidders was published in the Galveston Daily Newspaper, and bid packets were sent out to vendors. Bids were opened on December 9 at 11:00am. A total of five (5) contractors submitted bids; Grant Mackay, Compass Abatement Services LLC, RNDI Companies, Inc., Inland Environments, LTD., and J.T.B Services, INC.

A bid Tabulation is attached for your review.

RECOMMENDATION

After reviewing and scoring the submitted bids, it is the recommendation of Fire Chief David Zacherl and Community Development Director George Fuller to award two contracts for the bid Code Compliance Abatement for Residential Substandard Structure Demolition to the two lowest bidders to Inland Environments, LTD., of Kingwood, TX and Grant Mackay of Houston, TX.

Fiscal Impact

Attachments

Bid Tab
Resolution

DESCRIPTION	VENDOR	UNIT	PRICE
Residential structure with pier and beam per square foot, inclusive of all costs	RNDI COMPANIES INC	SF	\$3.10
Residential structure with slab foundation per square foot, inclusive of all costs	RNDI COMPANIES INC	SF	\$4.10
Exposed concrete slab and/or driveways up to approach, 6 inches thick or less per square foot, inclusive of all costs	RNDI COMPANIES INC	SF	\$1.80
Accessory structures, shed/detached garage on slab, per square foot, inclusive of all costs	RNDI COMPANIES INC	SF	\$4.85
Accessory structures, shed/detached garage on grade, no slab, per square foot, inclusive of all costs	RNDI COMPANIES INC	SF	\$4.10
Fill dirt. Minimum 60% sand, 40% fill dirt	RNDI COMPANIES INC	CY	\$30.00
Emergency demolition or special circumstances per each address/location, per square foot. This will be a one-time cost per each address or location inclusive of all costs.	RNDI COMPANIES INC	SF	\$9.50
			\$57.45

DESCRIPTION	VENDOR	UNIT	PRICE
Residential structure with pier and beam per square foot, inclusive of all costs	GRANT MACKAY	SF	\$3.15
Residential structure with slab foundation per square foot, inclusive of all costs	GRANT MACKAY	SF	\$3.65
Exposed concrete slab and/or driveways up to approach, 6 inches thick or less per square foot, inclusive of all costs	GRANT MACKAY	SF	\$1.15
Accessory structures, shed/detached garage on slab, per square foot, inclusive of all costs	GRANT MACKAY	SF	\$3.65

Accessory structures, shed/detached garage on grade, no slab, per square foot, inclusive of all costs	GRANT MACKAY	SF	\$3.15
Fill dirt. Minimum 60% sand, 40% fill dirt	GRANT MACKAY	CY	\$27.00
Emergency demolition or special circumstances per each address/location, per square foot. This will be a one-time cost per each address or location inclusive of all costs.	GRANT MACKAY	SF	\$4.15
			\$45.90

DESCRIPTION	VENDOR	UNIT	PRICE
Residential structure with pier and beam per square foot, inclusive of all costs	COMPASS ABATEMENT	SF	\$3.94
Residential structure with slab foundation per square foot, inclusive of all costs	COMPASS ABATEMENT	SF	\$4.34
Exposed concrete slab and/or driveways up to approach, 6 inches thick or less per square foot, inclusive of all costs	COMPASS ABATEMENT	SF	\$3.49
Accessory structures, shed/detached garage on slab, per square foot, inclusive of all costs	COMPASS ABATEMENT	SF	\$3.24
Accessory structures, shed/detached garage on grade, no slab, per square foot, inclusive of all costs	COMPASS ABATEMENT	SF	\$3.64
Fill dirt. Minimum 60% sand, 40% fill dirt	COMPASS ABATEMENT	CY	\$29.49
Emergency demolition or special circumstances per each address/location, per square foot. This will be a one-time cost per each address or location inclusive of all costs.	COMPASS ABATEMENT	SF	\$5.49
			\$53.63

DESCRIPTION	VENDOR	UNIT	PRICE
Residential structure with pier and beam per square foot, inclusive of all costs	INLAND ENVIRONMENTS, LTD.	SF	\$4.50
Residential structure with slab foundation per square foot, inclusive of all costs	INLAND ENVIRONMENTS, LTD.	SF	\$4.25
Exposed concrete slab and/or driveways up to approach, 6 inches thick or less per square foot, inclusive of all costs	INLAND ENVIRONMENTS, LTD.	SF	\$0.60
Accessory structures, shed/detached garage on slab, per square foot, inclusive of all costs	INLAND ENVIRONMENTS, LTD.	SF	\$2.80

Accessory structures, shed/detached garage on grade, no slab, per square foot, inclusive of all costs	INLAND ENVIRONMENTS, LTD.	SF	\$2.00
Fill dirt. Minimum 60% sand, 40% fill dirt	INLAND ENVIRONMENTS, LTD.	CY	\$20.00
Emergency demolition or special circumstances per each address/location, per square foot. This will be a one-time cost per each address or location inclusive of all costs.	INLAND ENVIRONMENTS, LTD.	SF	\$2.50
			\$36.65

DESCRIPTION	VENDOR	UNIT	PRICE
Residential structure with pier and beam per square foot, inclusive of all costs	J.T.B. SERVICES, INC	SF	\$5.87
Residential structure with slab foundation per square foot, inclusive of all costs	J.T.B. SERVICES, INC	SF	\$6.65
Exposed concrete slab and/or driveways up to approach, 6 inches thick or less per square foot, inclusive of all costs	J.T.B. SERVICES, INC	SF	\$2.63
Accessory structures, shed/detached garage on slab, per square foot, inclusive of all costs	J.T.B. SERVICES, INC	SF	\$5.68
Accessory structures, shed/detached garage on grade, no slab, per square foot, inclusive of all costs	J.T.B. SERVICES, INC	SF	\$5.20
Fill dirt. Minimum 60% sand, 40% fill dirt	J.T.B. SERVICES, INC	CY	\$22.00
Emergency demolition or special circumstances per each address/location, per square foot. This will be a one-time cost per each address or location inclusive of all costs.	J.T.B. SERVICES, INC	SF	\$6.00
			\$54.03

DESCRIPTION	VENDOR	UNIT	PRICE
Residential structure with pier and beam per square foot, inclusive of all costs	RNDI COMPANIES INC	SF	\$3.10
	COMPASS ABATEMENT	SF	\$3.94
	J.T.B. SERVICES, INC	SF	\$5.87
	GRANT MACKAY	SF	\$3.15
	INLAND ENVIRONMENTS, LTD.	SF	\$4.50

DESCRIPTION	VENDOR	UNIT	PRICE
Accessory structures, shed/detached garage on slab, per square foot, inclusive of all costs	RNDI COMPANIES INC	SF	\$4.85
	COMPASS ABATEMENT	SF	\$3.24
	J.T.B. SERVICES, INC	SF	\$5.68
	GRANT MACKAY	SF	\$3.65
	INLAND ENVIRONMENTS, LTD.	SF	\$2.80

DESCRIPTION	VENDOR	UNIT	PRICE
Emergency demolition or special circumstances per each address/location, per square foot. This will be a one-time cost per each address or location inclusive of all costs.	RNDI COMPANIES INC	SF	\$9.50
	COMPASS ABATEMENT	SF	\$5.49
	J.T.B. SERVICES, INC	SF	\$6.00
	GRANT MACKAY	SF	\$4.15
	INLAND ENVIRONMENTS, LTD.	SF	\$2.50

DESCRIPTION	VENDOR	UNIT	PRICE
Residential structure with slab foundation per square foot, inclusive of all costs	RNDI COMPANIES INC	SF	\$4.10
	COMPASS ABATEMENT	SF	\$4.34
	J.T.B. SERVICES, INC	SF	\$6.65
	GRANT MACKAY	SF	\$3.65
	INLAND ENVIRONMENTS, LTD.	SF	\$4.25

DESCRIPTION	VENDOR	UNIT	PRICE
Accessory structures, shed/detached garage on grade, no slab, per square foot, inclusive of all costs	RNDI COMPANIES INC	SF	\$4.10
	COMPASS ABATEMENT	SF	\$3.64
	J.T.B. SERVICES, INC	SF	\$5.20
	GRANT MACKAY	SF	\$3.15
	INLAND ENVIRONMENTS, LTD.	SF	\$2.00

DESCRIPTION	VENDOR	UNIT	PRICE
Exposed concrete slab and/or driveways up to approach, 6 inches thick or less per square foot, inclusive of all costs	RNDI COMPANIES INC	SF	\$1.80
	COMPASS ABATEMENT	SF	\$3.49
	J.T.B. SERVICES, INC	SF	\$2.63
	GRANT MACKAY	SF	\$1.15
	INLAND ENVIRONMENTS, LTD.	SF	\$0.60

DESCRIPTION	VENDOR	UNIT	PRICE
Fill dirt. Minimum 60% sand, 40% fill dirt	RNDI COMPANIES INC	CY	\$30.00
	COMPASS ABATEMENT	CY	\$29.49
	J.T.B. SERVICES, INC	CY	\$22.00
	GRANT MACKAY	CY	\$27.00
	INLAND ENVIRONMENTS, LTD.	CY	\$20.00

RESOLUTION NO. 2023-001

A RESOLUTION AWARDING BID NUMBER 2023-002 CODE COMPLIANCE ABATEMENT FOR RESIDENTIAL SUBSTANDARD STRUCTURE DEMOLITION; AND PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.

WHEREAS, the “Notice to Bidders” was published on November 17, 2022, and November 24, 2022, in the Galveston Daily Newspaper and was made available to local area vendors for Bid No. 2023-002 Code Compliance Abatement for Residential Substandard Structure Demolition; and

WHEREAS, bids were opened on December 9, 2022, and the two low responsible bidders meeting all the specifications was received from Inland Environments, LTD., of Kingwood, TX and Grant Mackay of Houston, TX; and

WHEREAS, the Community Development and Fire Department recommends awarding Bid No. 2023-420 2023-002 Code Compliance Abatement for Residential Substandard Structure Demolition to Inland Environments, LTD. and Grant Mackay, for the amounts bid.

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

SECTION 1: That the City Commission of the City of Texas City, Texas, hereby awards Bid No. 2023-420 2023-002 Code Compliance Abatement for Residential Substandard Structure Demolition to Inland Environments, LTD. and Grant Mackay.

SECTION 2: That the Mayor is hereby authorized to enter into a contract with Inland Environments, LTD. and Grant Mackay, for the respective unit prices bid in **Exhibit “A”** attached hereto and made a part hereof for all intents and purposes and authorizing the Mayor to approve change orders, not to exceed 25% of the total contract price, without taking the matter before the City Commission.

SECTION 3: That this Resolution shall be in full force and effect from and after its passage and adoption.

PASSED AND ADOPTED this 4th day of January 2023.

Dedrick D. Johnson, Sr., Mayor
City of Texas City, Texas

ATTEST:

APPROVED AS TO FORM:

Rhomari D. Leigh
City Secretary

Kyle L. Dickson
City Attorney

CITY COMMISSION REGULAR MTG

(9) (c)

Meeting Date: 01/04/2023

Write-off of EMS Receivables

Submitted For: Laura Boyd, Finance

Submitted By: Laura Boyd, Finance

Department: Finance

Information

ACTION REQUEST

Write-off of EMS receivables more than 120 days past due at September 30, 2022. These are deemed to be uncollectible.

BACKGROUND (Brief Summary)

Total EMS receivables due at September 30, 2022: Fire Recovery (FRUSA EMS)
\$1,260,842.46

Past due and deemed uncollectible at September 30, 2022 (>120 days past due):
\$121,718.97

RECOMMENDATION

Finance Department recommends write-off of \$121,718.97 in receivables.

Fiscal Impact

Attachments

EMS receivable write-offs
Resolution

Fiscal Year 2021-2022 EMS Receivable write-offs

Total EMS receivables due at September 30, 2022:

Fire Recovery (FRUSA EMS)	\$1,260,842.46
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EMS receivables past due and deemed uncollectible at September 30, 2022 (>120 days past due):

\$121,718.97

Resolution is to write-off \$121,718.97.

RESOLUTION NO. 2023-002

A RESOLUTION AUTHORIZING THE WRITE-OFF OF EMS RECEIVABLES MORE THAN 120 DAYS PAST DUE AND DEEMED TO BE UNCOLLECTIBLE AT SEPTEMBER 30, 2022; AND PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.

WHEREAS, there is a need to remove past due receivables from the City of Texas City's account receivables records; and,

WHEREAS, the Director of Finance is recommending that EMS receivables be written off which are 120 days past due, at September 30, 2022, and have been deemed to be uncollectible.

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

SECTION 1: That the City Commission of the City of Texas City, Texas, as part of the 2021-2022 Fiscal Year closing process, approves the write-off of EMS receivables which are past due, at September 30, 2022, in the amount of \$121,718.97, and are deemed to be uncollectible.

SECTION 2: That this Resolution shall be in full force and effect from and after its passage and adoption.

PASSED AND ADOPTED this 4th day of January 2023.

Dedrick D. Johnson, Sr., Mayor
City of Texas City, Texas

ATTEST:

APPROVED AS TO FORM:

Rhomari D. Leigh
City Secretary

Kyle L. Dickson
City Attorney

CITY COMMISSION REGULAR MTG

(10) (a)

Meeting Date: 01/04/2023

Amend Fiscal Year 2022-2023 Budget for grant from Southeast Texas Housing Finance Corporation (SETH)

Submitted For: Laura Boyd, Finance

Submitted By: Laura Boyd, Finance

Department: Finance

Information

ACTION REQUEST

Request City Commission approval to amend the 2022-2023 Fiscal Year Budget to account for the revenues and expenses related to grant funds the City received from Southeast Texas Housing Finance Corporation (SETH).

BACKGROUND (Brief Summary)

From Grants Administrator: SETH contacted the City of Texas City informing the Mayor that funds were available for affordable housing-related activities. Mayor Johnson submitted the application and the City has received payment from SETH in the amount of \$50,000.

From Grants Administrator: Half of the grant (\$25,000) will be allocated to the extended contract for Housing Rehabilitation Specialist/Inspector services from Mainland Children's Partnership. The other half will be allocated to lead assessment and clearance fees for houses that are participating in the Housing Rehabilitation/Reconstruction Program that were built before 1978.

City Commission accepted the funds via Resolution No. 2022-139 at their December 21, 2022, meeting.

RECOMMENDATION

Recommend approval of the budget amendment to track revenues and expenses related to this grant.

Fiscal Impact

Funds Available Y/N:

Amount Requested:

Source of Funds:

Account #:

Fiscal Impact:

Budget Amendment:

SETH Grant Fund:

Housing Rehabilitation Expenses	\$50,000.00
Grant Revenue	(\$50,000.00)

CITY COMMISSION REGULAR MTG

Ord 13-52

Meeting Date: 01/04/2023

Amend the fiscal year 2022/2023 budget to close 2021/2022 fiscal year purchase orders.

Submitted For: Laura Boyd, Finance

Submitted By: Laura Boyd, Finance

Department: Finance

Information

ACTION REQUEST

Consider approval of a request to amend the fiscal year 2022-2023 budget to close 2021-2022 fiscal year purchase orders.

BACKGROUND (Brief Summary)

Purchase orders that are outstanding at the end of the fiscal year are to be canceled and rolled into the current fiscal year 2022-2023. Since encumbrances impact budgets, the current fiscal year's budget must be increased to reflect outstanding encumbrances from the 2021-2022 fiscal year.

RECOMMENDATION

Recommend approval.

Fiscal Impact