



**AGENDA
REGULAR MEETING
FREEPORT CITY COUNCIL
MONDAY, DECEMBER 20, 2021 at 6:00 P.M.**

Mayor:

Brooks Bass

Council Members:

Jeff Pena
Jerry Cain
Mario Muraira
Troy Brimage

City Manager:

Timothy Kelty

THE CITY COUNCIL OF THE CITY OF FREEPORT, TEXAS, WILL MEET ON MONDAY, THE 20TH DAY OF DECEMBER, 2021, AT 6:00 P.M., AT THE FREEPORT, POLICE DEPARTMENT, MUNICIPAL COURT ROOM, 430 NORTH BRAZOSPORT BOULEVARD FREEPORT TEXAS

YOU MAY JOIN THE PUBLIC MEETING REMOTELY BY TELECONFERENCE BY DIALING:

(425) 436-6312 AND USING ACCESS CODE 5678901#

OR

AUDIO VISUAL CONFERENCE CALL USING:

PCs, Macs®, Chromebooks™, iOS and Android™ phones and tablets.

International dial-in numbers: https://fccdl.in/i/council_mtg_122021

For users wanting to view and listen to the council meeting via a web browser go to

https://join.freeconferencecall.com/council_mtg_122021

enter access code 5678901# and the online meeting code is: council_mtg_122021.

OR

Visit the App Store or Google Play to download FreeConferenceCall. Enter the phone number, access code and online code listed above to view the meeting.

REMOTE PARTICIPANTS WILL NOT BE ABLE TO ADDRESS COUNCIL DIRECTLY. COMMENTS FROM REMOTE PARTICIPANTS MUST BE SENT VIA EMAIL TO publiccomments@freeport.tx.us ANY TIME PRIOR TO, OR DURING THE MEETING ALL COMMENTS RECEIVED WILL BE READ ALOUD INTO THE RECORD.

THE MEETING IS BEING HELD FOR THE FOLLOWING PURPOSES:

CALL TO ORDER: *The Mayor will call the meeting to order, declare a quorum if present, and declare notices legally posted pursuant to Open Meetings Act.*

INVOCATION AND PLEDGE OF ALLEGIANCE: (Council Member)

CITIZENS' COMMENTS:

Members of the public are allowed to address the City Council at this time, and must include name and address. *Note*, specific factual information or a recitation of existing policy may be furnished in response to an inquiry made, but any deliberation, discussion, or decision with respect to any subject about which the inquiry was made shall be limited to a proposal to place such subject on the agenda for a subsequent meeting for which notice is provided in compliance with the Texas Open meetings Act unless said notice appears herein. The public is reminded that there is a (4) minute time limit as approved by City Council on June 21, 2010.

PRESENTATIONS/ANNOUNCEMENTS: Announcements by Mayor, City Council and/or Staff.

CONSENT AGENDA:

Consent Agenda items are considered to be routine in nature and may be acted upon in one motion. Any item requiring additional discussion may be withdrawn from the Consent Agenda by the Mayor, Councilmember or City Manager, and acted upon separately

1. Consideration and possible action on the approval of City Council meeting minutes from December 6, 2021. **(Wells)**
2. Consideration and possible action approving the date change for the first and second city council meetings in January 2022, due to the New Years and Martin Luther King Holidays. **(Wells)**
3. Consideration and possible action to adopt a Resolution No. 2021-2729, to designate authorized signatories for the Community Development Block Grant-Mitigation (CDBG-MIT) program for GLO State Contract Number 22-082-013-D213. **(Ezell)**
4. Consideration and possible action to adopt a Resolution No. 2021-2730, to designate authorized signatories for the Community Development Block Grant-Mitigation (CDBG-MIT) program for GLO State Contract Number 22-085-047-D300. **(Ezell)**
5. Consideration and possible action to adopt a Resolution No. 2021-2731, regarding Civil Rights which includes the following policies: Section 3 Policy. Excessive force policy. Limited English Proficiency (LEP) Standards Plan. Section 504 Policy and Grievance Procedures. Code of Conduct Policy and Fair Housing Policy. **(Ezell)**

6. Consideration and possible action to approve April as Fair Housing Month: This proclamation will help to fulfill Fair Housing activity obligations as required by the grant. **(Ezell)**

COUNCIL BUSINESS – REGULAR SESSION:

7. Discussion and Consideration regarding Zoning Ordinance No. 2021-2653 and Subdivision Control Ordinance No. 2021-2654. **(Roman)**
8. Discussion regarding establishing Rental Inspection Program. **(Roman)**
9. Consideration of approving Resolution 2021-2724, to Participate in Texas Cooperative Liquid Assets Securities System Trust (Texas Class) an investment pool administered by Public Trust Advisors, LLC. **(Ezell)**
10. Consideration and possible action approving a payback schedule for an overpayment in local sales and use taxes. **(Ezell)**
11. Consideration and possible action on agreement with Engie Energy for repayment of credit. **(Ezell)**
12. Consideration and possible action appointing a TIRZ Board President. **(Kelty)**
13. First Reading and Consideration of Resolution No. 2021-2732 approving economic Development projects to be enacted by the Freeport Economic Development Corporation. **(Kelty)**
14. Discussion and Possible Action to delay enforcement of Ordinance 2021-2641 and Schedule Public Hearing. **(Pena/Muraira)**
15. Discussion and possible action regarding Ordinance No. 2021-2648 to require all City Council and Public Board Members to disclose: All current Real Estate Assets in Brazoria County held in their personal name, immediate family's name, business name. All Business Entities owned or partnered in Texas. Any and all business agreements with any other Board or Council member. Any and all agreements or contracts with the city. **(Pena/Muraira)**
16. Discussion and Possible Action to revise the Agenda Policy for Council **(Pena/Muraira)**

WORK SESSION:

17. **The City Council may deliberate and make inquiry into any item listed in the Work Session.**
 - A. Mayor Brooks Bass announcements and comments.
 - B. Councilman Pena Ward A announcements and comments.
 - C. Councilman Cain Ward B announcements and comments.
 - D. Councilman Muraira Ward C announcements and comments.
 - E. Councilman Brimage Ward D announcements and comments.

- F. City Manager Tim Kelty announcements and comments.
- G. Updates on current infrastructure.
- H. Update on reports / concerns from Department heads.

CLOSED SESSION:

- 18. Executive Session regarding a.) (Potential Litigation) consultation with city attorney, b.) (Deliberations about Real Property), East End, and Brazos Cove, in accordance with Vernon's Texas Government Code Annotated, Chapter 551, Sections 551.071, 551.072.

COUNCIL BUSINESS – REGULAR SESSION:

ADJOURNMENT:

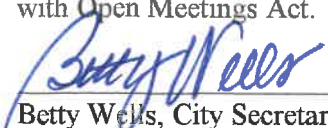
- 19. Adjourn.

Items not necessarily discussed in the order they appear on the agenda. The Council at its discretion may take action on any or all of the items as listed. This notice is posted pursuant to the Texas Open Meeting Act. (Chapter 551, Government Code).

The 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 above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices) and 551.087 (Economic Development).

ACCESSIBILITY STATEMENT This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at (979) 233-3526.

CERTIFICATE I certify the foregoing notice was posted in the official glass case at the rear door of the City Hall, with 24 hours a day public access, 200 West 2nd Street, Freeport Texas, before 6:00 p.m. in accordance with Open Meetings Act.


Betty Wells, City Secretary,
City of Freeport, Texas

State of Texas

County of Brazoria

City of Freeport

BE IT REMEMBERED, that the City Council of Freeport, Texas met on Monday, December 6, 2021 at 6:00 p.m. at the Freeport Police Department, Municipal Court Room, 430 North Brazosport Boulevard, Freeport Texas for the purpose of considering the following agenda items:

City Council:

- Mayor Brooks Bass
- Councilman Jeff Pena
- Councilman Jerry Cain
- Councilman Mario Muraira
- Councilman Troy Brimage

Staff:

- Tim Kelty, City Manager
- Betty Wells, City Secretary
- Cathy Ezell, Finance Director
- Chris Duncan, City Attorney
- Lance Petty, Public Works Director
- Chris Motley, Fire Chief
- Kacey Roman, Building Official
- LeAnn Strahan, Destinations Director
- Ray Garivey, Freeport Police Chief
- Clarisa Molina, Administrative Assistant
- Wade Dillion, Museum Attendant
- Brian Bruce, Director of Veolia

Visitors:

George Matamoras	Bob Casale
David McGinty	Sam Reyna
Ruben Renobato	Pam Dancy
Lorenzo Gomez	Pam Tilly
Kenny Hayes	Con McCleaster
Sandra Leavy	Manning Rollerson
Edmeryl Williams	Brett Bowles (IAD)
Diane McCleaster	Janell Minter
Ed Garcia	Desiree Pearson
Raven Wuebker	Sabrina Brimage
Jessie Parker	Elliott Cundieff
Melanie Oldham	Alma Kelty
Jaclyn Hildreth	Stella Casale
Angie Williams	James Harrison
Norma Harrison	

Visitors, Via Teleconference:

Laura Tolar
Brian Mabry
Phyllis Saathoff
Jerry Meeks
Paul Crow
George Hawkins
Kim Hammonds

Robert Cramer
Amanda Petty
Ashley Woosley
Vander Williams
Donna Williams
Justin Davison

Call to order.

Mayor Bass called the meeting to order at 6:00 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE:

Invocation was led by City Manager Tim Kelty, Pledge was led by Mayor Brooks Bass.

CITIZENS' COMMENTS:

Jessie Parker thanked the Council for the best support that they could give to the residents of the East End. She said that she has relocated to Lake Jackson because she had no other option. She said that this has never been a fair fight. She said that she wanted to thank council publicly.

Manning Rollerson spoke to council about the investigation that was done by the city. He said he is still concerned about this, because this is a conflict of interest. He said we do need to move forward. He thanked the Mayor for standing beside the residents in the East End.

George Matamoras said when he spoke to council at the last city council meeting, it fell on deaf ears, he said it is time for a change. Mr. Matamoras said one person is dictating, and this one person is causing these problems in our city. Mr. Matamoras said it is time to have an independent investigation, so we can let the city residents really know what is going on within our city. We need transparency. Mr. Matamoras told Councilman Muraira he voted for him because he thought he would bring change to our city, and he is disappointed in him. Mr. Matamoras said he cannot guarantee, that Councilman Muraira will get his vote next election. Mr. Matamoras said he is disappointed in Councilman Muraira judgment, and who he is siding with.

Pam Tilly spoke to council about FEMA, she said that she has not heard anything from them, and is uncertain of where this has gone. She said she has called her City Councilman and has got no where with this. She spoke about the Eminent Domain. She said there is no equal value, there is harassment to the residents. Ms. Tilly said that Colleen Hagerty with the Guardian Newspaper from Los Angeles is here to tell the story of Freeport. She asked if the city has considered the possibilities, the East End can bring?

Sam Reyna, 2002 North Ave G, he spoke of an editorial written by Michael Morris in the Facts Newspaper. Mr. Reyna said council needs to build another Community House, instead of \$300,000.00 on a walking trail. Mr. Reyna said there is on an average seven people that use this walking trail. Mr. Reyna handed out to council information on businesses and the sprinkler systems that the city is now requiring. There were a few businesses that were worked with by staff. Epic Hooka Lounge ran out of money after three years. Mr. Reyna said he tried to help by calling and checking into grants through the EDC. Mr. Reyna asked if the ordinance can be amended to grandfather in the older businesses.

PRESENTATIONS/ANNOUNCEMENTS: Announcements by Mayor, City Council and/or Staff.

Presentation from Brett Bowles with IAD on the façade of the Museum.

Brett Bowles with IAD presented to council the façade plans for the Museum he had completed in 2012 along with his updated cost estimates. Mr. Bowles said the estimated cost would be about \$250,000 to perform this scope of work. There was discussion on this item by council and City Manager.

Sandra Leavey spoke to council, in opposition to this item.

Pam Dancy spoke to council in opposition to this item.

Council asked that this item come back with a reduced scope to fit within the budget approved.

Public Hearing and Presentation from Kendig Keast Collaborative on Subdivision Control Ordinance revisions.

Mayor Bass opened Public Hearing at 6:40 PM.

Building Official, Kacey Roman said that the City of Freeport has not had an overall Comprehensive Zoning Ordinance update since 1964. Ms. Roman said this is a complete rehab of Zoning and the Subdivision Control Ordinances. There is a presentation by Ashley Woosley with Kendig Keast.

Ashley Woosley with Kendig Keast Collaborative presented to council the Subdivision Control Ordinance revisions. Ms. Woosley presented a summary of the changes to the ordinances. Ms. Woosley said the primary goal is to implement the recommendations that were outlined in the city's 2019 Master Plan. She said to reorganize the ordinances, to make them more user friendly, and to ensure the new ordinances comply to Federal, and State Statue. Ms. Woosley said there has been review and input from the Steering Committee, as well as Planning and Zoning.

Councilman Pena asked when the last Planning and Zoning meeting was held. City Manager Tim Kelty said the Planning and Zoning Commission has reviewed this on multiple occasions with the most recent meeting of the Planning and Zoning on November 8, 2021. There were also joint meetings with the Steering Committee and Planning Commission. Mr. Kelty said all of the information for this project has been available for public review online. Mayor Bass asked Mr. Kelty when the draft of the ordinance, and the map was given out to council. Mr. Kelty said November 9 & 10.

Pam Dancy spoke to council in opposition to this item because she did not understand it or have time to review it.

Sandra Leavey spoke to council in opposition to this item regarding its effect on her property.

Mayor Bass said the map, and the revised ordinance has been on the city website since the start of this.

Melanie Oldham spoke to council, and said the effort to create this ordinance was extensive and thorough and very transparent. She said it is a very good ordinance for the City

George Matamoras said he is unable to locate the map or any other information on the city's website. He said he appreciates the hard work. He reminded council of the 25-foot lots, Mr. Matamoras said the residents have voiced their opinions of dislike on this. This may cause some upset residents.

Councilman Muraira asked if more time can be given this item. Councilman Pena said he agrees with allowing more time on this item, and Councilman Pena thinks it should be held at RiverPlace. Mayor Bass said the acoustics are horrible at RiverPlace.

City Manager Tim Kelty, spoke of a few changes he was recommending that were overlooked by the Steering Committee, and Planning and Zoning Commission that need to be made.

City Attorney Chris Duncan, spoke of some conflicts that need to be addressed.

Councilman Cain asked that Mr. Kelty inform the public, of where to find the information on the City's website. Mr. Kelty stated that he would print out a copy and make a hard copy available for public review at the Library.

Mayor Bass closed the Public Hearing at 7:43 PM.

CONSENT AGENDA:

Consideration and possible action on the approval of City Council meeting minutes from November 15, 2021.

Consideration and possible action approving Resolution No. 2021-2719 amending errors in Resolution No. 2021-2706 saying "Radio Console Upgrade" to "Portable Radio Upgrade.

Consideration and possible action on Resolution 2021-2720, approving the Lease Agreement with Amistad for office space a City Hall.

Consideration and possible action approving Resolution No. 2021-2721 awarding the contract for Janitorial services of city facilities.

On a motion by Councilman Brimage, seconded by Councilman Cain, with a 3-2 vote, Council approved item numbers 3-6 on the Consent Agenda. Councilmen Muraira and Pena voted "Nay"

COUNCIL REGULAR AGENDA:

Consideration and possible action on adoption of Zoning Ordinance No. 2021-2653 and Subdivision Control Ordinance No. 2021-2654.

Mayor Bass tabled this item until the December 20, 2021 meeting.

Public Hearing: Harrison subdivision replat of Lots 63, 64 and 71, Block 14 of the Las Playas Subdivision Part II of Section 5 Recorded in Volume 15, Pages 81-82 Of the Brazoria County Plat Records Situated in the T. & W. Alley League, Abstract 2, Brazoria County, Texas October 2021.

Mayor Bass opened the Public Hearing at 7:46 PM.

Building Official Kacey Roman, presented to council Harrison subdivision replat of Lots 63, 64 and 71, Block 14 of the Las Playas Subdivision Part II of Section 5 Recorded in Volume 15, Pages 81-82 Of the Brazoria County Plat Records Situated in the T. & W. Alley League, Abstract 2, Brazoria County, Texas October 2021. She said this did go before Planning and Zoning, and was approved.

Mayor Bass closed the Public Hearing at 7:48 PM.

On a motion by Councilman Muraira, seconded by Councilman Cain, with all voting "Aye" 5-0 Council unanimously approved Harrison subdivision replat of Lots 63, 64 and 71, Block 14 of the Las Playas Subdivision Part II of Section 5 Recorded in Volume 15, Pages 81-82 Of the Brazoria County Plat Records Situated in the T. & W. Alley League, Abstract 2, Brazoria County, Texas October 2021. Ms. Roman said this did go before Planning and Zoning, and it was approved.

Public Hearing. Re-plat on TEXAS GULF FREEPORT MHJB A Subdivision of 1.589 Acres/69,205 SQ FT Situated in the S. T. Angier Survey Abstract No. 8 City of Freeport, Brazoria County, Texas 1 Blocks 2 Lots July 2021 Owner Texas Gulf Bank, N. A., A national banking association P. O. Box 738, Lake Jackson, TX 77566 979-297-7211 Surveyor Windrose Land Surveying/Platting 11111 Richmond Ave, Suite 150 Houston, TX 77082 713-458-2281 Firm Registration No. 10108800.

Mayor Bass opened the Public Hearing at 7:49 PM.

Building Official Kacey Roman, presented to council Re-plat on TEXAS GULF FREEPORT MHJB A Subdivision of 1.589 Acres/69,205 SQ FT Situated in the S. T. Angier Survey Abstract No. 8 City of Freeport, Brazoria County, Texas 1 Blocks 2 Lots July 2021 Owner Texas Gulf Bank, N. A., A national banking association P. O. Box 738, Lake Jackson, TX 77566 979-297-7211 Surveyor Windrose Land Surveying/Platting 11111 Richmond Ave, Suite 150 Houston, TX 77082 713-458-2281 Firm Registration No. 10108800. Ms. Roman said this is the second time, this re-plat has come before council. She said that there was an issue with the carport, which would not meet the setback requirements. She said the carport has been demolished. Ms. Roman said with this being done there will be no issues with setbacks. This did go before Planning and Zoning, and it was approved.

Mayor Bass closed the Public Hearing at 7:51 PM.

On a motion by Councilman Muraira, seconded by Councilman Pena, with all voting "Aye" 5-0 Council unanimously approved Re-plat on TEXAS GULF FREEPORT MHJB A Subdivision of 1.589 Acres/69,205 SQ FT Situated in the S. T. Angier Survey Abstract No. 8 City of Freeport, Brazoria County, Texas 1 Blocks 2 Lots July 2021 Owner Texas Gulf Bank, N. A., A national banking association P. O. Box 738, Lake Jackson, TX 77566 979-297-7211 Surveyor Windrose Land Surveying/Platting 11111 Richmond Ave, Suite 150 Houston, TX 77082 713-458-2281 Firm Registration No. 10108800.

Consideration and possible action approving the Grant Agreement for the GLO \$6. Million Wastewater Treatment Plant.

Finance Director Cathy Ezell presented to council Grant Agreement for the GLO \$6. Million Wastewater Treatment Plant. Ms. Ezell said this is the second of the two GLO Grants. This grant is in the amount of \$5,991,468.00 and the city must match \$60,520.00. She said this is the agreement between the city and the GLO to obtain these funds.

Mayor Bass said he has the documents to sign electronically tonight if approved, which will speed up the process of receiving the funds.

On a motion by Councilman Cain, seconded by Councilman Pena, with all voting "Aye" 5-0 Council unanimously approved Grant Agreement for the GLO \$6. Million Wastewater Treatment Plant.

Consideration and possible action approving Resolution No. 2021-2722, amending the City of Freeport Policy Handbook Chapter 9- Employee Wage and Benefits 9.18 Assignment Pay.

Finance Director Cathy Ezell presented to council Resolution No. 2021-2722, amending the City of Freeport Policy Handbook Chapter 9- Employee Wage and Benefits 9.18 Assignment Pay. Ms. Ezell said Police and Fire have special classifications in their departments. Staff requires that some employees do over and above their regular duties, which requires additional training. Ms. Ezell said this was budgeted in this FY Budget.

Councilman Muraira asked how this works with the budget? Ms. Ezell said when staff created the budget, we included Assignment Pay.

Consideration of approving Resolution 2021-2724, to Participate in Texas Cooperative Liquid Assets Securities System Trust (Texas Class) an investment pool administered by Public Trust Advisors, LLC.

Finance Director Cathy Ezell, presented to council Resolution 2021-2724, to Participate in Texas Cooperative Liquid Assets Securities System Trust (Texas Class) an investment pool administered by Public Trust Advisors, LLC. Ms. Ezell said this structured just like the TexPool, which the city is already a member of.

Mayor Bass asked if there is a cost to the city for this? Ms. Ezell said “no sir”. Mayor Bass asked if there is a return of investment? Ms. Ezell said “there is just interest”.

Councilman Pena asked what percentage of investment funds will go into this pool? Ms. Ezell said probably \$5 Million. Councilman Pena asked what cities participate in this pool? Ms. Ezell said “I will have to get this information, because I am not certain”. Councilman Pena said he would like more information.

This item was tabled until the next meeting.

Consideration and possible action on Resolution No. 2021-2725, authorizing the Mayor to sign a contract with AmeriWaste.

City Manager Tim Kelty presented to council Resolution No. 2021-2725, authorizing the Mayor to sign a contract with AmeriWaste. Mr. Kelty said the residential service will begin February 1, 2022. Mr. Kelty said that this contract also includes commercial service. Commercial service will begin on April 1, 2022.

On a motion by Councilman Brimage, seconded by Councilman Cain, with discussion that followed.

Councilman Pena asked if this business becomes insolvent, what are our options? Mr. Kelty said this company is required to be bonded and provides full liability insurance. The contract includes provisions which would allow the city to seek other providers and get out of the contract if this became an issue. He added this company comes highly recommended. Councilman Pena said there is no true financial due diligence? AmeriWaste will invest over \$1,000,000 to be able to provide this service and has already ordered the new garbage trucks, Mr. Kelty said “I do not think they would be able to do that, without the necessary financial resources”.

Mayor Bass called the motion for a vote, with all present voting “Aye” 5-0 Council unanimously approved Resolution No. 2021-2725, authorizing the Mayor to sign a contract with AmeriWaste.

Consideration and possible action to approve Resolution No. 2021-2726, to amend the 380 Cundieff Family Partnership, LTD Agreement with the City of Freeport, originally approved on December 7, 2020.

City Manager Tim Kelty, presented to council Resolution No. 2021-2726, to amend the 380 Cundieff Family Partnership, LTD Agreement with the City of Freeport, originally approved on December 7, 2020. Mr. Kelty said Mr. Cundieff is developing the property on 2nd Street. This is a nine-lot subdivision. In the agreement he is to install water and sewer, electrical, sidewalks, street lights. There was an issue on getting the lighting which caused it to be delayed.

Mr. Cundieff spoke to council. He said the lighting has come in, and it is in his shop. He said the driveways, need to be in place before the city sidewalks are put in. Mr. Cundieff said they are asking for a 90-day extension for the street lights to be installed.

On a motion by Councilman Brimage, seconded by Councilman Pena, with all voting "Aye" 5-0 Council unanimously approved Resolution No. 2021-2726, to amend the 380 Cundieff Family Partnership, LTD Agreement with the City of Freeport, originally approved on December 7, 2020.

Consideration and possible action On Resolution No. 2021-2727, approving Amendment # 1 to the Interlocal Agreement for Animal Control.

City Manager Tim Kelty, presented to council Resolution No. 2021-2727, approving Amendment # 1 to the Interlocal Agreement for Animal Control. Mr. Kelty said the city entered into an Interlocal Agreement with City of Clute, Lake Jackson and the SPCA. Over the years cost started to escalate. This amendment will freeze the amount the city pays until 2023.

On a motion by Councilman Muraira, seconded by Councilman Cain, with all voting "Aye" 5-0 Council unanimously approved Resolution No. 2021-2727, approving Amendment #1 to the Interlocal Agreement for Animal Control.

Consideration and possible action on Resolution No. 2021-2728 appointing a member to the Freeport Economic Development Board.

City Manager Tim Kelty, presented to council Resolution No. 2021-2728 appointing a member to the Freeport Economic Development Board. Mr. Kelty said there are two vacancies on this board. We received applications from Melanie Oldham, Stoney Burke, Sandra Loeza and Sam Reyna.

Melanie Oldham spoke to council of her interest of serving on the Freeport EDC Board.

Councilman Cain made a motion to appoint Melanie Oldham to the vacancy that expires on May 31, 2022, and to appoint Sandra Loeza to the vacancy that expires on May 31, 2023, with a second by Councilman Muraira. Discussion that followed.

Councilman Brimage said he does not think one person should serve on more than one board. He said he does not agree with a Councilman being on Council, and serving on a board. Councilman Brimage said he feels this is a conflict of interest. Councilman Brimage said Councilman Cain is the liaison for the EDC, and Councilman Pena is on the Board, this make it where a Council member is unable to attend an EDC meeting. Councilman Brimage said he thinks council should look at the EDC as a whole, before any new appointments are made.

Councilman Pena said that he likes the motion because it adds two women to the board. Councilman Pena said there are other boards that need members, and he hopes we look at these soon.

Mayor Bass called for a vote on the motion. With a 3-2 vote, Council approved Resolution No. 2021-2728 appointing Melanie Oldham to the vacancy that expires on May 31, 2022 and appointing Sandra Loeza to the vacancy that expires on May 31, 2023. Mayor Bass and Councilman Brimage voted "Nay".

WORK SESSION:

Mayor Bass spoke of the events downtown, he said they were fun. He said he agrees with Councilman Pena, we do need more lights downtown. Mayor Bass told Mr. McGinty he did a nice job on the tree. Mayor Bass thanked everyone for all the hard work, it was a well-done event.

Councilman Pena thanked the Museum Staff, City Staff and EDC Staff for all of the hard work on getting the Christmas lights up. Councilman Pena spoke of Mr. Matamoras comments, he said he needs to speak with the current Board Members, on all of the Boards. Councilman Pena spoke of Ms. Tilly's comments, he said she asked, "do we look into recent buys on the East End", Councilman Pena said he is not aware of any other entities looking to buy property on the East End. He welcomed the Guardian Newspaper, and said he looks forward to answering any questions, Ms. Hagerty may have. Councilman Pena spoke of the article that Mr. Reyna spoke of in citizens comments. Councilman Pena said the way the article is written, it is the wrong conclusion that council had decided. It was written as we had moved the 25 Acres into Parks and Wildlife, but in fact we moved it out of. Councilman Pena asked about the sprinkler ordinance, he asked if we can amend the ordinance, and it supersede Osha. City Attorney Chris Duncan said City of Freeport adopts the International Building and Fire Codes. Mr. Duncan said when the codes are adopted you can delete certain portions, he said so yes this is possible. Mayor Bass said this is protect the citizens. Councilman Pena said he wants to make sure we are not hindering businesses from opening. Councilman Pena spoke of enhancing and improving the city, he said that Ms. Dancy said, "the infrastructure needs to be taken care of". He said he wants to remind everyone the money that we have today for the sewer plant, he said this money is applied. He said he wants to make one point very clear "we can walk and chew gum at the same time", meaning we can handle all this infrastructure. But we cannot ignore the things that help with the quality of life, and attract the growth for the City of Freeport. Councilman Pena asked where we are at on the 9th Street issue. He said this is the property that backs up to Mr. Hayes property. He said this has been a at least a month and he wants this problem taken care of ASAP. Councilman Pena said he created a map of the lighting on 1st Street, 2nd Street, Broad, 4th – 9th Streets. He said there are about 30 lights that are out. He said Centerpoint has put up a lot of lights, but we still have a lot of work ahead of us. Councilman Pena said he would like Council to come up with an agenda policy, this is for council members to review the preliminary agenda ten days before the next council meeting. He said with doing this, it will give at least seven days for any final edits that may need to be done to the agenda. He said this will allow each ward to have their voice heard, of what needs to be discussed.

Councilman Cain said that we passed the AmeriWaste contract, he said we can have one or two cans out with at least five additional bags. He said he would like our city to start selling the large black garbage bags. Councilman Cain said he does not want to keep going to City of Lake Jackson to purchase these bags, he wants to purchase them here.

Councilman Muraira commended LeAnn, and Mr. McGinty and the rest of the folks that were involved in the Holiday on the Brazos. He said that he feels the weekend was a huge success. He appreciates all of the work that was done. He said that he felt the City of Freeport come alive, and this is something he hasn't felt since 2004. Councilman Muraira said that he would like to see the city get 14-20-foot

Christmas trees in Downtown and in Municipal Park, so we can have people come out to our City, and celebrate here. Councilman Muraira asked if we are moving on the Rental Inspection Program? Mr. Kelty said he is hoping it will be on the next agenda for discussion, we are moving on this, but we are wanting to go through the proper process. Councilman Muraira said in response to Mr. Reyna's comment about repairing the running trail. Councilman Muraira said he runs on this running trail every day, sometimes twice a day, he knows this is something that needs to be done.

Councilman Brimage had no comment.

Mr. Kelty said staff has been meeting with TexDot frequently. He said they have at least six projects being planned, for the next three years. Mr. Kelty said this includes improvements on 1495, Hwy 36, Hwy 288, 523, all the way through Gulf Boulevard and on 288 between the high school and the river. He said the different sections start at different times and significantly overlap so much work will be happening simultaneously. He wants to make sure TxDOT and their Contractors stay on target. Mr. Kelty said he had a meeting with Representative Vasut, and he will be participating with monthly meetings with TxDOT, and the Port. Mr. Kelty answered Councilman Pena's question about the issue on 9th Street. He said has met with Mr. Petty, and the Engineer out at the property. Mr. Petty had his crew shoot elevations in this area. he had hoped from the elevation stand point they would be able to raise the back and cut the sidewalks, to drain to the street. Mr. Kelty said unfortunately the elevations don't allow this. Freese and Nichols has recommended the develop a small swale behind the properties running east and west to the big ditches. He spoke of the Rental Inspection program, and said he is hoping to have this at the next city council meeting for discussion. City Hall renovation bids will go out in late January and the first phase of concrete street bid opening is January 9.

Councilman Pena asked Mr. Kelty if we are able to request a correction to the article that was published. Councilman Pena said that he wants item 17 from the last agenda to be placed on the next agenda.

Pam Tilly said there are people that are adjacent from properties that fit eminent domain, that have never been eminent domain. Mayor Bass asked Ms. Tilly to get this information to her Councilman after Executive Session.

Update on reports / concerns from Department heads

Finance Director Cathy Ezell, announced City Hall Hours has changed starting on November 29, 2021. The new hours are Monday – Thursday 7:30 AM – 6:00 PM and Friday will be 8 AM – 5 PM. She said we will do a trial run for six months. Councilman Muraira asked if this is a big hit to the budget? Ms. Ezell said it is no hit on the budget, she said it is a 9/80 schedule.

CLOSED SESSION:

Open session was closed at 8:47 pm and Council entered into Executive Session

Executive Session regarding a.) (Potential Litigation) consultation with city attorney b.) (Deliberations about Real Property), East End in accordance with Government Code Annotated, Chapter 551, Sections 551.071, 551.072.

REGULAR SESSION

Mayor Bass reconvened regular session at 8:23 P.M.

Adjourn

On a motion by Councilman Pena, seconded by Councilman Cain, with all present voting "Aye", Mayor Bass adjourned the meeting at 9:15 P.M.

Mayor Pro Tem, Jerry Cain
City of Freeport, Texas

City Secretary, Betty Wells
City of Freeport, Texas



City Council Agenda Item # 2

Title: Consideration and possible action on rescheduling the first and second regular City Council Meeting in the month of January 2022.

Date: December 20, 2021

From: Betty Wells

Staff Recommendation: Staff recommends rescheduling the first and second regular City Council Meeting in January, to Monday January 10, 2022 and Monday January 24, 2022.

Item Summary: The first regular City Council meeting in January falls on January 3, 2022 which is the first Monday after the New Year Day Holiday, and both that Holiday and the Christmas Holiday fall between the current meeting and that normal meeting date. Many staff members also take additional vacation during this time of year. The second regular meeting falls on January 17, 2022, Martin Luther King, Jr. Holiday and City Offices are closed and regular meetings suspended.

It is recommended that the meetings be rescheduled to Monday on January 10, 2022 and, Monday January 24, 2022 at 6 p.m.

Background Information: None

Special Considerations: None

Financial Impact: None

Board or 3rd Party recommendation: None

Supporting Documentation: None



City Council Agenda Item # 3-6

Title: Consideration and possible action to;

1. Adopt a resolution to designate authorized signatories for;
 - a. Community Development Block Grant – Mitigation (CDBG-MIT) program for GLO state contract 22-082-013-D13; and
 - b. Community Development Block Grant – Mitigation (CDBG-MIT) program for GLO state contract 22-085-047-D300;
2. Adopt a resolution regarding Civil Rights which includes the following policies:
 - a. Section 3 Policy;
 - b. Excessive Force Policy;
 - c. Limited English Proficiency (LEP) Standard Plan;
 - i. Community Development Block Grant – Mitigation (CDBG-MIT) program for GLO state contract 22-082-013-D13; and
 - ii. Community Development Block Grant – Mitigation (CDBG-MIT) program for GLO state contract 22-085-047-D300;
 - d. Section 504 Policy and Grievance Procedures;
 - e. Code of Conduct Policy; and
 - f. Fair Housing Policy
3. Proclaim April as Fair Housing Month.

Date: December 20, 2021

From: Cathy Ezell, Finance Director

Staff Recommendation:

Staff recommends adopting all resolutions and proclaiming April Fair Housing Month.

Item Summary:

The City is required to authorize signatories for both CDBG-MIT grants. The City is required to adopt Civil Rights Policies for both grants as well. The City proclaims April as Fair Housing Month each year.

Background Information:

On October 28, 2020, the City of Freeport submitted applications to the GLO for the Community Development Block Grant – Mitigation (CDBG-MIT) 2016 HUD Floods and Community Development Block Grant – Mitigation (CDBG-MIT) Harvey.

The City has been awarded a grant in the amount of \$5,931,626 for sanitary sewer collection system rehab and a grant in the amount of \$5,991,468 for wastewater treatment plant improvements.

The GLO requires the City adopt certain policies and procedures as part of the grant process. The resolutions presented are required by the GLO. The proclamation helps the City fulfill the required fair housing activity obligations.

Special Considerations:

N/A

Financial Impact:

N/A

Supporting Documentation:

Resolutions

Proclamation

**RESOLUTION NO. 2021-2729 AUTHORIZING
SIGNATORIES**

A RESOLUTION BY THE CITY COUNCIL OF CITY OF FREEPORT DESIGNATING AUTHORIZED SIGNATORIES FOR CONTRACTUAL DOCUMENTS AND DOCUMENTS FOR REQUESTING FUNDS PERTAINING TO THE COMMUNITY DEVELOPMENT BLOCK GRANT - MITIGATION PROGRAM (CDBG-MIT) GENERAL LAND OFFICE (GLO) STATE CONTRACT NUMBER 22-082-013-0213.

WHEREAS, City of Freeport has received a Community Development Block Grant - Mitigation award to provide Sewer Improvements; and

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CITY OF FREEPORT, TEXAS, AS FOLLOWS:

SECTION 1: The [Mayor and City Manager](#) be authorized to execute contractual documents between the Texas General Land Office and the City for the Community Development Block Grant Mitigation Program.

SECTION 2: The [Mayor, City Manager, Finance Director](#) be authorized to execute the *State of Texas Purchase Voucher and Request for Payment Form* documents required for requesting funds approved in the Community Development Block Grant Mitigation Program.

SECTION 3: The [Mayor](#) be authorized to execute environmental review and related documents as the responsible entity (RE) for the Community Development Block Grant Mitigation Program.

PASSED AND APPROVED BY THE CITY COUNCIL OF CITY OF FREEPORT, TEXAS,
on _____, 2021.

APPROVED:

Mayor

ATTEST:

City Secretary

**RESOLUTION NO. 2021-2730 AUTHORIZING
SIGNATORIES**

A RESOLUTION BY THE CITY COUNCIL OF CITY OF FREEPORT DESIGNATING AUTHORIZED SIGNATORIES FOR CONTRACTUAL DOCUMENTS AND DOCUMENTS FOR REQUESTING FUNDS PERTAINING TO THE COMMUNITY DEVELOPMENT BLOCK GRANT - MITIGATION PROGRAM (CDBG-MIT) GENERAL LAND OFFICE (GLO) STATE CONTRACT NUMBER 22-085-047-0300.

WHEREAS, City of Freeport has received a Community Development Block Grant - Mitigation award to provide Sewer Improvements; and

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CITY OF FREEPORT, TEXAS, AS FOLLOWS:

SECTION 1: The [Mayor and City Manager](#) be authorized to execute contractual documents between the Texas General Land Office and the City for the Community Development Block Grant Mitigation Program.

SECTION 2: The [Mayor, City Manager, and Finance Director](#) be authorized to execute the *State of Texas Purchase Voucher* and *Request for Payment Form* documents required for requesting funds approved in the Community Development Block Grant Mitigation Program.

SECTION 3: The [Mayor](#) be authorized to execute environmental review and related documents as the responsible entity (RE) for the Community Development Block Grant Mitigation Program.

PASSED AND APPROVED BY THE CITY COUNCIL OF CITY OF FREEPORT, TEXAS,
on _____, 2021.

APPROVED:

Mayor

ATTEST:

City Secretary

**Resolution NO. 2021-2731
Regarding Civil Rights City of
Freeport, Texas**

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

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

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

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

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF City of FREEPORT, TEXAS, THAT City of FREEPORT ADOPTS THE FOLLOWING:

1. Section 3 Policy;
2. Excessive Force Policy;
3. Limited English Proficiency (LEP) Standards Plan;
4. Section 504 Policy and Grievance Procedures;
5. Code of Conduct Policy; and
6. Fair Housing Policy.

Passed and approved this ____ day of _____, 2021.

Signature of Elected Official
City of Freeport

Printed Name of Elected Official

SECTION 3 POLICY

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

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

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

Signature

Jerry Cain, Mayor
Pro Tem, Name,
Title

Date

Excessive Force Policy

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

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

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

Signature

Jerry Cain, Mayor
Pro Tem Name,
Title

Date

Limited English Proficiency Plan - 22-082-013-D213

Texas General Land Office

Community Development Block Grant-Mitigation

Grant Subrecipient:	City of Freeport
Community Population:	11,290
LEP Population:	1,221 10.8%
Languages spoken: 1) by more than 5% of the eligible population or beneficiaries and has more than 50 in number; or 2) By more than 1,000 individuals in the eligible population in the market area or among current beneficiaries	Spanish

Program activities to be accessible to LEP persons:

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

Resources available to Grant Recipient:

iii	Translation services: available upon request
iii	Interpreter services: available upon request with prior notice
	Other resources:

Language Assistance to be provided:

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

Signature - Chief Elected Official or Civil Rights Officer

Date

See also: http://www.lep.gov/resources/2011_Language_Access_Assessment_and_Planning_Tool.pdf

Limited English Proficiency Plan - 22-085-047-D300

Texas General Land Office

Community Development Block Grant-Mitigation

Grant Subrecipient:	City of Freeport
Community Population:	11,290
LEP Population:	1,221 1,080
Languages spoken: 1) by more than 5% of the eligible population or beneficiaries and has more than 50 in number; or 2) By more than 1,000 individuals in the eligible population in the market area or among current beneficiaries	Spanish

Program activities to be accessible to LEP persons:	
iii	Public Notices and hearings regarding applications for grant funding, amendments to project activities, and completion of grant-funded project
iii	Publications regarding CDBG-MIT application, grievance procedures, complaint procedures, answers to complaints, notices, notices of rights and disciplinary action, and other vital hearings, documents, and program requirements
iii	Other program documents: Documents available in Spanish for directly assisted beneficiaries, if applicable.

Resources available to Grant Recipient:	
iii	Translation services: available upon request
iii	Interpreter services: available upon request with prior notice
	Other resources:

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

Signature - Chief Elected Official or Civil Rights Officer

Date

See also: http://www.lep.gov/resources/2011_Language_Access_Assessment_and_Planning_Tool.pdf

Section 504 Policy against Discrimination based on Handicap and Grievance Procedures

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

1. Discrimination prohibited. No otherwise qualified individual with handicaps in the United States shall, solely by reason of his or her handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance from the Department of Housing and Urban Development (HUD).
2. City of Freeport does not discriminate on the basis of handicap in admission or access to, or treatment or employment in, its federally assisted programs and activities.
3. City of Freeport's recruitment materials or publications shall include a statement of this policy in 1. above.
4. City of Freeport shall take continuing steps to notify participants, beneficiaries, applicants and employees, including those with impaired vision or hearing, and unions or professional organizations holding collective bargaining or professional agreements with the recipients that it does not discriminate on the basis of handicap in violation of 24 CFR Part 8.
5. For hearing and visually impaired individuals eligible to be served or likely to be affected by the CDBG-MIT program, City of Freeport shall ensure that they are provided with the information necessary to understand and participate in the CDBG-MIT program.
6. Grievances and Complaints
 - a. Any person who believes she or he has been subjected to discrimination on the basis of disability may file a grievance under this procedure. It is against the law for City of Freeport to retaliate against anyone who files a grievance or cooperates in the investigation of a grievance.
 - b. Complaints should be addressed to the Mayor, 200 W 2nd St, Freeport, TX, 77541-5773 or call (979) 233-3526, who has been designated to coordinate Section 504 compliance efforts.
 - c. A complaint should be filed in writing or verbally, contain the name and address of the person filing it, and briefly describe the alleged violation of the regulations.
 - d. A complaint should be filed within thirty (30) working days after the complainant becomes aware of the alleged violation.
 - e. An investigation, as may be appropriate, shall follow a filing of a complaint. The investigation will be conducted by the Mayor. Informal but thorough investigations will afford all interested persons and their representatives, if any, an opportunity to submit evidence relevant to a complaint.
 - f. A written determination as to the validity of the complaint and description of resolution, if any, shall be issued by Mayor, and a copy forwarded to the complainant with fifteen (15) working days after the filing of the complaint where practicable.
 - g. The Section 504 coordinator shall maintain the files and records of the City of Freeport relating to the complaint files.
 - h. The complainant can request a reconsideration of the case in instances where he or she is dissatisfied with the determination/resolution as described in f. above. The request for reconsideration should be made to City of Freeport within ten working days after the receipt of the written determination/resolution.

- i. The right of a person to a prompt and equitable resolution of the complaint filed hereunder shall not be impaired by the person's pursuit of other remedies such as the filing of a Section 504 complaint with the U.S. Department of Housing and Urban Development. Utilization of this grievance procedure is not a prerequisite to the pursuit of other remedies.
- j. These procedures shall be construed to protect the substantive rights of interested persons, to meet appropriate due process standards and assure that City of Freeport complies with Section 504 and HUD regulations.

Signature

Jerry Cain, Mayor Pro Tem
Name, Title

Date

Code of Conduct Policy of City of Freeport

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

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

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

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

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

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

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

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

Signature

Jerry Cain, Mayor
Pro Tem Name,
Title

Date

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

Fair Housing Policy

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

1. City of Freeport agrees to affirmatively further fair housing choice for all seven protected classes (race, color, religion, sex, disability, familial status, and national origin).
2. City of Freeport agrees to plan at least one activity during the contract term to affirmatively further fair housing.
3. City of Freeport will introduce and pass a resolution adopting this policy.

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

Signature

Jerry Cain, Mayor Pro Tem
Name, Title

Date

PROCLAMATION OF APRIL AS FAIR HOUSING MONTH

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

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

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

NOW, THEREFORE, WE, the CITY COUNCIL of City of Freeport, do proclaim April as Fair Housing Month in City of Freeport and do hereby urge all the citizens of this locality to become aware of and support the Fair Housing law.

Passed and adopted by the CITY COUNCIL of City of Freeport, State of Texas, on the _____ day of ----- 2021.

APPROVED:

Mayor Pro Tem

ATTEST:

City Secretary



City Council Agenda Item # 7

Title: Discussion regarding on adoption of Zoning Ordinance No. 2021-2653, and Subdivision Control Ordinance No. 2021-2654.

Date: December 20 ,2021

From: Kacey Roman, Director of Building Code

Staff Recommendation:

Staff recommends Council Consider these ordinances and accept additional feedback from the public in their regard.

Item Summary:

The Zoning and Subdivision Control Ordinances have been fully reviewed with City Attorney Chris Duncan, and revisions have been resolving his legal concerns raised at the last meeting.

Background Information:

These ordinances have been under consideration and development for a year. This is the culmination of a huge collaborative effort including Citizens, City Staff, Kendig Keast and the Planning and Zoning Committee.

Special Considerations: The Ordinances and the proposed map has been posted on the website for the last several months with the posting being updated to reflect each revision made.

Financial Impact: NA

Board or 3rd Party recommendation:

The Planning and Zoning Commission has voted to recommend approval

Supporting Documentation: Ordinances adopting Zoning and Subdivision Control regulations by reference. Codified documents previously distributed.

ORDINANCE NO. 2021-2653

AN ORDINANCE OF THE CITY OF FREEPORT, BRAZORIA COUNTY, TEXAS, CONTAINING FINDINGS OF FACT AND CONCLUSIONS OF LAW; ESTABLISHING COMPREHENSIVE ZONING REGULATIONS FOR THE CITY OF FREEPORT, TEXAS, AND PROVIDING FOR THE ADMINISTRATION, ENFORCEMENT, AND AMENDMENT THERETO IN ACCORDANCE WITH THE PROVISIONS OF TEXAS LOCAL GOVERNMENT CODE CHAPTER 211; AND ESTABLISHING DISTRICTS AND SETTING FORTH RULES FOR EVERY DISTRICT; PROVIDING PENALTIES AND A SAVINGS CLAUSE RATIFYING AND CONFIRMING ALL ACTIONS PREVIOUSLY TAKEN BY THE PLANNING AND ZONING COMMISSION OF SAID CITY OR THE CITY COUNCIL, OR BOTH; CONTAINING A SEVERANCE CLAUSE; AND PROVIDING THAT THIS ORDINANCE SHALL TAKE EFFECT AND BE IN FORCE FROM AND AFTER ITS PASSAGE AND ADOPTION

WHEREAS, Chapter 211.001 et seq of the Texas Local Government Code and Article 8 of the Home Rule Charter of the City of Freeport, Texas, which empowers the City to enact a zoning ordinance and to provide for its administration, enforcement and amendments; and

WHEREAS, the City Council deems it necessary for the purpose of promoting the health, safety, morals and the general welfare of the City to enact such an ordinance; and

WHEREAS, the City Council, pursuant to the provisions of the Texas Local Government Code, has appointed a Zoning Commission to recommend the boundaries of the various districts and appropriate regulations to be enforced therein; and

WHEREAS, the Zoning Commission has divided the city into districts and has prepared regulations pertaining to such districts in accordance with a comprehensive plan and designed to lessen congestion in the streets; to secure safety from fire, panic, and other dangers; to promote health and the general welfare; to provide adequate light and air; to prevent the overcrowding of land; to avoid undue concentration of population; to facilitate the adequate provision of transportation, water, sewage, schools, parks, and other public requirements; and

WHEREAS, the Zoning Commission has given reasonable consideration, among other things, to the character of the districts and their peculiar suitability for particular uses, with a view to conserving the value of buildings and encouraging the most appropriate use of land throughout the municipality, and

WHEREAS, the City Council has given due public notice of hearings relating to zoning districts, regulations, and restrictions, and held such public hearings, jointly with the Zoning Commission to consider the pre-liminary report of the Commission; and

WHEREAS, all requirements of the Texas Local Government Code with regard to the preparation of the report of the Zoning Commission and subsequent acts of the City Council have been met.

THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FREEPORT, TEXAS:

SECTION ONE--Findings of Fact and Conclusions of Law.

The City Council of the City of Freeport, Brazoria County, Texas, ("the City") makes the following findings of fact and conclusions of law, viz:

First, that the public hearings required by the Zoning Enabling Act of the State of Texas, codified as Section 211.001, et seq., of the Texas Local Government Code, have been conducted in the manner and at the time required.

Second, that not less than fifteen (15) days prior to the date of such hearings, public notice thereof was published once in the Brazosport Facts, a newspaper of general circulation in and the official newspaper of the City, stating the date, time and place of such hearings.

Third, that after considering evidence submitted at such hearings, the City Council of the City is of the opinion and finds that the conditions at the time of the adoption of the previously enacted Comprehensive Zoning Plan have changed and, considering the community as a whole, the

present Comprehensive Zoning Plan of the City should be replaced with a new Comprehensive Zoning Plan as set forth herein.

Fourth, that the health, safety, morals and general welfare of the inhabitants of the City will best be served by the adoption of this ordinance and the new Comprehensive Zoning Plan as set forth herein.

SECTION TWO—Adoption of New Comprehensive Zoning Ordinance

The prior comprehensive zoning ordinance of the City of Freeport is hereby rescinded replaced with the following New Comprehensive Zoning Ordinance, to-wit:

Chapters 155 and 157 contained in Exhibit A, attached and incorporated herein for all purposes.

SECTION THREE—Adoption of Official Zoning Map.

The official zoning map of the City of Freeport is hereby adopted as set forth in Exhibit B attached and incorporated herein for all purposes.

SECTION FOUR--Ratification and Confirmation.

The City Council of the City hereby ratifies and confirms any and all action taken by the Planning and Zoning Commission thereof or the City Council, or both, in connection with the adoption of the new Comprehensive Zoning Ordinance and Official Zoning Map evidenced by this ordinance, including but not limited to the calling of a public hearing required by said Zoning Enabling Act, the giving of public notice of such hearings, the giving of written notice to the owners of property which is the subject of such and to the adjoining property owners, the making of preliminary and final reports with respect to such change and the conducting of the public hearings required by said Act and said Ordinance.

SECTION FIVE--Severance Clause.

In the event any section or provision of this ordinance is found to be unconstitutional, void or inoperative by the final judgment of a court of competent jurisdiction, such defective provision, if any, is hereby declared to be severable from the remaining sections and provisions of this ordinance and such remaining sections and provisions shall remain in full force and effect.

SECTION SIX--Effective Date.

This ordinance shall take effect and be in force from and after its passage and approval.

READ, PASSED AND ADOPTED this _____, day of December, 2021.

Brooks Bass, Mayor

ATTEST:

Betty Wells, City Secretary

APPROVED AS TO FORM ONLY:

Christopher Duncan, City Attorney

ORDINANCE NO. 2021-2654

AN ORDINANCE OF THE CITY OF FREEPORT, BRAZORIA COUNTY, TEXAS, CONTAINING FINDINGS OF FACT AND CONCLUSIONS OF LAW; ESTABLISHING COMPREHENSIVE SUBDIVISION AND PROPERTY DEVELOPMENT REGULATIONS FOR THE CITY OF FREEPORT, TEXAS, AND PROVIDING FOR THE ADMINISTRATION, ENFORCEMENT, AND AMENDMENT THERETO IN ACCORDANCE WITH THE PROVISIONS OF TEXAS LOCAL GOVERNMENT CODE CHAPTER 212; AND ESTABLISHING DISTRICTS AND SETTING FORTH RULES FOR EVERY DISTRICT; PROVIDING PENALTIES AND A SAVINGS CLAUSE RATIFYING AND CONFIRMING ALL ACTIONS PREVIOUSLY TAKEN BY THE PLANNING AND ZONING COMMISSION OF SAID CITY OR THE CITY COUNCIL, OR BOTH; CONTAINING A SEVERANCE CLAUSE; AND PROVIDING THAT THIS ORDINANCE SHALL TAKE EFFECT AND BE IN FORCE FROM AND AFTER ITS PASSAGE AND ADOPTION

WHEREAS, Chapter 212.001 et seq of the Texas Local Government Code and Article 8 of the Home Rule Charter of the City of Freeport, Texas, which empowers the City to enact a ordinance and to provide for its administration, enforcement and amendments; and

WHEREAS, the City Council deems it necessary for the purpose of promoting the health, safety, morals and the general welfare of the City to enact such an ordinance; and

WHEREAS, the City Council, pursuant to the provisions of the Texas Local Government Code, has appointed a Planning and Zoning Commission to recommend the appropriate regulations to be enforced therein; and

WHEREAS, the Planning and Zoning Commission has prepared regulations pertaining to such subdivision and development designed to lessen congestion in the streets; to secure safety from fire, panic, and other dangers; to promote health and the general welfare; to provide adequate light and air; to prevent the overcrowding of land; to avoid undue concentration of population; to facilitate the adequate provision of transportation, water, sewage, schools, parks, and other public requirements; and

WHEREAS, the City has given due public notice of hearings relating to subdivision and planning regulations, and restrictions, and held such public hearings to consider the pre-liminary report of the Commission; and

WHEREAS, all requirements of the Texas Local Government Code with regard to the preparation of the report of the Planning and Zoning Commission and subsequent acts of the City Council have been met.

THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FREEPORT, TEXAS:

SECTION ONE--Findings of Fact and Conclusions of Law.

The City Council of the City of Freeport, Brazoria County, Texas, ("the City") makes the following findings of fact and conclusions of law, viz:

First, that the public hearings required by Section 212.001, et seq., of the Texas Local Government Code, have been conducted in the manner and at the time required.

Second, that not less than fifteen (15) days prior to the date of such hearings, public notice thereof was published once in the Brazosport Facts, a newspaper of general circulation in and the official newspaper of the City, stating the date, time and place of such hearings.

Third, that after considering evidence submitted at such hearings, the City Council of the City is of the opinion and finds that the conditions at the time of the adoption of the previously enacted subdivision and development regulations have changed and, considering the community as a whole, the present regulations of the City should be replaced with a new regulations as set forth herein.

Fourth, that the health, safety, morals and general welfare of the inhabitants of the City will best be served by the adoption of this ordinance as set forth herein.

SECTION TWO—Adoption of Subdivision and Development Control Ordinance

The prior subdivision and development control ordinance of the City of Freeport is hereby rescinded replaced with the following Subdivision and Development Control Ordinance, to-wit:

Chapter 154 contained in Exhibit A, attached and incorporated herein for all purposes.

SECTION THREE -- Ratification and Confirmation.

The City Council of the City hereby ratifies and confirms any and all action taken by the Planning and Zoning Commission thereof or the City Council, or both, in connection with the adoption of the new subdivision and development control Ordinance evidenced by this ordinance, including but not limited to the calling of a public hearing required by said the Texas Local Government Code, the giving of public notice of such hearings, the making of preliminary and final reports with respect to such change and the conducting of the public hearings required by said Act and said Ordinance.

SECTION FOUR--Severance Clause.

In the event any section or provision of this ordinance is found to be unconstitutional, void or inoperative by the final judgment of a court of competent jurisdiction, such defective provision, if any, is hereby declared to be severable from the remaining sections and provisions of this ordinance and such remaining sections and provisions shall remain in full force and effect.

SECTION FIVE--Effective Date.

This ordinance shall take effect and be in force from and after its passage and approval.

READ, PASSED AND ADOPTED this _____, day of December, 2021.

ATTEST:

Brooks Bass, Mayor

Betty Wells, City Secretary

APPROVED AS TO FORM ONLY:

Christopher Duncan, City Attorney



City Council Agenda Item # 8

Title: Presentation of Proposed Rental Inspection Program

Date: 12-20-2021

From: Kacey Roman, Director of Building and Code

Staff Recommendation:

Staff recommends further development of Rental Inspection Ordinance and adoption of Inspection program.

Item Summary:

Upon City Council request, City staff has developed an outline for adoption of a Rental Inspection Program that would be implemented in stages.

Background Information:

City Council has expressed a desire to improve the health, safety, and living conditions of our local citizens. A request was made for staff to present an ordinance for inspections of rental properties.

Special Considerations:

Financial Impact:


The program would be funded through a monthly fee added to the water bill.

Board or 3rd Party recommendation:

n/a

Supporting Documentation:

Attached Presentation



Proposed Rental Registration and Inspection Program

Why are we proposing to inspect Rental Units?

- Everyone deserves a safe and habitable place to live.
- Inspections provide documentation for both property owner/manager and tenant of property conditions.

56% of All Citizens in Freeport are Renters.



There are approximately **1,040 Rental Units** in Apartment Complexes in Freeport, Texas.

Program Proposal

- The program will begin with Multi-Family Apartment Complexes with 4 or more units.
- In the future, the program can be expanded to include smaller complexes and rental houses.

Program would be instituted in Stages

- **Stage 1; Educational 3-month period**
 - Scheduled site visits with Apartment staff to show what we will be inspecting, and what would be considered violations.
- **Stage 2; next 3 months Random Site Visits, and Exterior Inspections**
 - Visit locations and inspect exteriors. Inspect any vacant units available.
- **Stage 3; After 6 months, begin Routine Inspections**
 - Inspections will be required before an apartment can rent a vacant unit.
 - Monthly reports of vacant units will be required to submit to the City.

What will be inspected?

- Inspect per the 2015 International Property Maintenance Code.
- Provide one copy of the IPM Code to each multi-family complex.
- Have a full-time inspector on staff to inspect for compliance.
- Incorporate the annual fire inspection into the routine inspection.
- Extensive Repairs would be dealt with on a case-by-case basis, and an agreed upon Timeline of Repairs would be submitted for approval.


What would the Complex need to do?

- Register every complex with the Building Department.
- Post department contact information for tenant complaints.
- Maintain a copy of the IPMC on site for review by tenants.
- Correct items on the inspection form within the appropriate time frame.
- Submit a monthly report of vacant units to the City.

How is the program funded?

- Cost to the Rental Complex
\$3.00 per unit - per month will
be added to the water bill.
- Annual income would be
approximately \$37,440.00.

1	1010 Magnolia Street	146
2	203 Cherry	5
3	127 W 7 th	4
4	123 W 6 th	4
5	119 W 6 th	4
6	118 W 6 th	4
7	126 W 6 th	4
8	123 W 5 th	4
9	119 W 5th	4
10	310 Yaupon	61
11	1416 W 4 th	6
12	1700 N Ave K	16
13	1109 N Ave C	23
14	323 S Ave F	11
15	1001 N Ave J	80
16	905 N Ave J	100
17	902 N Ave J	140
18	1702 Skinner	100
19	850 N Ave N	156
20	401 S Brazosport	168
	Total	1040



Thank you for your Support!



City Council Agenda Item # 9

Title: Consideration of approving Resolution to Participate in Texas Cooperative Liquid Assets Securities System Trust (Texas Class) an investment pool administered by Public Trust Advisors, LLC.

Date: December 20, 2021

From: Cathy Ezell, Finance Director

Staff Recommendation:

Staff recommends approval of the Resolution.

Item Summary:

This item will give the City another investment pool to place City funds. This is a tool to ensure the safety of City funds by allowing more diversification of investments. The interest rate at Texas Class is comparable to TexPool interest rates.

Background Information:

Currently, City funds are held by Texas Gulf Bank and TexPool Investment Pool. The City per the depository contract can only keep \$6 million at Texas Gulf Bank. In the past year, the City has received funds from the sale of bonds in the amount of approximately \$13 million along with almost \$2 million in grant funds. These funds were being held at Texas Gulf Bank and the City was required to move funds to another account. The City needs another investment tool to ensure the safety and diversification of the City's investments.

The investment strategy of staff is to keep as much of the City funds in the Texas Gulf accounts as allowed to earn the interest. Any other funds will be placed in the two pool accounts. Staff will monitor the pools to determine which pool has the best interest rates and move funds accordingly with no more than 75% of the funds not in the bank to be in one pool.

Special Considerations: N/A

Financial Impact: N/A

Board or 3rd Party recommendation: N/A

Supporting Documentation:

Resolution
Interest Rates Texas Class
Interest Rates TexPool
List of Texas Class Clients

Resolution to Participate

Resolution No# 2021-2724

WHEREAS, the Public Funds Investment Act, Texas Government Code, Section 2256.001 et seq. (the Act) requires the governing body of each local government in this state to adopt investment policies in accordance with the terms of the Act; and

WHEREAS, pursuant to the requirements of the Act, the Board of Trustees (the Governing Body) of the City of Freeport (the Local Government) has previously reviewed and adopted an investment policy (the Policy) that provides in part that the funds of the local government will be invested in investments permitted by the Act in order to: (i) invest only in investments legally permitted under Texas law; (ii) minimize risk by managing portfolio investments so as to preserve principal and maintain a stable net asset value; (iii) manage portfolio investments to ensure that cash will be available as required to finance operations; and (iv) maximize current income to the degree consistent with legality, safety, and liquidity; and

WHEREAS, pursuant to the Policy and the Act, the Local Government has appointed Finance Director (the Investment Officer) to act as the investment officer of the Local Government; and

WHEREAS, the Act provides that funds under the control of a Local Government may be invested through investment pools meeting the standards of Section 2256.016 of the Act; and

WHEREAS, the Local Government has received and reviewed the Information Statement, dated December 2016 (the Information Statement), of Texas Cooperative Liquid Assets Securities System Trust (the Program), an investment pool administered by Public Trust Advisors, LLC that sets forth the information required by Section 2256.016(b) of the Act; and

WHEREAS, the Local Government has determined that the investments proposed to be acquired by the Program are of a type that are permitted by the Act and are consistent with the Policy; and

WHEREAS, the Local Government has determined that an investment in the Program will assist the Local Government in achieving the goals set forth in the Policy and will tend to preclude imprudent investment activities arising out of investment transactions conducted between the Local Government and the Program; and

WHEREAS, the Local Government understands that the Program operates through the Eighth Amended and Restated Trust Agreement dated as of April 8, 2019 (the Trust Agreement), that provides the terms on which the Program will operate and the rights of the Participants in the Program and sets forth the responsibilities of Public Trust Advisors, LLC as the administrator of the Program (the Administrator) and of Wells Fargo Bank as custodian (the Custodian);

Yields

Filter the yields by month:

November 2021 ▾

or select a date range:

Start Date

End Date

Submit

Texas CLASS

November 2021

Date	Daily Yield (%)	YTD Yield (%)	7-Day Yield (%)	WAM Days to Reset	WAM Days to Final	Daily Dividend	Net Asset Value (NAV)
11/28/2021	0.0608	0.0747	0.0584	58	84	0.000001667	0.99998487
11/27/2021	0.0608	0.0748	0.0576	59	85	0.000001667	0.99998738
11/26/2021	0.0608	0.0748	0.0567	60	86	0.000001666	0.99998989
11/25/2021	0.0576	0.0749	0.0559	60	86	0.000001578	0.99998561
11/24/2021	0.0576	0.0749	0.0556	60	87	0.000001578	0.99998804
11/23/2021	0.0552	0.0750	0.0550	59	85	0.000001514	0.99998543
11/22/2021	0.0559	0.0750	0.0547	60	85	0.000001530	0.99998928
11/21/2021	0.0550	0.0751	0.0543	59	85	0.000001507	0.99999137
11/20/2021	0.0550	0.0752	0.0540	60	86	0.000001507	0.99999371
11/19/2021	0.0550	0.0752	0.0536	61	87	0.000001508	0.99999605
11/18/2021	0.0552	0.0753	0.0533	60	87	0.000001513	1.00000424
11/17/2021	0.0536	0.0753	0.0529	57	85	0.000001470	1.00000131
11/16/2021	0.0531	0.0754	0.0527	57	84	0.000001453	1.00000063

Date	Daily Yield (%)	YTD Yield (%)	7-Day Yield (%)	WAM Days to Reset	WAM Days to Final	Daily Dividend	Net Asset Value (NAV)
11/15/2021	0.0529	0.0755	0.0525	57	84	0.000001450	1.00000215
11/14/2021	0.0528	0.0756	0.0523	56	84	0.000001447	0.99999431
11/13/2021	0.0528	0.0756	0.0517	57	85	0.000001447	0.99999662
11/12/2021	0.0528	0.0757	0.0512	58	86	0.000001447	0.99999893
11/11/2021	0.0523	0.0758	0.0507	58	86	0.000001434	0.99995851
11/10/2021	0.0523	0.0758	0.0506	59	87	0.000001434	0.99996081
11/09/2021	0.0514	0.0759	0.0497	59	87	0.000001409	1.00000271
11/08/2021	0.0514	0.0760	0.0491	60	88	0.000001409	1.00000073
11/07/2021	0.0491	0.0761	0.0484	60	87	0.000001345	1.00000929
11/06/2021	0.0491	0.0762	0.0481	60	88	0.000001345	1.00001155
11/05/2021	0.0491	0.0763	0.0477	61	89	0.000001345	1.00001381
11/04/2021	0.0515	0.0763	0.0474	60	88	0.000001411	1.00001232
11/03/2021	0.0464	0.0764	0.0464	60	87	0.000001270	1.00001093
11/02/2021	0.0471	0.0765	0.0460	58	83	0.000001291	1.00001023
11/01/2021	0.0467	0.0766	0.0455	57	83	0.000001280	1.00001176

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Texas CLASS Government

November 2021

Date	Daily Yield (%)	YTD Yield (%)	7-Day Yield (%)	WAM Days to Reset	WAM Days to Final	Daily Dividend	Net Asset Value (NAV)
11/28/2021	0.0251	0.0374	0.0251	44	80	0.000000687	0.99997550
11/27/2021	0.0251	0.0374	0.0251	44	80	0.000000687	0.99997600
11/26/2021	0.0251	0.0374	0.0251	44	81	0.000000688	0.99997650
11/25/2021	0.0251	0.0375	0.0251	44	80	0.000000688	0.99994375
11/24/2021	0.0251	0.0375	0.0251	44	80	0.000000688	0.99994423
11/23/2021	0.0251	0.0374	0.0251	47	48	0.000000688	0.99994527

Date	Daily Yield (%)	YTD Yield (%)	7-Day Yield (%)	WAM Days to Reset	WAM Days to Final	Daily Dividend	Net Asset Value (NAV)
11/22/2021	0.0251	0.0376	0.0251	37	69	0.000000688	0.99997135
11/21/2021	0.0251	0.0376	0.0251	37	69	0.000000688	0.99998915
11/20/2021	0.0251	0.0377	0.0251	37	69	0.000000688	0.99998953
11/19/2021	0.0251	0.0377	0.0251	38	69	0.000000688	0.99998992
11/18/2021	0.0251	0.0378	0.0251	38	70	0.000000688	0.99999151
11/17/2021	0.0251	0.0378	0.0251	38	71	0.000000688	0.99998484
11/16/2021	0.0251	0.0378	0.0251	39	71	0.000000688	0.99998303
11/15/2021	0.0251	0.0379	0.0251	37	67	0.000000688	0.99998419
11/14/2021	0.0251	0.0379	0.0251	37	67	0.000000688	0.99998417
11/13/2021	0.0251	0.0379	0.0251	37	68	0.000000688	0.99998459
11/12/2021	0.0251	0.0380	0.0251	38	68	0.000000687	0.99998501
11/11/2021	0.0251	0.0380	0.0251	37	68	0.000000687	0.99998945
11/10/2021	0.0251	0.0381	0.0251	38	68	0.000000688	0.99998982
11/09/2021	0.0251	0.0381	0.0251	32	64	0.000000688	1.00000383
11/08/2021	0.0251	0.0382	0.0251	32	64	0.000000688	0.99999585
11/07/2021	0.0251	0.0382	0.0251	32	64	0.000000688	0.99999282
11/06/2021	0.0251	0.0382	0.0251	33	64	0.000000688	0.99999319
11/05/2021	0.0251	0.0383	0.0251	33	65	0.000000688	0.99999357
11/04/2021	0.0251	0.0383	0.0251	33	65	0.000000688	0.99999410
11/03/2021	0.0251	0.0384	0.0251	32	59	0.000000688	0.99997753
11/02/2021	0.0251	0.0384	0.0251	25	53	0.000000688	0.99998598
11/01/2021	0.0251	0.0385	0.0251	26	53	0.000000688	0.99998254

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TEXPOOL

Performance

DAILY PERFORMANCE

AS OF 11-28-2021

[View Historical Daily Performance](#)

Daily Net Yield	0.0387%
Dividend Factor	0.000001060
7 Day Net Yield	0.04%
NAV	\$1.00004
Daily Assets	\$22,030,963,665.94

MONTHLY AVERAGE PERFORMANCE

AS OF 10-31-2021

[View Historical Monthly Average Performance](#)

Average Daily Net Yield	0.0354%
Average Dividend Factor	0.000000969
Average 7 Day Net Yield	0.04%
Average WAM	40 Days
Average WAL	101 Days
Average Daily Assets	\$22,083,960,100.11
Participants	2,670

DISCLOSURES

Performance quoted represents past performance which is no guarantee of future results. Investment return will vary. The value of an investment, when redeemed, may be worth more or less than the original cost. Current performance may be lower or higher than what is stated.

An investment in the Pool is not insured or guaranteed by any government or government agency. Although the manager of the Pool seeks to preserve principal, it is possible to lose money by depositing money in the Pool.

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Performance quoted represents past performance which is no guarantee of future results. Investment return will vary. The value of an investment, when redeemed, may be worth more or less than the original cost. Current performance may be lower or higher than what is stated.

An investment in the Pool is not insured or guaranteed by any government or government agency. Although the manager of the Pool seeks to preserve principal, it is possible to lose money by depositing money in the Pool.

For more complete information, see the investment policy and information statement available on this website. You should consider the investment's objectives, risks, charges, and expenses carefully before investing. Information about these and other important subjects is in the investment policy and information statement which you should read carefully before investing.

Current and future portfolio holdings are subject to risk.

An AAAM rating by Standard & Poor's is obtained after Standard & Poor's evaluates a number of factors, including credit quality, market price exposure and management. Ratings are subject to change, and do not remove market risk. For more information on credit ratings, visit standardandpoors.com.

Federated Investment Counseling

Not FDIC Insured
May Lose Value
No Bank Guarantee

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Cathy Ezell

From: Tony Sekaly <tony.sekaly@texasclass.com>
Sent: Thursday, December 9, 2021 9:31 AM
To: Cathy Ezell
Cc: Zach Brewer
Subject: RE: Texas CLASS - Local Govt Investment Pool - (LGIP)

Texas CLASS Clients near City of Freeport

Angleton ISD
Alvin ISD
Brazoria County
Brazoria County Drainage Dist #9
Brazoria County FWSD #2
City of Alvin
City of Bay City
City of Dickerson
City of League City
Clear Creek ISD
Columbia – Brazoria ISD
Fort Bend County
Harris County
Galveston County
Galveston ISD
Matagorda County
Wharton County
Sweeny ISD

Please let me know if you need anymore. Also, Port of Freeport and City of Wharton are going to add Texas CLASS to their investment options first of the year if not sooner. Thank you so much. God Bless



City Council Agenda Item # 10

Title: Discussion and Direction Regarding Sales Tax Overpayment and Repayment Options.

Date: December 20, 2021

From: Cathy Ezell, Finance Director

Staff Recommendation:

Staff recommends authorizing the City Manager to enter into a 44 – month local sales and use tax payback agreement with the Texas Comptroller of Public Accounts.

Item Summary:

Staff received notification from the Comptroller that the City was overpaid \$423,897.25 in local sales and use taxes due to a filed refund claim by a taxpayer. The taxpayer has been refunded and the City has three options to repay the State:

1. One-time reimbursement of total \$423,897.25;
2. Apply all of future sales tax distributions to the amount due until the \$423,897.25 is paid in full (this would be at least two full months of sales tax for the City); or
3. Enter into a 44 – month payback agreement of \$9,634.00 will be deducted for 43 months with the final deduction of \$9,635.25. The deduction would start the month after the comptroller receives the City's response.

No fees or interest will be applied to any option. The City has 60 days to respond to the notice dated November 30, 2021. Staff recommends option 3.

Background Information:

The refund was for sales tax reported from September 2013 through April 2017. The refund was issued to the taxpayer in August 2019.

Per the Comptroller, there is no way of knowing when a taxpayer is going to file a refund claim. Many times, the taxpayer will choose to pay the tax up front because they do not want to be penalized for not paying it, then they go back later and file a refund. Some taxpayers also utilize consultants who receive a percentage of the refund they find.

Freeport is in an area of the state that has many direct pay taxpayers, such as manufacturers, oil/gas refineries, and utility companies. These taxpayers tend to accrue and pay tax themselves on items that they purchase for their own use and not resale or they pay it to the vendor from which the items were purchased.

Special Considerations: N/A

Financial Impact:

The total estimated impact for this fiscal year to the City's General Fund is \$51,381.36. The 1.5 cent Sales Tax is split proportionally between the City (1 cent) and the Freeport Economic Development Corporation (0.5 cent). Therefore, the total impact is \$276,689.44 to the City's General Fund and \$147,207.81 for the FEDC. Assuming the repayment plan begins in February, the 44 payments would be spread across four fiscal years:

Fiscal Year	Total	City	FEDC
2021-2022	77,072.00	51,381.36	25,690.64
2022-2023	115,608.00	77,072.04	38,535.96
2023-2024	115,608.00	77,072.04	38,535.96
2024-2025	115,609.25	77,072.87	38,536.38
Total	423,897.25	276,689.44	147,207.81

Board or 3rd Party recommendation: N/A

Supporting Documentation: Letter from Texas Comptroller of Public Accounts



GLENN HEGAR TEXAS COMPTROLLER OF PUBLIC ACCOUNTS

P.O.Box 13528 • Austin, TX 78711-3528

November 30, 2021

Ms. Betty Wells
City Secretary
City of Freeport
200 W. 2nd Street
Freeport, TX 77541

Dear Ms. Wells:

This letter is to notify you that the City of Freeport was previously overpaid \$423,897.25 in local sales and use taxes. A taxpayer accrued local tax in error on items later determined by our auditors to be nontaxable. Since this amount was refunded to the taxpayer, it must now be repaid to the State.

The city is currently in a payback arrangement due to a previous overpayment with an outstanding balance of \$441,626.43 as of the November 2021 allocation and are paying \$9,201.00 per month through October 2025 with a final payment of \$9,179.43 in November 2025. This does not include the additional \$423,897.25 mentioned above.

The options to repay the overpaid amount are as follows:

- 1) Full reimbursement by one-time ACH deposit or check* (if deposit, contact me for banking instructions).
- 2) Apply all monthly collections to the overpaid amount until the amount has been repaid, or
- 3) Enter into a 44- month payback agreement where an additional monthly deduction of \$9,634.00 will be deducted for 43 months with a final deduction of \$9,635.25. The deduction would start the month after we receive your response or two months after the date of this letter if we do not receive a response. Additionally, future significant audit payments or one-time payments may be applied toward the repayment amount to reduce the length of the payback and notifications of those applications will be sent as they occur.

No fees of any type will be assessed on the payback amount.

*If you choose option 1, whether full reimbursement by one-time check or deposit, the payback amount should be adjusted by the 2% service fee. Multiply the payback amount by 2% (.02), subtract the 2% amount from the payback amount, then pay the adjusted amount.

Please mark an X in the applicable box above for the option you wish to choose, have a city official sign at the bottom, and return this letter by email to shirley.kaatz@cpa.texas.gov or by mail to the address given below.

If you have any questions or need additional information, you may call me toll free at (800) 531-5441, ext. 50550. My mailing address is PO Box 13528, Austin, TX, 78711 or my email is shirley.kaatz@cpa.texas.gov.

Sincerely,
Shirley Kaatz
Revenue Accounting Division
Tax Allocation Section

Date _____
City Official Name _____
Title _____
Signature _____



City Council Agenda Item # 11

Title: Consider authorizing the City enter a deferred payment plan with Engie Resources LLC.

Date: December 20, 2021

From: Cathy Ezell, Finance Director

Staff Recommendation:

Staff recommends authorizing the deferred payment plan.

Item Summary:

Engie Resources LLG is the electricity provider for the City. They made a billing mistake that generated large credit to the City's account. This credit was later discovered was given in error. Engie is requiring that \$189,583 be paid. This past due would be paid in six monthly installments, with the first being \$37,935.51 and the five others being \$30,348.41

Background Information:

The following is the timeline presented by Engie:

- Billing originating from February-June 2020 had certain charges canceled by the utility (this many times happens as the utility revises/corrects certain charges).
- The original billing for these were performed in Engie's old billing platform.
- Post migration (08/20) the new billing platform received these previous cancelled transactions and instead of rebilling with the corrected numbers from the utility, the system incorrectly cancelled the entire summary bill charges for this period creating statement 3695509 – (\$162,215.86).
- This credit led to Freeport not paying a bill for seven months since all charges were absorbed by the incorrect credit of \$162,215.86.
- Once the credit was corrected in Engie's system, it created a past due balance.
- September 8, 2021 – Tradition Energy met with Engie to discuss the \$220,887 past due for the City.
- October 5, 2021 – Disconnect notice sent for past due (the City never received).
- October 5, 2021 – DNP hold request granted once December 1, 2020 cancel statement error identified.
- November 17, 2021 – Corrected statement 49844401 generated and sent to the City (the City never received).
- December 9, 2021 – Payment plan negotiated with Engie for total of \$189,677.56 to be spread across five payments.

Special Considerations: N/A

Financial Impact:

The amount will be booked back to Fiscal Year 2021. There will be no affect on this year's budget.

Board or 3rd Party recommendation: N/A

Supporting Documentation:

Engie – Deferred Payment Agreement



December 8, 2021

CITY OF FREEPORT
200 W 2ND ST
FREEPORT, TX 77541

RE: **Deferred Payment Plan**
Account Number: 0000083007
Total Amount to be paid under this Deferred Payment Plan: \$189,677.56

Customer acknowledges the Total Amount above is due and outstanding and agrees to pay this amount in monthly installments of \$30,348.41 per month for 5 months, plus any current billings, on or before the due date set forth in your monthly electricity invoice.

It is further understood that should you default, either on the current billings or the amount to be paid under this agreement, your electricity service may be disconnected and a one-time penalty of 5% on the unpaid balance may be assessed. If service is disconnected for nonpayment, all charges due to ENGIE Resources, including a deposit equal to two month's billing must be paid in full before service will be reconnected.

By entering into this agreement, you understand that ENGIE Resources will put a switch-hold on your account. A switch-hold means that you will not be able to buy electricity from other companies until you pay the total deferred balance. If we put a switch-hold on your account, it will be removed after your deferred balance is paid and processed. While a switch-hold applies, if you are disconnected for not paying, you will need to pay ENGIE Resources, to get your electricity turned back on.

The attached Schedule provides further information regarding your payment plan amounts and schedule. Payments made during the period of this agreement must be sent via wire transfer using the instructions provided in the attachment. If you are not satisfied with this contract, or if agreement was made by telephone and you feel this contract does not reflect your understanding of that agreement, contact ENGIE Accounts Receivable via (702) 747-4613 or (702) 779-3869 (Español).

Please confirm your acceptance of this letter agreement by executing in the signature block below.

Sincerely,

Shannon Binns
Director, Revenue Assurance

AGREED AND ACCEPTED:

By: _____
(Signature)

Name: _____
(Print)

Title: _____

Date: _____

ENGIE Resources LLC
1360 Post Oak Blvd, Suite 400
Houston, TX 77056-4499

Schedule A

	Payment Amount	Payment Due Date
Initial Installment	\$37,935.51	12/14/2021
5 Installments of:	\$30,348.41	14th of Every Month
Total	\$189,677.56	

Wire Payment Instructions:

Bank of America Merrill Lynch, Dallas
ABA: 026009593
Acct: 4451335207



City Council Agenda Item # 12

Title: Consideration and possible action to appoint the Freeport TIRZ 1 Chairman

Date: December 20, 2021

From: Tim Kelty, City Manager

Staff Recommendation: Staff recommends City Council (the “Council”) appoint a Chairman for Freeport Tax Increment Reinvestment Zone Number One (1) (the “TIRZ 1”)

Item Summary:

In order to implement the purposes for which the “TIRZ 1” was formed, as set forth in Ordinance No. 2019-2590 approved on December 2, 2019, creating the TIRZ 1, the City of Freeport, Texas (the “City”) The City Council shall annually appoint a member of the TIRZ board to act as Chairman, whose term shall begin on January 1, 2022. The board is comprised of members of the EDC Board and a representative from each participating jurisdiction.

Background Information:

The Freeport TIRZ #1 was established on December 2, 2019. Earlier this year both Brazoria County and Brazosport College elected to contribute to and participate in the TIRZ. The County Commissioners appointed Deputy Constable David Thacker as the County Representative, and Brazosport College appointed Anne Bartlett, Vice President for Industry and Community, as their representative.

Travis James of TXP was hired by the EDC to facilitate the creation of the TIRZ. In January the TIRZ board will begin working with Mr. James to develop the final project and Financing plan, which will be presented to Council for approval.

The TIRZ that was adopted includes all of the Downtown and the OA Flemming property, as well as all the property along the old River from Downtown to the railroad tressel on the north side of the river. The function of the TIRZ is to capture the incremental revenue generated from new assessed value created in the district to be reinvested in the district to facilitate additional economic development in the District. A major effort will be targeted at revitalizing the downtown and the development of the EDC’s 8.8 acres along the river.

Special Considerations: None

Financial Impact: None

Board or 3rd Party recommendation:

At the December 14, EDC meeting the board voted to recommend to City Council that Board member Jeff Pena be appointed TIRZ Chairman.

Supporting Documentation: None



City Council Agenda Item # 13

Title: First reading and consideration of resolution approving economic development projects to be enacted by the Freeport Economic Development Corporation.

Date: December 20, 2021

From: Tim Kelty, City Manager

Staff Recommendation: Staff recommends City Council approve the Resolution for the requested EDC Economic Development projects.

Item Summary:

The EDC has identified 3 economic development projects that it would like to fund. Because of their nature, they are required to have City Council approval following two readings. This is the first of the two required readings. The projects include the 2022 Local Business Improvement Grant program, the lighting of the railroad trestle bridge over the Old Brazos River, and the development of an outdoor market located on the EDC's 8.8-acre property near downtown.

Background Information:

1. 2022 LOCAL BUSINESS IMPROVEMENT GRANT PROGRAM

The local business improvement grant program provides up to \$10,000 per grant for physical building and equipment improvements that help businesses retain or expand business and economic development. These grants would be awarded month to month. There is also a single Mega Grant of up to \$30,000 which will be competitively offered, with one awarded per year in March. Businesses that receive the grant are reimbursed 50% of their documented and qualified expenses up to the maximum grant amount. This program is an expansion of the previous "façade grant" program, and includes sign improvements, façade improvements, property improvements, and landscaping. The EDC has approved the expenditure of up to \$150,000 in the 2021-2022 fiscal year for this program.

The purpose of this program is to promote the development and expansion of new and existing business enterprises within the city of Freeport, and enhance the economic welfare of the citizens of the City by securing and retaining business enterprises and maintain a higher level of employment, economic activity and stability.

2. EDC OUTDOOR MARKET

The EDC Outdoor Market Project is a project to create immediate use of the EDC 8.8-acre property on Brazos Street. The EDC will make landscaping, lighting, and other improvements that serve the dual purpose of enabling an outdoor market and upgrading the appearance of the property to market the property to developers. The Outdoor Market will facilitate the location of vendors along Brazos Street and provide seating, tables, lighting, and other improvements for market customers and the general public to gather, creating commerce on the property. The EDC intends to complete all improvements

before Spring Break of 2022. The EDC has approved an initial funding amount for this project of \$25,000 for engineering and design, but anticipates needing to spend more once those plans are finalized.

3. BRIDGE LIGHTING PROJECT

The Bridge Lighting Project seeks to maximize the attraction of the Old Brazos River and create an environment for increased commerce and economic development of business on the river and the downtown district. The EDC voted to spend \$25,000 to install attractive lighting on the Railroad Bridge trestle. They will get quotes from various vendors and determine at that time the amount of funding they want to use to implement this project. They also talked about lighting on the Velasco Bridge and the Guillotine Flood Gate to create a lighted corridor along the river. However initially they wanted to focus on the Railroad Bridge. They felt that the lighting of the railroad bridge would have a dramatic effect on the aesthetics of the City, with the Trestle Bridge being a dramatic landmark and visible from most parts of the city.

The EDC will solicit proposals from professional lighting companies and install the improvements in phases based upon obtaining permission of the owners of the structures and the comparative costs of the improvements. The funds for this project are contained in the budget that was approved by the City Council.

Special Considerations: None

Financial Impact: Funding for these projects would come out of the \$1.125 million Special Project line included in the EDC fiscal year budget for projects.

Board or 3rd Party recommendation:

Following a public hearing on the issue, EDC voted to recommend approval of these project at the mentioned dollar limits.

Supporting Documentation: Resolution, Business Improvement Grant Program Guidelines and Criteria.

RESOLUTION NO. 2021-2732

A RESOLUTION OF THE CITY OF FREEPORT, TEXAS, CONTAINING A PREAMBLE; APPROVING ECONOMIC DEVELOPMENT PROJECTS TO BE ENACTED BY THE FREEPORT ECONOMIC DEVELOPMENT CORPORATION; AND PROVIDING THAT THIS RESOLUTION SHALL TAKE EFFECT AND BE IN FORCE FROM AND AFTER ITS PASSAGE AND ADOPTION.

WHEREAS, the City of Freeport, Texas is a "Home Rule City" and a "Home Rule Municipality" lying and situated in Brazoria County, Texas, as described in and defined by Section 5, Article XI of the Constitution of Texas and Section 1.005 of the Local Government Code of Texas, respectively; and,

WHEREAS, the Freeport Economic Development Corporation (the "EDC") is a "type B" nonprofit economic development corporation, authorized under Texas Development Corporations Act, Title 12, Section 501.001 et. seq. specifically Chapter 505 of said Act; and,

WHEREAS, the EDC's specific purpose is to sustain economic development efforts and promote business development in the City; and,

WHEREAS, the City and the EDC have made the specific findings that the EDC may pursue the development projects set forth below, that said projects are authorized by the Texas Development Corporation Act, and that the projects promote economic development within the City of Freeport and satisfy the requirement of serving a public purpose; and,

WHEREAS, prior to passage of this resolution, the City Council conducted two (2) public readings of this resolution, in open session of duly noticed and posted council meetings, and further finds that a duly noticed and posted public hearing was previously held by the EDC on the projects contained herein.

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

FIRST, the City Council of the City of Freeport finds that the facts recited in the preamble hereof are true.

SECOND, the City Council of the City of Freeport hereby approves the following economic development projects:

1. "Local Business Improvement Grant" Project;
2. "Outdoor Market on EDC Property" Project;
3. "Bridge Lighting" Project.

THIRD, the funds to fund the above projects have been budgeted and no further authorization is required from the City Council for the EDC to implement the above projects.

FOURTH, this resolution shall take effect and be in force from and after its passage and adoption.

READ, PASSED AND ADOPTED this _____ day of _____, 2021.

APPROVED:

Brooks Bass, Mayor
City of Freeport, Texas

ATTEST:

Betty Wells, City Clerk
City of Freeport, Texas

APPROVED AS TO FORM ONLY:

Christopher Duncan, City Attorney
City of Freeport, Texas



Business Improvement Grant Program Guidelines and Criteria

Section 1. Purpose

The purpose of this program is to promote the development and expansion of new and existing business enterprises within the City limits of Freeport, Texas and enhance the economic welfare of the citizens of the City by securing and retaining business enterprises and maintaining a higher level of employment, economic activity, and stability.

Section 2. Type and amount of grants

A. Façade Improvement:

Exterior front façade enhancements. Improvements may be considered if located on a corner or paralleling an internal public space such as a park, parking lot, pedestrian way, or visible from a public right-of-way.

Improvements to store facade including, but not limited to:

Exterior painting that incorporates a major visual change (Maintenance painting does not apply.);

Significant masonry cleaning and/or restoration;

Addition of awnings (business logo & letters on awnings are acceptable);

Enhanced exterior building lighting that creates a noticeably enhanced appearance (Replacement of current lighting that is simply repair does not enhance the appearance of the building, such as replacement of inoperable fixtures and is not included.);

Store front entry systems and individual windows and door replacement or modification (if part of an overall design restoration; general building maintenance repairs are not included);

New or restored façade elements, such as cornices, soffits, canopies, and other detail elements.

The grant amount may be up to 50% of the cost of such improvement, up to a maximum of \$10,000

B. Sign Improvement:

New signs and/or major renovations or removal of existing signs. Typically LED Signs are not approved but may be reviewed on a case-by-case basis if integrated into an overall sign.

The grant amount may be up to \$3,500 for an existing business and \$1,000 for a new business.

C. Property Improvement:

Items such as, but not limited to, parking lot resurfacing, striping, driveway improvement, lighting, decorative fencing, pedestrian oriented/streetscape amenities, including street furniture, new curb and sidewalk, and related amenities, demolition and/or removal of a dilapidated structure

The grant amount may be up to 50% of the cost of such improvement, up to a maximum of \$10,000.

D. Landscaping Improvement:

Material such as, but not limited to, grass, ground covers, shrubs, vines, hedges, trees or palms, landscape lighting and non-living durable materials that are commonly used in landscaping such as, but not limited to, rocks, pebbles, sand, but excluding paving. (All living materials will be reviewed at 25% of the cost if irrigation is not present or will be applied)

The grant amount may be up to 50% of the cost of such improvement, up to a maximum of \$10,000.

E. MEGA Grant:

Can be a combination of Grant Type A, C, or D or can stand alone as either. This grant will be reserved for those business that are within the defined Downtown boundaries as laid out by our Community Comprehensive Plans or at the discretion of the FEDC Board of Directors. Must provide 1 additional Job with this grant. This grant will be awarded to one (1) applicant per a fiscal year (October 1st - September 30th). Grant applications will be accepted starting October 1st and will close February 28th. Review will be held in March and notification of grant recipient will be announced by May 15th.

The grant amount may be up to 50% of the cost of such improvement up to a maximum of \$30,000.

Section 3. Eligibility

- A. All business buildings and facilities located within the City at the time of adoption of these guidelines shall be eligible for this program.
- B. Any new business planning to locate within the City, or any business currently located within the city limits, shall be eligible for this program.
- C. A *business* is defined as an occupation, profession, or trade in the purchase or sale of goods or services in an attempt to make a profit.
- D. The proposed project must comply with applicable regulations, city- approved planning studies, comprehensive plan designations, City Ordinances, Building Codes, and Americans with Disabilities Act Guidelines.
- E. All applicants must be current and provide FEDC with documentation providing they are current with all Ad Valorem Taxes.
- F. Grants may not be used for refinancing existing loans, working capital, inventory, permits, inspections, security fencing or gates, home occupations, interior remodeling, new construction, and routine maintenance of landscaping and signage (with the exception of letters/logos on new awnings).

Section 4. Guidelines

- A. Proof of the applicant's ownership of the subject facility or facilities, or proof that the owner of such facility has approved the application for such grant funds, shall be required.
- B. The owner of a business to be operated within a leased facility, and the owner of such lease facility, must apply jointly for the program. Copies of a lease agreement and proof of ownership of the leased facility shall be required.
- C. A business or property owner may apply for one (1) or more of the four (4) types of grants per physical location (address) set forth herein within any fiscal year (October 1 to September 30). A business that receives grant funding during a fiscal year shall not be precluded from making subsequent applications for funding in following years.
- D. The maximum amount of funding available to any one applicant, business establishment, or property owner at one physical location (address) shall be \$30,000.00 per fiscal year unless applying for the mega grant.
- E. All grants are reimbursement grants and will only be funded after completion of the project in accordance with drawings and specifications approved by the Freeport

Economic Development Corporation Board of Directors and after the applicant submits to the FEDC proof of paid receipts for all applicable labor and materials. Digital photographs of the completed work shall also be required.

- F. Reimbursement grants are a cash payment of up to the approved percentage of funds expended by the applicant on the improvements and are not to exceed the limits set forth in Section 2(A), (B), and (C) hereof. In-kind contributions to the improvements by the applicant will not be considered as an expenditure by the applicant. Only cash expenditures by the applicant may be used in calculating the cost of improvements.
- G. The applicant shall be obligated to make the improvements in accordance with the application submitted to and approved by the FEDC Board of Directors. Thereafter, any modifications must first receive written approval by either the FEDC Board or the FEDC Executive Director. Failure to obtain such written approval prior to making any such modifications shall render the applicant ineligible to receive grant funding.
- H. The applicant shall be responsible for obtaining all applicable permits related to the improvement project, and failure to do so will render the applicant ineligible to receive grant funding.
- I. The improvements, as presented in the application, must be completed in their entirety. Failure to complete all of the stated improvements shall render the applicant ineligible to receive grant funding.
- J. Upon approval of a grant application, and during the construction of the improvements, a representative or representatives of the FEDC shall have the right, at all reasonable times, to have access to and inspect the work in progress.
- K. The applicant shall not begin any improvements prior to receiving written approval of grant funding from the FEDC.
- L. The applicant must complete the improvement project within six (6) months of receiving written approval therefore from the FEDC. Failure to complete the improvements within the required time period shall result in the loss of the grant funds allocated for the project. Time extensions may be granted at the discretion of the FEDC Board of Directors.
- M. Approval of all applications shall be with the understanding and agreement that, in the event the business (applicant) fails to remain open, or the business or property is sold or transferred and subsequently closes, within twelve (12) months after the funding of the grant, the applicant shall be considered in default of its obligations under the grant, and shall be required to reimburse the FEDC the grant money received.
- N. The applicant must agree that, in the event of default of its obligations, the applicant shall repay to the FEDC the amount of grant funds it has received, with interest, at the rate of 10% per annum, within thirty (30) days after the FEDC

notifies the applicant of the default. The form of such payment shall be a cashier's check or money order, made payable to the Freeport Economic Development Corporation.

- O. The applicant must certify that the applicant does not employ nor will it employ any undocumented workers (an individual who, at the time of employment, is not lawfully admitted for permanent residence to the United States or authorized under law to be employed in that manner in the United States). The applicant must agree that if, after receiving grant funds, it is convicted of a violation under 8 U.S.C. Section 1324a(f), the applicant shall repay the amount of the grant funds received by the applicant, with interest, at the rate of 10% per annum, within thirty (30) days after the FEDC notifies the applicant of the violation.
- P. The FEDC shall have the authority to bring a civil action to recover any amounts that the applicant must repay to the FEDC under paragraphs M, N, and O of this Section, and in such action may recover court costs and reasonable attorney's fees.

Section 5. Application and Approval

- A. Applications must be made on a form provided by the FEDC, which form shall be made available at the FEDC offices located at 200 West Second Street, Freeport, TX 77541 and on the FEDC website at www.freeport.tx.us.
- B. The grant application must include:
- Request Letter describing proposed project and the need for grant funds
 - Establishment of business entity name (Copy of Article of Incorporation, dba, etc.)
 - Copy of Lease Agreement (if facility is leased)
 - Legal description of subject property
 - Vicinity map of subject property
 - Estimates of proposed improvements. This quote shall be utilized only for the purpose of determining the amount of grant needed for the project and any costs incurred in obtaining the quote shall be the responsibility of the applicant, not the FEDC.
 - Itemized work estimates which include details and information such as color samples of paint, fabric, sign material
 - Digital Picture of Property and the area to be improved

- Notarized Seal on Application
 - Acknowledge that a sign will be placed at your property stating FEDC – Business Improvement Grant Recipient
- C. All applications must be approved by the FEDC Board of Directors
- D. An applicant shall be notified, in writing or email, within (10) ten business days of the FEDC Board’s decision to approve or disapprove its application.
- E. The FEDC may award grant funds to an applicant, with certain provisions, conditions, or other requirements that the FEDC deems necessary or appropriate.
- F. The FEDC Board of Director shall have sole discretion to accept or reject application. Application are submit on a competitive basis and will be graded on out not limited to:
1. Those applicants that best match our Community Comprehensive Plans
 2. Needs of the City of Freeport and FEDC
 3. Best match for our Downtown Specific Plan
 4. Those that will be beneficial for the growth of our Freeport’s Economic Development
- G. During the FEDC meeting to take action on the grant request by the APPLICANT, the board will conduct a Public Hearing which is followed by a 60-day public comment period. No reimbursements will be dispersed until the 60-day public comment period has passed. If public comments are received, the board will review and take any appropriate action.

Section 6. Funding

- A. Upon notification to the FEDC by the applicant that a project has been completed, an inspection by a FEDC representative or representatives shall be made to confirm that such project has been completed in accordance with the application or any approved modifications thereto. Such notification shall include, but not be limited to, documentation of paid receipts for materials, labor, permits, inspection reports, an affidavit stating that all contractors and subcontractors providing work and/or materials in the construction of the project improvements have been paid and any and all liens and claims regarding such work have been released, or any other item that the FEDC may reasonably deem necessary for determining the project’s completion.

- B. The FEDC agrees to distribute such funds to the applicant within thirty (30) days following the inspection required in paragraph (A) hereof, and confirmation of completion of the project in accordance with the application or any approved modifications thereto. The Executive Director of the FEDC shall issue a letter to the FEDC Board of Directors notifying them of the funding action to be taken. A copy of such letter shall also be provided to the applicant.
- C. Within ten (10) business days following an inspection and the presentation of the receipts as provided in Section 6(A) above, and after a determination is made by the FEDC's representative that the project has not been completed in accordance with the application, or any approved modifications thereof, the Executive Director shall issue a letter to the applicant indicating any and all areas of non-compliance. The applicant shall then have sixty (60) days, from the date of such letter, to make the modifications necessary to bring the project into compliance. Failure to complete such modifications within said sixty-day period shall be deemed a default of applicant's obligations under the grant, and the applicant shall be ineligible to receive grant funding.
- D. Available funding: The FEDC has budgeted \$150,000 per the current fiscal year (October 1 to September 30) to fund improvement grants. Grant applications received after the available funding has been exhausted may be accepted and held until the following fiscal year. The FEDC retains sole discretion to accept or reject applications received after the available funding has been exhausted.

Section 7. Miscellaneous

- A. THE FREEPORT ECONOMIC DEVELOPMENT CORPORATION SHALL DELIVER A COPY OF THESE GUIDELINES TO ANY APPLICANT FOR HIS/HER REVIEW AND THE DELIVERY HEREOF DOES NOT CONSTITUTE AN OFFER OF A BUSINESS IMPROVEMENT GRANT TO THE APPLICANT.
- B. THE LAWS OF THE STATE OF TEXAS SHALL GOVERN THE INTERPRETATION, VALIDITY, PERFORMANCE, AND ENFORCEMENT OF THIS BUSINESS IMPROVEMENT GRANT PROGRAM. IF ANY PROVISION OF THIS BUSINESS IMPROVEMENT GRANT PROGRAM IS HELD TO BE INVALID OR UNENFORCEABLE, THE VALIDITY AND ENFORCEABILITY OF THE REMAINING PROVISIONS SHALL NOT BE AFFECTED THERE.

**ACKNOWLEDGMENT OF RECEIPT OF AND AGREE TO COMPLY WITH
THE GUIDELINES AND CRITERIA FOR BUSINESS IMPROVEMENT GRANT
PROGRAM BY THE FREEPORT ECONOMIC DEVELOPMENT CORPORATION**

Applicant: _____

Address: _____

Phone No.: _____

Signature: _____

Property Owner/Landlord: _____

Address: _____

Phone No.: _____

Signature: _____

This acknowledgement page must be signed and returned to the Executive Director of Freeport Economic Development Corporation. Please retain the Guidelines and Criteria for your records.

Applicants are strongly encouraged to shop local Brazoria County businesses for products and services.



City Council Agenda Item # 14

Title: Consideration and possible action to delay enforcement of Ordinance 2021-2641 and schedule a public hearing.

Date: December 20, 2021

From: Tim Kelty, City Manager

Staff Recommendation:

This has been added to the agenda at the request of Councilmen Pena and Muraira.

Item Summary:

Ordinance 2021-2641 was adopted by City Council on October 4th, 2021. The ordinance establishes guidelines regarding the storage and parking of vehicles at automotive repair, wrecker service, and salvage yard businesses, outside required fences or walls. It requires those businesses to conduct the repair, assembling or disassembling vehicles inside of repair bays or behind the walls of a of the motor vehicle storage yard of the business, and limits the number of vehicles awaiting repair that may be stored in public view outside of the repair bay or screened repair yard.

Background Information:

Following adoption of this ordinance, City Staff identified all business that this ordinance currently effected. A visual inspection along with photos were taken to determine the extent of issues and challenges presented at each location.

The property owner of each business was contacted and provide both the actual ordinance and a summary of what it entailed. They were all invited to a workshop to come together and explain the provisions of the ordinance, answer questions about how the ordinance pertained to each business, and hear their concerns and challenges they may face in complying with the regulations.

At that meeting, held on November 17, staff explained to the business owners that we would be implementing enforcement of the ordinance slowly and incrementally to allow them time to bring their place of business into compliance. It was communicated that that the first few months following the ordinance adoption was intended for education, and we would not be taking any enforcement action until after that period.

They were told that the city would wait until January to revisit the businesses and assess any continuing violations. If violations continued, the business owner would receive a notice of violation by the end of January, and they would have an additional 30 days to either correct the violation or schedule a meeting with Code Enforcement to review their particular situation. At

that individual meeting, we would work with the business to understand their individual situation and challenges, and develop a reasonable schedule for bringing their property into compliance.

If additional time was necessary, they would be provided additional time in accordance with a mutually agreed upon schedule, with milestones, that was determined to be reasonable. If they failed to make improvements within the 30 days, and failed to schedule a meeting with code enforcement and negotiate in good faith to come up with a reasonable schedule, then, at that point they would be subject to receiving a citation for that failure to comply.

Special Considerations: None

Financial Impact: None

Board or 3rd Party recommendation:

N/A

Supporting Documentation:

Ordinances 2021-2641 adopted by Council on October 4, 2021,

ORDINANCE NO. 2021-2641

AN ORDINANCE ADOPTING A NEW CHAPTER 125 "AUTOMOTIVE REPAIR" CONTAINED IN TITLE 11 "BUSINESS REGULATIONS" OF THE CODE OF ORDINANCES OF THE CITY OF FREEPORT, TEXAS; CONTAINING DEFINITIONS; REGULATING THE STORAGE, DISPLAY AND WORK ON MOTOR VEHICLES, LIMITING THE NUMBER OF VEHICLES IN PUBLIC VIEW, ESTABLISHING GUIDELINES FOR THE STORAGE AND PARKING OF JUNK, WRECKED, AND MOTOR VEHICLES AWAITING REPAIRS; PROVIDING FOR FINDINGS OF FACT; ENACTMENT, REPEALER, SEVERABILITY, EFFECTIVE DATE, AND PROPER NOTICE AND MEETING.

WHEREAS, the City of Freeport, Texas, is a Home Rule City incorporated in and operating under the laws of the State of Texas; and

WHEREAS, the City Council seeks to protect the public health, safety, and welfare through a comprehensive regulatory program that includes standards for parking and storage of junk, wrecked, and vehicles awaiting repairs; and

WHEREAS, the City Council now adopts the appropriate administrative and regulatory amendments, rules and procedures.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FREEPORT, TEXAS, AS FOLLOWS:

SECTION 1: FINDINGS OF FACT: The foregoing recitals are incorporated into this ordinance by reference as findings of fact as if expressly set forth herein.

SECTION 2: PURPOSE: This ordinance establishes requirements for the parking and storage of junk, wrecked, and vehicles awaiting repairs. The purpose of the program is to ensure the public safety, convenience, and protection of the City and the citizens of the City.

SECTION 3: ENACTMENT: A new Chapter 125--"Automotive Repair" of the Code of Ordinances is created and shall read as follows:

Sec. 125-01. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Privacy fence or wall – means a fence or wall constructed in a manner that obstructs the view or persons from the public right of way or neighboring property, to prevent a visual nuisance and to the degree that the contents inside the wall cannot be determined by view. Examples are: wood picket privacy fences, chain link fences with solid, unbroken, and unfaded inserts, brick or masonry fence, solid metal fences.

Motor vehicle for the purposes of this Chapter means any motor operated transportation including but not limited to autos, trucks, tractor-trailers, motor homes, motorcycles, buses, atvs, and watercraft.

Motor vehicle repair business means any business that provides engine, electrical, mechanical, or paint and body repair or replacement work to motor vehicles, as part of their business.

Motor vehicle repair bay means each area contained inside a permanent structure large enough to work on a single motor vehicle.

Motor vehicle repair yard means any tract or parcel of land whereon three or more motor vehicles, including but not limited to autos, trucks, tractor-trailers, motor homes, motorcycles, buses, atvs, and watercraft, are kept in compliance with the applicable requirements of all other ordinances of the city for the purpose of repairing such automotive vehicles and such automotive storage yard is surrounded by a privacy fence or wall.

Motor vehicle salvage yard means any tract or parcel of land on which three or more discarded, abandoned, junked, wrecked or worn-out motor vehicles, including but not limited to autos, trucks, tractor-trailers, motor homes, motorcycles, buses, atvs, and watercraft, are kept or stored in compliance with the applicable requirements of all other ordinances of the city, for the primary purpose of disassembling, dismantling, cutting up, stripping or otherwise wrecking such motor vehicles to extract from such vehicles parts, components or accessories for sale of or use in a *motor vehicle* repair or rebuilding business, and such automotive storage yard is surrounded by a privacy fence or wall.

Sec. 125-02. - Draining and removal of oil, gasoline and other flammable liquids.

All oil, gasoline and other flammable liquids shall be completely drained and removed from any junked, wrecked or abandoned automotive vehicle before it is placed in any automotive salvage yard within the corporate limits of the city.

Sec. 125-03. – Prohibited Storage or Display of Junk or Wrecked Motor Vehicles.

It shall be unlawful for the owner or operator of any automotive repair business, wrecker business, salvage yard business, or vehicle storage business located within the corporate limits of the city to store or display, any junk vehicle or wrecked motor vehicle or their parts, accessories or junk outside of or above the required fence or wall of a motor vehicle storage yard as defined here or in section 121.03 of this code; and it shall be unlawful for the agents or employees of any such owner or operation to so store or display such vehicle or for such owner or operator to permit such agents or employees to so store or display such vehicle.

Sec. 125-04 – Prohibited Repair, Assembly or Disassembly of Motor Vehicle

It shall be unlawful for the owner or operator of any automotive repair business, wrecker business, salvage yard business, or vehicle storage business located within the corporate limits of the city to repair, assemble or disassemble any motor vehicle on their premises, unless such action is taken in a Motor Vehicle Repair Bay or inside the walls of the motor vehicle storage yard as defined in this section or section 121.03 of this ordinance.

Sec. 125-05. – Limited number of vehicles in public view.

It shall be unlawful for the owner or operator of any motor vehicle repair business, wrecker business, salvage yard business, or vehicle storage business located within the corporate limits of the city to park or store outside of a motor vehicle storage yard more than three (3) motor vehicles per repair bay on the premises.

Sec. 125-06. – Penalty

- (a) Any person, business or entity who shall violate any of the provisions of this chapter shall be guilty of a misdemeanor and upon conviction thereof be punished by a fine not to exceed \$500.00 for each occurrence or day of violation.
- (b) Each and every occurrence of violation of this ordinance shall constitute a separate offense;

- (c) A violation of this chapter is a nuisance. The prosecution of an offense under this chapter does not limit the City's right to abate the nuisance, including the use of injunctive relief.

SECTION 4: REPEALER: In the case of any conflict between the other provisions of this ordinance and any existing ordinance of the City, the provisions of this ordinance will control.

SECTION 5: SEVERABILITY: If any provision of this ordinance or the application thereof to any person or circumstances is held invalid, that invalidity or the unenforceability will not affect any other provisions or applications of this ordinance that can be given effect without the invalid provision.

SECTION 6: ENFORCEMENT: The City shall have the power to administer and enforce the provisions of this ordinance as may be required by governing law. Any person violating any provision of this ordinance is subject to suit for injunctive relief as well as prosecution for criminal violations, and such violation is hereby declared to be a nuisance.

Nothing in this ordinance shall be construed as a waiver of the City's right to bring a civil action to enforce the provisions of this ordinance and to seek remedies as allowed by law and/or equity.

SECTION 7: EFFECTIVE DATE: This ordinance shall be effective upon publishing the heading in the Brazosport Facts twice.

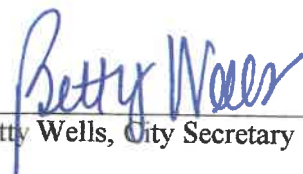
SECTION 8: PROPER NOTICE & MEETING: It is hereby officially found and determined that the meeting at which this ordinance was passed was open to the public, and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551.

READ, PASSED AND ADOPTED this 4 th day of September, 2021




Brooks Bass, Mayor

ATTEST:



Betty Wells, City Secretary

APPROVED AS TO FORM ONLY:



Christopher Duncan, City Attorney



City Council Agenda Item # 15

Title: Discussion and Possible Action on an Ordinance to require all City Council and Public Board Members to disclose: all current Real Estate Assets in Brazoria County held in their personal name, immediate family's name, business name. all Business Entities owned and partnered in Texas. Any and all business agreements with any other Board or Council member. Any and all agreements or contracts with the City.

Date: December 20, 2021

From: Councilmen Jeff Pena and Mario Muraira

Staff Recommendation:

This has been added to the agenda at the request of Councilmen Pena and Muraira.

Item Summary:

The Ordinance prepared in response to this request requires that, within 30 days of the passage of this ordinance, or within 30 days of election or appointment, all City Council members and Council appointed board members of the City of Freeport, Texas shall deliver to the City Manager in writing, the following information:

1. All current real estate assets in Brazoria County of which the person has any ownership interest or control, whether said ownership held in their personal name, the name of their spouse, their minor child(ren), or another business entity;
2. The name of all business entities, including informal partnerships, of which the person has any ownership interest or control, and the name and contact information of every person or entity with an ownership interest in the entity;
3. Any and all business agreements with any other Council or Board member, with a copy of the written agreement, or, if not a written agreement, a written description of the nature of the agreement;
4. Any and all agreements or contracts with the City of Freeport for the last 10 years to present.

The Ordinance also requires that any change to submitted information must also be provided in writing to the city manager. All such information shall be made available upon open records request. Each failure to provide such information will be subject to a fine of up to \$200 per item not provided.

Background Information:

None

Special Considerations

None

Financial Impact

None

Board or 3rd Party recommendation:

None

Supporting Documentation: Ordinance

ORDINANCE NO. 2021-2648

AN ORDINANCE OF THE CITY OF FREEPORT, TEXAS, CONTAINING A PREAMBLE; REQUIRING DISCLOSURE OF POTENTIAL FINANCIAL AND CONTRACTUAL CONFLICTS OF INTEREST BY MEMBERS OF THE CITY COUNCIL AND COUNCIL APPOINTED BOARDS OF FREEPORT, TEXAS; PROVIDING THAT ANYONE VIOLATING SAID CODE SHALL BE GUILTY OF A MISDEMEANOR AND, UPON CONVICTION, ASSESSED A PUNISHMENT NOT TO EXCEED TWO HUNDRED (\$200.00) DOLLARS AND THAT EACH DAY ANY SUCH VIOLATION CONTINUES OR OCCURS SHALL CONSTITUTE A SEPARATE OFFENSE; CONTAINING A SAVINGS CLAUSE; CONTAINING A SEVERANCE CLAUSE; AND PROVIDING THAT THIS ORDINANCE SHALL TAKE EFFECT AND BE IN FORCE FROM AND AFTER ITS DESCRIPTIVE CAPTION HAS BEEN PUBLISHED TWICE IN THE BRAZOSPORT FACTS.

WHEREAS, the City of Freeport is committed to transparency and desires to uphold the highest standard of ethical conduct by members of its City Council and council appointed boards; and,

WHEREAS, actual and potential financial and contractual conflicts of interest must be revealed in an even, fair, and transparent way, to benefit the trust of the citizens and public at large; and,

WHEREAS, the City Council desires to implement a mandatory requirement of all City Council members and council appointed board members, to disclose certain specific information, to prevent decisions by their position, that actual or perceived impropriety; and

WHEREAS, the City Council of the City of Freeport, Texas, has determined and does here now declare that the adoption of this ordinance is necessary to the fair and orderly administration of its constitutional and statutory powers as a home-rule municipality.

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

First, within 30 days of the passage of this ordinance, or within 30 days of election or appointment, all City Council members and Council appointed board members of the City of Freeport, Texas shall deliver to the City Manager in writing, the following information:

1. All current real estate assets in Brazoria County of which the person has any ownership interest or control, whether said ownership held in their personal name, the name of their spouse, their minor child(ren), or another business entity;
2. The name of all business entities, including informal partnerships, of which the person has any ownership interest or control, and the name and contact information of every person or entity with an ownership interest in the entity;

3. Any and all business agreements with any other Council or Board member, with a copy of the written agreement, or, if not a written agreement, a written description of the nature of the agreement;

4. Any and all agreements or contracts with the City of Freeport for the last 10 years to present.

Second, each City Council member or Council-appointed board member, deliver to the City Manager in writing any change in the above information.

Third, the City Manager shall make available the above information to any person of the public upon request consistent with the Texas Open Records Act.

Fourth, any person violating any provision of said Code of Ordinances as amended by this ordinance, shall be guilty of a misdemeanor and upon conviction assessed a fine not to exceed Two Hundred (\$200.00) Dollars; and each and every instance any such violation occurs shall constitute a separate offense.

Fifth, in the event any section or provision of this ordinance is found to be unconstitutional, void or inoperative by the final judgment of a court of competent jurisdiction, such defective provision, if any, is hereby declared to be severable from the remaining sections and provisions of this ordinance and such remaining sections and provisions shall remain in full force and effect.

Sixth, this ordinance shall take effect and be in force from and after its descriptive caption has been published twice in the Brazosport Facts.

Seventh, the City Council specifically finds and determines that the meeting at which this ordinance was passed was open to the public, and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551.

READ, PASSED AND ADOPTED this _____th day of December, 2021

Jerry Cain, Mayor Pro Tem

ATTEST:

Betty Wells, City Secretary

APPROVED AS TO FORM ONLY:

Christopher Duncan, City Attorney



City Council Agenda Item # 16

Title: Discussion and possible action to revise the Agenda Policy for Council

Date: December 20, 2021

From: Councilmen Pena and Muraira

Staff Recommendation:

This has been added to the agenda at the request of Councilmen Pena and Muraira.

Item Summary:

Councilman Jeff Pena requested that we discuss and possibly take action to revise the agenda policy for city council. The request was co-sponsored by Councilman Muraira.

Background Information:

At the November 15th, 2021 meeting, Council adopted Ordinance 2021-2650 which established specific procedures and deadlines for items to be placed on the City Council Agenda. This has been requested to be placed back on the agenda for consideration of revision.

Special Considerations

None

Financial Impact

None

Board or 3rd Party recommendation:

None

Supporting Documentation: Ordinance 2021-2650

ORDINANCE NO. 2021-2650

AN ORDINANCE OF THE CITY OF FREEPORT, TEXAS, CONTAINING A PREAMBLE; ESTABLISHING SPECIFIC PROCEDURES AND DEADLINES FOR ITEMS TO BE PLACED ON THE CITY COUNCIL AGENDA; AND PROVIDING THAT THIS ORDINANCE SHALL TAKE EFFECT IMMEDIATELY UPON SUCCESSFUL PASSAGE AND EXECUTION BY THE MAYOR AND CITY CLERK.

WHEREAS, the City Council desires to insure equal access by each and every Council member to bring items for consideration to the City Council as a whole; and

WHEREAS, the City Council recognizes that city staff must gather information, draft proposed resolutions and ordinances, and organize documents for each agenda item, and adequate time should be provided for city staff to perform those functions; and

WHEREAS, the City Council of the City of Freeport, Texas, has determined and does here now declare that the adoption of this ordinance is necessary to the fair and orderly administration of its constitutional and statutory powers as a home-rule municipality.

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

First, the City Council specifically finds that all items contained in the preamble above are true and correct.

Second, the City Council adopts the following rules, procedures and deadlines for items requested by one or more council member to be placed on the City Council Agenda:

1. Any request made by the Mayor, the City Manager or two (2) council members for an item to be placed on the agenda of a REGULAR council meeting, must be made in writing, to the City Manager, on or before noon (12:00 p.m.) on the Tuesday prior to the meeting.
2. ~~Any request made by the Mayor, the City Manager or two (2) council members for an item to be placed on the agenda of a SPECIAL council meeting, must be made in writing, to the City Manager, on or before noon (12:00 p.m.) on the day prior to the meeting.~~
3. The City Manager shall place the requested item on the agenda as requested within the time-frame above.
4. The City Manager and city staff shall contact the requesting council member(s) should they have any questions or require more information to prepare the necessary documents for the item.
5. The City Manager shall be responsible to have all necessary resolutions, ordinances, supporting documentation prepare and in the city council packets delivered to council

Agenda Procedure Ordinance Version #2

members on the day the agenda is posted and, if he chooses, he may prepare a council memorandum with his recommendation regarding the requested action.


6. The Council may table any agenda item upon motion and majority vote during the open session of the council meeting of which the item is on the agenda.

Third, in the event any section or provision of this ordinance is found to be unconstitutional, void or inoperative by the final judgment of a court of competent jurisdiction, such defective provision, if any, is hereby declared to be severable from the remaining sections and provisions of this ordinance and such remaining sections and provisions shall remain in full force and effect.

Fourth, this ordinance shall take effect immediately upon its passage and execution by the Mayor and the City Clerk.

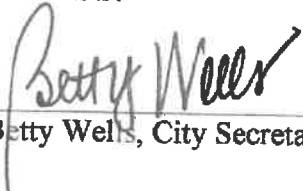
Fifth, the City Council specifically finds and determines that the meeting at which this ordinance was passed was open to the public, and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551

READ, PASSED AND ADOPTED this 15 th day of November, 2021




Brooks Bass, Mayor

ATTEST:



Betty Wells, City Secretary

APPROVED AS TO FORM ONLY:



Christopher Duncan, City Attorney



Community Development

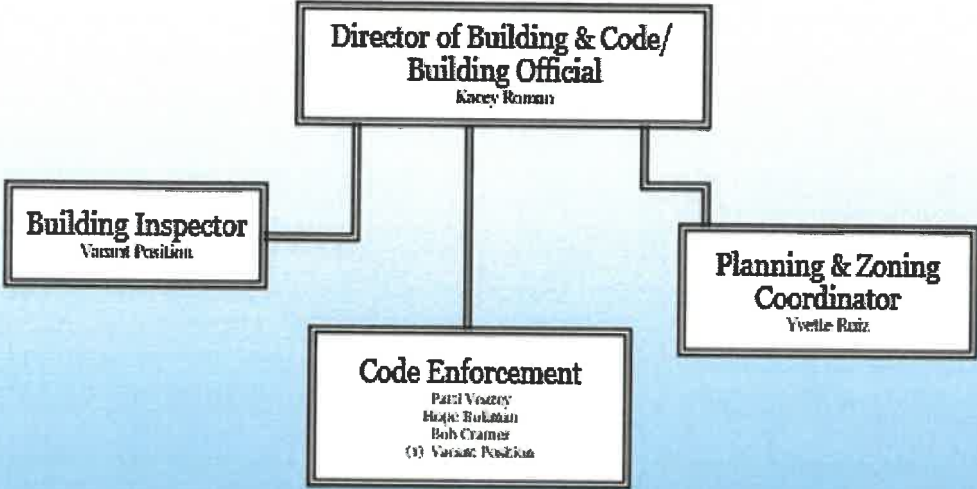
Community Development



The Community Development Department is responsible for working with the citizens of Freeport and its development community, Boards and Commissions, and the elected officials while managing current and long-range planning, permitting and inspections, code enforcement and other activities in support of the City of Freeport. Our goal is to make our City a Healthy, Safe and Prosperous place to work and live.

Building Permits & Inspections
Health Permits & Inspections
Code Enforcement
Planning & Zoning
Board of Adjustments

Building & Code



Employee Spotlight



Bob Cramer is one of our Code Enforcement Officers. He has worked for the City of Freeport for the past 12 years in the Parks Department, Street Department and Code Enforcement.

Bob is a licensed Code Enforcement Officer, and also holds a Pesticide Applicator License.

He excels at Customer Service and is always willing to lend a helping hand to those in need. **Bob** recently married the City of Freeport Special Projects Coordinator, **Laura**. Congratulations to the happy couple!

We are grateful to have **Bob** as a part of our Team!

Planning Commission– Tuesday, Nov. 30, 2021

Agenda Item: Discuss and take action regarding request for replat of Lots 63, 64 and 71, Block 14 of the Las Playas Subdivision Part II of Section 5 Recorded in Volume 15, Pages 81-82 Of the Brazoria County Plat Records Situated in the T. & W. Alley League

Recommendation: Approve Replat

Agenda Item: For possible action on re-plat on TEXAS GULF FREEPORT MHUB A Subdivision of 1.589 Acres/69,205 SQ FT Situated in the S. T. Angier Survey Abstract No. 8 City of Freeport, Brazoria County, Texas 1 Blocks 2 Lots July 2021 Owner Texas Gulf Bank, N. A., A national banking association P. O. Box 738, Lake Jackson, TX 77566 979-297-7211 Surveyor Windrose Land Surveying/Platting 11111 Richmond Ave, Suite 150 Houston, TX 77082 713-458-2281 Firm Registration No. 10108800

Recommendation: Approve Replat

Health Department New Educational Training for Food Establishments

During the course of recent Health Inspections, it was determined that most of the Food Establishments and Child Care Facilities were unaware of new and current Federal, State and Local Laws.

Our Department has instituted a new Training Program for all Food Establishments. We are now visiting every single Food Establishment and conducting a one-on-one “Educational Walk-through.” They are teaching the businesses what requirements need to be met, and violations that will be addressed in the future. This will allow time to correct issues prior to their regular inspections.



November Training Visits

Bucee's - 1002 N Brazosport
Memorial Child Care - 1912 Victoria
Sonic - 1605 N Brazosport

Dangerous Structures– November 2021

The City of Freeport is dedicated to improving the Health and Safety of our City through Dangerous Structure Determination and Abatement.

Board of Adjustments Meeting– Nov 9, 2021

Agenda Item: 615 W. 5th St, Freeport, Texas

Outcome: Declared a Dangerous Structure. Ordered Demo within 30 days.



Board of Adjustments Meeting– Nov 9, 2021

Agenda Item: 922 W. 4th St, Freeport, Texas

Outcome: Declared a Dangerous Structure.

Ordered to Demolish within 60 days



Code Enforcement Progress– November 2021

The City of Freeport is dedicated to improving the Health and Safety of our City not just through demolition, but by working with our citizens to restore their homes to their former glory.

Before



510 S. Ave G

Before



907 W. 6th

Before



1102 W. 6th

After



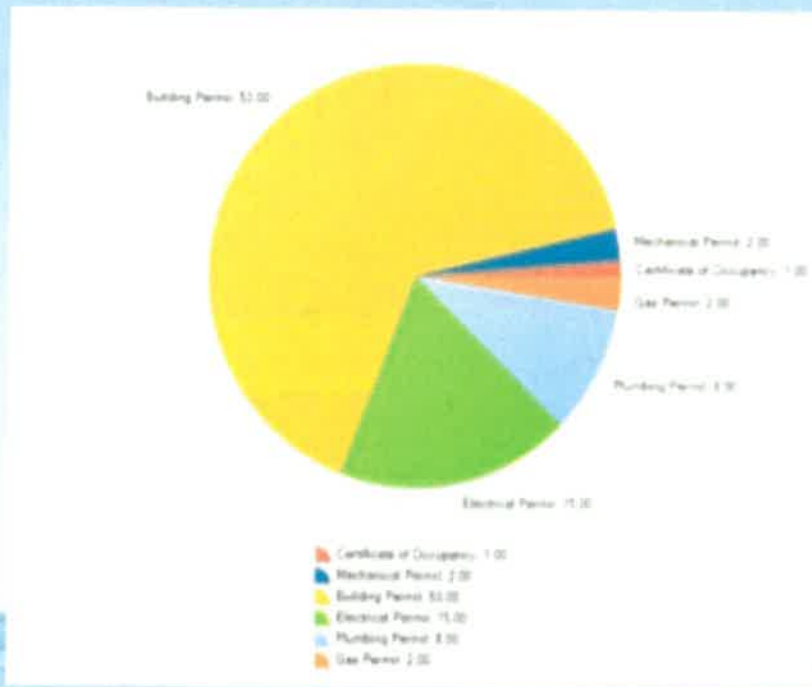
After



After



Building Permits Issued – November 2021



Building Permit Activity – November 2021

Building Permit

Create Date	Account Number	Address 1	P_Applicant Name	P_Description of Job	P_Types of Permit Needed	P_Valuation
11/1/2021	42011792000	1748 -1750 6TH ST W (ROOF)	RE NEW IT CONTRACTORS	ENTIRE RE-ROOF	Building	\$3,500.00
11/1/2021	77500089000	1023 W 10TH ST (ROOF)	TRIDENT RESIDENTIAL SERVICES	ENTIRE RE-ROOF	Building	\$6,000.00
11/1/2021	42000203000	406 E 5TH ST (ROOF)	PEREZ ROOFING	ENTIRE RE-ROOF	Building	\$4,130.00
11/2/2021	81103028000	1200 N AVE H (DEMO)		INTERIOR DEMO	Building	
11/3/2021	42000932000	730 W 6TH ST (ROOF)	VEGAS ROOFING	ENTIRE RE-ROOF	Building	
11/3/2021	73100098000	2022 N AVE H (ROOF)	VEGAS ROOFING	ENTIRE RE-ROOF	Building	
11/3/2021	81100467000	517 S AVE G (ROOF)	VEGAS ROOFING	ENTIRE RE-ROOF, HARDIE SIDING AND 9 WINDOWS	Building	
11/3/2021	42001203000	1002 W 8TH ST (ROOF)	VEGAS ROOFING	ENTIRE RE-ROOF	Building	
11/3/2021	42000735000	518 W 5TH ST (ROOF)	PEREZ ROOFING	ENTIRE RE-ROOF	Building	\$8,883.90
11/5/2021	81101310000	201 N AVE D (PATIO)	LUIS JAUREGUI	PUT UP 12' X 20' COVERED PATIO	Building	\$10,000.00
11/5/2021	42001226000	1103 W 8TH ST (GARAGE SALE)	MARIA ARECHIGA	GARAGE SALE 11-6-2021	Building	
11/8/2021	42001306000	1127 W 2ND ST (SIDING)	Nancy Acuna	Residing entire house	Building	
11/8/2021	21900063000	62 MARLIN (PATIO SLAB)	Karen Tait	Demo back patio slab, and 25 x 50 and pour new slab	Building	\$11,000.00
11/9/2021	84000074000	219 W 9TH ST (CARPORT)	ARMANDO NOYOLA	CLOSE UP CARPORT TO MAKE INTO GARAGE 16' X 20'	Building	\$1,500.00
11/9/2021	42001498000	1407 W 2ND ST (ROOF)	RAMOS REMODELING	ENTIRE RE-ROOF	Building	\$5,530.00
11/9/2021	42012001000	1414 W 11TH ST (ROOF)	GALAXY ROOFING	PARTIAL RE-ROOF MAIN HOUSE AND REAR AND LEFT SIDE	Building	\$4,000.00
11/10/2021	20900059000	1837 W 8TH ST (GARAGE SALE)	PATTI GARZA	GARAGE SALE	Building	
11/12/2021	81102637000	905 N AVE D (SIDING, WINDOWS)	MARLENE MADRIGAL	R/R ENTIRE SIDING WITH HARDI PLANK EC-23, R/R 2 DOORS 1 FRONT 1 REAR DR-34 R/R 5 WINDOWS 2 FRONT 2 RIGHT 1 LEFT WIN-1153 R/R 4 POSTS 2 FRONT 2 REAR	Building	
11/12/2021	77500198000	1014 W 12TH ST (GARAGE SALE)	JUANA ANDUJO	GARAGE SALE	Building	
11/12/2021	81101317110	208 N AVE D (GARAGE SALE)	Patricia Hernandez	Garage Sale		
11/12/2021	42001098000	903 W 5TH ST (ROOF)	JOSE BOLANOS	ENTIRE RE-ROOF	Building	\$0.00
11/12/2021	81101283000	214 N AVE A (roof)	GUERRAS CUSTOM HOMES	ENTIRE RE-ROOF	Building	\$3,079.00
11/15/2021	21900027000	27 TARPON LN (ROOF)	BRAZOSPORT ROOFING	ENTIRE RE-ROOF	Building	\$9,000.00
11/15/2021	81102298000	824 N AVE B (DRIVEWAY)	NOE CASTRO	POUR 60' X 20' DRIVEWAY	Building	\$0.00
11/15/2021	42001692000	1610 W 6TH ST (ROOF)	TEXAS GULF COAST ROOFING	ENTIRE RE-ROOF	Building	\$7,000.00
11/16/2021		1100 N BRAZOSPORT BLVD- 3 (SIGN)	HUMBLE SIGN CO.	INSTALL WALL SIGN AND TENANT PANELS	Building	\$6,486.67
11/17/2021	81103028000	1200 N AVE H (REMODEL)	DOMINIC NAULING	BUILDOUT IN AN EXISTING BUILDING FOR DAYCARE	Building	\$16,000.00
11/17/2021	81102212000	711 N AVE G (ROOF)	DIAZ ROOFING	partial roof replacement (excludes the back addition)	Building	\$11,220.00
11/17/2021	81100860000	119 S AVE F (GARAGE SALE)	JUANITA CRANE	GARAGE SALE 11/20/2021		
11/19/2021	81100035000	23 S AVE C (ROOF)	BELINDA MARTINDALE	ENTIRE RE-ROOF	Building	
11/19/2021	81103643000	1618 N AVE J (REMODEL)	CHRITIAN CRENSHAW	REMOVAL OF EXISTING SALVATION ARMY FACILITY CONSISTING OF HOUSING, ADMIN AREA, KITCHEN, AND RESTROOMS TO INCLUDE NEW MEP SYSTEMS	Building	\$960,500.00
11/22/2021	42001689000	1602 W 6TH ST (FOUNDATION)	GUTIERREZ REMODELING	FOUNDATION REPAIR PER ENGINEER GREG A. BROOKS # 114197	Building	\$5,200.00
11/22/2021	81102903000	1121 N AVE N (FENCE)	ANTONIO GONZALEZ	PUT UP FENCE, MUST STAY WITHIN PROPERTY LINES	Building	\$2,000.00
11/22/2021	77500077000	914 W 10TH ST (DRIVEWAY)	JULIA VASQUEZ	DEMO EXISTING DRIVEWAY AND REPLACE WITH NEW	Building	\$5,950.00
11/22/2021	81101310000	201 N AVE D (DRIVEWAY)	LUIS JAUREGUI	POUR 10' X 21' CONCRETE PAD / DRIVEWAY	Building	\$1,200.00
11/22/2021	42001041000	807 W 6TH ST (FOUNDATION)	TEX MEX HOUSELEVELING	FOUNDATION REPAIR PER ENGINEER GREG A. BROOKS # 114197	Building	\$1,500.00
11/22/2021	81101598000	323 N AVE C (SOLAR PANNELS)	REYES GONZALES	SOLAR PANEL INSTALLATION	Building	\$1,500.00
11/22/2021	42001642000	1530 W 5TH ST (SOLAR PANEL)	REYES GONZALES	SOLAR PANEL INSTALLATION	Building	\$1,500.00

11/22/2021	20900013000	806 DIXIE DR (SOLAR PANEL)	REYES GONZALES	SOLAR PANEL INSTALLATION	Building	\$1,500.00
11/22/2021	81100378110	606 S GULF BLVD (SOLAR PANEL)	SYNAPTIC SOLAR	ROOF MOUNTED GRID INTERACTIVE SOLAR PV SYSTEM 340 SQFT. OF SOLAR PANELS ABOVE THE ROOF AND MAIN ELECTRICAL SERVICE PANEL UPGRADE TO 200 A RATED 240 V. 2P. WITH 100 A MAIN BREAKER	Building	\$14,250.00
11/22/2021	81103697000	1608 N AVE F (ROOF)	AHLANO MENDOZA	ENTIRE RE-ROOF HOUSE AND DETACHED GARAGE	Building	\$0.00
11/23/2021	42001534000	1431 W 6TH ST (SOLAR)	GREEN LIGHT SOLAR	INSTALL SOLAR PANELS, INSTALL SOLAR PANELS GLS TO ALSO CONDUCT ALL ELECTRICAL WORK REQUIRED	Building	\$49,974.00
11/23/2021	81103357111	1400 N BRAZOSPORT BLVD (sign)	NATIONAL SIGN LLC	PROVIDE AND INSTALL ONE ILLUMINATED GROUND SIGN AND ONE ILLUMINATED WALL SIGN ONE SET OF FLAT CUT-OUT LETTERS INTERIOR WALL SIGN	Building	\$32,900.00
11/23/2021		303B S BRAZOSPORT BLVD (SIGN)	BAKERS SIGNS	INSTALL WALL SIGN ON FRONT ELEVATION	Building	\$8,500.00
11/23/2021	81101561000	320 N AVE D (WATER FILTER SYSTEM)	ARS SOUTH	INSTALL WHOLE HOME FILTER AND ANTISCALE DEVICE	Building	\$8,963.50
11/23/2021	81103542000	1503 N AVE R (SOLAR)	REYES GONZALES	SOLAR PANEL INSTALLATION	Building	\$1,500.00
11/29/2021	20670011000	115 BRAZOS LANDING CT (FOUNDATION)	D- SQUARE FOUNDATION REPAIR	FOUNDATION REPAIR PER ENGINEER CHARLES J. JENKINS # 36605	Building	\$6,500.00
11/30/2021	42001509000	1415 W 4TH ST (FENCE)	ISMAEL ALCARAZ	PUT UP WOOD FENCE MUST BE 6' WITH 6" ROT BOARD AND MUST STAU WITHIN PROPERTY LINES	Building	
11/30/2021	81103565000	1516 N AVE O (driveway)	ISAURA CONEJO	REPAIR DRIVEWAY AND ADDING 10' DRIVEWAY TO EXTEND DRIVEWAY IN SIDE YARD	Building	\$3,000.00
11/30/2021	73100120000	1938 N AVE H (SOLAR)	REYES GONZALES	SOLAR PANEL INSTALLATION	Building	\$1,500.00
11/30/2021	42001137000	930 W 4TH ST (SOLAR)	REYES GONZALES	SOLAR PANEL INSTALLATION	Building	\$1,500.00
11/30/2021	42011951000	1527 W 9TH ST (ROOF)	AO1 ROOFING	ENTIRE RE-ROOF	Building	\$12,000.00
11/30/2021	42011922000	1735 W 9TH ST (SOLAR)	REYES GONZALES	SOLAR PANEL INSTALLATION	Building	\$1,500.00

Certificate of Occupancy

Create Date	Account Number	Address 1	P_Applicant Name	P_Description of Job	P_Types of Permit Needed	P_Valuation
11/9/2021	81100341000	517 S AVE C	EXTREME BUILDERS	: NEW RESIDENTIAL SINGLE STORY HOUSE CONSISTING OF 3 BEDROOMS, 2 BATHS, AND A 2 CAR GARAGE		

Electrical Permit

Create Date	Account Number	Address 1	P_Applicant Name	P_Description of Job	P_Types of Permit Needed	P_Valuation
11/1/2021	42001196110	1019 W 6TH STREET ST	MES	REPLACE FIXTURES WITH LED . ADD PLUGS IN HALL AND KITCHEN		\$10,000.00
11/1/2021	73100036000	1922 N AVE G	JUAREZ ELECTRIC	REPLACE ALL OLD WIRES AND JUNCTION BOXES INSIDE HOUSE		\$3,500.00
11/3/2021	81100000110	701 S AVE D	POWER LINE SOLUTIONS	INSTALLING NEW METERING TO MEET CENTERPOINT REQUIREMENTS		\$35,930.00
11/9/2021	42001051000	831 W 7TH ST	A-ARC ELECTRIC	REPLACE MAIN DISCONNECT WITH OUTDOOR LOAD CENTER		\$850.00
11/9/2021	42000793000	606 W 1ST ST	TOTAL HOME ELECTRIC	NEW CONSTRUCTION WIRING 1680 SQFT.		\$13,500.00
11/10/2021	81104216000	1801 N AVE S	SAIN ELECTRIC	REPLACE THE UNDERGROUND SERVICE DROP		
11/15/2021	81100266000	419 S AVE B	H & E ELECTRIC	WIRE NEW HOUSE		\$8,000.00

Electrical Permit

Create Date	Account Number	Address 1	P_Applicant Name	P_Description of Job	P_Types of Permit Needed	P_Valuation
11/17/2021	81103315000	1309 N BRAZOSPORT BLVD	ELMO'S ELECTRIC	ADD A NEW SINGLE PHASE SERVICE TO SEPERATE POWER BETWEEN TWO BUILDINGS 200 AMP		\$1,500.00
11/22/2021		719 S ave A	PATRICK'S GROUP	800 AMP SHORE POWER 120/240 VOLT SINGLE PHASE		\$5,000.00
11/23/2021	42011790000	1740 -1742 6TH ST W	POWER & LIGHTING SOLUTIONS LLC.	MOVING PANEL TO OUTSIDE AND RUN POWER FOR A/C		
11/23/2021	42011791000	1744 -1746 6TH ST W	POWER & LIGHTING SOLUTIONS LLC.	MOVING PANEL TO OUTSIDE AND RUN POWER FOR A/C		\$0.00
11/23/2021	42011807000	1744 -1746 LYNN LN	POWER & LIGHTING SOLUTIONS LLC.	MOVING PANEL TO OUTSIDE AND RUN POWER FOR A/C UNITS		
11/23/2021	96300075208	2001 N BRAZOSPORT BLVD-208	TES TOTAL HOME ELE			\$50.00
11/29/2021	42000895000	702 W 8TH ST	I & E GROUP	REPLACE METER CAN AND PANEL BOX. RUN NEW WIRE TO PLUGS CAN BE GROUNDES		
11/29/2021	42001075000	902 W 8TH ST	H & E ELECTRIC	200 AMP METER LOOP REPLACEMENT		\$1,200.00

Gas Permit

Create Date	Account Number	Address 1	P_Applicant Name	P_Description of Job	P_Types of Permit Needed	P_Valuation
11/18/2021		513 w 9TH	ANTHONY JUAREZ	NEW GAS LINE		
11/18/2021	73100113000	1924 N AVE H	ANDRES ALCANTER	GAS TEST		

Mechanical Permit

Create Date	Account Number	Address 1	P_Applicant Name	P_Description of Job	P_Types of Permit Needed	P_Valuation
11/17/2021	42000793000	806 W 1ST ST	S.L. LINDER A/C HEAT	INSTALL HVAC IN NEW HOUSE		\$9,000.00
11/19/2021	81100323000	502 S AVE C	MELISSA DIRZANOWSKI	system change out		\$8,706.00

Plumbing Permit

Create Date	Account Number	Address 1	P_Applicant Name	P_Description of Job	P_Types of Permit Needed	P_Valuation
11/2/2021		510 S AVE A	Lance Petty	Replace restrooms inside existing Service Center.		\$0.00
11/3/2021	81104202000	1822 N AVE Q	RUSTY'S PLUMBING	GAS TEST		
11/3/2021	42011989000	1530 W 11TH	JERRY COLLIER'S PLUMBING	FIX 7 DRAIN FIXTURES IN TUNNEL AND 40 FT. OF SEWER LINE		\$35,000.00
11/5/2021	42000831000	602 W 5TH ST	LAMONT PL	GAS PIPE REPIPE		
11/16/2021	81103867000	1617 N AVE Q	RUSTY'S PLUMBING	GAS TEST		
11/16/2021	73100113000	1924 N AVE H (VOID)	BRAZOS PLUMBING	GAS TEST		
11/29/2021	81104077000	1820 N AVE G	BRAZOSPORT PLUMBING	MAIN SEWER LINE REPAIR		
11/29/2021	42011829000	1739 W 7TH ST	HERDON MUNCEY INC	TUNNEL UNDER SLAB TO REPLACE SANITARY PLUMBING SYSTEM		\$13,564.00

Code Enforcement Case Activity – November 2021

11/8/2021	Hope Bullman	Applied	1127 W 2ND ST (SIDING)		
11/8/2021	Hope Bullman	Applied	62 MARLIN (PATIO SLAB)		
11/2/2021	Patti Veazey	Closed	422 W 2ND ST		Left a door hanger on overgrown grads
11/2/2021	Patti Veazey	In Progress	1018 W 8TH ST	Reinspection	Notice handed to owner for debris piled in the alleyway
11/2/2021	Patti Veazey	In Progress	1030 W 8TH ST	Reinspection	
11/2/2021	Patti Veazey	In Progress	526 W 7TH ST	Reinspection	Left a door hanger to cut the grass
11/2/2021	Patti Veazey	Closed	1407 W 9TH ST		Left a door hanger
11/2/2021	Patti Veazey	Closed	923 W 4TH ST		Closed out was a duplicatw
11/3/2021	Patti Veazey	In Progress	923 W 4TH ST	Reinspection	Debris stacked in the alleyway
11/5/2021	Hope Bullman	Closed	VICTORIA and BS 288		Complaint from Jeff Hayes, High grass
11/5/2021	Hope Bullman	In Progress	2222 N BRAZOSPORT BLVD	Generate and Send Violation Notice	Upon inspection of building, wind damage to accessory structures roof, with a large sheets of loose metal on the ground, main building had loose metal fascia on the ground, cinder block walls needs to have paint scraped and repainted
11/8/2021	Patti Veazey	Closed	523 W 1ST ST		Og and need address on house. Alleyway needs cut
11/8/2021	Patti Veazey	Closed	519 W 1ST ST		Cut alleyway
11/8/2021	Patti Veazey	In Progress	515 W 1ST ST		Cut alleyway
11/9/2021	Patti Veazey	In Progress	222 S AVE G	Reinspection	Left notice on door to cut grass
11/9/2021	Patti Veazey	In Progress	302 S AVE F	Reinspection	Owner is deceased reaching out to reverse mortgage 877-622-8525
11/9/2021	Patti Veazey	In Progress	521 S Ave G	Reinspection	Ogvl next to 517 S Ave G 259954
11/9/2021	Patti Veazey	Closed	22 S Gulf		Left door hanger high grass
11/9/2021	Patti Veazey	In Progress	10 S GULF BLVD		Left a door hanger for high grass
11/10/2021	Patti Veazey	In Progress	902 W 7TH ST	Reinspection	No address cut back yard in fence
11/10/2021	Patti Veazey	In Progress	1809 W 8TH ST	Reinspection	Parking in yard left a door hanger
11/10/2021	Patti Veazey	In Progress	201 E PARK AVE	Reinspection	Debris on sidewalk in front of vacant building
11/10/2021	Patti Veazey	In Progress	215 E PARK AVE	Reinspection	left door hanger at Barcada for owner to call me about building

Inspection Date	Inspector	Status	Address	Inspection Type	Comments
11/12/2021	Patti Veazey	In Progress	609 W 5TH ST	Reinspection	Stickered white suburban on street sticker is expired
11/15/2021	Patti Veazey	In Progress	623 W 5th St		Left door hanger on scattered grass
11/15/2021	Patti Veazey	In Progress	1108 W 10th	Reinspection	Parking in yard
11/16/2021	Patti Veazey	In Progress	218 S FRONT ST	Reinspection	Debris in yard, rev in yard not on approved surface, also couch and trash left door knocker.
11/16/2021	Patti Veazey	In Progress	223 S AVE C	Reinspection	Overgrown grass
11/16/2021	Patti Veazey	In Progress	102 N AVE C	Reinspection	Cut overgrown grass
11/17/2021	Patti Veazey	In Progress	100 W BRAZOS BLVD	Reinspection	Overgrown by the port behind city hall
11/17/2021	Patti Veazey	In Progress	230 W BRAZOS	Reinspection	Og
11/17/2021	Patti Veazey	In Progress	227 W BRAZOS BLVD	Reinspection	Overgrown
11/17/2021	Patti Veazey	In Progress	1751-1753 W 6th	Reinspection	House has rotten wood and need wall covering
11/17/2021	Patti Veazey	In Progress	1022 W 6TH ST	Reinspection	Left door hanger to cut the grass and put address on house left a handout about the address
11/17/2021	Patti Veazey	In Progress	259750 Velasco Blvd	Reinspection	Dilapidated building starting dangerous structure on this blue building looks like it was an old garage at one time
11/17/2021	Patti Veazey	In Progress	6 s Front	Reinspection	House in bad shape starting vacant structure
11/18/2021	Patti Veazey	New	402 E BROAD ST	Reinspection	Left a door hanger on parking in front yard
11/18/2021	Patti Veazey	In Progress	406 W BROAD ST	Reinspection	Left door hanger parking on unapproved surface
11/18/2021	Patti Veazey	In Progress	112 W BROAD ST	Reinspection	Overgrown
11/18/2021	Patti Veazey	In Progress	118 W BROAD ST	Reinspection	Send letter og
11/19/2021	Patti Veazey	In Progress	1748-1750 W 6th	Reinspection	Parking in front yard dropped off notice
11/19/2021	Patti Veazey	In Progress	1747-1749 Lynn LN	Reinspection	Left notice not to park in yard and remove inoperable vehicle
11/19/2021	Patti Veazey	In Progress	1743 Lynn LN	Reinspection	Overgrown
11/19/2021	Patti Veazey	In Progress	1707-1709 W 7th	Reinspection	Parking in front yard
11/19/2021	Patti Veazey	In Progress	1614 W 7TH ST	Reinspection	Possible water leak sent to Darla in water to send someone out
11/19/2021	Patti Veazey	In Progress	1722-1724 W 8th	Reinspection	Car and trailer parked in yard
11/19/2021	Patti Veazey	In Progress	1719 W 9TH ST	Reinspection	Left notice about parking in the grass
11/19/2021	Patti Veazey	In Progress	1708 W 9TH ST		Left notice to cut the grass
11/19/2021	Patti Veazey	In Progress	810 W 9TH ST	Reinspection	Left notice not to park in the yard
11/23/2021	Patti Veazey	In Progress	103 CHERRY ST	Reinspection	remove broke utility pole
11/23/2021	Patti Veazey	In Progress	318 W 2ND ST	Reinspection	Power line hanging down Katy EDC
11/29/2021	Patti Veazey	New	1212 W 4TH ST	Reinspection	Remove stump

11/29/2021	Patti Veazey	In Progress	630 W 5TH ST	Reinspection	Repair exterior
11/29/2021	Patti Veazey	In Progress	1210 W 5TH ST	Reinspection	Left door knocker
11/29/2021	Patti Veazey	In Progress	1207 W 5TH ST	Reinspection	Boat yarded in yard
11/30/2021	Patti Veazey	Closed	1303 W 6TH ST		Dead TREE ON PROPERTY FROM FREE THIS IS A CIVIL MATTER NO CODE TO ADDRESS THIS
11/8/2021	Hope Bullman	Applied	311 E. Park	Initial Inspection	
11/30/2021	Hope Bullman	Approved	6340 FM 521	Initial Inspection	

Community Development



Thank you for your support!



**CITY OF FREEPORT
FREEPORT FIRE & EMS DEPARTMENT**

131 East 4th Street
Freeport, Texas 77541
Phone (979) 233-2111
Fax (979) 233-4103

Christopher Motley
Chief / EMC

Mike Praslicka
Deputy Chief
EMS Coordinator

Micheal Dumas
Deputy Chief
Fire Marshal

Office of the Fire Marshal

October & November 2021 Monthly Report.

Fire/Safety Inspections:

Address	Inspection Type	Pass/Fail
75 Oak St.	Walk-thru	N/A
1401 N Ave G	Annual	Fail
1324 Brazosport Blvd.	Walk-Thru	N/A
1316 N Brazosport Blvd.	Walk-Thru	Found Code Violations
311 Park	Annual/Complaint	Fail
1309 N Brazosport Blvd.	Walk-Thru	N/A
1316 Brazosport Blvd	Inspection W/ Building Official	Fail
High School	Bon Fire Pile X2	Pass
Total Inspections: 8		

Plans Review:

Name or Address	Type of Plan	COMMENTS Y/N
1200 N Ave H K'Deor Learning Center	Build-out plans 2 nd review	Yes
1200 N Ave H K'Deor Learning Center	Build-out plans 3 rd review	No
3405 Tx Hwy 332 (Puffer)	Paint Booth	No
1618 N Ave J Salvation Army	Re-model	No
200 2 nd St. City Hall	Re-model	Just Review
Total Plans Reviewed: 5		

Fire Investigations:

Address	Type of Fire	Disposition
Total: Investigations: 0		



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Fire Safety Consultation:

Whom	In Reference to:
Ivan White 3 times	Bon Fire safety
Brian Strong called from Olin	A Sprinkler System in one of their buildings
James Donovan	St. Mary's Star of the Sea Fire Alarm Panel
The Vet	His remodel of the building
The Contractor for the Vet	The remodel
Ms. King	Day Care on Ave H
Chief Motley	Occupancy Load Council Chambers
Kenneth Lee	fire sprinkler system at Salvation Army
Total: 8	

Incident Response:

Location	Type of Incident	Disposition
Beach in the Dunes	Fire	Extinguished best we could
Total Calls: 1		

Public Education Events:

Location	Name of Event	Appx # people
Total: 0 COVID-19		

Stop Work Order's/ NOV's/ Fire Marshal's Orders:

Address	Description	Disposition
Total: 0		



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Training:

Course Name	Hours
World EMS Expo	22.5
CareFlight Conference	8
Texas Fire Marshal's Conference	16
Texas EMS Conference	10ish

Miscellaneous:

- Finished Fire Marshal Call out policy
- Finished Fire Marshal SOG's
- Received and set up IPlan Table



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Fire Marshal

To: Mr. Kelty, City Manager

From: Christopher D. Motley, Fire Chief

Date: December 20, 2021

Re: November 2021

Response alarms: Fire - 19
 EMS - 142
 Total - 161

Significant Events:

Air Ambulance transport: 2
Request mutual aid into the city to cover EMS response: 1 FIRE 2
Mutual aid given to other cities to cover EMS response: 0 FIRE 0
Two EMS units working calls at the same time: 15
Three working EMS alarms: 3
Four working EMS alarms: 2
Five working EMS alarms: 0
Transport rate: 54%

Equipment/Infrastructure: Fire Station #1: A/C Trane unit out of service. Waiting on circuit board to be replaced. Estimated time frame: Unknown, shortage.

Audit: Texas Department of Insurance audit: Under review. No update.
Texas Commission on Fire Protection continue education audit.

Assignments/Projects: AED's installed at City Council Chambers, Golf Course, City Hall. Employee training complete November 12, 2021

Hydrant Maintenance: Veolia has made repairs to out of service hydrants. The department is verifying the list.

Emergency Management: Review daily COVID-19 Brazoria County Health reports. Providing this data to Freeport Police Department for first responder notification.

Winter Storm Declaration the City of Freeport is in recovery phase. Federal Declaration Category B: Protective Measures has been approved. Submitting application for reimbursement.

Hurricane Nicolas Declaration is in recovery phase. Temporary Debris Management Site for Hurricane Nicholas for vegetative burning is completed. Status of the TDMS is in the process of demobilizing the site by return the property to normal condition and disposing of the ash to the Sea Breeze landfill.

Visit us online at www.freeport.tx.us
facebook.com/FreeportFire
fire@freeport.tx.us



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Monitoring weather activity affecting the Freeport community. This month Freeport has experienced several severe thunderstorms and gale force winds as cold fronts have moved across Texas.

Updated the City of Freeport Hazard Mitigation Plan under Brazoria County Office of Emergency Management.

Mitigation Projects: Records Management System, Emergency Power Back-up (waste ware operations, potable water and fire protection)

Actively participated in the Waste Water Treatment Plant Emergency Response Plan.

Mitigation Grants:

FEMA: Assistance to Firefighter Grants application, preparing data and documentation for grant writer. This program is addressing training tuition, backfill overtime cost, and wildland response vehicle.

Personnel:

Texas EMS Conference: Fire Chief Christopher D. Motley, Deputy Fire Chief Micheal Dumas, and Lt. Jessica Dyson.
Texas Fire Marshal Conference: Fire Chief Christopher D. Motley, Deputy Chief Micheal Dumas

Staffing:

Fire Fighter Vacancy: Two.
Two firefighters pending offer of employment to another fire department (Conroe (Service 15 months) and LaMarque (Service 96.6 months)).
One firefighter testing for employment (Houston Fire (Service 16.8 months)).

The hiring process for the department has been impacted significantly with Covid-19 hinder students to attend fire and EMS training and administrating their exams for state licensing. The current employee market is greater than applicants including base salary, certification pay, and assignment pay, shift schedules and department increasing staff due to community growth.

Department operations application process remains open regardless of department staffing level. An applicant can schedule a cognitive test at any time. Then be eligible for the physical agility.

Injuries:

No report

Public Relations:

Brazoria County Veteran's Day Parade 2021
Automotive Repair Ordinance, Building Official meeting with local business on November 17, 2021.
Freeport Dock Christening G&H Towing Dock, November 18, 2021



Finance, Court & Water Departments

Title: Monthly Report for November 30, 2021

Date: December 13, 2021

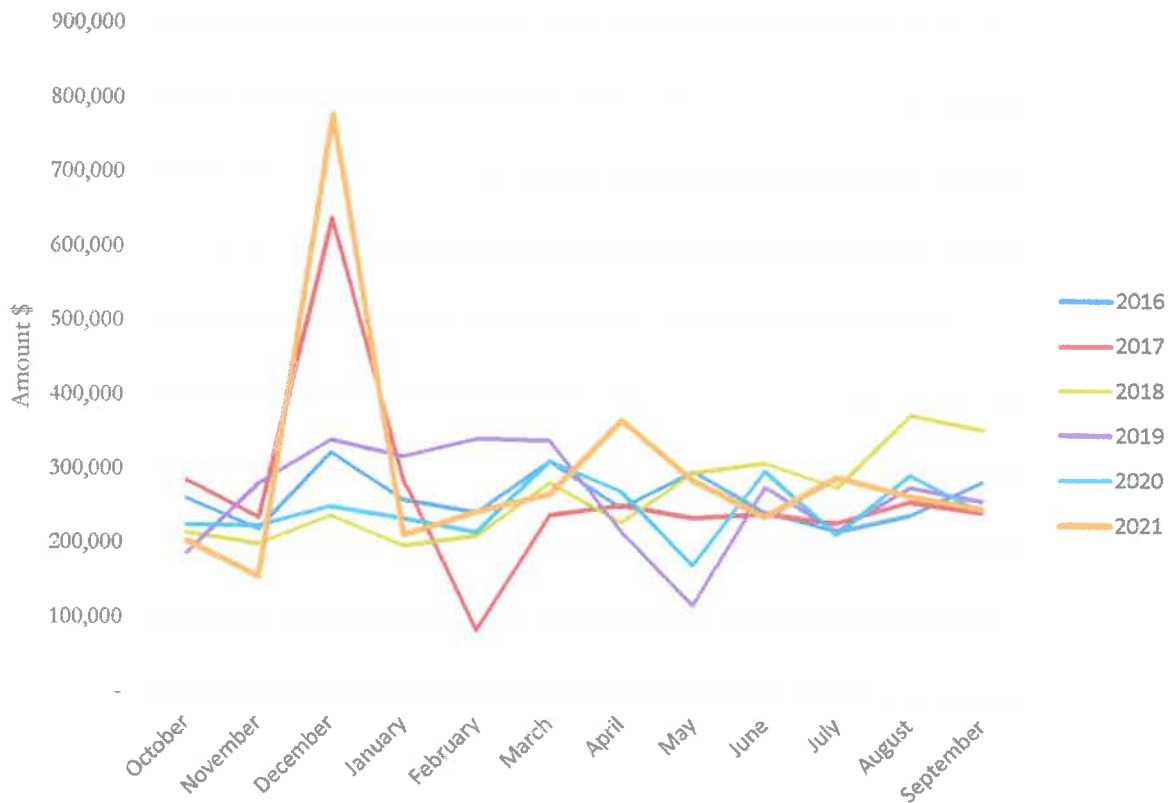
From: Cathy Ezell, Finance Director

Financial Information

The General Fund:

The revenues collected for the General fund as of November 30, 2021 are \$2,282,871 or 12.23 % of the total budgeted revenues. Sales tax revenue is collected in arrears by two months the sales tax collected in October and November 2021 will be booked back in to Fiscal Year 2021. The Sales Tax Graph reflects Fiscal Year 2021 figures. See the attached Monthly Financial Report for more details.

Comparison of Sales Tax Revenue by Year



The expenditures for the General Fund as of November 30, 2021 are \$2,942,972 or 14.42% of the budgeted expenditures. See the attached Monthly Financial Report for more detail.

The revenues are under the expenditures by (\$660,101). The fund balance or reserves of the General Fund as of November 30, 2021 is \$7,137,635. This is 34.97% of the expenditure budget.

Water & Sewer Fund

The revenues for the Water & Sewer Fund as of November 30, 2021 are \$1,059,821 or 16.09% of the budgeted revenues. See the attached Monthly Financial Report for more detail.

The expenditures for the Water & Sewer Fund as of November, 2021 are \$520,441 or 8.43% of the budgeted expenditures. Please note these are not the final expenditures. We are still processing all the year-end entries. See the attached Monthly Financial Report for more detail.

The revenues exceed the expenditures by \$539,379. The fund balance or reserves for the Water & Sewer Fund as of November 30, 2021 is \$541,093. This fund balance is only 8.77% of the operating expenditures.

Water Department

The Water Department is beginning the prep for beginning the Incode migration. This is the next module to go through the process.

Municipal Court

Municipal Court continues working on the backlog of cases due to COVID.

Other

The Financial Management, Fixed Assets, Purchasing, and Accounts Payable functions have been migrated to Incode 10. We are working out of the new system. Then we will move to the other applications (utility billing, cash receipting, court and payroll).

City of Freeport
 Monthly Financial Report
 As of November 30, 2021
 General Fund

	FY2021 Actuals*	Adopted FY2022 Budget	Amended FY2022 Budget	Year to Date Actual	% YTD Budget
Beginning Fund Balance	\$ 6,412,389	\$ 7,457,056	\$ 7,797,737	\$ 7,797,737	
Revenues					
EMS	\$ 601,362	\$ 542,900	\$ 542,900	\$ 66,776	12.30%
Property Taxes	2,705,294	3,054,000	3,054,000	233,894	7.66%
Industrial Taxes	8,090,088	8,272,790	8,272,790	-	0.00%
Sales Tax	2,387,917	2,000,000	2,000,000	-	0.00%
Franchise & Other Taxes	636,430	723,100	723,100	90,486	12.51%
Permits	183,562	136,135	136,135	17,891	13.14%
Charges for Services	936,361	935,700	935,700	158,740	16.96%
Recreation/Rental	35,724	138,500	138,500	(4,324)	-3.12%
Golf	717,239	625,000	625,000	109,955	17.59%
Municipal Court	176,376	406,200	406,200	23,282	5.73%
Grants	823,390	1,332,200	1,332,200	1,503,565	112.86%
Lease Income	231,187	123,402	123,402	11,715	9.49%
Miscellaneous	683,219	370,775	370,775	70,891	19.12%
Total Revenues	18,208,149	18,660,702	18,660,702	2,282,871	12.23%
Expenditures					
Administration	\$ 1,668,797	\$ 1,900,909	\$ 1,915,600	\$ 350,085	18.28%
Service Center	211,051	224,033	224,033	38,204	17.05%
Municipal Court	196,384	239,075	239,075	38,749	16.21%
Police	4,499,627	4,979,157	4,979,157	1,018,508	20.46%
Fire	1,432,321	1,401,566	1,405,481	249,882	17.78%
EMS	819,416	927,740	927,740	178,810	19.27%
Emergency Management	308,615	-	18,695	863	4.62%
Code Enforcement	393,214	420,845	438,205	49,077	11.20%
Building	311,412	358,098	358,098	43,649	12.19%
Garbage Collection	968,318	931,000	931,000	163,843	17.60%
Street & Drainage	1,278,713	1,431,147	1,460,781	270,505	18.52%
Beach Fund Expense	55,849	31,500	31,500	382	1.21%
Historical Museum	329,067	427,492	427,492	61,530	14.39%
Sr Citizens Commission	4,982	10,250	10,250	389	3.80%
Library	184,796	42,500	42,500	3,210	7.55%
Parks	1,309,328	1,281,967	1,306,104	206,242	15.79%
Golf	1,123,147	1,172,103	1,172,103	170,665	14.56%
Recreation	490,439	620,027	620,027	98,378	15.87%
Interfund Transfer to	1,410,846	4,051,815	4,051,815	-	0.00%
Interfund Transfer from	(173,520)	(150,000)	(150,000)	-	0.00%
Total Expenditures	16,822,802	20,301,224	20,409,656	2,942,972	14.42%
Revenue Over/(Under) Expenditures	\$ 1,385,347	\$ (1,640,522)	\$ (1,748,954)	\$ (660,101)	
Ending Fund Balance	\$ 7,797,737	\$ 5,816,534	\$ 6,048,783	\$ 7,137,635	

*Actuals may change based on audit.

City of Freeport
Monthly Financial Report
As of November 30, 2021
Water Sewer Fund

	FY2021 Actuals*	Adopted FY2022 Budget	Amended FY2022 Budget	Year to Date Actual	% YTD Budget
Beginning Fund Balance	\$ (17,603)	\$ (598,386)	\$ 1,714	\$ 1,714	
Revenues					
Interlocal Revenue	\$ -	\$ 4,000	\$ 4,000	\$ -	0.00%
Interest	1,412	500	500	315	62.92%
Misc Income	(157)	-	-	(73)	N/A
Misc Income Return Checks	505	1,000	1,000	225	22.50%
Utility Reimbursements	128,630	70,000	70,000	38,927	55.61%
Community Dev Grant	25,139	260,000	260,000	-	0.00%
Grant Revenue-Emergency P	(58,143)	-	-	-	N/A
FEMA Reimbursement	-	-	-	-	N/A
Cash Over or Short	(23)	-	-	(67)	N/A
Water Revenue	3,248,117	3,764,000	3,764,000	584,724	15.53%
Water Revenue - Misc	5,493	-	-	-	N/A
Sewer Revenue	2,242,923	2,383,800	2,383,800	415,339	17.42%
Sewer Revenue - Misc	913	-	-	-	N/A
Sewer Surcharge	-	-	-	92	N/A
Water Tap Fee	14,800	14,000	14,000	1,300	9.29%
Sewer Tap Fee	-	-	-	-	N/A
Bad Debt Write-Off	2,589	1,000	1,000	195	N/A
Connect & Disconnect Fees	77,169	90,000	90,000	18,844	20.94%
Proceeds from Bond Sale	4,845,000	-	-	-	N/A
Premiums from Bond Sale	300,036	-	-	-	N/A
Underwriter's Discount	(61,356)	-	-	-	N/A
Total Revenues	10,773,046	6,588,300	6,588,300	1,059,821	16.09%
Expenditures					
Salaries	\$ 100,431	\$ 126,059	\$ 126,059	\$ 18,546	14.71%
Benefits	38,323	53,168	53,168	9,975	18.76%
Supplies	46,036	46,850	46,850	10,145	21.66%
Services	5,072,858	5,322,160	5,322,160	458,091	8.61%
Maintenance	18,610	65,000	65,000	7,495	11.53%
Sundry	2,684	25,675	25,675	16,188	63.05%
Capital Outlay	241,107	260,000	382,239	-	0.00%
Debt Service Fees	79,576	-	-	-	N/A
Transfer to Debt Service	4,104	-	-	-	N/A
Transfer to CO2021 Bond Fund	5,000,000	-	-	-	N/A
Transfer from General Fund	150,000	150,000	150,000	-	N/A
Total Expenditures	10,753,729	6,048,912	6,171,151	520,441	8.43%
Revenue Over/(Under)					
Expenditures	\$ 19,317	\$ 539,388	\$ 417,149	\$ 539,379	
Ending Fund Balance	\$ 1,714	\$ (58,998)	\$ 418,863	\$ 541,093	

*Actuals may change based on audit.

Monthly Golf Course Report November

2021

For the month of November our total revenue was \$56,587 which was \$6,436 over our monthly goal. This will be the 16th month in a row we have beaten our goal. One of the areas that continues to not meet expectations which is usually our strong area is merchandise. Not only are we still seeing long turnaround times for getting our merchandise, but cost continue to rise which makes a harder sell to our customers. Membership did pick up from 166 to 171 members from this time last year.

We held three outings this month with Olin being our largest one at 200 players. This tournament brought in an additional \$5,000 revenue and Olin has already reserved its spot for next year. Our focus as we move into next year will be marketing towards more local quality tournaments. We have two events scheduled for December.

As we move into December the later half of the month tends to be our busiest time of the winter when more people are off for the holidays and enjoying the course with family. If Mother Nature cooperates we should reach over \$50-55k for the month.

Thank you

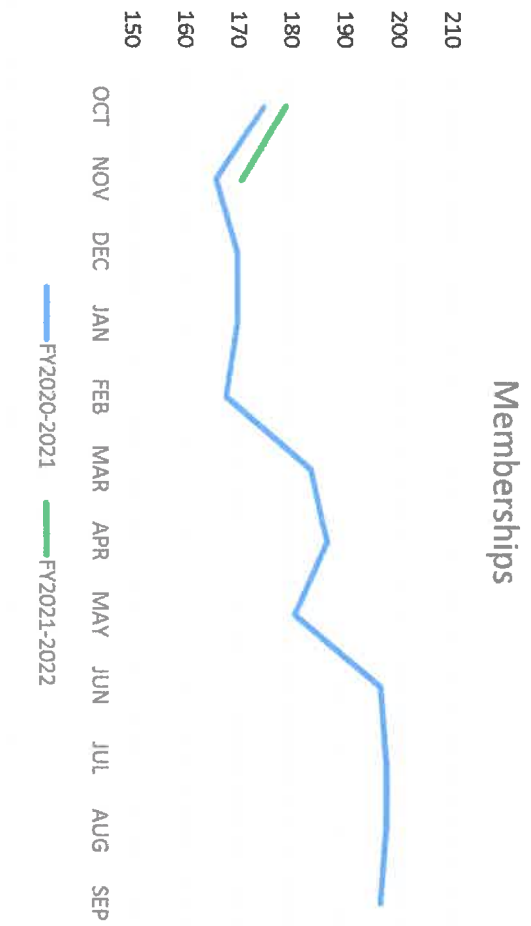
Brian

Revenue for the fiscal years

	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-2021	2021-2022
October	\$ 47,009.00	\$ 38,020.00	\$ 44,541.00	\$ 42,949.00	\$ 40,175.00	\$ 50,596.00	\$ 41,662.00	\$ 40,670.00	\$ 34,325.00	\$ 28,636.00	\$ 33,172.00	\$ 40,659.00	\$ 27,027.00	\$ 34,039.00	\$ 42,407.50	\$ 62,202.91	\$ 51,147.84
November	\$ 27,799.00	\$ 33,807.00	\$ 37,308.00	\$ 44,707.00	\$ 39,303.00	\$ 36,034.00	\$ 42,510.00	\$ 44,313.00	\$ 28,636.00	\$ 26,980.00	\$ 19,944.00	\$ 31,995.00	\$ 30,448.00	\$ 23,239.00	\$ 43,388.77	\$ 64,634.00	\$ 56,586.76
December	\$ 34,148.00	\$ 25,466.00	\$ 37,308.00	\$ 36,530.00	\$ 20,590.00	\$ 35,136.00	\$ 31,312.00	\$ 32,256.00	\$ 29,786.00	\$ 29,645.00	\$ 26,178.00	\$ 24,651.00	\$ 20,856.00	\$ 40,933.00	\$ 48,990.47	\$ 56,977.48	
January	\$ 38,163.00	\$ 19,599.00	\$ 23,783.00	\$ 40,207.00	\$ 21,224.00	\$ 27,521.00	\$ 49,248.00	\$ 25,563.00	\$ 37,898.00	\$ 20,982.00	\$ 36,242.00	\$ 57,656.00	\$ 30,342.00	\$ 30,229.00	\$ 23,365.55	\$ 56,651.51	
February	\$ 29,092.00	\$ 31,360.00	\$ 29,207.00	\$ 40,299.00	\$ 16,893.00	\$ 32,118.00	\$ 27,440.00	\$ 36,248.00	\$ 32,762.00	\$ 31,605.00	\$ 30,448.00	\$ 30,449.00	\$ 21,772.00	\$ 26,749.00	\$ 37,454.31	\$ 41,451.22	
March	\$ 44,484.00	\$ 50,244.00	\$ 45,181.00	\$ 51,193.00	\$ 52,873.00	\$ 64,505.00	\$ 39,994.00	\$ 58,128.00	\$ 44,011.00	\$ 29,529.00	\$ 34,261.00	\$ 39,413.00	\$ 52,056.00	\$ 52,147.00	\$ 56,503.83	\$ 67,691.37	
April	\$ 52,898.00	\$ 44,170.00	\$ 54,841.00	\$ 60,003.00	\$ 58,698.00	\$ 57,555.00	\$ 57,937.00	\$ 46,802.00	\$ 51,866.00	\$ 33,553.00	\$ 28,234.00	\$ 58,911.00	\$ 60,713.00	\$ 82,079.00	\$ 82,079.00	\$ 67,691.37	
May	\$ 49,583.00	\$ 50,784.00	\$ 59,984.00	\$ 65,535.00	\$ 46,083.00	\$ 53,246.00	\$ 57,607.00	\$ 51,940.00	\$ 56,256.00	\$ 48,499.00	\$ 30,164.00	\$ 50,065.00	\$ 57,692.00	\$ 62,730.00	\$ 28,942.99	\$ 58,401.78	
June	\$ 38,039.00	\$ 52,831.00	\$ 65,674.00	\$ 62,065.00	\$ 59,492.00	\$ 59,571.00	\$ 61,151.00	\$ 55,923.00	\$ 48,913.00	\$ 26,082.00	\$ 8,162.00	\$ 37,417.00	\$ 53,075.00	\$ 58,322.00	\$ 62,154.13	\$ 63,469.78	
July	\$ 40,396.00	\$ 35,250.00	\$ 58,329.00	\$ 62,141.00	\$ 40,405.00	\$ 52,427.00	\$ 50,465.00	\$ 50,193.00	\$ 44,700.00	\$ 43,387.00	\$ 36,186.00	\$ 37,656.00	\$ 52,448.00	\$ 69,071.00	\$ 50,746.13	\$ 57,641.43	
August	\$ 40,352.00	\$ 41,420.00	\$ 38,504.00	\$ 63,134.00	\$ 48,395.00	\$ 44,385.00	\$ 45,158.00	\$ 48,075.00	\$ 46,545.00	\$ 43,727.00	\$ 30,306.00	\$ 23,868.00	\$ 58,221.00	\$ 67,005.00	\$ 58,155.52	\$ 57,091.00	
September	\$ 35,529.00	\$ 37,527.00	\$ 23,756.00	\$ 49,098.00	\$ 41,066.00	\$ 44,276.00	\$ 42,382.00	\$ 34,895.00	\$ 25,984.00	\$ 21,813.00	\$ 26,082.00	\$ 2,160.00	\$ 15,674.00	\$ 38,567.00	\$ 57,786.23	\$ 45,708.61	
Total	\$ 477,492.00	\$ 460,478.00	\$ 514,128.00	\$ 617,861.00	\$ 485,557.00	\$ 557,156.00	\$ 546,766.00	\$ 525,006.00	\$ 481,682.00	\$ 392,155.00	\$ 339,379.00	\$ 434,860.00	\$ 480,324.00	\$ 585,100.00	\$ 523,369.18	\$ 707,657.75	\$ 107,734.60

Memberships

Month	FY2020-2021	FY2021-2022
OCT	175	179
NOV	166	171
DEC	170	
JAN	170	
FEB	168	
MAR	184	
APR	187	
MAY	181	
JUN	197	
JUL	198	
AUG	198	
SEP	197	



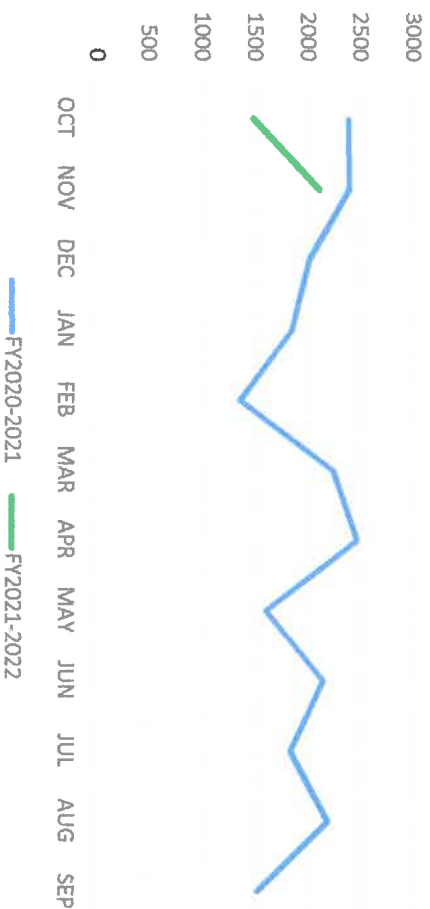
Rounds of Golf

Month	FY2020-2021	FY2021-2022
OCT	2396	1489
NOV	2407	2109
DEC	2022	
JAN	1860	
FEB	1364	
MAR	2252	
APR	2483	
MAY	1616	
JUN	2160	
JUL	1848	
AUG	2205	
SEP	1534	

24147

3598

Rounds of Golf





FREEPORT POLICE DEPARTMENT

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*Lt. Corey Brinkman
CID Commander*

*Raymond Garivey
Chief of Police*

*Capt. Danny Gilchrist
Patrol Division Commander*

To: Mayor and Council

During the Month of November my officers responded to 1903 calls for service. Those calls include all crime related calls, calls for citizen assistance, Animal Control calls, citizen contact and traffic stops. Anytime an officer calls out on the radio, a call type is generated.

Significant Incidents:

We had two reported sexual assault cases reported during the Month of November. Both are outcry cases on alleged incidents that occurred a couple of years back. These cases are being investigated by our CID Division.

Happy to report that so far, we have not seen an increase in crime here through the holiday season. Our officers continue to be visible and proactive serving the citizens of Freeport.

Community Events:

We held our Citizen's Police Academy Class graduation dinner at Sweet T's Restaurant. After 8 weeks of different topics of law enforcement training, we had 20 citizens graduate from the program. Good to see the continued support we have from our community.

The police department also participated in the Annual Veteran's Day Parade which this year was hosted by the City of Freeport. It was a wonderful turnout and kudos to all the city employees who worked many hours on organizing the event.

Like in years past we again entered a float in the Lake Jackson Holiday of Lights Parade. This year's theme was The Grinch! My staff did an amazing job decorating the float and representing the city and department well.



To Protect, Serve, Model Integrity and Demonstrate Professionalism

Employee of the Month:

Elizabeth Taylor began working for the Freeport Police Department back in June of this year as a Jailer but later transferred over to the Property Evidence/Records Clerk position. Since taking over that position, Elizabeth has redefined the definition of customer service. She treats citizens and staff with the upmost respect and is quick to help anyone who asks. She is very detailed oriented when completing her day to day assignments and does so with a smile. Elizabeth is also in charge of the department's Pancakes with Santa Event. She worked tirelessly organizing this event to ensure that it was fun and successful for all those in attendance. This year's event was held on Saturday December 4th and we had one of the largest turnouts ever. Elizabeth has also volunteered to assist with our Blue Santa Golf Tournament and the Lake Jackson Holiday of Lights events. She has shown her loyalty and love to our department and community in her short time with the Freeport Police Department, and for this she has been selected as our Employee of the Month for November.

Open Positions:

We filled our only vacant position at the police department for Dispatcher with a young lady with experience who comes to us from the Clute Police Department. We are excited to have her start with us.

Chief Raymond Garivey

Freeport Police Department

(979) 415-4187

Property/Information Technology/Geographic Information Systems

Monthly Report

November 2021

Property:

- Lien Calculations/Payoff Preparations/Releases – Collected: \$ 9,526.02

Information Technology:

- Update website
- Setup of new users on network, email and Incode
- Update social media
- Attended 3 Boards/Commissions meetings for setup and broadcast

GIS:

- Update ownership data
- Departmental Map Requests
- 200' Replat maps with ownership
- 911 Address Range Verifications
- New Address Assignments
- Departmental Data Information Requests

Projects:

- Incode Upgrade 60%
 - Utility Billing – Starting Process of conversion
- Water/Sewer Map Updates: 18%
 - Sending Weekly Maps to Veolia
- Zoning Map 97%
 - Wait for Code Overhaul
- Surplus Auction 90%
 - Creating upcoming auction on website
- Marlin Avenue (Bridge Harbor) 5%
 - Renumbering of Addresses for 911 purposes

Acquisition Overview

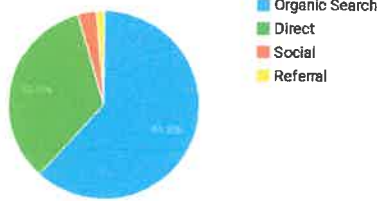
All Users
+0.00% Users

Nov 1, 2021 - Nov 30, 2021
Compare to Oct 2, 2021 - Oct 31, 2021

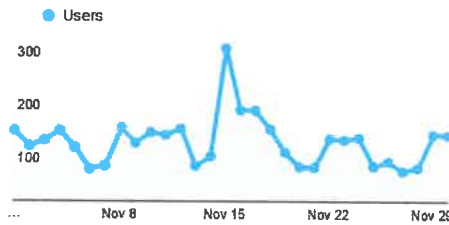
Primary Dimension: Conversion:
Top Channels All Goals Edit Channel Grouping

Top Channels

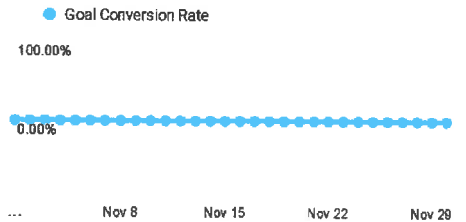
Nov 1, 2021 - Nov 30, 2021



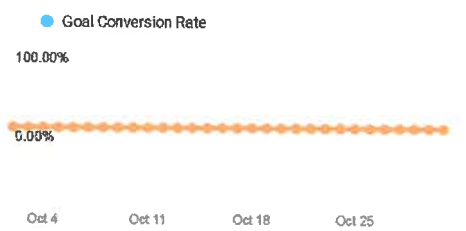
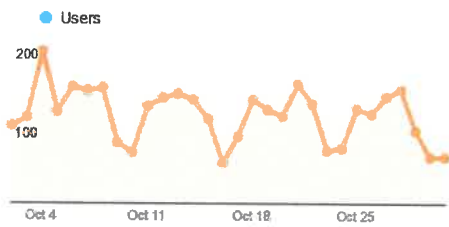
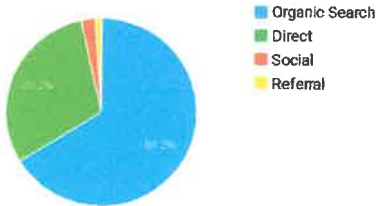
Users



Conversions



Oct 2, 2021 - Oct 31, 2021



Conversions

Acquisition

Behavior

	Users	New Users	Sessions	Bounce Rate	Pages / Session	Avg. Session Duration
1 Organic Search	0.18%	0.90%	1.08%	2.34%	2.29%	6.19%
2 Direct	6.48%			3.36%		
3 Social	11.42%			0.23%	6.34%	
4 Referral	35.82%			1.73%		



Set up a goal.

To see outcome metrics, define one or more goals.

GET STARTED

To see all 4 Channels click [here](#).

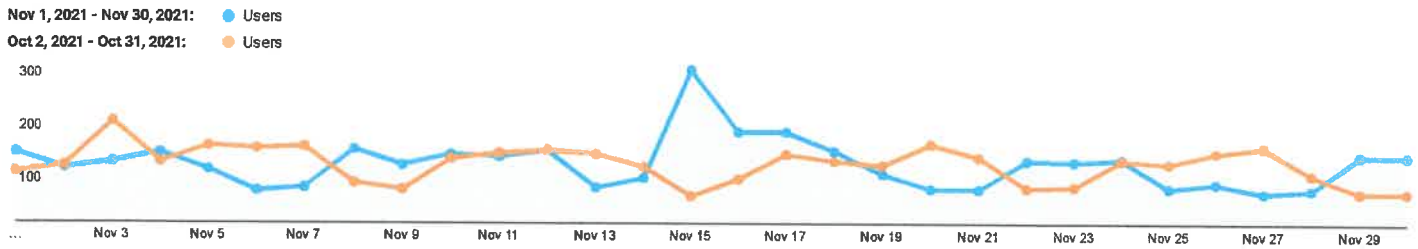
Browser & OS

All Users +0.00% Users

Nov 1, 2021 - Nov 30, 2021
Compare to: Oct 2, 2021 - Oct 31, 2021

Explorer

Summary



Browser

Users

0.18% 2,834 vs 2,913

0.18% 2,834 vs 2,913

Browser	Nov 1, 2021 - Nov 30, 2021	Oct 2, 2021 - Oct 31, 2021
1. Chrome	1,234 43.54%	1,278 45.02%
2. Safari	1,092 38.53%	1,041 36.67%
3. Edge	246 8.68%	324 11.41%
4. Android Browser	59 2.08%	3 0.11%
5. Firefox	57 2.01%	46 1.62%
6. Samsung Internet	45 1.59%	38 1.34%
7. Safari (in-app)	38 1.34%	32 1.13%
8. Android Webview	33 1.16%	18 0.63%
9. Internet Explorer	18 0.64%	39 1.37%
10. UC Browser	8 0.28%	4 0.14%

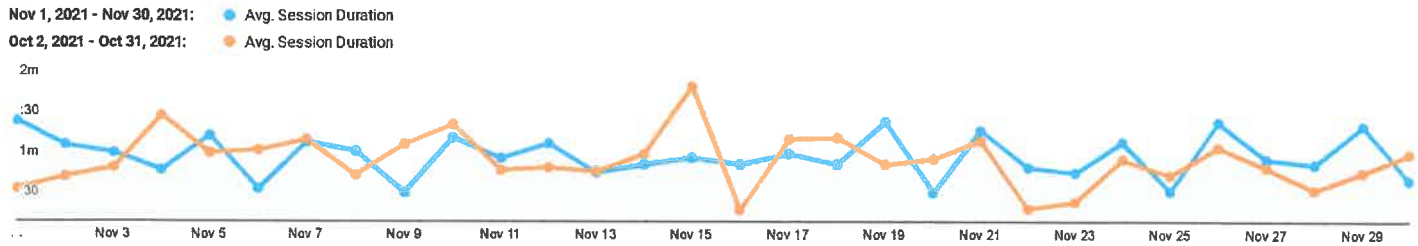
Channels

All Users +0.00% Users

Nov 1, 2021 - Nov 30, 2021
Compare to: Oct 2, 2021 - Oct 31, 2021

Explorer

Site Usage



Default Channel Grouping	Users	Sessions	Pages / Session	Avg. Session Duration	% New Sessions	Bounce Rate
	0.18% ↓ <small>2,844 vs 2,839</small>	1.08% ↑ <small>9,515 vs 9,117</small>	2.29% ↑ <small>1.25 vs 1.22</small>	6.19% ↑ <small>00:00:51 vs 00:00:47</small>	1.96% ↓ <small>1,840 vs 1,78,944</small>	2.34% ↓ <small>82.44% vs 84.7, 11</small>
1. Organic Search						
Nov 1, 2021 - Nov 30, 2021	1,774 <small>(51.77%)</small>	2,289 <small>(66.76%)</small>	1.27	00:00:51	66.45%	81.52%
Oct 2, 2021 - Oct 31, 2021	1,897 <small>(58.17%)</small>	2,378 <small>(69.84%)</small>	1.22	00:00:48	69.64%	84.36%
% Change	-6.48%	-3.74%	3.39%	4.93%	-4.58%	-3.36%
2. Direct						
Nov 1, 2021 - Nov 30, 2021	966 <small>(30.64%)</small>	1,219 <small>(37.19%)</small>	1.23	00:00:51	73.26%	83.35%
Oct 2, 2021 - Oct 31, 2021	867 <small>(30.24%)</small>	1,124 <small>(38.11%)</small>	1.23	00:00:46	72.15%	83.54%
% Change	11.42%	8.45%	0.15%	10.26%	1.53%	-0.23%
3. Social						
Nov 1, 2021 - Nov 30, 2021	91 <small>(3.17%)</small>	97 <small>(3.00%)</small>	1.23	00:00:14	88.66%	82.47%
Oct 2, 2021 - Oct 31, 2021	67 <small>(2.34%)</small>	67 <small>(2.15%)</small>	1.18	00:00:21	92.54%	88.06%
% Change	35.82%	44.78%	4.05%	-29.57%	-4.19%	-6.34%
4. Referral						
Nov 1, 2021 - Nov 30, 2021	41 <small>(1.43%)</small>	46 <small>(1.40%)</small>	1.24	00:00:53	82.61%	80.43%
Oct 2, 2021 - Oct 31, 2021	36 <small>(1.26%)</small>	43 <small>(1.35%)</small>	1.21	00:00:32	74.42%	79.07%
% Change	13.89%	6.98%	2.47%	68.64%	11.01%	1.73%

Rows 1 - 4 of 4

Demographics: Age

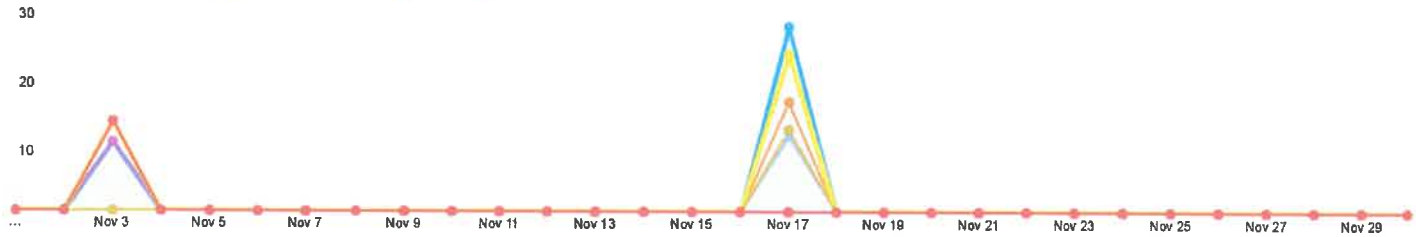
Nov 1, 2021 - Nov 30, 2021
Compare to: Oct 2, 2021 - Oct 31, 2021

All Users
+0.00% Users

Explorer

Summary

Nov 1, 2021 - Nov 30, 2021: Users 35-44 55-64 25-34
Oct 2, 2021 - Oct 31, 2021: Users 35-44 55-64 25-34



Age	Acquisition		Behavior				Conversions			
	Users	New Users	Sessions	Bounce Rate	Pages / Session	Avg. Session Duration	Goal Conversion Rate	Goal Completions	Goal Value	
	12.19%	11.98%	8.76%	5.06%	4.77%	2.75%	0.00%	0.00%	0.00%	
1. 35-44										
Nov 1, 2021 - Nov 30, 2021	174	141	219	74.43%	1.37	00:00:48	0.00%	0	\$0.00	
Oct 2, 2021 - Oct 31, 2021	159	128	190	84.21%	1.26	00:00:38	0.00%	0	\$0.00	
% Change	9.43%	10.16%	15.26%	-11.62%	8.90%	23.77%	0.00%	0.00%	0.00%	
2. 25-34										
Nov 1, 2021 - Nov 30, 2021	169	139	188	82.98%	1.20	00:00:30	0.00%	0	\$0.00	
Oct 2, 2021 - Oct 31, 2021	217	171	267	84.27%	1.19	00:00:40	0.00%	0	\$0.00	
% Change	-22.12%	-18.71%	-29.59%	-1.53%	0.93%	-24.69%	0.00%	0.00%	0.00%	
3. 18-24										
Nov 1, 2021 - Nov 30, 2021	133	106	161	79.50%	1.29	00:00:55	0.00%	0	\$0.00	
Oct 2, 2021 - Oct 31, 2021	132	107	158	81.01%	1.28	00:00:53	0.00%	0	\$0.00	
% Change	0.76%	-0.93%	1.90%	-1.86%	0.57%	4.50%	0.00%	0.00%	0.00%	
4. 45-54										
Nov 1, 2021 - Nov 30, 2021	133	117	152	77.63%	1.33	00:00:47	0.00%	0	\$0.00	
Oct 2, 2021 - Oct 31, 2021	142	126	157	74.52%	1.32	00:01:13	0.00%	0	\$0.00	
% Change	-6.34%	-7.14%	-3.18%	4.17%	0.31%	-36.05%	0.00%	0.00%	0.00%	
5. 55-64										
Nov 1, 2021 - Nov 30, 2021	127	107	170	80.00%	1.24	00:00:40	0.00%	0	\$0.00	
Oct 2, 2021 - Oct 31, 2021	159	142	183	83.06%	1.23	00:00:42	0.00%	0	\$0.00	
% Change	-20.13%	-24.65%	-7.10%	-3.68%	0.95%	-5.53%	0.00%	0.00%	0.00%	
6. 65+										
Nov 1, 2021 - Nov 30, 2021	73	66	99	76.77%	1.34	00:00:44	0.00%	0	\$0.00	
Oct 2, 2021 - Oct 31, 2021	110	94	129	89.15%	1.13	00:00:24	0.00%	0	\$0.00	
% Change	-33.64%	-29.79%	-23.26%	-13.89%	18.70%	79.36%	0.00%	0.00%	0.00%	

Demographics: Overview

All Users
+0.00% Users

Nov 1, 2021 - Nov 30, 2021
Compare to: Oct 2, 2021 - Oct 31, 2021

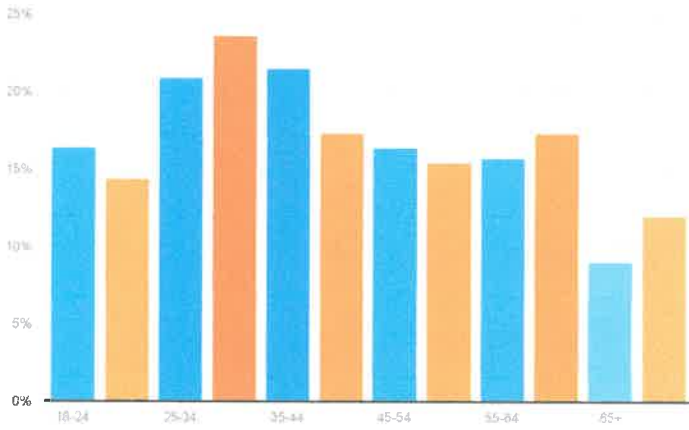
Key Metric:

Age

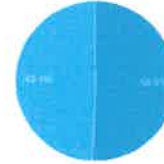
28.55% of total users

Gender

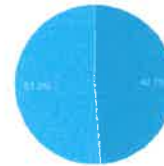
30.17% of total users



female male
Nov 1, 2021 - Nov 30, 2021



Oct 2, 2021 - Oct 31, 2021



Device Overview

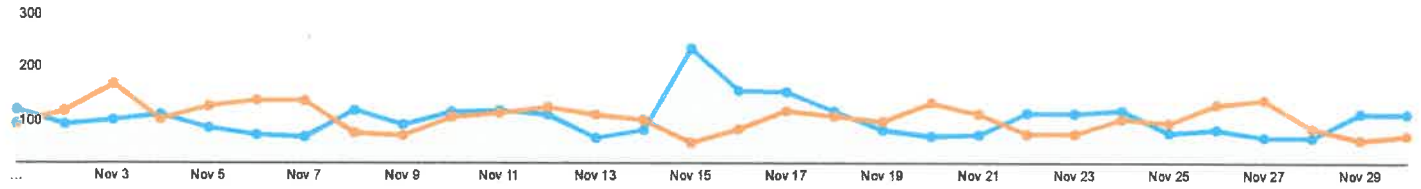
○ ○ All Users
+0.00% Users

Nov 1, 2021 - Nov 30, 2021
Compare to Oct 2, 2021 - Oct 31, 2021

Explorer

Summary

Nov 1, 2021 - Nov 30, 2021: ● New Users
Oct 2, 2021 - Oct 31, 2021: ● New Users



Device Category	Users	Users	Contribution to total: Users
	0.18% ▼ 2,824 vs 2,639	0.18% ▼ 2,824 vs 2,839	
1. ■ mobile			<p>Nov 1, 2021 - Nov 30, 2021</p> <p>Nov 1, 2021 - Nov 30, 2021</p> <p>55.93%</p> <p>Oct 2, 2021 - Oct 31, 2021</p> <p>Oct 2, 2021 - Oct 31, 2021</p> <p>52.84%</p>
2. ■ desktop			<p>Nov 1, 2021 - Nov 30, 2021</p> <p>Nov 1, 2021 - Nov 30, 2021</p> <p>43.05%</p> <p>Oct 2, 2021 - Oct 31, 2021</p> <p>Oct 2, 2021 - Oct 31, 2021</p> <p>46.07%</p>
3. ■ tablet			<p>Nov 1, 2021 - Nov 30, 2021</p> <p>Nov 1, 2021 - Nov 30, 2021</p> <p>1.02%</p> <p>Oct 2, 2021 - Oct 31, 2021</p> <p>Oct 2, 2021 - Oct 31, 2021</p> <p>1.09%</p>

Rows 1 - 3 of 3

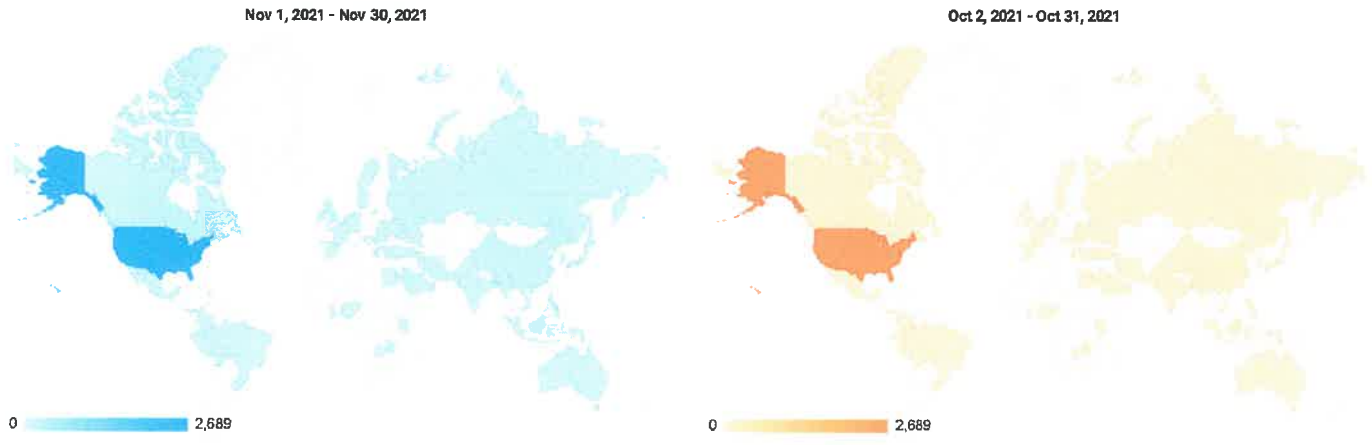
Location

All Users +0.00% Users




Nov 1, 2021 - Nov 30, 2021
Compare to: Oct 2, 2021 - Oct 31, 2021

Map Overlay

Summary



Country	Acquisition		Behavior				Conversions		
	Users ↓	New Users	Sessions	Bounce Rate	Pages / Session	Avg. Session Duration	Goal Conversion Rate	Goal Completions	Goal Value
	0.18% ↓	0.90% ↓	1.08% ↑	2.34% ↓	2.29% ↑	6.19% ↑	0.00%	0.00%	0.00%
1. United States									
Nov 1, 2021 - Nov 30, 2021	2,620	2,327	3,431	81.40%	1.26	00:00:52	0.00%	0	\$0.00
Oct 2, 2021 - Oct 31, 2021	2,689	2,411	3,457	83.80%	1.23	00:00:48	0.00%	0	\$0.00
% Change	-2.57%	-3.48%	-0.75%	-2.86%	2.77%	9.15%	0.00%	0.00%	0.00%
2. China									
Nov 1, 2021 - Nov 30, 2021	82	82	82	97.56%	1.02	00:00:07	0.00%	0	\$0.00
Oct 2, 2021 - Oct 31, 2021	38	38	38	100.00%	1.00	00:00:00	0.00%	0	\$0.00
% Change	115.79%	115.79%	115.79%	-2.44%	2.44%	∞%	0.00%	0.00%	0.00%
3. Canada									
Nov 1, 2021 - Nov 30, 2021	18	18	18	94.44%	1.06	00:00:03	0.00%	0	\$0.00
Oct 2, 2021 - Oct 31, 2021	10	10	10	80.00%	1.30	00:03:39	0.00%	0	\$0.00
% Change	80.00%	80.00%	80.00%	18.06%	-18.80%	-98.76%	0.00%	0.00%	0.00%
4. United Kingdom									
Nov 1, 2021 - Nov 30, 2021	15	15	16	100.00%	1.00	00:00:00	0.00%	0	\$0.00
Oct 2, 2021 - Oct 31, 2021	15	15	15	93.33%	1.07	00:00:03	0.00%	0	\$0.00
% Change	0.00%	0.00%	6.67%	7.14%	-6.25%	-100.00%	0.00%	0.00%	0.00%
5. Mexico									
Nov 1, 2021 - Nov 30, 2021	12	12	14	85.71%	1.14	00:00:12	0.00%	0	\$0.00
Oct 2, 2021 - Oct 31, 2021	10	10	10	100.00%	1.00	00:00:00	0.00%	0	\$0.00
% Change	20.00%	20.00%	40.00%	-14.29%	14.29%	∞%	0.00%	0.00%	0.00%
6. Ireland									
Nov 1, 2021 - Nov 30, 2021	10	10	10	70.00%	1.30	00:00:04	0.00%	0	\$0.00
Oct 2, 2021 - Oct 31, 2021	3	3	3	66.67%	1.33	00:00:04	0.00%	0	\$0.00
% Change	233.33%	233.33%	233.33%	5.00%	-2.50%	-12.50%	0.00%	0.00%	0.00%
7. India									
Nov 1, 2021 - Nov 30, 2021	10	10	11	100.00%	1.00	00:00:00	0.00%	0	\$0.00

Nov 1, 2021 - Nov 30, 2021	14 (0.33%)	14 (0.39%)	15 (0.40%)	100.00%	1.00	00:00:00	0.00%	0 (0.00%)	\$0.00 (0.00%)
Oct 2, 2021 - Oct 31, 2021	14 (0.45%)	14 (0.55%)	15 (0.42%)	93.33%	1.07	00:00:05	0.00%	0 (0.00%)	\$0.00 (0.00%)
% Change	-28.57%	-28.57%	-26.67%	7.14%	-6.25%	-100.00%	0.00%	0.00%	0.00%
8.  Germany									
Nov 1, 2021 - Nov 30, 2021	6 (0.21%)	6 (0.24%)	6 (0.18%)	83.33%	1.17	00:00:26	0.00%	0 (0.00%)	\$0.00 (0.00%)
Oct 2, 2021 - Oct 31, 2021	3 (0.11%)	3 (0.11%)	3 (0.09%)	66.67%	1.33	00:00:33	0.00%	0 (0.00%)	\$0.00 (0.00%)
% Change	100.00%	100.00%	100.00%	25.00%	-12.50%	-22.22%	0.00%	0.00%	0.00%
9.  Nigeria									
Nov 1, 2021 - Nov 30, 2021	5 (0.18%)	5 (0.20%)	5 (0.14%)	100.00%	1.00	00:00:00	0.00%	0 (0.00%)	\$0.00 (0.00%)
Oct 2, 2021 - Oct 31, 2021	4 (0.14%)	4 (0.14%)	4 (0.11%)	75.00%	1.25	00:00:17	0.00%	0 (0.00%)	\$0.00 (0.00%)
% Change	25.00%	25.00%	25.00%	33.33%	-20.00%	-100.00%	0.00%	0.00%	0.00%
10.  Philippines									
Nov 1, 2021 - Nov 30, 2021	5 (0.18%)	5 (0.20%)	6 (0.18%)	83.33%	1.17	00:00:37	0.00%	0 (0.00%)	\$0.00 (0.00%)
Oct 2, 2021 - Oct 31, 2021	4 (0.14%)	4 (0.14%)	4 (0.11%)	100.00%	1.00	00:00:00	0.00%	0 (0.00%)	\$0.00 (0.00%)
% Change	25.00%	25.00%	50.00%	-16.67%	16.67%	∞%	0.00%	0.00%	0.00%

Rows 1 - 10 of 55

Site Performance Dashboard

Nov 1, 2021 - Nov 30, 2021

All Users
100.00% Sessions

Avg. Page Load Time (sec)

5.51

Avg. for Prev: 5.51 (+0.00%)



Avg. Server Response Time

0.54

Avg. for Prev: 0.54 (+0.00%)



Avg. Domain Lookup Time (sec)

0.15

Avg. for Prev: 0.15 (+0.00%)



Visitor Caching Info

User Type	Avg. Page Load Time (sec)	Avg. Server Response Time (sec)
New Visitor	6.68	0.71
Returning Visitor	2.90	0.17

Mobile Page Load Time (sec)

3.72

Avg. for Prev: 3.72 (-32.53%)



Page Load Time by Browser

Browser	Sessions	Avg. Page Load Time (sec)
Chrome	1,583	7.24
Safari	1,418	2.18
Edge	370	1.48
Firefox	60	0.00
Android Browser	59	0.00
Samsung Internet	54	11.04
Safari (in-app)	38	2.99
Android Webview	34	4.39
Internet Explorer	23	3.68
UC Browser	8	0.00

Load Time for Popular Pages

Page	Pageviews	Avg. Page Load Time (sec)
/	3,962	3.03
/page/homepage	293	1.52
/default.aspx?name=riverplace_home	84	2.99
/default.aspx?name=police_department	63	0.00
/default.aspx?name=rec_center_dept	36	0.00
/default.aspx?name=facilities_freeport_commhous	30	7.95
/default.aspx?name=quality_of_life	25	0.00
/default.aspx?name=parks	17	0.00
/page/Updates Regarding COVID 19	7	0.00
/default.aspx?name=211	5	0.00

Domain Lookup by Country

Country	Sessions	Avg. Domain Lookup Time (sec)
United States	3,431	0.16
China	82	0.00
Canada	18	0.00
United Kingdom	16	0.00
Mexico	14	0.00
India	11	0.00
Ireland	10	0.00
Germany	6	0.00
Philippines	6	0.00
Nigeria	5	0.00

Server Response Time by Country

Country	Pageviews	Avg. Server Response Time (sec)
United States	4,337	0.12
China	84	0.00
Canada	19	0.00
United Kingdom	16	0.00
Mexico	16	0.00
Ireland	13	8.52
India	11	0.00
Germany	7	0.00
Philippines	7	0.00
Nigeria	5	0.00

Redirect Time for Countries

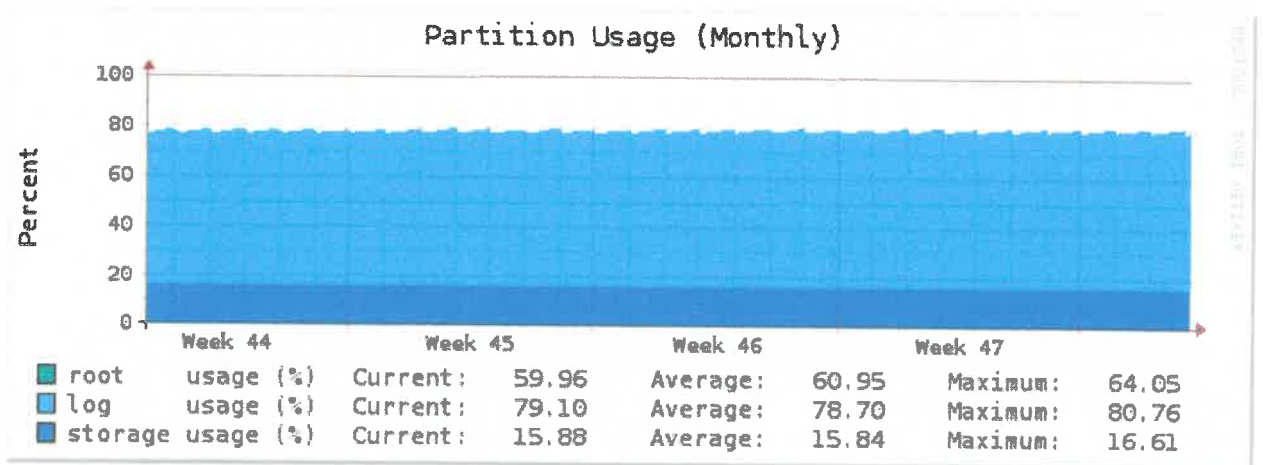
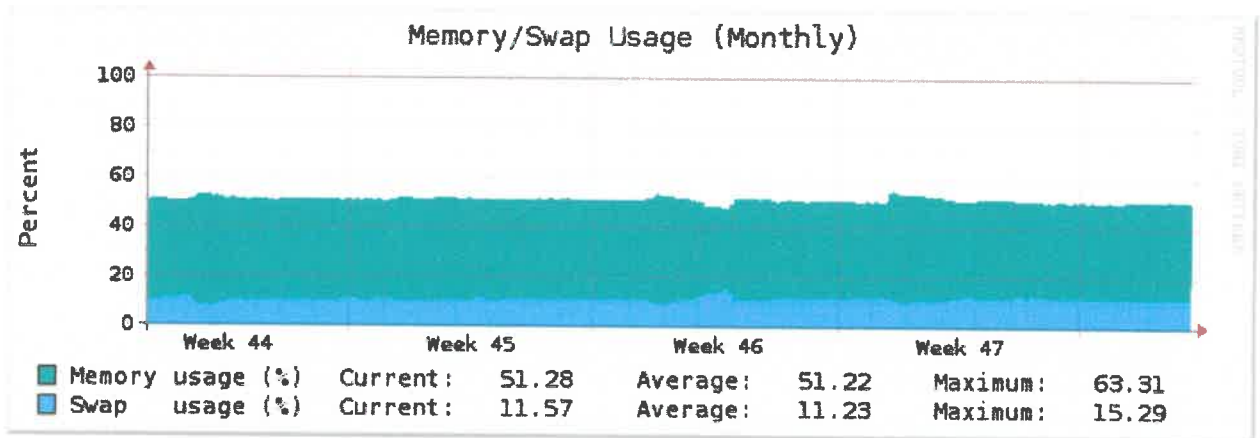
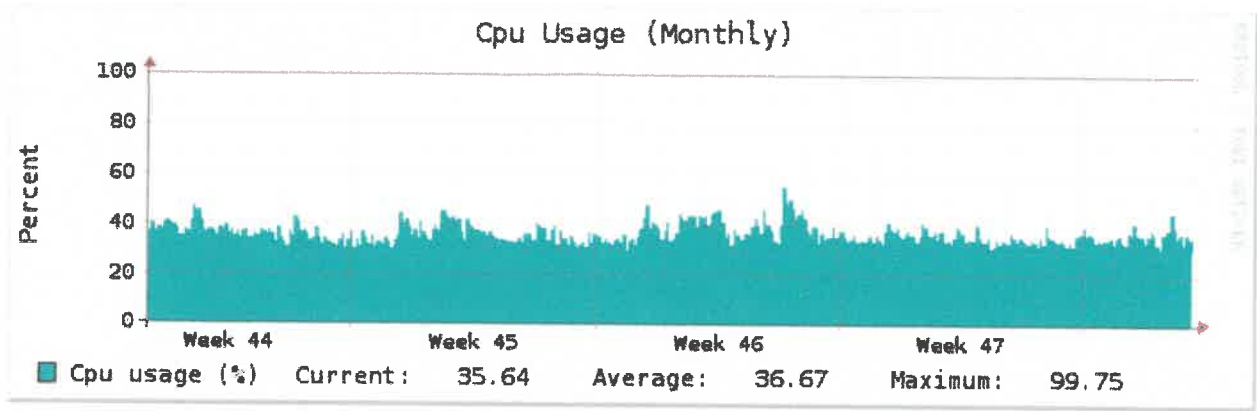
Country	Pageviews	Avg. Redirection Time (sec)
United States	4,337	0.29
China	84	0.00
Canada	19	0.00
United Kingdom	16	0.00
Mexico	16	0.00
Ireland	13	0.40
India	11	0.00
Germany	7	0.00
Philippines	7	0.00
Nigeria	5	0.00



Date 2021/11/30
Type monthly

Device	
Organization	City of Freeport
Country	US
City	Freeport
Serial	S1601E381D8D72F
License ID	1187719
Hostname	cof-fw01.freeporttx.local
Firmware Version	9.707-5
Uptime	63 days 8 hours 19 minutes

Summary			
Network Usage		WebAdmin Logins	
Traffic processed	1.9 TB	Successful	6
Connections Handled	19 363 719	Failed	1
Network Protection		Console Logins	
Packets blocked by Firewall	981 106	Successful	0
Packets blocked by IPS	0	Failed	0
Web Filtering		Up2Date	
Total Website Requests	5311314	Requests successful	2879
URLs blocked	122	Requests failed	7
HTTP/S viruses blocked	0	Firmware updates installed	0
HTTP/S malware blocked	0	Pattern updates installed	526
Mail Filtering		System	
Mails processed	1 776	System Restarts	0
Spam Mails blocked	0	Uplink fail-overs	0
Virus Mails blocked	0	HA/Cluster failovers	0
VPN			
VPN connections	2		
VPN traffic	not accounted		



Network Usage

TOP10 Clients

Total Packets: 2 226 946 549

Total Traffic: 2.0 TB

	IP	Hostname	Packets	Traffic	%
us	50.192.77.170	WAN (Address)	566 863 061	512.2 GB	24.87
lan	10.10.10.14	CF-HC3 04	534 053 012	408.2 GB	19.82
lan	10.10.10.12	CF-HC3 02	223 760 031	219.2 GB	10.64
lan	10.10.10.7	CF-FS01	73 012 115	210.4 GB	10.22
lan	10.10.10.11	CoF-HC3-Node1	172 384 028	175.2 GB	8.51
lan	10.10.10.13	CF-HC3 03	126 090 470	119.7 GB	5.81
lan	10.20.100.11	10.20.100.11	23 975 866	38.8 GB	1.88
lan	10.20.100.10	EG-APP	16 949 177	32.6 GB	1.58
lan	192.168.5.177	192.168.5.177	26 970 682	24.0 GB	1.17
lan	10.10.10.153	10.10.10.153	26 698 626	22.8 GB	1.11

TOP10 Servers

Total Packets: 2 226 949 274

Total Traffic: 2.0 TB

	IP	Hostname	Packets	Traffic	%
us	52.239.158.74	52.239.158.74	254 746 492	424.4 GB	20.61
lan	10.254.254.22	PCC-HC3-Node2	400 284 562	360.8 GB	17.52
lan	10.254.254.23	PCC-HC3-Node3	357 633 123	311.5 GB	15.12
lan	10.254.254.21	PCC-HC3-Node1	297 176 272	249.9 GB	12.13
lan	10.10.10.7	CF-FS01	21 555 450	59.7 GB	2.90
us	206.127.6.94	PCC-DF	48 232 413	41.8 GB	2.03
us	8.18.58.143	8.18.58.143	14 440 771	13.3 GB	0.64
us	209.197.3.8	vip0x008.map2.ssl.hwcdn.net	10 615 904	13.1 GB	0.64
us	208.78.169.131	208.78.169.131	12 070 363	11.6 GB	0.56
us	50.201.114.146	50-201-114-146-static.hfc.comcastbusiness.net	10 751 721	11.2 GB	0.55

TOP10 Services

Total Packets: 2 226 931 381

Total Traffic: 2.0 TB

Service Name	Protocol	Service Port	Packets	Traffic	%
10022	TCP	10022	1 058 419 277	922.8 GB	44.81
HTTPS	TCP	443	747 668 321	815.0 GB	39.58
HTTP	TCP	80	148 527 604	146.2 GB	7.10
MICROSOFT-DS	TCP	445	21 989 535	59.8 GB	2.90
ESP	ESP	0	85 867 006	51.1 GB	2.48
HTTPS	UDP	443	36 842 707	33.9 GB	1.64
9354	TCP	9354	10 621 856	8.2 GB	0.40
FONT-SERVICE	UDP	7100	26 953 897	5.0 GB	0.24
7102	UDP	7102	12 190 106	2.3 GB	0.11
PLETHORA	UDP	3480	6 957 038	2.1 GB	0.10

TOP10 Applications

Total Packets: 2 226 936 427

Total Traffic: 2.0 TB

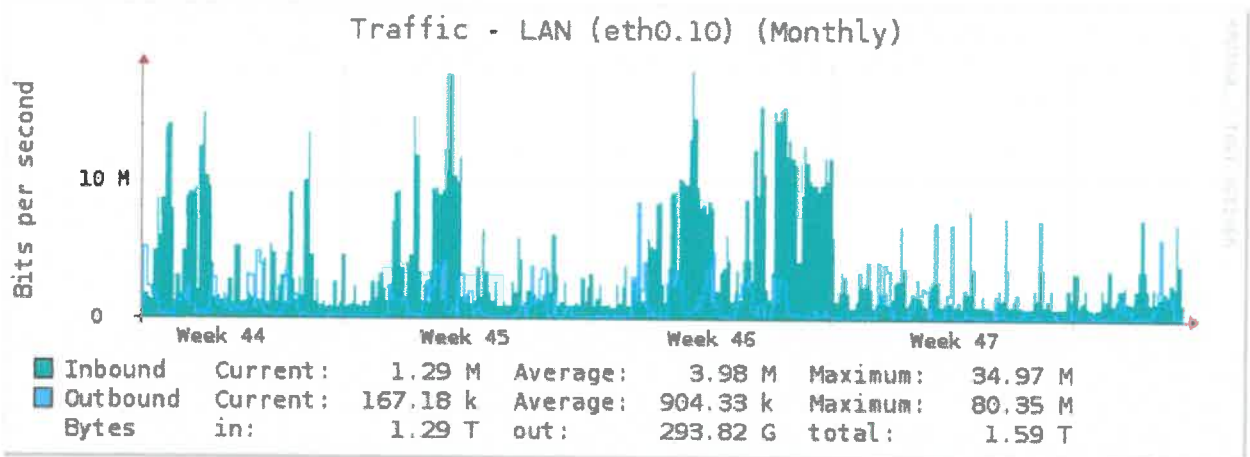
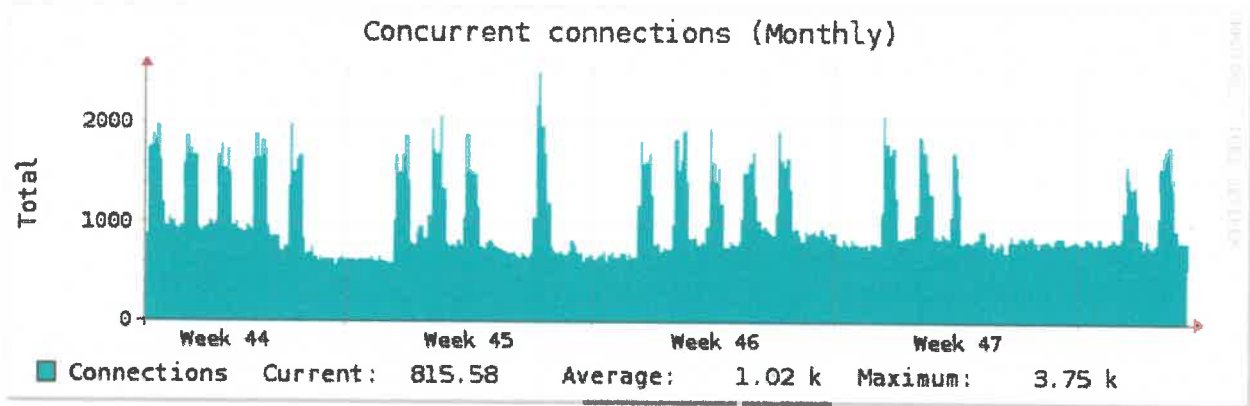
Application	Packets	Traffic	%
Unclassified	1 322 676 751	1.1 TB	53.97
HTTP	801 179 771	883.2 GB	42.89
IPsec	85 867 040	51.1 GB	2.48
Sophos UTM Up2Date	11 700 934	12.8 GB	0.62
DNS	5 150 583	589.1 MB	0.03
Sophos UTM Manager	101 999	72.5 MB	0.00
Sophos Portal	122 110	61.4 MB	0.00
DHCP	98 112	32.1 MB	0.00
Sophos Webadmin	23 224	30.9 MB	0.00
OpenVPN	13 597	2.8 MB	0.00

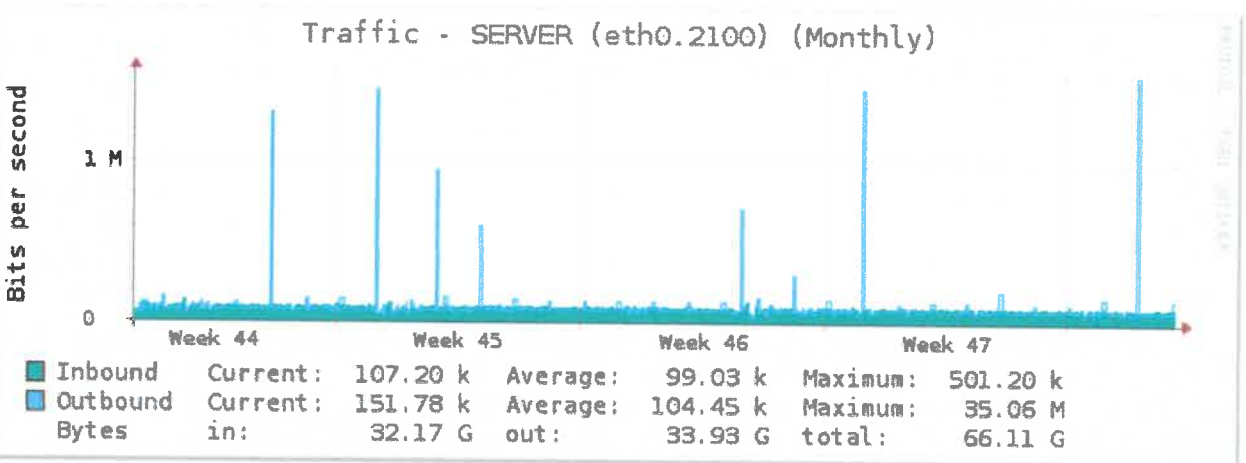
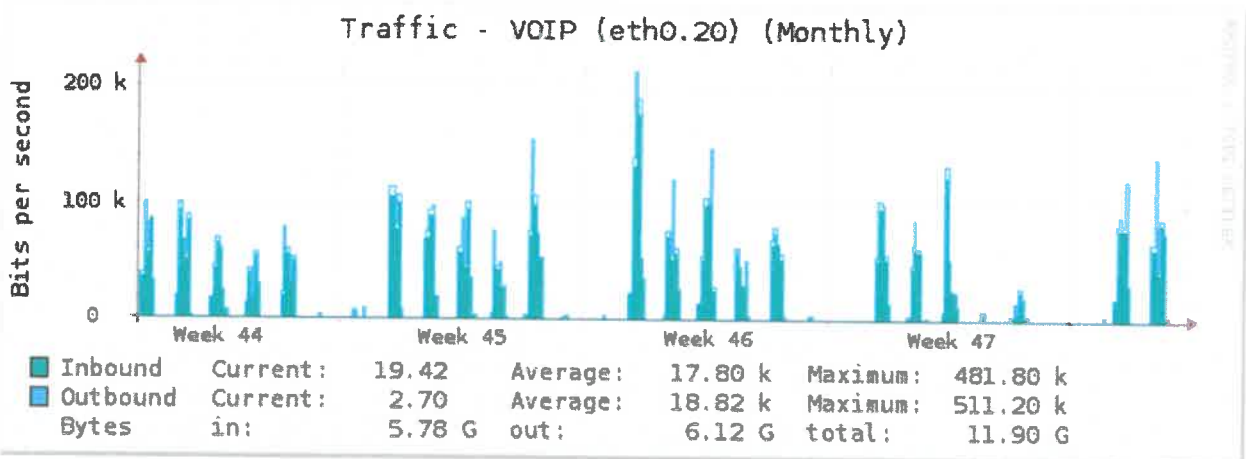
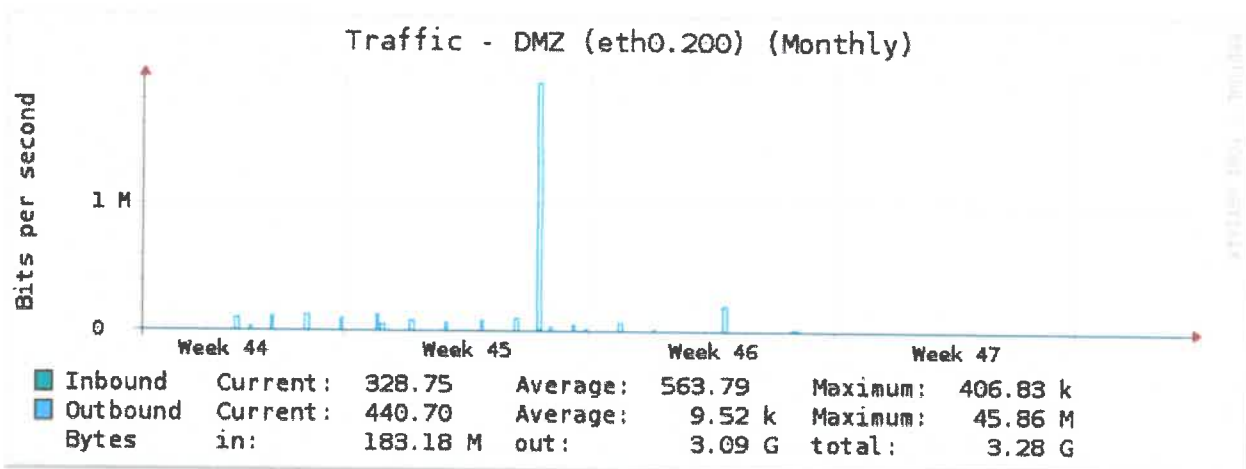
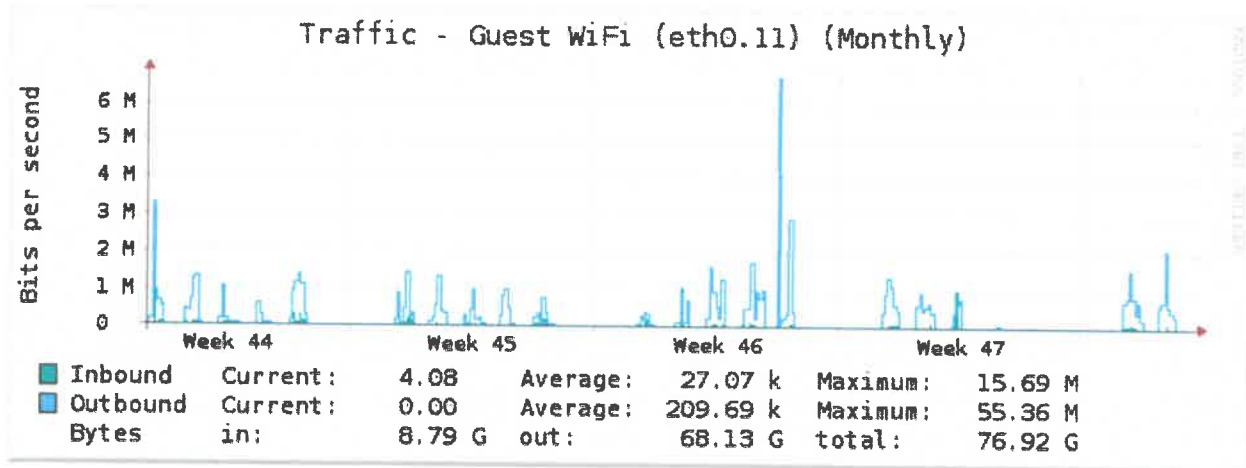
TOP10 Application Categories

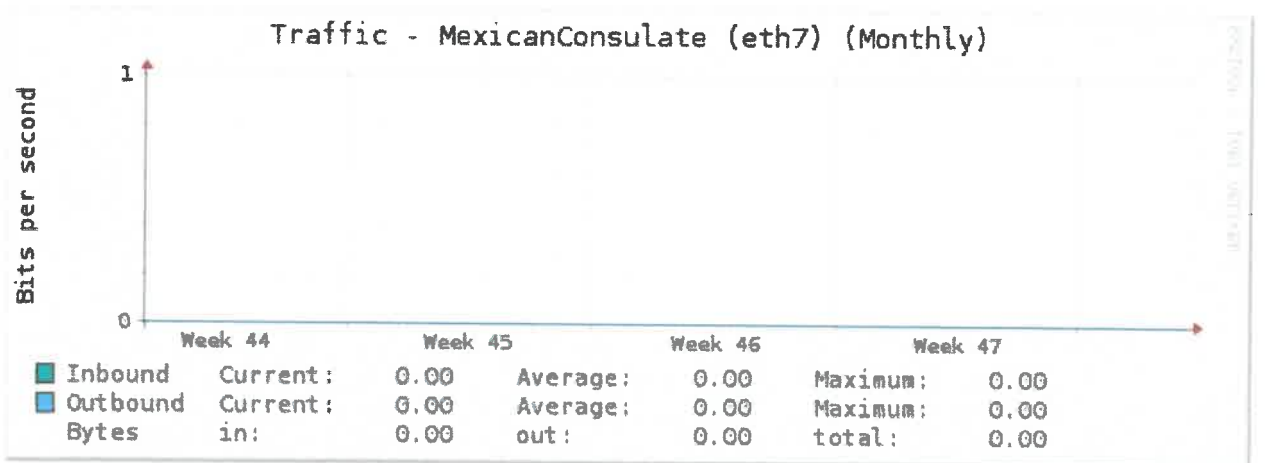
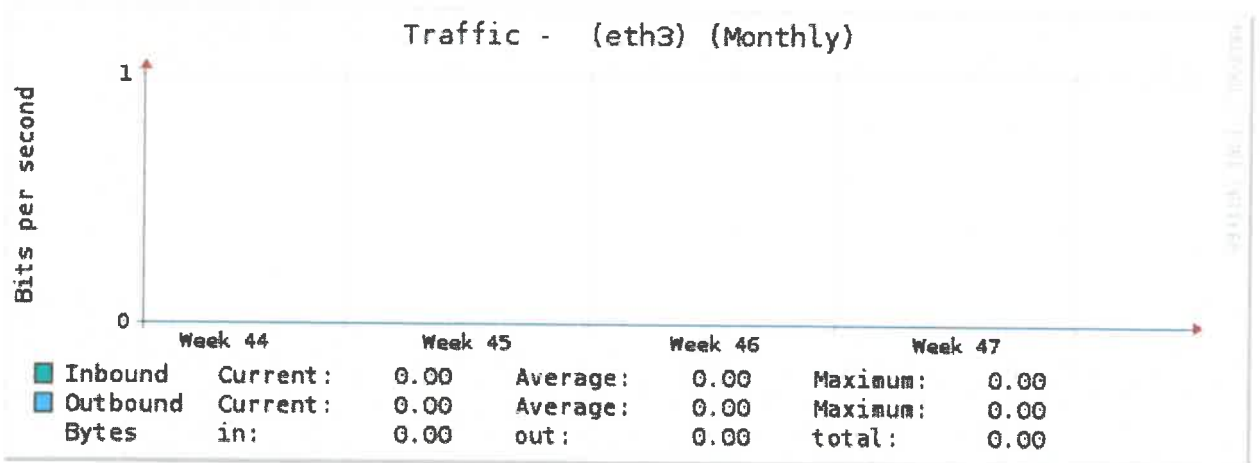
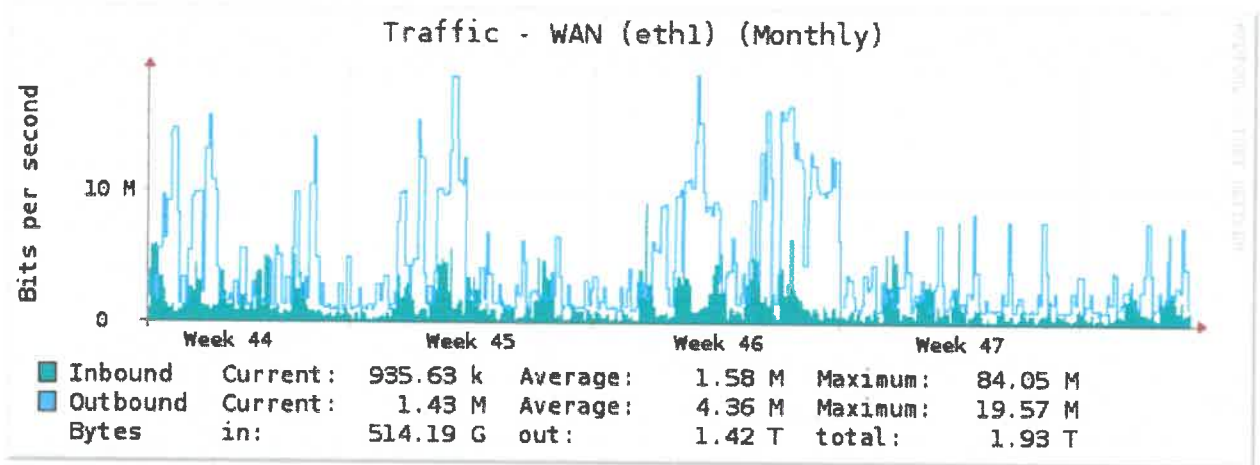
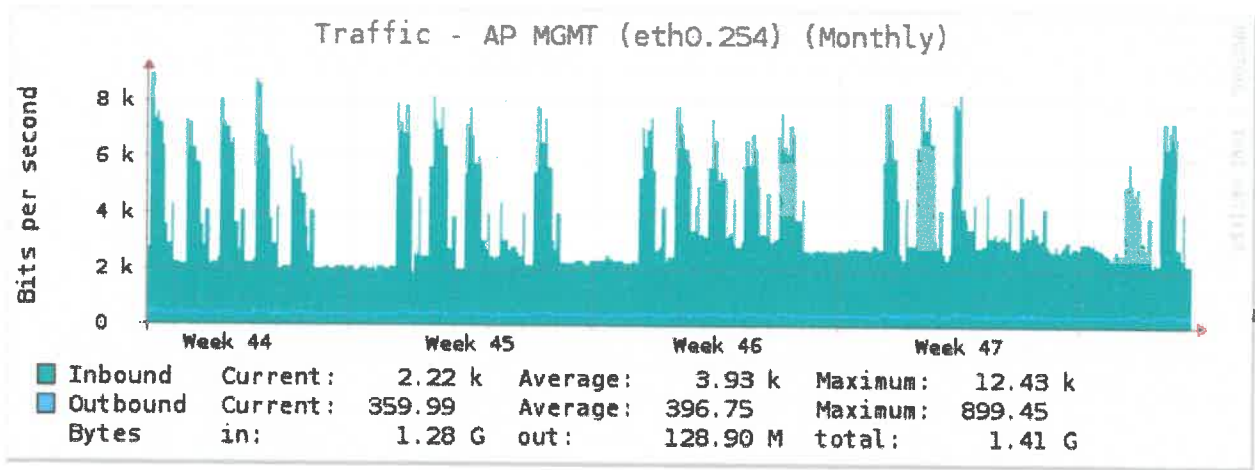
Total Packets: 2 226 942 146

Total Traffic: 2.0 TB

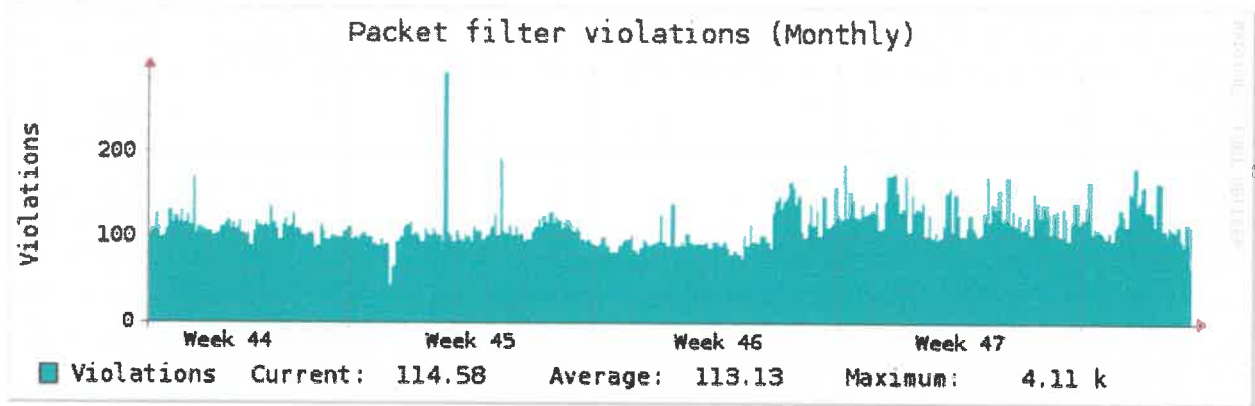
Application Category	Packets	Traffic	%
Unclassified	1 322 680 045	1.1 TB	53.97
Web Services	801 181 090	883.2 GB	42.89
VPN and Tunneling	85 880 637	51.1 GB	2.48
Networking	17 197 008	13.5 GB	0.66







Packet Filter / Firewall



TOP10 dropped source hosts

Total dropped packets: 981 106

	Source IP	Hostname	Packets	%
gb	89.248.165.109	recyber.net	56 433	5.75
us	50.192.77.174	50-192-77-174-static.hfc.comcastbusiness.net	25 828	2.63
gb	89.248.165.248	recyber.net	25 076	2.56
ru	94.232.45.4	94.232.45.4	22 245	2.27
gb	89.248.165.122	recyber.net	13 572	1.38
ru	45.143.203.59	45.143.203.59	13 127	1.34
ru	185.156.73.128	185.156.73.128	12 535	1.28
ru	185.156.73.122	185.156.73.122	12 510	1.28
ru	185.156.73.120	185.156.73.120	10 147	1.03
ru	92.63.197.114	92.63.197.114	8 320	0.85

TOP10 dropped destination hosts

Total dropped packets: 981 106

	Destination IP	Hostname	Packets	%
us	50.192.77.170	WAN (Address)	340 011	34.66
us	50.192.77.169	WAN [WAN2] (Address)	306 491	31.24
us	50.192.77.173	WAN [WAN(DMZ)] (Address)	303 175	30.90
lan	224.0.0.1	all-systems.mcast.net	30 825	3.14
lan	10.10.10.8	Apps	247	0.03
lan	10.10.10.1	LAN (Address)	203	0.02
lan	192.168.5.1	Guest WiFi (Address)	154	0.02

TOP10 dropped services

Total dropped packets: 981 106

Service Name	Protocol	Service	Packets	%
	TCP	6379	34 596	3.53
PCSYNC-HTTPS	TCP	8443	22 520	2.30
	IGMP	-	20 839	2.12
HTTP-ALT	TCP	8080	15 456	1.58
SSH	TCP	22	15 147	1.54
TELNET	TCP	23	10 807	1.10
T9CO	ICMP	t9c0	9 986	1.02
	TCP	2375	8 760	0.89
HTTP	TCP	80	8 658	0.88
	TCP	2376	8 171	0.83

Advanced Threat Protection (ATP)

TOP10 ATP Contaminated

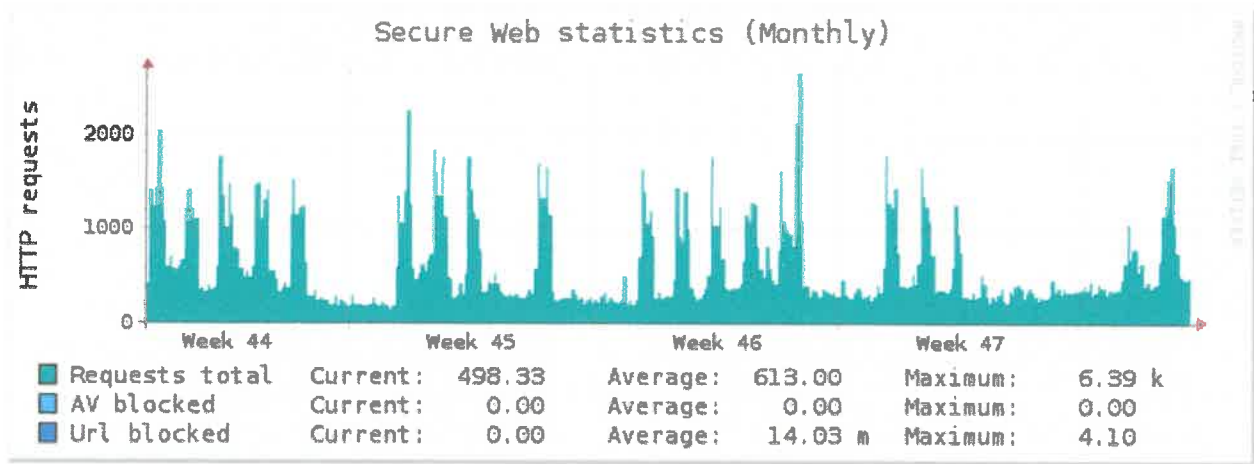
Total events: 3

Source IP	Threat Name	Destination IP	Events	Origin
10.10.10.10	C2/Generic-A	62.102.148.68	1	Iptables
10.10.10.10	C2/Generic-A	185.220.100.244	1	Iptables
10.10.10.10	C2/Generic-A	185.220.100.243	1	Iptables

TOP10 ATP Recent Events

Total events: 3

Source IP	Threat Name	Destination IP	Events	Origin
10.10.10.10	C2/Generic-A	185.220.100.243	1	Iptables
10.10.10.10	C2/Generic-A	62.102.148.68	1	Iptables
10.10.10.10	C2/Generic-A	185.220.100.244	1	Iptables



Web Usage

TOP10 Users by time

Total time: 11514:00:20

User	Duration	%
bwells	706:24:12	6.1
ltolar	632:26:07	5.5
tkelty	563:47:47	4.9
yrulz	523:51:21	4.5
10.10.10.153	510:54:23	4.4
DESKTOP-AJN0ITE\$	462:08:21	4.0
dautrey	453:46:01	3.9
DESKTOP-I9S6VQ8\$	436:52:04	3.8
mchavez	425:18:53	3.7
cezell	399:21:44	3.5

TOP10 Users by traffic

Total Traffic: 444.9 GB

User	Traffic	%
CF-FS01	236.8 GB	53.2
10.10.10.153	19.6 GB	4.4
DESKTOP-AJN0ITE\$	12.5 GB	2.8
ltolar	12.2 GB	2.7
10.10.10.104	11.9 GB	2.7
receptionist	11.5 GB	2.6
DESKTOP-I9S6VQ8\$	10.8 GB	2.4
bwells	8.4 GB	1.9
kellis	8.1 GB	1.8
tkelty	7.7 GB	1.7

TOP10 Domains by time

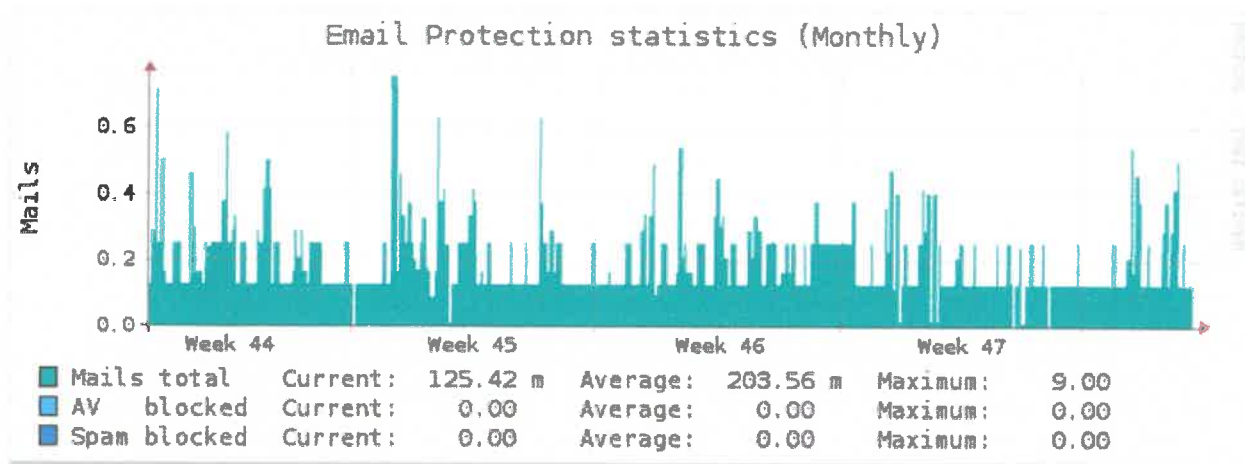
Total time: 24545:51:06

Domain	Duration	%
microsoft.com	5659:55:33	23.1
office365.com	2639:30:17	10.8
windows.com	1814:28:26	7.4
sophosxl.net	1201:51:51	4.9
live.com	1075:57:56	4.4
gvt1.com	1009:02:17	4.1
edgesuite.net	726:19:45	3.0
icloud.com	475:21:54	1.9
cloudfront.net	468:22:27	1.9
amazon.com	461:24:16	1.9

TOP10 Domains by size

Total Traffic: 444.2 GB

Domain	Traffic	%
windows.net	235.5 GB	53.0
microsoft.com	50.9 GB	11.5
office365.com	20.1 GB	4.5
cloudfront.net	17.4 GB	3.9
philo.com	8.7 GB	2.0
edgesuite.net	7.7 GB	1.7
fema.gov	5.5 GB	1.2
mycusthelpadmin.com	5.2 GB	1.2
foxnews.com	5.0 GB	1.1
windowsupdate.com	4.7 GB	1.1



Mail Usage

TOP10 Sender

Total mails: 1 776

Total mail traffic: 437.0 MB

Sender Mail	Amount	%	Mail Traffic	%
alerts3@scalecomputing.com	1 407	79.22	2.0 MB	0.45
kyocera@freeport.tx.us	369	20.78	435.1 MB	99.55

TOP10 Recipient

Total mails: 1 776

Total mail traffic: 437.0 MB

Recipient Mail	Amount	%	Email Traffic	%
ltolar@freeport.tx.us	471	26.52	2.6 MB	0.59
alerts3@scalecomputing.com	469	26.41	666.7 kB	0.15
operations@pccare-inc.com	469	26.41	665.2 kB	0.15
ghernandez@freeport.tx.us	62	3.49	98.8 MB	22.60
pveazey@freeport.tx.us	43	2.42	23.6 MB	5.39
cezell@freeport.tx.us	42	2.36	121.3 MB	27.75
bwells@freeport.tx.us	32	1.80	40.3 MB	9.23
yruiz@freeport.tx.us	32	1.80	4.9 MB	1.12
edcadmin@freeport.tx.us	30	1.69	10.5 MB	2.41
ejimenez@freeport.tx.us	23	1.30	11.5 MB	2.64

TOP10 VPN Clients by duration

TOP10 VPN Clients by duration

Total duration: 00:06:53

Number of users: 1

User	Service	Traffic	Duration	%	# of connections
rmtelco	SSL VPN	not accounted	00:06:53	100.00	2

PUBLIC WORKS MONTHLY REPORT DECEMBER 2021

City of Freeport

Public Works Organization Chart



Key Activities

Parks / Grounds Division

Under the direction of the Parks/Grounds/Facilities Supervisor, this division provides services to the community by conducting preservation and beautification of the City's parks, ball fields, building grounds and open spaces.

Activities this month:

1. Mow and Landscape (9) City Parks weekly
2. Mow, and drag (5) youth baseball/softball fields daily
3. Mow football and soccer fields weekly
4. Mow big lots weekly
5. Mow landing weekly
6. Mow and landscape around (6) city buildings weekly
7. Litter control city right-of-way's weekly
8. Litter control (2) beaches daily
9. Clean and sanitize public restrooms at (2) parks daily
10. Weed and maintain flower beds city wide

Key highlights this month:

1. Prepare and set up facilities for rentals
2. Start rehab of senior baseball field
3. Complete installation of Christmas Lights
4. FMP playground structure repairs

Parks

Play Ground Maintenance



Turf Maintenance



Athletic Field Maintenance



Insect Control



Tree/Shrub Trimming



Parks Mowing



0 5 10 15 20 25 30 35 40

Key Activities

Building Maintenance Division

Under the direction of the Public Works Superintendent, this division provides services to the community by conducting preventative maintenance and repairs on all city property and buildings.

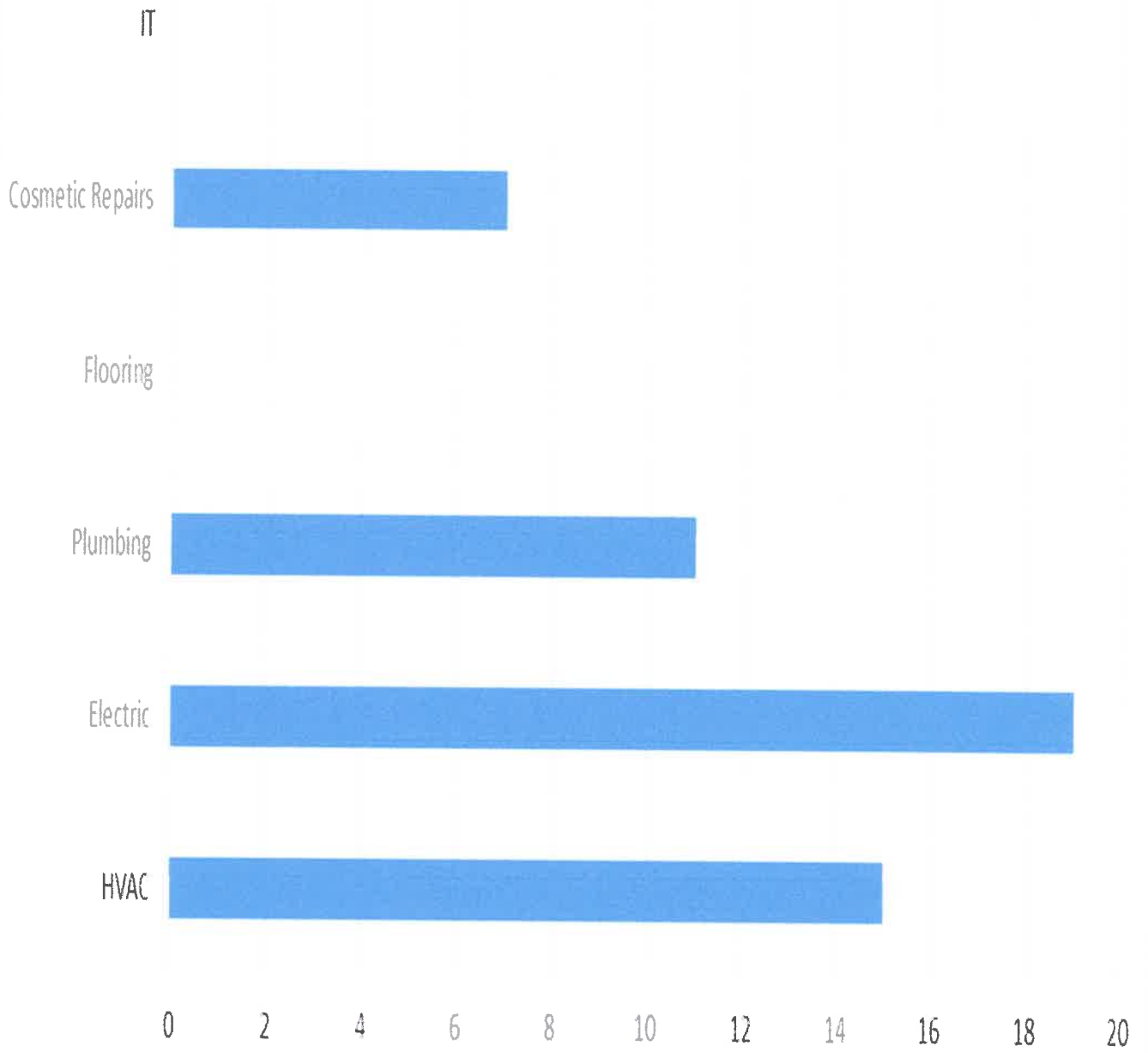
Activities this month:

1. Soccer field – cut wire and remove telephone pole
2. c/o outlets around mystery boat
3. Replace outlets at FCH
4. Repair leak at City Hall
5. Hang Banners for events
6. Replace contactor for lights in memorial park
7. Install traffic mirrors on levee at FCH
8. Clean fountains and install photocell in memorial park
9. Install Christmas lights city wide
10. Replace ceiling tiles at River Place
11. c/o hot water heater at Library
12. replace faulty fishing light on pier
13. c/o lights at FMP restroom
14. replaced timer on basketball court lighting

Key highlights this month:

1. Preventative maintenance A/C systems citywide
2. Repair chiller at PD
3. Repair floor at golf course club house

Building Maintenance



Key Activities

Streets Division

Under the direction of the Streets Supervisor, this division provides street maintenance services to the community by pothole patching, curb, gutter and sidewalk repair and replacement of city streets and alleys. This division also provides sign maintenance which includes the installation and repair of roadway signs and the repair and maintenance of roadway markings within the city's right-of-way.

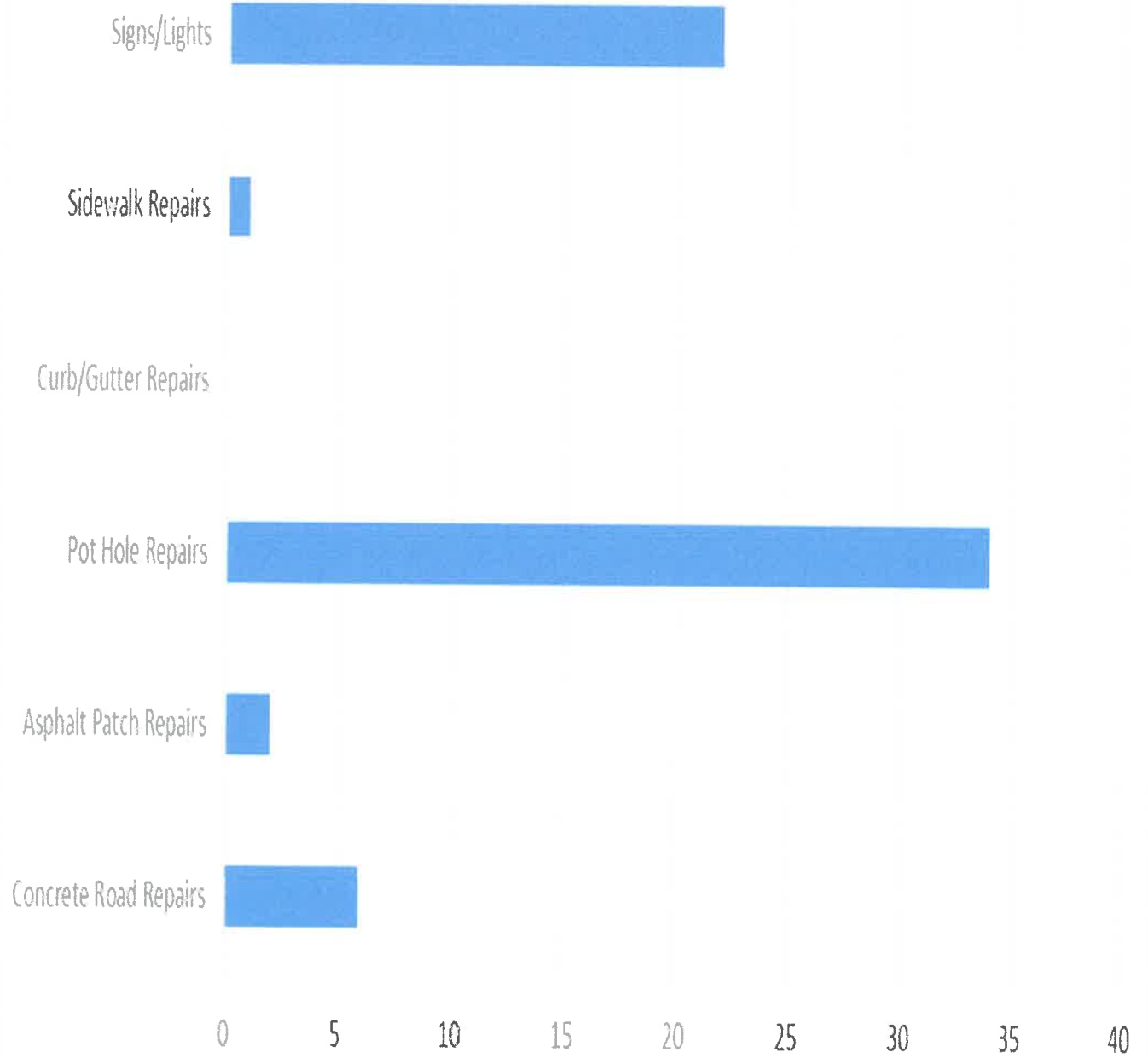
Activities this month:

1. Patch potholes citywide
2. Traffic Control for county interlocal roads
3. Trim trees City wide
4. City Wide – remove bypass pumps
5. Concrete street repair on N Ave B
6. Make saw cuts for road repairs on N Ave B
7. Dig out and stabilize soft spots in alleys
8. Maintain message boards

Key highlights this month:

1. Trimming trees off city ROW

Streets



Key Activities

Drainage Division

Under the direction of the Drainage Supervisor, this division is responsible for all repairs and maintenance of the city's stormwater collection system. This division also installs new culvert piping upon customer permitting.

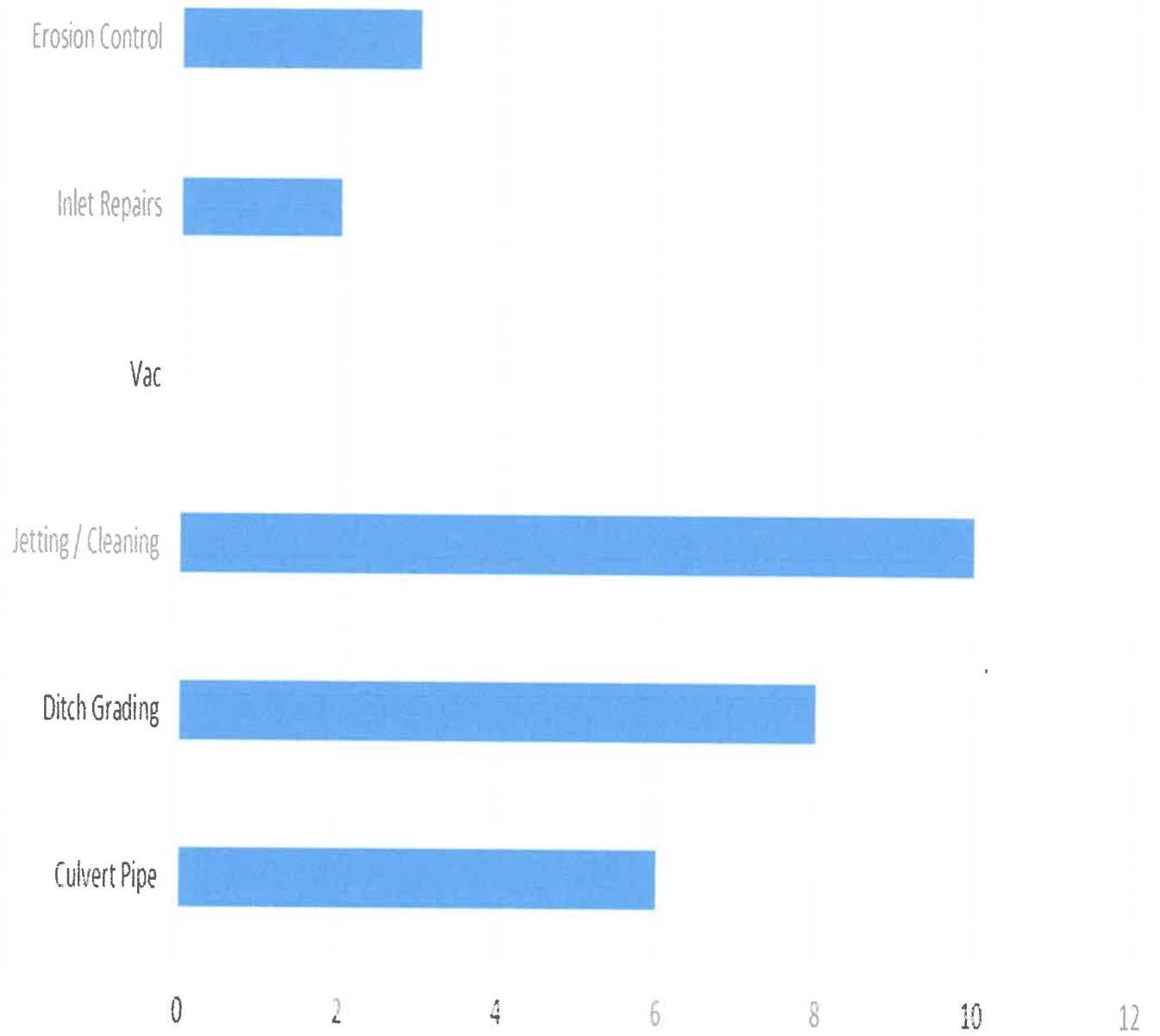
Activities this month:

1. Mow and weed eat all quadrants
2. Ward D – clean culvert piping
3. Weed control all Quadrants
4. Fisher/Ave C – Grade Ditch
5. Apply weed killer to drainage areas
6. Preventative maintenance on storm water pump stations
7. Fisher/Ave C – install culverts
8. Clean citywide storm drain inlets
9. 1928 Ave H – Grade Ditch install culvert
10. Street sweep all quadrants
11. Install valve at Ave A pump station

Key highlights this month:

1. Spray all quadrants for Mosquitos (2) times per week

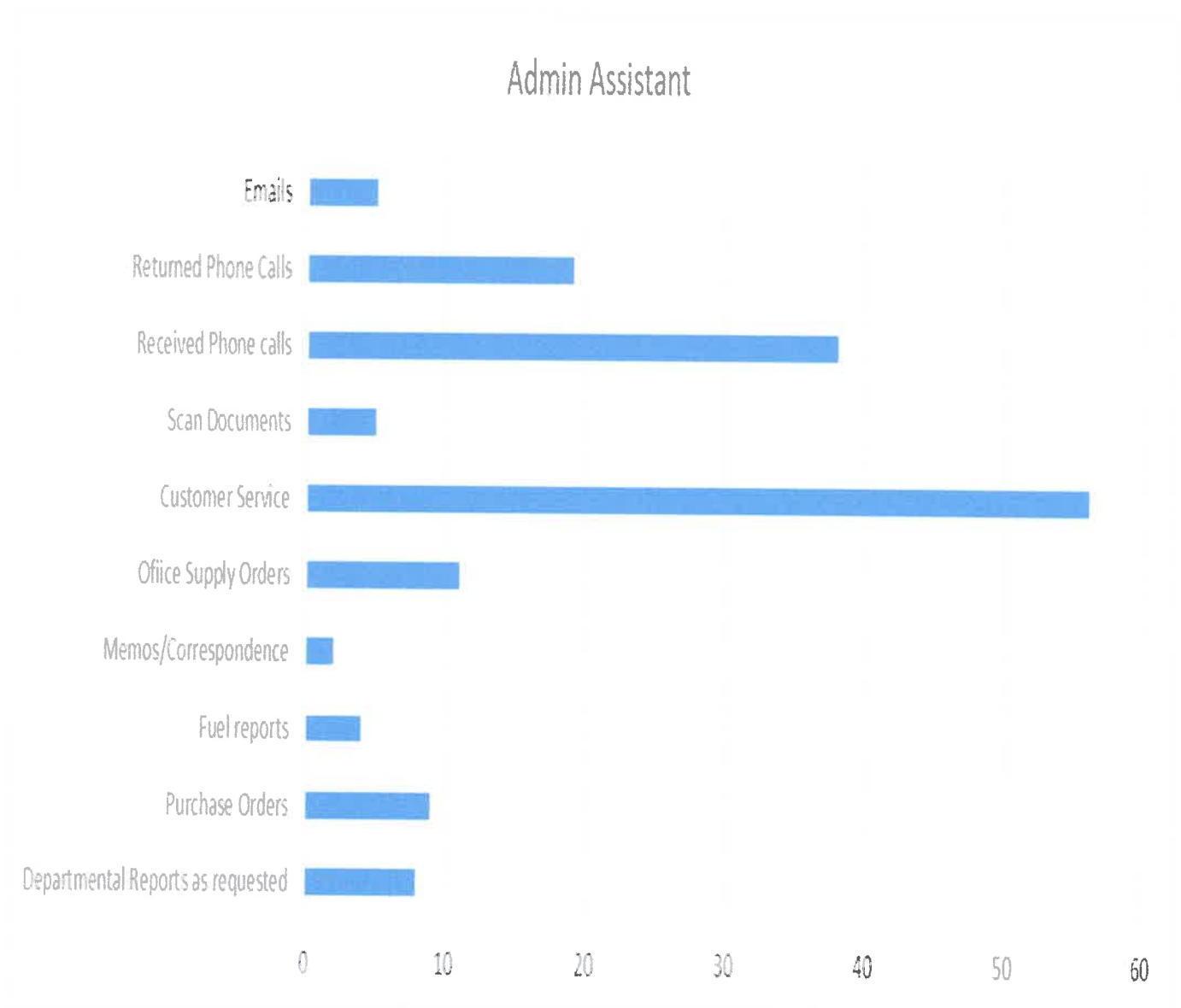
Drainage



Key Activities

Administration

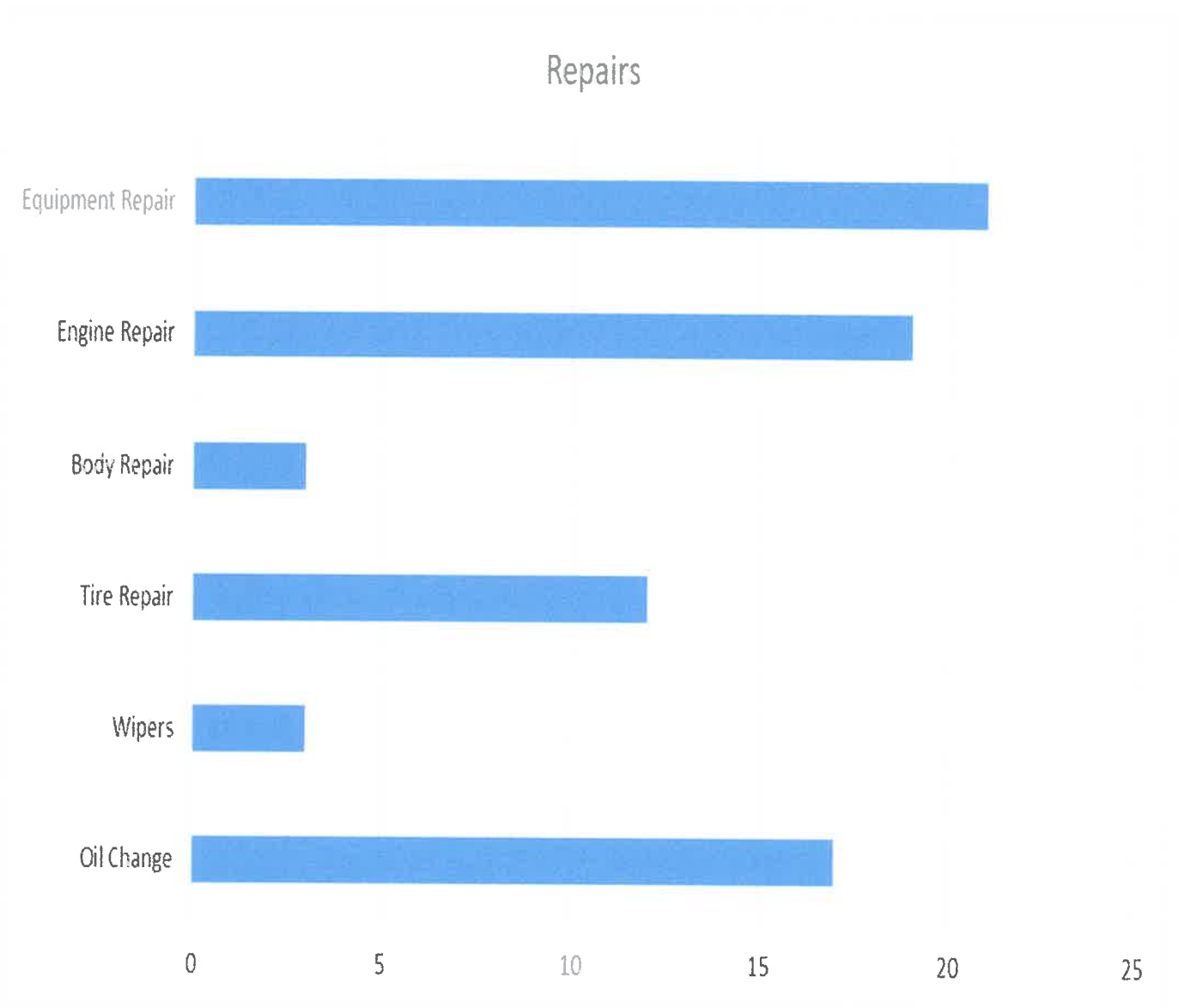
Under the direction of the Director of Public Works, this position is responsible for all customer service and administrative work for the department



Key Activities

Fleet Maintenance

Under the direction of the Director of Public Works, this division is responsible for all repairs and maintenance of the city's Fleet



Key Activities

Facilities

Under the direction of the Parks/Grounds/Facilities Supervisor, this division provides services to the community by conducting preservation and beautification of the City's Facilities, building grounds and open spaces.

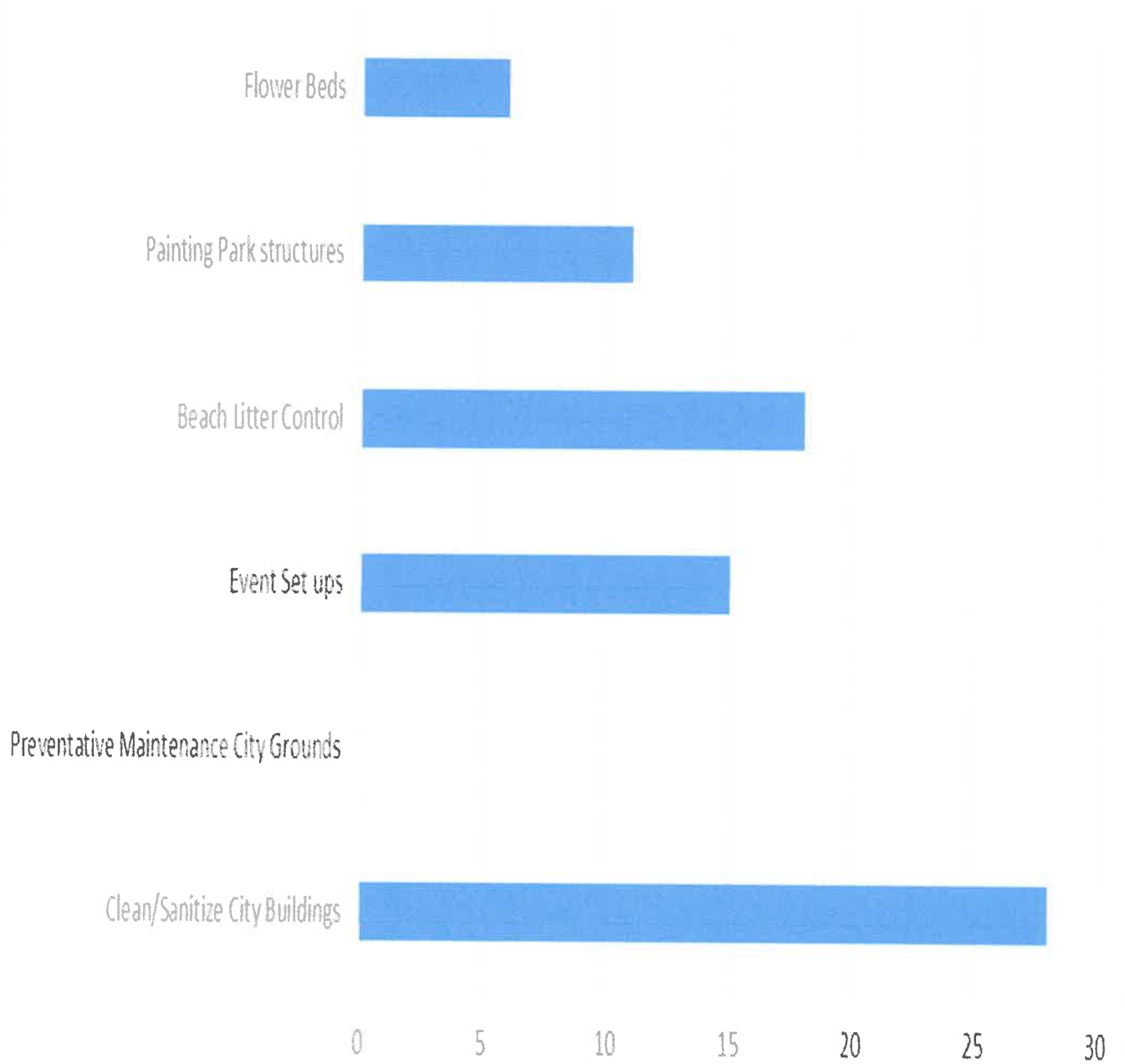
Activities this month:

1. Museum – flower bed maintenance
2. Pixie House – flower bed maintenance
3. City Wide – trim trees
4. Riverplace – flower bed maintenance
5. Paint playground structures
6. City Hall – flower bed maintenance
7. PD – flower bed maintenance
8. Velasco House – flower bed maintenance
9. Bryan Beach – litter control
10. Surfside Beach – litter control

Key highlights this month:

1. Facility clean/set up rentals
2. Litter Control city wide
3. Clean and sanitize all city facilities

Facilities



Projects:

1. Stop Ahead – Velasco/Ave A in progress
2. Tree trimming – public works crews are continuing to trim trees city wide
3. County interlocal roads – Freeport 100% complete
4. Concrete bid roads – engineer complete out for bid
5. Continue to work on a Sidewalk replacement plan for the City.
6. Public Works building – out for bid
7. Landing repairs – receiving quotes
8. Levee walkway – out for bid
9. Received (2) of the 4 new public works trucks
10. Ordered Jet trailer/Vac trailer – estimated delivery February 22
11. Senior baseball field project ongoing
12. River place heat in construction
- 13.



Dec 15, 2021

Subject: November- 2021 Monthly Operations Report

I. Summary of work activities during the reporting month November - 2021

a. Safety

There were no OSHA Recordable Incidents or Lost Time Accidents

b. Collections Systems and Wastewater Treatment Plant Operations and Maintenance

3. Sanitary Sewer Overflows

a. Actual SSO's in Nov = 0

5. Customer Service Calls =

6. Emergency & Miscellaneous Repairs

a. Wastewater repairs = 1

b. Manhole repairs = 0

ii. Wastewater Treatment Plant Operations

1. Permit Violations – None

a. Average daily flow = 0.674 MGD

b. Max daily flow = 1.731 MGD

c. Max permitted 2 hr. Peak daily flow = 5555 gpm

d. Actual 2 hr. Peak daily flow = 1180 gpm

e. Influent BOD/TSS mg/l = 214.56 mg/l / 234.25 mg/l

f. Effluent BOD/TSS mg/L = 5.18 mg/l / 5.20 mg/l

i. Permit Limits for Effluent BOD/TSS mg/L = 20/20

g. Effluent Coliform = (Geometric Mean) 32 MPN

i. Permit Limits for Effluent Enterococci = (Geometric Mean) 35 MPN

h. Plant Odor complaints = 0

2. Non-standard operating conditions -

a. Still waiting on the delivery of the New Bar Screen. Estimated delivery is December 2021.

b. Ordered replacement Digester Aerator motor.

3. Regulatory agency reporting – All standard monthly reports submitted in a timely manner with no exceptions reported back from the regulator

Monthly Operations Report: November -2021

iii. Collection System Pump Station and Wastewater Treatment Plant Equipment/Facility Maintenance

1. Total preventive maintenance work orders completed = 419
2. Total corrective maintenance work orders completed = 27
3. All wastewater collection system pump stations were routinely checked and maintained as scheduled
 - a. Wastewater pump stations monitored = 29
4. Maintenance projects
 - a. Central Lift Station – Vendor installed new O2 sensor and successfully started and put into service the new natural gas pump.
 - b. Installed Sewer Extension at 1624 North Ave O

III. Listing of Permit Violations

- a. None

IV. Water Distribution System Operations & Maintenance

- a. New Connects – 57
- b. Reconnects – 98
- c. Disconnects – 38
- d. Off for Nonpayment – 65
- e. Off & Lock – 7
- f. Rereads – 16
- g. Repaired water leaks on City Lines – 8
- h. Customer Leaks – 3
- i. Replaced Meters – 12
- j. Pulled Meters – 2
- k. New water taps – 1
- l. Hung Tags – 3
- m. Replaced service Lines – 0
- n. Replaced water meter valves – 0

Monthly Operations Report: November
-2021
