



**AGENDA  
REGULAR MEETING  
FREEPORT CITY COUNCIL  
MONDAY, FEBRUARY 3, 2020 at 6:00 P.M.**

**Mayor:**  
Brooks Bass

**Council Members:**  
Ken Green  
Jerry Cain  
Sandra Loeza  
Roy Yates

**City Manager:**  
Timothy Kelty

**THE CITY COUNCIL OF THE CITY OF FREEPORT, TEXAS, WILL MEET ON MONDAY, THE 3<sup>RD</sup> DAY OF FEBRUARY 2020, AT 6:00 P.M., AT THE FREEPORT POLICE DEPARTMENT, MUNICIPAL COURT ROOM, 430 NORTH BRAZOSPORT BOULEVARD, FREEPORT TEXAS 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. *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

1. Presentation of the Investment Report for the quarter ending December 31, 2019. **(Russell)**

**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 Any item requiring additional discussion may be withdrawn from the Consent Agenda by the Mayor, Councilmember or City Manager, and acted upon separately.

2. Consideration and possible action on the approval of City Council meeting minutes from January 21, 2020. **(Wells)**
3. Discuss and consider changing the date of the second meeting in February due to the Presidents Day holiday, to Tuesday, February 18, 2020. **(Kelty)**
4. Consideration to approve Resolution No. 2020-2617 to amend TexPool authorized representatives. **(Russell)**

**COUNCIL BUSINESS – REGULAR SESSION:**

5. Consideration and possible action approving Ordinance No. 2020-2596 amending Freeport Code of Ordinance regarding the boundaries and times for School Zones affecting Traffic. **(Kelty, Duncan)**
6. Consideration and possible action on Resolution No.2020-2618 amending the master fee schedule. **(Strahan)**
7. Consideration of Resolution No. 2020-2619 appointing qualified person(s) to Board of Adjustments. **(Kelty)**
8. Discussion and direction for City Hall renovations. **(Kelty)**

**WORK SESSION:**

9. **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 Green Ward A announcements and comments.
  - C. Councilman Cain Ward B announcements and comments.
  - D. Councilwoman Loeza Ward C announcements and comments.
  - E. Councilman Yates Ward D announcements and comments.
  - F. City Manager Tim Kelty announcement and comments
  - G. Updates on current infrastructure.
  - H. Update on reports / concerns from Department heads.

**CLOSED SESSION:**

10. Executive Session regarding a.) economic development (Projects 2019-2 and 2019-3) and b. Attorney Consultation (Possible Litigation) and, c. Deliberation about Real Property (Project 2020-1) in accordance with Vernon's Texas Government Code Annotated, Chapter 551, Sections 551.071, 551.072, and 551.087.

**COUNCIL BUSINESS – REGULAR SESSION:**

**ADJOURNMENT:**

11. 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).

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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.

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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 2<sup>nd</sup> Street, Freeport Texas, before 6:00 p.m. in accordance with Open Meetings Act.

  
Betty Wells, City Secretary  
City of Freeport, Texas



## City Council Agenda Item # 1

**Title:** Presentation of the Investment Report for the quarter ending December 31, 2019

**Date:** February 3, 2020

**From:** Stephanie Russell, Assistant City Manager/Finance Director

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**Staff Recommendation:**

This report is presented for informational purposes. No Council Action is required.

**Item Summary:**

This report reflects that on December 31, 2019, the City's total portfolio of \$9.4M was managed in compliance with the PFIA and the City's investment policies.

**Background Information:**

The Public Funds Investment Act (PFIA), Texas Government Code, Chapter 2256 states that no less than quarterly, the Investment Officer(s) shall prepare and submit to the governing body a written report of investment transactions for all funds covered by the Act for the preceding reporting period. Presentation of this report fulfills that requirement.

**Special Considerations:** N/A

**Financial Impact:** N/A

**Board or 3<sup>rd</sup> Party recommendation:** N/A

**Supporting Documentation:**

Quarterly Investment Report



# City of Freeport

**FY2019-2020  
Quarterly Investment Report  
Period Ending December 31, 2019**



## Management Summary

In accordance with the City's Investment Policy, the Investment Officer shall prepare an investment report at least quarterly, including a management summary that provides an analysis of the status of the current investment portfolio and transactions made over the last quarter. This management summary is prepared in a manner consistent with the requirements of Section 2256.023 of the PFIA which should allow the City to ascertain whether investment activities during the reporting period have conformed to the investment policy.

The City invests cash that is not immediately needed for operations in TexPool and Securities issued by Agencies of the Federal Government as allowed by the Public Funds Investment Act and the City's Investment Policy.

**As of December 31, 2019, the City's cash and investments were as follows:**

Investment Category	Book Value	Percentage	Weighted Average Maturity (Days)
Cash in Demand Accounts	\$ 3,080,322	32.63%	1.00
Government Pools	\$ 6,359,492	67.37%	1.00
Certificates of Deposit	\$ -	0.00%	0.00
<b>TOTAL</b>	<b>\$ 9,439,814</b>	<b>100.00%</b>	<b>1.00</b>

The portfolio is highly liquid with over \$9.4 million or 100% available immediately.

Interest rates on investments range from 1.62 % to 1.59%. According to the Federal Reserve, nominal interest rates are low in the United States and other advanced economies. Low nominal interest rates may constrain the ability of policymakers to provide accommodation through reductions in interest rates during an economic downturn.

**Compliance:** The City requires its depository banks to provide collateral for all deposits in excess of Federal Deposit Insurance. As of December 31, 2019, the market value of collateral pledged by TIB Capital Markets to the City was \$3,690,000.00, 130% of deposits.

**Market Value:** The City currently holds no investments in which the book value differs from the market value. For all holdings, the book value is equal to the market value.



**Quarterly Investment Report**  
**October 1, 2019 - December 31, 2019**

G/L Account	Description	Book Value	Current Interest Rate	Yield to Maturity	Maturity Date	Days to Maturity	Beginning Market Value for Period	Changes to Market Value	Ending Market Value for Period	Interest Paid YTD
<b>Cash in Demand Accounts</b>										
99-101-000	Operating Account	\$ 2,984,449	1.59%	1.59%	Demand	1	\$ 4,019,475	\$ (1,035,026)	\$ 2,984,449	\$ 8,731
87-101-000	Clearing Fund 87	\$ 48,104	1.59%	1.59%	Demand	1	\$ 49,901	\$ (1,797)	\$ 48,104	\$ 203
64-101-000	Capital Purchase DS	\$ 2,809	1.59%	1.59%	Demand	1	\$ 2,797	\$ 12	\$ 2,809	\$ 12
65-101-000	COO2008 \$3.3M DS	\$ 11,068	1.59%	1.59%	Demand	1	\$ 11,022	\$ 46	\$ 11,068	\$ 46
56-101-043	Water and Sewer I&S	\$ 11,319	1.59%	1.59%	Demand	1	\$ 11,203	\$ 116	\$ 11,319	\$ 47
	Historical Museum	\$ 22,573	1.59%	1.59%	Demand	1	\$ 22,648	\$ (75)	\$ 22,573	\$ -
<b>Total Cash in Demand Accounts</b>		<b>\$ 3,080,322</b>					<b>\$ 4,117,046</b>	<b>\$ (1,036,724)</b>	<b>\$ 3,080,322</b>	<b>\$ 9,038</b>
<b>Invested in Government Pools</b>										
Multiple	TexPool	\$ 6,359,492	1.62%	1.62%	Demand	1	\$ 6,331,718	\$ 27,774	\$ 6,359,492	\$ 27,775
<b>Total Invested in Pools</b>		<b>\$ 6,359,492</b>					<b>\$ 6,331,718</b>	<b>\$ 27,774</b>	<b>\$ 6,359,492</b>	<b>\$ 27,775</b>
<b>TOTAL ALL INVESTMENTS</b>		<b>\$ 9,439,814</b>					<b>\$ 10,448,764</b>	<b>\$ (1,008,950)</b>	<b>\$ 9,439,814</b>	<b>\$ 36,813</b>

Investment Category	Book Value	Percentage	Weighted Average Maturity (Days)
Cash in Demand Accounts	\$ 3,080,322	32.63%	1.00
Government Pools	\$ 6,359,492	67.37%	1.00
Certificates of Deposit	\$ -	0.00%	0.00
<b>TOTAL</b>	<b>\$ 9,439,814</b>	<b>100.00%</b>	<b>1.00</b>

Investment schedules presented per the provisions of the Texas Code Chapter 2256 (Public Funds Investment Act) and the City's Investment Policy.

The City requires its depository banks to provide collateral for all deposits in excess of Federal Deposit Insurance. As of December 31, 2019, the market value of collateral pledged by TIB Capital Markets to the City was \$3,690,000.00, 130% of deposits.

Unrealized gain/loss is the difference between the market value of the City's securities and what it paid for them. Gains and losses are realized only when a security is sold prior to maturity. Since it is the City's practice to hold all securities to maturity, it is unlikely that unrealized gains and losses will be realized. As of December 31, 2019, the City had no unrealized gains or losses.

*Stephanie Russell*

Stephanie Russell, Investment Officer

1/28/2020

Date



State of Texas

County of Brazoria

City of Freeport

BE IT REMEMBERED, that the City Council of Freeport, Texas met on Monday, January 21, 2020 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 Jerry Cain  
Councilman Ken Green  
Councilwoman Sandra Loeza  
Councilman Roy E. Yates

Staff: Tim Kelty, City Manager  
Stephanie Russell, Assistant City Manager  
Betty Wells, City Secretary  
Chris Duncan, City Attorney  
Brenda Miller-Ferguson Human Resource Director  
Courtland Holman, Economic Development Director  
David Hoelewyn, Street Department Director  
Nat Hickey, Property Manager  
Kim Townsend, Freeport Parks Department Director  
Laura Tolar, Assistant City Secretary/ Special Projects Coordinator  
Brian Dybala, Freeport Golf Course Director  
LeAnn Strahan, Freeport Destination Director  
Donna Fisher, Human Resource Specialist  
Carissa Seidler, Maintenance Supervisor

Visitors:	Bob Casale	Stella Casale
	Desiree Pearson	Melanie Oldham
	Nicole Mireles	Mark Evans Freese & Nichols
	Tommy Pearson	Kendall Ryan Freese & Nichols
	Jerry Meeks	Will McDonald Freese & Nichols
	Kenny Hayes	David Munn Freese & Nichols
	Donna Hayes	Cindy Cain
	Darlene Wier	Robert Koole

**Call to order.**

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

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



### Employee of the month.

City employee Carissa Seidler was presented with a certificate recognizing her as Employee of the Month for December 2019.

### Presentation of water system assessment by Freese and Nichols

Mr. Kendal Ryan with Freese and Nichols presented to Council the assessment on the City of Freeport Water System. He explained that the engineers with Freese and Nichols evaluated both water plants that are registered with the State of Texas. He said that these plants are not connected. The first is the Main Water System for the City of Freeport which serves most of the residents of the City of Freeport. And the second is the City of Freeport Slaughter Road system. He identified issues with the system and explained the process for prioritizing their recommendations.

### Citizen's Comments

Mr. Bob Casale spoke to council with his concerns on the sound system in council chambers. He said that he recommends that the system be tested before each meeting. He also asked if council could check into getting a copy machine for the council chambers for copies to be made during the council meeting. Mr. Casale also said that the trial for former City Manager Jeff Pynes started today on January 21, 2020. He said that he feels that it is important that council lets the public know what is going on.

### CONSENT AGENDA:

Consideration and possible action on the approval of City Council meeting minutes from January 6, and January 13, 2020.

Consideration of approving Resolution No. 2020-2616 for the Joint Election Agreement and Contract for Election Services with Brazoria County and the City of Freeport.

On a motion by Councilwoman Loeza, seconded by Councilman Cain, with all present voting "Aye", Council unanimously approved the Consent Agenda.

### REGULAR SESSION

Consideration and possible action to add additional charter amendment provisions for the Charter Election.

City Manager Tim Kelty presented to council the proposed amendment provision for the Charter Election, for voter consideration on the upcoming ballot on May 2, 2020. The current charter language is problematic regarding normal economic development negotiations.

Recommend change for

#### **Section 8.02: Development of Property:**

- **The expenditure of public funds shall be authorized for the development of privately-owned land or subdivisions for economic development, only with a legally valid 380 agreement approved by City Council and signed by the mayor, following a public hearing on the matter. Such expenditures may be for projects situated within or beyond the corporate limits of the City.**

Resident Sam Reyna asked if this 380 agreement is a 380A or 380B. Resident Sara Castillo asked how the funding for this charter would come about.

On a motion by Councilman Yates, seconded by Councilman Green, with all present voting "Aye", Council unanimously approved adding additional charter amendment provisions for the Charter Election.

Consideration and possible action to adopt Ordinance No. 2020-2593 calling the General Election for May 2, 2020 for the election of council positions for Wards A and C.

City Manager Tim Kelty presented to council the proposed Ordinance No. 2020-2593 calling the General Election for May 2, 2020. This election will be for Wards A & C.

On a motion by Councilman Yates, seconded by Councilwoman Loeza with all present and voting "Aye" council unanimously approved, Ordinance No. 2020-2593 calling the General Election for May 2, 2020 for the election of council positions for Wards A and C

Consideration and possible action approving Ordinance No. 2020-2594 calling the Charter Amendment Election.

City Manager Tim Kelty presented to council the proposed Ordinance No. 2020-2594 calling the Charter Amendment Election for May 2, 2020. This is a formal action that is necessary to legally call the election, to place the recommended changes to the charter for the voter's consideration. There are eight recommended changes.

On a motion by Councilwoman Loeza, seconded by Councilman Yates with all present and voting "Aye" council unanimously approved, Ordinance No. 2020-2594 calling the Charter Amendment Election.

Consideration and possible action regarding improvements to Antonelli's.

Parks Director Kim Townsend presented to council the recommended proposal by American Eagle Works, LLC to do the improvements to Antonelli's. This is just preserving the building, with replacing the flooring inside and out, the deck, columns, the back wall and rotten wood, and painting the building back to the natural state. The building will not be operational. The proposed quote for the work from American Eagle Works, LLC is \$17,495.00. There was a total of three bids. Lashlee's Painting and Remodel, PJ Services, and American Eagle Works, LLC. Mayor Bass asked if there was proof of the certificate of insurance and he asked if we know the limits of liability on their insurance.

On a motion by Councilman Yates, seconded by Councilman Green with all present and voting "Aye" council unanimously approved, the proposal from American Eagle Works, LLC. improvements to Antonelli's.

Consideration of approving Ordinance No.2020-2595 for proposed 2019-2020 budget amendment #2.

Assistant City Manager Stephanie Russell presented to council Ordinance No. 2020-2595 for budget amendment #2 for 2019-2020 budget. She said that this will include the repairs to outriggers for Mystery Boat \$12,500, Antonelli's restoration \$17,495, and for and for the Police Departments new purchase of the K9. The PD will use its State Narcotics forfeited proceeds to purchase the K9 and inmate wraps. Ms. Russell recommends increasing the budget in the Narcotics Fund by \$15,000.00.

On a motion by Councilman Yates, seconded by Councilman Cain with all present and voting "Aye" council unanimously approved, Ordinance No.2020-2595 for proposed 2019-2020 budget amendment #2.

Consideration and possible action to approve an evaluation of the sewer treatment plant by Freese and Nichols.

City Manager Tim Kelty recommended to council the approval of task # 8 with Freese and Nichols to proceed with the assessment report for the city's main Wastewater Treatment Plant. The cost for this is \$60,800. Jerry Meeks explained the trickle system is the original treatment system of the City. He said that the primary clarifier needs to be redone, it is down, and the trickling filter arms are bad these need to be replaced.

On a motion by Councilman Cain, seconded by Councilwoman Loeza with all present and voting "Aye" council unanimously approved the evaluation of the sewer treatment plant by Freese and Nichols.

**WORK SESSION:**

Mayor Bass spoke of the MLK, Jr. Day Parade. He said that it was fantastic, and props to the City of Freeport for taking first place. He said that it was well attended, he thanked the Police Department for making everyone feel safe. Mayor Bass spoke on Jeff Pynes trial, he said that it did start today.

Councilman Green said that it is easy to look around the city and see that there has been some major work done, but Ward A needs some help, and he wants to reassure the residents that things are going to improve, he said that good things are coming.

Councilman Cain said that he feels for the family that lost their home to fire on the corner of 10<sup>th</sup> Street and Velasco, he said that the home is vacant, and half burned down, it can bring curious seekers and can be a potential hazard. He asked what the requirement is to get this taken care of. He also addressed the safety of the boat ramp on 2<sup>nd</sup> Street. His concern is not being able to see coming up over this hill, and the safety of the children playing at the splash park. He wants to see something done here to protect the children, rather it be one-way sign posted, speed limit sign, or children at play. But something surely needs to be done for safety.

Councilwoman Loeza asked if the AC is installed at Riverplace. She also said that she sees that the repair on 288 at the Freeport entrance has been started back up, she did get a contact number for the contractors and she is going to find out what is going on. She said that this is very dangerous. She asked about containers that are being stored at the gas station going out of Freeport, she asked if the containers are empty.

Councilman Yates asked about the elevator at City Hall, Mr. Kelty explained that the elevator is fixed we are getting it inspected on Thursday. Mr. Yates asked if council was having executive session tonight and if council can go into executive session if it is not on the agenda.

City Manager Tim Kelty said that he and the Mayor met last week with animal control with Lake Jackson and Clute, he said that this will be an issue that will be on going. Mr. Kelty said that he met with staff last week on the evaluation forms that were developed with help of Assistant City Manager Stephanie Russell and Human Resource Director Brenda Ferguson, he said that all city staff will be evaluated in the month of March. Mr. Kelty said that on Monday he had interviews for the Public Works Director and there was still one more to interview. He said that hopefully this person they choose will start by the

beginning of March. Mr. Kelty also said that he and Councilman Ken Green attended the ICSC with EDC board members in Fort Worth.

Update on reports / concerns from Department heads

Street Department Director David Hoelewyn said that the County should be in on Monday to put the oil in on the streets, if the weather permits. He said that the concrete contractor Sorrell has completed all the streets. David Hoelewyn said that he will be getting in contact with Sorrell to do a walk through to make sure all is good on all the streets. He said that Holly is completed. He also said that he has a meeting with Freese and Nichols on Friday for the pump station to assess the electrical problem on the pumps.

Parks Department Director Kim Townsend said that she wants to recognize her staff and the hard work that they have been doing. She said the floats for the MLK Parade, the rocks that were placed in the flower beds on the 288 corridor she said that the staff did this and saved the taxpayers thousands of dollars. She said that her staff did an excellent job on getting the new Freeport banners hung that are down 2<sup>nd</sup> street and the 288 corridors.

EDC Director Courtland Holman said following up on the ICSC conference he met with Maxx Alley a builder developer. He also said that he will be meeting with CBRE which is a retail brokerage firm next week.

Adjourn

On a motion by Councilwoman Loeza, seconded by Councilman Cain, with all present voting "Aye", Mayor Brooks Bass adjourned the meeting at 7:24 PM.

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Mayor, Brooks Bass  
City of Freeport, Texas

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City Secretary, Betty Wells  
City of Freeport, Texas



## City Council Agenda Item # 3

**Title:** Discuss and consider changing the date of the second meeting in February due to the Presidents Day holiday.

**Date:** February 3, 2020

**From:** Tim Kelty, City Manager

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**Staff Recommendation:** Staff recommends rescheduling the second regular City Council meeting in February to Tuesday February 18, 2020.

**Item Summary:**

The second regular City Council meeting in February falls on February 17, 2020 which is Presidents Day holiday. The city offices are closed and regular meetings are suspended.

It is recommended that the meeting be rescheduled for the following day, Tuesday February 18, 2020 at 6 p.m.

**Background Information:** None

**Special Considerations** None

**Financial Impact:** None

**Board or 3<sup>rd</sup> Party recommendation:** None

**Supporting Documentation:** None



## City Council Agenda Item # 4

**Title:** Consideration of approving Resolution to amend TexPool authorized representatives

**Date:** February 3, 2020

**From:** Stephanie Russell, Assistant City Manager/Finance Director

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**Staff Recommendation:**

Staff recommends approval of the Resolution.

**Item Summary:**

The list of authorized persons for the City's TexPool account requires updating to reflect the new Mayor, Brooks Bass.

**Background Information:**

TexPool requires a resolution designating which City officials are authorized to open accounts, execute wires and other transactions for City funds. The Mayor is currently listed as a Representative with inquiry access to the account. Additionally, the City Manager and Assistant City Manager/Finance Director are listed as Representatives with full access.

**Special Considerations:** N/A

**Financial Impact:** N/A

**Board or 3<sup>rd</sup> Party recommendation:** N/A

**Supporting Documentation:**

Resolution

**RESOLUTION NO. 2020-2617**

**A RESOLUTION OF THE CITY COUNCIL OF FREEPORT, TEXAS, DESIGNATING SIGNATORIES OF CITY TEXPOOL ACCOUNT.**

WHEREAS, the City of Freeport, has funds held by Texas Local Government Investment Pool (“TexPool”), a public funds investment pool, were created on behalf of entities whose investment objective in order of priority are preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act.; and

WHEREAS, the authorized persons listed for the City of Freeport accounts require updating based on the appointment of the new Mayor, Brooks Bass, during the November 26, 2019 special meeting; and

WHEREAS, TexPool requires a City resolution designating which City officials are authorized to open accounts and to execute wires and other transactions of City funds; and

NOW THEREFORE, IT IS HEREBY RESOLVED:

1. The City of Freeport approves the actions needed to update the authorized persons listed for all City of Freeport TexPool accounts.
2. The following persons namely be and are hereby authorized to sign/execute and submit all the necessary papers, letters, agreements, documents, writings, submissions etc. to the financial institutions listed above as may be required for day-to-day transaction, operation and correspondence:

Timothy Kelty, City Manager  
Stephanie Russell, Assistant City Manager/Finance Director

3. The following persons namely be and are hereby authorized to perform only inquiries regarding the City Accounts:

Brooks Bass, Mayor

4. The Mayor is hereby authorized to execute a TexPool Resolution Amending Authorized Representatives, in the form attached hereto as Exhibit A.
5. That this Resolution shall continue in force until express written notice of its rescission or modification.

PASSED AND APPROVED this 3rd day of February 2020

**ATTEST:**

**APPROVED:**

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Betty Wells, City Secretary

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Brooks Bass, Mayor





# Resolution Amending Authorized Representatives

Please use this form to amend or designate Authorized Representatives.

This document supersedes all prior Authorized Representative forms.

\* Required Fields

## 1. Resolution

WHEREAS,

City of Freeport

Participant Name\*

77150

Location Number\*

("Participant") is a local government of the State of Texas and is empowered to delegate to a public funds investment pool the authority to invest funds and to act as custodian of investments purchased with local investment funds; and

WHEREAS, it is in the best interest of the Participant to invest local funds in investments that provide for the preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act; and

WHEREAS, the Texas Local Government Investment Pool ("TexPool/ Texpool Prime"), a public funds investment pool, were created on behalf of entities whose investment objective in order of priority are preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act.

NOW THEREFORE, be it resolved as follows:

- A. That the individuals, whose signatures appear in this Resolution, are Authorized Representatives of the Participant and are each hereby authorized to transmit funds for investment in TexPool / TexPool Prime and are each further authorized to withdraw funds from time to time, to issue letters of instruction, and to take all other actions deemed necessary or appropriate for the investment of local funds.
- B. That an Authorized Representative of the Participant may be deleted by a written instrument signed by two remaining Authorized Representatives provided that the deleted Authorized Representative (1) is assigned job duties that no longer require access to the Participant's TexPool / TexPool Prime account or (2) is no longer employed by the Participant; and
- C. That the Participant may by Amending Resolution signed by the Participant add an Authorized Representative provided the additional Authorized Representative is an officer, employee, or agent of the Participant;

List the Authorized Representative(s) of the Participant. Any new individuals will be issued personal identification numbers to transact business with TexPool Participant Services.

1. Timothy Kelty City Manager  
Name Title  
9792333526 9792338867 tkelty@freeport.tx.us  
Phone Fax Email  
Signature

2. Stephanie Russell Assistant City Manager/Finance Director  
Name Title  
9798711107 9792338867 srussell@freeport.tx.us  
Phone Fax Email  
Signature

3. \_\_\_\_\_  
Name Title  
\_\_\_\_\_  
Phone Fax Email  
Signature

1. Resolution (continued)

4.

Name										Title																			
Phone										Fax										Email									
Signature																													

List the name of the Authorized Representative listed above that will have primary responsibility for performing transactions and receiving confirmations and monthly statements under the Participation Agreement.

Stephanie Russell  
Name

In addition and at the option of the Participant, one additional Authorized Representative can be designated to perform only inquiry of selected information. This limited representative cannot perform transactions. If the Participant desires to designate a representative with inquiry rights only, complete the following information.

Brooks Bass										Mayor																			
Name										Title																			
9 7 9 2 3 3 3 5 2 6										9 7 9 2 3 3 8 8 6 7										bbass@freeport.tx.us									
Phone										Fax										Email									

D. That this Resolution and its authorization shall continue in full force and effect until amended or revoked by the Participant, and until TexPool Participant Services receives a copy of any such amendment or revocation. This Resolution is hereby introduced and adopted by the Participant at its regular/special meeting held on the 03 day of February, 2020.

Note: Document is to be signed by your Board President, Mayor or County Judge and attested by your Board Secretary, City Secretary or County Clerk.

City of Freeport  
Name of Participant\*

SIGNED

Signature*									
Brooks Bass									
Printed Name*									
Mayor									
Title*									

ATTEST

Signature*									
Betty Wells									
Printed Name*									
City Secretary									
Title*									

2. Mailing Instructions

The completed Resolution Amending Authorized Representatives can be faxed to TexPool Participant Services at 1-866-839-3291, and mailed to:  
TexPool Participant Services  
1001 Texas Avenue, Suite 1150  
Houston, TX 77002



## City Council Agenda Item # 5

**Title: Ordinance amending Freeport Code of Ordinance regarding the boundaries and times for School Zones affecting Traffic**

**Date: 2/3/2020**

**From: Tim Kelty, City Manager, Chris Duncan, City Attorney**

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**Staff Recommendation:**

Staff recommends approval of the Ordinance amending the City Code regarding School zones.

**Item Summary:**

The Proposed ordinance establishes a uniform Speed limit of 20MPH during specific hours for each of the schools including Brazosport High School, Freeport Elementary, Velasco Elementary and Freeport Intermediate schools. It also identifies the specific areas and times near each of those schools that the zone is effective.

**Background Information:**

When the City adopted change to the school zones following the closing of OA Fleming, it amended the code in a way that left inconsistency in the regulations which is problematic for enforcement.

The current proposal fixes those inconsistency in addition. These proposed times and locations have been reviewed by both the Police Department and with the ISD and both support the proposed ordinance.

**Special Considerations**

None

**Financial Impact:**

None

**Board or 3<sup>rd</sup> Party recommendation:**

Both the Police Department and ISD endorse this guidelines set out in this ordinance.

**Supporting Documentation:**

Ordinance

**ORDINANCE NO. 2020-2596**

**AN ORDINANCE OF THE CITY OF FREEPORT, TEXAS, CONTAINING A PREAMBLE; AMENDING SECTION 71.21(B) OF THE CITY OF FREEPORT CODE OF ORDINANCES; AMENDING THE BOUNDARIES OF SCHOOL ZONES AND TIMES THAT SUCH SCHOOL ZONES ARE IN EFFECT; PROVIDING FOR THE POSTING OF SIGNS; REPEALING SECTIONS 71.40 THROUGH 71.44 OF THE CITY OF FREEPORT CODE OF ORDINANCES; CONTAINING A SAVINGS CLAUSE; CONTAINING A SEVERANCE CLAUSE; AND PROVIDING THAT THIS ORDINANCE SHALL TAKE EFFECT AND BE IN FORCE AFTER ITS DESCRIPTIVE CAPTION HAS BEEN PUBLISHED TWICE IN THE BRAZOSPORT FACTS.**

WHEREAS, Section 542.202 of the Texas Transportation Code authorizes a municipality by ordinance, as a local authority, to alter the speed limit on public streets and highways within its jurisdiction as authorized by said Code; and,

WHEREAS, 542.203 of said Code provides that no such ordinance shall be effective until signs giving notice thereof are posted on or at the entrance to the affected street or highway as may be most appropriate; 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 health, safety, and general welfare of the inhabitants of the City and the motoring public.

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

FIRST, Sections 71.40, 71.41, 71.42, 71.43, and 71.44 are repealed and Section 71.21(B) is amended replacing existing language regarding School Crossing Zones and replacing it with the following:

## **§ 71.21 ALTERATION OF PRIMA FACIE SPEED LIMITS**

### **71.21(B)**

#### **SCHOOL CROSSING ZONE**

For the following school crossing zones designated in this chapter, the prima facie speed limit shall be 20 miles per hour during the times designated below:

#### **FREEPORT INTERMEDIATE SCHOOL**

(1) Fourth Street, between its intersection with Arbutus and its intersection with Brazosport Boulevard (SH 288), and Dixie Drive, between its intersection with Fourth Street and its intersection with Eighth Street, from 6:45 a.m. to 8:00 a.m. and from 2:45 p.m. to 3:30 p.m.

(2) Brazosport Boulevard (SH 288), from 1,637 feet south of Fourth Street to the centerline of Second Street, a distance of approximately 0.4633 miles, from 6:45 a.m. to 8:00 a.m. and from 2:45 p.m. to 3:30 p.m.

#### **BRAZOSPORT HIGH SCHOOL**

(3) Second Street, between its intersection with Yaupon Street and its intersection with Brazosport Boulevard (SH 288), from 6:45 a.m. to 8:00 a.m. and from 2:45 p.m. to 3:30 p.m.

(4) Brazosport Boulevard (SH 288), from a point 1,637 feet south of Avenue A to the centerline of Second Street, a distance of approximately 0.2367 miles, from 6:45 a.m. to 8:00 a.m. and from 2:45 p.m. to 3:30 p.m.

#### **FREEPORT ELEMENTARY**

(5) Eleventh Street, between its intersection with Pecan Street and its intersection with Velasco Boulevard, from 7:15 a.m. to 8:10 a.m. and from 3:15 p.m. to 4:00 p.m..

(6) Velasco Boulevard, between its intersection with Eleventh Street and its intersection with Twelfth Street, from 7:15 a.m. to 8:10 a.m. and from 3:15 p.m. to 4:00 p.m..

(7) Pecan Street, between its intersection with Tenth Street and its intersection with Twelfth Street, from 7:15 a.m. to 8:10 a.m. and from 3:15 p.m. to 4:00 p.m..

#### **VELASCO ELEMENTARY**

(8) Avenue B, between its intersection with McNeil Street and its intersection with Karankawa Street and from 7:15 a.m. to 8:10 a.m. and from 3:15 p.m. to 4:00 p.m..

(09) Karankawa Street, between Avenue B and Gulf Boulevard, from 7:15 a.m. to 8:10 a.m. and from 3:15 p.m. to 4:00 p.m.

(10) McNeil Street, between Avenue B and Gulf Boulevard, from 7:15 a.m. to 8:10 a.m. and from 3:15 p.m. to 4:00 p.m.

(11) Gulf Boulevard, between Old River Street and Karankawa Street, from 7:15 a.m. to 8:10 a.m. and from 3:15 p.m. to 4:00 p.m.

SECOND, the City Manager of the City of Freeport, Texas, is hereby authorized and directed to cause appropriate signs conforming to the requirements of said Act giving notice of the

foregoing speed limit to be posted at appropriate locations upon these portions of the public streets and highways to which such limits apply.

THIRD, no offense committed and no fine, forfeiture or penalty incurred prior to the effective date of this ordinance shall be affected by the adoption of this ordinance but the punishment for any offense committed and recovery of any fines or forfeitures incurred prior to such date shall take place as if this ordinance had not been adopted.

FOURTH, in the event any section or provision hereof 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 hereof and such remaining sections and provisions shall remain in full force and effect.

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

READ, PASSED AND ADOPTED this \_\_\_\_\_ day of February, 2020

\_\_\_\_\_  
Brooks Bass, Mayor,  
City of Freeport, Texas

ATTEST:

APPROVED AS TO FORM ONLY:

\_\_\_\_\_  
Betty Wells, City Clerk,  
City of Freeport, Texas

\_\_\_\_\_  
Christopher Duncan, City Attorney,  
City of Freeport, Texas



## City Council Agenda Item # 6

**Title: Resolution Amending Master Fee Schedule to add Recreation Center Fees**

**Date: 2/3/2020**

**From: LeAnn Strahan**

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**Staff Recommendation:**

Staff recommends approval of the Resolution amending the Master Fee Schedule to add applicable fees for Recreation Center membership and daily entry fees.

**Item Summary:**

The Recreation Center fees were not included in the current Master Fee Schedule. This amendment includes a summary of admission fees, residential/non-residential memberships pool party rentals and basketball registration.

**Background Information:**

Generally, these fees have been charged at the Recreation Center without council approval. Modifications include clarification of ages, military discounts and non-resident surcharges.

**Special Considerations**

N/A

**Financial Impact:**

N/A

**Board or 3<sup>rd</sup> Party recommendation:**

N/A

**Supporting Documentation:**

Resolution  
Proposed Recreation Center Fee Schedule



**RESOLUTION NO. 2020-2618**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FREEPORT, TEXAS AMENDING THE MASTER FEE SCHEDULE FOR ASSESSING RATES AND FEES AND CHARGES FOR SERVICES PROVIDED BY CITY DEPARTMENTS, USE OF CITY PROPERTY, AND PURCHASE OF CERTAIN GOODS PROVIDED BY THE CITY; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE; AND PROVIDING FOR A FINDING OF PROPER MEETING AND NOTICE.**

**WHEREAS**, the City Council of the City of Freeport, Texas ("City") seeks to provide for reasonable fees and charges for services provided by City departments, use of City property, and purchase of certain goods provided by the City in order to recoup the cost of conducting municipal business on the public's behalf without unduly relying on taxes; and

**WHEREAS**, on October 21, 2019, the Freeport City Council authorized by ordinance 2019-2587 the adoption of a Master fee schedule, and at the same meeting, by resolution 2019-26-11, established the city of Freeport Master Fee Schedule, identifying all fees and charges levied by the City for services, use of city property, and purchase of certain goods provided by the city.

**WHEREAS**, from time to time the Master Fee Schedule shall be amended as deemed necessary by the city council by resolution.

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

**SECTION 1. FEES.** Pursuant to the provisions of its Code of Ordinances, as amended by Ordinance No. 2019-2587, the City Council of the City hereby amends the Master Fee Schedule with the rates and fees attached hereto as Exhibit "A".

**SECTION 2. EFFECTIVE DATE.** This resolution and the rules, regulations, provisions, requirements, orders, and matters established and adopted hereby shall take effect and be in full force and effect on the date of passage and upon execution by the mayor and city secretary as set forth below.

**SECTION 3. PROPER NOTICE AND MEETING.** It is hereby found and determined that the meeting at which this resolution was passed was attended by a quorum of the City Council, 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 the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

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Brooks Bass, Mayor  
City of Freeport, Texas

ATTEST:

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Betty Wells, City Secretary  
City of Freeport, Texas

APPROVED AS TO FORM ONLY:

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Christopher Duncan, City Attorney  
City of Freeport, Texas

**EXHIBIT A**

## Freeport Recreation Center Fee Schedule

DESCRIPTION	FEE
<b>Recreation Center Daily Admission</b>	
Children (2-12 yrs)	\$ 1.00
Student (with ID)	\$ 3.00
Adult	\$ 5.00
Senior/Active Military	\$ 3.00
<b>Weight Room</b>	
Student	\$ 3.00
Adult	\$ 5.00
Senior/Active Military	\$ 3.00
<b>Public Lavatory</b>	
	\$ 1.00
<b>Pool Admission</b>	
Children (3-17 yrs)	\$ 2.00
Adults 18 and up	\$ 4.00
<b>Pool Parties</b>	
2 hour rental	\$ 75.00
3 hour rental	\$ 100.00
4 hour rental	\$ 125.00
<b>Freeport Youth Basketball League Registration</b>	
Early Registration Fee	\$ 45.00
Late Registration Fee	\$ 50.00
<b>Special Events - Vendor Sites</b>	
10' x 10' space	Up to \$100.00
10' x 20' space	\$ 150.00
over 10' x 20' space	\$ 200.00

MEMBERSHIP FEES	RESIDENT	NON-RESIDENT
<b>Monthly Membership</b>		
Family (same household, children 18 & under)	\$ 40.00	\$ 50.00
Individual	\$ 25.00	\$ 35.00
Senior 55+ / Active Military	\$ 15.00	\$ 25.00
<b>Annual Membership</b>		
Family (same household, children 18 & under)	\$ 440.00	\$ 540.00
Individual	\$ 275.00	\$ 375.00
Senior 55+ / Active Military	\$ 115.00	\$ 215.00

\* Non-resident surcharge of \$10/month, \$100/year

\*\*Contract required for annual memberships

\*\*\*Annual membership paid in full or monthly auto withdrawal

\*\*\*\*Vendor site fees exclude tent, electricity



## City Council Agenda Item # 7

**Title:** Consideration of a Resolution appointing member(s) to the Board of Adjustments to fill out remaining term of vacant positions on that Board.

**Date:** 2/3/2020

**From:** Tim Kelty, City Manager,

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**Staff Recommendation:**

Staff requests that Council consider the applications and appoint by resolution individuals to serve on the Board of Adjustments.

**Item Summary:**

The Board of Adjustment consists of 5 members and two alternates to be appointed by City Council, each for a two-year term. Currently that board has 3 vacancies - 1 regular member and 2 alternates.

The City has received several applications from individuals interesting in serving.

**Background Information:**

The Board of Adjustment has the authority to hear and rule exclusively on the granting of a variance to the development standards of the Zoning ordinance, to hear and rule on applications for special exceptions that may be outlined in the zoning ordinance, and thirdly to hear appeals regarding decisions made by the building official if they feel they have been aggrieved.

Decisions by the Board of Adjustments may be appealed to a court of record. A board member may only be removed during his or her term "for cause"

**Special Considerations**

Historically in the last few years this board has met very infrequently and other than for organizational or rules purposes will only meet with an application has been made for its consideration by a property owner within the city. It is expected that as development begins to accelerate in the city that the board will become more active.

**Financial Impact:**

None

**Board or 3<sup>rd</sup> Party recommendation:**

None

**Supporting Documentation:** Resolution applicants from potential candidates. Ordinance



## City Council Agenda Item # 8

**Title:** Discussion and Direction for City Hall renovations.

**Date:** 2/3/2020

**From:** Tim Kelty, City Manager,

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**Staff Recommendation:**

Staff requests that Council discuss and consider allowing staff to move forward with developing plans for certain renovations at City Hall.

**Item Summary:**

There has been discussion in the past about relocating Court and City Council chambers to City Hall. Additional renovations are needed to provide for more controlled public access to city offices and more room for Human resources and the Assistant City Manager, as well as the development of Public restrooms on the first floor.

**Background Information:**

Last year there was discussion and consideration of relocating City Hall to the OA Flemming property. \$66,000 was included in this year's budget for preliminary engineering and architectural services to determine the feasibility of such a move. Since the decision was made NOT to relocate city hall to that property that funding is available to begin considering changes to the current building

**Special Considerations**

None

**Financial Impact:**

None

**Board or 3<sup>rd</sup> Party recommendation:**

None

**Supporting Documentation:**