



**AGENDA
REGULAR MEETING
FREEPORT CITY COUNCIL
MONDAY, DECEMBER 21, 2020 at 6:00 P.M.**

Mayor:
Brooks Bass

Council Members:
Ken Green
Jerry Cain
Mario Muraira
Roy Yates

City Manager:
Timothy Kelty

THE CITY COUNCIL OF THE CITY OF FREEPORT, TEXAS, WILL MEET ON MONDAY, THE 21ST DAY OF DECEMBER 2020, AT 6:00 P.M., AT THE FREEPORT, POLICE DEPARTMENT, MUNICIPAL COURT ROOM, 430 NORTH BRAZOSPORT BOULEVARD FREEPORT TEXAS

BECAUSE OF THE PUBLIC HEALTH THREAT, SEATING WILL BE POSITIONED TO MEET THE REQUIREMENTS OF THE CDC, AND ATTENDEES WILL BE REQUIRED TO WEAR A FACE MASK.

OR 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_122120

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

https://join.freeconferencecall.com/council_mtg_122120

enter access code 5678901# and the online meeting code is: council_mtg_122120.

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)

COUNCIL BUSINESS:

1. Consideration and possible action approving Ordinance 2020-2622 Canvassing the returns and declaring the results of the December 15, 2020 run-off Election for City Council Ward A, signing the required affidavit, and administering the oath for the successful candidate. **(Kelty)**
2. Administer oath of office to newly elected council member Ward A **(Wells)**

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.

3. Presentation recognizing outgoing Council Members Sandra Loeza, and Captain Ken Green.
4. Presentation of Employee of the Month for the month of November 2020.
5. Employee service awards.

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

6. Consideration and possible action on the approval of City Council meeting minutes from December 7, 2020. **(Wells)**
7. Consideration and possible action on changing the date of the first and second meeting in January 2021. Due to the New Year Holiday, and Martin Luther King Jr., holiday, to Monday January 11, and Tuesday January 19, 2021. **(Wells)**
8. Consideration of approving various items and equipment for surplus and approving the disposition of such items, by auction or otherwise. **(Tolar)**

COUNCIL BUSINESS – REGULAR SESSION:

9. Consideration and possible action of awarding Competitive Sealed Bid (CSB) #2008 Stormwater Pump Station Electrical Overhaul, to Infrastructure Engineering & Construction, LLC. **(Russell)**
10. Consideration of requesting revisions to the County Interlocal street plan. **(Petty)**
11. Consideration and possible action on approving designation of streets for 2021 concrete work Authorization for Freese and Nichols for engineering and bidding of those concrete streets. **(Kelty)**
12. Consideration and possible action of approving a one-time hazard pay to City Employees. **(Kelty)**
13. Consideration and possible approval of Resolution No. 2020-2667 for the Legislative Agenda. **(Russell)**

WORK SESSION:

14. **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 Ward A announcements and comments.
 - C. Councilman Cain Ward B announcements and comments.
 - D. Councilman Muraira Ward C announcements and comments.
 - E. Councilman Yates 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:

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

COUNCIL BUSINESS – REGULAR SESSION:

ADJOURNMENT:


16. 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



City Council Agenda Item # 1

Title: Consideration of approving Ordinance No. 2020-2622 canvassing the returns and declaring the results of the December 15, 2020 run-off election for Ward A, signing the required affidavit and authorizing the administration of the Oath of Office by the successful candidate.

Date: December 21, 2020

From: Betty Wells, City Secretary

Staff Recommendation: Staff recommends the approval of Ordinance No. 2020-2622 canvassing the returns and declaring the results of the December 15, 2020 run-off election.

Item Summary: This ordinance declares that the election was legally conducted and certifies the results. In Ward A it declares that Jeff Pena received a majority of votes and will take the Oath of Office to become the elected Councilman for Ward A.

Background Information: Annually the votes are canvassed from the Municipal Election by the City Council prior to being declared final.

Special Considerations: Because the Charter amendment passed that established Council terms to be changed to 3-years, Councilman Jeff Pena of this run-off election shall serve for terms extending through the city council election to be held in May of 2023.

Financial Impact: We have currently paid a deposit with Brazoria County as part of our interlocal agreement for the election.

Board or 3rd Party recommendation: NA

Supporting Documentation:

Ordinance

Brazoria County Elections Department Unofficial Results.

ORDINANCE NO. 2020-2622

AN ORDINANCE OF THE CITY OF FREEPORT, BRAZORIA COUNTY, TEXAS, MAKING CERTAIN FINDINGS OF FACT REGARDING, CANVASSING THE RETURNS AND DECLARING THE RESULT OF THE RUNOFF ELECTION HELD ON THE THIRD TUESDAY IN DECEMBER, 2020, BEING DECEMBER 15, 2020, IN WARD A OF SAID CITY, FOR THE PURPOSE OF ELECTING, FOR A TERM OF THREE (3) YEARS EACH, PURSUANT TO PASSAGE OF CHARTER AMENDMENT A, A PERSON TO FILL COUNCIL POSITION A ON THE CITY COUNCIL OF SAID CITY; PROVIDING FOR RATIFICATION AND CONFIRMATION OF THE ACTION TAKEN BY THIS ORDINANCE BY THE MAYOR OF SAID CITY; AND PROVIDING AN EFFECTIVE DATE FOR THIS ORDINANCE.

BE IT ORDAINED AND ORDERED, RESPECTIVELY, BY THE CITY COUNCIL AND MAYOR OF THE CITY OF FREEPORT, BRAZORIA COUNTY, TEXAS:

SECTION ONE--Scope of Ordinance

This ordinance relates to the annual election called by Ordinance No. 2020-2593 of the City of Freeport, Brazoria County, Texas, heretofore read, passed, adopted and ratified on January 21, 2020 and Ordinance No. 2020-2597 read, passed, adopted and ratified on March 20, 2020, by the City Council and Mayor of said City, ordaining and ordering, respectively, that an election be held in and throughout said city on the first Tuesday in November, 2020, being November 3, 2020, for the purpose of electing to office, for a term of two (2) years each, or pursuant to passage of Charter Amendment A, a term of three (3) years each, persons to fill the offices of Council Position A on the City Council of said City.

SECTION TWO--Findings of Fact Regarding Election

The Mayor and City Council of the City of Freeport, Texas, make the following findings of fact with respect to said runoff election, to-wit:

First, that notice of said runoff election was given in the manner and at the time required by law.

Second, that said runoff election was duly called and held in the manner and at the time required by law, and said Ordinances set forth above, and that at said runoff election only qualified voters were permitted to vote.

Third, that based on the returns of said runoff election, which are now before the Mayor and City Council and which are found to be in due form and order and to have been regularly made as required by law, a total of 119 votes were cast in the runoff election for Council Position A.

Fourth, that the following named candidates received the number of votes set opposite their names, to-wit:

<u>NAME</u>	<u>POSITION</u>	<u>TOTAL VOTES</u>
JEFF PENA	COUNCIL POSITION A	81
LARRY MCDONALD	COUNCIL POSITION A	38

Fifth, that the following named persons received the number of write-in votes for the position set opposite their names, to-wit: NONE.

SECTION THREE--Declaring the Results of Election for Council Position A

The Mayor and City Council of the City of Freeport, Texas, hereby declare and ordain, respectively, that, in the runoff election for Council Position A, JEFF PENA received a majority of the votes cast and has been elected to Council Position A for a term of three (3) years or until his/her successor shall have been duly elected and qualified according to law

SECTION FOUR--Qualification

Upon filing the signed statement and taking the Constitutional Oath of Office as required by Article 16, Section 1 of the Texas Constitution JEFF PENA has been elected for a term of three (3) years and until his successor shall be duly elected and qualified according to law.

SECTION FIVE--Ratification and Confirmation by Mayor

By signing this ordinance, the undersigned Mayor of the City of Freeport, Texas, hereby ratifies and confirms as his action all matters herein above recited which by law come within his jurisdiction.

SECTION SIX--Effective Date

This ordinance shall be effective immediately upon its passage and adoption.

READ, PASSED AND ADOPTED this _____ day of December, 2020.

Brooks Bass, Mayor,
City of Freeport, Texas

ATTEST:

Betty Wells, City Secretary,
City of Freeport, Texas

APPROVED AS TO FORM ONLY:

Christopher Duncan, City Attorney,
City of Freeport, Texas

City of Freeport Cumulative Report

City of Freeport General Runoff Election

Run Time 8:27 PM
Run Date 12/15/2020

Brazoria County

City of Freeport General Runoff Election

12/15/2020

Page 1

Unofficial Results

Registered Voters
119 of 1290 = 9.22%

Precincts Reporting
1 of 1 = 100.00%

City Council Position A

Choice	Party	Absentee Voting		Early Voting		Election Day Voting		Total	
Jeff Pena		17	60.71%	53	67.95%	11	84.62%	81	68.07%
Larry McDonald		11	39.29%	25	32.05%	2	15.38%	38	31.93%
Cast Votes:		28	100.00%	78	100.00%	13	100.00%	119	100.00%
Undervotes:		0		0		0		0	
Overvotes:		0		0		0		0	

*** End of report ***



City Council Agenda Item # 2

Title: Administer Oath of Office to newly elected Council Member to Ward A.

Date: December 21, 2020

From: Betty Wells, City Secretary

Staff Recommendation:

Staff recommends that the City Secretary administer the Oath of Office to Jeff Pena the newly elected Councilman for Ward A.

Item Summary:

The Freeport Charter states “The Mayor and other members of the city council and all appointed officers of the city, before they enter upon the duties of their offices, shall take and subscribe the oath or affirmation. This is to be filed and kept in the office of the City Secretary.

Background Information:

None

Special Considerations

None

Financial Impact:

None

Board or 3rd Party recommendation:

None

Supporting Documentation:

None

State of Texas

County of Brazoria

City of Freeport

BE IT REMEMBERED, that the City Council of Freeport, Texas met on Tuesday, December 7, 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
Councilman Mario Muraira
Councilman Roy E. Yates Absent

Staff: Tim Kelty, City Manager Via Teleconference
Stephanie Russell, Assistant City Manager
Betty Wells, City Secretary
Laura Tolar, Assistant City Secretary/ Special Projects Coordinator
Chris Duncan, City Attorney
Brian Dybala, Freeport Golf Course Director
Billy Shoemaker, Freeport Building and Code Director
Ray Garivey, Freeport Police Chief
Lance Petty, Public Works Director
Chris Motley, Freeport Fire Chief
Courtland Holman, Freeport EDC Director
Clarissa Molina, Administrative Assistant Via Teleconference

Visitors:

Edmery Williams	James Schaefer
Luis Schaefer	Manning Rollerson
Sam Reyna	Nicole Mireles
Jerry Meeks (Veolia)	Kenny Hayes
Tommy Pearson	Elliot Cundieff
Casey Cundieff	

Visitors, Via Teleconference:
Amanda

Call to order.

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

INVOCATION AND PLEDGE OF ALLEGIANCE:

Invocation and Pledge was led by Mayor Brooks Bass.

Citizen's Comments

Manning Rollerson spoke to council about his concerns of the homeless people in the City of Freeport.

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

Emergency management briefing COVID-19.

Freeport Fire Chief, Chris Motley spoke to council about the number of COVID-19 cases in the City of Freeport he said that Freeport is doing good compared to other City's in the County. Mayor Bass asked how the City is doing on PPE, Chief Motley said that we are very stocked and still picking up when it is available. He said for everyone to keep practicing social distancing, wearing mask, washing and sanitizing our hands.

Freeport Police Chief, Raymond Garivey said that he is proud of the public wearing mask and doing what needs to be done. He said that he appreciates the ladies that come in to clean and sanitize the PD daily, they do a great job. Mayor Bass asked if the Patrol Units are being sanitized? Chief Garivey said yes. Chief Garivey also announced that Friday and Saturday night the PD and the Fire Department will be driving Santa around town for the kids of Freeport.

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.

Consideration and possible action on the approval of City Council meeting minutes from November 17, 2020.

Consideration and possible action on the approval of road closures for Triathlon.

Mayor Bass asked LeAnn Strahan about the possibility of having to cancel the Triathlon due to COVID-19. He asked if there will be a problem with this, he also asked Ms. Strahan to find out if the road closure was just a portion of the street and not the whole street.

On a motion by Councilman Muraira, seconded by Councilman Green, with all present voting "Aye" 4-0 Council unanimously approved the Consent Agenda.

COUNCIL BUSINESS – REGULAR SESSION:

Public Hearing: Public Hearing and possible action on plat of Survey being a 3.577 acre tract Lots 445, 446 and 447, Block 3 of Bar X Ranch, section two vol. 16, pg. 119 B.C.P.R. in Samuel Carter survey, Abstract No 53 in Brazoria County, Texas.

Mayor Bass opened the Public Hearing at 6:13 PM.

Building/Code Director Billy Shoemaker presented to council a plat of Survey being a 3.577 acre tract Lots 445, 446 and 447, Block 3 of Bar X Ranch, section two vol. 16, pg. 119 B.C.P.R. in Samuel Carter survey, Abstract No 53 in Brazoria County, Texas. Mr. Shoemaker said that this was approved and signed by Planning and Zoning Commission.

Mayor Bass closed the Public Hearing at 6:14 PM.

On a motion by Councilman Green, seconded by Councilman Cain, with all present voting "Aye" 4-0 Council unanimously approved the plat of Survey being a 3.577 acre tract Lots 445, 446 and 447, Block 3 of Bar X Ranch, section two vol. 16, pg. 119 B.C.P.R. in Samuel Carter survey, Abstract No 53 in Brazoria County, Texas.

Public Hearing: Public Hearing and possible action on Amended Plat of Brazos Shore, Section 1 a Subdivision of a called 2.4240 acre tract recorded in County Clerk's file no. 18-032479 of the Brazoria County Plat records in the Stephen F. Austin survey Abstract 32 City of Freeport, Brazoria County, Texas November 2020.

Mayor Bass opened the Public Hearing at 6:15 PM.

Building/Code Director Billy Shoemaker presented to council Amended Plat of Brazos Shore, Section 1 a Subdivision of a called 2.4240 acre tract recorded in County Clerk's file no. 18-032479 of the Brazoria County Plat records in the Stephen F. Austin survey Abstract 32 City of Freeport, Brazoria County, Texas November 2020. He said that this was approved by Planning and Zoning Commission.

Councilman Muraira asked if this is approved will it cost other property owners? Billy Shoemaker said no.

Mr. Louis Shafer said this property joins his property and his concern is the electrical easement running through his property. Mr. Shoemaker said after reviewing the proposed plat there will be no impact on the electrical easement running through Mr. Shafer's property.

Mayor Bass closed the Public Hearing at 6:20 PM.

On a motion by Councilman Green, seconded by Councilman Muraira, with all present voting "Aye" 4-0 Council unanimously approved Amended Plat of Brazos Shore, Section 1 a Subdivision of a called 2.4240 acre tract recorded in County Clerk's file no. 18-032479 of the Brazoria County Plat records in the Stephen F. Austin survey Abstract 32 City of Freeport, Brazoria County, Texas November 2020.

Public Hearing: Public Hearing and consideration of approving Resolution No. 2020-2666 regarding a proposed Chapter 380 Economic Development Agreement between the City of Freeport and Cundieff Family Partnership Ltd.

Mayor Bass opened Public Hearing at 6:21 PM.

Assistant City Manager Stephanie Russell presented to council Resolution No. 2020-2666 regarding a proposed Chapter 380 Economic Development Agreement between the City of Freeport and Cundieff Family Partnership Ltd. She said with this 380 Agreement the developer intends to spend \$105,746 for infrastructure and build nine residential homes with deed restrictions.

Mayor Bass closed the Public Hearing at 6:24 PM.

On a motion by Councilman Green, seconded by Councilman Cain, with all present voting "Aye" 4-0 Council unanimously approved Resolution No. 2020-2666 regarding a proposed Chapter 380 Economic Development Agreement between the City of Freeport and Cundieff Family Partnership Ltd.

Consideration and possible action approving Ordinance No. 2020-2620 for proposed 2019-2020 budget amendment #4.

Assistant City Manager Stephanie Russell presented to council Ordinance No. 2020-2620 for proposed 2019-2020 budget amendment #4. She said that this is a cleanup item, she said that the first amendment is for the increase in expenditures for the COVID-19, the second is for the beach maintenance due to the storms and third is the debt service fund.

On a motion by Councilman Cain, seconded by Councilman Green with all present voting "Aye" 4-0 Council unanimously approved Ordinance No. 2020-2620 for proposed 2019-2020 budget amendment #4.

Consideration of approving revisions to the County Interlocal street plan.

Mayor Bass tabled this item.

Consideration and possible approval of Ordinance No. 2020-2621 updating the FEMA flood maps.

Building/Code Director Billy Shoemaker presented to council Ordinance No. 2020-2621 updating the FEMA flood maps. He said this will keep the city in compliance with FEMA, without it will result in loss of FEMA protection.

Mayor Bass said that this must be done, he said loss of flood policy will not be good.

On a motion by Councilman Cain, seconded by Councilman Muraira with all present voting "Aye" 4-0 Council unanimously approved Ordinance No. 2020-2621 updating the FEMA flood maps.

WORK SESSION:

Councilman Green said that Citizen Mingo Marquez, Sr. is not doing good. He is in the hospital with the COVID-19, and he needs our prayers.

Councilman Cain had no comment.

Councilman Muraira said that there are several things that need attention. He said that the Freeport Library has damage from flooding, and that there are ants in the building, he said that he would like to see that this get taken care of. He also said that he wants the Social Media Policy to be revisited, and he would like employees to voice their concerns. He asked what is going on with the baseball fields behind McDonalds. Mr. Petty said that the younger age fields have been completed, and the Sr. age are being repaired now. Councilman Muraira asked if the city maintains soccer fields? Mr. Petty said that the city does mow them, and once the season closes there will be field sand brought in to level the fields. Councilman Muraira asked Ms. Russell if we can get "Children at Play" signs up at Arrington Park, North Ave G & Yellowstone. He also asked for a dead-end street sign at the end of Ave N. He said that on 7th Street the street has been dug out, and wants to know when this will be repaired. He asked where the Hookah Lounge stands on opening, he said they are having problems with Codes, and seem to be getting a lot of pushback from the City. Ms. Russell said the issue is with the sprinkler system, she said that we are working with them but we have to follow codes and safety.

Lance Petty said that West 7th had a water leak, the road is in bad shape he said that they are hoping to get it added to the bid and get it repaired properly.

Assistant City Manager Stephanie Russell said that there were over 100 applications for the Utility Relief Fund that came in, and we are in the process of getting that all wrapped up.

Mr. Cundieff thanked the Mayor and Council for approving the 380 Agreement.

Mayor Bass said that it is the holiday season, be safe and keep doing what we are doing. Wear your mask and social distance.

Update on reports / concerns from Department heads

No comment from department heads.

Open session was closed at 6:42 pm and Council entered into Executive Session.

CLOSED SESSION:

Executive Session regarding a.) (Potential Litigation) consultation with city attorney b.) (Deliberations about Real Property), 212 East Park Ave in accordance with Government Code Annotated, Chapter 551, Sections 551.071, 551.074.

REGULAR SESSION

Mayor Brooks Bass reconvened regular session at 6:56 P.M.

There was no action taken.

Adjourn

On a motion by Councilman Cain, seconded by Councilman Green, with all present voting "Aye", Mayor Brooks Bass adjourned the meeting at 6:57 PM.

Mayor, Brooks Bass
City of Freeport, Texas

City Secretary, Betty Wells
City of Freeport, Texas



City Council Agenda Item # 7

Title: Consideration and possible action on rescheduling the first and second regular City Council Meeting in the month of January 2021.

Date: December 21, 2020

From: Betty Wells

Staff Recommendation: Staff recommends rescheduling the first and second regular City Council Meeting in January, to Monday January 11, 2021 and Tuesday January 19, 2021.

Item Summary: The first regular City Council meeting in January falls on January 4, 2021 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 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 11, 2021 and, Tuesday January 19, 2021 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 # 8

Title: Consideration and possible action by City Council declaring certain items as surplus and authorizing staff to properly dispose of those items.

Date: 12/21/20

From: Laura Tolar, Assistant City Secretary/Special Projects Coordinator

Staff Recommendation: Staff recommends City council declare the items on the attached list as surplus and authorize staff to properly dispose of items identified.

Item Summary

The items included on the attached list have been identified by staff to be no longer needed by the city. With the intent of furthering transparency, prior to proper disposal, Staff requests council declare the items as surplus and make the public aware of the city's intention to dispose of the items.

In most cases these items will be placed for auction in a live on-line auction. Revenue generated by this will go back into the General Fund. In other cases, the items may be donated to other public agencies.

Background Information: None

Special Considerations: The city intends to auction the items through Public Surplus.com. The City of Freeport has worked with this online auction company previously and the auction was successful. The Auction would also include items previously declared surplus and not sold at the last auction.

Board or 3rd Party recommendation: None.

Financial Impact: Public Surplus.com will collect sales tax of items sold at 8.25%. The City will allow bidders 10-business days to pick up items. If items are not picked up within this allotted time, the City will charge \$10 a day for 15 additional days as storage fees before items are considered abandoned by the bidder.

Supporting Documentation:

Items to be declared surplus.

Department	Description	# of Items	Serial Number	Tag Number	Manufacturer	Model	Primary Location	Working or not working	Qty #	Specimens Reading	Condition
Admin	Hp ink cartridge #82 Magenta	2			Hp		City Hall				
Admin	Canon E40 Cartridge Black	2			Canon		City Hall				
Admin	Hp Ink Cartridge #78 Tricolor Expiration 2008				Hp		City Hall				
Admin	Hp Ink Cartridge # 82 Cyan Expiration June 2018 and July 2020	2			Hp		City Hall				
Admin	Brother printing cartridge PC-501				Brother		City Hall				
Admin	Hp Inkjet #45-Black pack of 4 Expiration March 2005	2			Hp		City Hall				
Admin	Creativity Street Sidewalk chalk non-toxic				Creativity Street		City Hall				
Admin	Hp ink Cartridges Twin Pack #27-Black Expiration September 2013				Hp		City Hall				
Admin	Copystar Kyocera Technology TK-423 Toner Kit for CS-2550				Copystar		City Hall				
Admin	HP ink cartridge Twin Pack #15-Black Expiration April 2012				Hp		City Hall				
Admin	Hp Inkjet Cartridges 2 #57 Tricolor Expiration August 2009				Hp		City Hall				
Admin	Brother Toner Ink TN-450				Brother		City Hall				
Admin	Brother Pc-201 Printing Cartridge	2			Brother	PC201	City Hall				
Admin	Hp Ink #20 Black Expiration				Hp		City Hall				
Admin	Staples Fax Ribbon Cartridge compatible with brother PC201 Black	3			Staples	SFB-35C	City Hall				

Department	Description	# of Items	Serial Number	Tag Number	Manufacturer	Model	Primary Location	Working or not working	Inv #	Spoken to Reading	Condition
Museum	Glass Case #11 (22w X 481 X 40h)										
Museum	Glass Case #12 (20w X 601 x 38h)										
Museum	Glass Case #13 (20w X 721 x 38h)										
Museum	Glass Case #14 (22w X 481 x 40h)										
Public Works	wont steer, pump has been changed		LOAR324076348		John Deer	5424 Tractor	Service Center	No			Steering problems Needs battery and steering issues
Public Works	2011 Ford Crown Victoria power steering leak			111 4997	Ford	Crown Vic	Service Center	No	2FABP7BY3B X113375	121534	battery and steering issues
Public Works	2002 Chevy Truck			1E+06	Chevrolet	Truck	Service Center	No	1GCEC19V32Z 272333	Not working	Rusty
Public Works	2005 Chevy 2500 HD 4X4			Removed	Chevrolet	2500 HD Truck 4X4	Service Center	No	1GCHK29U15E 202497	Not working	Rusty
Public Works	2006 Ford White Van			Removed	Ford	White Van	Service Center	No	1FBSS31L26D AO4442	Not Working	Rusty
Public Works	1993 Chevrolet Truck with Lift Gate				Chevrolet	Truck with lift gate	Service Center	No	1GDC14Z2PZ 250126	149085	Rusty, transmission problems
Public Works	2008 F-350 Crew Cab			Removed	Ford	F-350 Crew Cab Flat bed	Service Center	No	1FTJE3JM8RE A00358	Not working	Rusty, Transmission Problem, radiator
Water/ Court	120-2.75 in X 190 Ft White Bond Paper Rolls		UNV3200				City Hall/Safe				Excellent
Water/ Court	36- Carbonless 2-Ply Receipt Rolls 2.75 in X 90 Ft White/Canary		CC-234				City Hall/Safe				Excellent
Water/ Court	Zombie Doll on Tricycle						City Hall/Safe	Yes			Good



City Council Agenda Item # 9

Title: Consider Awarding Competitive Sealed Bid (CSB) #2008, Stormwater Pump Station Electrical Overhaul, to Infrastructure Engineering & Construction, LLC

Date: December 21, 2020

From: Stephanie Russell, Assistant City Manager

Staff Recommendation:

Staff recommends awarding CSB#2008 Stormwater Pump Station Electrical Overhaul to Infrastructure Engineering & Construction, LLC, the overall apparent low bidder; authorizing the City Manager to execute a contract; and authorizing the City Manager to execute change orders up to twenty five percent of the contract as contingency.

Item Summary:

Staff advertised for Competitive Sealed Bids for Stormwater Pump Station Electrical Overhaul in The Facts newspaper on Tuesday, November 10, 2020 and Tuesday, November 17, 2020. Two bids were received and opened on December 3, 2020.

The project scope includes overhaul of the electrical system in the existing stormwater pump station on North Velasco Boulevard. This project will include: constructing a stand-alone electrical building; updating the electrical grounding; updating the existing Automatic Transfer Switch (ATS) to a 4-pole system; replacing the existing 150 Amp circuit breaker; installation of a surge protective device (SPD) for the pump controller and generator; and rerouting overhead line conductors. The Project is to be substantially complete 120 days from notice to proceed. The Project is to be complete and eligible for final payment 30 days after the date for Substantial Completion.

Background Information:

In May, Council approved a Task Authorization to have Freese and Nichols proceed with the development of engineering and specifications necessary to solicit bids for the recommended electrical work at the storm water pump station on Velasco Blvd north of the river. This was following a review and evaluation of this pump station that recommended the proposed electrical improvements at the site with a total estimated cost of \$187,000.

This pump station has been plagued with issues over the years from failing pumps and motors to failing back up power. In January, City Council authorized the City Engineer to complete a thorough evaluation of the stations design and effectiveness, troubleshoot the system, and make any recommendations for improvement. Their recommendations

primarily focused on the electrical issues that had made the station less than dependable. And the scope of services proposed will address those issues.

The station currently includes two motors and pumps with a capacity 12,500 GPM each. Included are two 20 diameter pumps and two 75 hp motors. The motors are less than 3-years old. One pump was originally built in the 1980's and rebuilt in 2017. The other pump was brand new as of 2018. The back-up generator installed new in 2017, runs on natural gas.

Special Considerations:

N/A

Financial Impact:

The cost of construction for this project was included in the 2020 bond issuance. The total contract is \$179,687.66, under the \$252,000 budget. Staff also recommends a contingency up to 25% to be authorized and executed, if necessary, by the City Manager.

Funding Source	Amount Budgeted	Contract Amount	Contingency*	Contract Plus Contingency	Budget Less Total
2020 Bond	252,000	\$179,687.66	\$44,967	\$224,610	\$27,390

** Per Texas Local Government Code Section 252.048, the original contract price may not be increased by more than 25 percent. Additionally, if a change order involves a decrease or an increase of \$50,000 or less, the governing body may grant general authority to an administrative official to approve the change orders.*

Board or 3rd Party recommendation:

The City Engineer, Freese and Nichols, Inc., has checked the references and recommends awarding the contract to Infrastructure Engineering & Construction, LLC.

Supporting Documentation:

Recommendation of Award, Freese and Nichols
Bid Tabulation

Attachment A - Detailed Tabulation of Bids Received

Project		Stormwater Pump Station Electrical Overhaul		Project Number		Infrastructure Engineering & Construction, LLC		C.F. McDonald Electric, Inc.	
Owner		City of Freeport		FRE20134		710 N. Post Oak Rd, # 400 R		5044 Timber Creek Tower Road	
Construction Manager		Michael Kennedy				Houston, TX 77024		Houston, TX 77017	
Design Professional		Carlos Quintero, P.E.							
Item No.	Description	Quantity	Units	Unit Cost	Extended Amount	Note	Unit Cost	Extended Amount	Note
Items in Base Offer (excluding Allowances) per Section 01 29 01 Measurement and Basis for Payment									
1	MOBILIZATION (MAX 5% OF BASE BID)	1	LS	8,984.38	8,984.38		11,500.00	11,500.00	
STORM WATER PUMP STATION ELECTRICAL OVERHAUL									
1	PRECAST BUILDING WITH HVAC SYSTEM	1	LS	67,018.96	67,018.96		98,000.00	98,000.00	
2	ELECTRICAL SCOPE	1	LS	61,052.82	61,052.82		111,369.00	111,369.00	
3	LIGHTNING PROTECTION INSTALLATION	1	LS	7,500.00	7,500.00		10,000.00	10,000.00	
SITE IMPROVEMENTS									
1	CONCRETE SLAB FOR BUILDING	1	LS	22,537.19	22,537.19		10,000.00	10,000.00	
2	SECURITY FENCE	1	LS	10,605.73	10,605.73		3,500.00	3,500.00	
3	SITE RESTORATION	1	LS	1,988.58	1,988.58		100.00	100.00	
A	Total Base Bid Items Amount			\$	179,687.66		\$	244,469.00	
B	Add (+) or Deduct (-)			\$	-		\$	-	
C	Total Adjusted Base Bid Amount (A+B)			\$	179,687.66		\$	244,469.00	

12/14/2020

Ms. Stephanie Russell
 Assistant City Manager
 City of Freeport
 200 W 2nd St.
 Freeport, TX 77541

RE: Stormwater Pump Station Electrical Overhaul, Bid Number: 2008

Dear Ms. Russell:

Listed below is the summary of bids for the Stormwater Pump Station Electrical Overhaul. A total of two bid proposals were received on December 3, 2020.

Summary of Bids:

	Infrastructure Engineering & Construction LLC	C.F. McDonlad Electric, Inc.	<i>Engineer Estimate</i>
Base Bid	\$179,687.66	\$244,469.00	\$191,100.00
Recommended Total	\$179,687.66	\$244,469.00	\$191,100.00

A copy of the bid tabulation is attached for your use and information.

Based on the bids received, we recommend accepting the bid from Infrastructure Engineering & Construction, LLC based on the lowest recommended total.

FNI has checked the references provided by Infrastructure Engineering & Construction, LLC. We recommend awarding the construction contract for the Stormwater Pump Station Electrical Overhaul to Infrastructure Engineering & Construction, LLC in the amount of \$179,687.66.

Please call me at (713) 269-5150 if you have any questions.

Sincerely,

Freese and Nichols, Inc.



Carlos Quintero, P.E.
 Sr. Project Manager

Attachments -- Attachment A Detailed Bid Tabulation



City Council Agenda Item # 10

Title: Consideration of approval of amendments of streets for 2020-2021 interlocal agreement with Brazoria County for paving.

Date: December 21, 2020

From: Lance Petty, Public Works Director

Staff Recommendation: Staff recommends council authorize amended list of streets for the 2020/2021 Asphalt agreement with Brazoria County

Item Summary: Previously, at the first meeting in November City Council approved the formal list of streets to be rehabilitated under the City/County Interlocal Asphalt Street Rehabilitation agreement. That list was accepted by the County and planning has begun to ensure those streets get completed in a timely manner.

Councilman Muraira has requested an amendment to this list of streets, to add the alley running from Yaupon to Dixie between 4th and 5th and a few other streets including a single block of Avenue S from Yellowstone to Zapata. To be able have the County Consider adding these two streets to the list, we are proposing reducing the length of the work done on Jones Rd. and also shortening the work being proposed on Karankawa to include Gulf to Ave. B. This change represents a slight increase to the overall length requested (from 2.036 miles to 2.133 miles). It also increases the City cost for this project (from \$485,325 to \$490,899).

Background Information: This is the annual allotment of streets to be rehabilitated with Asphalt that is done to ensure that City Streets are continuously maintained to acceptable levels. It is intended that this work would be paid for in part out of a portion of the \$8 Million in bond funds issued for this purpose this year.

Special Considerations: If approved, the proposed alley would also require replacement of the Sewer line and taps along its entire length, which work would be scheduled as soon as possible after approval.

Financial Impact: Financial Impact:

The proposed change would cost an additional \$5,000 plus the cost of relocating the sewer (to be done in-house). These costs would come out of the approved bond funds.

Board or 3rd Party recommendation: None

Supporting Documentation: Excel spreadsheet with all streets in list with changes highlighted in yellow

2020-2021 COUNTY INTERLOCAL ROADS

CR	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	Miles
Walnut									
5th to 7th	Asphalt	720	18	3	110	330	237.60	57.8	\$ 13,733.28
Ward A	Crushed C	720	18	3	110	330	237.60	30	\$ 7,128.00
	Portland	720	18	8	4	32	23.04	198	\$ 4,561.92
	ABS-65	720	18	0.05	1	0.05	72.00	2.72	\$ 195.84
								total	\$ 25,619.04
									0.1366363636

CR	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	Miles
Cedar									
6th to 12th	Asphalt	792	25	3	110	330	363.00	57.8	\$ 20,981.40
Ward A	Crushed C	792	25	3	110	330	363.00	30	\$ 10,890.00
	Portland	792	25	8	4	32	35.20	198	\$ 6,969.60
	ABS-65	792	25	0.05	1	0.05	110.00	2.72	\$ 299.20
								total	\$ 39,140.20
									0.15

CR	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	Miles
Hickory									
1st to Brazos	Asphalt	211	25	3	110	330	96.71	57.8	\$ 5,589.74
Ward A	Crushed C	211	25	3	110	330	96.71	30	\$ 2,901.25
	Portland	211	25	8	4	32	9.38	198	\$ 1,856.80
	ABS-65	211	25	0.05	1	0.05	29.31	2.72	\$ 79.71
								total	\$ 10,427.50
									0.039962121

CR	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	Miles
6th									
Hickory to Dead End	Asphalt	422	22	3	110	330	170.21	57.8	\$ 9,837.95
Ward A	Crushed C	422	22	3	110	330	170.21	30	\$ 5,106.20
	Portland	422	22	8	4	32	16.50	198	\$ 3,267.97
	ABS-65	422	22	0.05	1	0.05	51.58	2.72	\$ 140.29
								total	\$ 18,352.40
									0.079924242

CR	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	Miles
N Ave R									
Yellowstone to Zapata	Asphalt	316	15	3	110	330	86.90	57.8	\$ 5,022.82
Ward C	Crushed C	316	15	3	110	330	86.90	30	\$ 2,607.00
	Portland	316	15	8	4	32	8.43	198	\$ 1,668.48
	ABS-65	316	15	0.05	1	0.05	26.33	2.72	\$ 71.63
								total	\$ 9,369.93
									0.059848485

CR	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	Miles
Redfish									
Entire road	Asphalt	475	20	3	110	330	174.17	57.8	\$ 10,066.83
Ward D	Crushed C	475	20	3	110	330	174.17	30	\$ 5,225.00
	portland	475	20	8	4	32	16.89	198	\$ 3,344.00
	ABS-65	475	20	0.05	1	0.05	52.78	2.72	\$ 143.56
								total	\$ 18,779.39
									0.089962121

TOTAL									
CR	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	Miles
Sailfish									
Entire road	Asphalt	1400	20	3	110	330	513.33	57.8	\$ 29,670.67
Ward D	Crushed C	1400	20	3	110	330	513.33	30	\$ 15,400.00
	Portland	1400	20	8	4	32	49.78	198	\$ 9,856.00
	ABS-65	1400	20	0.05	1	0.05	155.56	2.72	\$ 423.11
								total	\$ 55,349.78
									0.265151515

CR	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	Miles
Quintana									
Ave C to Ave B	Asphalt	316	20	3	110	330	115.87	57.8	\$ 6,697.09
Ward C	Crushed C	316	20	3	110	330	115.87	30	\$ 3,476.00
	Portland	316	20	8	4	32	11.24	198	\$ 2,224.64
	ABS-65	316	20	0.05	1	0.05	35.11	2.72	\$ 95.50
								total	\$ 12,493.24
									0.059848485

CR	MATERIAL	LENGTH	WIDTH	TNK	RATE	TONS	PPT	Miles
Old River								
Gulf to Ave D	Asphalt	316	21	3	110	330	57.8 \$	7,031.95
Ward C	Crushed C	316	21	3	110	330	30 \$	3,649.80
	Portland	316	21	8	4	32	198 \$	2,335.87
	ABS-65	316	21	0.05	1	0.05	2.72 \$	100.28
							total	\$ 13,117.90
								0.059848485

CR	MATERIAL	LENGTH	WIDTH	TNK	RATE	TONS	PPT	Miles
Alley								
7th - 8th	Asphalt	950	15	3	110	330	57.8 \$	15,100.25
Ward C	Crushed C	950	15	3	110	330	30 \$	7,837.50
	Portland	950	15	8	4	32	198 \$	5,016.00
	ABS-65	950	15	0.05	1	0.05	2.72 \$	215.33
							total	\$ 28,169.08
								0.179924242

CR	MATERIAL	LENGTH	WIDTH	TNK	RATE	TONS	PPT	Miles
Alley								
6th - Lynn	Asphalt	633	15	3	110	330	57.8 \$	10,061.54
Ward C	Crushed C	633	15	3	110	330	30 \$	5,222.25
	Portland	633	15	8	4	32	198 \$	3,342.24
	ABS-65	633	15	0.05	1	0.05	2.72 \$	143.48
							total	\$ 18,769.51
								0.119886364

CR	MATERIAL	LENGTH	WIDTH	TNK	RATE	TONS	PPT	Miles
Alley								
7th - Lynn	Asphalt	633	15	3	110	330	57.8 \$	10,061.54
Ward C	Crushed C	633	15	3	110	330	30 \$	5,222.25
	portland	633	15	8	4	32	198 \$	3,342.24
	ABS-65	633	15	0.05	1	0.05	2.72 \$	143.48
							total	\$ 18,769.51
								0.119886364

CR	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	Miles
Mesquite									
W. Broad to 4th	Asphalt	318	24	3	110	330	139.92	57.8	\$ 8,087.38
Ward B	Crushed C	318	24	3	110	330	139.92	30	\$ 4,197.60
	portland	318	24	8	4	32	13.57	198	\$ 2,686.46
	ABS-65	318	24	0.05	1	0.05	42.40	2.72	\$ 115.33
							total		\$ 15,086.77
									0.060227273

CR	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	Miles
Hudgins									
Ave B to Ave A	Asphalt	242	20	3	110	330	88.73	57.8	\$ 5,128.79
Ward D	Crushed C	242	20	3	110	330	88.73	30	\$ 2,662.00
	portland	242	20	8	4	32	8.60	198	\$ 1,703.68
	ABS-65	242	20	0.05	1	0.05	26.89	2.72	\$ 73.14
							total		\$ 9,567.60
									0.045833333

CR	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	Miles
Ave A									
Velasco to Archer	Asphalt	758	20	3	110	330	277.93	57.8	\$ 16,064.55
Ward D	Crushed C	758	20	3	110	330	277.93	30	\$ 8,338.00
	portland	758	20	8	4	32	26.95	198	\$ 5,336.32
	ABS-65	758	20	0.05	1	0.05	84.22	2.72	\$ 229.08
							total		\$ 29,967.95
									0.143560606

CR	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	Miles
Karankawa									
Ave B to Gulf	Asphalt	960	24	3	110	330	422.40	57.8	\$ 24,414.72
Ward D	Crushed C	960	24	3	110	330	422.40	30	\$ 12,672.00
	portland	960	24	8	4	32	40.96	198	\$ 8,110.08
	ABS-65	960	24	0.05	1	0.05	128.00	2.72	\$ 348.16
							total		\$ 45,544.96
									0.181818182

footage adjustment

CR	MATERIAL	LENGTH	WIDTH	TNK	RATE	TONS	PPT	Miles
Ave C								
Fisher to Division	Asphalt	325	22	3	110	330	57.8 \$	7,576.62
Ward D	Crushed C	325	22	3	110	330	30 \$	3,932.50
	portland	325	22	8	4	32	198 \$	2,516.80
	ABS-65	325	22	0.05	1	0.05	2.72 \$	108.04
							total	\$ 14,133.96
								0.06155303

CR	MATERIAL	LENGTH	WIDTH	TNK	RATE	TONS	PPT	Miles
Jones								
Laffitte to Curve	Asphalt	900	18	3	110	330	57.8 \$	17,166.60
Ward C	Crushed C	900	18	3	110	330	30 \$	8,910.00
	portland	900	18	8	4	32	198 \$	5,702.40
	ABS-65	900	18	0.05	1	0.05	2.72 \$	244.80
							total	\$ 32,023.80
								0.170454545

footage adjustment

CR	MATERIAL	LENGTH	WIDTH	TNK	RATE	TONS	PPT	Miles
W. 8th								
Cherry to REO	Asphalt	340	18	3	110	330	57.8 \$	6,485.16
Ward A	Crushed C	340	18	3	110	330	30 \$	3,366.00
	portland	340	18	8	4	32	198 \$	2,154.24
	ABS-65	340	18	0.05	1	0.05	2.72 \$	92.48
							total	\$ 12,097.88
								0.064393939

CR	MATERIAL	LENGTH	WIDTH	TNK	RATE	TONS	PPT	Miles
N. Ave S								
Zapata to Yellowstone	Asphalt	340	18	3	110	330	57.8 \$	6,485.16
Ward C	Crushed C	340	18	3	110	330	30 \$	3,366.00
	portland	340	18	8	4	32	198 \$	2,154.24
	ABS-65	340	18	0.05	1	0.05	2.72 \$	92.48
							total	\$ 12,097.88
								0.064393939

Added Road

CR	MATERIAL LENGTH	WIDTH	TNK	RATE		TONS	PPT		Miles
Alley									
Yaupon to Dixie between 4th/5th	844	12	3	110	330	185.68	57.8	\$ 10,732.30	
Ward C	844	12	3	110	330	185.68	30	\$ 5,570.40	
	844	12	8	4	32	18.01	198	\$ 3,565.06	
	844	12	0.05	1	0.05	56.27	2.72	\$ 153.05	
					total			\$ 20,020.81	0.159848485

Added Alley

	Milling Machine	\$32,000
TOTAL		\$490,899
		2.132765152

Total Length
12211

TONS	\$	totals
4255.99	57.8	245996.3183
4255.99	30	127679.75
412.70	198	81715.04
1289.69	2.72	3507.968889

Asphalt
CC/Limestone
Portland
ABS-65



City Council Agenda Item # 11

Title: Consideration of approval of Concrete Streets for rehabilitation for 2020-2021 fiscal year and authorizing the city manager to have street reconstruction engineered and put out for bid by Freese and Nichols Engineering.

Date: December 21, 2020

From: Tim Kelty, City Manager
Lance Petty, Public Works Director

Staff Recommendation: Staff recommends council authorize the list of streets for concrete work and authorize the engineering and bidding of those streets.

Item Summary: We are proposing Concrete streets for rehabilitation. This involves removing and replacing the concrete street surface and reestablishing the necessary base to supporting the street. As well as replacing concrete Curb and Gutter where necessary. Prior to going out for bid engineering and specifications would be developed by Freese and Nichols for the work.

In a collaborative effort between staff and City Council along with input from the public a list of streets was developed for both asphalt and concrete rehabilitation. These recommended streets come from that effort. However, there was no final decision by Council on the streets to include so it is important that that be understood and any additions or changes desired be brought forward.

This is just the first, of an accelerated three-year effort, to be supported by the \$8 Million Bond that was issued for this purpose earlier this year. It is intended that between these streets and those to be done in asphalt will include an average of \$2.5 Million in street reconstruction per year over the next 3 years.

This list of streets includes an estimated \$1,647,040 in cost not including engineering nor the relocation water and sewer lines under those streets which would be included in the work put out for bid.

The list includes the following proposed concrete streets in no particular order:

Arbutus Street,	from 2 nd to 4 th St.
5th Street,	from Dixie to cul-de-sak
6th Street,	from Dixie to Avalon
Lynn Lane,	from Dixie to Avalon
7th Street,	from Dixie to Avalon
Avalon Street,	from 6 th to 7 th St.

8th Street, from Dixie to 1841 W. 8th St.
10th Street, from Velasco to Cedar

Background Information: This is the annual allotment of streets to be reconstructed with Concrete that is done to ensure that City Streets are continuously maintained to acceptable levels.

Special Considerations: If approved, an engineering task order would be prepared by Freese and Nichols in accordance with the engineering annual general services agreement previously approved by council. It is anticipated that engineering and bidding of the proposed streets would take about 3 months and bids would be brought back for Council consideration in April.

Financial Impact:

The actual cost of construction of the project will be determined by the Bids received, but is estimated, with the streets identified above, to be \$1,647,040 plus the cost of engineering and relocation/replacement of water and sewer lines.

Board or 3rd Party recommendation: None

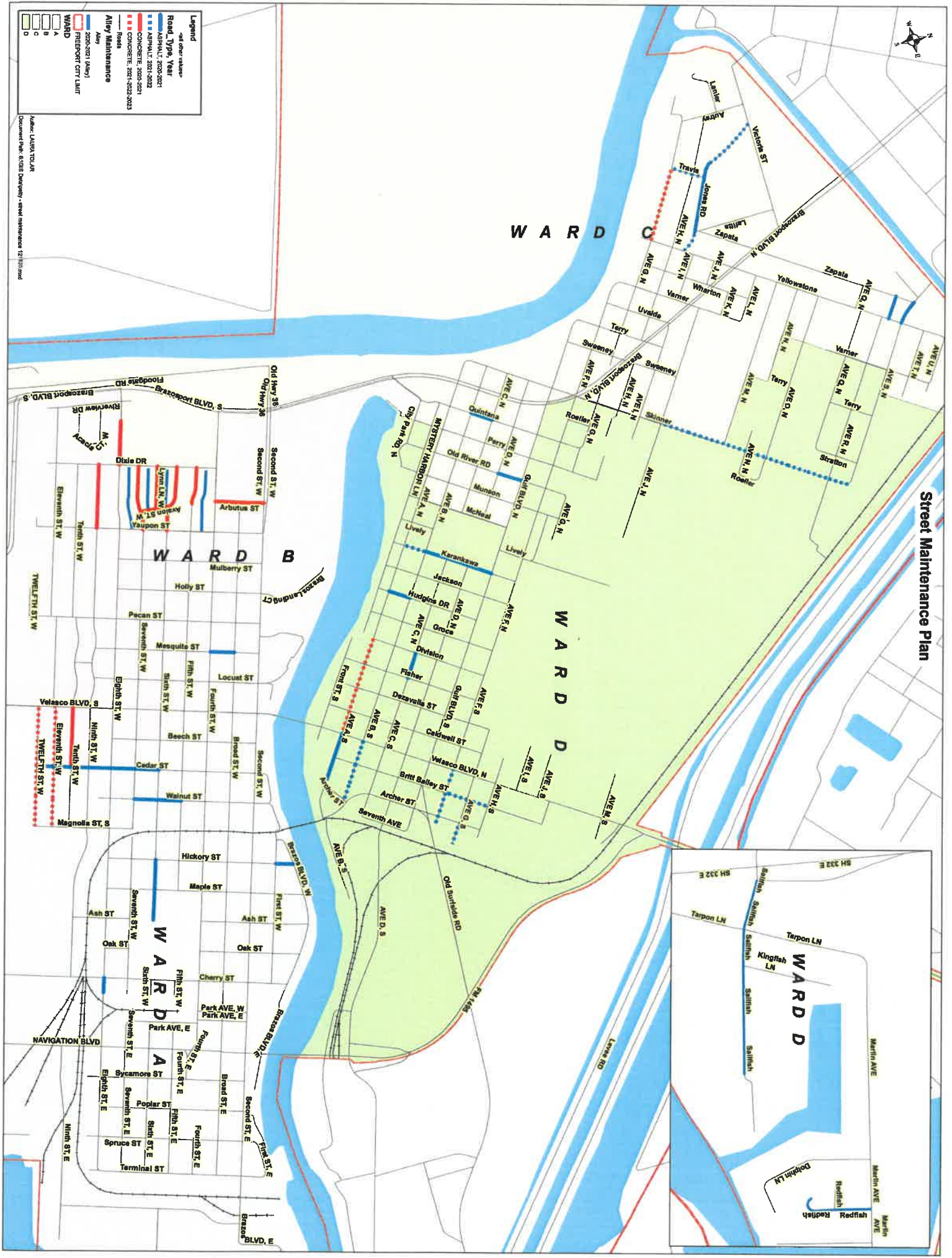
Supporting Documentation:

Map identifying recommended streets for 2020-2021 concrete contract in Solid Red Lines



Legend	
	as of other values
	Road Type Year
	ASPHALT 2000-2021
	ASPHALT 2001-2022
	CONCRETE 2000-2021
	CONCRETE 2001-2022
	Roads
	Alley Maintenance
	Alley
	2000-2021 (New)
	2000-2021 (Old)
	PREEXIST CITY LIMIT
	WARD
	A
	B
	C
	D

Author: LUISY TORRES
 Document Date: 6/20/2023
 Drawing - street maintenance 12/15/2024



Street Maintenance Plan





City Council Agenda Item # 12

Title: Consideration of approval of One-time lump-sum payment to city employees for Hazard Pay in connection with their efforts during the ongoing COVID 19 Pandemic.

Date: December 21, 2020

From: Tim Kelty, City Manager

Staff Recommendation: Staff recommends council authorize a one-time, lump-sum payment of Hazard Pay to City of Freeport Employees for their efforts in regard to the ongoing pandemic.

Item Summary: Over the last year, and as we move into the next, City employees have been recognized and considered “essential employees” by the State of Texas and locally. As such they have been required to continue to serve the public on the front line of this issue, risking exposure to this threat, and in many cases contracting the virus.

I am recommending budgeting funding from unassigned General Fund fund balance, to provide current City employees a one-time lump sum payment for Hazard pay.

Background Information: Federal funding known as the Coronavirus Relief Fund, issued through the State of Texas recently identified Hazard Pay as an eligible expense that may be reimbursed. In November the city submitted a Coronavirus Relief Fund spending plan outlining eligible cost for full reimbursement of the cities allotted CRF funding. That plan did NOT specifically include “Hazard Pay” as being incurred. It identified a reimbursement of \$473,504 for Payroll Expenses for employees dedicated to COVID-19. In reality we had more expenses than this, but this was the maximum we could claim in this category based on our allocation formula.

For the most part, that CRF reimbursement, when received, will generally represent unbudgeted revenue, and will go into the General Fund. I am requesting that part of that revenue be budgeted to allow for a one-time lump sum payment of Hazard Pay to all current employees.

Special Considerations: The city of Freeport currently has 128 full time employees and 14 Part time employees. Those numbers include 1 part time and 3 full time hired since October 1.

Financial Impact:

If authorized the financial impact would depend upon the amount authorized. Funding is available from General fund reserves once CRF funding is received which is anticipated by the end of the calendar year or shortly thereafter.

Board or 3rd Party recommendation: None

Supporting Documentation:

CRF Spending plan and TDEM subaward letter

CRF Spending Plan Form

Must be received by November 13, 2020

Jurisdiction Name: City of Freeport

Jurisdiction Contact Name: Stephanie Russell

Contact Email: srussell@freeport.tx.us

Contact Phone: 979-871-0107

Directions:

Identify anticipated costs in each of the applicable categories below. 75% of total expenditures must be in Categories 1, 2, and 3. For further information on the CRF program including eligible costs, please view the TDEM CRF Webpage at

Category 1: Medical Expenses		
Item Description	Expenditure Amount	Notes
Costs of providing COVID-19 testing	\$ 4,585	
Emergency medical response expenses	\$ 6,218	
Total Expenditure Category 1	\$ 10,803	

Category 2: Public Health Expenses		
Item Description	Expenditure Amount	Notes
Expenses for acquisition/distribution of medical/protective supplies	\$ 7,283	
Expenses for communication and enforcement	\$ 36,764	
Expenses for public safety measures undertaken	\$ 5,810	
Total Expenditure Category 2	\$ 49,857	

Category 3: Payroll Expenses		
Item Description	Expenditure Amount	Notes
Payroll expenses for employees dedicated to COVID-19	\$ 473,504	Estimated payroll through 12/15/2020
Total Expenditure Category 3	\$ 473,504	

Category 4: Expenses of Actions that Facilitate Compliance with COVID-19 Public Health Measures

Item Description	Expenditure Amount	Notes
Expenses to improve telework capabilities	\$ 416	
Expenses to facilitate distance learning	\$ 50,000	BISD Allocation
Payroll Expenses for providing COVID paid sick leave	\$ 76,000	Estimated payroll through 12/15/2020
Total Expenditure Category 4	\$ 126,416	

Category 5: Expenses Associated with the Provision of Economic Support in Connection with the COVID-19 Public Health Emergency.

Item Description	Expenditure Amount	Notes
Expenses associated with the provision of economic support	\$ 30,000	Utility Grant Program
Total Expenditure Category 5	\$ 30,000	

Category 6: Any Other COVID-19 Related Expenses Reasonably Necessary to the Function of Government that Satisfy the Fund's Eligibility Criteria

Item Description	Expenditure Amount	Notes
Total Expenditure Category 6	\$ 0	

Total of all expenditures (all categories combined): _____ **\$ 690,580.00**

Signed: _____ Date: _____

Title: _____



TDEM
THE TEXAS A&M UNIVERSITY SYSTEM

December 11, 2020

Authorized Contact: Tim Kelty
Authorized Contact Title: City Manager
City/County/Town Name: Freeport
DUNS Number: 182748061
FIPS Number: 039-27420-00

RE: Coronavirus Relief Fund, 2020, Texas COVID-19 Pandemic
Catalog of Federal Domestic Assistance (CFDA) Number: 21.019
Federal Award Identification Number (FAIN): 2020-CF-21019
Federal Awarding Agency: U.S. Department of the Treasury
Federal Award Date: April 15, 2020
Project Title: CRF for Freeport
Period of Performance: 3/01/2020 to 12/30/2020

The Texas Division of Emergency Management (TDEM) has issued a subaward, containing a maximum allocation available, for the 2020 Coronavirus Relief Fund (CRF). The following is the information related to this subaward:

Project #: 453						
Version / Amendment	Federal Award Date	Total Subaward Amount	Federal Cost Share Percentage	Federal Funds Obligated	Local Cost Share Percentage	Local Cost Share Amount
0	6/12/2020	\$690,580.00	100%	\$690,580.00	0%	\$0
Totals		\$690,580.00		\$690,580.00		\$0

This award is not for Research or Development as defined in 2 CFR 200.87.

No indirect costs are available with this award.

The terms and conditions remain in effect as outlined in the original CRF Terms and Conditions, including any subsequent State amendments, and are incorporated herein by reference. A complete copy of the executed Terms and Conditions may be found at the account level in TDEM's Grants Management System at <http://grants.tdem.texas.gov/>.

If you have any questions, please contact your TDEM Regional Recovery and Mitigation Unit Chief, Michelle Ellis, at (512) 952-9061 or email at Michelle.Ellis@TDEM.texas.gov.



City Council Agenda Item # 13

Title: Consideration of a Resolution Adopting 2020-2021 Legislative Priorities

Date: December 21, 2020

From: Stephanie Russell, Assistant City Manager

Staff Recommendation:

Staff recommends approval of the resolution.

Item Summary:

The purpose of these Legislative Priorities is to provide City Council direction to each of the City's state elected leaders and staff in what needs to be monitored during the Texas Legislature session and how to respond to proposed legislation that could impact the City.

Background Information:

The City's Legislative Priorities would be used as a guide for city positions and to protect the City's municipal interests. Cities and local governments are the governments closest to the people and perform the State's local work by providing basic and emergency services to citizens, such as solid waste services, water and wastewater services, stormwater management, parks, recreation centers, police and fire protection, ambulance and emergency medical services, streets, animal control, and a host of other services that help to maintain a community and its quality of life. Therefore, it is imperative that the State Legislature work to ensure that the City retains its ability to govern in a responsive and responsible manner.

Special Considerations: N/A

Financial Impact: N/A

Board or 3rd Party recommendation: N/A

Supporting Documentation:

Resolution

RESOLUTION NO. 2020-2667

A RESOLUTION ADOPTING 2020-2021 LEGISLATIVE PRIORITIES FOR THE CITY OF FREEPORT, TEXAS; DIRECTING THE CITY MANAGER OR HIS DESIGNEE TO ACT WITH REGARD TO THE CITY'S LEGISLATIVE PROGRAM; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Legislative activities are ongoing in Congress and the State Legislature; and

WHEREAS, it is anticipated that many legislative issues affecting local government will be considered; and

WHEREAS, The City of Freeport's 2020-2021 Legislative Priorities attached hereto as Exhibit "A" has been reviewed by the City Council of the City of Freeport; and

WHEREAS, the City Council is of the opinion that such Legislative Priorities are in the best interest of the City and its citizens, should be adopted, and should be advanced for consideration by the Legislature; and

WHEREAS, the City Council is of the further opinion that the City Manager or his designee should be directed to take action with regard to the Advocacy Program as outlined below.

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

Section 1. The City of Freeport's 2020-2021 Legislative Priorities that is attached hereto as "Exhibit A" is hereby adopted and approved as the Legislative Priorities for the City of Freeport.

Section 2. The City Manager or his designee is directed to communicate the items included in the City's Legislative Priorities to members of Congress, the Texas Legislature, in general, and/or to the appropriate legislative committees, committee members and others designated by the City Manager.

Section 3. For those items designated as "support", the City Manager or his designee is directed to actively pursue passage of the appropriate legislation if it is introduced by some other entity. The City Manager's efforts to obtain passage of the legislation may include drafting appropriate legislation, seeking a sponsor, and actively pursuing passage of such legislation by providing testimony and through other means.

Section 4. For those items designated as "oppose", the City Manager or his designee is directed to attempt to impede the passage of any such legislation.

Section 5. It is recognized this policy will often be implemented in the context of great numbers of legislative proposals being considered within short time periods. City representatives, under the direction of the City Manager, shall be

authorized to act on behalf of the City consistent with the necessary broad policy concerns set forth in this program.

Section 6. This Resolution shall become effective immediately upon its passage.

PASSED AND APPROVED the _____ day of _____, 2020.

Brooks Bass, Mayor

ATTEST:

Betty Wells, City Secretary

APPROVED AS TO FORM AND CONTENT:

Chris Duncan, City Attorney

City of Freeport 2020-2021



Proposed Legislative Priorities

The purpose of these Legislative Priorities is to provide City Council direction to each of the City's state elected leaders and staff in what needs to be monitored during the Texas Legislature session and how to respond to proposed legislation that could impact the City.

Municipal Powers

1. **Support** legislation that supports or advances the ability for locally elected officials to make decisions that are beneficial to the interests of City residents or that is otherwise beneficial to the City's interest.
2. **Oppose** legislation that preempts or erodes the authority of city government or is detrimental to the City's ability to pursue citizen priorities or respond to local citizen concerns.
3. **Oppose** legislation that erodes municipal authority related to development matters, including with respect to the following issues: annexation (including industrial districts), eminent domain, zoning, regulatory takings, building codes, tree preservation, and short-term rentals.

Finance

1. **Support** legislation that reduces the overall tax burden on residents and businesses, including legislation that:
 - a. Eliminates unfunded mandates on municipalities for which the cost is then passed down to residents;
 - b. Protects or enhances municipal revenues such as property taxes, sales taxes, right-of-way revenues, service fees, and court fines;
 - c. Allows local governments to continue to offer homestead and senior exemptions;
 - d. Requires remote sellers to collect and remit state and local sales taxes on goods shipped to customers living in Texas in recognition of the U.S. Supreme Court decision on Wayfair vs. Dakota; and
 - e. Protects the tax-exempt status of municipal bonds.
2. **Oppose** legislation that would detrimentally affect the City's financial position and limit local budgeting authority by reducing revenue streams that fund services citizens depend on or negatively impact potential revenue growth critical for providing services – such as public safety – for a growing and aging community, including legislation that:
 - a. Imposes an unfunded mandate that would require any City expenditure unless all costs are reimbursed by the State;
 - b. Requires the City to generate revenues for the State thereby unfairly shifting local tax dollars outside of the City.
 - c. Restricts the ability of the City to issue debt in order to fund public improvements through either General Obligation or Certificates of Obligation bonds or causes unnecessarily complex public notification requirements that are confusing to voters;
 - d. Limits tax increment financing

3. **Support** continuation of alternative project delivery methods that allow municipalities to select contractors based on both price and qualifications.
4. **Support** legislation that would protect the City's previous and future investments in the TMRS system.

Housing

1. **Oppose** legislation that would restrict a city's ability to address affordable housing challenges.
2. Monitor proposed reforms for the Texas Department of Housing and Community Development for the Low-Income Housing Tax Credit Program and **support or oppose** them as necessary.

Economic Development and Redevelopment

1. **Support** the City's right to continue participation in the qualified hotel project program and to receive a refund or rebate of various state and local taxes to finance the construction of a qualified hotel project.
2. **Oppose** legislation that would erode or restrict current municipal economic development tools including but not limited to economic development corporations [Type A (4A) and Type B (4B)], tax abatement, tax increment reinvestment zones, Chapter 380 agreements, the Texas Enterprise Fund, Skills Development Fund, the Texas Enterprise Zone Program, Research and Development tax credit program, the Events Trust Fund and the Major Events Reimbursement Program.
3. **Support** legislation that expands the application of current municipal economic development tools such as allowing land to be used, transferred, conveyed, or swapped in Chapter 380 economic development agreements.
4. **Support** continuation of the Hotel Occupancy Tax (HOT) for tourism marketing.

Parks and Natural Areas

1. **Support** funding of Parks and local park grants.
2. **Support** conservation efforts to protect natural resources and native areas.
3. **Oppose** legislation that would diminish Beach Cleaning and Maintenance Assistance reimbursement to Local Governments under the Open Beaches Act, Chapter 61 of the Texas Natural Resources Code.

Land-Use Regulation and Annexation

1. **Oppose** legislation that would diminish the City's authority to regulate growth and development through land use and zoning regulations, building codes, comprehensive planning, annexation, or eminent domain, or that would erode the City's authority to assess inspection fees for new, existing, or re-development.
2. Monitor the creation or modification of special districts within the City and its ETJ, and **support or oppose** them as necessary.

Right-of-Way and Utilities

1. **Oppose** legislation that would erode the City's authority to manage and control public rights-of-way and publicly owned land or limit the City's ability to receive fair market compensation for use of public rights-of-way.
2. **Oppose** legislation that seeks to limit the authority of cities to enter into limited liability agreements with electric utilities for the construction and operation of hike and bike trails and

recreational amenities on land and easements owned and occupied by an electric utility; including the increasing of liability of a political subdivision that arises from the use of the electric utility property.

3. **Support** legislation that would increase the authority of municipalities in requiring increased public notice of major pipeline activities – such as flaring – that have a direct impact on the quality of life of city residents.
4. **Oppose** legislation that would impose on cities: mandatory water conservation measures; “tap fees” or other types of state charge on municipal water systems; or any other onerous regulations as it relates to utilities provided by a city.
5. **Oppose** any legislation that would diminish or limit the City’s original jurisdiction over electric and gas rates.

Transportation

1. **Support** legislation that increases state funding for transportation projects or that discontinues the diversion of transportation revenues to non-transportation purpose.
2. **Support** funding of the voter-approved Texas Rail Relocation & Improvement Fund which provides a method of financing the relocation and improvement of privately and publicly owned passenger and freight rail facilities.

Water Resources

1. **Support** legislation that would protect and expand the City’s ability to purchase water, provide water to its residents and customers, use water within its City and Extraterritorial Jurisdiction Areas, and collaborate with local and regional entities on projects or initiatives that seek to enhance the City’s water resources goals.
2. **Support** legislation that provides funding for State Water Plan projects that increase the State’s water resources or further establishes long-term planning efforts for an affordable and reliable water supply for the Brazoria and Houston areas – provided that the investments already made by the City are reflected in any proposed financing mechanisms.
3. **Support** legislation that reduces regulatory constraints associated with wastewater effluent reuse projects.

Open Meetings/Open Records

1. **Oppose** any attempt that would make the current open meetings and public information laws more restrictive and ambiguous and support clarifications that enhance communication between elected officials and their constituents.
2. **Support** uniform application of the public information and open meetings laws at every level of government including State legislative and executive branches.

Transparency/Ethics

1. **Support** legislation that improves government transparency so long as such legislation does not create legal confusion or duplicate existing disclosure requirements.

Elections

1. **Support** legislation that supports and/or increases voter participation so long as the option for the May uniform election date and the non-partisan nature of municipal elections are retained.

Public Advertising

1. **Support** legislation that would enable the use of electronic notice for all public notices.

Interagency Coordination

1. **Support** Legislative programs of (except as they conflict with a City' position):
 - a. Brazoria County;
 - b. Brazoria County Hispanic Chamber of Commerce;
 - c. Brazosport Area Chamber of Commerce;
 - d. Brazosport Independent School District;
 - e. Brazosport Water Authority;
 - f. Economic Development Alliance for Brazoria County;
 - g. Houston-Galveston Area Council of Governments;
 - h. Texas Economic Development Council;
 - i. Texas Municipal League; and
 - j. Brazosport Convention & Visitor's Council.

Monthly Golf Course Report November 2020

For our monthly golf course report, I will start out by giving you our monthly goals vs actual numbers followed by details regarding the month.

	Goal	Actual	Difference
Green fee	\$10,000	\$19,680	\$+9,680
Cart Rental	\$5,000	\$ 11,612	\$+6,612
Merchandise	\$7,000	\$12,831	\$+5,831
Prep Food	\$ 700	\$677	\$-23
Beer Sales	\$ 4,500	\$7,970	\$+3,470
Drinks/Chips	\$ 2,000	\$2,391	\$+391
Memberships	\$ 9,000	\$9,471	\$+471
Total	\$38,200	\$64,632	\$+26,432

November 2020 was the highest revenue we can trace back for any given November since the course opened. We saw over 2,400 rounds of golf played this month which is another record. We beat all of our revenue goals this month except for prep food which will continue to struggle without a grill in the proshop. A few other key points of the month were our merchandise numbers were higher than expected, and we had really favorable weather for the month.

One area we have seen a decline is our total membership numbers. While it is still higher than previous years we saw a large spike during Covid when the course was members only. Some of the members have since let their membership expire when we opened back to the public, but our daily non member rounds has seen very positive growth so it more than equals out.

We have seen our tournament play pick up some after decreasing significantly during the pandemic. And we have seen more already being scheduled for 2021.

I will attach more detailed numbers regarding our fiscal year revenue goals.

Thank you as always

Brian



PUBLIC WORKS MONTHLY REPORT

Date: December 14, 2020

From: Lance Petty, Director of Public Works

Parks Maintenance Activities

Location	Work Performed
Stephen F. Austin Park	Weekly Mowing of Park/Ball Fields
Lincoln Park	Weekly Mowing of Park
Arrington Park	Weekly Mowing of Park
Pocket Park	Weekly Mowing of Park
Velasco Community House	Weekly Mowing of Park
Velasco Bridge Levee	Mow
Freeport Community House	Weekly Mowing of Park
Fire Station #2	Weekly Mowing of Grounds
City Wide	Christmas Lights
Library	Weekly Mowing of Grounds
FMP	Weekly Mowing of Park
Police Department	Weekly Mowing of Grounds
City Hall	Weekly Mowing Grounds
Rec Center	Landscape Maintenance Around Pool
City Wide	Clean Inlets
288	Trim Hedges
288 High School	Trim Hedges

288 United Rentals	Trim Hedges
Police Department	Decorations
288	Trim Palm Fronds
Museum	Set up tables for Blue Santa
All City Grounds	Fire ant control

Building Maintenance Activities

Location	Work Performed
City Wide	Christmas Lights
City Wide	Install Holiday Flags
SFA	Rehab Press Box
SFA	Repair field fencing
Riverside	Repair field fencing
City Hall	Repair electrical outlet
River Place	Repair Lighting
Landing	Repair Stairs
City Hall	Repair Boiler
City Hall	Re set Chiller
Library	Repair Toilet
FS1	Install Antenna
FS2	Repair plumbing
FCHP	Repair Sprinkler Line
City Wide	Repair outlets for Christmas Lights
Entrance	Repair Lights
FCHP	Install plexiglass on play set
Riverside	Repair Toilets

Beach/Facilities Activities

Location	Work Performed
Bryan Beach	Daily Litter Control
City Hall	Daily Sanitize
Police Department	Daily Sanitize
City Parks	Daily Litter Control
Freeport Community House	Clean and Sanitize Restrooms
FMP	Clean and Sanitize Restrooms
Surfside Beach	Daily Litter Control
River Place	Daily Litter Control
Velasco/36	Litter Control
VIC	Clean Out Building
Museum	Daily Sanitize
Memorial Park	Landscape Maintenance
FMP	Set up, Sanitize for Super feast
City Hall	Pressure Wash
River Place	Set up for Bingo
Service Center	Sanitize
City Hall	Clean Drive Thru
Pixie House	Landscape Maintenance
2 nd Street	Litter Control
Flood Gate	Litter Control

Streets/Drainage Activities

Location	Work Performed
Riverside Park	Begin Rehab of Senior Field
Ward C	Weed Control
288	Trim Palm Trees
City Wide	Install new flashing school zone lights
Bryan Beach	Repair beach entrance
City Wide	Trim Trees off Road
Ward D	Install culvert Piping
City Wide	Potholes
City owned lots	Mowing
County Interlocal Roads	Shoot grades for rehab
City Wide	Slope Mow Ditches
Ave B / Fisher	Concrete road repairs
City Wide	Mosquito Control
Quadrant A,B,C,D	Street Sweep
City Wide	Trim Low Hanging Branches
Cedar/Broad	Concrete Curb/Gutter Pour
Service Center	Equipment Maintenance
City Wide	Clean Outlets
Ave B	Pour drive approaches back in place
Ave M	Repair Damaged Fence
Bryan Beach	Rake x (4)
Bryan Beach	Repair Dunes

Projects:

Police Department Roof – In Progress

River Place Roof – In Progress

Ball Field lights – In Planning

Riverside Senior Field – In Progress

River Place Fishing Pier – In Planning

The Landing (Damage) – In Planning



FREEPORT POLICE DEPARTMENT

430 N. Brazosport Blvd • Freeport, TX 77541 • 979.239.1211 • Fax 979.239.2075

*Lt. Corey Brinkman
CID Commander*

*Raymond Garivey
Chief of Police*

*Capt. Danny Gillchriest
Patrol Division Commander*

To: Mayor and Council

During the Month of November, my officers responded to 1901 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.

As confirmed COVID cases continue, we are still taking precautions by requiring mask when entering our building. We also have hand sanitizer at both entrance doors for visitors to sanitize their hands before entering the building as well.

The police department also continues wearing masks if within 6 feet of another person and each employee is still required to check their temperature daily as they arrive for work. Logs were maintained and forwarded over to Human Resources.

Significant Incidents:

NO employee issues in November related to the Covid virus.

We had one major case which was a robbery in the 1500 block of W 10th Street. In that case a 21-year old male assaulted a 57-year old male and took his wallet and cash. My officers were quick to respond to the call and located a possible suspect in the area. The suspect was transported back to the scene where he was positively identified by the victim and subsequently charged with Robbery.

Community Events:

During the Month of November, due to many celebrations being cancelled because of the Corona Virus, the police department continues to participate in "birthday drive byes" for kids in our community.

We also participated in the City of Hitchcock's Veteran's Day Parade. We were invited by their police chief to bring one of our police units and drive in the parade.



To Protect, Serve, Model Integrity and Demonstrate Professionalism

Lucy Goose had a ribbon cutting ceremony and invited the police department to be in attendance. The owners are real big supporters of the police department.

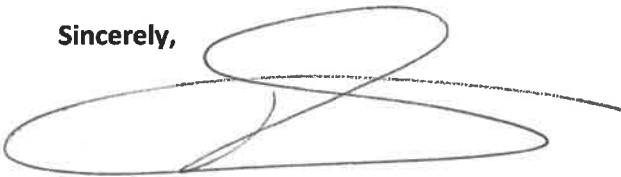
Employee of the Month:

Employee of the Month for the Month of November are Officers Justin Napoli and Daniel Hinojosa. On 11/04/2020 at approximately 2:30am, Napoli and Hinojosa were out patrolling neighborhoods when they on viewed a female hiding behind a vehicle that was parked in the yard of a house in the 700 block of W Broad. They got out to investigate and discovered a second female sitting in a separate vehicle parked out in front of this same house. As they continued to investigate, they discovered that the female hiding behind a car had actually "keyed" the car she was hiding behind. The suspect had issues with the resident living at said location. The suspect was arrested and charged with Criminal Mischief. The female sitting in the car was arrested for having traffic warrants out of the Clute Police Department. Always proud to see our officers being proactive out patrolling neighborhoods during the early morning hours detouring crime which led to this arrest. For their exceptional work protecting and serving the citizens of Freeport, Officers Napoli and Hinojosa were selected as the Employees of the Month for November.

Open Positions:

We have no vacant positions at this time.

Sincerely,

A handwritten signature in black ink, appearing to read 'Raymond Garivey', written over a large, light-colored oval shape.

Chief Raymond Garivey

Freeport Police Department

(979) 415-4187

City of Freeport
Culture, Recreation & Tourism Department
Monthly Summary Report
November 2020

FREEPORT HISTORICAL MUSEUM & VISITOR CENTER

Exhibits

Museum staff spent much of November restructuring the layout of the entire museum floor. This involved moving all of the artifacts, display cases, heavy nautical equipment, and models to form a narrative timeline throughout the exhibit hall. By the end of November, the new floor plan layout was largely finished, which would greatly enlighten Museum Coordinator, Wade Dillon on his upcoming project: creating new artifact labels and interpretive panels. These panels, containing text and images, will clearly interpret Freeport's history to guests.

Rental Venues

VIC staff has cancelled or rescheduled all rentals through the end of December. We are taking tentative reservations until further notice and looking at options to continue rentals at 75% capacity. Meetings at our facilities are being approved by the Mayor on a case by case basis until further notice.

Staff Updates

This month we welcomed our new part-time museum attendant, Miranda Bailon to the department. She hit the ground running, deep cleaning the facility and assisting with the new museum layout.

Wade created graphics and social media posts for Fall Family Movie Night and Holiday on the Brazos and ordered additional archival supplies.

In addition to her regular duties at the Museum/VIC, our Administrative Secretary, Tammy Bell coordinated vendors and food trucks for the HOB Christmas Market and secured details for Fall Family Movie Night. After events were cancelled, she was also responsible for refunding all market vendors which explains the deficit in revenues for the month of November.

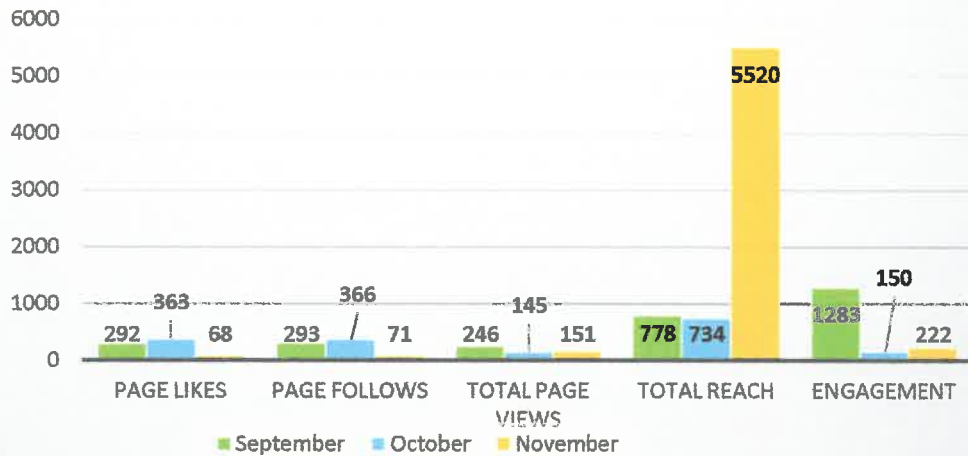
Museum/VIC staff assisted in preparations for the Blue Santa store which is scheduled to open to the public by appointment only in mid-December with the necessary safety precautions in place.

Statistical Data

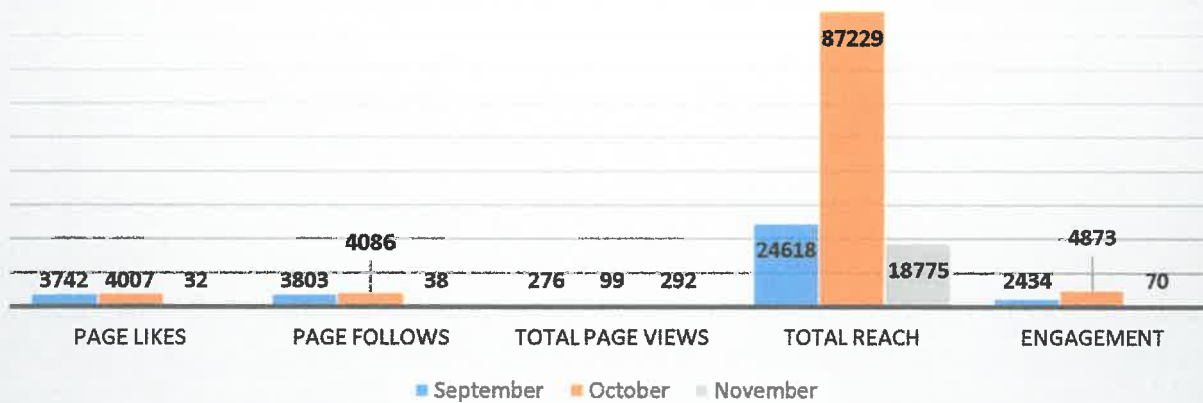
Admissions	November 2020	November 2019	YTD	LAST YTD
Adult	68	n/a	325	n/a
Child	0	n/a	156	n/a
Senior Citizen	4	n/a	69	n/a
TOTAL	72	n/a	550	n/a

Revenues	November 2020	November 2019	YTD	LAST YTD
Facility Rentals	-500.00	n/a	6500.00	n/a
Admission fees	250.00	n/a	393.50	n/a
Gift Shop	22.65	n/a	302.78	n/a
Vendor/Booth	-375.00	n/a	0	n/a
Donations		n/a	74.34	n/a
TOTAL	-852.35	n/a	7270.62	n/a

Visit Freeport Tx Facebook Analytics



Freeport Museum Facebook Analytics



SPECIAL EVENTS

The month of November was a challenge for the CRT Department as all scheduled events were cancelled due to COVID concerns. The *Fall Family Movie Night* was canceled amid concerns of enforcing social distance protocols, and scheduling conflicts prohibited us from moving the location back to the BHS parking lot. With anticipation of a large crowd for *Holiday on the Brazos* following the cancellations of similar events in nearby communities, the call was made to cancel our event as well. The steering committee continues to entertain ideas for monthly events and activities that meet social distancing protocols over the next few months including a drive-in movie feature of *Elf* in December, a drive thru event to replace the Daddy Daughter Dance and an Easter scavenger hunt.

SENIOR CITIZENS COMMISSION

The month of November was the second time since February that the Senior Citizens Commission got to meet and host BINGO. Precautions were taken, and social distancing guidelines were followed. Each table was distanced at least 6 ft, three chairs per table, individually wrapped sandwiches and cookies were passed out by masked and gloved members of the Senior Citizen Commission. With 31 participants the Commission deemed the gathering a success.

FREEPORT BRANCH LIBRARY

The Freeport Branch Library has resumed regular business hours and we welcome a new branch manager, Chris Allen, to oversee the facility operations.

RECREATION CENTER

Programming

After moving Zumba back to 8:30am – 9:30am, we saw a consistent number of 5-6 participants excluding Thanksgiving week. However, following the holidays the instructor texted positive for COVID so all classes have now been cancelled until the new year.

Talks with an instructor regarding a potential boxing or Muy Thai class have stalled due to COVID. We are still looking to introduce new programming options at the Rec Center such as Yoga and HIIT, and staff is also researching information on some type of E-sports with it being a virtual entity.

Staff Updates

Meetings, Training, Networking – This month was the annual TRAPS Golf Tournament. Recreation Supervisor Jonathan Phillips was able to be a part of the event and meet new people from other cities and vendors. He talked to a few people about how their recreation center was doing during this pandemic.

Capital Projects

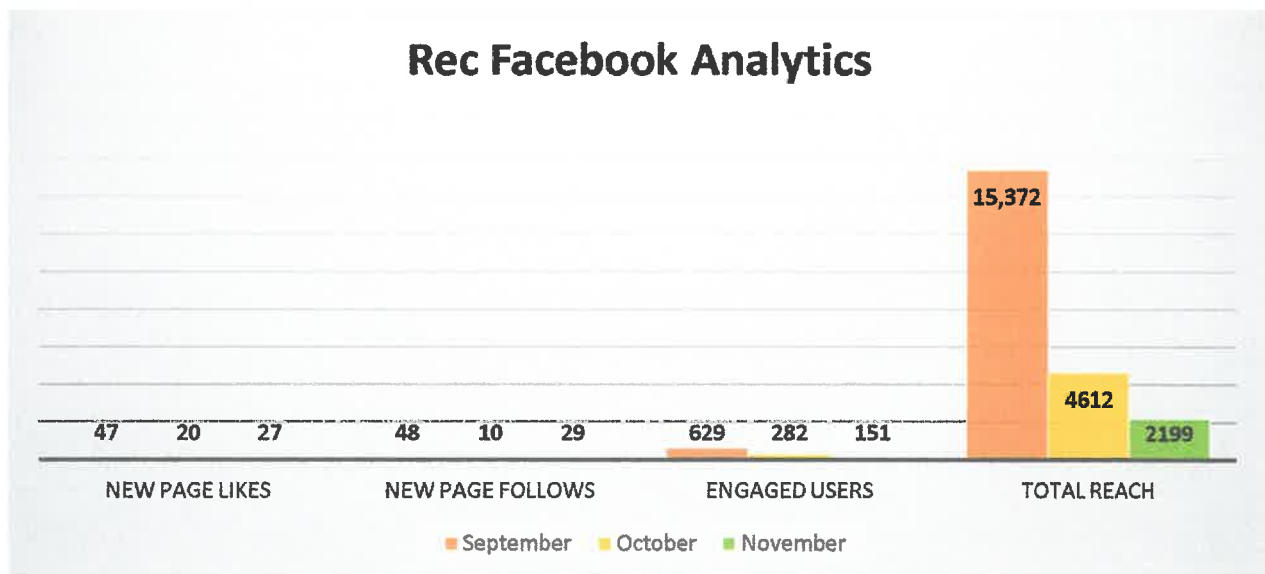
Currently we do not have any capital projects to update. We are scheduled to have the gym floor surface redone at the first of the year as the work was flawed when it was initially completed.

Statistical Data

ADMISSIONS	NOV 2020	LAST MONTH	YTD
City Employee	6	4	54
Ind. Member	62	49	1123
Senior Member	33	60	620
Family Member	0	33	33
Day pass	59	n/a	338
TOTAL	160	n/a	2135

REVENUES	NOV 2020	LAST MONTH	YTD
Memberships	605.00	580.00	9,710.00
Day pass	259.00	9.00	437.00
TOTAL	864.00	589.00	10,147.00

*No records available to distinguish revenue categories





**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

Equipment/Infrastructure:

Ambulance 909: air conditioner fan motor loose power and not cooling. Sent to Yaklin service department unable to repair. Sent to Performance Transmission in Angleton. Repair completed.

Ambulance 909: Losing electrical power during transport with engine dying under acceleration. Sent to Performance Transmission in Angleton. Repair completed. An in-line fuse in the chassis harness replaced.

Engine 903: Motor vehicle accident. Engine 903 turned into the service center the first compartment struck the vehicle bollard. DOI: 11/19/2020 Under internal review.

Hydrant Maintenance:

Viola Water maintains the water supply and hydrant maintenance. The department checks fire hydrants for operation/function as a part of preplanning operations and training.

Hydrant flow test this month was at the request of Texas Department of Insurance:

505 Port Road (Sage V Foods)	430 East 2nd
326 West 4th (Gateway Covenant Church)	431 West 4th (O. A Fleming)
550 Pete Schaff (Port of Freeport)	1815 West 4th (Freeport Intermediate)
301 S Brazosport Blvd (Four Corners)	2309 Zapata (Brazos M&E)
1935 Victoria (Warner Machine)	1402 N Ave I
2102 N Brazosport Blvd	422 N Brazosport Blvd (Library)
200 Navigation (Freeport Welding)	411 Sailfish (Bridge Harbor Yacht Club)

Emergency Management:

COVID-19 EM report provided at each city council meeting.

Review daily COVID-19 Brazoria County Health reports. Providing this data to Freeport Police Department for first responder notification under Freeport OEM Dispatch protocol.

Preparation of COVID-19 vaccine distribution to Brazoria County under BCOEM. PPE: we are still receiving PPE from the state distribution program for COVID-19.

Declared Disaster: COVID-19

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



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

Personnel: Firefighter Shawn Andel and Firefighter Jason Schneider out for medical leave.
Fire Fighter Vacancy: Two.
Offered employment to one applicant from the October testing/interview.
Firefighter/EMT-B Brian Faught started on November 23,2020
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. Job positions for first responders has as well. The Texas Commission on Fire Protection, TML, and SGR job website are full of employment opportunities.

Application process has been open and testing since May 2020.

This set of applicants gathered since October 15, 2020

Application on file: 7

No show testing: 3

Cognitive testing 6

Retest physical agility: 1

No call / No show: 3

Physical agility: 11/21/2020

Results four candidates for interview.

Interviews scheduled for December 8-9, 2020

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.

Pending updates from City Administration on the salary survey in progress by SGR.

Chapter Nine personnel policy adoption. Requested City Manager and FD Staff to meet together cover topics: Firefighter Payroll calculation, Education Pay, Certification Pay, Assignment Pay, Appendix A: Hour Fire/EMS Employees (vacation/holiday). Pending scheduling

Training: BASF: Two employees trained on pump operations and propane emergencies.
Wildland Firefighting training: twelve employees complete the portion the certification program. Pending course completion.

Public Relations:

Limited on public relations due to COVID-19.

Birthday Parade for a local citizen.

Preparation for Riverfest 2021

Finance:

Closing out budget 2019-20, FEMA projects, and purchase orders.

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



**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

Micheal Dumas
Fire Marshal

**Office of the Fire Marshal
November 2020 Monthly Report.**

Fire/Safety Inspections:

Address	Inspection Type	Pass/Fail
323 N Brazosport Blvd.	New Business Fire Final	Pass
905 N Ave J #2503	Foster Home	Pass
2010 N Brazosport Blvd	Papa Jacks Smoke Sack (BBQ)	Pass (needed to add FE.
325 N Brazosport Blvd.	Business re-opening after COVID	Fail due to hood system and FE
Total Inspections: 4		

Plans Review:

Name or Address	Type of Plan	COMMENTS Y/N
1521 Lafitte St.	Fire Alarm	N
Total Plans Reviewed: 1		

Fire Investigations:

Address	Type of Fire	Disposition
Bryan Beach	Brush	Under investigation
Total: Investigations: 1		



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Fire Safety Consultation/ Consultation:

Whom	In Reference to:
Mr. McDonald (Barcadia)	Called wanted to know status of fire sprinkler. I told him we were waiting on him to have fire protection company to submit plans. He stated that he would just have his plumber do it. I informed him that would be against state law.
Jeremie Clark (Club Epic)	Called and stated he wanted a Temp CO and that the Building official said he was ok with it as long as I was. I told him no that this is a life safety issue.
Jeremie (Club Epic)	Came to the station twice to talk to me once I was in a meeting and the second time I went out front to talk. He wanted to know about his building I told him again he had to have a FA & FS system installed before he could open, I also gave him the letter I emailed him.
Billy Shoemaker	Asked me to meet him at 321 N Gulf Blvd to conduct a walk-through of a building to be opened up as a restaurant.
Krette Lux	Called to set up a meeting about a few business ideas she had. Once she showed up her temp was taken, and she wore a mask the whole time she was in the station. She asked about requirements for sprinkler systems for bars, clubs, restaurants, dance halls, and event centers.
Billy Shoemaker & Mr. Clark	Building Official Billy Shoemaker called with Mr. Clark on the phone about the different occupancies that would be allowed in the space that club epic is in without having the fire sprinkler system requirement. I told them that a business or mercantile occupancy would work but it all depends on what all was in the occupancy. I also told them that I was working on getting more info on the use of CPVC pipe for fire sprinkler systems in commercial occupancies.
Fire Marshal's in the area	Sent an email out to area FM's about the use of CPVC in commercial structures, also called a few



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	contacts in North TX to find out on its use, they said they allow it in some commercial occupancies. Waiting on a fire protection company to send me the code ref. that allows its use. If the code allows it this will be a great solution in our downtown section and other locations for retro fit.
Amber w/Freeport Oaks	Called and wanted to know about putting a portable building next to a fire hydrant. Met with her on site and told her that the location was ok but she needed to call to see if a permit was required.
Total:	8

Public Education Events:

Location	Name of Event	Appx # people
South Front St.	Just stopped at talked to 3 children and their aunt.	4 (1 Stayed in the truck)
Total:	1	

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

Address	Description	Disposition
Total:	0	

Training:

Course Name	Hours
Mod 1 of Fire Executive Management Training from the Bill Blackwood Law Enforcement Management Institute of Texas	40
Wildland Fire Fighter training	4
Highway Safety Training (TCFP)	4
Total Hours:	48

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Miscellaneous:

- Nov 12th Meeting with City Manager, and Chief Motley about Club Epic and Barcadia .
- Nov. 20th Meeting with City Manager, Billy Shoemaker, and Chief Motley about Club Epic.
- Nov 23rd Meeting with City Manager, Billy Shoemaker, and Jerime Clark about Club Epic.
- Worked on New forms and revising old forms for about 9 hours total.



Human Resources Monthly Report

Date: December 16, 2020

HR TEAM: Brenda Miller-Ferguson and Donna Fisher

HR Services Team Priorities and Results for November 2020:

- **HR Team News:** We are proud to share two honors this month:
 - **Donna Fisher** has been voted **Employee of the Year** for her excellent internal customer service and accuracy, particularly during the annual insurance reenrollment process wherein she had minimal assistance from vendors due to COVID. She voluntarily coached dozens of employees.
 - **Brenda Miller-Ferguson** has been selected as one of only twenty (20) women in Texas to participate in the **2021 Women's Leadership Institute**, sponsored by the Texas City Management Association. The institute is a year-long leadership program focused on preparing women to become City Managers.
- **COVID Response:** This month the COVID absence trend in our employee population decreased slightly, with zero (0) positive cases. COVID activity this month included:
 - **COVID-Related Absence Tracking:** In November we had a total of three (3) absences related to COVID quarantines, with no positive employee cases. This is a decrease from a high of four (4) in October. The three (3) COVID-related absences in Nov. were in the Public Works, Administration, and Code departments.
 - **COVID-Related Policy:** COVID related policies remain in effect. The sunset date on most of our internal policies is currently Dec. 31, 2020, which syncs with official emergency declarations and federal FFCRA rulings. We are closely monitoring state and federal guidelines for extensions.
- **Salary Survey:** Strategic Government Resources (SGR) continues work on our City-wide salary and benefits survey. City Management is engaged in weekly progress meetings. In late November data gathering from comparison cities was completed. Data is being analyzed and prepared by SGR for our initial review in December. We hope to have data to share with Council in January. Based on survey results, staff will develop recommended action plans for Council consideration.
- **Audit Results:**
 - **Workers Compensation Audit:** We are pleased to report that our annual Workers Compensation Audit is complete. No errors were found and no process changes were recommended.
 - **Payroll/Financial Audit:** Payroll related documents have been completed and submitted for the financial audit process.
- **Policy Updates/Process Improvements:**
 - **Process Improvement-User-Friendly HR Forms and a Centralized Forms Portal:** We have updated several HR forms to make them more user-friendly for managers and to remove outdated fields. Recently updated forms include: Vacancy Verification, Personnel Status Change/New Hire, Reference Check, and Personnel Action/Discipline. We are also creating a centralized portal on our website for HR forms in order to improve access and resolve versioning issues.

- **Policy Update-Chapter 6 Disciplinary Process Policies Being Updated:** We are in the process of updating our disciplinary policy to ensure that the process is consistent across departments and is fair for all employees and managers. We plan to present the updated policy to Council for approval in January 2021.
- **Training/Coaching/Performance Improvement:**
 - **Performance Issues Addressed:** We had zero (0) employee separations for performance this month. We issued one written performance warning and conducted two verbal performance coaching sessions.
 - **Training:** We began using Local Government University (LocalGovU) via TML to provide digital training offerings for employees, including ethics and new supervisor training.
- **Performance Evaluations/Merit-based Pay Increases:** We continued working with managers to review the performance goals established for employees during the evaluation and merit-based pay process completed in March-Sept. 2020. We want to ensure that goals remain realistic given the impacts that COVID has had on employee schedules, and we want employees to know where they stand on performance metrics before the next assessment process, which will begin in Jan.-Feb. 2021.
- **Employee Turnover/Recruiting/Hiring Progress:**
 - **Recruiting:** Brenda participated in the “Red, White, and Blue” virtual job fair for Veterans. We obtained several applications for various positions.
 - **Employee Turnover:** We had zero (0) employee separations in November. The only new vacancy resulted from an internal promotion.
 - **Firefighter/EMS:** We filled the second of three Fire positions that were vacant. We have a qualified candidate in the process of being hired for the third position. The candidate is anticipated to start in Jan.
 - **Police Officers:** All vacancies remain filled.
 - **Police Dept. Crossing Guard:** Two (2) vacancies remain. With school schedules so unpredictable due to COVID, recruiting has been challenging. We are hopeful that discussions will continue for this responsibility to transfer to the school district.
 - **Public Works-Drainage Supervisor:** We filled this position via an internal promotion. That created an open Maintenance Technician position; recruiting is complete for that position and a new hire starts Dec. 17th.
 - **Building/Code Dept.:** The voluntary internal transfer of a Code Enforcement Officer to Public Works in Sept. created a vacancy in a Code Enforcement Officer position. Recruiting is completed and our new hire starts Dec. 7th.
 - **Golf:** The Mechanic position vacated via a performance-related resignation in Oct. was filled in Nov.
- **Risk Management and Insurance Updates:**
 - **Workers Compensation Claims:** We have one (1) active employee on Workers Comp. leave in Nov. [in Public Works]. This is down from two (2) in Oct. We had two (2) fraudulent claims filed for active City employees in Nov. Brenda is working with the Workforce Commission on these investigations.
 - **Family & Medical Leave Cases (FMLA)-** Two (2) active cases in Nov. (1-Fire, 1 Bldg/Code). This is down from five (5) in Oct.
 - **Property/Liability/Accident Claims-** One (1) new claim in Nov. (1-Fire vehicle). This is down from three (3) in Oct.
 - **Record Retention:** We researched record retention regulations and began purging old files that have been stored in HR for many years. We want to reduce exposure from storing sensitive data, and save

storage space. This month we gathered old applicant tracking files and are obtaining City Secretary validation before shredding them.

- **Asset Management Updates:** Titles were assembled for surplus items for the next auction.

- **Miscellaneous Updates:**

- **ADA Accommodation Request:** We managed one (1) ADA accommodation request this month and obtained approval on our response from the City Attorney before discussing it with the employee.

Priorities for December/January:

- **Salary Survey Project** –Present SGR survey data to Council and prepare action plan based on salary survey results.
- **Year-End Payroll Processing** – Prepare and distribute W-2's, 1095's, etc. before federal deadlines.
- **Value of City Employment ["Hidden Paycheck"] Statements** – We are creating a summary document for each employee to demonstrate the value of their City employment beyond salary (value of benefits, taxes, time off, etc.). We hope to have these completed and distributed after year-end data is available in late Jan.
- **Strategic Plan Progress**– Review progress and continue implementation of new Employee Orientation Program, Recruiting/Marketing plan, and Employee Training Options.

Property/Information Technology/Geographic Information Systems Monthly Report November 2020

Property:

- Lien Calculations/Payoff Preparations/Releases
- Input Illumination Light Outages to Centerpoint for Repair (40 Lights)

Information Technology:

- New Setup of all users at the Recreation Center
- Update website
- Update social media
- Attended 5 Boards/Commissions meetings for setup and broadcast
- Scalecare, Windows Server 2019 & Intercept X Renewal Quotes
- Information Request: Communication re Port Zoning
- Create Peddler/Solicitor Permit Application

GIS:

- Water/Sewer Mapping
- Update Fire Hydrant Locations
- Replat Maps & 200' Property Ownership List
 - Barthelmess
 - Cundieff

Stormwater Annual Report

- Data Collection from departments

Projects:

- Annual Street illumination Lighting 75%
 - Need to meet with Centerpoint regarding light locations
- Incode Upgrade 80%
 - In the process of upgrading the Incode Server to Windows 2019
- Water/Sewer Map Updates: 12%
 - Sending Weekly Maps to Veolia
- Zoning Map 90%
 - Finalize changes

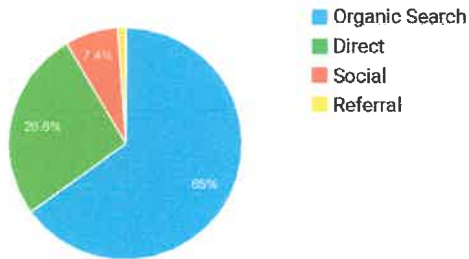
Acquisition Overview

Nov 1, 2020 - Nov 30, 2020

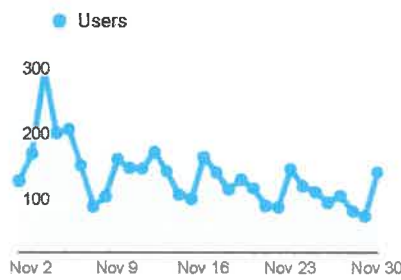
All Users
100.00% Users

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

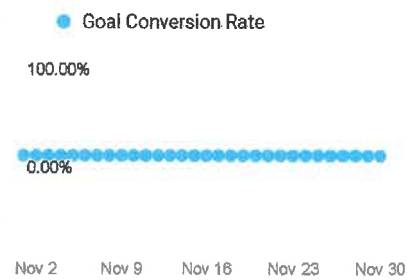
Top Channels



Users



Conversions



Acquisition

Behavior

	Users	New Users	Sessions	Bounce Rate	Pages / Session	Avg. Session Duration
1 Organic Search	1,944	2,680	3,799	75.34%	1.36	00:00:51
2 Direct	795			74.52%		
3 Social	221			75.76%		
4 Referral	32			82.91%		
				69.70%		

Conversions



Set up a goal.

To see outcome metrics, define one or more goals.

GET STARTED

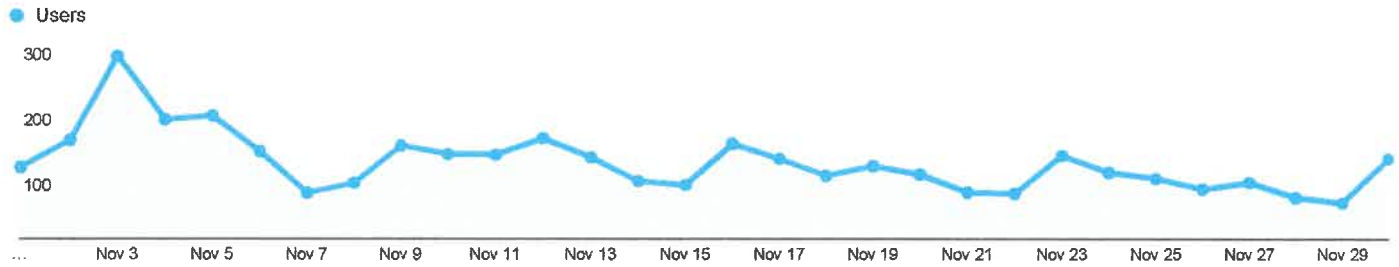
To see all 4 Channels [click here](#).

Audience Overview

Nov 1, 2020 - Nov 30, 2020

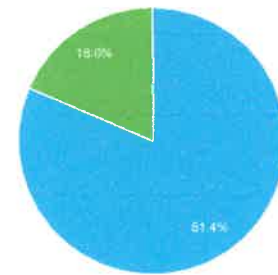
All Users
100.00% Users

Overview



<p>Users</p> <p>2,966</p>	<p>New Users</p> <p>2,680</p>	<p>Sessions</p> <p>3,799</p>
<p>Number of Sessions per User</p> <p>1.28</p>	<p>Pageviews</p> <p>5,174</p>	<p>Pages / Session</p> <p>1.36</p>
<p>Avg. Session Duration</p> <p>00:00:51</p>	<p>Bounce Rate</p> <p>75.34%</p>	

New Visitor Returning Visitor



Language	Users	% Users
1. en-us	2,523	84.89%
2. en	251	8.45%
3. es-us	40	1.35%
4. es-419	26	0.87%
5. en-gb	23	0.77%
6. fi	23	0.77%
7. vi-vn	11	0.37%
8. c	9	0.30%
9. en-ca	5	0.17%
10. es-xl	5	0.17%

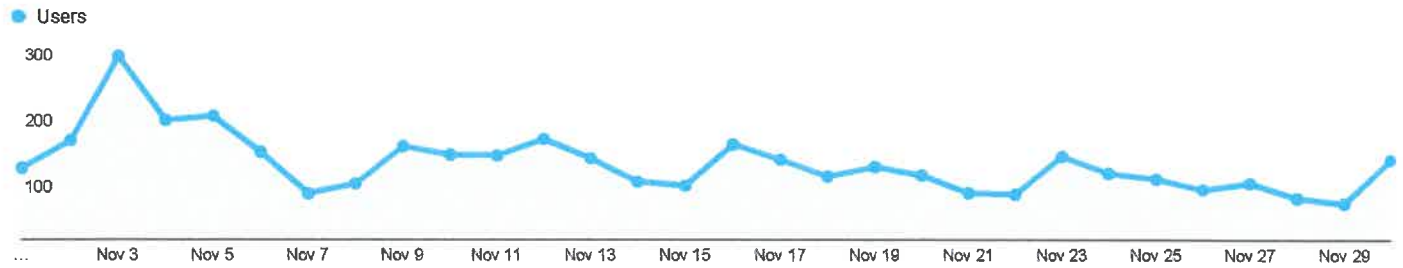
Browser & OS

Nov 1, 2020 - Nov 30, 2020

All Users
100.00% Users

Explorer

Summary



Browser

Users

Users

2,966 % of Total: 100.00% (2,966) **2,966** % of Total: 100.00% (2,966)

Rank	Browser	Users	% of Total
1.	Chrome	1,407	47.44%
2.	Safari	1,004	33.85%
3.	Edge	148	4.99%
4.	Safari (in-app)	118	3.98%
5.	Android Webview	80	2.70%
6.	Samsung Internet	68	2.29%
7.	Firefox	63	2.12%
8.	Internet Explorer	57	1.92%
9.	Amazon Silk	9	0.30%
10.	Android Browser	7	0.24%

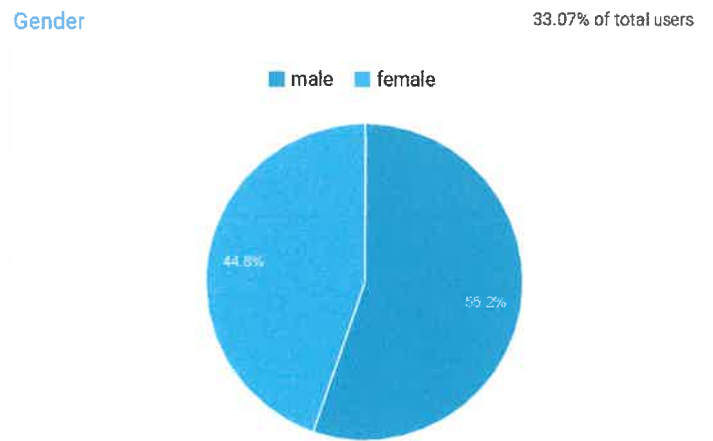
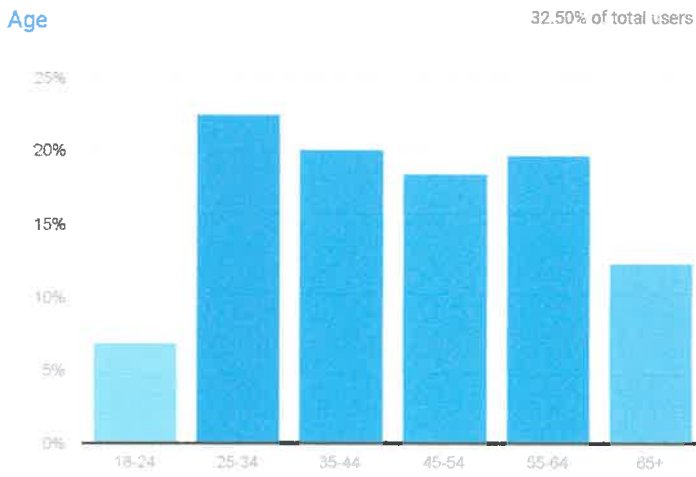
Rows 1 - 10 of 12

Demographics: Overview

Nov 1, 2020 - Nov 30, 2020

All Users
100.00% Users

Key Metric:



Location

Nov 1, 2020 - Nov 30, 2020

All Users
100.00% Users

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
	2,966 % of Total: 100.00% (2,966)	2,682 % of Total: 100.07% (2,680)	3,799 % of Total: 100.00% (3,799)	75.34% Avg for View: 75.34% (0.00%)	1.36 Avg for View: 1.36 (0.00%)	00:00:51 Avg for View: 00:00:51 (0.00%)	0.00% Avg for View: 0.00% (0.00%)	0 % of Total: 0.00% (0)	\$0.00 % of Total: 0.00% (\$0.00)
1. United States	2,795 (94.23%)	2,513 (93.70%)	3,624 (95.39%)	75.28%	1.36	00:00:52	0.00%	0 (0.00%)	\$0.00 (0.00%)
2. Netherlands	35 (1.18%)	35 (1.30%)	35 (0.92%)	74.29%	1.31	00:00:04	0.00%	0 (0.00%)	\$0.00 (0.00%)
3. Germany	29 (0.98%)	29 (1.08%)	29 (0.76%)	51.72%	1.62	00:00:06	0.00%	0 (0.00%)	\$0.00 (0.00%)
4. Canada	13 (0.44%)	13 (0.48%)	13 (0.34%)	84.62%	1.15	00:00:05	0.00%	0 (0.00%)	\$0.00 (0.00%)
5. China	13 (0.44%)	13 (0.48%)	13 (0.34%)	100.00%	1.00	00:00:00	0.00%	0 (0.00%)	\$0.00 (0.00%)
6. India	11 (0.37%)	10 (0.37%)	12 (0.32%)	83.33%	1.25	00:00:08	0.00%	0 (0.00%)	\$0.00 (0.00%)
7. Mexico	6 (0.20%)	5 (0.19%)	6 (0.16%)	66.67%	1.83	00:01:21	0.00%	0 (0.00%)	\$0.00 (0.00%)
8. United Kingdom	5 (0.17%)	5 (0.19%)	6 (0.16%)	100.00%	1.00	00:00:00	0.00%	0 (0.00%)	\$0.00 (0.00%)
9. Australia	4 (0.13%)	4 (0.15%)	4 (0.11%)	75.00%	1.25	00:00:15	0.00%	0 (0.00%)	\$0.00 (0.00%)
10. Ireland	4 (0.13%)	4 (0.15%)	4 (0.11%)	50.00%	1.50	00:01:09	0.00%	0 (0.00%)	\$0.00 (0.00%)

Rows 1 - 10 of 44



Finance, Court & Water Departments

Title: Monthly Report for November 2020

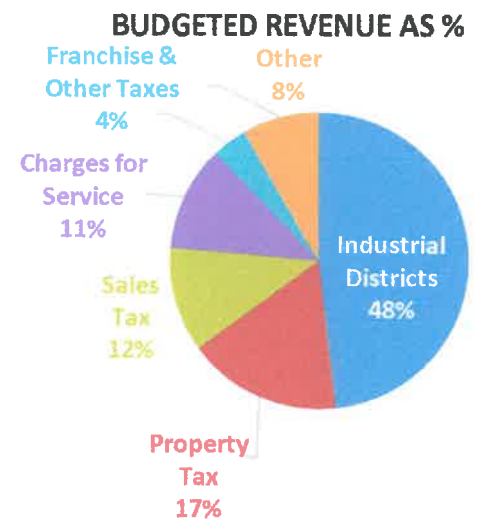
Date: December 21, 2020

From: Stephanie Russell, Assistant City Manager/Finance Director

Budget vs. Actuals for November

Major Revenue

	Current Budget	Actual FYTD	% Budget Received
Industrial Districts	(7,967,460)	0	0%
Property Tax	(2,764,154)	(224,019)	8%
Sales Tax	(1,900,000)	(135,892)	7%
Charges for Service	(1,886,394)	(273,197)	14%
Franchise & Other Taxes	(635,826)	(86,616)	14%
Miscellaneous Income	(328,700)	(26,336)	8%
Fines & Forfeits	(301,800)	(21,953)	7%
Lease Income	(282,574)	(23,429)	8%
Intergovernmental	(280,505)	(10,625)	4%
License and Permits	(104,591)	(15,801)	15%
Investment Earnings	(90,000)	(1,288)	1%
Grand Total	(16,542,004)	(819,156)	5%



Industrial District payments are due in December 2020 and July 2021.

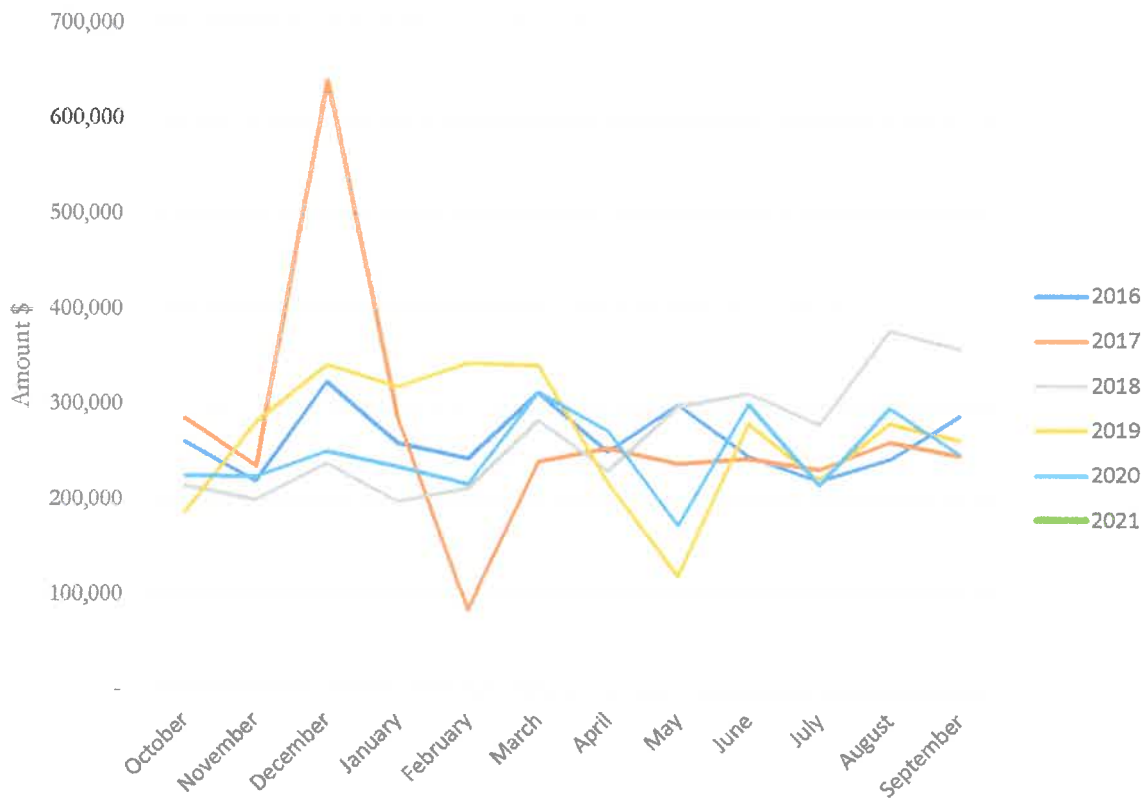
Industrial Districts	Current Budget	YTD Received	% Budget Received
Brazosport IDA	(4,442,037)	0	0%
Freeport IDA	(1,525,423)	0	0%
Freeport LNG IDA	(2,000,000)	0	0%
Grand Total	(7,967,460)	0	0%

Property Tax	Current Budget	YTD Received	% Budget Received
TAX - PR - CURRENT YEAR	(2,764,154)	(224,019)	8%
TAX - PR - P & I CURRENT YEAR	0	0	0%
TAX - PR - P & I PRIOR YEARS	0	0	0%
TAX - PR - PRIOR YEARS	0	0	0%
Grand Total	(2,764,154)	(224,019)	8%

Sales Tax

Month	City Budget	City Actual	City % Over/(Under)	City FYTD
October	145,924	135,892	-6.9%	135,892
November	164,652	0		
December	155,911	0		
January	132,518	0		
February	191,659	0		
March	148,076	0		
April	141,464	0		
May	183,550	0		
June	156,170	0		
July	142,322	0		
August	181,191	0		
September	156,561	0		
Total	1,900,000	135,892		

Comparison of Sales Tax Revenue by Year



Budget vs. Actuals by Fund

Fund	Current Budget	Actuals FYTD	Budget-Actual
General Fund			
Revenue	-16,542,004	-819,156	-15,722,849
Administration	1,934,544	202,911	1,731,634
Beach Maintenance	10,000	618	9,382
Building	334,982	31,229	303,753
Code Enforcement	378,836	23,158	355,678
EMS	907,998	71,427	836,571
Fire	1,362,903	200,403	1,162,500
Garbage	992,453	158,695	833,758
Golf Course	1,128,041	133,892	994,148
Historical Museum	378,302	25,541	352,762
Library	55,700	3,719	51,981
Municipal Court	179,246	18,891	160,356
Parks	1,359,186	134,696	1,224,490
Police/Animal Control	4,837,671	590,614	4,247,056
Recreation	583,200	38,417	544,783
Service Center	222,087	23,663	198,425
Sr. Citizen's Commission	10,250	116	10,134
Street	1,325,978	176,944	1,149,034
Emergency Management	0	90,330	-90,330
Transfer	1,050,676	0	1,050,676
General Fund Total	510,049	1,106,106	-596,057
Water & Sewer			
Revenue	-6,655,842	-913,826	-5,742,016
Water/Sewer	5,751,054	691,001	5,060,053
Transfer	150,000	0	150,000
Water & Sewer Total	-754,787	-222,824	-531,963
Capital Debt Service			
Revenue	-568,300	-42,565	-525,735
Debt Service	551,924	29	551,895
Transfer	0	0	0
Capital Debt Service Total	-16,376	-42,536	26,160
COO 2008 Construction			
Revenue	0	0	0
Administration	0	23,520	-23,520
COO 2008 Construction Total	0	23,520	-23,520
2020 CO Bond			
Revenue	-38,500	0	-38,500
Administration	675,000	0	675,000
Historical Museum	375,000	0	375,000
Street	2,752,000	0	2,752,000
2020 CO Bond Total	3,763,500	0	3,763,500

Fund	Current Budget	Actuals FYTD	Budget-Actual
Special Revenue			
Revenue	-55,600	-1,884	-53,716
Beach Maintenance	0	0	0
Hotel/Motel	30,250	5,000	25,250
Municipal Court	34,800	7,956	26,844
Police/Animal Control	15,000	0	15,000
Transfer	0	0	0
Special Revenue Total	24,450	11,073	13,377
Street & Drainage			
Revenue	0	0	0
Street	250,000	150,792	99,208
Transfer	-250,000	0	-250,000
Street & Drainage Total	0	150,792	-150,792
Facilities & Grounds CIP			
Revenue	0	0	0
Fire/Emergency Management	25,000	0	25,000
Golf Course	55,000	33,200	21,800
Historical Museum	17,000	0	17,000
Parks	38,000	0	38,000
Police/Animal Control	45,300	64,962	-19,662
Recreation	3,475	0	3,475
Service Center	22,000	0	22,000
Transfer	-205,775	0	-205,775
Facilities & Grounds CIP Total	0	98,162	-98,162
Vehicle & Equipment			
Revenue	0	0	0
Fire/Emergency Management	93,142	0	93,142
Golf Course	47,000	0	47,000
Police/Animal Control	122,000	0	122,000
Street	7,500	0	7,500
Transfer	-269,642	0	-269,642
Vehicle & Equipment Total	0	0	0

General Fund Balance Sheet

Assets		Liabilities	
Cash	4,238,713	Deferred Revenue	(862,626)
Due from Other Funds	26,679	Due to Other Funds	(121,126)
Receivables	1,425,168	Payables	(365,077)
Total Assets	5,690,560	Total Liabilities	(1,348,828)
		Revenue Less Expenditures	1,106,106
		Beginning Fund Balance	(5,447,838)
		Total Liabilities & Fund Balance/Equity	(5,690,560)

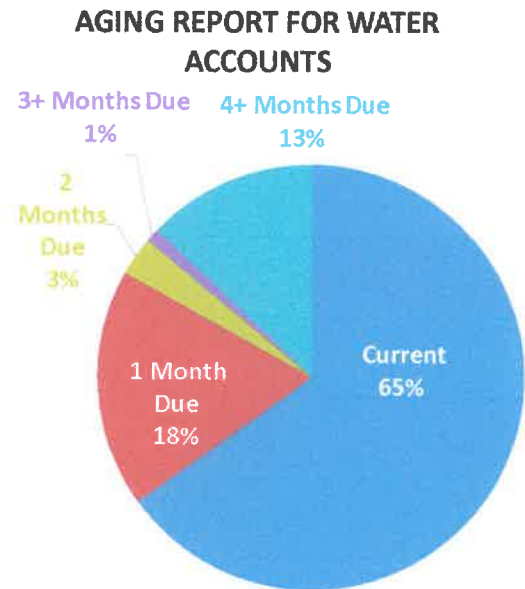
Utilities

As of the end of November, 65% of the active water accounts were current and 35% had outstanding balances. Additionally, **536 residents had signed up for the Senior Discount**. This data does not include 122 (down from 173 last month) inactive water accounts that are still using water. Normally, staff would have cutoff water to these accounts but has not done due to COVID-19. These accounts are tagged urging the residents to setup or reactive their account.

Nov-20

Billed	Water	Sewer	Total FYTD
Residential	\$143,131	\$120,417	\$263,548
Commercial	249,456	233,271	482,727
Outside CL	75,008	1,250	76,258
Irrigation	1,847		1,847
Water Only	41,287		41,287
Sr. Discount	(1,379)	(1,253)	(2,631)
Total Billed	\$509,350	\$353,685	\$863,035
Last FYTD	\$497,035	\$350,756	\$847,791
% Change	2.5%	0.8%	1.8%

Consumption	Water	Sewer	Total FYD
Billed	56,621,000	44,354,699	100,975,699
Unbilled	1,510,000	0	1,510,000
Total Gallons	58,131,000	44,354,699	102,485,699
Last FYTD	62,225,000	47,869,921	110,094,921
% Change	-6.6%	-7.3%	-6.9%



Municipal Court

In November, Court held two dockets. Additionally, the next jury trial will be held on 1/26/2020 at RiverPlace to ensure social distancing protocols can be met.

Fiscal Year Total Through	Nov-18	Nov-19	Nov-20	% Change
Violations				
Filed	4,736	4,194	2,434	-42.0%
Completed	3,603	3,141	1,622	-48.4%
Net Difference Filed/Complete	1,133	1,053	812	-22.9%
Warrants				
Issued	1,232	789	398	-49.6%
Warrants Cleared	1,456	967	606	-37.3%
Change in Total Warrants	-224	-178	-208	16.9%
Total Fees/Fines Paid*	\$737,364	\$612,229	\$354,440	-42.1%

* Includes Regulatory, State & Other Agency Fees

Ongoing Initiatives

Audit

In November, staff continued to work on closing out FY2019-2020. Per the City's closing procedures, final invoices and receipts for the prior fiscal year will be accounted for through the end of November. Staff has been reconciling accounts to ensure everything is accounted for properly. The interim audit for FY2019-2020 was conducted in July and the final audit for will be conducted after the close of the fiscal year.

Budget, CIP and Long-Range Financial Plan

No new updates for November. The Fiscal Year 2020-2021 Budget was adopted by Council on September 8th and is now posted on the City's website. The next budget related initiatives will be to develop a five-year Capital Improvement Plan and Long-Range Financial Plan.

2020 Bond Program

Council approved issuance of certificate of obligation bonds August 3, 2020. Since then, the City has received the \$8 million in bond proceeds and closed out the issuance in September. Below is the status if each project included in the bond program:

1. Street & Drainage projects: There are no new updates for November. A Council workshop was held in October to review the streets and drainage projects proposed to be included in the bond program. In
2. Velasco Pump Station Improvements: Engineering is complete and the project was bid in November. Two bids were received on December 3, 2020 and will be up for Council consideration December 21st.
3. Heritage House Renovation: This project is on hold until a workshop with Council is held to determine if and how the project will move forward.
4. City Hall Renovation: In November, staff reviewed the preliminary schematic drawings. The formal report is being finalized and will presented to Council in January.

Financial Software

In November, staff met with Tyler regarding preparations to migrate the City's financial and court data. The Upgrade is currently on track to the begin the January 2021. Council approved the upgrade to Incode 10 with Tyler Technologies June 1st. Since, then staff has begun working with Tyler on implementation.

Grant Administration

- Texas Coronavirus Relief Fund (CRF): Staff submitted the proposed spending plan to the Texas Division of Emergency Management on November 9th. Additionally, **121 grants were distributed for the Utility Grant Program** and is currently reviewing them for eligibility.
- CDBG-MIT Applications: No new updates for November. Due to the number of applications received, the GLO does not anticipate awarding these grants until after the new year. The applications for the Harvey and 2016 Floods were resubmitted by the October deadline.
- JAG – Radio Console Grant: There are no new updates for November. The City received notification it was formally awarded this Public Safety (PD) grant in October.

- **GLO Beach Maintenance Program:** In November, staff submitted the quarterly report for the months of June through August.
- **FEMA-Harvey Reimbursement:** Staff continued to work with TDEM and consultants to close out the FEMA projects. Reimbursement for Category B (Emergency Measure Expenses) is currently being audited. Additionally, staff has been working with Freese and Nichols to devise a plan to repair the bank at the Golf Course. An update on this project was presented in October. Additionally, staff has engaged Freese and Nichols to engineer repairs for the damaged roads eligible for reimbursement.

Purchasing

Staff issued Competitive Sealed Bid #2008 for the Stormwater Pump Station Electrical Overhaul in November and two bids were received in December. Council will consider awarding this bid on December 21st.

Texas Comptroller of Public Accounts' Transparency Stars Program

There are not any new updates for November. Staff continues to add information to the website to increase transparency. The Texas Comptroller of Public Accounts' Transparency Stars program recognizes local governments for going above and beyond in their transparency efforts. Over the next year or so, the Finance Department will continue working towards expanding its online presence in an attempt to increase transparency and possibly submit for recognition.